



**CITY OF
MOUNT
DORA**

**Parks and Recreation
900 N. Donnelly St.
Mount Dora, FL 32757
352-735-7183
Fax: 352-735-3681
E-mail: parksandrec@cityofmoundora.com**

**PARKS AND RECREATION
ADVISORY BOARD MEETING
City Hall Board Room, 510 N. Baker Street, Mount Dora, FL 32757
November 20, 2023 at 5:30 PM**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - A. July 17, 2023 Meeting Minutes
 - B. August 21, 2023 Special Meeting Minutes
- IV. Public Comment
- V. Presentations
 - A. Introduction of Communications Coordinator, Brittany Haller
- VI. Action Items
- VII. Resolutions
- VIII. Ordinances
- IX. Discussion Items
 - A. Parks & Recreation Advisory Board Member Terms
- X. City Staff
 - A. Parks and Recreation Update
 - Pickleball at Summerview
 - Playground at Summerview
 - Kayak Rental at Palm Island
 - Frank Brown Renovation
 - Archery
 - Flag Football
 - Enrichment Series

- AAU Swim Team

B. Cultural and Special Events Update

- Light up Mount Dora – November 25
- Christmas Walk – December 1
- Lions Club Christmas Parade – December 2
- Holiday Symphony Concert featuring Stetson University Symphony Orchestra – December 2
- Snow in the Park – December 9
- 5K and Half Marathon – December 16-17
- The Nutcracker presented by the Mount Dora School of Ballet – December 9-10

XI. Communications and Reports

- A. Board Member Elizabeth Bourassa
- B. Board Member Derrick Campbell
- C. Board Member Marsha Blum
- D. Board Member William Larkin
- E. Board Member Suzanne Scheck
- F. Vice-chair Amy Fortenberry
- G. Chair Mark Woerner

XII. Future Meeting Dates

- A. Thursday, January 18, 2023, 5:30 p.m. - Rescheduled due to Martin Luther King Jr. Holiday

XIII. Adjournment

NOTICE: Please note that, for purposes of Section 286.011, Florida Statutes, two or more members of the City Council may be present at this meeting, and this meeting may be considered a City Council meeting.

NOTICE: If any person decides to appeal any decisions at this meeting with respect to any matter considered, such person may need a record of these proceedings. For such purpose, a person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

NOTICE: In accordance with the Americans with Disabilities Act (“ADA”) and Florida Statutes, Section 286.26, persons with disabilities needing a reasonable accommodation to participate in a public hearing or meeting should contact the City of Mount Dora’s ADA Coordinator at least 48 hours prior to the proceeding. The ADA Coordinator may be contacted by phone at 352-735-7126, ext. 1111, or by email at clerk@cityofmounddora.com.

If hearing impaired, telephone the Florida Relay Service numbers (800) 955-8771 (TDD) or (800) 955- 8770 (Voice) for assistance.

If you have any comments or question regarding the contents of this agenda packet, please call Jennifer Schwarz at

(352) 735-7183 ext. 1605.



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DATE: November 20, 2023

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: July 17, 2023 Meeting Minutes

Introduction:

Discussion:

Budget Impact:

Strategic Impact:

Recommendation

Attachment(s):

1. PRAB Minutes.07.17.2023_ADA

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 11/16/2023

ATTACHMENT #1

**CITY OF
MOUNT DORA, FLORIDA
PARKS & RECREATION
ADVISORY BOARD
MINUTES**



**July 17, 2023
City Hall
510 N. Baker St.
Mount Dora, FL 32757**

Call to Order

Chairman Mark Woerner called the meeting to order at 5:30 PM

Roll Call

Members Present:

Mark Woerner,
Elizabeth Bourassa
Derrick Campbell
Marsha Blum
Suzanne Scheck

Also Present

Troy Shonk, Parks and Recreation Director
Christopher Carson, Cultural and Special Events Manager
Amanda Ferguson, Administrative Assistant

Approval of Minutes

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A. May 15, 2023 Meeting Minutes

MOTION TO APPROVE BY COMMISSIONER BLUM; COMMISSIONER
SCHECK SECONDED THE MOTION. Approved by all.

Public Comment

Lillie Taylor - 704 Pine Avenue, Mount Dora - Advised there is a problem with Cauley Lott Park; the lights on the basketball court and park hours conflict. She does not want the lights to be on in the park at 8:30pm so individuals can play basketball. She suggested the light shut off time needs to be altered to reflect the park closure time. Ms. Taylor expressed her thoughts that the "Park & Chill Thing" that happens on Sunday evenings is not okay.

Presentations

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Action Items

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Resolutions

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Ordinances

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Discussion Items

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A. Parks Ordinance Update

ATTACHMENT #1

Parks & Recreation Director, Troy Shonk, stated he would like to have an open dialog about the existing Parks ordinance, in hopes to get suggestions for additions. Staff have identified two major issues; individuals sleeping in the parks after hours along with open hours and alcohol being sold in parks. He also reviewed previous changes to the ordinance; the smoking ordinance to be in accordance with State Law and the removal of an ordinance prohibiting guns, as it goes against state statutes, that allows individuals with a concealed weapons permit to have guns in public parks.

Commissioner Bourassa inquired if the unhoused individuals had anywhere to go. The staff were unaware, but advised that they would inquire with the Police Chief.

Commissioner Blum inquired if we had periodic patrols. Director Shonk advised that there is.

Commissioner Bourassa inquired if there are any times that an individual can sell alcohol at a public place without a special event permit. Chris Carson, Cultural & Special Events Coordinator, advised that they are not allowed to do so on public property without a permit, licensing and insurance. The verbiage of the ordinance needs to be adjusted to include events that are third party events. She also inquired if there is flexibility in the fines, due to them possibly occurring in a historically impoverished community. Director Troy advised that fines typically only occur if there is vandalism and damage is caused.

Director Shonk would also like to add restrictions to Forest Park, Palm Island Boardwalk and Mountain Bike Trail to limit what can access the areas specifically. Commissioner Scheck suggested that a sign be placed at eye height specifically warning people of the danger of walking on the Mountain Bike Trail.

Chair Woerner suggested that the ordinance in regard to dogs be updated to be more clear, as the current verbiage seems to be missing some words.

City Staff

A. Parks and Recreation Update

Director Shonk advised that our main focus is our Summer Camp program at this time. The program has very high numbers of attendance, with a record broken with 226 children attending a field trip this year. The next program coming up is the Youth Soccer Program. The Lincoln Avenue Pool and Splash Pad are both now fully functional and open to the public. The kayak launch installation at Gilbert Park will be completed within the next few weeks. Lastly, Summerview Park Pickleball Courts have begun construction and the pads should be poured shortly and start their 30 day curing process.

ATTACHMENT #1

B. Cultural and Special Events Update

Mr. Chris Carson inquired who was able to attend Freedom On The Waterfront, advised the event very well and that the department has a very great team that work hard to put on every event for the City. One of the sponsors, Adult Medicine, was in the crowd and Chris provided him with a poster of the event's art. He moved onto Last Call 2023, which will be taking place on July 29th at Sunset Park, at which the City will be collecting school supplies to donate to local primary and secondary schools.

Suds, pups and Pints - September

Pit Masters and Pourers - BBQ, Bacon and Bourbon collide - ticketed event in Elizabeth Evan's Park with 8 BBQ vendors who are competing during the event Vidafredia event - Center for the Arts and the City of Mount Dora will be offering a one-day event

Elvis Weekend at Mount Dora Music Hall - 9/14-16 - this event sold out last year and is on its way to being sold out this year, too.

Matt from Adult Medicine advised that they are working to coordinate the Soap Box Derby that takes place at Elizabeth Evans. They're working with the Kiwanas Club to put the event on October 14th. Commissioner Campbell inquired for pricing. Matt advised that they provide scholarships with Ace Hardware to provide all of the supplies for families that want to participate.

Communications and Reports

A. Board Member Elizabeth Bourassa

Member Bourassa inquired if she needs to respond to an email that she received from Mark Slaby that drew attention to trees in the City that need attention. Staff advised that it was sent to multiple boards, City Council and the City Manager and she does not need to be responded to.

B. Board Member Derrick Campbell

C. Board Member Marsha Blum

D. Board Member William Larkin

E. Board Member Suzanne Scheck

ATTACHMENT #1

F. Vice-chair Amy Fortenberry

G. Chair Mark Woerner

Future Meeting Dates

A. Monday, September 18, 2023, 5:30 p.m.

B. Monday, November 20, 2023, 5:30 p.m.

Adjournment

**MOTION TO ADJOURN BY COMMISSIONER SCHECK; SECONDED BY
COMMISSIONER BOURASSA.**

Chairperson Woerner adjourned the meeting at 6:44pm.

Mr. Mark Woerner
Chairperson

Mrs. Amanda Ferguson
Administrative Assistant



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DATE: November 20, 2023

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: August 21, 2023 Special Meeting Minutes

Introduction:

Discussion:

Budget Impact:

Strategic Impact:

Recommendation

Attachment(s):

1. PRAB Special Meeting Minutes.08.21.2023

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 11/15/2023

ATTACHMENT #1

**CITY OF MOUNT DORA, FLORIDA
PARKS AND RECREATION
ADVISORY BOARD
MINUTES**



**August 21, 2023
City Hall
510 N. Baker St.
Mount Dora, FL 32757**

Call to Order

Having been duly advertised as required by law, Parks and Recreation Advisory Board Vice-Chairperson Amy Fortenberry called the meeting to order at 5:36 p.m. in the Mount Dora Council Chambers.

Roll Call

Members Present

Suzanne Scheck, District 1
William Larkin, District 5
Vice-chair Amy Fortenberry, Mayoral Appointee
Elizabeth Bourass, At-Large

Also Present

Troy Shonk, Director of Parks and Recreation
Amanda Ferguson, Administrative Assistant

Attending via Zoom:

Marsha Blum, District 3
Chairperson, Mark Woerner, District 4

Members Not Present:

Derrick Campbell, District 2

Approval of Minutes

Public Comment

Presentations

Action Items

- A. 2024 Florida Recreational Development Assistance Program (FRDAP) grant application in the amount of \$200,000 for improvements to Frank Brown Park

Director Shonk explained that the department is hoping to apply for the grants to cover Capital Improvement projects for the next fiscal year. The FRDAP grant has been approved by City Council. The Frank Brown Park fields have a lot of traffic with City sport programs and pop warner football programs as well. Director Shonk hopes to utilize the grant funding to add shade structures, water fountains and field improvements.

Motioned for approval by Ms. Scheck; Ms. Bourassa seconded the motion. Motion approved by a unanimous voice vote.

ATTACHMENT #1

- B. 2024 Florida Recreational Development Assistance Program (FRDAP) grant application in the amount of \$200,000 for improvements to Gilbert Park

Director Shonk explained the project is planned for about \$700,000 and the FRDAP grant will save the tax payers around \$200,000. The director explained that he is hoping to utilize REP services for the playground equipment, as the City did with Cauley Lot Park. Gilbert Park is a Community Park and is considered a destination playground and the younger children's playground is in need of replacement. It is constantly being repaired by the department's Certified Playground Inspector because the structure itself is around 20 years old and is starting to fail.

Motioned for approval by Mr. Woerner; Ms. Blum seconded the motion. The motion was approved by Ms. Scheck, Ms. Bourassa, Ms. Blum and Mr. Woerner. The motion was declined by Ms. Fortenberry and Mr. Larkin. It passed with a 4 to 2 vote.

Resolutions

Ordinances

Discussion Items

City Staff

Communications and Reports

Future Meeting Dates

- A. Monday, September 18, 2023, 5:30 p.m.

- B. Monday, November 20, 2023, 5:30 p.m.

Adjournment

Motion for adjournment by Ms. Bourassa; Ms. Scheck seconded the motion. Motion approved by a unanimous voice vote.

Vice-Chair Amy Fortenberry adjourned the meeting at 6:04 pm.



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DATE: November 20, 2023

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Parks & Recreation Advisory Board Member Terms

Introduction:

Staff will discuss the Parks & Recreation Advisory Board members that have terms that will expire on December 31, 2023 and review the process to request reappointment.

Discussion:

Staff will discuss the Parks & Recreation Advisory Board members that have terms that will expire on December 31, 2023 and review the process to request reappointment.

Budget Impact:

NA

Strategic Impact:

Recommendation

Attachment(s):

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 11/15/2023



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DATE: November 20, 2023

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Parks and Recreation Update

- Pickleball at Summerview
- Playground at Summerview
- Kayak Rental at Palm Island
- Frank Brown Renovation
- Archery
- Flag Football
- Enrichment Series
- AAU Swim Team

Introduction:

Staff update on Parks & Recreation items.

Discussion:

Parks

- Pickleball at Summerview
- Playground at Summerview
- Kayak Rental at Palm Island
- Frank Brown Renovation

Recreation

- Archery
- Flag Football
- Enrichment Series

- AAU Swim Team

Budget Impact:

Strategic Impact:

Recommendation

Attachment(s):

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 11/15/2023



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SUBJECT: Cultural and Special Events Update

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Discussion:

Cultural and Special Events Update

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Budget Impact:

Strategic Impact:

Recommendation

Attachment(s):

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 11/15/2023