



City of Wilton Manors ♦ Leisure Services Department
2020 Wilton Drive, Wilton Manors, FL 33305
954-390-2130 ♦ Fax 954-390-2138
WiltonManors.com/parks

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Recreation Advisory Board Agenda Thursday, August 15th, 2019 6:30PM – Hagen Park Community Center

- 1. Approval of Minutes** – June 20th, 2019
- 2. Public Comments:**
- 3. Parks Project Updates:**
 - a. Colohatchee Park Expansion Update
 - b. Jaycee Park
 - c. Site 92
 - d. Hagen Park Volleyball Court
- 4. Recreation Updates:**
 - a. WebTrac
 - b. After School Program
 - c. Sponsorship Package
 - d. Special Events
 - i. October 10th Woof & Wine
 - ii. October 17th Halloween Spooktacular
 - iii. October 25th Movies on the Drive
 - iv. October 31st Wicked Manors
 - v. November 9th Hawaiian Festival
 - vi. November 9th Yard Sale
 - vii. November 11th Veteran’s Day Ceremony
 - viii. November 18th Taste of the Island
- 5. Grants**
 - a. 44th Year CDBG - Storage Building at Mickel Park
 - b. 45th Year CDBG – Drainage Project Selected by City Commission
 - c. 46th Year CDBG – Discussion of ideas
- 6. Old Business:**
 - a. Parks, Streets & Facility Naming Policy
- 7. New Business:**
 - a. Parks System Master Plan – FY 2020
- 8. Next Meeting – Rescheduled to Thursday, October 24th at 6:30pm at Hagen Park**
- 9. Adjournment:**



Recreation Advisory Board Minutes Thursday, June 20th 2019 6:30PM – Hagen Park Community Center

Karl Lentzer called the meeting to order at 6:32pm at Hagen Park Community Center, located at 2020 Wilton Drive, Wilton Manors, FL 33305.

Present: Parks and Recreation Advisory Board Members: John Fiore, Ryan Hanson, Matthew Gill, Cory Keester-O'Mills, Karl Lentzer, and Carl Shearer.

Absent: Patrick Hall

Leisure Services Employees in Attendance:

Patrick Cann, Leisure Services Director; Michelle Parks, Parks & Recreation Division Director; Todd DeJesus, Capital Projects & Grants Manager

Members of the Public in Attendance:

Sharon Kurwick, 1633 NE 24th Street
Ben Little, 2525 NW 3rd Ave
R. David Walker
Mayor Justin S. Flippen

1. Public Comments –

- a. Sharon Kurwick introduced herself. Ben Little stated his desire to have Jaycee Park renamed in honor of Jay Willingham, as the park sits on his original plat. R. David Walker introduced himself. Mayor Justin S. Flippen stated that the Commission wants to get the Recreation Board's input in the overall city naming policy and in the renaming of Jaycee Park.

2. Approval of Minutes – Approval of June 20, 2018 meeting minutes. Motion to approve by Karl Lentzer, Second by Matt Gil, all in favor.

3. Parks Project Updates:

- a. Colohatchee Park Land Acquisition – Director Cann updated the group that the property was closed on June 12th. He emphasized that the purpose of the purchase is to invest in a future and improved access for Colohatchee Park. An RFP is currently out for the demolition of the two buildings on the property. Capital Projects & Grants Manager Todd DeJesus is actively researching possible funding sources for redevelopment. John Fiore stated that he has spoken with several residents that do not use the park due to the long boardwalk entry and that they are excited for the improved access to come.
- b. Jaycee Park – Final detail plan was distributed to group. Director Cann stated that the Leisure Services staff has been working for over a year to improve Jaycee Park into a central community plaza and landmark. A park site master plan was completed, and the Commission approved the detail implementation plan that was distributed. Elements of the plan include a plaza for stages and public gatherings, up lighting of date palm trees, a designer paver area, seating, flag pole,



statue/totem public art or monument area, area for public holiday displays and greenspace.

Matt Gil inquired about funding options. Director Cann replied that there are several options: general fund, debt financing, potential grants or a potential bond issue. Matt Gil stated that he would want to see the project stand alone and not get tied into other larger projects where it could be affected by other issues. Capital Projects Manager Todd DeJesus clarified that the Jaycee Park project was separate from other Wilton Drive projects, like landscaping, and does not have to wait on future funding. John Fiore asked if the City was considering funding the project in phases. Director Cann answered that the approximated cost was \$250,000 and that it is recommended to not be completed in phased construction, however the funding could be phased over fiscal periods. Carl Shearer asked about the possible timeline. Mr. DeJesus stated that the construction would take approximately four months, however the bid process would be longer. Carl Shearer brought up the idea of selling bricks as a fundraising opportunity. Ryan Hanson stated that the plan looked beautiful. John Fiore stated that he would like to see the park renamed. Director Cann moved the renaming discussion to later in the agenda. Ryan Hanson made a motion to approve the detail plan, Matt Gil seconded. All approved.

- c. Mickel Park field renovations – Complete. Opening July 1st.
- d. Site 92 – Director Cann relayed that we have been in contact with Broward County Parks and are waiting on agreement from Broward County Real Property. The County Commission returns from break June 24th. John Fiore stated that he believed Broward County would have some restrictions on the property regarding use a recreational park only.

4. Recreation Updates: Recreation Director, Michelle Parks gave updates about current and upcoming youth programs, senior programs and special events.

- a. Summer Camp has been successful at Island City Park Preserve. Set to conclude August 9th.
- b. After School RFP for 2019-2022 was selected and will be on a future Commission Agenda for approval.
- c. Staffing – Have filled all full time vacancies and have two part time positons advertised.
- d. Senior Programs – staff is looking for suggestions or wants for the upcoming Fall Senior trips.
- e. Special ~~Events~~ – Events - A calendar of events for 2019 to May 2020 was distributed.
- f. New events – there will be a new holiday dog park event “Santa Paws”, additional dates for Woof & Wine and seasonal free movies on the Drive. Additionally, the April Concert at Mickel was moved earlier in the year to December 2019, as the last two years have been washouts in April.

5. Grants:

- a. 43rd Year CDBG – Mickel Park Ball Field Upgrades – Construction is almost complete and have paid 66%.
- b. 44th Year CDBG - Storage Building at Mickel Park – Scheduled to go out to bid in two to three weeks.
- c. 45th Year CDBG – Drainage Project Selected by City Commission – no change

6. Old Business:

- a. Director Cann gave a thank you to John Fiore for representing the City at the BBIP meeting in Cocoa Beach.
- b. FRDAP has reimbursed the City \$50,000 for the Phase I Colohatchee Park improvements.



7. New Business

- a. Park Naming Policy Draft was distributed. Director Cann reviewed the proposed policy. Matt Gill asked if the City was looking at exclusions, as there are concerns about late information becoming available about people. He noticed that most known parks are not named after people but rather general names so not to offend or ignore. Karl Lentzer stated that the draft was incredibly detailed and issued a thank you to Carl Shearer for his work on it. Carl Shearer stated that Comm. Carson referenced the Dania Beach policy. He stated that Dania’s policy is very detailed and robust and required application. He recommended that the city policy needs to be as simple and easy as possible. John Fiore stated that it looked very good and can be tweaked later down the road. Cory Keester-O’Mills stated two points: 1. there should be some definition of “significant” so to have higher vetting for higher level items. 2. He is not comfortable naming park after living person. Mr. Keester-O’Mills encouraged even adding a postdate requirement of 5-10 years after death for a person’s name to be considered. Director Cann stated that the policy has room for flexibility based upon the recommendation of the board and commission. Carl Shearer asked if the Board can add items for definition of significant and differentiate between naming rights from donation or naming based on recognition. Carl Shearer made motion to accept. Ryan Hanson 2nd. All approved.
- b. Fees: Director Parks reviewed the proposed changes for the fee schedule. John Fiore moved for approval. Ryan Hanson seconded. All approved.
 - i. Childcare Programs at Wilton Manors Elementary School 2019-2022
 - ii. Special Event Applications
 - iii. Boat Storage

8. Next Meeting – Thursday, August 15th, 2019 6:30 PM @ Hagen Park

9. Adjournment – Carl Shearer made a motion to adjourn the meeting at 7:41pm, Cory Keester-O’Mills second, all in favor.

Karl Lentzer, Chair Person	Date	Michelle Parks, Leisure Services Dept.	Date
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**NOTICE OF PUBLIC MEETING
RECREATION ADVISORY BOARD
THURSDAY, AUGUST 15TH 2019
6:30PM – HAGEN PARK COMMUNITY CENTER**

NOTICE IS HEREBY GIVEN THAT THE RECREATION
ADVISORY BOARD WILL HOLD A PUBLIC MEETING
ON THURSDAY, AUGUST 15TH, 2019
AT 6:30PM AT HAGEN PARK COMMUNITY CENTER
2020 WILTON DRIVE, WILTON MANORS, FL 33305

CC: MAYOR/COMMISSION
ALL CITY DEPARTMENTS

POST: CITY HALL
HAGEN PARK
RICHARD C. SULLIVAN PUBLIC LIBRARY

DATE POSTED: AUGUST 12, 2019