

**AGENDA**  
**LAKE ALFRED PARKS & RECREATION BOARD**  
**MARCH 21, 2019**

---

**AGENDA**

**PARKS AND RECREATION BOARD**  
**CITY COMMISSION CHAMBERS**  
**CITY HALL**

**MARCH 21, 2019**

***6:00 P.M.***

---

**CALL TO ORDER: CHAIRPERSON GARY JOHNSON**

**INVOCATION: BOARD MEMBER MIKE JONES**

**PLEDGE OF ALLEGIANCE: CHAIRPERSON GARY JOHNSON**

**ROLL CALL: PARKS AND RECREATION ADMINISTRATIVE ASSISTANT ANAELI QUINONES**

**ANNOUNCEMENTS: DIRECTOR ANNOUNCEMENTS AND UPDATES**

**RECOGNITION OF CITIZENS: ITEMS THAT ARE NOT ON THE AGENDA**

**APPROVAL OF THE MINUTES: JANUARY 17, 2019**

**NEW BUSINESS**

- 1) DISCUSSION ON CDBG GRANT.**
- 2) VOTE AND APPROVAL ON PARK SITE SPECIFIC PLANNING.**

**RECOGNITION OF CITIZENS: (PLEASE LIMIT YOUR COMMENTS TO 5 MINUTES.)**

**ADJOURN**

**AGENDA**  
**LAKE ALFRED PARKS & RECREATION BOARD**  
**MARCH 21, 2019**

---

**MINUTES**  
**PARKS AND RECREATION BOARD**  
**CITY COMMISSION CHAMBERS**  
**CITY HALL**  
**THURSDAY, JANUARY 17, 2019**  
**6:00 P.M.**

**Call to Order:** Chairperson Gary Johnson

**Invocation:** Board Member Mike Jones

**Pledge of Allegiance:** Chairperson Gary Johnson

**Roll Call:** Those in attendance were Chairperson Gary Johnson, Vice Chairperson David Fawcett (6:02pm), Board Member Michael Jones, Board Member Brent Eden, and Board Member Ron Schelfo.

Also in attendance were Parks and Recreation Director Richard Weed and Administrative Assistant Anaeli Quinones.

Meeting began at 6:08pm.

**Parks and Recreation Director Weed** covered the announcements. He welcomed the new alternative Board Member: Mr. Rocco Pilieri, who can fill in if any of our Board Members are out. The other alternative spot is held by Ms. Becky Roach. He talked about the prescribed burn at Mackay Gardens that took place. He explained that there will be two more burns and he showed pictures of the burn. With this, we are hoping to gain the ecological restoration of the sand hill scrub and the flat woods. The next phase of this will also be combating the invasives that can grow from the fire so there will be new spraying taking place. **Chairperson Johnson** asked if he will be able to do it himself after this one time. **Director Weed** stated that after his third burn, he will be able to conduct as he will be considered a burn boss. He then can write a prescription for it, get the right staff, borrow equipment from the Fire Department and get it done. Although none of his staff are trained so it would be an issue. He said it is good to have that type of experience but also good to have a contractor come in and do it to help with the load. He then moved on to showing pictures of Echo Terrace Park with the removal and cleanup of the old playground. Now it is ready to go with the new playground to be installed as well as the basketball courts being redone, fencing, and a picnic pavilion. The next project after this one will be Highlands Fruitland Community Center which entails taking out the playground equipment out of the lake, and putting a new playground at the Highlands Center. **Chairperson Johnson** asked about the benches and tables that are at the old playground area. **Director Weed** said that the picnic tables will stay, but the benches will be taken out since they're not all in good shape and we want to have the same look and quality throughout all the parks. He also stated that in waiting for the Highlands Center project, we were waiting to see if we got the FRDAP Grant, but we did not. Project is still going to go thru with City funding but it's nice to have that extra match from the State because more can be done. He moved on to the next pictures on the slideshow which were from the Bluegrass Bash that just passed. There were good crowds and it was a great

**AGENDA**  
**LAKE ALFRED PARKS & RECREATION BOARD**  
**MARCH 21, 2019**

---

event. **Board Member Eden** asked about how many people showed up to the festival. **Director Weed** answered that altogether maybe 3,000 or 4,000. He talked about the next event coming up which is Heritage Day on February 23<sup>rd</sup>. There were no more announcements.

**Chairperson Johnson** announced the recognition of citizens. Seeing no one, meeting moved on to the approval of minutes.

**APPROVAL OF THE MINUTES: NOVEMBER 15, 2018**

**Chairperson Johnson** asked to make a motion to approve the minutes for November 15, 2018; **Board Member Schelfo** made the motion, seconded by **Board Member Jones** and motion was approved by unanimous voice call vote.

**Chairperson Johnson** moved on to the next item on the agenda.

**NEW BUSINESS**

**1) DISCUSSION ON MASTER PLAN PROJECT FOR CITY HALL TENNIS COURTS.**

**Director Weed** stated that all the rest of the parks are in tonight's agenda except for Central Park, Lions Park and Mackay Gardens. There will be site specific planning for those parks and task orders have already been signed as well. Will be meeting with GAI and working with their architects to draw out the plans based on what we need. The City Hall Tennis Courts have been resurfaced already and looking good. Some minor upgrades are being recommended for the court users due to its location. Benches, shade, and a 20 by 20 picnic pavilion will be provided and the lighting will have to be replaced in the future to be more modern with LED lighting.

**Chairperson Johnson** moved on to the next business item.

**2) DISCUSSION ON MASTER PLAN PROJECT FOR GARDNER PARK AND VETERANS MEMORIAL.**

**Director Weed** said that some of the work at Gardner Park has already been completed. They suggested adding a couple of extra benches, and the next plan will be Police and Fire Memorial there. **Board Member Eden** asked if this would be done at the Gardner House or the park. **Director Weed** answered it would be at the park. **Board Member Schelfo** acknowledged adding the First Responders Memorial and how nice the park is. **Director Weed** asked if there were any questions.

There were none.

**AGENDA**  
**LAKE ALFRED PARKS & RECREATION BOARD**  
**MARCH 21, 2019**

---

**Chairperson Johnson** moved on to the next business item.

**3) DISCUSSION ON MASTER PLAN PROJECT FOR GARDNER HOUSE.**

**Director Weed** read from the Master Plan. There has been work done to the front two rooms of the house and the porch. Work has also been started on the deck to the office building. The open house ceremony was done in November which was well attended even though it was a bit warm. With Echo and Highlands going on now, and the Garden Room at Mackay, this project has been put on the back burner and no plans have been put in place for it. The analysis that was attached to the agenda. **Chairperson Johnson** mentioned that it looked really nice in December for the parade. **Director Weed** agreed and mentioned that maybe next year Santa will be moved to the other side so that the line into the house doesn't conflict with Santa's line. He added that we will be applying for the Florida Forever Grant to reimburse us for some of the funds that were spent to buy the house since we are still in the time frame to do so. The plan for the Gardner House is very similar to the plan we had for Mackay Gardens, which is how a lot of the upgrades were done. He explained the Florida Forever Grant is for historical homes and resources, etc.

**Chairperson Johnson** asked if there were any questions.

There were none.

**Chairperson Johnson** moved on to the next business item.

**4) DISCUSSION ON MASTER PLAN PROJECT FOR HIGHLANDS CENTER.**

**Director Weed** read from the Master Plan description. He mentioned the new playground that will be going in again to the Highlands Center and added the repaving of the parking lot happening very soon. The pavilions and playground equipment were already approved in the last meeting. **Board Member Schelfo** asked about the maintenance of the park and if there have been any damage to it recently. **Director Weed** stated that none recently. Not to the Highlands Center itself but to the Fruitland Park there has been but also none recently because nobody goes to it since it's in disrepair. With moving the playground to the Highlands Center it will be ok because the school is right next door. Also, there's a lot of room to put all the amenities that we are looking to add since we own all the way to the school canopy. **Board Member Eden** asked about partnering with the school. **Director Weed** said they are a testing site and don't have a school body currently and probably in the future plan itself but not at this time.

**Chairperson Johnson** asked if there were any questions.

There were none.

**Chairperson Johnson** moved on to the next business item.

**AGENDA**  
**LAKE ALFRED PARKS & RECREATION BOARD**  
**MARCH 21, 2019**

---

**5) DISCUSSION ON MASTER PLAN PROJECT FOR ECHO TERRACE DOCK.**

**Director Weed** said the dock has been replaced. There's a pad with a picnic table, a small pavilion, the parking is already done and it's in great shape.

**Chairperson Johnson** moved on to the next business item.

**6) DISCUSSION ON MASTER PLAN PROJECT FOR LA PUBLIC LIBRARY.**

**Director Weed** said the land next to the library was purchased, for expansion. He read the Master Plan description (from attachment). Multimedia rooms, extra meeting spaces will be added in the future.

**Chairperson Johnson** moved on to recognition of citizens. There was no one.

**Board Member Schelfo** asked about the status of the Garden Room at Mackay Gardens.

**Director Weed** said he got the plans back from CPH and will be getting bids to work on it tomorrow.

**Board Member Eden** asked if everything was coming out of the CRA account. **Director Weed** said that the City funding will fund some portions: if the park or the trail is located in the CRA then we can use CRA funds for that. There may be some percentage to what is CRA is allowed to do.

**Chairperson Johnson** asked if there were any other questions.

There were none.

**Chairperson Johnson** made the motion to adjourn.

The meeting was adjourned at 6:34 p.m.

Respectfully submitted,

Anaeli Quinones  
Parks and Recreation Administrative Assistant

**AGENDA**  
**LAKE ALFRED PARKS & RECREATION BOARD**  
**MARCH 21, 2019**

---

**New Business No. 1                      DISCUSSION ON CDBG GRANT.**

---

**ISSUE:** The Board will get an update from the Parks and Recreation Director Richard Weed on the CDBG Grant.

**ATTACHMENT(S):** See Attachements at the End.

**ANALYSIS:** Parks and Recreation Director Richard Weed will discuss the application submittal for the 2019/2020 CDBG Grant for a 20 by 20 pavilion at Lake Swoope Park.

**STAFF RECOMMENDATION:** There is no action that needs to be taken with this item.

**AGENDA**  
**LAKE ALFRED PARKS & RECREATION BOARD**  
**MARCH 21, 2019**

---

**New Business No. 2                    VOTE AND APPROVAL ON PARK SITE SPECIFIC PLANNING.**

---

**ISSUE:** Presentation by GAI on Site Specific Plans for Central and Lions Park.

**ATTACHMENT(S):** None.

**ANALYSIS:** GAI Consultant, Sheeba West will be presenting Site Specific Conceptual Renderings for Lions Park and Central Park.

**STAFF RECOMMENDATION:** Voting on the approval.

**AGENDA**  
**LAKE ALFRED PARKS & RECREATION BOARD**  
**MARCH 21, 2019**

---

