



# PARKS AND RECREATION ADVISORY COMMITTEE

REGULAR MEETING AGENDA  
TUESDAY, FEBRUARY 4, 2020 AT 5:30 PM

CITY HALL - COMMISSION CHAMBERS  
1126 EAST STATE ROAD 434, WINTER SPRINGS, FLORIDA

## CALL TO ORDER

Roll Call  
Invocation  
Pledge Of Allegiance  
Approval Of The Agenda

## REGULAR AGENDA – PART I

500. Election for Chairperson of the Parks and Recreation Advisory Committee for Calendar Year 2020
501. Election for Vice-Chairperson of the Parks and Recreation Advisory Committee for Calendar Year 2020

## AWARDS AND PRESENTATIONS

100. Not Used

## INFORMATIONAL AGENDA

200. Not Used

## PUBLIC INPUT

*Anyone who wishes to speak during Public Input on any Agenda Item or subject matter will need to fill out a "Public Input" form. Individuals will limit their comments to three (3) minutes, and representatives of groups or homeowners' associations shall limit their comments to five (5) minutes, unless otherwise determined by the City Commission.*

## CONSENT AGENDA

300. Approval of Tuesday, November 5, 2019 Parks and Recreation Advisory Committee Regular Meeting Minutes.

Attachments: [Minutes](#)

## **PUBLIC HEARINGS AGENDA**

400. Not Used

## **REGULAR AGENDA – PART II**

[502.](#) Discussion on Parks Security and Safety

Attachments: None

[503.](#) Discussion on Parks and Recreation Budget and Capital Projects.

Attachments: [Parks and Receptions FY2019-2020 Budget Summary](#)  
[Parks Capital Improvement Projects](#)

## **REPORTS**

### **PUBLIC INPUT**

*Anyone who wishes to speak during Public Input on any Agenda Item or subject matter will need to fill out a "Public Input" form. Individuals will limit their comments to three (3) minutes, and representatives of groups or homeowners' associations shall limit their comments to five (5) minutes, unless otherwise determined by the City Commission.*

## **ADJOURNMENT**

### **PUBLIC NOTICE**

This is a Public Meeting, and the public is invited to attend and this Agenda is subject to change. Please be advised that one (1) or more Members of any of the City's Advisory Boards and Committees may be in attendance at this Meeting, and may participate in discussions.

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City of Winter Springs at (407) 327-1800 "at least 48 hours prior to meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26 *Florida Statutes*.

"If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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" - per Section 286.0105 *Florida Statutes*.

CITY OF WINTER SPRINGS, FLORIDA  
MINUTES  
**PARKS AND RECREATION ADVISORY COMMITTEE**  
REGULAR MEETING  
NOVEMBER 5, 2019

## **CALL TO ORDER**

The Regular Meeting of Tuesday, November 5, 2019 of the Parks and Recreation Advisory Committee was called to Order by Chairperson Arnie Nussbaum at 5:30 p.m., in the Commission Chambers of the Municipal Building (City Hall, 1126 East State Road 434, Winter Springs, Florida 32708).

### **Roll Call:**

Chairperson Arnie Nussbaum, present  
Vice-Chairperson Art Gallo, present  
Committee Member Arsenio Calle, absent  
Committee Member Nancy Greenberg, present  
Committee Member Jim Van Kleunen, present  
Committee Member James Kennedy, present  
Committee Member Richard Lecky, present  
Assistant to the City Clerk Christian Gowan, present  
Assistant to the City Clerk Tristin Motter, present

A moment of silence was held and was followed by the Pledge of Allegiance.

There were no changes to the Agenda.

## **AWARDS AND PRESENTATIONS**

**100. Not Used**

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## **INFORMATIONAL AGENDA**

**200. Not Used**

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## **PUBLIC INPUT**

*Chairperson Nussbaum opened "Public Input".*

No one addressed the Parks and Recreation Advisory Committee.

*Chairperson Nussbaum closed "Public Input".*

## **CONSENT AGENDA**

### **300. Approval Of Tuesday, August 6, 2019 Parks And Recreation Advisory Committee Regular Meeting Minutes.**

Chairperson Nussbaum asked for a Motion to approve the Tuesday, August 6, 2019 Parks and Recreation Advisory Committee Regular Meeting Minutes.

**"I MOVE TO APPROVE THE MINUTES." MOTION BY COMMITTEE MEMBER LECKY. SECONDED BY COMMITTEE MEMBER GREENBERG. DISCUSSION.**

#### **VOTE:**

**VICE-CHAIRPERSON GALLO: AYE**

**COMMITTEE MEMBER KENNEDY: AYE**

**COMMITTEE MEMBER LECKY: AYE**

**CHAIRPERSON NUSSBAUM: AYE**

**COMMITTEE MEMBER GREENBERG: AYE**

**COMMITTEE MEMBER VAN KLEUNEN: AYE**

**MOTION CARRIED.**

## **PUBLIC HEARINGS AGENDA**

**400. Not Used**

## **REGULAR AGENDA**

### **500. The Parks And Recreation Department Requests The Parks And Recreation Advisory Committee Discuss The New Playground At Central Winds Park.**

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Mr. Chris Caldwell, Director, Parks and Recreation Department introduced this Agenda Item and showed “Central Winds Park Rendering” to those in attendance, offered an update on the playground, and noted accessibility features and other unique playground elements.

Discussion followed on safety concerns and precautions, bollards, possible fencing, signage, and speed bumps at Central Winds Park.

Mr. Caldwell then offered an update on other parks, spoke of the Grand Opening of the nature themed Trotwood Park playground scheduled for November 8, 2019, as well as an ocean theme project at Torcaso Park.

### **501. The Parks And Recreation Department Requests The Parks And Recreation Advisory Committee Discuss The Pickleball Courts In Winter Springs Parks System.**

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Pickleball was addressed by Mr. Caldwell who commented on the growing popularity of the sport, that there are currently four (4) temporary courts in Winter Springs, and asked for input on a potential permanent location for pickleball courts.

Discussion followed on demographics of pickleball players, associated costs, the potential for tournaments, the possibility of installing permanent courts at the Senior Center, and the benefits of permanent versus temporary nets.

### **502. The Parks And Recreation Department Requests The Parks And Recreation Advisory Committee Discuss The Park Planning And Design Services With GAI Consultants.**

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Regarding the Torcaso Park Master Plan, Mr. Caldwell mentioned the need to retain outside services to complete the remaining elements, park design, and connectivity.

Continuing Mr. Caldwell reviewed the process he went through to obtain the professional services of GAI Consultants.

Brief discussion followed on the possibility of incorporating other sports such as lacrosse and mountain biking into future plans for Torcaso Park.

## **600. REPORTS**

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Mr. Caldwell spoke briefly about efforts to educate residents about City Code requirements for leashing and picking up after dogs, and shared a flyer that had been developed and was being distributed by Park Rangers.

### **PUBLIC INPUT**

*Chairperson Nussbaum opened "Public Input".*

No one spoke.

*Chairperson Nussbaum closed "Public Input".*

### **ADJOURNMENT**

Chairperson Nussbaum adjourned the Regular Meeting at 6:23 p.m.

*RESPECTFULLY SUBMITTED:*

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CHRISTIAN GOWAN  
ASSISTANT TO THE CITY CLERK

NOTE: These Minutes were approved at the \_\_\_\_\_, 2020 Parks and Recreation Advisory Committee Regular Meeting.



# REGULAR AGENDA ITEM 502

PARKS AND RECREATION ADVISORY COMMITTEE AGENDA  
FEBRUARY 4, 2020 | REGULAR MEETING

## **TITLE**

Discussion on Park Security and Safety

## **CONSIDERATIONS**

- Cameras in Parks
- Security Fencing and Gates

## **RECOMMENDATION**

The Parks and Recreation Department recommends that the Parks and Recreation Advisory Committee discuss parks security and safety.



# REGULAR AGENDA ITEM 503

PARKS AND RECREATION ADVISORY COMMITTEE AGENDA  
FEBRUARY 4, 2020 | REGULAR MEETING

## **TITLE**

Discussion on Parks and Recreation Budget and Capital Projects

## **CONSIDERATIONS**

- 2020-21 Budget
- Capital Proposed Plans

## **RECOMMENDATION**

The Parks and Recreation Department recommends that the Parks and Recreation Advisory Committee discuss parks and recreation budget and capital projects.



| <u>Account Number</u> | <u>Description of Expenditure</u>   | <u>FY 16/17 Actual</u> | <u>FY 17/18 Actual</u> | <u>Original FY 18/19 Budget</u> | <u>Revised FY 18/19 Budget</u> | <u>FY 19/20 Budget</u> |
|-----------------------|-------------------------------------|------------------------|------------------------|---------------------------------|--------------------------------|------------------------|
| 510100                | Base Wages/Salaries                 | \$687,181              | \$680,194              | \$712,656                       | \$718,036                      | \$735,383              |
| 510140                | Overtime                            | \$16,028               | \$14,521               | \$20,241                        | \$31,321                       | \$26,061               |
| 510900                | Reimbursements                      | (\$209)                | \$0                    | \$0                             | \$0                            | \$0                    |
| 520200                | FICA                                | \$51,770               | \$51,095               | \$53,333                        | \$56,463                       | \$57,505               |
| 520220                | Pension DB                          | \$133,368              | \$106,115              | \$103,199                       | \$103,199                      | \$110,596              |
| 520225                | Pension DC                          | \$10,775               | \$11,280               | \$8,588                         | \$10,128                       | \$10,157               |
| 520230                | Health Insurance                    | \$156,999              | \$152,590              | \$151,917                       | \$126,027                      | \$140,034              |
| 520240                | Workers' Comp                       | \$17,763               | \$17,574               | \$19,994                        | \$21,822                       | \$20,889               |
|                       | <b>Total Payroll</b>                | <b>\$1,073,675</b>     | <b>\$1,033,369</b>     | <b>\$1,069,928</b>              | <b>\$1,066,996</b>             | <b>\$1,100,625</b>     |
| 530315                | Pre/Post Employment                 | \$1,248                | \$1,757                | \$1,755                         | \$1,806                        | \$1,793                |
| 530341                | Other Svcs - Contract / Admin       | \$27,983               | \$29,632               | \$160,484                       | \$143,693                      | \$142,641              |
| 530342                | Other Svcs - Maint / Licenses       | \$4,682                | \$1,200                | \$5,400                         | \$6,516                        | \$7,331                |
| 530343                | Other Svcs - Banking                | \$0                    | \$0                    | \$1,845                         | \$1,845                        | \$4,500                |
| 530411                | Communication - Phone               | \$4,625                | \$4,406                | \$1,980                         | \$4,380                        | \$4,380                |
| 540430                | Utilities                           | \$125,845              | \$130,088              | \$129,388                       | \$142,888                      | \$143,400              |
| 545100                | R&M Buildings                       | \$57,419               | \$57,281               | \$31,910                        | \$25,597                       | \$42,210               |
| 545270                | R&M Infra - Grounds                 | \$374,097              | \$394,445              | \$368,700                       | \$317,974                      | \$399,000              |
| 545300                | R&M Mach & Equip                    | \$34,862               | \$24,504               | \$26,300                        | \$47,588                       | \$28,500               |
| 545310                | R&M M&E - Vehicles                  | \$3,695                | \$5,634                | \$5,400                         | \$5,400                        | \$6,000                |
| 550510                | Office                              | \$3,016                | \$3,078                | \$4,215                         | \$3,250                        | \$3,105                |
| 550520                | Operating                           | \$4,352                | \$6,453                | \$5,995                         | \$10,260                       | \$16,615               |
| 550522                | Operating - Tires / Filters         | \$1,595                | \$2,730                | \$1,500                         | \$2,405                        | \$1,500                |
| 550523                | Operating - Janitorial              | \$15,719               | \$14,760               | \$16,301                        | \$16,301                       | \$17,761               |
| 550524                | Operating - Chemicals               | \$3,300                | \$2,955                | \$3,500                         | \$4,500                        | \$3,500                |
| 550525                | Operating - Small Tools             | \$27,179               | \$23,731               | \$27,859                        | \$27,159                       | \$38,154               |
| 550527                | Operating - Apparel                 | \$4,613                | \$3,621                | \$4,735                         | \$4,735                        | \$4,735                |
| 552000                | Fuel                                | \$13,243               | \$15,549               | \$15,179                        | \$15,179                       | \$14,048               |
| 555400                | Travel & Per Diem                   | \$353                  | \$38                   | \$150                           | \$150                          | \$150                  |
| 555420                | Postage / Freight                   | \$19                   | \$79                   | \$75                            | \$75                           | \$75                   |
| 555442                | Rent / Lease - Equipment            | \$12,976               | \$8,157                | \$12,316                        | \$9,916                        | \$4,000                |
| 555470                | Printing / Binding                  | \$1,476                | \$2,636                | \$2,195                         | \$2,410                        | \$1,725                |
| 555480                | Promotional / Advertising           | \$49,197               | \$63,318               | \$20,440                        | \$77,858                       | \$21,410               |
| 555482                | Promo - Programs                    | \$59,294               | \$59,111               | \$91,670                        | \$58,202                       | \$84,000               |
| 555540                | Dues/Reg/Pub                        | \$2,994                | \$2,119                | \$2,832                         | \$2,902                        | \$2,170                |
| 555550                | Training                            | \$1,870                | \$756                  | \$2,340                         | \$2,340                        | \$1,915                |
|                       | <b>Total Operating</b>              | <b>\$835,652</b>       | <b>\$858,038</b>       | <b>\$944,464</b>                | <b>\$935,329</b>               | <b>\$994,608</b>       |
| 591153                | To Park Impact                      | \$47,481               | \$0                    | \$0                             | \$0                            | \$0                    |
| 591303                | To Public Facilities CP Fund        | \$555,000              | \$1,565,000            | \$900,000                       | \$900,000                      | \$0                    |
|                       | <b>Total Transfers</b>              | <b>\$602,481</b>       | <b>\$1,565,000</b>     | <b>\$900,000</b>                | <b>\$900,000</b>               | <b>\$0</b>             |
| 560620                | Buildings                           | \$0                    | \$12,630               | \$15,000                        | \$4,638                        | \$0                    |
| 560630                | Infrastructure                      | \$2,945                | \$0                    | \$0                             | \$0                            | \$36,300               |
| 560631                | Improvements                        | \$23,563               | \$0                    | \$0                             | \$22,652                       | \$0                    |
| 560640                | Machinery & Equipment               | \$90,681               | \$33,684               | \$7,700                         | \$167,616                      | \$61,000               |
| 560641                | Mach & Equip - Vehicles             | \$63,754               | \$8,712                | \$0                             | \$0                            | \$0                    |
| 560642                | Mach & Equip - Data Proc            | \$0                    | \$4,506                | \$0                             | \$0                            | \$0                    |
| 560643                | Mach & Equip - Furn/Office          | \$0                    | \$616                  | \$0                             | \$14,207                       | \$0                    |
| 560650                | Construction In Progress            | \$212,970              | \$231,222              | \$139,600                       | \$279,043                      | \$194,600              |
|                       | <b>Total Capital</b>                | <b>\$393,913</b>       | <b>\$291,370</b>       | <b>\$162,300</b>                | <b>\$488,156</b>               | <b>\$291,900</b>       |
|                       | <b>TOTAL PARKS &amp; RECREATION</b> | <b>\$2,905,721</b>     | <b>\$3,747,777</b>     | <b>\$3,076,692</b>              | <b>\$3,390,481</b>             | <b>\$2,387,133</b>     |

| Project  | Status   | PM          |      |      |      |      |      |      | Proj Cost   | Fund source      |
|--|--|-------------|------|------|------|------|------|------|-------------|------------------|
| Parks and Recreation   |  |             | FY20 | FY21 | FY22 | FY23 | FY24 | FY25 |             |                  |
| CWP Restrooms  |  | C. Caldwell | X    |      |      |      |      |      | \$12,000    | GF               |
| Sunshine Restrooms   |  | C. Caldwell | X    |      |      |      |      |      | \$12,000    | GF               |
| Torcaso Park Restrooms   | Renovation of restrooms  | C. Caldwell | X    |      |      |      |      |      | \$12,000    | GF               |
| Torcaso Pavilion and parking lot                               | Approved master plan; ready to get quotes; waiting for final location based on fieldhouse location.  | C. Caldwell | X    |      |      |      |      |      | \$350,000   | #153             |
| Trotwood Piers ?   |  | L.Hartman   | X    |      |      |      |      |      | \$250,000   | PUP              |
| Cross Seminole Trail Fence                                     |  | C. Caldwell | X    |      |      |      |      |      | \$36,300    | budget robbed    |
| Torcaso Playground   | Gathering info and prelim design ideas;  | C. Caldwell | X    |      |      |      |      |      | \$170,000   | GF/PI/3G         |
| Trotwood - concrete, brickwork, landscape renovations, fencing | We could utilize budget as a transfer to PUP   | C. Caldwell | ?    |      |      |      |      |      | \$100,000   | budgeted GF FY20 |
| CWP Trailhead and parking lot (Bathroom structure)             | RTP Grant - this would be a 20% match (\$250K x 20% = \$50K)   | C. Caldwell | ?    |      |      |      |      |      | \$50,000    | #153             |
| Fieldhouse   | CMAR underway; schematic design is +/- 30% complete  | C. Caldwell | ?    |      |      |      |      |      | \$3,500,000 | 3rd Gen and PUP  |
| Park Signage   | Chris sugested this be combined with the City Wide signage   | C. Caldwell | ?    |      |      |      |      |      | \$150,000   | PUP              |
| Magnolia Park Amphitheater                                     | Design complete; ready to advertise for construction bids  | C. Caldwell | ?    |      |      |      |      |      | \$950,000   | 301-1999         |
| CWP Amphitheater   |  | C. Caldwell |      |      |      |      |      |      |             |                  |
| Torcaso Walkway  | Walkway across Torcaso water, south entrance of park & connection to park playground. Approximately 250 ft. x \$150/sq.ft. plus accessories/lighting | C. Caldwell |      |      |      |      |      |      | \$350,000   |                  |
| CWP Connection to City sewer                                   | Remove lift station from entry door area and abandon drainfield  | PW/Caldwell |      |      |      |      |      |      | ??          |                  |
| CWP Large Pavilion metal roofs                                 | Replace both large pavilions with new metal roofs  | C. Caldwell |      |      |      |      |      |      | \$60,000    |                  |
| Torcaso Property purchase                                      | Buy house on Flamingo Ave  | C. Caldwell |      |      |      |      |      |      | \$150,000   |                  |
| Torcaso Roadway/Walkway & Lighting                             | New road joining parks together; new LED light poles throughout park   | C. Caldwell |      |      |      |      |      |      |             |                  |
| Highlands Trail connector                                      | New trail - possible connection from Torcaso to Trail  | C. Caldwell |      |      |      |      |      |      |             |                  |
| Town Center Spur   | New trail  | C. Caldwell |      |      |      |      |      |      |             |                  |
| CWP Irrigation System  |  | C. Caldwell |      | X    |      |      |      |      |             |                  |