

City of Pinellas Park, Florida
Parks and Recreation Advisory Board
Minutes
November 30, 2020
7:00 pm

Chair Jeanne Kepple called the meeting to order at 7:08 pm.

1) Ms. Palmer did the Roll Call:

Members Present; Connie Bruce, Karen Ford, Neil Kummerer, Thomas Nicholls, Jr., Mary Ann Smith and Barbara Van Camp.

Members Absent: Andy Cambero (unexcused), Jeanne Kepple (excused), Emilia Tito (excused) and Jamie Tomlin (unexcused).

Staff Present: Keith Sabiel, Leisure Services Administrator; Matt Bale, Parks and Recreation Director and Sarah Palmer, Leisure Services Senior Staff Assistant

Guest: Joanne Dauphin

2) Approval of Minutes: October 26, 2020

Motion was made by Ms. Bruce to approve the minutes from the October 26, 2020 meeting as presented. Ms. Ford seconded the motion. The Board voted unanimously to approve the minutes as corrected.

3) New Business

Mr. Bale swore in Joanne Dauphin and Karen Ford. Ms. Dauphin's term to expire November 30, 2022 and Ms. Ford's term to expire December 31, 2022.

Motion was made by Ms. Van Camp and seconded by Mr. Kummerer to recommend to Council the reappointment of Thomas Nicholls for another year term to expire January 29, 2022. The Board voted unanimously for the reappointment. Ms. Palmer will prepare the proper paperwork.

Mr. Sabiel gave an update on the City's Christmas Events: Holiday in the Park, Holiday Hayride, Breakfast with Santa and the Parade have all been cancelled. With a recommendation by a Council member we will be putting up a Mailbox at City Hall to receive Letters to Santa. This will run from December 4th to December

16th. Staff will answer the letters on Santa's behalf and mail them back to the children. We have asked that they include their return address.

Shop with the Cop will take place, but will be handled with Covid in mind.

The Pinellas Park Chamber of Commerce are encouraging local businesses to decorate for the holidays and submit photos of the decoration to be entered in their Holiday Lights of Hope event. All monies raised will go to the "Shop with a Cop" initiative and providing gifts to seniors through the "Silver Santa" program.

Tree Lighting will be December 4th at City Hall beginning at 5:30 pm. The Orchestra will hold a Concert at England Brothers Park immediately after the tree lighting, approximately 6:16 pm.

Ms. Palmer shared that Mr. and Mrs. Claus will be at the Art Walks for November 28th and December 19th.

4) Board Agenda Items

a) Mr. Bale presented the following update on the CIP and Park Program projects:

- The Youth Park Hockey arena has had the Tampa Bay Lightning logo vandalized (someone threw paint all over the logo) and a contractor recently completed repairs to the surfacing. Thank you to the City's Public Works crews for building a new concrete bleacher pad for the participant stands. Teen Center and Aquatics Supervisor, Richard Rock has had limited response in efforts to organize a new hockey league at the site. Will try again after the first of the year. When the Grand Opening takes place, maybe we could try clinics first to get people interest and then move into leagues.
- Planning for the City's new Orchid Lake Park Playground is going very well. Leisure Services is anticipating release of funding for the project by approximately December 28th. This includes CDBG Grant Funds and Pinellas County Recycled Grant Funds. Thank you to Tammy Hillier, City Grant Writer, for her assistance in this project.
- Leisure Services has issued a Purchase Order to Greenfields Fitness for new fitness equipment to be installed at Sparkle Lake Park. Shipping of the new equipment is scheduled for December 28th. The equipment will be the adjustable resistant machines, so each user can adjust to their

needs. Thank you to City Council for approving funding for the park upgrade. An order has also been placed for the Youth Park Baseball backstop replacements. Both of these projects were approved by City Council on November 12th.

- Leisure Services will be adding 10 new planter boxes to the Freedom Lake Park Community Gardens. This will bring us up to 54 planter boxes at this location. Thank you to Ms. Peterson who wrote a very nice article which was featured in the November Employee Spotlight paper.
- Deuel & Associates had originally submitted three Pinebrook Park renovation site plan proposals for the parks renovation. After getting input from Public Works, Building Development and Planning Department, Option #3 was selected and 30% plans for the parking improvements were received on November 19th.
- Pennoni Engineering has completed a Youth Park Complex conceptual drawing of the football, running tract, practice field playground and parking improvements project. In November Pennoni submitted an engineering cost estimate for the project. Phase I of the project will include drainage and parking.
- Duke Energy has completed needed upgrades at the City Agricultural Farm Property. A-Advanced Electrical has been contracted to complete the electrical service panels for the Agricultural Farm electrical needs, this work could be done as early as the end of the week. The electrical work will support the restrooms, stables and the mobile building. Site planning is going well.
- A new equipment building has been installed at the Youth Park Teen Center and will help staff to provide upkeep to the Youth Park facility grounds.
- Thank you to Broderick Park Recreation Manager Tammy Peterson for submitting a U. S. Mayors Childhood Obesity Prevention Grant Application on November 12th. The Grant would assist in funding for upgrades at the Broderick Recreation Center, specifically a Fitness Zone.
- Leisure Services is doing a sports field light outage assessment and will be having a light repair contractor coming next week to complete repairs of all outages.

b) Recreation Program Updates:

Broderick Park

- Broderick Park Center after school kickball program has been going smoothly with participants at 20. Games are scheduled for Mondays and Wednesdays from 4:00 pm to 4:45 pm. This program season ends the first week of December.
- A Healthy Harvest Festival is planned for Broderick Park's open rec Thanksgiving Break November 23rd to the 25th 1:00 pm to 3:00 pm each day. Harvest orientated games, crafts, and food samplings will take place. Activities planned to include Harvest Dash, Gourd Race, Harvest Trail Mix and Apple Flat Snacks.
- Broderick Rec Center has been averaging about 60 kids daily for their after school program.
- Thank you to Ryan "Rusty" Butcher for dedicated service as a Broderick Park Recreation staff member. Ryan has transferred to the City's Public Works Utilities Division. At Halloween Time he converted a room to a wonderful Haunted House. Everyone loved it.

Forbes Recreation

- The Ronald Forbes Recreation Center is averaging 80 children for the daily after school open rec program for November.
- The annual Family Camp Out and Holiday events have been cancelled for public safety concerns. All pre-registrations will be refunded.
- Cardio Drumming is doing well selling out a week in advance. Attendance is safety limited.
- Spot on Dog Nose Training has expanded to 2 nights per week Tuesdays and Thursdays with Tuesday having 2 time slots 6:00 pm & 7:00 pm.
- Forbes Center is planning craft & game activities for Thanksgiving week.

Senior Center

- The Senior Center Thanksgiving Dinner to Go Event is sold out. Cigna donated dessert for the dinner.
- Senior Movies are planned to start again in December. This will include adherence to CDC guidelines and social distancing.
- The Senior Center shuffle board courts have new court curtains installed.
- Leisure Services wants to thank Senior Center employee Gary Cheslock for his dedicated service. Gary has recently announced his retirement.

Skyview Pool

- The Pool is now closed for the remainder of the season.
- Pool Recreation Coordinator Cassondra Valle is continuing to maintain general pool and water quality control and assisting staff with operations at the City's Teen center

Youth Park

- Youth Park Teen center completed its Call of Duty League on November 18th. Lunch was provided to the League Champion.
- The Teen Center will be starting the new Madden League in December this will be free to join and all after school Teen Center youths are encouraged to participate.
- TeenWorkX is planning City Park clean-up event at Youth Park for December 12th.
- TeenworkX is also planning a Freedom Lake Park Community Gardens renovation events for December.
- The TeenworkX canned food drive wrapped up on November 20th having collected over 600 different food items & a \$ 200 check was donated to the drive by People Helping People. Thank you to all that participated. Donated to Elevated Church, 4371 – 76th Avenue North.
- Teen Center and Aquatics Supervisor Richard Rock passed his CPRP test on November 20th.

Equestrian

- 90th Street and 94th Avenue the trail lights have been removed. Mr. Sabiel shared when the culvert project is completed the lights will be reinstalled.
- It was also reported that the push button for crossing the street at 90th and 94th is not working.
- We are getting a price for the horse bridge that they walk over.
- The west side gate is locked and the bathroom doors are open.

5) Open Discussion

- Mr. Sabiel shared that we are losing Ms. Van Camp as a Board Member. She will be changing jobs and will be working in the health

industry again for the VA. Ms. Palmer asked that she send a notice to this effect so we can put it on the Agenda for the next meeting and then Ms. Palmer will submit the paperwork to City Council.

- Ms. Palmer shared information that currently the Pavilions will not be rented on any day that is a City Holiday. This is because the City does not have staff available to clean them before the rentals and take care of the trash from the events. They will be on a first come first serve basis.
- Mr. Sabiel shared that the open 40 hour position at Broderick will be converted to a 19 hour and a 20-29 hour positions.

6) Adjournment

Motion to adjourn the meeting was made by Ms. Van Camp and seconded by Mr. Kummerer. Motion passed and the meeting was adjourned at 8:00 pm.

Take Aways:

- Ms. Palmer will prepared the proper documentation to present to Council for the reappointment of Mr. Nicholls.
- Mr. Sabiel/Mr. Bale will check on the equestrian items.

Respectfully submitted,

Matt Bale
Parks and Recreation Director

Jeanne Kepple
Chair

**PINELLAS PARK
PARKS AND RECREATION ADVISORY BOARD
MEETING ATTENDANCE RECORD
JANUARY 2020 – DECEMBER 2020**

(2 Year Appointments) Must be resident of Pinellas Park - 1 Year Teen Appointments - Teen members must be in school & may be members until graduation)

MEETING TYPE	R	R	R	R	R	R	R	R	R	R	R	R
MEETING DATE	1/27	2/24	3/30 (Virus)	4/27 (Virtual)	5/18 (Virtual)	6/29	7/xx	8/31	9/28 (tour)	10/26	11/30	12/xx
Bruce, Connie	E	P	C	P	P	P	N	P	P	P	P	N
Cambero, Andy	P	P	C	A	A	P	N	E	E	A	A	N
Ford, Karen	E	E	C	P	P	P	N	P	P	P	P	N
Kepple, Jeanne	P	P	C	P	P	P	N	P	P	P	A	N
Kummerer, Neil	P	P	C	A	A	P	N	P	A	E	P	N
Miller, John	P	P	C	A	P	A	N	E	R	R	R	N
Nicholls, Thomas	E	P	C	P	P	P	N	P	P	P	P	N
Smith, Mary Ann	P	P	C	P	P	P	N	P	P	P	P	N
Tito, Emilia	P	P	C	P	P	E	N	A	P	E	E	N
Tomlin, Jamie	P	P	C	P	A	E	N	P	P	A	A	N
Van Camp, Barbara	E	A	C	A	A	P	N	P	E	P	P	N
Dauphin, Joanne	-	-	-	-	-	-	-	-	-	G	P	

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P=Present E=Excused Absence A=Unexcused Absence C= Meeting Cancelled C-NQ = Cancelled-No Quorum R=Resigned
 NA=Not a member at this date G – Guest N = No Meeting Scheduled