



AGENDA

**PARKS AND RECREATION MASTER PLAN
COMMUNITY ADVISORY COMMITTEE @ 6:00 PM
City Hall Council Chamber
120 East Main Street – Apopka, Florida 32703
June 15, 2015**

- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of Minutes
 - [1.](#) Approve the Minutes of the May 18, 2015 Parks and Recreation Master Plan Community Advisory Committee meeting.
- IV. New Business
 - 1. Review and Adopt Mission & vision Statements.
 - [2.](#) Draft vision and mission statement
 - 3. Discussion of Recommendations for existing Neighborhood Parks.
- V. Old Business
- VI. Public Participation
- VII. Next Meeting Date & Time
- VIII. Adjournment

All interested parties may appear and be heard with respect to this agenda. Please be advised that, under state law, if you decide to appeal any decision made by the City Council with respect to any matter considered at this meeting or hearing, you will need a record of the

proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which record includes a testimony and evidence upon which the appeal is to be based. The City of Apopka does not provide a verbatim record.

In accordance with the American with Disabilities Act (ADA), persons with disabilities needing a special accommodation to participate in any of these proceedings should contact the City Clerk's Office at 120 East Main Street, Apopka, FL 32703, telephone (407) 703-1704, no less than 48 hours prior to the proceeding.

Backup material for agenda item:

1. Approve the Minutes of the May 18, 2015 Parks and Recreation Master Plan Community Advisory Committee meeting.

CITY OF APOPKA

Minutes of the Parks and Recreation Master Plan Community Advisory Committee meeting held on May 18, 2015, at 6:00 p.m., in the City of Apopka Council Chambers.

PRESENT: Captain Jerome Miller, Chair
Christine Bornstein
Anita Boyd
Matthew Hutchinson
Tenita Reid
Bryan Richey
Eli Rivera
Bill Spiegel
Danyiel Hunter-Yarbrough
Larry Zwieg

ABSENT: Justin Gomez

STAFF PRESENT: Lorena Potter, Interim Recreation Operations & Maintenance Manager
Kyle Wilkes, Planner II
Dr. Skakenya Harris-Jackson
Linda Goff, City Clerk

CALL TO ORDER: Chair Miller called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE: Chair Miller led in the Pledge of Allegiance.

CHAIRMAN'S WELCOME & INTRODUCTION: Chair Miller welcomed everyone to the first meeting of the Parks and Recreation Advisory Committee meeting. He introduced himself and advised he has worked for the Apopka Police Department 19 years and has been involved in athletics since his youth and with his two sons who are very active in athletics. He said each member has either been appointed by the Mayor or a Commissioner. He stated he was sure they would come up with a good product to present to City Council. He affirmed their end goal date is the first Council meeting in September. Therefore, the committee will need to have everything completed by August. He declared the City of Apopka's Recreation serves thousands of children and adults annually. However, it is time to do a comprehensive look at what we currently have and where we want to go in the future and with this committee they can have public discussions on how to take Parks and Recreation of Apopka in to the future. As a beginning point, they may want potential facilities such as a community pool, recreation center, passive parks, and other special use parks designed by Apopka residents. He stated this can complement the Community-Wide Visioning process. He said Apopka is the second largest municipality in Orange County and will be facing growth with the recreation opportunity to serve a very diverse population.

PURPOSE OF THE COMMITTEE & MASTER PLAN INTRODUCTION: Kyle Wilkes, Planner II, gave a Power Point presentation on What is a Master Plan. He explained a master plan is a long term document which establishes community goals and a vision for the future. He reviewed the Master Plan Process where the first step would be to inventory and assess existing facilities. The second step would be to meet future levels of services based on our future growth and to set community goals. Following that, the third step would be to coordinate with the Visioning Study and Transportation Master Plan, have public input, and determine funding. Step four is to prioritize and determine financial feasibility. Finally, step five is the implementation. The Power Point presentation will be filed with the minutes.

COMMITTEE MEMBER INTRODUCTIONS:

The committee members introduced themselves and expressed what their individual interests for the community would be.

OVERVIEW OF SUNSHINE LAWS: Linda Goff, City Clerk, provided an overview of the Sunshine Law explaining that any discussions among committee members with regards to matters that may be before the committee must be held in the open at a meeting. There are three basic requirements within the scope of the Sunshine Law, 1) Meetings of public boards or commissions must be open to the public; 2) Reasonable notice of such meetings must be given; and 3) Minutes of the meetings must be taken, promptly recorded and open to public inspection.

MISSION/VISION STATEMENT: Lorena Potter, Interim Recreation Operations & Maintenance Manager, explained as part of the process for the committee in helping to form the Recreation Master Plan, they will be required to go over the mission statement of the Recreation Department. She provided a handout to the members regarding developing a mission statement. She declared the mission statement helps the organization define itself, defines the purpose, and it should be simple and concise. She reviewed the current mission statement for the Recreation Department and said this has been the mission statement since the year 2000. The master plan they will be working on is from 2015 to 2035. She asked they look at the mission statement and determine if it depicts what we want to portray as the City of Apopka's Parks and Recreation Department. In addition to the mission statement, the Comprehensive Master Plan has a vision statement. She explained the vision statement will guide the master plan process. We currently do not have a vision statement and the committee will draft the vision statement which will be what they vision for the future of the Parks and Recreation Department.

NEXT MEETING DATE & TIME: Discussion was held regarding the next meeting date and time and it was the consensus of the committee to hold the next meeting on June 15, 2015 at 6:00 p.m.

Public Participation: Chair Miller opened the meeting to public participation.

Hal Mulligan spoke with regards to the City putting in a Pickle Ball Court. He provided information he had printed out on Pickle Ball to Chair Miller. He said this is a sport for all ages that does not take long to learn.

Bobby Reid said he heard staff talk about parks and recreation and inquired if the map showed all the property the city has to which Ms. Potter responded it did not.

ADJOURNMENT: There being no further business, the meeting adjourned at 7:15 p.m.

ATTEST:

Jerome Miller, Chair

Linda F. Goff, CMC, City Clerk

Backup material for agenda item:

2. Draft vision and mission statement

The City of Apopka Recreation Department's Mission is:

To provide a variety of safe, wholesome, innovative, and environmentally diverse recreation programs, activities and facilities that will enrich the quality of life for visitors and citizens of Apopka, through quality leadership, fiscal stability, and responsible planning.

Vision Statement

Our vision is to provide recreational facilities and programs that are inclusive, affordable, diverse, and nurture a healthy lifestyle.

- We will celebrate and build upon the city's history and natural assets as a leader in recreation and outdoor activities.
- We will offer services that enhance quality of life.
- We will promote the equitable distribution of resources.