

Parks and Recreation Advisory Committee

Meeting Minutes

Tuesday, May 14th, 2024 – 4:02 PM

City Hall – 5th Floor Room 519

Present: Michael Odum, Patt Sned, Phil Growick, Niels Heimeriks, Perry Douglas	Staff Present: Leah Rockwell, Sherry Wilson, Mary Pinak, Todd Snyder, Tarelle Goldwire, Linda Madigan, Anjali Ganesh
Absent: Jacquelyn Taylor, Matthew Goldberger, Mary Murphy	Guest(s): Dorothy Hazard Linda Grosse

Topic	Discussion / Action / Follow Up
Call to Order	Meeting called to order by <i>Michael Odum</i> at 4:02 p.m.
	Motion made to approve April 9th, 2024 minutes made by <i>Michael Odum</i> with a second by <i>Phil Growick</i> . All in favor.

New Business	— None
Old Business	<p>Bond Projects Update – Includes PPT Presentation</p> <ul style="list-style-type: none"> — <i>Leah Rockwell</i> presented a PPT Presentation showing pictures of the Parks Bond improvements. — <i>Coleman Park –Colman Park Community Center - Leah Rockwell</i> has a meeting on Friday morning with the contractor because the project seems to be at a standstill. There is concern because originally the project was meant to be done by January and it got pushed to March, then June and now we are in mid-May. <i>Leah Rockwell</i> will ask for the new completion date. — <i>Neils Heimeriks</i> asked if the contractor wants to complete the project and what happens if he doesn't want to complete it. <i>Leah Rockwell</i> confirmed the contractor wants to complete the project. <i>Leah Rockwell</i> will find out where the delay is coming from and will address this at the meeting. It is a design build contract which is different from a straight build contract. <i>Leah Rockwell</i> stated the gym looks nice, there is still some fine tuning needed and until that is done, she won't accept the building as it stands. The Project Manager for the contractor has been made aware of this. There are biweekly progress meetings — <i>Currie Park - picture shows existing work done where the playground was removed, Leah Rockwell</i> stated that hedging will be removed next and when we have a contractor on board it'll be a quicker project. — <i>Patt Sned</i> asked what the timeline is. <i>Leah Rockwell</i> stated that the ITB is supposed to go out this month. <i>Leah Rockwell</i> stated that we have received feedback from the State, Florida Commerce– which used to be DEO – Department of Economic Opportunity. We must turn the ITB into them before we send it out, they must approve it and make sure that all the legalese and HUD requirements are all included. It has been sent to them with the prequalified contractors. They stated that they no longer agree with the RFQ process, and we now must open the ITB to everyone. They also want additional documents to be attached to the ITB (Invitation To Bid). <i>Leah Rockwell</i> stated that we are finishing up getting all the legalese into the ITB as it is extensive, and all the federal regulations that goes with HUD. We hope to have it back in Tallahassee for their review again by the end of May. — <i>Patt Sned</i> stated that we're basically starting all over with opening the bid to everybody.

- *Perry Douglas* asked if must accept a low bid. *Leah Rockwell* stated we must accept the lowest bid, but we can disqualify the lowest bid contractor if we have records of low performance. There will be contractors we don't know anything about that can respond but they are going to have to Bond \$30 million.
- George Petty – *Leah Rockwell* stated swings are about to be installed.
- Howard Park - Tennis courts - *Leah Rockwell* stated that the project is moving well. Termites were found in the overhang of the building but it's being taken care of, and everything is moving forward. Once everything is built out, it will be tented, and termites will be removed.
- *Patt Sned* asked for an estimated opening date. *Leah Rockwell* said she hopes the courts will be done by September dependent on the weather.
- Osprey – The new playground is open.
- Phipps Skate Park – The new playground is open- *Leah Rockwell* said we are awaiting safety rails on the ramps, in the process of painting the exterior of the building when the painting is completed the new roof will be installed. Expecting the Skate Park with fencing to be finished in its totality by July for camp.
- Phipps Baseball - The new concession stands, the stand-alone bathrooms and shade structure for the baseball complex are completed.
- Smartsheet Dashboard - *Leah Rockwell* stated that we started out with \$29 million, encumbered \$13.7M, paid out \$9.2 in invoices and have \$15.5M remaining – of that \$15.5M, \$8.2M is Currie Park. Three projects have not started yet but everything else is in progress or has been completed. The ones that are yet to start are the playgrounds at Dreher Pk, the playground at the waterfront and Flagler Trail. Warren Hawkins has had a lot of preliminary work done on what is currently there, the pump room etc. and design options for the pool are being looked at.
- *Perry Douglas* asked how many playgrounds have been put in. *Leah Rockwell* to get the information and follow up. *Todd Synder* estimated seven or more.
- Tennis Center at South Olive - ITB will be on the street early June – *Leah Rockwell* stated we had to get a variance for the parking lot, the lot must have a shorter setback, and has been approved. That approval allows the ITB's to go out for the courts and the parking lot.

Penny Sales Tax

- *Leah Rockwell* stated Colman Park is part Bond & part Sales Tax.
- *Leah Rockwell* stated that Gaines Park is still awaiting the demolition permit.
- *Leah Rockwell* stated that regarding Howard Park, all plans are in for review for the Community Center.

Boys and Girls Club

- *Leah Rockwell* stated that the Leasing Agreement for The Florence DeGeorges Boys and Girls Club with updated terms has passed. DeGeorges is responsible for everything except the green space in the north which we will maintain.
- *Leah Rockwell* stated that the Dreher Agreement went through which included stronger language regarding using minority businesses They must do at a minimum 18% and they also have to offer two job fairs locally. Their contractor must provide a mentorship program to bring in workers to teach trade skills.
- *Patt Sned* asked is it just for WPB Kids. *Leah Rockwell* stated that residents are prioritized and come first if you attend those WPB schools and non-resident kids are who also attend the WPB schools, they would be included if there is availability. *Niels Heimeriks* stated that he doesn't see any issue with that.

<p>Staff Comments / Updates</p>	<ul style="list-style-type: none"> — Comments: — <i>Leah Rockwell</i> stated there is a homeless camp on edge of Dreher Park North on FDOT properties. We have offered to help but as it's not our property we can't force them to leave. <i>Todd Synder</i> made a note to continue to contact FDOT and has been in contact with the Homeless Coalition too. <i>Todd Synder</i> will continue to monitor the situation. — <i>Pat Sned</i> stated there is also a homeless camp on the Dreher Park South, she is concerned it is not safe for the kids. — Community Events: — <i>Mary Pinak</i> spoke about Community Events and started off by saying that they wrapped up the 29th season of Green Market on the 20th of April. There were 125 vendors. Saturday, October 5th will be Green Market's 30th Anniversary. Pop up workshops have commenced - 14 workshops on Saturdays. There are 75 nonprofits vendors who participate. Land Rover is one of the main sponsors who sponsored a Rovers in the Park event. This was a dog rescue day event which was a great success. Land Rover wants to sponsor it again next year and make it bigger and better. Social media coverage reached 245,000 people. There is a 13% increase in cash sponsorship. The PR report stated that there were 2,000 mentions which reached over \$900m people. There is a following of 129 million. Green Market was the best Farmers Market in USA Today for three straight years coming second to Worthington Ohio this year. MasterChef competition was showcased last year and was a great success. Mini Green Market will be out there again starting in May and possibly June depending on vendors. The Jazz Experience is commencing in July and running through August, and September at the Lake Pavilion. Screen on the Green begins on June 14th from 7-9pm. Other events include the 4th on Flagler event coming up in July. <i>Leah Rockwell</i> complimented <i>Mary Pinak</i> and her team for all they have accomplished. — Programming Updates: — <i>Sherry Wilson</i> stated that the Summer Camp staff orientation, and training, are in progress, and we are a couple of weeks away from the camps starting. — <i>Sherry Wilson</i> stated that fall soccer will start on 8/20. Currently basketball season is at South Olive. Registration has started for Fall FOOSA. Summer camps are all full and we have a waiting list. — <i>Leah Rockwell</i> stated that there are spaces available in sports camps and specialty camps. — Dreher Park Bathrooms: — <i>Todd Synder</i> stated that the master contracts are going through the system. He has already picked one vendor he's working with on pricing to install them even though contracts have not been finalized but he wants to be ready to go. The three restrooms have been ordered and we are trying to speed the contract up. — Staffing: — <i>Todd Synder</i> stated that the parks maintenance staff has increased but we need more staff. In 2019 -2023 there were 20 -25 vacancies. We're trending positively now with 10-15 vacancies. We need skilled workers. Looking for grounds team, chemical sprayers, and irrigation techs. — <i>Sherry Wilson</i> spoke on staffing on the recreation side. Full-time positions have been filled. There is a pending position for a bus driver. There are vacancies in our recreation specialist II positions who work at our centers doing programming.
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	<ul style="list-style-type: none"> — <i>Leah Rockwell</i> stated that were some staffing proposals going to City Commission for approval. <i>Leah Rockwell</i> stated that all departments put in for mid-year staffing changes. They must be at zero cost; a new position cannot be added unless a position is deducted or there is a way to add a position within our budget. We eliminated part-time positions to allow for two full time positions which will hopefully go through. One position is for an afterschool supervisor who will oversee all the Health Department requirements for afterschool programs, licenses, coding, medical records etc. and the other position is a supervisor who will oversee the operations of the three new tennis centers at South Olive, Howard, and Gaines. We will continue to have pros at the centers, but the supervisor will oversee the day-to-day operations.
<p>Board Comments</p>	<ul style="list-style-type: none"> — Dreher Pk Water and EPA Grant — <i>Pat Sneed</i> asked about Dreher Park water and the EPA Grant. <i>Leah Rockwell</i> stated that The Cox Science Center has hired an individual to help them submit an EPA grant for \$15M. She met with him about the grant to see what they want to do with that funding. To get the grant, they must have partners involved. She explained it is a regional park and City property, The City should be the partner. Anything that is being done on that land has to be with City Commission approval. It was suggested that perhaps the playground could be part of the EPA Grant, Leah doesn't see how when she read through the EPA grant. The Cox Science Center met the minimum qualifications to move forward with the submittal for the EPA Grant. Only a 501c-3 may submit. — <i>Niels Heimeriks</i> stated that The City needs to be a part of the partnership for the EPA grant and doesn't see how it wouldn't be. <i>Leah Rockwell</i> stated that she has said to them that if the grant is given it needs to be about the Parks storm water infrastructure and the connectivity of the water. <i>Leah Rockwell</i> emphasized that the Public Utilities Director needs to be brought in and impressed upon him to have a conversation with Victor. <i>Leah Rockwell</i> stated that if they want The City to partner with them and agree to the improvements, then this needs to be part of the grant. They want to make the STEM center more of a Community Center still with the offering of STEM programming. — <i>Patt Sneed</i> stated we need to impress upon them that this is a city Park, not a science museum park, it is a city green space. Everyone needs to be at the table in making decisions, they can't make decisions on their own, there is a process they must follow. Their lease line is very clear that they can't do just anything. <i>Leah Rockwell</i> stated she brought up PRAC and for any changes the PRAC Board must be considered for input as PRAC Board members are the advisory group to the City Commission. The Cox Center did say they would use some of the grant to reconfigure the roadway, which is great as the city cannot afford to make those improvements at this time. — <i>Niels Heimeriks</i> stated that the plan should work for everyone not just The Cox Science Center. Especially the life safety issues with the drainage system. — Cemetery — <i>Michael Odum</i> asked about the previous discussion regarding the cemetery. <i>Leah Rockwell</i> stated that there was a Parks and Cemetery foundation which was active for a short space of time which Phil Growick was involved in.
<p>Public Comment</p>	<ul style="list-style-type: none"> - <i>Linda Goose</i> introduced herself. She resides in the Northwood Area. She was involved as a vendor in the Green Market. She asked about Currie Park as she wanted to share with her neighbors why it's taking so long and was not in attendance when it

	<p>was discussed. <i>Leah Rockwell</i> stated it's because we are working with the State of Florida who gave us the \$16.7M grant and because it's connected to HUD, they have very stringent demands which is causing the delay. <i>Leah Rockwell</i> responded that she estimates the timeline will only be delayed by a month or so.</p> <ul style="list-style-type: none"> - <i>Dorothy Hazard</i> of The Storm of 1928 Coalition came to discuss the 25th Street Project. The City of West Palm Beach, Department of Transport and the city engineers are working on a project which goes from Australian Avenue to Broadway which will change the road from a four lane to a three lane. A bike path will be added on the northside of 25th street and a sidewalk on southside of 25th street. There is a mass grave that goes out underneath the street, and she is very concerned about this project. She understands that the Department of Transportation is also thinking of putting a railroad connection to the Brightline. The Storm of 1928 coalition have requested a meeting with the Department of Transportation to discuss further and she is awaiting a date and time. This meeting will allow the community to discuss whether it is something that should be there with the Department of Transport. <i>Dorothy Hazard</i> was looking for a place to hold the meeting and <i>Leah Rockwell</i> stated the Pleasant City Community Center is open and could possibly host it if she needs a place. <i>Dorothy Hazard</i> extended an invitation to the meeting when it happens. <i>Leah Rockwell</i> thanked <i>Dorothy Hazard</i> and her husband for all their work regarding the burial site as it has huge historical importance. <i>Dorothy Hazard</i> stated she is currently working with <i>Todd Synder</i> on the mass grave memorial lettering. <i>Dorothy Hazard</i> also stated that they will be having a ribbon cutting ceremony for when the memorial is there, and all are invited. - <i>Leah Rockwell</i> introduced Linda Madigan as the new Senior Administration Assistant to the PRAC Board. - <i>Leah Rockwell</i> introduced Anjali Ganesh as the Administration Assistant II to the PRAC Board.
Next Meeting	Tuesday, May 14, 2024, at 4:00 p.m. in the 2 nd Floor Open Planning Area, City Hall.
Meeting Adjourned	<i>Michael Odum</i> made a motion to adjourn at 5:19pm. Second by <i>Patt Sned</i> . All in favor. Meeting adjourned at 5:29 p.m.