



**Parks and Recreation Advisory Board
February 3, 2021
Council Chambers
6:30 PM**



- I. Call to Order
- II. Pledge of Allegiance
- III. Approval of Minutes of Previous Meeting
 1. Approve meeting minutes of August 5, 2020
- IV. Public Period
- V. Old Business
- VI. New Business
 1. Community Park Boardwalk Widening and Bicycle Enhancements
 2. 5 Year Capital Improvement Plan Review
 3. Election of 2021 PRAB Chair and Vice-Chair
- VII. Any Other Business the Board Deems Advisable
- VIII. Adjournment

More than one member of the City Council may be present and speak at this meeting.

Notice: Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.

MEETING DATE		AGENDA
February 3, 2021		Section: Approval of Minutes of Previous Meeting
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 1.
Subject: Approve meeting minutes of August 5, 2020		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits: 1. 8-5-20 mtg min		
Commission/Board: Parks and Recreation Advisory Board		
Contact Person: Debbie Zaravelis, Administrative Assistant 407-539-6247		
Reviewed by City Attorney		

MEETING DATE		AGENDA
February 3, 2021		Section: New Business
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 1.
Subject: Community Park Boardwalk Widening and Bicycle Enhancements		
Requested Action or Motion: N/A - Discussion Only		
Summary Explanation & Background: In an effort to further enhance bicycling opportunities and mobility in Maitland, the City is enlisting the help of civil engineers with DRMP Inc. to evaluate and design an expansion of the Maitland Community Park boardwalk so that it is suitable for travel by bicycles. The current width is slightly too narrow to safely support both pedestrian and biking travel on this structure according to national and state standards. An early structural evaluation of this site has indicated that the existing support structure of the boardwalk can withstand an expanded surface which will save a significant amount of money that would otherwise need to be invested if the project were built completely from scratch. In addition, there will be a bike-able concrete path installed that will connect the boardwalk with the existing parking lot at the park. This new segment will provide yet another link to the planned East-West bicycle trail in Maitland that will be accessible to the vast majority of Maitland residents and will provide bicycle and pedestrian connectivity to the east and west districts of our community (see attached trail system map). This project fully aligns with the goals and objectives of the Maitland Bicycle and Pedestrian Master Plan and the Parks and Recreation Master Plan. A brief presentation will be given that will further outline the details of this project. Comments and feedback on this enhancement project are welcome and encouraged although no formal vote will be necessary on this item.		
Fiscal Impact: 715,000 from the general fund. Approximately \$350,000 of this cost may be able to be recuperated through a recreational trail grant		
Exhibits: 1. MCP boardwalk addition		
Commission/Board: Parks and Recreation Advisory Board		
Contact Person: Jay Conn, Parks & Recreation Director 407-539-6264		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
February 3, 2021		Section: New Business
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 2.
Subject: 5 Year Capital Improvement Plan Review		
Requested Action or Motion: N/A - Discussion Only		
Summary Explanation & Background: In accordance with the Constitution of the Parks and Recreation Advisory Board (PRAB) of Maitland which states that "the Board, on an annual basis, shall review the 5 year Capital Improvement Plan", the 5 year Parks Capital Improvement Plan (CIP) has been attached for your review. Items for consideration on this plan include that: • The five year CIP is consistent with the prioritized projects identified in the Parks and Recreation Master Plan - Many of the high priority items identified by the master plan have already been completed or are in progress including Independence Square, Ft. Maitland, Bike Trail Improvements, Fennell Park, and improvements at Lake Lily Park. Those projects identified in the current 5 year CIP are many that are "next in line" according to the Parks and Recreation Master Plan. • The 5 year CIP is consistent with the PRAB prioritization discussion that took place on Aug. 5, 2020 via Zoom. - PRAB was interested in seeing that improvements to Sybelia Beach Park were completed first followed by improvements to Homer Hough Park at Sybelia Point and Hill Rec. Park. Please note, that no decision is necessary on this item, but comments from the Board on this 5 year CIP are welcomed and encouraged.		
Fiscal Impact: Approximately 1,500,000 in funding over five years drawn from the Parks Trust Fund and the General Fund		
Exhibits: 1. fy22 CIP final		
Commission/Board: Parks and Recreation Advisory Board		
Contact Person: Jay Conn, Parks & Recreation Director 407-539-6264		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
February 3, 2021		Section: New Business
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 3.
Subject: Election of 2021 PRAB Chair and Vice-Chair		
Requested Action or Motion: Motion to elect the PRAB Chair and Vice-Chair seats for 2021.		
Summary Explanation & Background: The bylaws of the Maitland Parks and Recreation Advisory Board (PRAB) read that "nominations of officers shall be made from among the members at the annual organizational meeting, which shall be held on the first regularly scheduled meeting in each calendar year." Nominations and elections for both the Chair and Vice Chair seats of PRAB are requested for 2021.		
Fiscal Impact: N/A		
Exhibits: None		
Commission/Board: Parks and Recreation Advisory Board		
Contact Person: Jay Conn, Parks & Recreation Director 407-539-6264		
Reviewed by City Attorney N/A		