



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Meeting Agenda 4 - Final

Parks and Recreation Board

Thursday, July 21, 2022

8:00 AM

Hagler-Mason Conference Room

Members of the public may attend the meeting in person. City Council encourages those not fully vaccinated to wear face coverings that cover their nose and mouth.

CALL TO ORDER

ROLL CALL

SWEARING IN OF NEW BOARD MEMBER

APPROVAL OF MINUTES

MINUTES OF JUNE 16, 2022 PARKS AND RECREATION BOARD MEETING

Attachments: [22-6-16 Minutes Unapproved](#)

DIRECTOR'S REPORT

DIRECTOR'S REPORT

Attachments: [22-7-21 Director's Report Parks and Recreation Board](#)

STAFF REPORTS

BUDGET REPORT - KENDRA WEEKLEY

Attachments: [22-7-21 FINANCIAL SUMMARY 3RD QUARTER FY 22](#)

PARKS PRESENTATION - BILL KIMBALL

Attachments: [22-7-21 2022 Parks Presentation](#)

NEW BUSINESS

OLD BUSINESS

OPEN FORUM

ADJOURNMENT

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 435-1606 (or TDD 435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 22-00744

Parks and Recreation Board

7/21/2022

SUBJECT:

SWEARING IN OF NEW BOARD MEMBER



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 22-00746

Parks and Recreation Board

7/21/2022

SUBJECT:

MINUTES OF JUNE 16, 2022 PARKS AND RECREATION BOARD MEETING



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Meeting Minutes 3 - Draft

Parks and Recreation Board

Thursday, June 16, 2022

8:00 AM

Hagler-Mason Conference Room

Members of the public may attend the meeting in person. City Council encourages those not fully vaccinated to wear face coverings that cover their nose and mouth.

CALL TO ORDER

The meeting was called to order by Chairman Hicks.

Chairman Hicks read a statement to the public about the time delay and how they can participate in the board meeting.

ROLL CALL

Chairman Hicks announced that a couple of days after the last meeting we lost our Vice-Chair Maranda Sword suddenly. He had drafted a short statement and sent it to her family and read it out loud at the funeral. Maranda Sword In Memoriam - Maranda served gracefully on our Parks and Recreation Board as a distinguished member and more recently as Vice-Chair. She was a quiet power calm and dignified and always supportive of achieving the best possible for our community. She encouraged us to move forward with integrity. Maranda was present and active in all deliberations and whenever she spoke it was with succinct precision and always she made a telling point. To watch her enter a room was to see grace in motion to receive her smiling greetings was a felt blessing and to hear her clarity on difficult points was enlightening. We are all grateful to have served with her and we feel the loss of her wisdom and guidance deeply.

- Present** 5 - Chairperson Rand Hicks, Antonio Bruni, David Del Gallo, Leah Harrison, and Renee Borden
- Absent** 2 - Alejandra Escobar-Ryan, and Michael Wolf

APPROVAL OF MINUTES

MINUTES OF MAY 19, 2022 PARKS AND RECREATION BOARD MEETING

Attachments: [22-5-19 Minutes Unapproved](#)

A motion was made by Bruni, seconded by Del Gallo, that this Minutes be Approved. The motion carried by the following vote:

Yes: 5 - Chairperson Hicks, Bruni, Del Gallo, Harrison, and Borden

Absent: 2 - Escobar-Ryan, and Wolf

DIRECTOR'S REPORT

DIRECTOR'S REPORT

Attachments: [22-6-19 Director's Report Parks and Recreation Board](#)

Chairman Hicks asked the board members if they had any questions concerning the Director's Report.

* Member Bruni inquired if the city has a wait list for the summer programs. Interim Director Stills responded, yes we have a wait list on most of the summer programs some are longer than others. Member Bruni asked if anyone gets in from being on a wait list. Interim Director Stills, responded to use as an example the Roger Scott pool people are getting in maybe not as many as we would want we are working on the process at this time. Member Bruni stated he was inquiring if there is a wait list for the day camps. Interim Director Stills responded that the wait we have established does allow individuals to get in. We have a lot of individuals who sign up ahead of time very early in the process with very little turnover. Member Bruni suggested allowing city residents to register two weeks earlier for the programs.

* Chairman Hicks asked if the Plaza de Luna project was going to be pushed back. Interim Director Stills reported the project is having supply issues it may be completed in August/September.

* Member Borden inquired if the splash pad was coming back to Plaza De Luna. Interim Director Stills responded yes it is coming back crews are still working on repairs.

* Member Borden inquired if the splash pad was open and operational at Legion Field. Interim Director Stills responded yes it is had some issues but those have been addressed as of last Friday.

* Chairman Hicks asked for updates on Roger Scott Tennis Courts. Deputy City Administrator Forte responded the bid will open tomorrow June 17th.

* Chairman Hicks inquired if the installation was to take place in June for the Julian Olsen bust and the John Sunday plaque. Interim Director Stills stated everything is coming together and will notify board members and neighborhood associations.

* Chairman Hicks asked for comments on the Moreno Park

Redevelopment Opportunities. Member Borden responded that it is going to be a huge opportunity for the west side. Discussion followed. Deputy City Administrator Forte responded now that city council has resolved support for the overall project and partnering with Baptist Hospital we have had very high level conversations leading up to that point with Baptist. Staff will be meeting with Baptist next week and will start putting together a funding plan in place for city council to consider next month. First before any other actions are to take place we will need the acquisition of the property.

* Member Borden inquired about the collaboration with PPD to promote center visits. Interim Director Stills responded that PPD uses it as an opportunity for recruitment and community engagement.

*Member Bruni asked if the city has equipment that would help neighborhoods host movies in the parks. Interim Director Stills responded the city does not own any such equipment that the city contracts the services.

* Member Harrison inquired about the purchase and use of the house at Magee Field. Interim Director Stills responded the house has been acquired and it will be renovated to use as an after school learning center.

STAFF REPORTS

CITY ARBORIST - KRISTOPHER STULTZ

Chairman Hicks asked City Arborist Stultz to come forward. Interim Director Stills asked City Arborist Stultz to give a brief work history before joining the City of Pensacola. City Arborist Stultz began by saying he is a 40+ year professional arborist. He began the first 20 years physically climbing, removing, and pruning trees. Spent next 20 years as a manager and consulting arborist for a large national landscaping firm. Now has the opportunity to work at the City of Pensacola as city arborist and tree specialist to not only help tree companies follow the standards and ordinances of the city but in the same light to help the citizens understand trees. To help citizens to understand how they develop, how they grow, and ultimately how they decline which is the mortality cycle of trees. Also how they affect the urban landscape and what benefits as they grow and as they decline to lower the liability and risk as to when you have large and heavy perennial plants that can cause hazards to person and property. He is here to help the contractors and citizens with their daily business.

*Member Bruni asked if he sees all tree removal permits private and public that come in to the city. City Arborist Stultz stated since March he has worked closely with the permitting department and now reviews every tree

removal in the city for commercial and residential. City Arborist asked the board if they would like to know the review of the removal process and give the highlights. Chairman Hicks answered yes please. City Arborist Stultz continued to say typically a resident with a large tree they are concerned about will hire a tree care company. The tree care company will put in for permit and I will go out and inspect the tree according to the documentation they have given me. I will measure the tree and do a quick 360 walk around the base and conduct a visual assessment to determine the tree to be considered a risk and what I see visually to mitigate any kind of risk. I will communicate via email and document that communication with the tree care company on any questions I may have or any additional document requirements. e.g. a large tree that has reached heritage size if home owner would like to have tree removed they have to submit documentation that it is a risk or hazard. I will review that with tree care company and try to find ways to mitigate before we go to a removal. e.g. commercial sites especially new developments I will go out to check if identification of the trees are correct. Identify the protected trees, check the measurements provided, and come up with a mitigation plan for that project that includes fees and/or replacement for obtaining the permit to develop site.

*Member Bruni asked if there was a threshold for permits in terms if you are just trimming trees back. e.g. a two part process where someone trims a tree so much it kills the tree and then comes to you six months later and says this tree is dead and ask to remove tree because it's a hazard. City Arborist Stultz stated in the city ordinance it states to prune a heritage size tree a heritage tree pruning plan must be submitted to the city. This is the number one thing I see the most of from the tree care companies and I help them write this plan.

*Member Bruni asked if the communications are attached to the permits. City Arborist Stultz stated yes it does stay with the permit process in the system and kept as a record.

*Member Borden stated from personal experience that tree companies are not applying for permits. They are telling individuals in the city that this tree does not measure heritage size and they are proceeding on with the removal so at this point how would we communicate with you if we feel like a tree is being removed improperly. City Arborist Stultz stated tree care companies should be measuring if I get a question from someone I try to respond as quickly as possible and I will go out and measure. Additionally City Arborist Stultz stated he is working with staff to add more trees on the protected list and making changes to the city ordinance.

City Arborist Stultz stated he is available daily 7:30 in morning to 4:30 in afternoon to meet with or speak to city residents my phone is easily

obtainable my email address is kstultz@cityofpensacola.com and I will be open to speak to any city resident or organization within the city about their trees.

*Member Bruni asked he is available to come to a neighborhood association meeting. City Arborist Stultz answered yes he is available.

*Member Del Gallo commented on landscaping firms who blow yard debris into the streets and into the storm systems which is a violation of the city ordinance. Member Del Gallo asked if his department could notify landscaping firms that that practice is against the city ordinance. City Arborist Stultz stated yes he could make a concerted effort to stop and speak to someone. Discussion followed.

NEW BUSINESS

CITY COUNCIL AGENDA CONFERENCE (13 JUNE 2022) REVIEW/DISCUSSION

Attachments: [22-6-16 GIS Map All Parks](#)
[22-6-16 PR Board report June 2022](#)

Chairman Hicks went over the outcome of discussion from the Agenda Conference held Monday, June 13th where a presentation was given reporting to the council the three big action words. Engage, Review, and Report. We try to engage with the public through neighborhood association meetings, though talking directly with folks and listening well and reviewing material offered to us by staff so we stay up to date on projects and where things are going where they been and where we want to go. Finally we want to report to council periodically in a way they deem best. Our attention has been drawn to the inadequate condition at one of the pools. Director has taken steps to remedy the situation as who can have access to the pool first. The director can give us a run down of that. This it is an appropriate time to do so. Interim Director Stills stated he reviewed the MOU agreement with the YMCA and would suggest an amendment in refence to the numbers of camp members who can attend during each time frame to allow for more availability for the public. Interim Director Still will go to Roger Scott pool to do a head count and observe. He has received the pool schedule for the week with the number of participates coming to the pool and open slots available for each time frame. After he observes today staff will make adjustments going forward. Chairman Hicks asked how many can be in the pool at one time. Interim Director Stills replied at Roger Scott the capacity is 115 total facility 80 participates in big pool and 35 in the smaller pool. And off to the side is a smaller pool that is being worked on at this time a new pump was installed electricity is connected working on getting the ph level correct. Chairman Hicks asked do we have groups from Roger Scott and Gull Point coming in daily or every other day and do

they have claim on the space. Interim Director Stills replied they come every other day. Interim Director Stills read from the schedule the groups who will coming in today: 9:15 to 9:45 the YMCA camp has 40 participates; 9:30 to 11:30 Gull Point has 35 participates; 10:00 to 10:30 YMCA camp has 40 participates; 10:45 to 11:15 another group from the YMCA and then another group from Roger Scott coming in at 12:00; the last morning group is another 30 minute YMCA camp group with 40 participates. If all 40 participates are in the big pool that leaves 40 slots available for open swim participates.

*Member Borden commented she bought two family passes last year and had the same issue of not being able to get in to swim. Member Borden asked about the family passes that the city is selling do we know how many family passes has been sold. Interim Director Stills stated he did not have that information and was hoping to gather that information in the meeting with YMCA. Member Borden asked if we are using Hunter Pool to shift swimmers from the camps to share pool space. Interim Director Stills commented he knew of a group that did leave and went to the other pool. He added that the city is working on making adjustments to make it all run smoother.

*Member Bruni commented that neighbor associations have come to him also commenting that they are experiencing the same problem having a family pass and not being able to get in the pool to swim.

*Member Bruni added that from neighbor association meetings he has had suggestions of adding a disc golf trail connecting multiple parks e.g. Scenic Heights Park, Belvedere Park and other within nearby.

Chairman Hicks showed the GIS map page 2 of the report given to city council on the overhead and also given out at board meeting. He added that once the board has added two new members they will reassign the parks. Member Harrison asked if new members have been picked. Chairman Hicks stated one will be decided tonight at the council meeting. Member Bruni asked if the map was on the city's website. Chairman Hicks stated he shared with everyone but it is not on the website but it has been suggested. Member Borden commented since the districts had been redrawn this map is very helpful. Chairman Hicks stated to board that according to National Recreation and Parks Association it is suggested that a city have 9.9 acres per 1000 residents so with a city of 54,000 residents we should have 540 acres of parks and we currently have 595 acres of parks. We are in a great position. Chairman Hicks continue with the report page 4 shows what the parks board has done and where we're going. Our interest is seeing a general assessment of what we need to do with all of resources, activities, etc. by developing a master plan and

happily the University of West Florida has offered to partnership again as they did a few years ago and help us develop a needs assessment to engage the public with our help. Dr. Song will lead that effort and encourage sport management to come forward he is in Administration and Law at the university. The needs assessment will be a big step forward. We are grateful and welcome the partnership and looking forward to working with them enthusiastically.

*Member Borden asked if this was the first report that was brought before city council. Chairman Hicks stated that yes it was since the board redefined the board duties that was approved last September and asked the council if this is what they are wanting to see and what other things they would want us to bring to them. Member Borden stated she thought it was very well done and thank him for his involvement bringing to councils attention.

*Member Bruni suggested the city install signs that states the distance to the neighboring park to encourage people to exercise.

PARK AMENITY DEDICATION REQUEST - BALL CREW BUILDING - HERMAN JONES

Attachments: [Park Dedication Herman Jones - Ball Crew Building](#)

Tyree Jones addressed the board in support of his request to have the ball crew maintenance building located at Roger Scott dedicated to his father Herman Jones who was employed with city for 30 years in the Parks and Recreation Department on the ballfield crew. Tyree Jones stated his father did a lot and was a major asset to the Parks and Recreation Department. He remembers his father preparing and lining the fields for ball games. Ball Crew Operations Supervisor, Michael Singer addressed the board and spoke of Herman Jones who played a big part in his career and also in his life. Herman Jones was a mentor to me. He was one of the first staff members when the city started the ball crew. He had a major part in building the Roger Scott facilities. The everyday working person gets left out being remembered he had boots on the ground it would be a great opportunity to honor him and have the building named after him for a great person.

Chairperson Hicks asked what exactly he is wanting to do to honor his father. Ball Crew Operations Supervisor, Michael Singer stated that a sign is on the building now but would like to add his name to say Herman Jones Maintenance Building. Chairperson Hicks commented to Tyree to get an estimate of cost and asked if he would undertake the expense so then staff would put it in place, if council approved the request. Tyree stated yes most definitely.

*Member Borden thanked Tyree Jones for the story her children play there and she remembers his father being there also. Great Memories. The dedication of a 30 year employee making that a great place for kids it all would not be here without the hard work from all you guys.

This Minutes was Approved.

OLD BUSINESS

OPEN FORUM

ADJOURNMENT

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222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 22-00747

Parks and Recreation Board

7/21/2022

SUBJECT:

DIRECTOR'S REPORT

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

July 21, 2022

PARKS UPDATES:

- Hunter Pool - work began with completion anticipated for fall 2022.
- Plaza de Luna – construction ongoing; anticipated completion 2022.
- HTW Skate Park – Construction to begin August 2022.
- Bruce Beach Phase I – Construction to begin August 2022.
- Garden Street Landscaping – work began with anticipated completion 2022.

SPECIAL PROJECTS:

- John Sunday plaque projected to be installed in July.
- Granada Park playground removed due to damage in July.
- Longhollow Park playground to be installed in July.
- Plaza Ferdinand brick paver repairs to be installed in July.
- CMPA Amphitheater installing new handrails and lettering in July.
- Julian Olsen Bust projected to be installed in August.
- Bayview Park Playground under construction.
- Osceola Pole Barn under construction.
- Kiwanis Solar Lights to be installed in September.
- Sanders Beach Playground to be installed in September.
- Bryant Park replacement playground climbing net to be installed in September.
- Kiwanis Park sensory garden to be installed in October.

SUMMER ATHLETICS UPDATES:

- Summer Youth Soccer Camp - June 6 – 10; 110 Participants
- Summer Youth Volleyball Camps - June 13 – 17; 85 Participants
- Youth Football & Cheerleading Registration going on at Roger Scott, Legion Field and Magee Field
- Summer Adult Kickball, Men's Softball & Co- Ed Softball Leagues at Exchange Park:
 - 34 Participants
 - 34 Team
- Roger Scott Pool:
 - May -0830 Swimmers
 - June – 8,494 Swimmers
- Cecil T. Hunter Pool:
 - May – 205 Swimmers
 - June – 3,077 Swimmers

PARKS AND RECREATION BOARD

DIRECTOR'S REPORT

July 21, 2022

MARKETING UPDATES:

- Wrap Up Summer Promotional Efforts: Summer Dance, CMP Events, and B.O.P.C.
- Finalizing Fall Activity Guide for late summer distribution
- Partner with Jubilee Church Back for Back-to-School Event at Pensacola Interstate Fairgrounds Sat. July 23: Giving away 1,200 backpacks & haircuts
- Movies in the Park July 22, Blues on the Bay July 24
- Promote + Sponsorship Fall Special Events: Day of Play & OAR Fest, Halloween
- Promote Fall Recreation Initiatives: Gull Point Dance, After School, New Programs: Crochet by the Bay, SBJC Scholarship Fundraiser Event
- Promote Athletics Initiatives: Senior Games
- July Newsletter
- Fun Fridays with PPD
- Organize Upcoming Ground Breaking + Ribbon Cutting Events
- Advertisement Mediums: Radio, Print (magazine & newspaper), digital (web, social, billboard)

RECREATION UPDATES:

- Summer camp is over halfway through. It's been a great summer so far averaging around 175 participants daily.
 - One bus is back on the road now and we have been able to take several field trips and swim days, despite a lot rain.
 - Friday Fun Days with Pensacola Police Department have been well received by campers and staff. PPD staff have visited the summer camps and seniors to play dodgeball, tug of war, relay races, bingo and more. We look forward to the final showdown between PPD and Gull Point kids and seniors on August 5th.
- We have 2 new Assistant Recreation Supervisors in the Recreation Division. Rachel Barnes was selected for Cobb Center and Brianna Robinson will be filling the role at Gull Point.
- After School Program registration is now open at all centers. We are ready to welcome students back for a fun school year offering games, activities, homework help, a nutritious snack and more. Parents will need to contact ECSD for bus transportation accommodations if they have not attended prior to registration in the program.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 22-00748

Parks and Recreation Board

7/21/2022

SUBJECT:

BUDGET REPORT - KENDRA WEEKLEY

PARKS AND RECREATION
REVENUE AND EXPENDITURE REPORT
Fiscal Year 22, 3rd Quarter
Period 9, June 30, 2022

| | Fiscal Yr 2022 | | | Fiscal Yr 2021 | | | Fiscal Yr 2020 | | |
|---|-------------------|---------------------|-------------|-------------------|---------------------|-------------|-------------------|---------------------|-------------|
| | BUDGET | ACTUAL | PCT RCVD | BUDGET | ACTUAL | PCT RCVD | BUDGET | ACTUAL | PCT RCVD |
| REVENUES | | | | | | | | | |
| Culture & Recreation General Fund | \$ 38,000 | \$ 106,853 | 281% | \$ 28,000 | \$ 36,680 | 131% | \$ 48,000 | \$ 78,464 | 163% |
| Golf Course Fund | 534,700 | 471,472 | 88% | 518,700 | 459,626 | 89% | 525,100 | 409,736 | 78% |
| Recreation/Athletic Fund | 1,148,300 | 546,811 | 48% | 1,161,500 | 268,687 | 23% | 1,149,200 | 419,317 | 36% |
| Tennis Fund | 128,800 | 104,167 | 81% | 128,700 | 110,082 | 86% | 128,700 | 78,294 | 61% |
| Community Maritime Prk Mgmt Svc Fund | 782,400 | 292,358 | 37% | 771,200 | 205,557 | 27% | 810,200 | 168,824 | 21% |
| TOTAL REVENUE REPORT | 2,632,200 | 1,521,660 | 58% | 2,608,100 | 1,080,632 | 41% | 2,661,200 | 1,154,636 | 43% |
| EXPENDITURES | | | | | | | | | |
| | BUDGET | ACTUAL (Exp/Enc) | PCT EXP | BUDGET | ACTUAL (Exp/Enc) | PCT EXP | BUDGET | ACTUAL (Exp/Enc) | PCT EXP |
| Parks and Recreation General Fund | \$ 7,796,172 | \$ 5,648,907 | 72% | \$ 7,447,565 | \$ 5,329,955 | 72% | \$ 6,936,567 | \$ 4,799,152 | 69% |
| Golf Course Fund | 805,501 | 612,163 | 76% | 774,725 | 575,811 | 74% | 779,900 | 539,637 | 69% |
| Recreation/Athletic Fund | 1,242,165 | 581,744 | 47% | 1,182,704 | 390,431 | 33% | 1,262,109 | 533,823 | 42% |
| Tennis Fund | 130,084 | 69,524 | 53% | 128,700 | 50,452 | 39% | 139,200 | 57,840 | 42% |
| Community Maritime Prk Mgmt Svc Fund ^(a) | 1,348,550 | 535,960 | 40% | 1,346,841 | 535,856 | 40% | 1,009,522 | 523,536 | 52% |
| TOTAL EXPENDITURE REPORT | 11,322,472 | 7,448,298 | 66% | 10,880,535 | 6,882,505 | 63% | 10,127,298 | 6,453,988 | 64% |

NOTES:

(a) Community Maritime Park Fund increase due to the New Market Tax Credit (NMTC) unwinding transaction with an effective date of 06/01/2017. (b) COVID effects in FY20 & FY21

Period percentage: 75%



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 22-00749

Parks and Recreation Board

7/21/2022

SUBJECT:

PARKS PRESENTATION - BILL KIMBALL

City of Pensacola Parks



PLAY **PENSACOLA**™
PENSACOLA
PARKS & RECREATION



Parks Overview

- Annual Budget
 - \$2.5 Million
- Three Divisions
 - Parks Crew
 - Tree Crew
 - Trash Crew
- Employees
 - 22 Full Time Staff

Parks

GREEN= parks within a ½ mile radius of 97% of all City Resident



Parks Crew

- Landscape Maintenance
 - 138 Areas maintained throughout the City
 - 92 Parks/Facilities
 - 46 Right of ways and open spaces
 - 600+ Acres of Park/Open Space

Playgrounds



58 Parks with Playground Structures

Basketball Courts



23 Parks With Outdoor Basketball Courts

Boat Launches



4 Parks With Boat Launches

Tennis Courts



4 Parks With Tennis Courts

Dog Parks



3 Parks With Dog Parks

Splash Pad



2 Parks With a Splash Pad

Trash Crew

- Trash Collection
 - Parks and Right of ways
 - 110 Areas collected throughout the City
 - 1700 Cans dumped every week

Dog Waste



Tree Crew

- Tree Trimming and Removal
 - All Parks and Right of Ways in the City
 - Average
 - 80 trees removals per year
 - 200 Trimmings per year

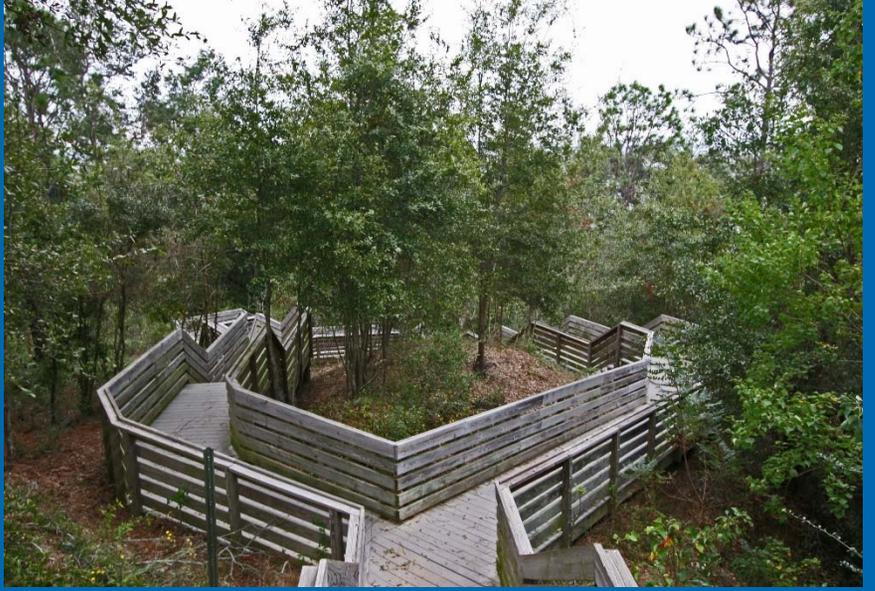












Parks make a community more attractive and provide a better way of life. They play an important role in shaping the lives of a community.