



City of Pensacola

Parks & Recreation Board

Agenda

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

November 21, 2023, 10:00 AM

Council Chambers, 1st Floor

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

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. 23-211 MINUTES OF OCTOBER 17, 2023, PARKS AND RECREATION BOARD

Attachments: 23-10-17 Minutes - Unapproved

DIRECTOR'S REPORT

2. 23-212 DIRECTOR'S REPORT

Attachments: 23-11-21 Director's Report Parks and Recreation Board

STAFF REPORTS

3. 23-213 PARKS AND RECREATION BUDGET - KENDRA WEEKLEY

Attachments: Parks and Recreation Financial Summary QTR4

4. 23-214 OSCEOLA GOLF COURSE - RYAN MATTOX

Attachments: None

NEW BUSINESS

5. 23-1002 DISCUSSION - PARKS AND RECREATION ANNUAL PRESENTATION TO CITY COUNCIL

Attachments: None

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 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

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 23-211

Parks and Recreation Board

11/21/2023

ACTION ITEM

SUBJECT:

MINUTES OF OCTOBER 17, 2023, PARKS AND RECREATION BOARD

ATTACHMENTS:

1. 23-10-17 Minutes - Unapproved



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Meeting Minutes 3 - Draft

Parks and Recreation Board

Tuesday, October 17, 2023

10:00 AM

Hagler Mason Conference Room, 2nd Floor

CALL TO ORDER

ROLL CALL

- Present** 5 - Chairperson Rand Hicks, Vice Chair Renee Borden, Antonio Bruni, Kristin Brown, and Jake Renfroe
- Absent** 4 - Alejandra Escobar-Ryan, Leah Harrison, John Jerrals, and Michael Wolf

APPROVAL OF MINUTES

MINUTES OF SEPTEMBER 21, 2023, PARKS AND RECREATION BOARD

Attachments: [23-9-21 Minutes - Unapproved](#)

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

- Yes:** 5 - Chairperson Hicks, Vice Chair Borden, Bruni, Brown, and Renfroe
- Absent:** 4 - Escobar-Ryan, Harrison, Jerrals, and Wolf

DIRECTOR'S REPORT

DIRECTOR'S REPORT

Attachments: [23-10-17 Director's Report Parks and Recreation Board](#)

Member Bruni inquired about the Disc Golf Tournament at Hollis T. Williams whether it is scheduled for this weekend. Interim Director Byrd stated yes, it was omitted from the Directors Report but, it is scheduled to take place. Member Bruni asked if there had been a permitting issue for it not to take place at Hitzman Park. Interim Director Byrd stated she was unaware of any permit issue at Hitzman, and she would get back with that information.

Member Bruni asked what is taken place at Hitzman Park today regarding forestry being in the park. Interim Director Byrd responded it is a group of forestry students measuring and counting trees in the park. Interim Director Byrd will reach out to receive information on the results to have available at next meeting.

Chairperson Hicks invited Caitlin Cerame, Transportation Planner to speak to the board regarding a safety issue concerning pedestrians crossing west on Jackson Street to get to the skate park. Transportation Planner, Cerame stated a lot of issues will be addressed in the long-term plan that will include some of the parallel parks and street parking. The City's Public Works crews will be installing ADA ramps, cross walks, and yield signs for pedestrians. Crews will also be replacing some sidewalk panels that have been damaged.

Transportation Planner, Cerame informed the board that the Florida Department of Transportation came out with their new tentative 5-year work program. The City had applied for funding for Phase 2 of the Hollice T. Williams Multiuse Trail through the Transportation Planning Organization's Transportation Alternative Program last year and will receive funding in the amount of \$1 million dollars.

Chairperson Hicks inquired if Member Wolf had gone to Hitzman Park Soccer Field to observe what may be the flooding issue along with Parks Superintendent, Kimball. Interim Director Byrd stated that she has not spoken with Member Wolf but had spoken to members of the Pensacola Youth Soccer and have a better understanding of the flooding issue. Parks and Recreation crews have been top dressing the fields with sand to try to mitigate some of the drainage issue and will continue to work with them to correct the drainage. Parks Superintendent, Kimball was in attendance and come forward to add he did meet with Member Wolf and walked the site but has not received any follow up notes.

Interim Director Byrd added that United Way along with the ReadyKids will have a ribbon cutting for the Born Learning Trail at Bayview Park on Tuesday, October 24th at 2:45 P.M.

STAFF REPORTS

OUTDOOR PURSUITS - PAUL PIPES

Attachments: [23-10-17 Volunteer-Outdoor Pursuits Presentation FY23](#)

Paul Pipes, Outdoor Pursuits/Volunteer Coordinator brought before the board an overhead presentation (on file with background material) providing an overview update of the activities of the Volunteer Programs and Outdoor Pursuits Adventure Programs. Outdoor Pursuits/Volunteer Coordinator, Pipes stated he has been approved to hire an Outdoor Pursuits Assistant. This will allow the opportunity to expand the programs and also add an Adult Outdoor Adventure Program to the activities. Outdoor Pursuits/Volunteer Coordinator, Pipes announced there will be a guided Full Moon Halloween Paddle scheduled on October 28th at 6:00-8:00 pm at Bayview Community Center Park.

Some follow-up discussion took place with Board Members asking questions which Outdoor Pursuits/Volunteer Coordinator, Pipes responded accordingly.

NEW BUSINESS

DISCUSSION ITEM - BAY BLUFF PARK

Attachments: [23-10-17 Bay Bluffs Report](#)

Interim Director Byrd brought before the board an overhead presentation (on file with background material) providing an update of Bay Bluffs Park.

Bay Bluffs Preserve was originally closed on March 21, 2023, after a site visit by structural engineer in the interest of public safety.

Preliminary estimates for repair exceed the \$200,000 budgeted in LOST funding for the park.

Parks and Recreation will apply for grants to help fund the next chapter for Bay Bluffs Preserve Park development.

A master plan for the Scenic Highway corridor was commissioned by Scenic Highway Foundation in 2012. There are viable options in the plan.

Must reopen a portion of the park within 1 year to stay in compliance with Florida Communities Trust Grant.

Bid package being developed for demolition of boardwalk.

Parking lots will be closed with traffic devices during demolition phase. Waiting on PO to be issued for equipment.

The scenic overlook and pavilion can be re-opened safely once the boardwalk is dismantled.

Some follow-up discussion took place with board members asking question which Interim Director, Byrd responded accordingly.

DISCUSSION ITEM - MASTER PLAN

Chairperson Hicks began the discussion for a Parks and Recreation Master Plan stating it may have been around 20 years since Parks and Recreation had a Master Plan. The issue and concerns of the day comes back to having a believable plan and approach of how we are going to govern our city's parks and resources. We want to maintain our unique

Pensacola flavor while we respond to the developing and growing needs of the community, and we need to shift our resources around to meet those needs where they exist. We need a broad partnership. We need administration working with council. We need our active board members engaging with the public. We need the public to come and tell us what they really want and what they really need. All of this is available when we develop a master plan.

Chairperson Hicks continued by saying the city is in the process of appointing a director to govern Parks and Recreation. Once that is done, the mayor has signaled that the next step for us is to develop the master plan. So, we are looking forward in going into that direction.

Chairperson Hicks then read to board members the duties of Parks and Recreation Board. Chairperson Hicks suggested to the board to have a discussion of a master plan and then at the conclusion of discussion put this as an action item for our next meeting and draft a letter of encouragement onto the mayor and the council to register our firm support for the development of a master plan. At the conclusion, board agreed to draft a letter and an annual report to submit to council at the December board meeting.

OLD BUSINESS

OPEN FORUM

Vice-Chairperson Borden asked regarding the transitioning of Malcolm Yonge Gymnasium would that money now be available to other areas of Parks and Recreation. Interim Director, Byrd responded that building was in the Public Works budget.

Interim Director, Byrd added while attending Planning's One Stop Development meeting she asked if green space was being considered in the transition of the Malcolm Yonge Gymnasium new development site project. She will continue to work with CRA and their planner to ensure we do have some park space reserved, and she had given them some potential ideas of what that might look like.

Interim Director, Byrd stated she will bring a report to share with the board from the National Recreation and Park conference she had attended last month.

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.

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

November 21, 2023

PARKS UPDATES:

- Bayview Park Erosion Control/Stabilization Project – Construction is at 80% complete. Anticipated completion end of November.
- Bruce Beach Phase 2 – Construction Phase; Construction has commenced with erosion control measure, earthwork, and haul out of unsuitable material. Anticipated completion end of fall 2024.
- Mallory Heights #2 Drainage Improvements – Engineering and Design phase. Survey has been completed.
- Roger Scott Tennis Courts – Construction Phase; Pavement is complete will cure for 30 days before continuing. Anticipated completion Winter 2023.

SPECIAL PROJECTS:

- Bay Bluffs Structural Assessment – Temporarily closed; Boardwalk contains a considerable amount of rot and deterioration. Researching grants and other funding sources for providing future improvements and access.
- Roger Scott Pool Building – Design Phase; Replacing restrooms, pool operations offices, and equipment/chemical storage.
- Sanders Beach Park Amenities Upgrade and Kayak Launch Project – Design Phase; FWC awarded the grant for development of an ADA accessible kayak launch and other park improvements.
- 17th Avenue Boat Ramp and Pedestrian Access – Design Phase; Public Works managing project for improvements to the boat ramp, pedestrian boardwalk around bridge to access stormwater pond boardwalk.

ATHLETICS UPDATES:

- Roger Scott hosted the West Florida Home School Education Field Day on October 25th. PPD was on hand with K- 9 Demo & Static Display. Patrol cars, motorcycles & SWAT Team members were all on hand.
- Construction of 3 Pickleball Courts at Armstrong Park is complete. Courts are ready for play.

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

November 21, 2023

- Vickrey Center Youth Basketball League registration has started. Ages 5 - 14 yr. Registration will continue through November 24th.
- Vickrey Center after school program (managed through the YMCA) averages 150 children per day.
- Adult Sports - Fall Co-Ed Kickball, Men's Softball, Senior Men's Softball and Co-Ed Softball Leagues at Exchange Park; 650 Participants/42 Teams.
- Vickrey Center Adult Co-Ed Volleyball League on Tuesday nights.
- Vickrey Center Open Gym Adult Volleyball on Monday & Wednesday nights.
- Vickrey Center Open Gym Pickleball on Thursday nights.
- Pensacola Youth Soccer league games continue.
- Bill Bond Fall Baseball league games continue.
- Youth Football & Cheerleading, NEP Wildcat's, Magee Field Rattlers and Legion Field Tigers Playoff games start November 4th.

CULTURAL AFFAIRS UPDATES:

- Completed Poseidon's Garden installation, on display through the end of the month.
- Partnering with Big Brothers Big Sisters: Beyond School Walls program and a local artist to add a new mural to the CUBED installation on city grounds December 1.
- Preparing budget estimates for Utility Box beautification project, Project: Art Boxes.
- Revising Public Art Donation Policy draft, preparing for implementation.

MARKETING UPDATES:

- Three new pickleball courts at Armstrong Park are open for use. Free public access on a first-come-first-serve basis during park hours from dawn to dusk. Open Gym Pickleball for adults hosted at Vickrey on Thursdays during the hours 6:15 – 8:00p.m. Price is \$1.
- Vickrey Youth Basketball League registration ends Friday, Nov 24th. Alpha Elite Youth Basketball registration open through January 2nd. Both leagues are open to boys and girls ages 6U, 8U, 12U and 14U. Visit www.playpensacola.com for more information.

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

November 21, 2023

- Sanders Beach-Corinne Jones Resource Center Jingle Bells on the Bay Indoor Holiday Market will be December 2nd from 10 a.m.-2 p.m. Adopt a dog at the on-site adoption event hosted by Amazing Grace Bully Rescue and shop small and local brands for the holidays!
- Ongoing Promotional Advertisement Fall and Early Winter Activities and Programs

RECREATION UPDATES:

Bayview Community Center

- November 1st East Hill Neighborhood Association had a check presentation for Bands on the Bayou.
- On November 2nd the Bayou Texar Historic Marker was unveiled at Bayview Park. The historic marker commemorates the Native American women and children that lost their lives during the Battle and Massacre at Bayou Texar in 1818.
- November 9th Pensacola Police Department had their annual awards banquet.
- November 10th Big Screen of the Bayou movie night presented by East Hill Neighborhood Association. There will be food trucks available, movie trivia, and pop-up vendors. The movie time is 6:30pm.
- November 30th Business 2 Business Community Expo presented by East Hill Neighborhood Association. Expo will showcase neighborhood businesses and is open to anyone to attend, free of charge.
- The facility has four private events scheduled during the month.

Outdoor Pursuits

- November 20th Fishing and Archery Day Camp

Bayview Senior Center

- East Coast Swing Classes are now offered every Monday from noon-12:45pm free of charge.
- November 7th Essential Oils Seminar: Part 2 where participants dive deeper into understanding different applications for oils.
- On November 10th Pensacola Symphony Orchestra will have a free concert on-site for all from 10-11am.
- November 20th from 11:30-1pm Thanksgiving meal and BINGO will take place. Available to the first 50 to sign up.
- November 28th Lunch and Learn free of charge. This month's topic: Hospice.

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

November 21, 2023

Cobb Resource Center

- November 20th to 22nd will be fall break. There will be a camp offered for children at the facility from 7am to 6pm.
- Reading with a Purpose takes place every Tuesday and Thursday during the after-school hours.
- Mess Hall brings STEAM learning opportunities to school age children on Wednesday afternoons.
- Valerie's House continues to work with after school age children on Wednesdays. These classes allow participants to understand their feelings and to talk openly about a variety of challenging subjects.

Fricker Resource Center

- Tennis 4 Everyone takes place on Wednesdays from 4-5pm. This is a non-profit tennis program with a touch of yoga offered to the participants in the after-school program.
- On November 4th Candlestick Ministries held a clothes and household goods giveaway.
- Registration has begun for the Alpha Elite Youth Basketball League.
- Sonshine will have a food giveaway soon, providing families in the area with the opportunity to come to the center and pick up much needed food.
- November 17th the center hosts Seniors Thanksgiving Lunch.

Gull Point Resource Center and East Pensacola Heights Clubhouse

- Session 2 of Dance has started. There are 22 classes throughout the week with a total of 150 participants.
- After-School currently has 27 regular children in attendance. There are a total of 10 rentals between the two locations for November and December combined.

Sanders Beach-Corinne Jones Resource Center

- The facility has 9 rentals covering 11 days during the month.
- November 9-12 Mahabhuta Yoga and Veg Fest return to the facility for their final year. This event has gurus from all over the world, and features Tibetan Monks, as they celebrate the year of the Rabbit.
- November 14th CivicCon: State of the City with Mayor D.C.Reeves will be in the ballroom from 6:00-7:30 pm.
- November 16th The City Human Resources Department will provide City leadership with their Leadership Development Institute Training.

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

November 21, 2023

- On November 24th the center is hosting a Swing Night Community Dance. This event is open to all ages and is free.
- November 25th is Sock Hop Evening Community Dance. This event is open to all ages and is free.

Woodland Heights Resource Center

- Tennis Clinics started up this month. They will be available to after-school participants every Wednesday from 2:30-3:30pm. These clinics are free to attendees.
- Art clinics have also begun this month and are offered every Thursday. This is offered free of charge from 4-5pm weekly.
- November 6th there was a Safe Sleep Event where locals got useful information on how it ensures babies are safe while sleeping.
- November 6th was the start of the Basketball Bootcamp. 6U and 8U meet on Tuesdays from 3:30-4:30pm. 10U and 12U meet on Thursdays from 5-6pm.

PARKS AND RECREATION
REVENUE AND EXPENDITURE REPORT
Fiscal Year 23, 4th Quarter
Period 12, September 30, 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	\$ 167,828	599%	\$ 28,000	\$ 39,506	141%	\$ 13,412	\$ 31,197	233%
Golf Course Fund	686,700	797,618	116%	534,700	629,350	118%	603,580	602,081	100%
Recreation/Athletic Fund	1,155,100	934,065	81%	1,148,300	731,442	64%	420,826	420,823	100%
Tennis Fund	128,800	128,520	100%	128,800	117,419	91%	130,915	130,848	100%
Community Maritime Prk Mgmt Svc Fund	752,300	352,971	47%	782,400	756,830	97%	716,328	716,596	100%
TOTAL REVENUE REPORT	2,750,900	2,381,002	87%	2,622,200	2,274,546	87%	1,885,061	1,901,545	101%
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	\$ 8,258,356	99%	\$ 7,787,372	\$ 7,339,725	94%	\$ 7,439,240	\$ 6,968,458	94%
Golf Course Fund	937,600	886,607	95%	810,709	787,697	97%	860,534	764,804	89%
Recreation/Athletic Fund	1,256,900	965,774	77%	1,314,423	957,722	73%	676,301	689,218	102%
Tennis Fund	328,800	110,355	34%	137,705	95,422	69%	131,678	74,261	56%
Community Maritime Prk Mgmt Svc Fund ^(a)	1,547,795	1,056,328	68%	1,470,611	852,027	58%	1,330,381	879,897	66%
TOTAL EXPENDITURE REPORT	12,393,803	11,277,420	91%	11,520,820	10,032,593	87%	10,438,134	9,376,638	90%

NOTES: GF Rev increase due to Seville Park Rental/Barricade Rental; Tennis FY23 Exp include \$200K Capital

Period percentage: 100%



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 23-1002

Parks and Recreation Board

11/21/2023

ACTION ITEM

SUBJECT:

DISCUSSION - PARKS AND RECREATION ANNUAL PRESENTATION TO CITY COUNCIL

ATTACHMENTS:

None