



City of North Port

4970 CITY HALL BLVD
NORTH PORT, FL 34286

Meeting Minutes - Final Parks & Recreation Advisory Board

Thursday, September 19, 2019

6:30 PM

CITY HALL ROOM 302

1. Call to Order

Chair Short called the meeting to order at 6:30 p.m.

2. Roll Call

Macy Thull arrived at 6:35 p.m. and Gail Stevens arrived at 6:39 p.m.

Present 7 - Chair Robin Short, Vice Chair Maureen Coble, Board Member James Scheidel, Board Member Gail Stevens, Board Member Cheryl Williamson, Board Member Grayce Oney, and Board Member Macy Thull

Also Present:

Parks & Grounds Manager Jeff Nelson, Sarasota County Liaison Ed Exner, and Recording Secretary Susan Hale.

3. The Pledge of Allegiance was led by the Board.

4. Public Comment

There was no public comment.

5. Approval of Minutes

A. [19-0945](#) Minutes for the August 15, 2019 Regular meeting

A motion was made by Board Member Williamson, seconded by Board Member Coble, to approve the August 15, 2019 Regular Meeting Minutes as presented. The motion carried unanimously on a voice vote.

6. Updates

A. [19-0158](#) Ed Exner: Sarasota County Athletics Updates

Mr. Exner provided the following updates, including playing field maintenance and usage at Atwater Park, George Mullen football leagues, Butler Park drainage and maintenance, North Port Huskies football season, Dallas White Park usage and maintenance, Narramore Park soccer complex usage and maintenance, resolution of the lighting issues at the softball field, replacing mats, and repairing privacy fence.

Discussion followed regarding unsafe food truck road blockage and propane placement during Pop Warner games, and Mr. Exner investigating the issues.

B. [19-0159](#) Tricia Wisner: City of North Port Parks & Recreation Program and Activity Recap

Mr. Nelson provided a recap including North Port Grandparents Day, Mom and Son Night, Trick or Treat event, Warm Mineral Springs National Registry of Historic Places designation, North Port Florida Festivals & Events Association 2019 awards, North Port YMCA pool, documenting City park amenities, Parks & Recreation Facebook page, Blueridge parking lot improvements, pressure-washing all City park signage, and Butler playground Request for Proposal (RFP) awarded and awaiting final approval.

C. [19-0161](#) Tricia Wisner: Parks & Recreation Capital Projects

Mr. Nelson provided an update including camera pole installation at Boundless Playground along with American Disability Act (ADA) trail plans, disc golf project, Environmental Park improvements including new kiosk, aquatic center punch list update, Warm Mineral Springs Master Plan Phase I, and aquatic center's operating schedule modifications.

D. [19-0162](#) Tricia Wisner: Parks & Recreation Items Scheduled at City Commission Meetings

Mr. Nelson reported on Butler Park playground scheduled for Commission review, Warm Mineral Springs Master Plan Phase II and Joint Meeting with Sarasota County, and a public/private partnership at Dallas White Park requiring additional Commission discussion.

E. [19-0163](#) Tricia Wisner: Upcoming Parks & Recreation Volunteer Opportunities

Mr. Nelson announced volunteer needs for Halloween Tea Time and Pumpkin Plunge.

7. New Business

A. [19-0905](#) Discussion Regarding the Parks and Recreation Advisory Board Goals and Objectives

Discussion ensued regarding general priority items.

A motion was made by Board Member Coble, seconded by Board Member Williamson, to table the Item until next month with a request that staff email current goals to Board Members for review. The motion carried unanimously on a voice vote.

B. [19-0943](#) Review ADA transition plan findings and needs assessment

Mr. Nelson spoke to public noticing goals and objectives on the next agenda and attaching related backup, and \$34,000 for ADA improvements for Butler Park.

A brief discussion ensued regarding ADA door handle placement and grab bars.

C. [19-0944](#) Review of proposed FY20 Park Maintenance Budget

There were no questions or comments regarding this item.

D. [19-0942](#) Review proposed letter to the City Commission for improvements to the Canine Club

Discussion ensued regarding clarifying the memo's first bullet point, prioritizing Canine Park's maintenance issues, coming to consensus regarding letter content to City Manager, athletic fields maintenance schedule by Sarasota County vs. Dog Park maintenance schedule by City, problem areas at the Canine Park, re-sodding options, maintenance issues vs. projects, forwarding project requests to the Commission next budget cycle, Parks and Recreation performing minor maintenance improvements, what can and cannot be financially recommended, and capital improvement needs.

A motion was made by Board Member Coble to request staff to bring back a monthly summary of highlights of the facility maintenance accomplishments for Board knowledge.

After it was noted that the Board's Liaison already provides those updates, the motion was withdrawn.

8. Future Agenda Items

Chair Short reported attending the Sarasota County Parks Advisory and Recreation Council meeting and provided a review of issues discussed.

Items for next month's agenda included Board goals and objectives, updates from Parks and Recreation Department major events, and Canine Club discussion under goals and objectives.

9. Public Comment

There was no public comment.

10. Adjournment

Chair Short adjourned the meeting at 7:42 p.m.

Robin Short
Chair

Minutes were approved on the ___ day of _____, 2019.