



HOME OF PELICAN ISLAND

1225 MAIN STREET, SEBASTIAN, FLORIDA 32958
TELEPHONE (772) 228-7052 FAX (772) 228-7077

AGENDA
CITY OF SEBASTIAN
PARKS & RECREATION ADVISORY COMMITTEE
MONDAY, SEPTEMBER 21ST, 2020
6:00 PM

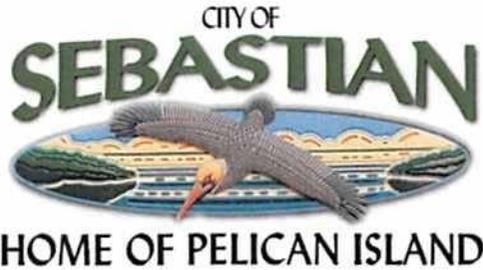
- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) MEETING CHAIR MAKE ANNOUNCEMENTS
- 5) AGENDA MODIFICATIONS
Modifications and additions require unanimous vote of members. Deletions do not apply.
- 6) APPROVAL OF MINUTES:
Meeting Minutes from July 27th, 2020
- 7) UNFINISHED BUSINESS:
- 8) PUBLIC INPUT
- 9) NEW BUSINESS:
Item A: Proposed Athletic Rental, Pickleball and Tennis Fees

Item B: Committee Member Discussion on Adopt-A-Park
- 10) STAFF MATTERS
Item A: Current Project(s) Update
- 11) BOARD OR COMMITTEE MEMBER MATTERS
- 12) ITEMS FOR THE NEXT AGENDA AND DATE: **October 12th, 2020 due to Early Voting**
- 13) ADJOURN

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING (OR HEARING) WILL NEED A RECORD OF THE PROCEEDINGS AND MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE HEARD. (286.0105 F.S.)

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), ANYONE WHO NEEDS A SPECIAL ACCOMMODATION FOR THIS MEETING SHOULD CONTACT THE CITY'S ADA COORDINATOR AT 589-5330 AT LEAST 48 HOURS IN ADVANCE OF THIS MEETING.

HOWEVER, THE PUBLIC IS ADVISED TO CHECK THE CITY WEBSITE FOR UP-TO-DATE INFORMATION ON ANY CHANGES TO THE MANNER IN WHICH THE MEETING WILL BE HELD AND THE LOCATION.



**PARKS & RECREATION ADVISORY COMMITTEE
AGENDA TRANSMITTAL FORM**

Board Meeting Date: September 21st, 2020

Agenda Item Title: Meeting Minutes from July 27th, 2020

Recommendation: Approval of Meeting Minutes from the July 27th, 2020 meeting

Background:

If Agenda Item Requires Expenditure of Funds:

Total Cost: N/A

Attachments:

Parks & Recreation Advisory Committee Minutes of Regular Meeting on July 27th, 2020

**PARKS AND RECREATION ADVISORY COMMITTEE
MINUTES OF REGULAR MEETING
JULY 27, 2020**

1. Call to Order -- Chairperson Webster called the meeting to order at 6:00 p.m.
2. Pledge of Allegiance was recited by all.

3. Roll Call

Present

Mr. Agudelo	Mr. Renzi
Ms. Webster	Mr. Danise (a)
Ms. White (via Zoom)	Mr. Mauro (a)

Not Present

Mr. Sims -- Absent

Also Present

Mr. Brian Benton, Leisure Services Director
Ms. Kim Haigler, Environmental Technician
Ms. Lisa Frazier, Community Development Director
Ms. Janet Graham, Technical Writer (via Zoom)
Ms. Barbara Brooke-Reese, MIS Manager

4. Meeting Chair Makes Announcements -- None
5. Agenda Modifications -- None
6. Approval of Minutes

Ms. Webster called for a Motion to approve the Minutes as presented. A motion to approve the Minutes as presented was made by Mr. Danise, seconded by Mr. Agudelo, and passed unanimously via voice vote.

7. Unfinished Business -- None

8. Public Input

Ms. Ruth Callaghan, Sebastian, stated she is attending this meeting via Zoom in support of the Parks and Properties Integrated Pest Management (IPM) Plan. She has served on the Sub-Committee to help draft the Plan, and she is a member of the Natural Resources Board for the City of Sebastian. Ms. Callaghan stated that Ms. Haigler and Mr. Benton have done a great job in the preparation of this Plan.

9. New Business

A. Proposed 2040 Comprehensive Plan Element

Mr. Benton stated that this portion of the Plan will deal with the Parks and Recreation Open Space element. He introduced Ms. Lisa Frazier, Community Development Director, and Ms. Kim Haigler, Environmental Technician for the Community Development Department.

Ms. Frazier stated she will be presenting the Parks and Recreation Open Space Element. She made a PowerPoint presentation (SEE ATTACHED). She reviewed that the Comprehensive Plan is the blueprint that the City follows as it moves forward into 2040. She pointed out that several of the maps at the back of the Plan were created by the Treasure Coast Regional Planning Council back in 2018. That entity was responsible for the City creating the Parks and Recreation Open Space Master Plan that is on the City's website today. The Community Development staff and the Parks and Recreation staff have worked very closely in developing the applicable goals, objectives and policies that really address where this community is at today and where it could be headed in the future. Both staffs worked closely in updating the facilities and parks tables that are contained in the Plan. She called particular attention to the fact that 7% of the City's properties are dedicated to parks and open space.

Ms. Frazier described that the demand methodology is important and described how that data are arrived at. The level of service standard is set by the Statewide Comprehensive Outdoor Recreation Plan, which utilizes the population estimates and projections required for recreation and open space per population. She further reviewed that for future park area demand, the City has adopted a level of service of two acres per 1,000 population for neighborhood parks and two acres per 1,000 population for community parks.

Ms. Frazier then called for input from the Committee and commented that, if anyone on the Committee or anyone from the public has any suggestions or comments between now and when the Plan is presented to City Council for their approval in October, to please relay that information to Mr. Benton or Ms. Frazier, and they will review that information and incorporate it into the Plan if applicable. Extended discussion was had among Committee members.

Mr. Danise commented that some of the vacant properties in the City could be "traded" so that those properties could be developed. Mr. Benton stated that if properties are "traded," it may cause an overgrowth in some areas, creating a shortage of green space

in those areas. Ms. Frazier also commented that a lot of the vacant areas in the City are set aside for stormwater use. Ms. White suggested reviewing what is before the Committee tonight in the Plan, and at future meetings looking at changing the designation of vacant land.

After a question by Ms. White regarding the abbreviations used in the document, Ms. Frazier stated that the consultants will be adding a list of acronyms and what they mean at the front this document. Extended comments and questions were discussed by the Committee members regarding future land use which Ms. Frazier and Mr. Benton addressed.

i. Public Input

Dr. Graham Cox, Sebastian, stated he has several comments, and he will email them to Ms. Frazier. He particularly addressed that the Pelican Island Audubon Society is looking at a new way of addressing outreach and education in the schools. He also addressed the subject of having bird-watching opportunities on the golf course. He will include this information in his email to Ms. Frazier.

There being no further discussion, Ms. Webster called for a motion. A motion recommending that the Parks, Recreation, and Open Space Element of the Comprehensive Plan be brought before the Planning and Zoning Commission for their review was made by Mr. Renzi, seconded by Mr. Agudelo, and passed unanimously via voice vote.

B. Parks and Properties Integrated Pest Management Plan

Mr. Benton reviewed that in November 2019 City Council initiated a moratorium for no spraying within the City Parks. The direction was then given to have public input sessions on integrated pest management. From that was developed the Parks and Properties Integrated Pest Management Sub-Committee. He introduced Ms. Haigler, who is the Environmental Technician for the City. She has played an integral role throughout this process. Mr. Benton stated it was Ms. Haigler's hard work that put together this Plan that is being presented to the Committee this evening.

Ms. Haigler introduced herself and described her position with the City of Sebastian.

Ms. Haigler made a PowerPoint presentation describing how the Integrated Pest Management (IPM) Plan was developed (SEE ATTACHED). She described the IPM Plan as a collaborative product of the hard work, in-depth discussions, thoughtful review, and

peer-reviewed scientific research conducted over five months by the charter members of the IPM Sub-Committee, which includes Mr. Benton and Ms. Haigler from the City staff, four members of the Natural Resources Board, and four local scientific consultants who are professionals in this area.

Ms. Haigler reviewed the activities of the Sub-Committee since its inception. Public input was solicited and welcomed throughout this process. She described that over the past five months the Sub-Committee has provided public notices, agendas, and official Minutes for each of its 13 meetings in accordance with Florida Sunshine Laws. Additionally, IPM Sub-Committee updates were provided to the Natural Resources Board, the Parks and Recreation Committee, and City Council, each of which invited public questions and input.

Ms. Haigler described the goals of the IPM Plan. The IPM Plan establishes policy once City Council approves the Plan and the accompanying Resolution.. The program will be coordinated and implemented by the Leisure Services Director and the IPM Coordinator, and all pest management activities will be recorded through the use of data sheets. The applicable City staff will participate in regular training courses, and there will always be at least two certified applicators on staff. Outreach efforts will educate the public about the City's IPM program and IPM practices to reduce their own use of pesticides. Applicable contractors with the City will receive a copy of the Plan and will sign a contract agreeing to implement all IPM policies, procedures, and data recording. Ms. Haigler went through the entire PowerPoint presentation and explained what is contained therein.

Mr. Benton emphasized how much work Ms. Haigler did on this project and thanked her for her hard work. He then opened up the meeting for discussion among the Committee members.

After extensive comments and questions among the Committee members and staff which Ms. Haigler and Mr. Benton addressed, Ms. Webster called for public input.

i. Public Input

Dr. Graham Cox, Sebastian, complimented staff on the document. He encouraged members of the public to educate themselves on the Plan and to speak up if they have input on the Plan.

Mr. Benton emphasized that this is a working document. If it is approved, it will be reviewed at certain intervals going forward. That presents the opportunity to learn about new products that are coming on the market within the pesticide industry, and if

necessary, staff can reach out to the Sub-Committee to schedule a meeting for review of those products.

Ms. Webster called for a motion. A motion recommending that the Integrated Pest Management Plan be presented to the Natural Resources Board for approval before being presented to City Council at its meeting on August 27th was made by Ms. Webster, seconded by Mr. Danise, and approved unanimously via voice vote.

10. Staff Matters

A. Current Project(s) Update

Mr. Benton updated the current projects as follows:

- **Friendship Park Tennis Courts** -- Work was begun last week at the courts. The project was just finished today. The tennis courts are scheduled to be reopened this coming Friday. There has been discussion among staff, and once the courts are reopened the City may begin charging fees once again. He stated that within the next two months he will be presenting the new fee schedule for all of the City's facilities. That information will be posted on the City's website as well. Mr. Danise suggested that not-for-profit organizations be given consideration in establishing fees. Mr. Benton explained that the fee schedule that is proposed will come before this Committee before it goes to City Council. He stated the City is not looking to charge the little leagues or any other groups that the City has agreements with for use of the facilities. This fee schedule will be for outside organizations who come.
- **Baseball and Softball Field Projects** -- The work on replacement of the fencing on fields 1 and 2 was started today. It is estimated to be a 2-1/2- week project.
- **Dugout Replacements** -- The work on two out of the four fields began today. The third and fourth fields will be done later this year. Work to start rebuilding these dugouts should begin by the end of this week.
- **Batting Cage** -- There was a purchase order approved for a batting cage system today. He stated that after looking at it, he thinks there is a better system that can be used, and he is going to get quotes for a different system. The new system will have poles just on the ends, and it will be a cable system across the top for the netting as opposed to having poles throughout the cage, which could present a hazard from balls bouncing off the poles.

- **Pickleball Lighting** -- The contractor continues to run into delays with the poles, mostly due to the COVID-19 situation. Mr. Benton spoke with the contractor, and he was told that, as soon as the contractor receives the poles, they will be out to install them.
- **The Yacht Club Dock Construction** -- The dock construction is near completion and should be finalized within the next week.
- **Park Signage** -- The design was approved by City Council last week, and staff is moving forward with the contractor to obtain permitting and developing a finalized schedule for installation of the signage this year.
- **Riverview Park Sidewalk** -- This project began today. It should take approximately three weeks to complete this project. He stated that the majority of the sidewalks within the Park will now be eight feet wide.
- **Website** -- Staff reviewed the new website and did updating of the pictures and other information. He invited comments/recommendations from the Committee on any of the information on the new website.
- **Football Field Bleachers** -- The new bleachers have been delivered. It was suggested by the IPM Sub-Committee to install a concrete base or millings base under the bleachers so chemicals would not need to be sprayed there to take care of the weeds. Millings were installed under the bleachers on the north side of the field. There will be two additional sets of bleachers installed on the opposite side of the field in time for football season.
- **Garden Club Park** -- Ms. Haigler stated the Audubon Society has graciously donated some native plants. An area was cleared, a new border was installed, and a selection of native plants were installed supplemented with wildflower seeds. Eventually when the seeds get established, a path will be set and a bench installed. It will be the first demonstration garden for the City.
- **Freedom Festival** -- Mr. Benton stated that the event was postponed to September 5th. At the last City Council meeting there was discussion about it. The City plans to move forward with the fireworks display. That is the only portion of the event that will take place. There will be no parade or event in the Park. At this Committee's next meeting in August, he will have an update.

Mr. Benton invited questions/comments from the Committee members. Ms. White inquired about the sidewalks at the railroad crossings. Mr. Benton stated he has not heard anything on that subject. He stated in speaking with the City Manager he was told that it was part of the discussion with the railroad people, and the railroad has agreed to install sidewalks at three of the crossings in the City. As soon as he has an update, he will inform the Committee. He stated it has been discussed that the MIS Department could possibly broadcast the fireworks, but that has not been decided yet.

11. Board or Committee Member Matters

Ms. Webster complimented the staff on the Integrated Pest Management Plan. She also inquired about Halloween and if there is possibly a way to have an event and also social distance. Mr. Benton stated that staff will have to discuss what could potentially take place for that event. It all depends on what is happening with the coronavirus.

Ms. Webster brought up the Field of Dreams Park in Palm Bay and what a nice park it is. She wondered if it would be possible to bring something like that into Sebastian. Mr. Benton stated he has not heard anything from anyone about this. He said he would look into it.

12. Items for the Next Agenda and Date: August 24, 2020

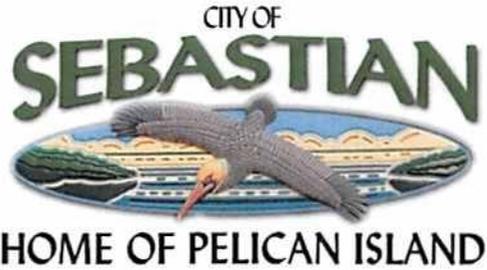
13. Adjourn

There being no further business, Ms. Webster adjourned the meeting at 7:46 p.m.

By: _____

Joann Webster, Chairperson
Parks and Recreation Committee

Date: _____



**PARKS & RECREATION ADVISORY COMMITTEE
AGENDA TRANSMITTAL FORM**

Board Meeting Date: September 21st, 2020

Agenda Item Title: Proposed Athletic Facility Rental, Pickleball and Tennis Fees

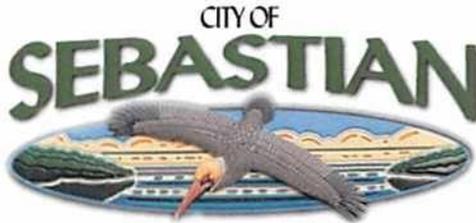
Recommendation: Committee discussion with staff on the proposed fee schedule that is presented and make a recommendation that will go to City Council for approval in a Resolution.

If Agenda Item Requires Expenditure of Funds:

Total Cost: N/A

Attachments:

Proposed Leisure Services Department Athletic Facility Rental, Pickleball and Tennis Fees



HOME OF PELICAN ISLAND

1225 MAIN STREET SEBASTIAN, FLORIDA 32958
TELEPHONE (772) 388-8203 FAX (772) 388-8248

PROPOSED LEISURE SERVICES DEPARTMENT FEES

Athletic Facility Rental Fee Recommendations (All fees, tax additional)

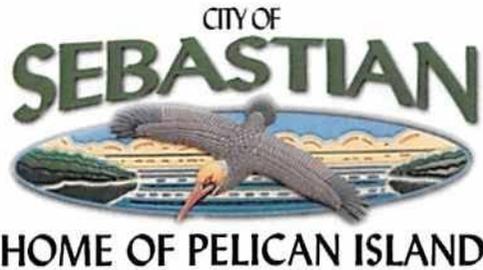
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|---|--|
| - Individual Athletic Field Rental Fees
(These are fees for groups and/or
Tournaments w/o City Use agreement. | \$175 (10 Hours)
\$75 (3 Hours)
\$20 (per Hr. over 10 Hrs.) |
| - Field Lighting | \$25 per Hour per Field |
| - Softball/Baseball Field Maintenance

(Groom Field, City does not chalk infields) | \$35 per Hour per Staff
Member (2 hr. minimum) |
| - Multi-Purpose Field Maintenance
(Layout field, Striping, Paint) | \$100 per Field |
| - Pickleball Complex Rental Fees | \$25 per Hour per Court for
Individuals and Lessons
Or
\$10 per participant in
Lessons |
| • Tournament rentals will be based on the number of
participants and the length of tournament. | |
| - Pickleball Court Light Token Fees
(Each token is 1 hr and 15 mins.) | \$5 for 1 token
Or
\$20 for 5 tokens |
| - City of Sebastian Police | \$40 per Hour per Officer |

Friendship Clay Tennis Court Current & Proposed Fees (Each session is 2 hours and includes tax)

- Resident Session Fee: \$3, propose \$5
- Non-Resident Session Fee: \$5, propose \$7
- Junior (Under 18) Session Fee: \$2, propose \$3
- Resident Single Annual Pass: \$300, propose \$350

- Non-Resident Single Annual Pass: \$450, propose \$500
- Resident Family Annual Pass: \$400, propose \$450
- Non-Resident Family Annual Pass: \$550, propose \$600
- Resident Junior (Under 18) Annual Pass: \$60, propose \$100
- Non-Resident Junior (Under 18) Annual Pass: \$90, propose \$140
- Resident Senior (65 & Over) Single Annual Pass: \$200, propose \$250
- Non-Resident Senior (65 & Over) Single Annual Pass: \$350, propose \$400



**PARKS & RECREATION ADVISORY COMMITTEE
AGENDA TRANSMITTAL FORM**

Board Meeting Date: September 21st, 2020

Agenda Item Title: Committee Member Discussion on Adopt-A-Park
Member allocations

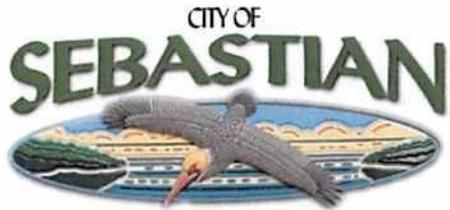
Recommendation: The Committee finalized the Adopt-A-Park allocations in July, 2019. Each year with new members we will re-allocate each members Parks. Staff's recommendation is that each member hold onto one of their current parks and then we can allow members to select new parks to provide feedback on thru FY 20-21. Staff appreciates the committee's views on our parks because it provides a different perspective. Committee members can provide reports on items to include: maintenance, budget related concerns, suggestions or condition of the facility.

If Agenda Item Requires Expenditure of Funds:

Total Cost: N/A

Attachments:

Current Adopt-A-Park allocation sheet



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TELEPHONE (772) 228-7052 FAX (772) 228-7077

REVISED BY BRIAN ON 7/11/2019

CITY OF SEBASTIAN P&R ADVISORY COMMITTEE ADOPT-A-PARK PROGRAM

- 1) BARBER STREET SPORTS COMPLEX (MS. WEBSTER & MR AGUDELA)
- 2) BLOSSOM STREET PARK
- 3) BRYANT STREET PARK (MR. AGUDELA)
- 4) COMMUNITY CENTER
- 5) DOG PARK – SEBASTIAN BARK PARK (MR. SIMS)
- 6) EASY STREET PARK (MS. WHITE)
- 7) FILBERT STREET PARK (MR. SIMS)
- 8) FRIENDSHIP PARK (MR. RENZI)
- 9) GARDEN CLUB PARK (MS. WHITE)
- 10) GEORGE STREET PARK (MR. DANISE)
- 11) HARDEE PARK (MS. WEBSTER)
- 12) HISTORICAL PARK
- 13) MAIN STREET BOAT RAMP
- 14) PERIWINKLE PARK
- 15) RIVERVIEW PARK (MR. SIMS)
- 16) SCHUMANN DRIVE PARK (MR. DANISE)
- 17) KILDAIRE PARK (MR. AGUDELA)
- 18) STORMWATER PARK (MR. RENZI)
- 19) YACHT CLUB AND BOAT RAMP
- 20) PICKLEBALL COMPLEX