

**City of Pinellas Park, Florida
Parks and Recreation Advisory Board
Regular Meeting Agenda
Public Works Operation Center (PWOC)
6250 82nd Avenue, Pinellas Park, FL 33781
August 18, 2025 | 6:00pm**

The meeting was called to order at 6:03pm.

1) Roll Call

Members Present: Jeanne Kepple, Neil Kummerer, Chaleeta Mullins, Emily Mullins, Mary Ann Smith

Members Absent: Joanne Dauphin, Alisha Kelley, Jeilam Morales, James Uliasz

Staff Present: Heidi Hugh, Leisure Services Administrator, Kellie Gilmore, Assistant Leisure Services Administrator, Caleb O'Dell, Parks Supervisor, and Hazel Jiovani, Leisure Services Sr. Staff Assistant.

2) Approval of June 16, 2025 Minutes- A motion was made by Jeanne Kepple and Neil Kummerer to approve the minutes: motion carried.

3) Administrator Report

a) Staffing Updates: *Please see attached report from Ms. Heidi Hugh.*

Added during meeting Patti Johnson Farm is hiring for a 30-35HR Agricultural Position.

b) Building Projects and Building CIP Updates: *Please see attached report from Ms. Heidi Hugh.*

c) Equestrian Related Updates

The Equestrian budget will renew this October with an estimated budget of \$10,000. The City will soon be reaching out to the Equestrian community to gather input on what updates, improvements, or resources are most needed.

d) Parks & Recreation Programming Updates

Pinebrook Pickleball courts are open. Pinebrook Park has a multipurpose field available for soccer and other activities. Soccer goals will be installed soon. The field will operate on a first come, first serve basis. The racquetball and basketball courts at Pinebrook Park are scheduled for resurfacing on September 29, 2025. The racquetball court at the Forbes Recreation Center will be resurfaced on September 22, 2025. Tennis is still available at Broderick, and the courts will also be lined for Pickleball. The Bocce Ball courts at Mayors Park are fully operational and are being utilized weekly by the community. It is being utilized every week. A smoking ban in all city parks went into effect in mid-June 2025. Major preparations are underway at Davis Commons. The Parks Department has added a Debris Management position. This role is focused on maintaining cleanliness across the city by cleaning public areas daily.

4) New Business

a) New Members

We are pleased to welcome Ms. Chaleeta Mullins and Ms. Emily Mullins as the newest members of the Parks and Recreation Advisory Board. During the August meeting, both members introduced themselves and shared their enthusiasm for joining the board. Ms. Emily Mullins joins as a Teen Member. She is currently a junior at Northside Christian School. In addition to her new role, Emily also serves on the Barbara S. Ponce Library Board and actively volunteers with the TeenWorkx Program.

Ms. Chaleeta Mullins and Ms. Emily Mullins officially took their Oath of Office and were sworn in on Monday, August 18, 2025, at 6:18 PM.

b) Member Renewals

The following board members have renewed their terms and will continue serving on the Parks and Recreation Advisory Board for the upcoming term.

- Jeanne Kepple – a motion was made by Mary Ann Smith and Neil Kummerer to approve: motion carried.
- Joanne Dauphin (if applicable) - a motion was made by Mary Ann Smith and Neil Kummerer to approve: motion carried.
- Jeilam Morales (if applicable) - a motion was made by Mary Ann Smith and Jeanne Kepple to approve: motion carried.
- Alisha Kelley (will be asked to step down from the board) – a motion to remove from board was made by Mary Ann Smith and Jeanne Kepple to approve: motion carried.

c) Fee Discussion

Discussion regarding potential fee increases within Leisure Services. There was unanimous support across the board for increasing fees. Some of the fees under consideration for adjustment include: Summer Camp registrations and Recreation Center Memberships. Ms. Heidi Hugh and Ms. Kellie Gilmore will collaborate to review and develop a comprehensive fee structure. Their goal is to ensure fair and consistent pricing for memberships, facility rentals, and other services provided through Leisure Services.

5) Announcements

Please see the attached report from Ms. Heidi Hugh, along with a list of upcoming events and programs within the Leisure Services Department, provided by Ms. Hazel Jiovani.

6) Adjournment at 6:49pm

Next Meeting: Monday, September 15, 2025

Administrator Report- Heidi Hugh

Staffing Updates

- Forbes Recreation has a 20–29-hour position currently posted for a Recreation Assistant.
- The Pool Supervisor, Dwight Kilgore has been aboard since July 9th and is currently working on a collaboration project with CFY to bring kindergarteners to the pool this fall to learn water safety during school hours.
- We are hiring for a Recreation Program Manager who will oversee the new Teen Center.
 - This person will also oversee the TeenWorkX program when they begin. In the interim the group is led by Recreation Program Manager Richard Rock (Broderick Manager), who has previously been involved with the program.

Building Projects & CIP Updates

- The Teen Center interior is being painted, kitchen appliances are being installed, furniture has been ordered, and the exterior will be painted soon.
- The pool's last day of operation will be October 31st so that the resurfacing project can begin. The goal is to have the pool and pollywog open and ready for the new season in the spring.
- The Senior Center (and annex) needs HVAC replacement, scheduled for this fall.

Announcements

- Volunteer Banquet is to be held Tuesday, August 26th 6:00pm-8:30pm at the Performing Arts Center.
- First TeenWorkX meeting of the year is to be held Tuesday, September 2nd at 5:30pm.
- Citizen's Academy begins September 10th and there are a few spots left for anyone who would like to participate.