



120 E. Pomelo Street  
Lake Alfred, FL 33850-2135

**CITY OF LAKE ALFRED**

Ph.: (863) 291-5270  
Fax: (863) 291-5317

**AGENDA**

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

**JULY 21, 2015**

**6:00 P.M.**

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**CALL TO ORDER: CHAIRPERSON GARY JOHNSON**

**INVOCATION: VICE CHAIRPERSON MIKE JONES**

**PLEDGE OF ALLEGIANCE: CHAIRPERSON BECKY ROACH**

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

**APPROVAL OF THE MINUTES: MAY 19, 2015**

**NEW BUSINESS**

- 1) DISCUSSION OF ISSUE ON HORSES IN THE PARK.**
- 2) DISCUSSION OF HAVING A POLICE OFFICER FOR ENTIRE WEDDING AND RECEPTION AT MACKAY INSTEAD OF THE PARTY'S ESTIMATED TIME FRAME ON WHEN AN OFFICER WILL BE NEEDED.**
- 3) DISCUSSION OF INCREASING THE SECURITY DEPOSIT FOR MACKAY GARDENS.**
- 4) UPDATES ON CURRENT AND 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, MAY 19, 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 Becky Roach, Board Member Yvonne Thornton, and Board Member Tom Bryan.

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

Member not in attendance was David Fawcett.

**APPROVAL OF THE MINUTES: MARCH 17, 2015**

**Chairperson Johnson** asked to make a motion to approve the minutes for March 17, 2015; seconded by **Vice Chairperson Jones** and motion was approved by unanimous voice call vote.

**NEW BUSINESS**

**1) DISCUSSION OF THE HORSEBACK RIDING AT LIONS PARK.**

**Chairperson Johnson** opened the floor for **Parks and Recreation Manager Weed** to explain. **Parks and Recreation Manager Weed** started by explaining that recently he has had a couple of calls by officer Lopez from LAPD talking about seeing several people at Lions Park with horses and riding them around. There is a sign out there that states that no pets are allowed although the City has been lenient with dogs. This is not an item to vote on, he just wants to get the thoughts of the Board Members and will check with other cities and their policies to then maybe bring up for vote next time. His concerns are liability and cleanup since horses are a bit more messy than dogs. He suggested maybe having them go by the other side of the park, where the boat ramp is located where there is more space to park their trailer and are able to move around better? He asked the Board Members what their thought was on horses in the park. **Chairperson Johnson** mentioned the liability is his concern, someone getting hurt by not even being with the horse. **Parks and Recreation Manager Weed** said that he did not know if these were pony rides, but that the officer said they were taking them into the water and thinks it is a little bit more than a pony ride to be going into the water. He also stated that with it being pony rides that there should be a special application just like we have for special events and to see their insurance because of kids riding them and one of them getting hurt just like incident that took place at baseball, and we do not want to be sued. He explained again about getting

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their thoughts and opinions, looking at other cities, checking with Ryan on code of ordinances and bringing it back up for voting. **Vice Chairperson Jones** asked **Parks and Recreation Manager Weed** to do that, and stated that he personally does not think that there is enough room down at the park for horse riding, even with using the boat ramp; and is also concerned with the cleanup. He suggested Mackay Gardens and Lakeside Preserve would be a more likely better place for this. **Parks and Recreation Manager Weed** said that the only thing about that would be vaccines required and does not know if that would be the best route to go because of people not providing with complete vaccines. **Vice Chairperson Jones** asked if you can have a horse in the city limits. **Parks and Recreation Manager Weed** answered that it is in the code of ordinances but that he does not believe you can , for you would have to be in the county. **Board Member Thornton** expressed that there are a lot of children in the park and also there are a lot of people fearful of horses and is concerned with the safety of those children and people. **Board Member Roach** expressed her concern over the liability issue. She also stated that if the signs say "no pets allowed", horses are considered pets so the liability comes into play when you allow a pet in a no pet allowed facility. **Vice Chairperson Jones** asked if Mackay Gardens has a "no dog policy". **Parks and Recreation Manager Weed** answered that it does not, and said that by state law they should have a leash and a lot of them do not. **Board Member Bryan** suggested the horses to be on a leash. **Chairperson Johnson** suggested to get in touch with the Van Fleet Trail because they do have horses out there. **Parks and Recreation Manager Weed** expressed his concern over kids wanting to go up to them and petting them and they get hurt. He will bring back to the board a more detailed synopsis.

**Chairperson Johnson** asked if there was any more discussion on this matter.

There was none.

**2) DISCUSSION OF THE BREAKDOWN ON REVENUE FOR MACKAY GARDENS AND LAKESIDE PRESERVE.**

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

**Parks and Recreation Manager Weed** stated that this was what was brought to the meeting last time, and that a better breakdown was done. He explained the revenue for Mackay Gardens and Lakeside Preserve for the current year in comparison to last year and stated that the City is doing a little bit better than last year with the revenue from rentals. Still continuing to grow and hitting our goals but still having dead spots here and there. His target is to match last year at least or make a little bit more.

**Chairperson Johnson** asked if there was any more discussion on this matter.

**Vice Chairperson Jones** asked if the new fees were in place. **Parks and Recreation Manager Weed** answered that they were already in place, and also stated again when those fees take place.

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

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**3) DISCUSSION AND APPROVAL OF OFFERING THE 2 HOUR TIME FRAME FOR DECOR AT HIGHLANDS COMMUNITY CENTER.**

**Parks and Recreation Manager Weed** explained that a lot of people that are renting the Highlands Community Center are coming in the night before their rental to start setting up, running the electricity. At Mackay Gardens, when someone rents the property there is a fee to come in the day prior for two hours to set up and decorate to cover that expense of the electricity. The churches already receive fifty (50) percent off from the rental at Highlands Center that it would not affect their fee if the City can get a little bit extra to cover for the usage the night before. He explained how he has walked in to the Highlands Center to inspect on a Monday morning and has found the air conditioning unit all the way down to sixty four (64) degrees running like that all weekend.

**Chairperson Johnson** asked if anyone wanted to make a motion for this item.

**Vice Chairperson Jones** asked what was the rental fee for the location. **Parks and Recreation Manager Weed** answered it is \$150.00 for Lake Alfred residents, and \$200.00 for outside residents. **Vice Chairperson Jones** said that he thought the \$50.00 add on is fair based on the rates. **Board Member Thornton** stated that she has been there when it is rented and when there are a lot of people in there, it gets really hot and that is why the temperature is down. She said that she called and reported it when Jeff was here but does not know if it has been looked into. **Parks and Recreation Manager Weed** said that the fan has been replaced and he understands about having a room full of people how it will feel hot. He also stated that at Mackay Gardens the renters are allowed to adjust the air as long as they bring it back up to a certain temperature when they are done. **Chairperson Johnson** asked if the City allows for someone to come in a few hours before if they expect to have a certain amount of people in there. **Parks and Recreation Manager Weed** answered that if the rental is for Sunday, they come and pick up the key on Friday and they can go in there all weekend, which most of the time they do to either cook or set up. All the Board Members agreed that it is too much time that they are getting for that space. **Board Member Bryan** asked if there would be someone to check the meter for the usage at the center. **Parks and Recreation Manager Weed** said that he would have to get that information from the finance department and break it down even though it would be pretty hard to tell since that bill comes in a month later and the City would have already given their security deposit back.

**Vice Chairperson Jones** made the motion to approve adding the two hours fee for the Highlands Center. **Board Member Roach** seconded that motion. Motion passed unanimously.

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

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**4) DISCUSSION AND APPROVAL OF WAVING THE \$50.00 NEXT DAY CLEANUP FEE FOR BACK TO BACK WEDDINGS AT MACKAY GARDENS AND LAKESIDE PRESERVE.**

**Parks and Recreation Manager Weed** stated that in October and November there are weddings that are booked back to back on Saturday and Sunday. He explained that since there is no cleaning crew in between events, the Saturday party can come in the next morning for two hours and finish cleaning up for an extra fee of \$50.00. He explained that he wants the fee waived for the people that are there until 11:00 pm, come in the next morning and clean up for the next party that comes in at 10:00 am. He said this way, it is assured that it will get cleaned and that the next party will be happy with it being cleaned as well. He said that in the long run it will pay to have satisfied customers, that they could come in and know that the place is cleaned for them. **Board Member Roach** inquired if that was something to not have staff come in and clean between the two events. **Parks and Recreation Manager Weed** answered that was right. **Vice Chairperson Jones** asked if anybody is checking in between the two rentals. **Parks and Recreation Manager Weed** said that not right now. The Board Members presented their concern over having someone checking in between the rentals to verify that each of them has cleaned up. **Vice Chairperson Jones** expressed that they can say that they did clean up and they are lying or the next group can blame it on the first group as well. **Parks and Recreation Manager Weed** shared a situation where two different brides that were using the venue back to back both rented a tent from the same tent company. But that was something that had to be done between them and not with the City. He was thinking that it could be something that would help with those back to back rentals so that somebody would not have to come in to check. **Vice Chairperson Jones** stated that he did not see how the \$50.00 would stop anyone from coming in to clean; how the issue is that there is nobody checking the venue in between rentals. **Board Member Roach** asked if that could be taken from the security deposit if it is not done. **Parks and Recreation Manager Weed** answered that a percentage of their deposit is taken if there is garbage, decorations still hanging up, or if they had alcohol. He explained that in between two weddings he could give the second party his phone number and if there are any issues they would call him and he could go out there and check it out, then take it from there. **Chairperson Johnson** asked if this is something that would have to be explained when they fill out the application for rental. **Parks and Recreation Manager Weed** said yes. **Board Member Bryan** inquired if the cleaning people that get sent in are City employees. **Parks and Recreation Manager Weed** said that they are only sent during the weekdays because it has not been an issue, but with the back to back weddings it would have to be him n not Ms. Mae because she already does it during the week. **Board Member Roach** asked if there is any staff that could be hired to do that. **Parks and Recreation Manager Weed** answered not at this time, but that if it came down to having a wedding every Saturday and Sunday, then someone would have to be hired. **Vice Chairperson Jones** expressed his concern about paying the city employee the \$50.00 as overtime to go in and make sure that it is cleaned in between rentals and it would cover the cost of the cleaning. Party "A" leaves the house an entire mess and Party "B" comes in and they have to do a deep cleaning. **Parks and Recreation Manager Weed** stated that he has discussed with the Mackay Fact Finding Committee that somebody is needed there on the weekend because renters have used sparklers to exit when there is no open flame allowed on the property. At this time this is something that cannot be done because it would leave him a man short during the week due to comping that time out. **Vice Chairperson Jones** inquired if the \$50 could go towards that person. **Parks and Recreation Manager Weed** said it is something that he would have to bring up to Ryan. **Vice Chairperson Jones** asked what is the

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penalty right now if it is not cleaned up. **Parks and Recreation Manager Weed** stated that it varies.

**Chairperson Johnson** inquired if anyone else wanted to say anything.

**Board Member Roach** was concerned and inquired about not charging the \$50 fee for either group or charging one of the groups. **Board Member Thornton** and **Vice Chairperson Jones** stated that it would be waived so neither group would be charged. **Parks and Recreation Manager Weed** answered yes and that maybe this would be an incentive to the first wedding so that it would be really cleaned for the second wedding. **Board Member Roach** asked **Parks and Recreation Manager Weed** if that was something that would help in saving someone \$50.00. **Parks and Recreation Manager Weed** just said that he would use it as an incentive for them. **Chairperson Johnson** inquired to table this issue, not vote and come back to it. **Vice Chairperson Jones** made the motion to NOT approve this item. **Board Member Bryan** asked about how much work would have to be done, if the \$50.00 would cover that for that person. **Vice Chairperson Jones** explained that the City employee gets the City rate for coming to clean up not the \$50.00 rate.

**Vice Chairperson Jones** made the motion to NOT approve this item, seconded by **Board Member Bryan**. Motion passed unanimously to leave it just the way it is.

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

**5) APPROVAL OF THE EAGLE'S SCOUT PROJECT TO RESTORE THE GRILL AT BIG PAVILION IN LIONS PARK.**

**Chairperson Johnson** gave the floor to **Parks and Recreation Manager Weed** but he turned it over to guest speaker Jonathan Fisher, who will be the one doing the work at the pavilion. Mr. Fisher stated that he has been working for the last four months on his eagle scout project and explained what that project is. He has to come up with a project that would benefit somebody in some type of way. He said that when previous **Parks and Recreation Manager Tillman** was here, they discussed a few ideas for this project. Mr. Tillman sent Mr. Fisher to look at the grill at the big pavilion, and he said that it is something that needs to be done and it will benefit a lot of people since there are so many birthday parties and summer camp there. He got permission from his scout master and now that **Parks and Recreation Manager Weed** is here, he said it is a good idea. He then explained that what he will be doing is him and his fellow scouts along with his dad, who is in construction, and some of his guys that help him, will be helping out and guiding him with this project. It will be done correctly to where it will not need to be fixed two weeks after it has been done. He expressed that the City does not pay for anything, he raises all the money and he does all the work. He has raised about \$600.00 and that is almost half of the total that he needs. He said that it will be how it used to be and that maybe painting it would be another option as well. But he wanted to bring it to the Board's attention so they are aware, he still has to raise the rest of the money and has more paperwork to send to the council regarding this project, but everything has already been approved. He hopes that he can start on this very soon. **Board Member Thornton** asked if he was short of money. Mr. Fisher responded that yes he is but that he has a few more people that he has that might give him a few more donations and is going to find a way to get more donations like a garage sale, but that he will make it. **Board Member Thornton** inquired if the City has any money that could be donated for this. Mr. Fisher answered that it was part of the project that whoever the project is being done for they do not get to give any money. **Chairperson Johnson** inquired that this is something he would



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have to organize it with the proper supervision like Mr. Fisher expressed his dad would do and he would need to get the funding for it. Mr. Fisher responded yes, and that the eagle scout rank is the highest rank there is and it looks great on college application and job application because it shows that you work for what you have and it was not given to you. **Board Member Bryan** asked if he has discussed this project with anyone down at the Lions Club. Mr. Fisher answered that he has not talked to anyone at the Lions Club, only to Mr. Weed and Mr. Leavengood but that he should probably contact someone at the Lions Club. **Board Member Bryan** said that it would be considerate to do so because people in the past have done things down at the park and have run it through the Lions Club. He also told Mr. Fisher when the Board at the Lions Club meets. Mr. Fisher stated that he did not know that the pavilion was something of the Lions Club but that he will go talk to them. **Vice Chairperson Jones** said that the church will make a donation towards this project and for paint as well. Mr. Fisher thanked **Vice Chairperson Jones**. **Vice Chairperson Jones** also stated that Mr. Fisher could talk to Mr. Fawcett about maybe supporting as well since he is with the Lions Club. **Board Member Roach** made a motion to approve this project and was seconded by **Board Member Thornton**. Motion was passed unanimously.

**Parks and Recreation Manager Weed** stated that Mr. Fisher is already insured as well, and that he will get him in touch with Mr. Fawcett. Mr. Fisher said that he will also get the sink that is currently at the pavilion to look a little better. **Board Member Thornton** wanted to add a suggestion because of people having gatherings at the park and because of weather those have been ruined. The suggestion was to put an awning on the lake side that you can bring down to prevent the weather from coming inside the pavilion. **Parks and Recreation Manager Weed** said that it probably would not take place because of such thing being open to all kinds of vandalism and eventually wear out and having to be replaced. He can definitely look into some pricing for it.

**Vice Chairperson Jones** made a motion to adjourn, after Chairperson Johnson suggested to make a motion and it was seconded by **Board Member Thornton**. Motion passed unanimously.

The meeting was adjourned at 6:43 p.m.

Respectfully submitted,

Anaeli Quinones  
Parks and Recreation Administrative Assistant

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**New Business No. 1**

**DISCUSSION OF ISSUE ABOUT HORSES IN  
THE PARK.**

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**ISSUE:** The Board will revisit the discussion of the use of horseback riding at Lions Park.

**ATTACHMENT(S):** N/A

**ANALYSIS:** City staff has already asserted that there is a "No animals in park" rule in effect for Lions Park. No vote will be needed on this item because of this reason. Horses will be allowed passed the boat ramp but not in the park unless they are with a party rental and provide liability insurance.

**STAFF RECOMMENDATION:** There is no action to be taken on this matter.



# AGENDA

## LAKE ALFRED PARKS & RECREATION BOARD

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**New Business No. 2**

**DISCUSSION OF HAVING A POLICE OFFICER FOR ENTIRE WEDDING AND RECEPTION AT MACKAY INSTEAD OF THE PARTY'S ESTIMATED TIME FRAME ON WHEN AN OFFICER WILL BE NEEDED.**

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**ISSUE:** The Board will discuss having a police officer available for receptions at Mackay Gardens instead of an hourly basis.

**ATTACHMENT(S):** None.

**ANALYSIS:** Currently, when renting either the Mackay Gardens or Highlands Community Center customers have the option to have alcohol present but they have to pay an hourly rate of \$30.00 for a police officer to be present while the alcohol is being served. However, there have been a few instances already where our police officers arrive at the party, earlier than when they need to be there, and drinking has already started. City staff feels the need to discuss perhaps changing the policy to have the police officer for entire time frame of party to ensure that there are no damages to the property. A few weeks ago, there was a party and when the officer got there, guests were already drinking and two window panes were broken. By not being there to see what happened, it is best if they were scheduled from beginning to end of the party to ensure safety.

**STAFF RECOMMENDATION:** There is no action to be taken on this matter.

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**New Business No. 3**

**DISCUSSION OF INCREASING THE SECURITY  
DEPOSIT FOR MACKAY GARDENS.**

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**ISSUE:** The Board will have a discussion on increasing the security deposit for the Mackay Gardens and Lakeside Preserve.

**ATTACHMENT(S):** N/A

**ANALYSIS:** Currently, the security deposit for renting the Mackay Gardens and Lakeside Preserve is \$300.00 This deposit is refundable after the event takes place as long as there are no damages or trash left on the property. However, City staff feels that this may need to be increased due to having to cover for damages made to the property that will take time and money to get fixed.

**STAFF RECOMMENDATION:** There is no action to be taken on this matter.

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**New Business No. 4**

**UPDATES ON CURRENT AND UPCOMING  
EVENTS AND PROGRAMS.**

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**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):** N/A

**ANALYSIS:** Parks and Recreation Manager Richard Weed will provide an update on the City's Summer Program. He will also provide updates on past and upcoming events for the remainder of the summer and fall.

**STAFF RECOMMENDATION:** There is no action to be taken on this matter.