



**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
January 18, 2024 at 5:30 PM**

AGENDA

- I. Call to Order
- II. Roll Call
 - A. Election of 2024 Chair and Vice-Chair
- III. Approval of Minutes
- IV. Public Comment
- V. Presentations
 - A. Annual Ethics Review
- VI. Action Items
- VII. Resolutions
- VIII. Ordinances
- IX. Discussion Items
- X. City Staff
 - A. Parks and Recreation Update
 - B. Cultural and Special Events Update
- XI. Communications and Reports
 - A. Board Member Karla Rainer
 - B. Board Member Suzanne Scheck
 - C. Board Member Derrick Campbell
 - D. Board Member Marsha Blum
 - E. Chair Mark Woerner

F. Board Member William Larkin

G. Board Member Elizabeth Bourassa

XII. Future Meeting Dates

A. Monday, March 18, 2024, 5:30 p.m

B. Monday, May 20, 2024, 5:30 p.m

C. Monday, July 15, 2024, 5:30 p.m

D. Monday, September 16, 2024, 5:30 p.m

E. Monday, November 18, 2024, 5:30 p.m

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@cityofmoundora.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.



CITY OF MOUNT DORA

Leisure Services
900 N. Donnelly St.
Mount Dora, FL 32757
352-735-7183
Fax: 352-735-3681
E-mail: parksandrec@cityofmoundora.com

DATE: January 18, 2024

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Election of 2024 Chair and Vice-Chair

Introduction:

According to the bylaws of the Parks and Recreation Advisory Board, the board shall annually select from among its membership a chairman and a vice-chairman. This annual selection shall occur at the regularly scheduled January meeting. Election of officers shall be conducted as the first order of business at the meeting of the Election.

Discussion:

For the nomination of officers, the board shall consider the following procedure:

Current Chair will call the meeting to order and, after roll call, he/she will open the floor for nominations.

The Chair recognizes the member making the nomination:

“__(name)__, would you please state your name for the record and your nomination?”

Member:

“My name is __(name)__ and I would like to nominate __(name)__ for __(position)__.”

Chair asks the nominee if they consent to the nomination.

If nominee gives their consent, the Chair announces:

“__(name)__ has been nominated for the position of __(position)__. Are there any further nominations?”

Continue until there are no other nominations.

If there is only one nomination, the Chair declares the nominations closed.

“May I have a second motion to nominate __ (name) __ as the new __ (position) __?”

“Any discussion?”

“All those in favor/opposed?”

Motion carried. Passes/Fails.

If there are multiple nominations, the Chair will take a vote on each nomination in the order they were made.

After tallying the ayes and nays the Chair will announce the nominee that received the majority of the votes.

“_ (name) _ has received the majority of the votes. May I have a motion and a second to accept the results of the vote?”

“Any discussion?”

“All those in favor/opposed?”

Motion carried by a voice vote of ____ to ____.

Passes/Fails.

The new Chairperson takes over the meeting at this point.

Budget Impact:

N/A

Strategic Impact:

N/A

Recommendation Board members elect their 2024 Chair and Vice-Chair.

Attachment(s):

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

Final Approval - 1/16/2024



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DATE: January 18, 2024

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Annual Ethics Review

Introduction:

Florida's Government-in-the-Sunshine Law was enacted in 1967. Sunshine Law statutes establish a basic right of access to most meetings of boards, commissions and other governing bodies of state and local governmental agencies or authorities. Each year, the advisory board reviews the basics of Sunshine law and other regulations related to their service as members of the board.

Discussion:

Florida's Government-in-the-Sunshine law provides a right of access to governmental proceedings at both the state and local levels. It applies to any gathering of two or more members of the same board to discuss some matter which will foreseeably come before that board for action. The Sunshine law requires that 1) meetings of boards or commissions must be open to the public; 2) reasonable notice of such meetings must be given, and 3) minutes of the meeting must be taken.

At this time, Mount Dora City Attorney Andrew Hand will give a brief overview of Sunshine Law, conflicts of interest, and other matters relating to their service on the board.

Budget Impact:

N/A

Strategic Impact:

N/A

Recommendation Board members consider throughout their terms of service on the Parks and Recreation Advisory Board the information shared by Mr. Hand.

Attachment(s):

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

Final Approval - 1/16/2024