

# **PARKS & RECREATION BOARD MEETING**

October 10, 2017

The regular meeting of the Parks & Recreation Advisory Board was called to order at Peace Hall at 7:30am on Tuesday, October 10, 2017. Chairman David Schrader was unable to attend\*. Board Members Carolyn Marlowe, Joy Phillips, Dana Suiters, Justin Billings, and staff liaison Elaine Smith were in attendance. \*(Carolyn Marlowe acted as Chairman for the meeting.)

The August 8, 2017 minutes were unanimously approved. (The meeting scheduled for September 11<sup>th</sup> was cancelled due to Hurricane Irma.)

## OLD BUSINESS:

- FRPA Award – KC will take a picture of the Advisory Board with the FRPA Agency Excellence for Economic Impact Award this morning\* that we received in August. You can follow the traveling award on Facebook, and see those that have had their picture taken with it. We all need to thank Dave for going to Orlando in August to represent and accept the award.
- November Drive-In Movie – Children will make small cars; the Advisory Board members will judge them and give out award ribbons and small prizes (we have sashes for the judges to wear); the Youth Advisory Board members will act as car hops and bring a small bag of popcorn and water to the children lined up in their cars before the movie (we have car hop hats for the YAB to wear). All Advisory Board members are invited to participate; the judging will be done 6:30-7pm (please be there by 6pm). Donna will send you a reminder, as well.
- \*(All Members present at the meeting went outside to have their picture taken with the traveling award.)
- Frances Avenue Restroom Bid – The Bid award has been approved by City Council; the project was estimated at \$228,000; including the design & surveys, and the Bid came in well under budget. The funds saved will be requested to use to build a sidewalk to the picnic shelter (for ADA compliance) and possibly replace the picnic shelter. (It was commented that water fountains are needed.) During construction, the contractor will provide ADA restrooms and hand wash stations. Public Works will oversee the construction. The project is expected to be completed in one year.

- Developing Guidelines for Special Events – Meeting with Area Rec. Event Staff – Event people meet quarterly; Chris represented the City and found out that there are no specific guidelines, only procedures. Elaine is putting something together (will meet with the City Manager for direction) and will bring the drafts to the next meeting for the Advisory Board to give their input. The purpose for the guidelines is to give Parks & Recreation more control over the type of events that are being held in the Parks as well as take care of/protect the parks from over-use. The City of Tampa and Largo have impact fees based on number of people attending the events; additional fees could be assessed after the event.
- 9-11 Memorial Program – The event was cancelled due to Hurricane Irma.
- Flag Poles – Sims Park – The 3 flag poles are up; they may look uneven, depending upon the angle from which they are viewed, but they have been installed correctly. There will be a Flag Raising Ceremony; the date has not been set, but this may be done on Veterans Day.
- August Pool Party with Mermaids – The event was very well attended; there were 350 participants and 2 mermaids (capacity). \*Yard signs are no longer permitted to be used for advertisement based on the City ordinance.
- The Zombie Fun Run was held Saturday at the Grey Preserve; the YAB and volunteers assisted, including Dave. This is not a competitive race, just a fun run for Elementary and Middle School aged children. There were prizes and a bicycle giveaway for each age group.
- We had a Fall Concert on Saturday evening; “Billy Joel” Tribute band with about 1,000 in attendance. Joy assisted and her help was greatly appreciated. The music could be heard downtown and brought some people over. Some people had eaten at the restaurants downtown before the concert. We had a great crowd; no issues. The sound is better if you sit a little back from the stage. The LED Video Boards need some IT attention. We had families of all ages in attendance (Some came to the Zombie Fun Run in the morning and also the concert in the evening.) The band really appreciates the City and the Park and even played 20 minutes beyond their scheduled time. People were singing along and afterwards were eager to know the date of the next concert. Elaine is considering whether to do the concerts during the milder weather vs. during the summer heat. (Cold water/mist fans have been rented in the past; may do so again.)
- Swim/Dive Meet – Last Friday and Saturday we had 650 athletes participate in the Conference meets at the RAC.
- Joy made a comment that reflective tape needs to be put on the stairs at Peace Hall, and that a rail be installed along the elevated stage; both for safety reasons. Elaine assured her that she would address these issues.

## NEW BUSINESS:

- Propose New Advisory Board Meeting Time – Some members have requested that the meeting time be moved to an earlier time so they are able to attend the meetings. All in attendance were in favor of moving the time to 7am. (Donna will notify those members not in attendance; Dave, Greg, Rob, and Elizabeth.) Reminders will be sent of the earlier meeting time and location for next month.
- Added Items – The Weekly Report is being emailed to everyone.
- Some changes are occurring with the program for Silver Sneakers; the attorney is reviewing the contract with Optum Health which will allow United Healthcare participants to have the Silver Sneakers program benefit and use our facility. We presently have over 853 active participants in the program.
- Facebook – KC is filming a weekly TV show for the City; there are 3 guests on each show (elected official, downtown business owner, etc.); we are getting with the IT dept. to live stream the episodes on Facebook. The show is filmed on Tuesday and streamed on Thursday evening. The first show had 1500 views. We may get revenue from ads in the future.
- Three Board Members need to renew in December, 2017; Dave, Greg, and Joy. If you wish to continue on the Advisory Board, please get an application from Judy (City Clerk) and submit to her in November.
- New City Web page – The City is getting a new web page. The new Parks and Recreation web page still needs some tweaking, but people may now reserve a shelter on-line. Mike set it up for the Parks and Recreation Department, and now he is working in IT two days per week.

## SPECIAL EVENTS

- Canoe Battleship has been re-scheduled for October 14<sup>th</sup>. We are still looking for teams; the ones signed up for September are unable to participate on the new date.
- River Clean-up has been re-scheduled for October 21<sup>st</sup>. Lunch (hot dogs) will be served at the RAC afterwards.
- Family Movie Night is October 21<sup>st</sup>.
- Puppy Paddle will be held at the RAC on October 28<sup>th</sup>: 11am-3:30pm – There are usually around 100 dogs that participate.
- Scare Trails – October 28<sup>th</sup> at the Grey Preserve. This is a new event that the YAB is doing. Groups will be brought to and from the area in groups by Trolley/Trailer. There will be 4 scare zones; Zombies will be on the boardwalk. Younger children can go early (6pm), and will go to a corral area after dark. Adults can stay with their younger children and there will

be some activities they can do there. The Scare Trails event is geared towards older children. We will not be doing Trunk or Treat this year;

construction around Orange Lake was originally expected to be going on in October. Richey Elementary is doing a Trunk or Treat on October 30<sup>th</sup> at night. The Library is doing a Trick or Treat for pre-schoolers during the day.

### VOX POP

Welcome back Justin.

Next meeting will be held on Tuesday, November 14<sup>th</sup> at 7:00am at Peace Hall. The carpet for the back offices is being selected today.

The meeting was then adjourned at 8:25am.

Respectfully submitted,

*Carolyn Marlowe*

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P & R Adv. Bd. Secretary

CM: dcf