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CITY OF LAKE ALFRED

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AGENDA

PARKS AND RECREATION BOARD CITY COMMISSION CHAMBERS CITY HALL

MARCH 17, 2015

6:00 P.M.

CALL TO ORDER: CHAIRPERSON GARY JOHNSON

INVOCATION: VICE CHAIRPERSON MIKE JONES

PLEDGE OF ALLEGIANCE: CHAIRPERSON GARY JOHNSON

ROLL CALL: PARKS AND RECREATION ADMINISTRATIVE ASSISTANT ANAELI QUINONES

APPROVAL OF THE MINUTES: JANUARY 27, 2015

NEW BUSINESS

- 1) REVIEW REVENUE REPORT FOR MACKAY GARDENS AND LAKESIDE PRESERVE FOR 2014 & 2015.**
- 2) REVIEW LIST OF SCHEDULED RENTALS AT MACKAY GARDENS AND LAKESIDE PRESERVE.**
- 3) DISCUSSION & APPROVAL OF THE PEAK & NON-PEAK MONTHS FOR RENTALS AT MACKAY GARDENS AND LAKESIDE PRESERVE.**
- 4) DISCUSS NEW LANDSCAPING PROJECT BEING DONE AT LIBRARY.**
- 5) UPDATES ON UPCOMING EVENTS AND PROGRAMS.**

ADJOURN

Any person who decides to appeal any recommendation of the Parks and Recreation Board with respect to any matter considered at this meeting will need a record of the proceedings, and for such purposes, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities needing special accommodations to participate in this proceeding should contact the Parks and Recreation office no later than five days prior to the proceedings at (863) 291-5272.

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MINUTES
PARKS AND RECREATION BOARD
CITY COMMISSION CHAMBERS
CITY HALL
TUESDAY, JANUARY 27, 2015
6:00 P.M.

Call to Order: Chairperson Gary Johnson
Invocation: Vice Chairperson Michael Jones
Pledge of Allegiance: Chairperson Gary Johnson

Roll Call: Those in attendance were, Chairperson Gary Johnson, Vice Chairperson Michael Jones, Board Member Yvonne Thornton, and Board Member Becky Roach.

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

Members not in attendance were Tom Bryan and David Fawcett.

APPROVAL OF THE MINUTES: NOVEMBER 18TH, 2014

Vice Chairperson Jones made a motion to approve the minutes of November 18th, 2014 Parks and Recreation meeting; seconded by **Board Member Roach** and motion was approved by unanimous voice call vote.

NEW BUSINESS

1) NOMINATE AND APPOINT A CHAIRPERSON AND VICE CHAIRPERSON FOR THE PARKS AND RECREATION BOARD FOR 2015.

Chairperson Johnson asked if there were any nominations. **Vice Chairperson Jones** made a motion to nominate **Chairperson Johnson** to be the Chairperson, and it was seconded by **Board member Thornton**. Second motion was made when **Chairperson Johnson** nominated **Vice Chairperson Jones** to remain the Vice Chairperson. Motions were seconded by both **Board Members Roach and Thornton**. Motions were approved by unanimous call vote.

2) REVIEW AND APPROVE THE 2015 RECREATION CALENDAR.

Chairperson Johnson opened the floor for **Parks and Recreation Manager Weed** to speak on this item.

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Parks and Recreation Manager Weed stated that the dates for the recreation calendar were similar as last year's dates. A few extra events are added this year due to the Centennial Celebration. He went over the most notable ones and mentioned that everyone will have their centennial shirts by the first event which is the Little League Baseball Jamboree, with the mayor throwing the first pitch and the vice mayor catching it. He mentioned that a lot of cleaning has been getting done on the fields for the jamboree, since they came to the Commission Meeting a few months back and asked for a few repairs and maintenance. He kept going over some more of the events that are scheduled for the year. New event added was Heritage Day at Central Park, with arts and crafts, kids area, bounce houses, k-9 demonstration, Rockwall, food trucks, etc. Checking with Auburndale on the vendors they have to see what can we put together for it. He spoke about the Time Capsule Party maybe being in conjunction with the City Commission Meeting where a collection is being made from letters from school kids and others things from Lake Alfred that will be placed on the wall, plastered over and in a 100 years will be opened up. He spoke about the July 4th celebration stating that they are trying to add fireworks and other things to this event since we are competing with other cities that offer fireworks and music. The Bass Tournament and the Little Ms. Lake Alfred will still be a part of this event. Veterans Day Celebration will be in Lake Alfred this year as we switch every year with Auburndale. He announced that the Grillin' n Chillin' Competition will be moved from October to the first week in November which will be the final Centennial Celebration. Fireworks may be added to this one as well. He also spoke about the Bluegrass Bash for 2016, since the one for this year had already passed.

Chairperson Johnson asked if anyone had any discussion on the calendar. Voting to approve the calendar was done. The motion was passed by unanimous call vote.

3) DISCUSSION OF THE INCREASE OF RENTAL RATE FOR MACKAY GARDENS AND LAKESIDE PRESERVE.

Parks and Recreation Manager Weed read the analysis for this item. He stated that the Mackay Gardens doubled in revenue the past year, and it has been mostly word of mouth with the rentals. Spoke about the rentals already booked so far in the year (at least 10 stated by myself, Anaeli Quinones) and explained the current rates and raising such rates to \$800.00 for peak period months to start generating more revenue. Stated that in the summer months there is not that much of a revenue, so to help attract more traffic during that time, he suggested decreasing the rates from what they are currently to \$550.00. Overall, the earnings will be increased. Weekday rentals will remain the same.

Chairperson Johnson asked if the \$800.00 was per day, for a Saturday or a Sunday rental.

Parks and Recreation Manager Weed answered that it was correct and added that it would be \$400.00 Monday through Friday. He also said that if the renters are wanting to come in the night before to have a rehearsal or decorate, they don't have to book a whole day for that. They can have the current rates when they add those extra things. He stated that we are catering and

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attracting a younger crowd just starting out with a little bit of money and it still makes the Mackay Property very reasonable.

Vice Chairperson Jones asked about alcohol consumption and the police officer being present.

Parks and Recreation Manager Weed said they have to have a police officer present for that.

Chairperson Johnson asked if the police officer was included in the \$800.00 fee or if it was extra.

Parks and Recreation Manager Weed answered that they have to pay extra for that. He also went to talk about the Fact Finding Committee for the Mackay Gardens, which is to get more volunteers to come out to Mackay and to also get more revenue come in for the property to do more things. He was not going to mention anything about it as it is still trying to take form and it is the start of it, but since it is something that it was going to be done anyways, he brought it up.

Board Member Roach asked if the house is separated from the grounds for rentals.

Parks and Recreation Manager Weed said that both the house and the grounds get rented together. He gave examples when having back to back weddings on two consecutive days, and also how sometimes people inquire about just having the grounds and another party just the house, but the real attraction of Mackay is to rent them both together.

Board Member Roach questioned if the \$800.00 fee was for both the grounds and the house including the front area and the back lawn leading up to the gazebo, since it is still opened to the public.

Parks and Recreation Manager Weed answered that it was correct, and that we do not want people to stop coming to the trails or the playground or enjoy the picnic pavilion. He stated that renters are told that they do not have total control of the surrounding areas.

Chairperson Johnson asked to make a vote on this item. Motion was passed by unanimous call vote.

4) UPDATES ON UPCOMING EVENTS AND PROGRAMS.

Parks and Recreation Manager Weed explained he had pretty much gone over those already, and added about the expansion of the Vets Memorial with a ribbon cutting ceremony for the purple heart. The exact date for the dedication is not known yet, but as soon as that is set it will be published.

Chairperson Johnson asked to make a motion to adjourn.

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Vice Chairperson Jones made the motion to adjourn.

The motion was seconded by **Board Member Roach** and the motion passed unanimously.

The meeting was adjourned at 6:27 p.m.

Respectfully submitted,

Anaeli Quinones
Parks and Recreation Administrative Assistant

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New Business No. 1

**REVIEW REVENUE REPORT FOR MACKAY GARDENS
AND LAKESIDE PRESERVE FOR 2014 & 2015.**

ISSUE: The board will review the revenue report for the Mackay Gardens and Lakeside Preserve.

ATTACHMENT(S): Revenue Report for Fiscal Years 2014 & 2015.

ANALYSIS: The City Staff wants to share with the board the increase in revenue at the Mackay Gardens and Lakeside Preserve for the past year.

STAFF RECOMMENDATION: None.

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New Business No. 2

**REVIEW LIST OF SCHEDULED RENTALS AT MACKAY
GARDENS AND LAKESIDE PRESERVE.**

ISSUE: The board will review and discuss the list of scheduled rentals at the Mackay Gardens and Lakeside Preserve for the current year.

ATTACHMENT(S): List of scheduled rentals for Fiscal Years 2014 and 2015

ANALYSIS: The City Staff wants to share with the board the scheduled list of revenue rentals that are taking place at the Mackay Gardens and Lakeside Preserve for the current year.

STAFF RECOMMENDATION: None.

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New Business No. 3

**DISCUSSION & APPROVAL OF THE PEAK & NON-
PEAK MONTHS FOR RENTALS AT MACKAY
GARDENS AND LAKESIDE PRESERVE.**

ISSUE: The board will consider approval of the proposed peak and non-peak months for rental prices at the Mackay Gardens and Lakeside Preserve.

ATTACHMENT(S): None

ANALYSIS: The City staff feels that since the rental rate for the Mackay Gardens and Lakeside Preserve has been increased to be consistent with the other venues around the area, the City staff suggests the peak season should be from the months of October thru June; and the non-peak month should be from the months of July thru September, making this consistent with the newly established rates on the weekends.

STAFF RECOMMENDATION: Approval of the proposed peak and non-peak months..

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New Business No. 4

**DISCUSS NEW LANDSCAPING PROJECT BEING
DONE AT LIBRARY.**

ISSUE: The board will get an update from the Parks and Recreation Manager Richard Weed on the current landscape project being done at the City of Lake Alfred Library.

ATTACHMENT(S): None.

ANALYSIS: Parks and Recreation Manager Richard Weed will give an update on the landscape project taking place at the library enhancing its view and presentation.

STAFF RECOMMENDATION: There's no action that needs to be taken with this item.

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New Business No. 5

UPDATES ON UPCOMING EVENTS AND PROGRAMS.

ISSUE: The board will get an update from the Parks and Recreation Manager Richard Weed on the current and upcoming events and programs.

ATTACHMENT(S): None.

ANALYSIS: Parks and Recreation Manager Richard Weed will give an update on the City's upcoming events and programs such as Heritage Day, Summer Recreation, etc. as well as any new plans for the Mackay Gardens and Lakeside Preserve.

STAFF RECOMMENDATION: There's no action that needs to be taken with this item.

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