



City of Pensacola

Parks & Recreation Board

Agenda

City of Pensacola
222 W. Main Street
Pensacola, FL 32502

October 21, 2025, 10:00 AM

Hagler-Mason, 2nd Floor

The meeting can be watched via live stream at cityofpensacola.com/video.

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. 25-1393 PARKS & RECREATION BOARD MINUTES DATED SEPTEMBER 16, 2025

Attachments: Parks & Rec Board Meeting Minutes September 16, 2025

CITY COUNCIL ACTION ITEMS

OPEN FORUM

2. 25-1391 PUBLIC PRESENTATIONS

STAFF REPORTS

3. 25-1389 TONYA BYRD AND BILL KIMBALL - DIRECTION '25

DIRECTOR'S REPORT

4. 25-1388 DIRECTOR'S REPORT

Attachments: OCT 2025 Director's Report

NEW BUSINESS

OLD BUSINESS

5. 25-1387 DIRECTION '25

Attachments: Direction '25

6. 25-1390 REVIEW PENSACOLA YOUTH SOCCER AGREEMENT

Attachments: Youth Sports Organization Field Lease Agreement

7. 25-1392 REVIEW FROM MAY 20, 2025 - P&R BOARD RULES, PROCEDURES AND EXPECTATIONS FROM THE COUNCIL

Attachments: Parks & Recreation Board Rules & Procedures

OPEN FORUM

CALL FOR AGENDA ITEMS

ADJOURNMENT

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 850-435-1606 (or TDD 850-435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.



City of Pensacola

PARKS AND RECREATION BOARD

MINUTES

City of Pensacola
222 W. Main Street
Pensacola, FL
32502

September 16, 2025

10:00 AM

Hagler-Mason, 2nd Floor

CALL TO ORDER

Chairperson Borden called the board meeting to order at 10:00 am.

ROLL CALL

Members Present: Michael Blankenship, Renee Borden, Daniel Brask, Justine Roper Williams, Suzanne Lewis, Shirley Lewis-Brown, Kirwan Price

Members Absent: Krisith Brown, Bradley Boes

APPROVAL OF MINUTES

1. 25-1183 PARKS AND RECREATION BOARD MINUTES DATED AUGUST 19, 2025

A motion was made by Board Member Lewis and seconded by Board Member Lewis-Brown.

The motion by the following vote:

Yes: 7 Michael Blankenship, Renee Borden, Daniel Brask, Justine Roper Williams, Suzanne Lewis, Shirley Lewis-Brown, Kirwan Price
No: 0 None.

CITY COUNCIL ACTION ITEMS

See new business.

OPEN FORUM

2. 25-1186 PUBLIC PRESENTATIONS

None.

STAFF REPORTS

3. 25-1246 ADRIANNE WALKER - MIRAFLORES PARK BRIEF

Adrienne Walker, Strategic Initiatives Project Officer, brought before the board a presentation of Miraflores Park.

Board Member Lewis inquired if any member of the public had come forward to say if they have a family history with anyone who may be buried at the park. Walker responded accordingly.

Chairperson Borden inquired if there was a way to receive the contact information for Jennifer Rollins, the UWF graduate student who has been studying the burial grounds. Walker responded accordingly.

Interim Director Shanaghan inquired if Miraflores Park was a designated cemetery. Walker responded by stating Miraflores Park is not an established cemetery, but considered an unmarked burial ground that is no longer operable.

Chairperson Borden inquired if the known burials would be fenced off from the rest of the park. Interim Director Shanaghan and Walker responded accordingly.

DIRECTOR'S REPORT

4. 25-1265 DIRECTOR'S REPORT

Chairperson Borden inquired about the scheduling of the Bay Bluffs community input event. Interim Director Shanaghan responded accordingly.

Board Member Lewis inquired if Miraflores Park had been surveyed archeologically. Interim Director Shanaghan responded accordingly.

A discussion ensued.

Board Member Lewis-Brown inquired about the sound system at the input meetings held at the resource centers. Interim Director Shanaghan responded accordingly.

NEW BUSINESS

5. 25-1188 PENSACOLA YOUTH SOCCER AGREEMENT

Joshua Hadden, Travis Peterson, and Phil Nickinson, members of Pensacola

Youth Soccer organization, brought before the board a presentation of the organization.

Chairperson Borden inquired if the uniform costs are included in the registration fee. Hadden responded by stating it is a separate fee and not included in registration.

Board Member Lewis inquired if the payments received from Pensacola Youth Soccer go towards the general fund. Assistant Director Byrd responded by stating that the payments go into the Parks & Recreation/Recreation Athletic fund.

Chairperson Borden inquired about how many participants in the recent numbers were offered scholarships. Nickinson responded by stating the number of scholarships varies per season and the average amount was less than fifty (50).

Chairperson Borden inquired if the total number of scholarship participants were included in the presenting number of players or if it was an addition to the total. Nickinson and Hadden responded accordingly.

A discussion ensued.

Chairperson Borden inquired about the lease not including the ability to look at financial revenue of the soccer organization. Interim Director Shanaghan, Nickinson, and Hadden responded accordingly.

A discussion ensued.

The Parks and Recreation Department and Pensacola Youth Soccer organization both agreed to meet separately to make the necessary additions to the lease and will bring the updated lease back to the Parks and Recreation Board.

6. 25-1187 GARDEN OF PEACE AND HOPE LAND LEASE

Lauren Brown, a member of P.A.I.N. (Parents Against Injustice and Negligence), approached the board to discuss the Garden of Peace and Hope land lease.

Chairperson Borden inquired about what the garden represents to the P.A.I.N. organization and what they do. Brown responded accordingly.

Chairperson Borden inquired about the funding for the project. Brown responded by stating the funds were donated.

Chairperson Borden inquired about if the city was responsible for the monument installation. Assistant Director Byrd responded by stating the organization will be responsible for the installation.

Chairperson Borden inquired about who's responsible for the upkeep of the area. Brown and Byrd responded accordingly.

The board made a motion and agreed to send the lease to the next city council meeting, with the striking of a line item.

OLD BUSINESS

7. 25-1190 DIRECTION '25

Interim Director Shanaghan stated there were no new updates.

8. 25-1191 GRANADA SUBDIVISION PARK

Board Member Blankenship is waiting to receive an update.

OPEN FORUM

LaWanna Hamilton, East Pensacola Student Athlete Program Secretary, approached the board to speak more about the fees youth sports organizations are required to be responsible for in comparison to youth sport programs run by the city.

A discussion ensued.

CALL FOR AGENDA ITEMS

None.

ADJOURNMENT

WHEREUPON the meeting was adjourned at 11:50 A.M.



PARKS PULSE

As we step into a new month, let's take a moment to reflect on everything that happened in our parks and recreation spaces. From important maintenance updates to exciting recreation programs, our team has been hard at work ensuring our community has safe, enjoyable, and engaging outdoor spaces.

Out-of-School Programs

After School Program

The Pensacola after-school program encourages children to be healthier and happier through active play, fitness and sports, performing arts, computer exploration and S.T.E.A.M. activities. Our program also includes tutoring, homework help and an afternoon snack.

Thanks to our partnership with Escambia Children's Trust (ECT), free tuition assistance for after-school care is available for qualified families.

Resource Center After School Highlights

COBB • FRICKER • GULL POINT • WOODLAND HEIGHTS

Enrollment

- Cobb: 60
- Fricker: 25
- Gull Point: 52
- Woodland Heights: 55

STEAM Activities Completed

- Music lessons
- Edible Engineering Activity with marshmallows and pretzels
- Painted Treasure Chest
- Wreck-it- Ralph Cone game
- Sun catchers
- Wood painting
- Flag design
- Balloon Vinegar Pop Experiment
- Dancing popcorn Experiment
- Telescopes
- Rice Crispy Pirate Chests
- Lava Lamps
- Mentos & Cola Science Experiment
- Watercolor Glue Painting
- Paint and Sip (Mocktails)
- Maraca/Paper Mache Craft
- Rockets
- Butterfly Garden



Resource Centers

Bayview Resource Center

- Bayview event space: 23 Rentals (including church services)
- Bayview pavilions & pier: 13 rentals

Bayview Senior Center

- Average weekly participation: 702
- Number of meals provided by Council on Aging: 169
- 9 Private Rentals (including church services)
- Events: Name Tag Week, Trivia, Movie & Popcorn: Grease, UWF Nursing: Health Screens, Theatre Trip to Jekyll & Hyde at Pensacola Little Theater

East Pensacola Heights Resource Center

- 6 Rentals
- Yoga Class Location

E.S. Cobb Resource Center

- Senior Programs include card games, bingo, guest speaker - 65 active participants
- After-school/Summer Camp location
- 5 Facility Rentals

Fricker Resource Center

- 5 Private Rentals
- After-school/Summer Camp location
- Line Dance Class Hosted every Thursday evening
- Hosted Fiesta with Guest Shadia Jaramillo, Back to School Bash with Sonshine, After School Open House

Gull Point Resource Center

- 2 Private Rentals at Gull Point
- After-school/Summer Camp location
- Session 2 Fall Dance Enrollment: 25 dance classes and 152 registered dancers.

Sanders Beach-Corinne Jones Resource Center

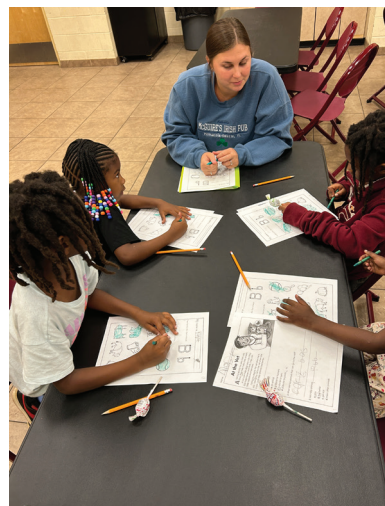
- Host of Ballroom Dance Lessons and Over 50 Ballroom Dance Club, 24 average attendees
- 39 Scheduled rental appointments
- Rentals: 15 private events including 1 wedding

Theophalis May Resource Center

- SYSA has exclusive use of the facility during designated hours:
- June 1 - August 18: 8 a.m. to 8:30 p.m. daily
- School Year: 2 p.m. to 8:30 p.m. M-F, 8 a.m. to 5 p.m. S-Su
- Hosted Westside Garden District Neighborhood Association Meeting on Sept. 9
- Parks & Recreation Programs:
 - Senior Chair Aerobics, 180 Participants in September
 - Senior Volleyball, 245 Participants in September

Woodland Heights Resource Center

- Monthly Family Empowerment Night
- Hungry for Justice, meal service/activity by AWKO Law Firm
- After-school/Summer Camp location
- 10 Rentals (including ongoing church service)



Outdoor Pursuits

Bayview Outdoor Pursuits Center

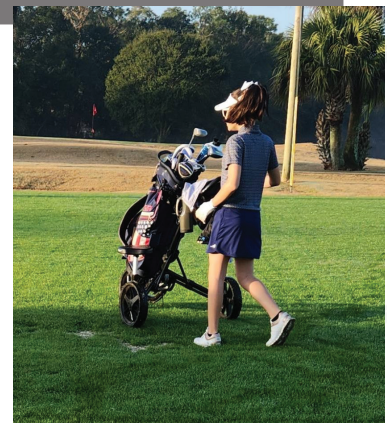
- Ongoing boathouse equipment and park grounds maintenance
- Adult Excursions (Age 16+) scheduled for October and November
 - Intro To Kayak: Saturday, October 18
 - River Kayak Trip: Saturday, November 8
- Youth Day Camps scheduled Columbus Day and Veteran's Day

Golf

Osceola Golf Course

September 2025 Statistics

- 18-Hole Games: 1658 total rounds played
- 9-Hole Games: 727 total rounds played
- 803 total range buckets used
- Busiest Week: September 8-14



Athletics & Aquatics

Vickrey Center

- Yoga & Martial Arts Classes currently enrolling new students
- Open Gym Volleyball, 410 Participants in September
- Open Gym Pickleball, 605 Participants in September

Exchange Park

- Adult Fall Sports
- Co-Ed Softball, Men's Softball, Senior Softball & Co-Ed Kickball Leagues
- 38 teams
- 575 Participants

Youth Sports

- Exchange Park hosted the US Fast Pitch Association Girls Youth Softball Tournament on Saturday Sept. 13. Ages 12U - 18U. 20 Teams Participated.
- NEP Wildcats, MaGee Rattlers & Legion Tigers started Football & Cheerleading Regular Season games on Saturday, August 30.
- Oct 4: the SYSA Tigers and East Pensacola Rattlers staged the 32nd annual Soul Bowl at Blue Wahoos Stadium.

Senior Games

- Senior Games concluded on Friday, September 19.
- 417 Seniors ages 50 + participated in over 20 Olympic style events.

Pools

- Only open to High School swim team participants during the month of September.
- September 3 West Fl. Tech , Gulf Breeze & Catholic HS. held their annual Swim Meet. 150 swimmers competed.
- Hosted 2025 Senior Games



Parks Maintenance

Repairs:

- Maritime Park – Paver Repair
- Bryan Park – Playground Repair
- Seville Square – Benches returned after Seafood Festival
- Skate Park – Graffiti Removal
- Lions Park – Playground repair
- Magee Field – Basketball court and major irrigation break
- Zamora Park – Playground repair
- Legion Field – Splash pad surface painted
- Bayview Park – walking path repaired/ Split rail fence repaired

Parks Pressure Washing at:

- Lions Park
- Miraflores Park

Ball Crew

- Summer mowing and maintenance of all athletic fields

Tree Crew

- Trees Removed: 4
- Trees Trimmed: 24

Direction 25 Projects

- Bay Bluffs Listening Session Scheduled for Wednesday, October 22

View a complete list of Direction 25 projects and monthly status updates on our website:
PlayPensacola.com > About > Direction 25

www.cityofpensacola.com/3577/Direction-25

REIMAGINE BAY BLUFFS PARK

Share your feedback to help shape the future of this landmark.

WE WANT YOUR FEEDBACK

Your input is essential to shape the redesign: balancing public needs with environmental sustainability to protect the preserve for future generations.

SCAN ME! >>

Phone
850-436-5670

Website
www.PlayPensacola.com

DIRECTION 25:
PENSACOLA PARKS REVITALIZATION

PENSACOLA
PARKS & RECREATION

Volunteering

Park Clean-ups & Volunteer Projects

- Sept 13: Ocean Hour Clean-ups at Chimney Park and Bruce Beach
- Sept 26: Gulf Coast Christian Homeschool Beta Club cleaned up Bayview Park
- Sept 29: Navy Federal cleaned up Bayview Park

Marketing

Social Media: September Metrics

- 46K Views
- 691 Interactions
- 129 Link Clicks (to website)
- 1.2K Pages Visits
- 84 Followers Gained

Advertising

Ongoing ads in:

- Pensacola Parents Magazine
- 2025 Pensacola Chamber Directory
- Cat Country 98.7

Department Features:

- Monthly PEP Talks with News Radio (last Tuesday/mo at 10am)
 - September Feat. Guest: Bradley "Beej" Davis, City Events Coordinator
 - October Feat. Guest: Jeremy Street, Senior Programming Coordinator
- Monthly feature on Sonshine's Corner, Next: October 15 at 9am

Marketing & Outreach

Events:

- Fricker Resource Center Fall Open House

2026 Parks Partnership Program:

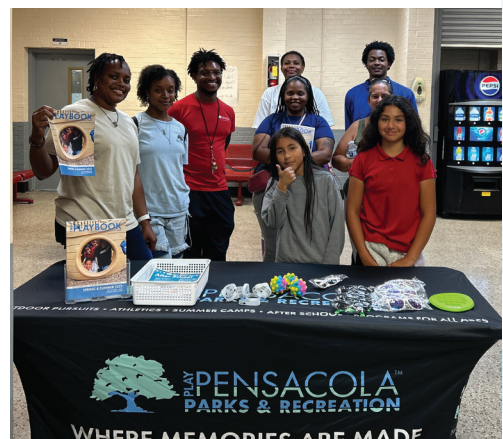
- 14 Cold Emails Sent
- Discovery Call with Ice Flyers

Upcoming Events:

- Week of Oct 20: Playbook Distribution
- Outreach and partnership creation in both non-profit and private sectors

Marketing Successes

- 2025 Sponsorship Marketing Summit Attendance
- 1 Confirmed Sponsorship for 2026 Summer Camp
- Ongoing support from Northwest Florida Public Libraries
- Session 1 Fall Dance participants increased from 102 in 2024 to 149 in 2025



Coming Up

Feed The Monsters!

After-school programs at Cobb, Fricker, Gull Point, and Woodland Heights are making MONSTERS! Visit the monsters at each Resource Center from Monday, October 1 to Thursday, October 23 to drop off CANDY to FEED YOUR FAVORITE MONSTER!

All contributions will be used to supply our halloween events from October 23 to October 31.

Resource Center Fall Festivities

Each after-school program Resource Center will be hosting truck-or-treats for their surrounding communities:

Thursday, Oct 23: Cobb Resource Center

4:00 pm - 6:00 pm
601 E Mallory St, Pensacola 32503

Friday, Oct 24: Gull Point Resource Center

4:30 pm - 6:30 pm
7000 Spanish Trail, Pensacola 32504

Saturday, Oct 25: Woodland Heights Resource Center

6:00 pm - 8:00 pm
111 Berkley Dr, Pensacola 32503

Friday, Oct 31: Fricker Resource Center

5:30 pm - 8:00 pm
900 N F St, Pensacola 32501

Outdoor Pursuits Excursions

Introduction to Kayak Class: Saturday, October 18, 2025

Trip Hours: 9am - 12pm
Ages: 16+ (Participants under 18 must have an accompanying adult)
\$25/person: kayak and safety vest included

This class is perfect for first-time or beginner paddlers who want to learn the fundamentals of kayaking in a supportive and fun environment. Held on the calm waters of Bayou Texar, participants will gain confidence and essential skills while enjoying a safe and relaxed setting.

Perdido River Excursion: Saturday, November 8, 2025

Trip Hours: 8:00 am - 5:00 pm
Ages: 16+ (Participants under 18 must have an accompanying adult)
\$25/person: kayak, safety vest included.

Experience the beauty of cool, clear waters, picturesque sandbars, and fascinating wildlife on this classic river trip! The journey offers the perfect blend of relaxation and adventure, with stunning scenery along the way. The river location will vary depending on water levels, ensuring the best possible experience on the water. Van shuttle included. You don't want to miss this!

Bayview Performing Arts Series

Bayview Senior Center is proud to partner with local performing arts groups to host this annual series. Open to ages 50 and better. Transportation is provided from Bayview Senior Center. For more information, visit <https://www.cityofpensacola.com/3608/Bayview-Senior-Performing-Arts-Series>



TRUNKS WANTED!

TRUNK OR TREATS

THURS, OCT 23: COBB

4:00 PM - 6:00 PM

601 E Mallory St, Pensacola 32503 | 850-436-5192

FRI, OCT 24: GULL POINT

4:30 PM - 6:30 PM

7000 Spanish Trail, Pensacola 32504 | 850-494-7360

SAT, OCT 25: WOODLAND HEIGHTS

6:00 PM - 8:00 PM

111 Berkley Dr, Pensacola 32503 | 850-435-1750

FRI, OCT 31: FRICKER

5:30 PM - 8:00 PM

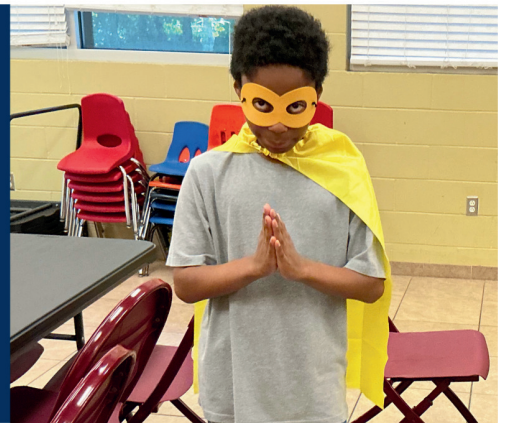
900 N F St, Pensacola 32501 | 850-436-5195

HAND OUT TREATS AT OUR TRUNK OR TREAT EVENTS

Spots are FREE! Reserve your space today!



PENSACOLA
PARKS & RECREATION



AFTER *School* PROGRAM

FREE

for Eligible Families

AGES 5-12

Regular Weekly Rate:
\$55R / \$70 NR



**E.S. Cobb
Fricker
Gull Point
Woodland Heights
RESOURCE CENTERS**



**Learning
Can Be Fun
with Parks &
Recreation!**

**Homework Help
Games & Activities
Behavioral Initiatives
Science Projects
Life Skills Practice
And More!**



**ESCAMBIA
CHILDREN'S TRUST**
Our Children. Our Community. Our Future.

CONTACT US TODAY & ASK HOW TO APPLY FOR FREE AFTER SCHOOL CARE
www.cityofpensacola.com/1196/After-School-Program | (850) 435-1672



Jingle Bells on the Bay

INDOOR HOLIDAY MARKET

AT SANDERS BEACH



NOV 29
2025
10am-3pm

The perfect place to find
unique gifts for everyone
on your list. Support
Small Business Saturday!



**FREE
ENTRY**

Visit from Santa | Food Trucks |
Local Handmade Vendors | Dog adoptions from
Furry Friends of the Panhandle Rescue
with Special Performances from:
Gull Point Dance Company and Pensacola Sings Choir

Sanders Beach-Corinne Jones Resource Center
913 S I St, Pensacola, FL 32502

Vendors Contact hhellrich@cityofpensacola.com

www.PlayPensacola.com





City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 25-1387

Parks and Recreation Board

10/21/2025

DISCUSSION

SUBJECT:

Direction '25

ATTACHMENTS:

1. Direction '25

Direction '25: Pensacola Park Revitalization Project List - Updated 10.14.25					
Project Name	Scope of Work	Est. Complete	Amount	Funding Sources	Status Updates
Park Sidewalk Accessibility Improvements	Provide accessible walkways to park amenities and restore damaged sidewalks at Belvedere Park, Eastgate Gate Park, Lion's Park, Granada Square, Zamora Square, Lamancha Square, and Toledo Square.	Spring 2025	\$ 70,750	LOST FY24	Project complete
Henry Wyer Park Revitalization	Upgrade and Restore Playground surfacing, benches, picnic tables, trash cans, lightpoles, fencing, and drinking fountain	Spring 2025	\$ 71,600	CRA- Park Improvements	Project is complete.
Roger Scott Athletic Complex Improvements	Renovate football field, pressbox, improve sidewalk accessibility in spectator areas, upgrade bleachers to include railing per new safety standards and make half ADA accessible, and restore ADA connection to nearby playground	Spring 2025	\$ 142,700	LOST NEW	Project complete
Roger Scott Tennis Center Improvements	Funds were used in court renovations and remaining used for shade amenities and bleacher upgrades including six shade structures within newly resurfaced tennis courts to be installed in Spring 2025	Spring 2025	\$ 756,487	LOST FY24	Installation dates 11/17-11/19.
Woodland Heights Resource Center Improvements	Renovate kitchen, improve site drainage, and provide accessible walkway for school bus drop offs.	Spring 2025	\$ 91,422	LOST	Kitchen completed in 2024. Pre-construction meeting held for stormwater repairs 10/7/25
Wayside Park Seawall Design	Develop designs to restore and increase resiliency to the seawall.	Spring 2025	\$ 125,497	LOST FY24	Cry seeking grant funds for seawall and living shoreline.
McNeely Park Revitalization	Upgrade picnic tables, trans cans, grills, drinking fountain, and develop design to improve one playground area.	Summer 2025	\$ 55,018	LOST NEW	Picnic tables and grill painted, water fountain installed. Trash cans in procurement. Park identification sign at shop being refurbished and faded rules signs being replaced. Playground Installation complete 9/29/25.
Magee Field Athletic Facility Improvements	Upgrade goal posts and renovate field	Summer 2025	\$ 42,168	LOST FY24	Project complete
Bill Gregory Athletic Facility Improvements	Upgrade bleachers to ADA accessible with railing per safety standards	Summer 2025	\$ 50,000	LOST FY24 & FY25	Project complete
Miraflores Boy Scout Building	Restore windows flooring and upgrade electrical	Summer 2025	\$ 70,000	LOST FY24	Mini-split AC units ordered. Facilities is going back to window vendor for amendments to quote.
Blake Doyle Skateboard Park Improvements	Improve drainage around perimeter of park to prevent erosion	Summer 2025	\$ 9,075	LOST FY24	Evaluating alternative mitigation solutions such as rain gardens (possible collaboration with FGU Community Garden).
Sanders-Beach Kayak Launch & Park Revitalization	Convert boat ramp to ADA kayak launch, upgrade picnic shelters, replace restroom and increase number of stalls, upgrade park furniture, upgrade lighting to sea-turtle friendly type	Fall-Winter 2025	\$ 1,488,875	Grant	Preconstruction meeting held with Loftis Marine and city on 9/18/25. Loftis owes us a timeline/schedule for construction.
Bartram Park Improvements	Develop erosion control plan for bay-side facing park, renovate parking lot	Fall-Winter 2025	\$ 50,000	LOST FY24	Engineering has presented the department with a scope and fee for review.
Gull Point Resource Center Grounds Improvements	Replace and Upgrade Basketball Court, Replace and upgrade one playground area, upgrade picnic tables and benches, renovate parking lot	Fall-Winter 2025	\$ 188,100	LOST NEW	PO requested on 8/20/25 for parking lot improvements. Net climber play equipment installed early September. Basketball court resurfacing, tables and benches in procurement.
Miralia Park Revitalization	Upgrade and Restore Playground surfacing, restore aging playground components, upgrade swing set, upgrade and reconfigure benches, improve sidewalk accessibility to amenities, upgrade trash cans	Fall-Winter 2025	\$ 159,500	LOST NEW	Meeting with playground rep last week of Sept. to determine replacement parts needed for decks/steps on playground. Plastic components of playground restored. Existing benches refurbished and 3 new benches added. PO issued 9/9/25 for swings.
Pintado Park Revitalization	Improve park sidewalk accessibility and picnic amenities, upgrade benches, and install drinking fountain	Fall-Winter 2025	\$ 70,500	LOST NEW/ GENERAL FUND	Sidewalk improvements completed. Benches refurbished. Getting quotes for picnic table and concrete pad. Bench swing ordered 8/15/25.
Exchange Park Athletic Facility Improvements	Upgrade scoreboard, bleachers, and irrigation system	Fall-Winter 2025	\$ 141,500	LOST FY24	Scoreboards replaced. Bleachers PO Requested, waiting for schedule from vendor. Irrigation - relocating valve covers, replacing broken heads, lines - field 2 complete
Cecil Hunter Pool Facility Improvements	Replace and upgrade waterslide	Fall-Winter 2025	\$ 188,481	LOST FY25	Getting quotes to refurbish existing slides.
Rev H.K. Matthews Park Improvements	Replace and upgrade playground, restore damaged park sidewalks, renovate basketball courts, upgrade drinking fountain	Fall-Winter 2025	\$ 264,287	LOST FY24 & FY25, LOST NEW	Playground completed 3/24/25. Remaining work hasn't started yet.
Bayview Dog Park Improvements	Enhance Bayview Dog Park by improving grading, surfacing, benches, picnic tables, and signage	Fall-Winter 2025	\$ 110,000	LOST NEW	Rebuild stairs down to dog beach, moving dog wash station to outside of fenced area; designing shade-structure for upper dog park and seating options.
Park Amenity Improvements	Improve Park Amenities such as renovating 23 Basketball Courts at Allen, Baycliff Estates, Gull Point, HK Matthews, Pintado, Dunmore Woods, Dunwoody, Eastgate, EPH Lions, HTW, Malaga, Miralia, McNeely, Operto, Zamora; replace and upgrade 22 Drinking Fountains in Poor Condition	Fall-Winter 2025	\$ 260,100	LOST NEW	In procurement stage for basketball courts. PO's requested for water fountains and misters 7/31/25.

Vickrey Center Improvements	Install and upgrade windows that are hurricane-rated, upgrade air conditioning unit, upgrade lighting, other building renovation work	Fall-Winter 2025	\$	285,305	LOST FY24	A/C units replaced and lighting upgrades completed. Window replacement in procurement process.
Hitzman-Optimist Park Improvements	Install additional parking lot lighting, upgrade picnic tables, trash cans, provide improved park sidewalk accessibility, renovate one parking lot, develop conceptual design for replacing older playground area	Fall-Winter 2025	\$	110,000	LOST NEW	Parking lot lighting secured and installed. Restroom building roof repaired. Evaluating condition and replacement needs in old restrooms. Evaluating old play equipment for removal.
Allen Park Revitalization	Upgrade and restore playground surfacing, repaint climbies, upgrade playground swings, restore misc. playground components, upgrade picnic tables, trash cans, drinking fountain, renovate basketball court.	Fall-Winter 2025	\$	49,500	LOST NEW	Repainted existing climber and upgraded playground swings.
Seville Square Improvements	Develop design for underground utilities	Fall-Winter 2025	\$	50,000	LOST FY24	Facilities and Engineering to be consulted prior to commencement.
Roger Scott Pool Facility Improvements	Replace and upgrade pool restrooms, shower amenities, ticketing booth, and restore zero-depth pool surfacing.	Spring 2026	\$	1,329,000	LOST FY25	Ticket booth and office stair repaired. Baby pool resurfacing complete. Under contract for prefabricated restrooms. Contractor anticipates 9-10 month timeline. Will work with permitting at state to expedite.
Tippin Park Revitalization	Replace playground with inclusive playground and surfacing, provide improved sidewalk accessibility, upgrade picnic tables, benches, trash cans, install new drinking fountain, renovate parking lot	Spring 2026	\$	428,682	LOST	Park survey was completed in Fall 2024 and has been received from Engineering. Playground design being reviewed.
E.S. Cobb Center Improvements	Structural improvements to glulam arches, roof replacement, building envelope improvements, renovate parking lot	Spring 2026	\$	1,231,505	LOST + Grant Funds	NTP issued week of 9/22/25 to
Lighting Improvements	Improve lighting at Lamancha Square, Lavallet Park, Estramadura Square, Belvedere, and Eastgate Park	Spring 2026	\$	156,528	LOST NEW	Evaluating needs for quoting.
17th Ave Boat Ramp Improvements	Rebuild boat ramp and renovate parking area while improving traffic safety	Spring 2026	\$	1,487,188	LOST FY24	Review of cost estimate in progress.
Bayview Park Improvements Phase 1	Renovate tennis courts, auxiliary parking lot, restore park path surfacing.	Spring 2026	\$	88,000	LOST NEW	Evaluating needs for quoting.
Bay Bluffs Park Revitalization	Rehabilitate main boardwalk, upgrade park amenities to reopen park	Fall-Winter 2026-27	\$	2,400,000	Grant Funded	Met HDR on site 9/30/25 with project staff. Public listening session #1 planned for October 22. HDR will facilitate the meeting.
Fricker Center Improvements	Rehabilitate community center, resiliency improvements to building envelope, stormwater improvements, upgrade building mechanical systems, build two story social hall for an expanded senior center and teen center.	Fall-Winter 2026-27	\$	9,474,542	Grant Funded	Two public input sessions held in July and August. Review of 60% design plans scheduled for week of 9/29/25. Final design packet due 10/30/25.
Bryan Park Improvements	Replace and upgrade playground	Spring 2027	\$	103,753	LOST FY27	Not yet started
Zamora Square Lighting	Improve park lighting	Spring 2027	\$	30,000	LOST FY24	Not yet started
Dunwoody Park Improvements	Replace playground	Spring 2027	\$	40,000	LOST FY27	Not yet started
Community Maritime Park	Replace and upgrade playground surfacing	Spring 2027	\$	72,000	CMP Fund	Not yet started
Total			\$	21,742,063		



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 25-1390

Parks and Recreation Board

10/21/2025

DISCUSSION

SUBJECT:

Review Pensacola Youth Soccer Agreement

ATTACHMENTS:

1. Youth Sports Organization Field Lease Agreement

**CITY OF PENSACOLA YOUTH SPORTS ORGANIZATION FIELD USE LEASE
AGREEMENT**

THIS LEASE AGREEMENT (the “**Lease**”) is made and entered into this _____ day of _____, 2025 (“**Effective Date**”), by and between the **City of Pensacola**, a municipal corporation of the State of Florida whose principal offices are located at 222 W. Main Street, Pensacola, Florida 32502 (the “**City**” or “**Lessor**”) and **Pensacola Youth Soccer, Inc.** (the “**Lessee**”), a Florida not-for-profit corporation whose principal address 707 East Cervantes Street, Suite B #114, Pensacola, Florida 32501.

1. STATEMENT OF PURPOSE

Lessor owns certain real property in the City of Pensacola having a postal address of 3221 Langley Avenue Pensacola, FL 32504, known as **Hitzman-Optimist Soccer Field** (the “**Property**”). Lessor and Lessee mutually agree for Lessee to utilize the Property for conducting a youth soccer program (the “**Program**”) for the purpose of promoting positive physical, mental, and social development of participating youth.

2. PREMISES LEASED

Lessor hereby leases to Lessee the Property subject to the terms, provisions, and conditions of this Lease.

3. TERM

The term of this Lease shall commence upon signature of the last signing party and terminate on June 30, 2028. This Lease supersedes all other agreements between the City and Lessee for use of the Property.

4. TERMINATION FOR CONVENIENCE

Either Lessor or Lessee may terminate this Agreement for convenience by providing a minimum of one hundred eighty (180) days written notice to the other party of its intent to terminate this Agreement.

5. LEASE PAYMENTS

Lessee agrees to pay the City of Pensacola \$10 per participating child per season. Lessee must provide a roster of all youth participating in the program along with the full payment no later than thirty (30) days after the first practice of each season. Lessee may assign a number to each participating child or provide first names only in lieu of providing first and last name of each participating child on such roster. The fee is subject to annual review by Lessor and may increase no more than \$5 per participating child, per season within the first two years.

6. USE OF PREMISES

The Property shall be used by Lessee solely for the purposes as stated within Section 1. Any use for a purpose outside of the purpose stated within Section 1 must be approved by the Lessor in writing prior to that use by Lessee. Lessee agrees to coordinate and cooperate with the City’s Parks and Recreation Department for use of the Property to allow for any City-sponsored recreational programs.

Lessee agrees to seek and obtain prior written approval from the Lessor before undertaking any activity on or near the Property that may adversely affect the adjacent residential or commercial property.

a. **CONCESSIONS:** Lessee may maintain concession activity or contract with a concessionaire for food and drink during the Program. Lessee and its concessionaire must comply with all applicable ordinances and health regulations and rules and regulations from Lessor as may exist from time to time. Lessor is responsible for all repairs, maintenance, and certification of all concession equipment, including ventilated hoods and fire extinguisher or suppression systems. The Lessee is responsible for ensuring all concession personnel are compliant with the Florida Department of Business and Professional Regulation food service licensing and requirements and will provide proof of such licensing to the City upon request. The sale of alcoholic beverages is prohibited, and no alcoholic beverages are allowed at any time on the Property. Lessee must ensure that any area used for concessions is properly cleaned and garbage removed and properly disposed of following such use.

b. **FIELD MAINTENANCE:** City will maintain game fields and practice fields in its discretion and at its own expense, allowing for rest periods between seasons. Lessee agrees not to host any camps or clinics during rest periods without prior written permission from the City. Additional maintenance performed by Lessee shall be done only with express written consent by the Lessor and is considered optional and not reimbursable by the City.

b.

c. **PROHIBITED ACTIVITIES:** Lessee is strictly prohibited from organizing, sanctioning or scheduling any invitational tournaments, showcases, or non-league competitions unless explicitly approved in writing by the City. For the purposes of this Section, an "invitational tournament" is defined as any athletic event or series of games:

- That includes teams outside of the regular league structure; and
- That is attended based on a private or selective invitation.

7. **CONDITIONS OF USE**

Lessee's rights under this Lease are expressly contingent upon satisfaction of the following conditions:

1. Prior to commencing the Program at or about the Property, Lessee shall deliver to the City a list of all staff, coaches, referees, volunteers, and board members (collectively, "**Personnel**"), which list will include, at a minimum, (i) the full name and contact information for all Personnel, and (ii) a copy of the memorandum stating that all listed Personnel have passed a Level 2 background screening results completed within the 12-month period immediately preceding delivery for all such Personnel per Florida Statute 943.0438, including, but not limited to, internet sexual

offender registry and criminal background checks conducted through a third-party vendor reasonably acceptable to the City. Lessee will deliver to City updated list(s) to include any proposed new Personnel prior to any such new Personnel commencing involvement with the Program, and will further deliver a current and updated list upon reasonable request by City, ~~which shall be no more than once per year.~~

~~4.2.~~ Prior to commencing the Program each season at or about the Property, Lessee shall provide the number of total youths participating in the Program for that season. Additionally, Lessee shall indicate how many youths participating in the Program are receiving financial assistance (or scholarships) from the Lessee each season.

~~2.3.~~ Prior to commencing the Program at or about the Property, Lessee shall provide a copy of Lessee's certificate of insurance. In accordance with Attachment "B" to this Lease, the certificate of insurance shall name the City as an additional insured.

~~3.4.~~ On or before the Lease Effective Date, Lessee shall deliver to City fully-executed and current copies of Lessee's operating agreement, by-laws (and any other organizational governing documents), and standard operating procedures, along with all amendments and supplements thereto.

~~4.5.~~ On or before the Lease Effective Date, Lessee shall deliver to City any existing written disciplinary guidelines for Program participants, parents, and event attendees.

~~5.6.~~ Lessee shall notify the City's Parks and Recreation Athletics Superintendent or designee within 4 hours if there has been a serious incident or injury or of an incident that has required the response of first responders to the field; and no later than 12:00 p.m. the next business day following minor injuries or incidents that require medical attention or if there appears to be a hazard or dangerous condition on the field. The notification shall include the date of the incident, any related incident reports, the name of the injured party, and a brief description of the incident.

~~6.7.~~ Lessee shall notify the City by 12:00pm the next business day of any damage incurred to the Property or remainder of the park resulting from the Program activities.

~~7.8.~~ Prior to commencing the Program at or about the Property, Lessee shall deliver to the City a written schedule of all Program activities for the then-current calendar quarter, and shall thereafter during the term of the Lease deliver to the City, on or before the date that is 30 days prior to the end of the then-current calendar quarter, a written schedule of all Program activities for the immediately following calendar quarter (each a "**Schedule**"). Each Schedule shall contain, at a minimum, the following information: description, dates, times, fees (including scholarship eligibility criteria) and enrollment requirements for the Program, and all events, practices, games, and tournaments shall be added to the applicable Schedule as soon as confirmed.

~~8.9.~~ Lessee agrees to attend and participate in an annual meeting held with appropriate personnel of both Lessor (Parks & Recreation Director, Athletic Manager, etc.) and the Lessee (President, Recreation Manager, etc.) to review documents and activities prior to commencement of the Program.

~~9.10.~~ Lessee must add the City of Pensacola to its Hold Harmless/Indemnification Agreement included as part of league registration and provide the same to Lessor.

~~10.11.~~ Proof from marketing materials that Lessee advertised that residents of the City have a minimum of two (2) weeks advance notice and opportunity to register for the Program before registration is opened to non-City residents.

~~11.12.~~ Provide ~~a list of all~~ the number of City residents that registered for the activity during the two (2) week advance registration period described above, ~~and if requested, provide copies of each of those City residents' registrations.~~

8. REQUIRED FINANCIAL INFORMATION

Lessee shall furnish to City the following information:

1. Prior to City execution of this Lease, Lessee shall furnish to City a copy of the Lessee's income tax returns for the immediately preceding three years.
2. As soon as available upon request by City, and in no event less than annually, Lessee shall furnish to City copies of internally prepared financial statements, certified by an appropriate executive officer, which may consist of a balance sheet, income statement and a statement of earnings and surplus and must be acceptable in form and substance to City in its reasonable discretion.
3. As soon as available, but in no event later than fifteen (15) days after the return or any extension is filed, Lessee shall furnish to City a copy of Lessee's annual income tax return together with all schedules and any extensions filed in connection therewith.
4. Lessee shall furnish to City such additional information that City may periodically and reasonably request.

9. FORM OF FINANCIAL STATEMENTS

All financial statements, reports and other materials to be furnished to City in accordance with paragraph 8 shall be in form and detail satisfactory to City acting reasonably. Lessee will prepare and maintain its financial documents, records, statements and reports in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding fiscal or calendar year, as applicable. All financial statements and financial information submitted to City in accordance with this Lease shall include, among other things, detailed information regarding (i) any entities, such as corporations, partnerships or limited liability companies, of which Lessee has an ownership interest and (ii) any entities of which Lessee does not have an ownership interest, but for which Lessee is directly or contingently liable on debts or obligations of any kind incurred by those

entities. All financial statements or records submitted to City via electronic means, including, without limitation, by facsimile, open internet communications or other telephonic or electronic methods, including, without limitation, documents in Tagged Image Format Files (“TIFF”) or Portable Document Format (“PDF”) shall be treated as originals, fully binding and with full legal force and effect and the parties waive any rights they may have to object to such treatment. City may rely on all such records in good faith as complete and accurate records produced or maintained by or on behalf of the party submitting such records. Delivery of financial statements or information can be satisfied by delivery of data from QuickBooks in form requested by City.

10. REQUIRED ANNUAL REPORTING

Lessee agrees to appear before the Parks and Recreation Board at least annually, or at any time upon reasonable prior notice by the City and submit a presentation on the required financial information listed in paragraph 8. Lessee additionally agrees to submit to questioning by the City on any financial information presented.

11. BOOKS AND RECORDS; INSPECTION RIGHTS

Lessee will keep proper books, records and accounts in which full, true and correct entries are made of all dealings and transactions in relation to its business and activities. Lessee will permit City, or any representatives designated by City, upon reasonable prior notice, to visit and inspect its properties, to examine and make extracts from its books and records, and to discuss its affairs, finances and condition with its officers and independent accountants, all at such reasonable times and as often as reasonably requested.

8.12. LESSEE’S ACKNOWLEDGEMENTS AND REPRESENTATIONS

Lessee represents to and covenants with Lessor that the representations made by it are true and correct and that Lessee shall use the Property only for such purposes as described.

9.13. CONDITION OF PREMISES

Lessee hereby acknowledges and agrees that City leases the Property and Lessee accepts the Property “as/is, where is and with all faults” without any representation or warranty of City, express or implied, of any kind whatsoever other than as expressly set forth in this Lease. Lessee acknowledges that City has made no representations or warranties relating to the suitability of the Property for any particular use or purpose (including without limitation the use set forth in section 1 above) and that City shall have no obligation whatsoever to repair, maintain, renovate or otherwise incur any cost or expense with respect to the Property other than as expressly set forth in this Lease. Without limiting the generality of the foregoing, City shall not be liable for any latent or patent defects in the Property, and City shall not have any liability or responsibility to Lessee for any loss, damage, or expense incurred by Lessee occasioned by the condition or characteristics of the Property, further, City hereby disclaims any and all express and implied warranties as to the condition of the Property, including without limitation any and all implied warranties of merchantability, fitness for any particular purpose,, habitability, or tentability.

14. SIGNS

Lessee agrees that no signs, logos, or advertising displays shall be painted on or erected in any manner upon the Property (including on any fencing) without the prior written approval of the Parks and Recreation Director or his/her designee.

10.15. IMPROVEMENTS

Lessee shall not make any improvements to the Property without prior written permission from Lessor.

11.16. INSPECTION AND ACCESS TO PROPERTY

During the term of the Lease and any renewal or extension thereof, Lessee shall permit the representatives of Lessor access to the Property at any time, including without notice.

12.17. COVENANTS AND RESTRICTIONS

Lessor and Lessee agree that the following restrictions shall be binding on Lessee and any authorized sublessees to whom the Lessor has consented:

1. That the Property shall be devoted only to the uses specified in this Lease or as approved in writing by Lessor.
2. That the Lessee shall keep the interior of the Property in good working order (clean and orderly) and shall not allow any part of the Property to deteriorate excepting normal wear and tear from permitted use and shall notify the Lessor upon discovery of any deterioration, including from normal wear and tear, (such as reporting inoperable and damaged equipment), in accordance with section 7(6.) above.
3. That the Lessee shall require its contractors or subcontractors to maintain the same insurance requirements in Attachment B and cause the City of Pensacola to be named as an additional insured and provide the same to the City prior to allowing its contractors or subcontractors to work at the Property.
4. Lessee is responsible for the repair of any and all damage caused by Lessee or Lessee's Program or related activities.

13.18. NO MORTGAGES OR ENCUMBRANCES

Lessee shall not mortgage, encumber, or allow any liens to be placed against the Property or its leasehold interest therein.

14.19. USE IS NOT EXCLUSIVE

Lessor grants Lessee use of the described Property for the purposes stated herein, however, there is no grant to Lessee of exclusive use or of any tenant or ownership rights beyond the use as described in Section 1 of this Agreement. The Lessor shall make all efforts to prevent any conflict of use between the City and Lessee, however if such a conflict occurs, the Lessor's right of use and control of the Property shall prevail.

15.20. INDEMNIFICATION AND HOLD HARMLESS AGREEMENT IN FAVOR OF LESSOR

The Lessee shall defend at its expense, pay on behalf of, hold harmless and indemnify the City, its officers, employees, agents, elected and appointed officials and volunteers (collectively “**Indemnified Parties**”) from and against all claims, demands, liens, liabilities, penalties, fines, fees, judgments, losses and damages (collectively, “**Claims**”), whether or not a lawsuit is filed, including, but not limited to Claims for damage to property or bodily or personal injuries, including death at any time resulting therefrom, sustained by any persons or entities; and costs, expenses and attorneys’ and experts’ fees at trial and on appeal, which Claims are alleged or claimed to have arisen out of or in connection with, in whole or part, directly or indirectly:

- (i) The performance of this Lease (including any amendments hereto) by the Lessee, its employees, volunteers, agents, representatives, or subcontractors; or
- (ii) The failure of the Lessee, its employees, volunteers, agents, representatives or subcontractors to comply and conform with applicable laws;
- (iii) Any negligent act or omission of the Lessees, its employees, volunteers, agents, representatives, or subcontractors, whether or not such negligence is claimed to be either solely that of the Lessee, its employees, volunteers, agents, representatives or subcontractors, or to be in conjunction with the claimed negligence of others, including that of any of the Indemnified Parties; or
- (iv) Any reckless or intentional wrongful act or omission of the Lessee, its employees, volunteers, agents, representatives, or subcontractors; or
- (v) The Lessee’s failure to maintain, preserve, retain, produce, or protect records in accordance with this Lease and applicable laws (including but not limited to Florida’s laws regarding public records and the Florida’s laws regarding operation of government in the sunshine).

The provisions of this paragraph are independent of, and will not be limited by, any insurance required to be obtained by the Lessee pursuant to this Lease or otherwise obtained by the Lessee and the provisions of this paragraph survive the termination of this Lease with respect to any claims or liability arising in connection with any event occurring prior to such termination. Nothing contained in this Lease shall be construed as a waiver of the City’s sovereign immunity or limitations promulgated under Florida Statute 768.28.

16.21. INSURANCE REQUIRED

Attachment “B” is hereby incorporated into this Lease by this reference. Lessee shall maintain insurance and provide Lessor with certificates in accordance with Attachment “B” prior to the commencement of the Program and during the life of the Lease as may be applicable under the circumstances. Lessor shall have the right to make reasonable increases to the minimum required limits of liability on Attachment “B” during any

renewal or extension hereof. Lessee shall be responsible for all deductibles and self-insured retentions under its insurance policies.

17.22. PUBLIC RECORDS

The parties acknowledge that if the Lessee is a “contractor” as defined in Florida State Statute Section 119, that the Lessee shall comply with all requirements listed in Attachment “A”.

18.23. E-VERIFY

In compliance with the provisions of F.S. 448.095, the parties to this Lease and any subcontractors engaged in the performance of this Lease hereby certify that, to the extent required by Law, they have registered with and shall use the E-Verify system of the United States Department of Homeland Security to verify the work authorization status of all newly hired employees, within the meaning of the statute.

19.24. SOVEREIGN IMMUNITY

The City does not waive its right of sovereign immunity under s. 768.28, F.S., its police power to provide for the public interest and safety, or its municipal authority to provide for and protect its assets by entering into this Lease.

20.25. NO DISCRIMINATION

Lessee agrees that it will not discriminate upon the basis of race, color, religion, national origin, sex, pregnancy, age, disability or handicap, familial status, marital status or any other legally protected class in the construction, subleasing, use, occupancy, or operation of the Property, or in the improvements to be erected thereon and that each contract, or agreement with respect thereto shall specifically contain the following provision:

“Equal Opportunity Provision”

1. In the operation of the property, neither the Lessee nor any contractor or manager employed by Lessee shall discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, pregnancy, age, disability or handicap, familial status, marital status or any other legally protected class, and they shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, national origin, sex, pregnancy, age, disability or handicap, familial status, marital status or any other legally protected class. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment, or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Lessee agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by Lessee setting forth the provisions of this Equal Opportunity Clause, and to cause any contractor, subcontractor, or manager to do likewise.
2. The Lessee and any contractor or manager shall, in all solicitations or advertisements for employees placed by them or on their behalf, state that all qualified applicants will receive consideration for employment without regard to race, color, religion,

national origin, sex, pregnancy, age, disability or handicap, familial status, marital status or any other legally protected class. They shall send to each labor union or representative of workers with which they, or any of them, have a collective bargaining agreement or other contract or understanding, a notice, to be provided by Lessee, advising the labor union or workers' representative of their commitments under this Equal Opportunity Clause, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

21.26. ENFORCEMENT OF LEASE, FORFEITURE DEFAULT, REMEDIES, NONWAIVER

Lessor may enforce the performance of this Lease in any manner provided by law, and Lessee shall be in default under the terms of this Lease upon the following events:

1. If default shall be made by Lessee in the performance of any of the terms or conditions of this Lease.
2. If Lessee shall fail to comply with any of the statutes, ordinances, rules, or regulations of any governmental body governing or regulating Lessee's business.

Lessor shall provide to Lessee in writing its intention to terminate the lease within 15 days in the event of default. The failure of Lessor to insist, in any one or more instances, on a strict performance of any of the terms or conditions of this Lease, or to exercise any option set forth in this Lease, shall not be construed as a future waiver or a relinquishment of the provision or option, but it shall continue and remain in full force and effect.

22.27. NOTICES

All notices provided in this Lease shall be deemed sufficient when sent by U.S. Certified Mail, Return Receipt Requested, postage prepaid, to the following address:

Lessor: The City of Pensacola
 c/o City Administrator
 222 West Main Street Pensacola, FL 32502

Lessee: Pensacola Youth Soccer, Inc.
 Attn: Josh Hadden
 707 East Cervantes Street, Suite B #114, Pensacola, Florida
 32501.
 850-366-8764
 josh@pensacolayouthsoccer.com

23.28. AMENDMENT

This Lease may not be altered, changed, or amended except by an instrument in writing, signed by both the Lessor and Lessee.

24.29. SEVERABILITY

If any provisions of this Lease shall be declared in contravention of law or void as against public policy, such provisions shall be considered severable and the remaining

provisions of this Lease shall continue in full force and effect.

25.30. PARAGRAPH HEADINGS

The paragraph headings in this Lease are intended for convenience only and shall not be taken into consideration in any construction or interpretation of this Lease or any of its provisions.

26.31. ENTIRE AGREEMENT

This instrument constitutes the entire agreement between Lessor and Lessee.

27.32. WAIVER

Failure on the part of Lessor to complain of any action or non-action on the part of Lessee, no matter how long it may continue, shall not be deemed to be a waiver by Lessor of any of its rights under this Lease. Further, it is covenanted and agreed that no waiver at any time of any of the provisions of this Lease by Lessor shall be construed as a waiver at any subsequent time of the same provisions. The consent or approval by Lessor to or of any action by Lessee requiring Lessor's consent or approval shall not be deemed to waive or render unnecessary Lessor's consent or approval to or of any subsequent similar act by Lessee.

28.33. GOVERNING LAW

This Lease is subject to and shall be governed by the laws of the State of Florida.

29.34. VENUE

Venue for any claim, action or proceeding arising out of the Lease shall be Escambia County, Florida.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK. SIGNATURE PAGE
FOLLOWS.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in multiple original copies to become effective upon the last party's signature on this Agreement.

Pensacola Youth Soccer, Inc.

CITY OF PENSACOLA, FLORIDA

Josh Hadden, President

D.C. Reeves, Mayor

Printed Name of above signature.

Printed Name of above signature.

Date: _____

Date: _____

Attest:

Corporate Secretary

Ericka Burnett, City Clerk

Approved as to Substance:

Kerry Shanaghan, Parks and Recreation

Director

Legal in form and valid as drawn:

City Attorney

Attachment "A"

PUBLIC RECORDS: Contractor shall comply with Chapter 119, Florida Statutes. Specifically, Contractor shall:

- A.** Keep and maintain public records required by the City to perform the service.
- B.** Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C.** Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Lease term and following the completion of the Lease if Contractor does not transfer the records to the City.
- D.** Upon completion of the Lease, transfer, at no cost, to the City, all public records in possession of Contractor or keep and maintain public records required by the City to perform the service. If Contractor transfers all public records to the City upon completion of the Lease, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the Lease, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request of the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

Failure by Contractor to comply with Chapter 119, Florida Statutes, shall be grounds for immediate unilateral cancellation of this Contract by the City.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS LEASE, CONTACT THE PUBLIC RECORDS COORDINATOR AT:

THE OFFICE OF THE CITY CLERK, (850) 435-1715

PUBLCRECORDS@CITYOFPENSACOLA.COM 222

WEST MAIN STREET, PENSACOLA, FL 32502

ATTACHMENT “B” INSURANCE AND INDEMNIFICATION

GENERAL

The term City, as is used in this section, is defined to mean the City of Pensacola, itself, any subsidiaries or affiliates, elected and appointed officials, employees, volunteers, representatives and agents.

COVERAGE

Insurance shall be issued by an insurer whose business reputation, financial stability and claims payment reputation is satisfactory to the City, for the City’s protection only. Unless otherwise agreed, the amounts, form and type of insurance shall conform to the following minimum requirements.

Worker’s Compensation

The Lessee shall purchase and maintain Worker’s Compensation Insurance Coverage for all Workers’ Compensation as legally required. Additionally, the policy, or separately obtained policy, must include Employers Liability Coverage of at least \$100,000 each person – accident, \$100,000 each person – disease, \$500,000 aggregate – disease.

If Lessee qualifies as exempt by the Florida Department of Workers Compensation, a certificate of exemption is acceptable for this requirement.

Commercial General Liability Coverage

The Lessee shall purchase coverage on forms no more restrictive than the latest editions of the Commercial General Liability filed by the Insurance Services Office. **The City of Pensacola shall be an Additional Insured** and such coverage shall be at least as broad as that provided to the Named Insured under the policy for the terms and conditions of this Lease. The City shall not be considered liable for premium payment, entitled to any premium return or dividend and shall not be considered a member of any mutual or reciprocal company. Minimum limits of \$1,000,000 per occurrence for liability must be provided. If the required limits of liability afforded should become impaired by reason of any claim, then the Lessee agrees to have such limits of \$1,000,000 per occurrence, reinstated under the policy.

Commercial General Liability coverage must be provided, including bodily injury and property damage liability for premises, operations, products and completed operations (including pollution related claims), independent lessees, breach of contract, and property damage resulting from, collapse or underground (c,u) exposures. The coverage shall be written on occurrence-type basis. Any motorized vehicles utilized within the leased premise such as golf carts, scooters, or other motorized devices, must be endorsed on the commercial general liability policy to include coverage for bodily injury or property damage.

Sexual Abuse & Molestation

Lessee shall maintain in force at all times sexual abuse and molestation insurance coverage with minimum limits of \$1,000,000, occurrence, and \$2,000,000, aggregate. Policy may be written on an occurrence type basis or claims-made basis. Policy must cover actual or alleged abuse, molestation, mistreatment, or maltreatment of a sexual nature including defense costs, attorney fees, settlements, and judgements. City shall be named as an additional insured.

CERTIFICATES OF INSURANCE

Required insurance shall be documented in the Certificates of Insurance which provide that the City shall be notified at least thirty (30) days in advance of cancellation, non-renewal or adverse change or restriction in coverage. **The City shall be named as an Additional Insured** and this Lease shall be listed. If required by the City, the Lessee shall furnish copies of the Lessee's insurance policies, forms, endorsements, jackets and other items forming a part of, or relating to such policies. Certificates shall be on the "Certificate of Insurance" form equal to, as determined by the City, an ACORD 25. **Any wording in a Certificate which would make notification of cancellation, adverse change or restriction in coverage to the City an option shall be deleted or crossed out by the insurance carrier or the insurance carrier's agent or employee.** If on an ACORD 25 or similar form, the words "endeavor to" and "but failure..." shall be deleted so that the sentence ends with the word "left" or signed endorsements for the cancellation clauses MUST accompany Certificate(s) of Insurance. The Lessee shall replace any canceled, adversely changed, restricted or non-renewed policies with the new policies acceptable to the City and shall file with the City, Certificate of Insurance under the new policies prior to the effective date of such cancellation, adverse change or restriction. If any policy is not timely replaced, in a manner acceptable to the City, the Lessee shall, upon instructions of the City, cease all operations under the Lease until directed by the City in writing, to resume operations.

INSURANCE OF THE LESSEE PRIMARY

The Lessee required coverage shall be considered primary, and all other insurance shall be considered as excess, over and above the Lessee's coverage. The Lessee's policies of coverage will be considered primary as relates to all provisions of the lease.

LOSS CONTROL AND SAFETY

The Lessee shall retain control over its employees, agents, servants, as well as control over its invitees, and its activities on and about the subject premises and the manner in which such activities shall be undertaken and to that end, the Lessee shall not be deemed to be an agent of the City. Precaution shall be exercised at all times by the Lessee for the protection of all persons, including employees and property. The Lessee shall make special effort to detect hazards and shall take prompt action where loss control/safety measures should reasonably be expected.

HOLD HARMLESS

The Lessee shall indemnify and hold harmless the City of Pensacola, its elected officials, officers and employees, from any and all liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of the Lessee and its directors, officers, employees, agents, volunteers, invitees, spectators, or participants including Lessee's contractors, subcontractors, or vendors utilized by the Lessee in the performance of this Lease. The Lessee's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance.

PAY ON BEHALF OF THE CITY

The Lessee agrees to pay on behalf of the City, as well as provide a legal defense for the City, both of which will be done only if and when requested by the City, for all claims as described in the Hold Harmless paragraph. Such payment on the behalf of the City shall be in addition to any and all other legal remedies

available to the City and shall not be considered to be the City's exclusive remedy.

GOVERNING LAW AND VENUE

This Lease is governed and construed in accordance with laws of the State of Florida. The law of the State of Florida shall be the law applied in the resolution of any claim, actions or proceedings arising out of the Lease. Venue for any claim, actions or proceedings arising out of this Lease shall be Escambia County, Florida.

State of Florida
Affidavit Regarding the Use of Coercion for Labor and Services
Pursuant to Florida Statute 787.06(13)

Vendor Name: _____

Vendor FEIN: _____

Vendor's Authorized Representative Name and Title: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone Number: _____

Section 787.06(13) Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services.

The undersigned hereby certifies that he/she is an officer or authorized representative of the vendor identified above and that said vendor does not use coercion for labor or services as defined in Section 787.06 Florida Statutes.

Florida Statute 787.06

(2)(a) "Coercion" means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

(2)(e) "Labor" means work of economic or financial value.

(2)(h) "Services" means any act committed at the behest of, under the supervision of, or for the benefit of another. The term includes, but is not limited to, forced marriage, servitude, or the removal of organs.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By: _____

AUTHORIZED
SIGNATURE

Print Name and Title: _____

Date: _____



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 25-1392

Parks and Recreation Board

10/21/2025

DISCUSSION

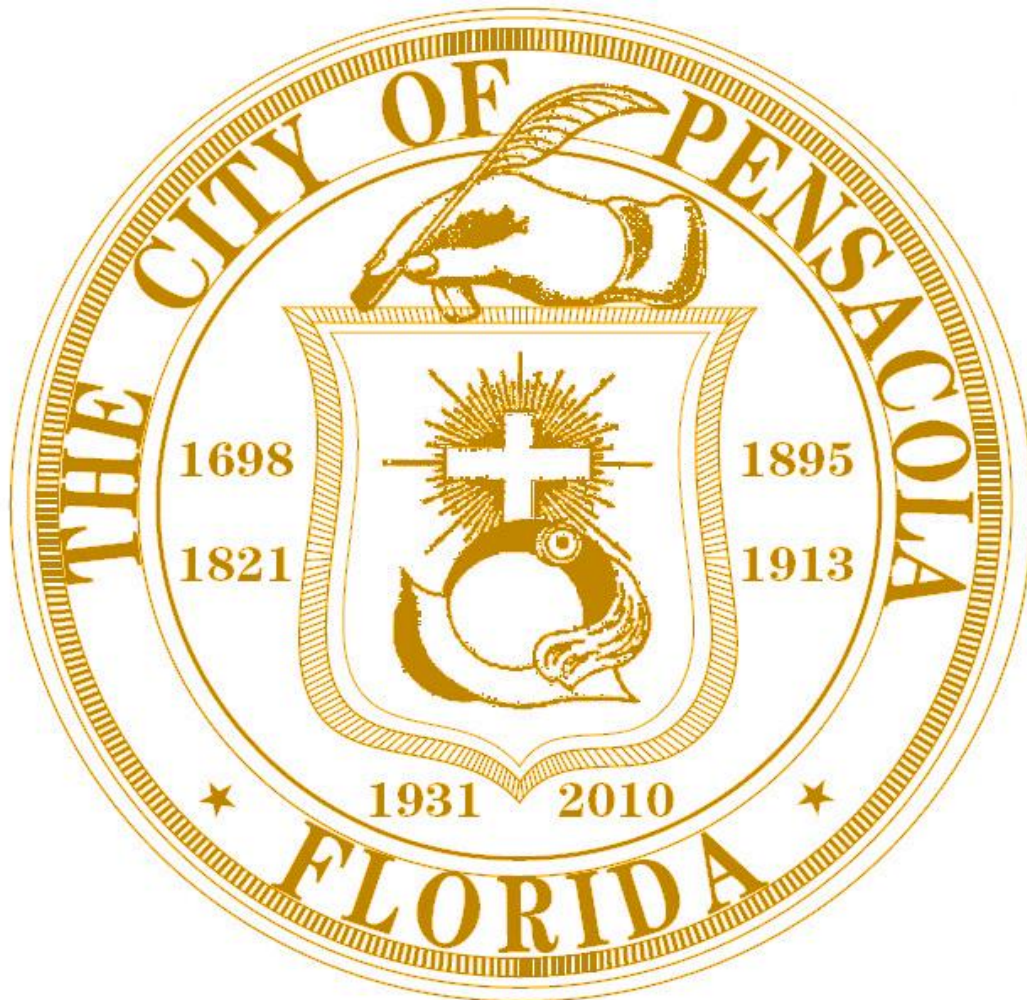
SUBJECT:

REVIEW from May 20, 2025 - P&R Board rules, procedures and expectations from the Council

ATTACHMENTS:

1. Parks & Recreation Board Rules & Procedures

City of Pensacola Parks & Recreation Board Rules & Procedures



May 2025

City of Pensacola
Parks and Recreation Board
Rules & Procedures

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City of Pensacola Parks and Recreation Board

Rules & Procedures

Section 1. Creation and Purpose of the Parks and Recreation Board

- (A) **Creation.** The creation of the City of Pensacola Parks and Recreation Board hereinafter referred to as the Parks and Recreation Board is authorized by Section 6-2-1 of the City of Pensacola City Code. The Parks and Recreation Board is an advisory board.
- (B) **Authority and duties of the Parks and Recreation Board.** Members of the parks and recreation board shall engage with the citizens of Pensacola and be liaisons to the public, participate in city events, attend neighborhood meetings, and encourage recreational activities across our park system. The parks and recreation board shall review developing plans and budgets and advise and make recommendations to the city council with timely reports and shall advise the mayor on matters concerning the establishment, maintenance and operation of parks and recreational activities within the city. The board, based on informed review, shall also provide input to staff, council and mayor on master plan updates and improvements, and policy development for the use of recreational facilities.

Section 2. Membership

- (A) **Composition.** The Parks and Recreation Board shall consist of nine (9), non-paid members, appointed by the city council.
- (B) **Term of office; removal from office; vacancies.** Members of the Parks and Recreation Board shall serve for terms of three (3) years or thereafter until their successors are appointed. Any vacancy occurring during the unexpired term of office of any member shall be filled by the City Council for the remainder of the term. Such vacancy shall be filled as soon as is practical. Removal of board members shall be in accordance with Florida Statute Sec. 112.501 and/or the policy and procedures set forth by the City Council.

Section 3. Officers

- (A) **Officers.** The officers of the Parks and Recreation Board shall be Chair and Vice Chair, selected from among its members. The Board may create and fill such other offices as it may determine to be necessary for the conduct of its duties. Terms of all offices shall be for one year, with eligibility for reelection.
- (B) **Election of Officers.** The officers shall be elected annually, for a term of one year. All nominations for officers shall be made from the floor in an

open forum, if the nomination is accepted, an affirmative vote of the majority of the existing membership is necessary for approval.

- (C) **Chair.** The Chair shall preside at all meetings of the Parks and Recreation Board; call special meetings in accordance with these Rules of Procedure; sign documents on behalf of the Parks and Recreation Board and see that all actions of the Parks and Recreation Board are properly taken. He or she shall serve as liaison between the Parks and Recreation Board, staff and the City Council. The Chair has the power to limit discussion during the meeting to the main issue under consideration and to end debate when it ceases to be productive. The presiding officer has the right to make motions and seconds, participate in debate and vote on all matters before the board (minus a conflict).
- (D) **Vice-Chair.** During the absence, disability or disqualification of the Chair, the Vice-Chair shall exercise and perform all the duties and be subject to all responsibilities of the Chair. The Vice-Chair shall succeed the Chair if the Chair vacates the office before their term is completed. In that event, a new Vice-Chair shall be elected from among the Parks and Recreation Board membership at the next regular meeting of the Parks and Recreation Board.
- (E) **Acting Chair.** If the Chair and Vice-Chair of the Parks and Recreation Board are not able to preside over the meeting and a quorum is present, an acting Chair to serve only at that meeting shall be elected by a majority of the members present.

Section 4. Meetings of the Parks and Recreation Board

- (A) **Regular Monthly Meetings.** The Parks and Recreation Board shall hold regularly scheduled meetings beginning at 10:00 a.m.. at City Hall, or other location as needed, on the third Tuesday of each month, adjusted as necessary. All meetings: regular, special and workshops shall be open to the public.
- (B) **Special Meetings.** Special meetings may be called at the Chair's discretion but shall allow for a minimum notice of three (3) working days for the board and the public, wherein the notice shall include the date, time, location and subject of the meeting.
- (C) **Meeting Records.** All regular meetings, special meetings and workshops of the Parks and Recreation Board shall be open to the public. A written record of the proceedings of the Parks and Recreation Board shall be kept showing its actions on each question considered and filed in the office of the Parks and Recreation Board. Meeting minutes shall be uploaded to the City website with seven (7) days of approval. Meeting videos shall be uploaded to the city's website within 48-hrs of meeting completion.
- (D) **Voting & Quorum.** A majority of the existing membership as designated by Ordinance or Council Action shall constitute a quorum for the transaction of business. The determination of quorum should follow

immediately after roll call. If no quorum is established, the Chair can call the meeting to order, announce the absence of a quorum and share information without formal action pending the establishment of a quorum, or adjourn the meeting.

For an item to pass, it must obtain the affirmative vote of a majority of the existing membership of the board. No member present at a meeting may abstain from voting except when a conflict of interest exists.

Votes results should be announced and recorded in a way that reflects the vote of those present. For example, if 5 board members are present on a 7-member board, the results should reflect that the item passes 5-0 with two members absent. It should not be reflected as the item passes unanimously, as not all members were present. If all members are present and the item passes 7-0, then a unanimous result is appropriate.

(E) **Attendance.** No member shall miss in excess of 25% of the board meetings within a twelve (12) month period, or three (3) consecutive meetings. Attendance information shall be communicated to the Council Executive by the Board Chair or staff member of that board.

(F) **Conflicts of Interest.** Any member of the Board who may have a conflict of interest on any item that is on the agenda shall refrain from participating in discussion of the item and shall not vote on said item. In such cases, said member shall comply with the disclosure requirements of State Law.

(G) **Robert's Rules.** Robert's Rules of Order will serve as a guide for parliamentary procedures in the conduct of board meetings.

(H) **Order of Business.** The order of business on the Parks and Recreation Board agenda shall generally be:

1. Call to order
2. Roll call and determination of quorum
3. Open Forum
4. Approval of minutes
5. Director's Report
6. Staff Reports
7. New Business
8. Old Business
9. Adjournment

(I) **Public Input and Participation.** All meetings of the Parks and Recreation Board must be open to the public. The board shall allow for full and ample opportunities to receive public input. The public shall be afforded a reasonable opportunity to provide input on any agenda item prior to a vote or action being taken. In addition, there shall be an open forum opportunity for members of the public to provide input on items not on the agenda, in a reasonable and orderly manner.

Where these rules and procedures are silent on any particular topic, please refer to the Handbook for appointed Boards, Commission and Authorities, City Council Rules and Procedures or Robert's Rules of Order for guidance.