



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Agenda

Parks and Recreation Board

Thursday, November 19, 2020

8:00 AM

Hagler-Mason Auditorium

Members of the public may attend the meeting in person; however, there will be limited seating capacity. Consistent with CDC guidelines, attendees will be required to sit at least 6 feet apart and wear face coverings that cover their nose and mouth.

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

Minutes for the Meeting of September 24, 2020

Attachments: [Sept 24, 2020 Minutes Parks and Recreation Board Unapproved Soccer Presentation](#)

Minutes for the Meeting of October 15, 2020

Attachments: [Minutes for October 15, 2020](#)

DIRECTOR'S REPORT

STAFF REPORTS

Sunshine Law Review - Vanessa Moore, Assistant City Attorney

Value of Trees in Parks - Mark Jackson, Sustainability Coordinator

NEW BUSINESS

Dedication Request - Frank Cutrone

Attachments: [Park Amenity Dedication Proposal Form - Frank Cultrone](#)

Lions Park Tree Planting Project - Adam Caton

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 436-5682 (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 #: 20-00559

Parks and Recreation Board

10/15/2020

SUBJECT:

Minutes for the Meeting of September 24, 2020

**City of Pensacola****Parks and Recreation Board****Unapproved Meeting Minutes**

September 24, 2020

8:00 am

Council Chambers

Members Present: Rand Hicks (Chairperson), Maranda Sword (Vice-Chair), Antonio Bruni, David Del Gallo, Gabriela Garza (left at 9:22), Leah Harrison, and Jarah Jacquay (left at 9:05)

Members Absent: Alejandra Escobar-Ryan, and Michael Wolf

City Staff Present: Brian Cooper (Parks and Recreation Director) (left at 9:00), Deja Dowdell (Marketing Coordinator) (via Teams), Paul Pipes (Volunteer & Outdoor Pursuits Coordinator), and Heidi Thorsen (Assistant to the Director)

Others Present: Phil Nickinson (Pensacola Youth Soccer)

To limit the potential spread of COVID-19, some Board Members could attend by telephonic conferencing (Microsoft Teams), and members of the public had the opportunity to attend and participate only via live stream or phone. This change in format was consistent with Executive Order 20-179 issued by Gov. Ron DeSantis and had been adopted at the direction of Council President Jewel Cannada-Wynn in consultation with the City Attorney. Public participation was available as follows:

Members of the public could attend and participate via live stream and/or phone.

- To watch the meeting live, visit [cityofpensacola.com/428/Live-Meeting-Video](https://www.cityofpensacola.com/428/Live-Meeting-Video).
- To provide input –
 - o For Open Forum, (for items not on the agenda): citizens may submit an online form here <https://www.cityofpensacola.com/ParksInput> beginning at 7:00 A.M. until 8:30 A.M. only to indicate they wish to speak during Open Forum and include a phone number. Staff will call the person at the appropriate time so the citizen can directly address the Parks and Recreation Board using a telephone held up to a microphone.
 - o For agenda items: citizens may submit an online form here <https://www.cityofpensacola.com/ParksInput> beginning at 7:00 A.M. until that agenda item has been voted upon to indicate they wish to speak to a specific item on the agenda and include a phone number. Staff will call the person at the appropriate time so the citizen can directly address the Parks and Recreation Board using a telephone held up to a microphone. Any form received after an agenda item has been voted upon will not be considered.

CALL TO ORDER – 8:05 AM

Chairperson Hicks read a message about there being about a one-minute delay when the meeting is viewed via the live stream on the City's website.

ROLL CALL – An oral roll call was taken. A quorum was present.

APPROVAL OF MINUTES

Member Del Gallo made a motion to approve the minutes of the August 20, 2020 meeting. Member Jacquay made a motion to second. The minutes were approved.

DIRECTOR/STAFF REPORTS, CORRESPONDENCE, PROJECT UPDATES

Director Cooper brought the following updates focusing on storm damage from Hurricane Sally (September 16, 2020), all other projects are on hold for the time being:

- After the storm all hands were on deck to clear the streets. Bill Kimball (Parks Superintendent) took the lead working with other departments. More than 360 trees were cleared from the streets. A debris management company will remove them later.
- During the April 2014 flood, the water ran through the Vickrey Center. The renovations that were done after the flood, worked. The water did come through the gym floors though, so the gym floors will have to be redone, but the doors held back most of the water.
- Hurricane Sally severely damaged two of the clay courts at Roger Scott Tennis Center, and also damaged some others.
- There was some damage to the floor in the big ballroom at Sanders Beach Resource Center due to water coming in under the doors. The floors will need to be redone.
- There was some water damage to Gull Point Resource Center.
- May Center had a little bit of roof damage. Overall the centers really fared well with no trees down on the centers.
- The new Bayview Resource Center sustained no damage, but the Bayview Senior Center received a little bit of water damage.
- About 5 canopy shade structures at playgrounds were lost, and there are many tree issues. The Vickrey Center has opened up for after school, but the gym remains closed. Due to safety, parks will remain closed at this time.
- All of the issues have been given a priority level. Any level 3-5 issues will be handled by the debris management company. Level 1-2 is not reimbursable by FEMA, so they will wait until Park staff is able to get those.
- The golf course was saved from a lot of erosion due to the renovations that had been made due the April 2014 flood. They are working hard to get the back nine holes opened by Saturday.
- The Roger Scott Athletic fields are closed due to being used as a debris staging area.

Vice-Chair Sword asked if there is a size limit to how big the trees can be in order to be picked up. Director Cooper was not sure, it is outside of his area, but he will find out. [Per sanitation, there is no limit. If the citizens can get it to the curb, it will be picked up.]

Member Harrison asked if the centers had been open. They were scheduled to do a partial opening for After School, and a full opening on October 5.

Member Bruni asked about how the repairs will be paid for. Director Cooper mentioned that where possible, the City will seek FEMA reimbursement, otherwise the reimbursement could come from insurance or a self-funded savings.

Member Garza asked if the boardwalk at Sanders Beach will be replaced. Director Cooper mentioned that he will probably look at new plans for it, maybe raise it up.

Some of the centers provided food for low-income and elderly citizens. Council on Aging is not operating so the program has been discontinued for right now. There were some tarp and water distributions at several of the centers, but the supplies were gone in 15-20 minutes. Many places have called to donate and provide help in any way possible. Coordinator Dowdell mentioned that the Council on Aging would be distributing shelf-stable meals at our three locations (Bayview Sr., Fricker, and Cobb). Chairperson Hicks mentioned that when things are safe again, if Director Cooper could use some help, please let the Board know and they will gather some volunteers.

Staff Presentation

Paul Pipes – Volunteer and Outdoor Pursuits Coordinator

- There have been some changes to the volunteer programs since COVID; people cannot do as much as before. Since March, over 749 hours have been volunteered, with still more planned. People are volunteering to clean up parks such as Hitzman-Optimist.
- All of the trees in the parks have undergone a quick assessment. Trees have been cleared from the roads. Now levels are being assigned to the remaining tree issues.
- Adopt-A-Spot Memorandum of Understanding has been renewed.
- Many hours are being volunteered without being documented. The Parks and Recreation website is being updated to make it easier to track the hours spent volunteering at parks.
- Coordinator Pipes is responsible for 10 summer camps. Lately the programs have been run out of Sanders Beach, but when the new Bayview Resource Center opens, they will be run from there. He further mentioned that his camps were some of the ones that were not cancelled due to COVID since they meet outside.
- At Mallory Heights 3 two foldable picnic table/bench combinations and six benches are being installed. The goal is to create some trails through the park for citizens to enjoy without damaging the preserves.

Member Jacquay asked if there are any plans for a safe crossing of Scenic Highway to Mallory Heights 3? Coordinator Pipes was not sure, David Forte and Public Works would be better to answer that question.

NEW BUSINESS**David Forte – SUN Trail Update**

Mr. Forte was not available this month to bring this update, so it will be added to next month's agenda.

Phil Nickinson – Pensacola Youth Soccer

- Mr. Nickinson, President of Pensacola Youth Soccer, mentioned that soccer has been around forever. For the past ten years the City's soccer program has been run by Steve Werdung, until this spring when Mr. Nickinson took over so that Mr. Werdung could retire.
- They have now established the soccer program as a non-profit organization.
- They serve children ages four through eighteen, boys and girls, including those with disabilities. If someone is over the age of 13, they can work as a referee. Pensacola Youth Soccer provides training for them.
- Due to COVID, they did not have a spring soccer season.
- Children come from more than 20 zip codes, and all of the City Council districts.
- The uniforms can be used from one year to the next, and handed down from one child to the next.
- The money goes for things such as online processing, insurance, field usage, referees, salary for the league director (which they are interviewing people for the position), clinic coaches, and the City.
- Recent upgrades include offering online registration, online uniform purchases, better communication and advertising, as well as writing down policies and procedures, and conducting background checks on coaches and board members.
- Most of the money that was collected for spring soccer was returned to the families. Based on the limits set by the City, they would like to offer some sort of soccer this fall, and possibly grow to other locations.

Director Cooper mentioned that Pensacola Youth Soccer is a parent-run organization. Everyone is looking forward to getting the soccer fields constructed. The contractor will have until February 18 to construct the three fields, with the rest of the project being completed per the contract.

Chairperson Hicks asked Mr. Nickinson if things such as transportation to the practices, registration costs, etc. are being considered when someone wants to play soccer. Mr. Nickinson mentioned that if someone cannot pay the registration fee, money is available to help cover the fees (similar to a scholarship). They are looking for places to play on the west side of town. Part of having kids on different fields is trying to organize them so parents do not have to go to multiple fields if they have multiple children involved in the program.

Director Cooper mentioned that as demographics change, so will the location of the practice fields. He further mentioned that the \$10.00 fee per child goes to offset the costs of the ball crew, utilities, etc. The fee does not cover all of the City's expenses, but it helps.

OLD BUSINESS**Board Members and Neighborhood Associations (NA)**

- Member Bruni said that he had attended the Tanyard NA meeting. Quint Studer made a presentation on the old sewer-treatment plant location. The plans include mixed use with retail on the bottom floor, and residential on the floors above it. It was mentioned that there is an issue with some of the parks that were flooding. He will contact Director Cooper about those.
- Member Garza mentioned that she really does not have any spare time to volunteer. She was assigned to the Old East Hill NA meetings. Member Del Gallo mentioned that he would be happy to attend those for her. The other NA she was assigned is still not meeting, so no worries there. She mentioned that her new job has mandatory trainings quite frequently on Thursday mornings. She will figure out what she will do.
- It was mentioned that Member Escobar-Ryan had attended the Cordova Park NA meeting, but she is not at this meeting to give a report.

Capital Improvement Projects Update

[None]

OLD BUSINESS**Board Member Park Visitation Program**

The following parks were presented: Lavallet, Osceola Golf Course, Terry Wayne East, Vickrey Resource Center

OPEN FORUM

- Member Bruni was wondering about some of the concerns he had that he raised when he reported on Woodland Heights Resource Center. He was wondering about if they were addressed or if there were funds allocated to address them. Director Cooper was not available to address this, but Assistant Thorsen did say that Director Cooper will leave enough funds to do a quality project. Member Bruni did want it noted that Director Cooper does a wonderful job.

ADJOURNMENT – 9:30 AM



Pensacola Youth Soccer

Sept. 24 — Pensacola Parks & Rec Board

PensacolaYouthSoccer.com



A brief history

- Pensacola has had youth recreational soccer ... forever.



A brief history

- More recently, led by Dave Werdung from 2010 until retiring from the league in the spring of 2020.
- Dave received the 2018 Special Achievement Award from the Parks & Rec department.
- Pensacola Youth Soccer, Inc. formed as a nonprofit in February 2019. Received 501(c)(3) status in February 2020.



Pensacola Youth Soccer mission

- To provide the Pensacola area educational and character-building programs for the benefit of the community through teaching and promoting an interest in the game of soccer, particularly among young people under age 19.
- To promote the social welfare of the community through programs that combat juvenile delinquency through the game of soccer.
- To protect and advance the interests of the game of soccer and of the community by encouraging sportsmanlike competition and a high level of skill and technique.
- To operate exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.



Who we serve

- Ages 4-18 who want a fun, recreational soccer experience. Approximately 60% boys, 40% girls the past few years.
- All who are able to play safely are welcome.
- Financial aid available on a needs-demonstrated basis.
- Experienced coaches who want to give back to future generations.
- Parents who want to volunteer their time as a coach.
- Referees (age 13 and up) who want to earn some extra money.



The Pensacola Youth Soccer Board

The current all-volunteer board of Pensacola Youth Soccer:

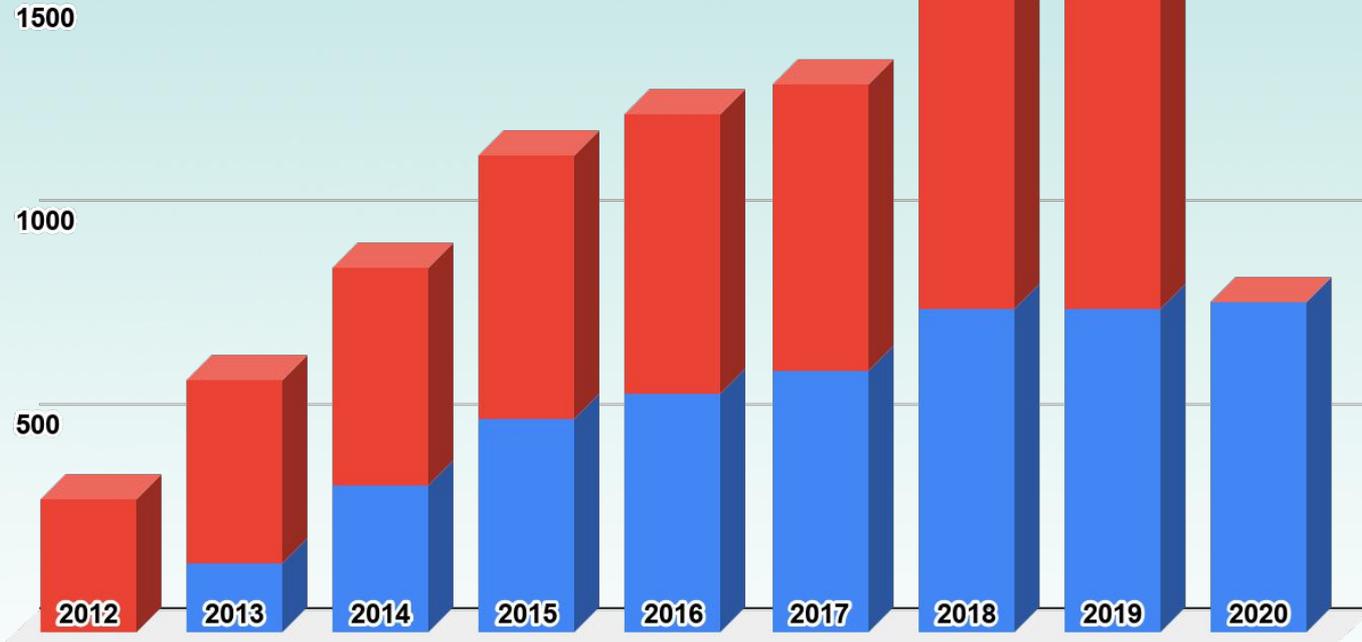
- Phil Nickinson (President)
- Robert Jones (Vice President)
- Michele Coleman (Treasurer)
- Travis Peterson (Secretary)
- Lisa Bates
- Scott Jernigan
- Emily Morgan
- Kenny Morgan
- Chuntell Patterson
- Patrick Smith
- Dr. Steve Willis



By the numbers

Registration by year

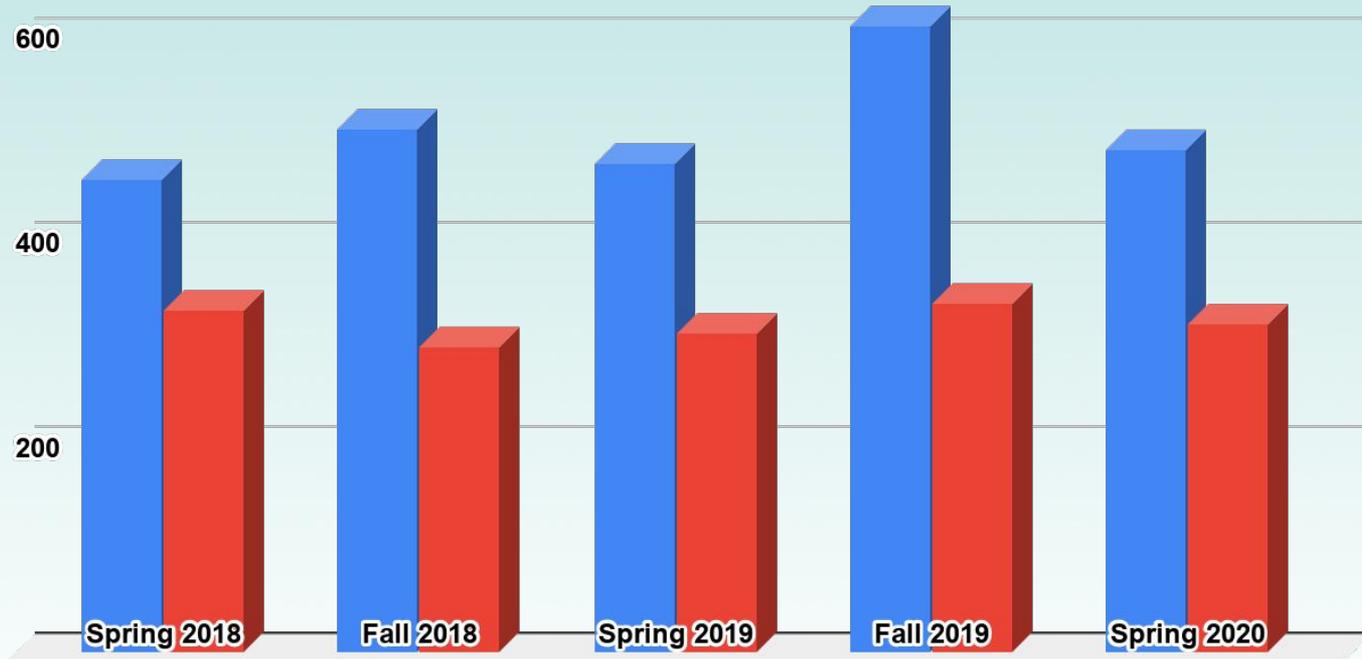
■ Fall ■ Spring



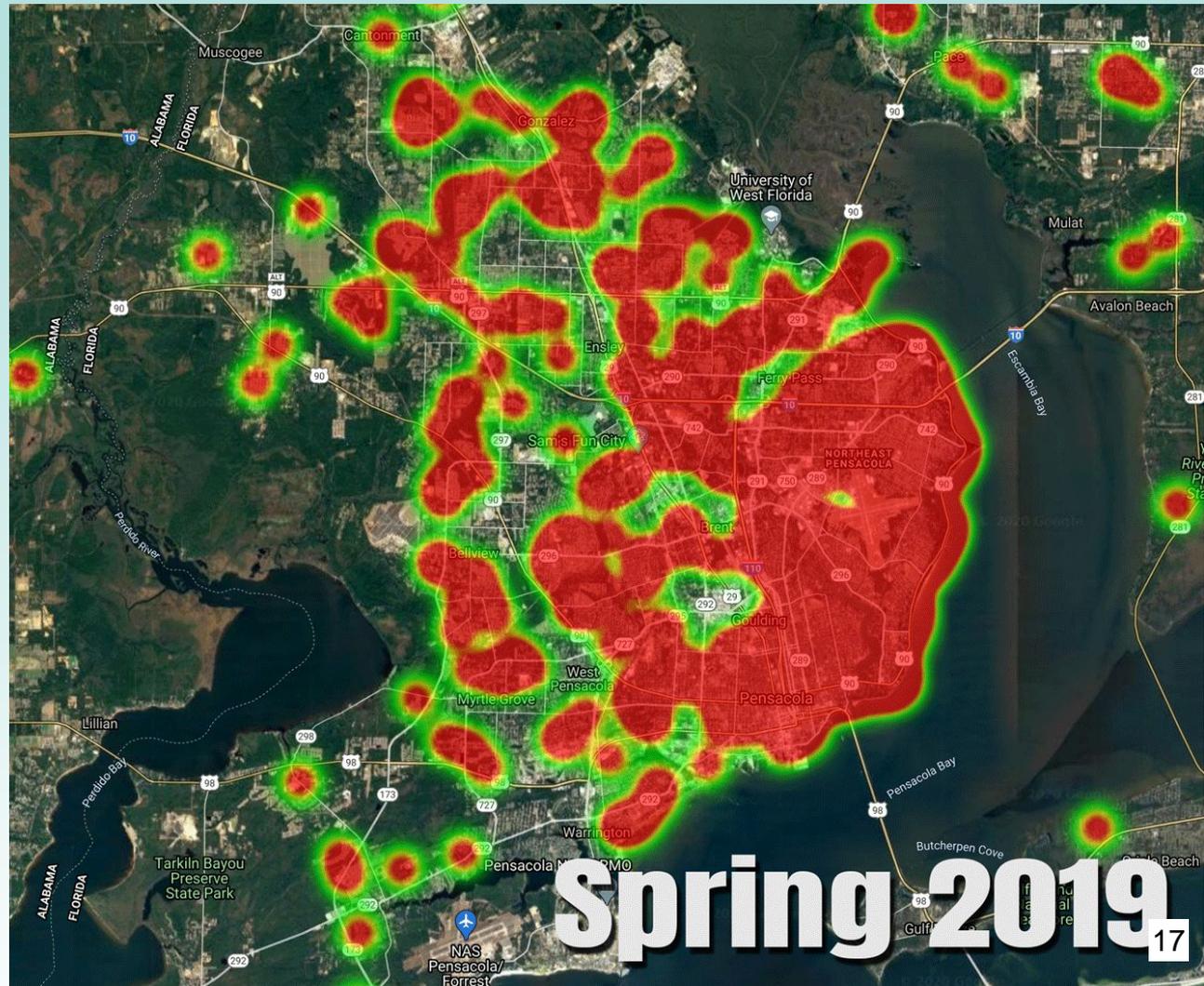
By the numbers

Registration by gender

Boys Girls



- Pensacola Youth Soccer serves all seven Pensacola City Council districts.
- Serves all five Escambia County Commission districts.
- Serves 20 ZIP Codes in Escambia and Santa Rosa counties.
- Approximately one-third of households are west of Interstate 110.



Spring 2019

By the numbers

- Fees: \$80 a season. \$30 for full uniform, a la carte available; uniforms can be worn from one season to the next.

How that compares with other area sports:

- Gulf Coast Texans rec soccer: \$90 U6/\$105 U8 and up.
- Perdido Bay FC rec soccer: \$80/\$75.
- NEP football: \$210 a season (includes jersey, socks).
- Magee Rattlers football: \$200.
- Bill Bond fall baseball: \$150 (includes jersey and hat).

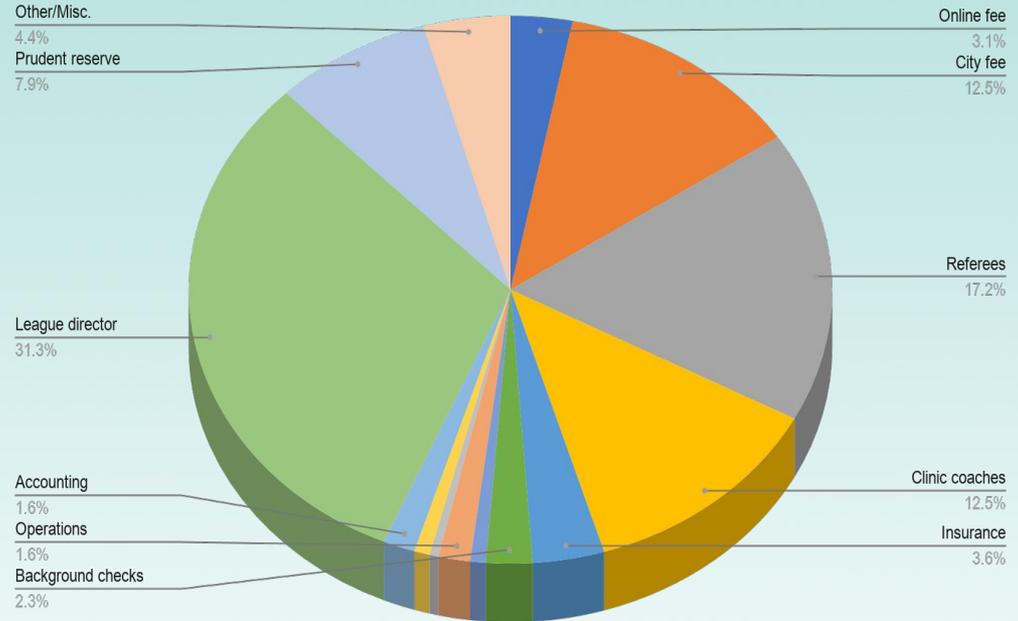


- City volleyball: \$72 in-city/\$83 non-city.
- City basketball: \$72 in-city/\$83 non-city.



Major expenses

- **Online processing:** 2.9% + 30 cents, around \$2,000+ per season.
- **Insurance:** ~\$4,500 a year.
- **Referees:** Approximately \$1,000 a week during a full season — between \$8,000 and \$10,000+ per season.
- **League director:** To be determined upon new hire.
- **Clinic coaches:** Varies, but approximately \$8,000 in Fall 2019.
- **Fee to City of Pensacola:** \$10 per paid player per season. (We paid \$9,080 in Fall 2019.)



Percentages are approximate due to rounding and variations in seasons.

Updates and upgrades

- First electronic registration and payment in Fall 2019.
 - 86% registered and paid online in Fall 2019.
 - 92% registered and paid online in Spring 2020.
- Uniforms can be preordered online; credit cards, contactless payment in person.
- New [website](#) and email list emphasizing communication to the parents and public.
- Marketing outreach via Facebook, Instagram and Google advertising.
- Increased and improved insurance coverage for players, coaches, and league.
- Implemented [parents' code of conduct](#) and [inclement-weather policies](#).
- Revised [background-check policy](#); streamlined process so the organization is not responsible for collecting and maintaining sensitive personally identifiable information.
- Coaches jerseys are now sourced through a local business.



2020 and COVID-19

- Practices started on March 9, 2020. First games scheduled for March 27.
- Practices postponed on March 15, 2020.
- Spring season canceled on April 11.
- \$65 refund issued to those who wanted; or could donate to the league.
- Purchased uniforms will be distributed, or refunded.
- More than 89% of registered for spring have responded.
- **FALL SEASON:** On hold because of Hurricane Sally. Planning for pestilence, frogs, locusts and darkness next.



Future goals

- Bring on a new league director, scheduler and referee assignor.
- Affiliate with a state/national organization (AYSO, U.S. Soccer, etc.).
- Grow beyond core Pensacola locations of Roger Scott/Hitzman Park.
- Increase grant and donation opportunities.
- Investigate off-season camp, clinic, and club/competitive opportunities.
- Begin equipment/uniform donation program (local, or via [Passback](#)).
- Explore sourcing uniforms from a local company.







City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 20-00761

Parks and Recreation Board

11/19/2020

SUBJECT:

Minutes for the Meeting of October 15, 2020



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Meeting Minutes 3 - Draft

Parks and Recreation Board

Thursday, October 15, 2020

8:00 AM

City Council Chambers

Members of the public may attend the meeting in person; however, there will be limited seating capacity. Consistent with CDC guidelines, attendees will be required to sit at least 6 feet apart and to wear face coverings that cover their nose and mouth.

Call To Order

Roll Call

The Board was one member shy of a quorum. The presentations will continue, but anything requiring a vote will wait until either a quorum is present or it will be postponed until the next monthly meeting (November 19, 2020).

- Present** 4 - Chairperson Rand Hicks, David Del Gallo, Alejandra Escobar-Ryan, and Jarah Jacquay
- Absent** 5 - Vice Chair Maranda Sword, Antonio Bruni, Gabriela Garza, Leah Harrison, and Michael Wolf

Approval of Minutes

Due to lack of quorum, approval is postponed until next month.

Chairperson Hicks read the statement to the public regarding the time delay between what is happening in the meeting, and when it is seen on the livestream.

1. Minutes for the Meeting of September 24, 2020

Attachments: [Sept 24, 2020 Minutes Parks and Recreation Board Unapproved Soccer Presentation](#)

This Minutes was Postponed.

Director's Report

Director Cooper brought the following updates:

- Hurricane Sally recovery is progressing. Coordinator Dowdell is working with Superintendent Kimball on a feature for the webpage which shows which parks are open and which are closed. All of them remain closed until they display as open on the website.
- Next month Mark Jackson, the City's Sustainability Coordinator, will be bringing a presentation on the value of trees and their impact on parks to home property values.
- The pre-construction meeting with the contractor for the Hitzman Park project is today. The same contractor that is doing the round-a-bout for Public Works will be the same one doing the improvements for Parks and Recreation.
- There was some minor damage to the Bayview Resource Center. That is being corrected.
- Superintendent Carmody is working on a new round of playground purchases. The oldest ones and those that are possibly unsafe will be replaced first. There is grant funding available for these playgrounds that will be used to help with the cost.
- The Resource centers are open for the most part. The [Bayview] Senior Center is not, although they are doing some outside programming.
- The Hunter Pool design is coming along, hopefully it can be shared in the next month or two.

Director Cooper heard from members Bruni and Harrison, and neither will be joining the meeting this month.

Member Jacquay asked if there is any signage to notify the public whether or not a park is open or closed? Director Cooper mentioned that all of the severely damaged parks along the waterfront have barricades and signage that they are closed. The website will be updated daily. Social media is constantly updated, press releases distributed, etc. letting the public know that the parks are closed.

Staff Reports

3. Marketing Presentation

Coordinator Dowdell brought the following presentation:

- Her responsibility is to be sure everyone is informed and engaged in what is going on in Parks and Recreation as well as coordinating sponsors. The partnerships can be done with either in-kind or cash donations.
- 2020 has brought some challenges, beginning with a lot of events in early March that were not able to be held. Some large events had to be cancelled, and facilities were closed. In September, due to Hurricane Sally, the parks were closed, as well as the centers that had just reopened.
- Part of her responsibilities include working with Kaycee Lagarde, the City's Public Information Officer, making sure that everything aligns with what the City puts out, is legal, and is in the best interest of the citizens.
- In an effort to keep the citizens engaged and informed, Parks and Recreation launched the Virtual Recreation Center. The Center served as the hub. It served as the main source of information for COVID-19 updates, regulations, and press releases. It was noted that parks and recreation was essential to the citizen's well-being.
- The Center also served as a hub for virtual programming. Bayview Senior Center had over 55,000 minutes of programs. The citizens were allowed to view or join via Facebook Live. Other centers and sponsors participated as well. The Virtual Recreation Center was featured in the fall Florida Recreation and Parks Association journal.
- Last year there were 550 followers on Instagram. There has been an 83% increase in followers on Instagram this year. Osceola Golf Course has shown exponential growth since October 2019.
- The presentation was completed with some pictures at different events throughout the year.

Member Escobar-Ryan asked if citizens use social media to get information. Coordinator Dowdell mentioned that there is a standard 48 hour time frame when all questions are answered, although the staff has been more than willing to answer very quickly after the message is received, so the citizens do not have to wait long for an answer.

Member Del Gallo asked Director Cooper about tree replenishment funds that the Mayor allocated to Council members, have the funds been used? There was a plan put in place to handle how the funds would be spent. Four Council members had submitted plans, and Superintendent Kimball was in the process of getting the right trees when Hurricane Sally arrived. Trees were to be planted in early October. Director Cooper, with the aid of Sustainability Coordinator Jackson hopes to establish a plan to reforest and improve the tree canopy that was lost during the storm, hopefully using funds from the Tree Fund.

Member Jacquay has been researching ways of funding municipal tree funding. He mentioned that perhaps some trees could be planted on Right of Ways, technically it is public property, but the citizens would maintain the trees. He also suggested different sources of funding such as FDA, FEMA, and FDEP. Director Cooper suggested sharing some of these ideas with Coordinator Jackson as well as the Environmental Advisory Board. Chair person Hicks also recommended other resources for helping to create a tree replanting program.

Member Escobar-Ryan mentioned that she has been approached by citizens that want to help with Miranda Square. Mr. Miranda was from a historical figure from Venezuela. The group would like to clean it and keep it clean. Director Cooper mentioned that there are a couple of ways the citizens can help, either meet with Coordinator Pipes, or adopt the park through Keep Pensacola Beautiful.

New Business

Capital Improvements Project Update - David Forte

Capital Improvements Project Manager Forte was to bring an update on the SUN Trail project at the September 24 Board meeting, but he was unable to attend. He brought an update of capital improvements that he is in charge of. Although some of the projects are roadway projects, they incorporate bicycle and pedestrian access. Member Jacquay asked about the City's traffic calming policy. Manager Forte mentioned that the policy is currently being revised to benefit all users of roadways. The revised draft allows more roadways that can be subject to traffic calming measures. Funding for the project could come from the State, but any other funding would also help.

4. SUN Trail Update - David Forte

Attachments: [Statewide FDOT SUN Trail Map](#)
[Regional FDOT SUN Trail Map](#)

SUN (Shared Use Nonmotorized) Trail - He brought this presentation to the CNAPP and Bike Pensacola Advocacy Groups. Member Jacquay is a member of both groups, and Chairperson Hicks is the president of CNAPP. The Florida SUN Trail program provides \$25 million per year to provide improvements on their approved network map. In Escambia County, Highway 98 and 90 (not including Scenic Highway) are on the approved map. A request has been submitted to include Scenic Highway to connect the two highways. In order to be added, it will need a letter of support, possibly from the Parks and Recreation Board, but due to lack of quorum, he will request it at another time. There are two requests for Scenic Highway, one for the actual roadway, and one that is detached along the waterfront/railway.

Chairperson Hicks and member Jacquay both agreed that this is a very good project that they would endorse, and encourage citizens to weigh in and get community consensus.

Old Business

5. Board Members and Neighborhood Associations

Chairperson Hicks mentioned that Board members are still attending Neighborhood Association meetings, and the Neighborhood Associations are very happy to have them.

6. Park Visitations

(None)

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 #: 20-00669

Parks and Recreation Board

11/19/2020

SUBJECT:

Sunshine Law Review - Vanessa Moore, Assistant City Attorney

-



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 20-00746

Parks and Recreation Board

11/19/2020

SUBJECT:

Value of Trees in Parks - Mark Jackson, Sustainability Coordinator

-



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 20-00753

Parks and Recreation Board

11/19/2020

ACTION ITEM

SPONSOR: Rand Hicks, Chairperson

SUBJECT:

Dedication Request - Frank Cutrone

RECOMMENDATION:

That the Parks and Recreation Board approve a plaque be dedicated to Frank Cutrone at Mallory Heights #3.

SUMMARY:

Eugenia R. Buchanan submitted the request. Please see the attachment.

STAFF CONTACT:

Brian Cooper, Parks and Recreation Director

ATTACHMENTS:

- 1) Park Amenity Dedication Proposal Form - Frank Cutrone

PARK AMENITY DEDICATION POLICY

All requests will be made and considered through a simple application process.

Purpose:

The purpose of this policy is to establish guidelines for dedicating Park amenities including but not limited to park benches, trees, water fountains and other structures located in the City of Pensacola Parks in honor of an individual or organization. The Neighborhood Services Department offers the following guidelines to dedicate such areas to the memory of an individual or organization by granting the installation of a dedication plaque onsite of such facilities. The nominating person(s) shall be entirely responsible for all costs associated with the dedication. The size, style, text and location of the memorial plaque shall be subject to review and approval of the Neighborhood Services Director and the Parks and Recreation Board.

Nomination Criteria:

Nominations for dedicating amenities in the memory of an individual or organization shall be based on the following criteria:

- In honor of organizations or individuals (living or deceased) who have made a contribution to the City or who have played a leading role in advancing the neighborhood the park is located in.
- In honor of a person, place or event that played a significant role in the history of the City or neighborhood.

The individual or organization for which the dedication is sought shall be deemed to be of good general character and should not be associated with unlawful or unseemly activities.

Application Process:

The process for dedicating a recreational amenity to the memory of an individual shall be:

- Submit Application to the Neighborhood Services Department.
- Applications will be reviewed by the Neighborhood Services Department.
- If the application is rejected based on review, the nominating person designated on the application will be notified in writing.
- Nominations that pass review will be forwarded to the Parks and Recreation Board for review at their next regularly scheduled meeting.
- If approved, the recommendation will be forwarded to the Mayors Office and to City Council for final review and approval or denial.
- The Mayors Office and City Council shall have the authority to override this policy when they deem doing so to be in the best interest of the City.
- The dedication of City amenities shall normally be limited to no more than three per year to maintain the stature of the facility dedication honor.

Amenities Cost:

The cost for dedicating a recreational amenity to the memory of an individual shall be:

- Water Fountain- \$3,500.00 for new (if space is available) or \$700 for existing fountain in the park.
- Picnic Table - \$1,500.00 for new bench (if space is available) or \$500 for existing table in the park.
- Park Bench - \$1,000.00 for new bench (if space is available) or \$300 for existing bench in the park.
- Trees - \$700.00 for new tree or \$200.00 for existing tree in the park.

All new amenities will be required to match what is currently located in the park. Neighborhood Services staff will meet onsite with the nominating party to discuss the location or all amenities.

Amenities Damage:

If dedicated amenities becomes damaged or destroyed, The City of Pensacola Neighborhood Services Department will not replace these amenities if there is not a need for them. Any dedicated tree that is lost will not be replaced.

Park Amenity Dedication PROPOSAL FORM

The installation of any plaque as a dedication to an individual or group at a City facility must be approved. Please fill out the form below. You will be notified of the decision.

Nominating Party

NAME: Eugenia R. Buchanan
(INDIVIDUAL OR REPRESENTATIVE OF GROUP)

ADDRESS: 5412 Flintwood Circle, Pensacola, FL 32504

DAY PHONE: (850) 494-9802 **EVENING PHONE:** (850) 494-9802

E-MAIL: gingerlily2718@gmail.com

PERSON/ORGANIZATION/EVENT BEING HONORED

NAME: Frank Cutrone

PARK DEDICATION WOULD BE LOCATED: Mallory Heights Park #3

DESCRIBE THE SIGNIFICANT CONTRIBUTIONS MADE BY THE HONOREE:

Frank Cutrone served the community faithfully as Treasurer of the Scenic Highway Foundation, Inc., for seventeen years. His dedication to the enhancement and preservation of the Pensacola Scenic Bluffs Highway may be seen up and down the highway corridor. Frank Cutrone leaves a legacy of lasting significance to the entire community.

SIGNATURE Eugenia R. Buchanan **DATE** November 5, 2020

PLEASE FORWARD TO THE NEIGHBORHOOD SERVICES DEPARTMENT:

222 West Main Street
Pensacola, FL 32502
Phone: 850.436.5670
Fax: 850.436.5199



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 20-00757

Parks and Recreation Board

11/19/2020

SUBJECT:

Lions Park Tree Planting Project - Adam Caton