



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Meeting Agenda 4 - Final Parks and Recreation Board

Thursday, April 20, 2023

8:00 AM

Hagler Mason Conference Room, 2nd Floor

CALL TO ORDER

SWEARING IN OF NEW AND/OR RETURNING BOARD MEMBERS

ROLL CALL

ELECTION OF NEW CHAIR AND VICE-CHAIR

ELECTION OF CHAIR

ELECTION OF VICE-CHAIR

APPROVAL OF MINUTES

MINUTES OF MARCH 16, 2023 PARKS AND RECREATION BOARD

Attachments: [23-3-16 Minutes - Unapproved](#)

DIRECTOR'S REPORT

DIRECTOR'S REPORT

Attachments: [Director's Report Parks and Recreation Board](#)

STAFF REPORTS

BUDGET REPORT - KENDRA WEEKLEY

Attachments: [Second Quarter Financial Summary FY23](#)

NEW BUSINESS

OLD BUSINESS

OPEN FORUM

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 435-1606 (or TDD 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

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 23-00271

Parks and Recreation Board

4/20/2023

SUBJECT:

SWEARING IN OF NEW AND/OR RETURNING BOARD MEMBERS



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 23-00303

Parks and Recreation Board

4/20/2023

SUBJECT:

ELECTION OF CHAIR



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 23-00304

Parks and Recreation Board

4/20/2023

SUBJECT:

ELECTION OF VICE-CHAIR



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 23-00272

Parks and Recreation Board

4/20/2023

SUBJECT:

MINUTES OF MARCH 16, 2023 PARKS AND RECREATION BOARD



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Meeting Minutes 3 - Draft

Parks and Recreation Board

Thursday, March 16, 2023

8:00 AM

Hagler Mason Conference Room, 2nd Floor

CALL TO ORDER

ROLL CALL

Present 7 - Chairperson Rand Hicks, Renee Borden, Antonio Bruni, David Del Gallo, Leah Harrison, John Jerralds, and Michael Wolf
Absent 1 - Alejandra Escobar-Ryan

APPROVAL OF MINUTES

MINUTES OF FEBRUARY 16, 2023 PARKS AND RECREATION BOARD

Attachments: [23-2-16 Minutes - Unapproved](#)

A motion was made by Borden, seconded by Bruni, that this Minutes be Approved. The motion carried by the following vote:

Yes: 7 - Chairperson Hicks, Bruni, Del Gallo, Harrison, Wolf, Borden, and Jerralds

Absent: 1 - Escobar-Ryan

DIRECTOR'S REPORT

DIRECTOR'S REPORT

Attachments: [23-3-16 Director's Report Parks and Recreation Board](#)

Member Borden asked regarding the renovations at Malcolm Yonge Gymnasium what is our position now. Director Stills responded at this point in time we are in the process of assessing damage to that facility. We had a contractor go out and do an assessment for us and we haven't gotten all the information back. As of yesterday, they were coming over and dismantling the sides of the building to see how much damage there is. Once we get that assessment back, we will determine the best course of action to take concerning the facility we will take that back to the board.

Member Borden asked if the city is having a contractor go out to do assessment or is that back on the Lighthouse. Director Stills responded that at this point in time it is in-house. Our Public Works department has been tasked with coming out and conducting an assessment and based on their recommendations we will outsource a final assessment.

Member Borden asked if the Lighthouse would do the repairs. Director Stills responded that the agreement that we had in the past is that they would do repairs up to \$25,000 a year. We definitely need to do repairs from a safety standpoint since we are leasing the facility, we need to do our due diligence first.

Member Borden asked if an assessment was done prior to leasing the facility and entering into the agreement. Director Stills responded that he would get back to the board with the last time an assessment was done on the building.

Member Bruni asked regarding the Scenic Heights Community sign that in the Director's Report it shows an anticipated completion date as the end of March can you give us an update on this. Director Stills responded that we are in the process of getting the sign we are in the stage of coming up with a couple of options that we want the neighborhood association to sign off on and the placement of the sign.

Member Bruni asked regarding the grandfathering in the kids for the summer camps are we reserving spots for them how are we managing to get the kids in when it is filling up so quickly. Assistant Director Byrd explained those kids will be invited to the early registration period, but it is still up to them to get registered.

Member Harrison asked regarding the Childrens Chorus that they have kicked off the programs and the Children's Chorus is going to do an outreach to promote programs is the city doing anything and is this on the city's website. Assistant Director Byrd responded that it is on the website along with on-line registration and have been pushing through social media.

STAFF REPORTS

CULTURAL AFFAIRS PRESENTATION - SYDNEY ROBINSON

Attachments: [23-3-16 PensaCulture Robinson Sydney Presentation](#)

Cultural Affairs Coordinator Robinson came before the board to give a presentation on the key focus areas of the culture affairs programs. When starting the program, the main objective was to define what cultural affairs at the City of Pensacola is going to be. So right now, my key focus areas are to increase access to public art, create pathways for more collaboration between the city and the cultural and artistic communities, and promote and help support cultural events throughout the city.

Member Wolf asked if the plan is to use local artist. Cultural Affairs

Coordinator Robinson responded we are not committing to only local artists if an opportunity to bring in something fantastic from somewhere else and we decide that's a benefit then we would do that but right now it is local artists.

Cultural Affairs Coordinator Robinson continued with presentation displaying slides of completed projects and upcoming projects.

Completed Projects

*Cubed - This project increased public art, funded local artists, and showed city-level support of existing art organizations.

*Bloomberg Grant - Applied for a million-dollar grant which would create an art park in Hollice T Williams Park.

Upcoming Projects

*Art Boxes - Cover 8 city-owned traffic signal boxes located in rights-of-way in prime downtown area with murals from local artist.

*Journey to Juneteenth - Coordinate with new and existing Juneteenth-themed events in honor of federal holiday.

*Hollice T. Art Courts - Resurface existing basketball courts (3) located at Hollice T. Williams Park.

*The Mariner - Donated sculpture from local sculptor to be placed near Marina located in Maritime Park.

*PensaCULTURE Art Walls - Complete grant application to create 10+large scale murals.

*Indigenous Heritage Trail - Partner with Santa Rosa Band of the lower Muscogee to create educational and artist trail through city parks.

*Pensacola Arts Alliance - Host quarterly networking and coordinating meetings with Pensacola-area arts and cultural organizations.

Member Wolf asked if the TBD for the completion dates on the presentation slides represents not having funding or have not determined how to do the project or is it both. Cultural Affairs Coordinator Robinson responded it is a little bit of both depending on which event. Haven't quit set deadlines for everything. Member Wolf asked if the program is in the need of funding. Cultural Affairs Coordinator Robinson responded that the cultural affairs program is funded through ARPA that council had set aside. Member Wolf asked if she was the only one or is there someone else. Cultural Affairs Coordinator Robinson responded that she is the only one but works with the staff in Parks and Recreation.

Member Harrison asked if the program would have access to bring in kids. Cultural Affairs Coordinator Robinson responded that she had thought about that and would like to have a well-rounded approach available. Member Harrison stated please let us know how we can support you.

NEW BUSINESS

PARK AMENITY REQUEST - ADDITIONAL PLAQUE ON EXISTING BENCH AT BARTRAM PARK - JAMES WINSTEAD

Attachments: [Park Amenity Dedication Proposal Form](#)

Chairperson Hicks asked Ms. Courtney Winstead to come forward with her request to have an additional plaque added to an existing bench. Ms. Winstead came before board and gave a brief history of previously purchasing two family benches designated for her family. Her mother loved to spend her time sitting and looking out over the water so when she had passed away the family purchased a bench and a plaque to be placed by the water in Wayside Park as a way for the family to remember her. When the construction of the three-mile bridge began, the bench was removed. The bench was placed in the city warehouse and had deteriorated, and it could no longer be used. The city informed Ms. Winstead of the condition of the bench and offered to place the bench in another park by the water and suggested Bartram Park. Ms. Winstead then asked to have two benches placed in Bartram Park one to replace the bench for her mother and one for her sister who has now had passed away. Ms. Courtney Winstead is requesting to have an additional family plaque placed on one of the existing benches for her husband James Thomas Winstead. James Thomas Winstead was a marine research biologist at the Environmental Protection Agency out at Sabine Island on Pensacola Beach who has fallen terminally ill. He has requested to be cremated and his ashes spread into the gulf. This additional plaque on the bench will be a way for his family to go honor him.

Chairperson Hicks asked board for any questions, no response. Chairperson Hicks shared with board that he fully endorses the ideal. A gentleman who worked at Sabine or many years to improve the health of the gulf and improve the quality of the ocean will be interred there in a sense.

A motion was made by Harrison, seconded by Del Gallo, to recommend that City Council approve placement of plaque on bench. The motion carried by the following vote:

Yes: 7- Chairperson Hicks, Bruni, Del Gallo, Harrison, Wolf, Borden and Jerralds

Absent 1- Escobar-Ryan

OLD BUSINESS

Member Bruni asked if staff could give updates when available regarding the Miraflores Park. Chairperson Hicks stated that Adrienne Walker is offering that information to the public. Chairperson Hicks stated that he is

on the advisory board and will share whatever information he has.

Member Borden added that Ms. Oliver had given a presentation to the parks and recreation board and suggested that be forwarded to the advisory board.

Member Bruni stated that he may have come across as being contrarian in specific to the youth sports, however with the presentation given by Travis Peterson he agrees 100% with everything that was said all that he is asking for is the youth sports providers to have transparency and have accountability.

Director Stills gave an update on the use agreement to the board. The sports providers and the mayor had a meeting, so everyone had an opportunity to understand what the city was asking regarding the participates, scholarships, and the in-kind contributions. So next year in 2024, we will inject more in-kind contributions into the agreement.

Member Wolf asked for news on the master plan. Chairperson Hicks stated the master plan will not come from UWF they were to be involved in the needs assessment. The concept of a master plan will eventually have to be approved by council and endorsed by administration. We get request every day to improve the parks and until we have a master plan we don't know where we are as a whole.

Member Wolf asked if the city needs to send out an RFI to planning firms to get bids to show to council. Chairperson Hicks asked Deputy City Administrator Miller how we should proceed with the quest for a master plan. Deputy City Administrator Miller stated that at the first meeting with Director Stills she asked if there was a parks master plan. She is aware of the need and would like to collaborate with staff and brainstorm a bit on how to accomplish that task. In addition to opportunities available to us through UWF, there may be other free or nearly free resources available to us at the state level. She will work with staff to put together a draft timeline and steps in the process to bring back to the board to review and to provide input and feedback and then take to council to get funding appropriated and/or approval to move forward. Will come back to board meeting in June with a draft.

OPEN FORUM

Member Borden asked regarding the presentation to council from the Veterans Memorial Council if they had requested to do a presentation to Parks and Recreation Board. Director Stills responded no one had been in contact with him. Member Borden asked if Veterans Memorial Park is under Parks and Recreation such as maintenance and repairs or does their board oversee all the maintenance required. Director Stills responded

that the Veterans Memorial Council does all the maintenance for the park up to Admiral Mason at this time and they do a great job.

Member Borden asked regarding the council item for Alabama Square Park was that something that should have come before the board for recommendation to council. Director Stills responded that the council item was to reallocate funding for repairs.

Member Borden asked if the new playground equipment being purchased is ADA compliant. Director Stills responded that yes, the vendors that we use you cannot purchase playground equipment that is not ADA compliant.

Member Borden asked if the new playground equipment will be available to review and to get public input before installing. Director Stills responded that Parks will try to address that to the board. Superintendent of Administration and Special Projects Carmody knows the footprint of the parks and what playground equipment fits and the timing of working with the grants and logistics of getting the playground equipment varies we will try to get some options.

Member Bruni would like it to be noted for record that the Parks and Recreation Board members were emailed and did receive on February 27, 2023, the letter from Christopher J Lewis.

Chairperson Hicks asked regarding Dunmire Woods what precisely is being done there with the wood chips. Director Stills responded he will research if the wood chips make the playground ADA compliant instead of having sand.

Chairperson Hicks shared with board members that City of Pensacola Parks and Recreation have supported Pensacola Ciclovía since its conception in 2017 we have made a gender generational and diverse transfer and Brittney Elders is now our president of Ciclovía. When you see her congratulate her she will do a great job and if you can support her please do, I will.

ADJOURNMENT

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City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 23-00273

Parks and Recreation Board

4/20/2023

SUBJECT:

DIRECTOR'S REPORT

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

April 20, 2023

PARKS UPDATES:

- Hunter Pool - work began with completion anticipated for May 2023.
- Blake Doyle Skate Park – construction started; anticipated completion summer 2023.
- Bruce Beach Phase I – construction started; anticipated completion May 2023.
- Bruce Beach Phase II – design phase; anticipated completion May 2024.
- Plaza De Luna Splash Pad anticipated to open end of March.

SPECIAL PROJECTS:

- Malcolm Yonge structural assessment anticipated completion by end of April.
- Garden of Peace and Hope dedication April 24
- Scenic Heights Community Sign anticipated completion end of April.
- Springdale Park ADA Sidewalk to Basketball Court anticipated completion April.
- Community Maritime Park outside restrooms interior paint anticipated completion by end of April.
- Roger Scott Press Box paint exterior of the building anticipated completion by mid-May.
- Dunmire Park/Dunwoody Park Engineered Wood Fiber anticipated completion May.
- Alabama Square pavilion repair anticipated completion May.
- WWII Heritage Sign anticipated completion May.
- Bay Bluffs structural assessment anticipated completion by mid-May.
- Bayou Texar Boat Ramp anticipated completion by mid-summer.
- Engineered Wood Fiber (EWF) refresh at Parker Circle, Bayview Park, Highland Terrace, Bryan Park, Roger Scott Playground and Cobb – end of June.
- Sidewalks
 - Kiwanis Park to allow access to the basketball court and repair of cracked sidewalks – end of April.
 - Aviation Park remove planks and replace with sidewalk- end of April.

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

April 20, 2023

- Gull Point to allow access to the skatepark – end of May.
- Armstrong Park to allow access to the tennis courts – end of May.
- Springdale Park to allow access to the basketball courts- end of May.
- Roger Scott Multiple Purpose Field visitor side repair existing sidewalk – end of May.
- New Playgrounds anticipated completion May/June

Belvedere Park	Lions Park	Eastgate Park	Fairchild Park
Grenada Subdivision Park		Lamancha Park	Pintado Square Park

ATHLETICS UPDATES:

- Adult Sports - Co-Ed Kickball, Men's Softball and Co-Ed Softball Leagues at Exchange Park: 525 Participants; 35 Teams.
- Spring Youth Soccer League: 910 participants; 91 Teams.
- Spring Bill Bond T-Ball and Baseball Leagues, 260 participants; 26 Teams.
- Spring Vickrey Center Girls Volleyball League, 200 participants; 20 Teams.
- Spring Magee Field T- Ball & Baseball Leagues, 70 participants; 6 Teams.
- Senior Women's 50 yr. + Slow Pitch National Softball Tournament was held at Michael J. Desorbo - Exchange Park April 11 - 16, 2023. 25 Teams from Florida, Georgia, Alabama, Tennessee, Maryland, Michigan, Virginia, Ohio and Canada participated. The tournament brought in 400 players who participated in the tournament.
- Lenzworks Productions filmed a segment of the reality television show "Relative Race" at the Roger Scott Athletic Complex on Sunday, April 16.

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

April 20, 2023

CULTURAL AFFAIRS UPDATES:

- Completed restoration, preservation of 'CUBED @ City Hall' after graffiti incident.
- Welcome Sign Structure Design Contest underway, hosted interest meeting April 13 for prospective submissions. Submission deadline April 26.
- Journey to Juneteenth sponsorship program underway, hosted interest meetings March 7, 27. Submission deadline April 24.
- Hosted Gulf Coast Diplomacy meeting focused on Arts, Culture, and Civic Support.
- Finalized proposal for Project: Art Boxes, awaiting final approval for rollout.

MARKETING UPDATES:

- Spring/Summer 2023 Activity Guide highlighting April – July 2023 Programs and Activities now available in locations across Pensacola
- Onboard Movies in the Park/ Blues on the Bay Sponsor MyPensacola Credit Union
- Plaza de Luna and Legion Field Splash Pads Open for the Season
- Hosted Kiwanis Musical Sensory Garden Ribbon Cutting April 6
- Attended 2023 Levin Way Festival Day of Giving April 16
- Attended CIL of Northwest Florida Community Event April 14
- Garden of Peace and Hope Ribbon Cutting will be Monday April 24 at 2:30 PM
- Pensacola Baby Shower Saturday, April 29 10 AM – 2 PM at Fricker, Free resource event for expecting families and families with children under 3 hosted in partnership with Escambia Healthy Start and FDOH
- Blues on the Bay Concert Modern Eldorados Concert Sunday, April 30, 6 PM, NOBiUS Concert, May 14 at 6 PM
- SBCJ Spring Juried Arts and Crafts Show Saturday May 6, 10 AM – 3 PM
- Movies in the Park Series Kick-off Friday, May 12 at 6 pm
- Ongoing Promotional Advertisement for Spring Activities and Programs

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

April 20, 2023

RECREATION UPDATES:

- Summer Camp registration is underway. We had some technical challenges with the early registration for citizens which created some issues for the Outdoor Recreation Camp registration. The issues have been resolved and all concerns and complaints have been handled/addressed. City resident registration reopened on April 11th and was extended one week to allow city residents another opportunity to register first for summer camps. Non-resident registration will begin April 24.
- Fricker Resource Center has partnered with Escambia County Healthy Start and Florida Department of Health to host the Pensacola Baby Shower on Saturday, April 29th 10am-2pm. This is a free community event for expecting moms and those with children under the age of 3 to get expert support for questions about pregnancy, childbirth, breastfeeding and more.
- Sanders Beach-Corinne Jones Center is accepting vendor applications for their Spring Juried Arts and Crafts Show which will take place May 6th from 10am-3pm. Local vendors can showcase their talent and sell handmade arts and crafts.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 23-00274

Parks and Recreation Board

4/20/2023

SUBJECT:

BUDGET REPORT - KENDRA WEEKLEY

PARKS AND RECREATION
REVENUE AND EXPENDITURE REPORT
Fiscal Year 23, 2nd Quarter
Period 6, March 31, 2023

	Fiscal Yr 2023			Fiscal Yr 2022			Fiscal Yr 2021		
	BUDGET	ACTUAL	PCT RCVD	BUDGET	ACTUAL	PCT RCVD	BUDGET	ACTUAL	PCT RCVD
REVENUES									
Culture & Recreation General Fund	\$ 28,000	\$ 43,655	156%	\$ 28,000	\$ 21,107	75%	\$ 28,000	\$ 12,584	45%
Golf Course Fund	621,700	364,495	59%	534,700	297,243	56%	518,700	293,849	57%
Recreation/Athletic Fund	1,155,100	403,351	35%	1,148,300	292,220	25%	1,161,500	91,332	8%
Tennis Fund	128,800	74,837	58%	128,800	62,500	49%	128,700	73,624	57%
Community Maritime Prk Mgmt Svc Fund	752,300	57,355	8%	782,400	132,019	17%	771,200	60,958	8%
TOTAL REVENUE REPORT	<u>2,685,900</u>	<u>943,693</u>	35%	<u>2,622,200</u>	<u>805,088</u>	31%	<u>2,608,100</u>	<u>532,346</u>	20%
EXPENDITURES									
	BUDGET	ACTUAL (Exp/Enc)	PCT EXP	BUDGET	ACTUAL (Exp/Enc)	PCT EXP	BUDGET	ACTUAL (Exp/Enc)	PCT EXP
Parks and Recreation General Fund	\$ 8,322,708	\$ 4,408,793	53%	\$ 7,787,372	\$ 3,727,179	48%	\$ 7,438,665	\$ 3,424,624	46%
Golf Course Fund	872,600	487,492	56%	810,709	458,664	57%	774,725	400,667	52%
Recreation/Athletic Fund	1,256,900	419,461	33%	1,314,423	451,772	34%	1,219,204	204,382	17%
Tennis Fund	328,800	55,967	17%	137,705	54,922	40%	128,700	38,706	30%
Community Maritime Prk Mgmt Svc Fund ^(a)	1,414,798	439,841	31%	1,494,322	509,283	34%	1,366,841	443,646	32%
TOTAL EXPENDITURE REPORT	<u>12,195,806</u>	<u>5,811,555</u>	48%	<u>11,544,531</u>	<u>5,201,820</u>	45%	<u>10,928,135</u>	<u>4,512,025</u>	41%

NOTES: COVID effects in FY21

Period percentage: 50%