

**PARKS AND RECREATION
ADVISORY BOARD
MINUTES OF SEPTEMBER 7, 2011**

Members Present: Elizabeth Schneider-Peele
Pushpa Seth
Susan Greco
Cindi Price
Jody Lazar
Lewis Earle

Members Absent: Paula Rue

City Staff Present: Chuck Jordan, Director of Leisure Services
Debbie Zaravelis, Administrative Assistant

Chair Jody Lazar called the meeting to order at 7:01 p.m. Chuck Jordan reminded the board members about the Sunshine Law. Staff was asked to contact Lewis Earle, the newest PRAB member, to schedule a Sunshine Law briefing.

Approval of the August 3, 2011 Meeting Minutes

Cindi Price made a motion to accept the August 3, 2011 meeting minutes as presented. The motion was seconded by Elizabeth Schneider-Peele and carried by roll call vote: Elizabeth Schneider-Peele – aye; Pushpa Seth – aye; Susan Greco – aye; Cindi Price – aye; Lewis Earle – aye; Jody Lazar – aye. **Motion passed unanimously.**

Old Business - Heritage Lands Report

PRAB charged staff with the task of preparing a report on Heritage Land classification of these selected properties: Municipal Complex, Howell Branch Park, and Hill Recreation Center. Mr. Jordan presented his report to the board and included the following key items:

- 1990 - City Council was petitioned by residents of the City to hold a referendum election that would authorize the City Council to classify all city-owned properties.
- May 12, 1990 – Resolution 7-90 adopted by City Council calling for a special election that would authorize amending the City Charter to provide for the classification of city owned land, to provide for the Heritage Land classification, and to require a referendum in the future for the change of use or sale of Maitland Heritage Lands. *
- On June 26, 1990 an election was conducted; the resolution was passed by a vote of 604 to 62 authorizing the City Council to classify all city owned properties. Subsequently, a listing of proposed classifications was composed and forwarded to PRAB and P&Z for review and approval.
- November 7, 1990 – PRAB considered the classifications and approved unanimously with a recommendation to specifically define the term “change of use” and to include the O’Heir property as Heritage Land.

- November 1, 1990 – Planning and Zoning Commission considers the classifications and approves.
- December 10, 1990 – City Council adopts Resolution #24-90 establishing Heritage Lands classification AND change of use and sale referendum requirement.

Current City Code was cited as an example of the final implementation of the classification process as authorized by the residents of Maitland.

- Sec. 7.05. - Classification of lands.
- All city-owned land shall be classified by the council as to actual or prospective use. Those lands whose use or intended use will promote aesthetic and/or ambient character of the city; namely, park, recreational, cultural and special purpose such as environmental or botanical shall be termed Maitland heritage lands. In addition to any other procedure or procedures required prior to the change of use or sale, final determination of change of use or sale of Maitland heritage lands shall be by referendum. (Ref. of 6-26-90)
- **Editor's note** - A charter amendment approved by the electorate on June 26, 1990, was included herein pursuant to instructions by the city; designation of the amendment as [§ 7.05](#) was at the editor's discretion.

The board indicated that it would like to entertain a discussion agenda item at a future meeting to address the classifications of the O’Heir property, Howell Branch Park and Hill Recreation Center.

Pushpa Seth wanted to go on record as saying: I am requesting that the minutes show that Pushpa Seth disagreed with the justification provided by staff for placing the Municipal Complex in the default classification “Government Facility/Other” based on the fact that in 1990 the municipal complex was a conditional permitted use within the city park thus qualifying it for “park” classification and heritage designation. (amended 10-6-11)

Staff Reports

- Maitland Today will be mailed out within the next few days. Topics included in the department staff report;
 - Updated listing of emergency numbers.
 - Maitland Chamber of Commerce’s Taste of Maitland, Oct 24, 5:30 p.m., Lake Lily.
 - Movies in the Park, “Tangled”, Oct 8, 7:15 p.m.
 - Movies in the Park, “Mr. Popper’s Penguins”, Nov 5, 7:00 p.m., Quinn Strong Park.
 - Youth fall basketball and tennis programs are in formative stages.
 - A free Health Fair type event will be hosted by the Winter Park Health Foundation and Maitland Fire Department for area Seniors, Sep 23, 10-:00 a.m.-2:00 p.m.
 - Maitland Public Library’s Learning Center will be dedicated on Oct 6, 6:00 -8:00 p.m.
 - Maitland Rotary’s Art Festival, Sep 30 - Oct 2, Lake Lily Park.
 - Performing Arts of Maitland will have a full schedule of performances at the art show.
- Funding from Maitland Police Department in the amount of \$2,000.00 will be used for Youth Basketball Program scholarships and will be split between the three schools in the community.

- Working with a landscape architect and graphics people to prepare presentation materials for the Kings Row Park public input meetings. Current graphics include all of the elements PRAB has requested staff to include.
- Master Plan process; Chuck met with members of AECOM (formerly Gladding Jackson), and David L. Barth, RLA, AICP, CPRP to address PRAB at the October meeting regarding what they (AECOM) have learned about park planning and design, solving problems, challenges and new experiences they have discovered in their work on numerous projects in the recent past.

Public Period

Chair Lazar opened the Public Period. There being no one who wished to be heard, Chair Lazar closed the Public Period.

Board Decisions-OCPS Facility Use Policy Modification (Lake Sybelia Elementary)

Elizabeth Schneider-Peele made a motion to approve the modification of the Facility Use Agreement between the City of Maitland and OCPS to reflect the exclusion of the southern-most portion of the athletic service area from the attachment diagram, and to direct staff to forward the recommendation to City Council for review and action. The motion was seconded by Susan Greco and carried by roll call vote: Elizabeth Schneider-Peele – aye; Pushpa Seth – aye; Susan Greco – aye; Cindi Price – aye; Lewis Earle – aye; Jody Lazar – aye. **Motion passed unanimously.**

Resolution – Secondhand Smoke

Chuck presented the board with a draft resolution that was originally authored by the City of Orlando and modified for use in Maitland. The resolution addresses smoking and second-hand smoke exposure in public places, facilities or parks. The board suggested the resolution be condensed into a shorter version. Staff will present an edited version to the board at a later date.

Revenue Policy Revision/Facility Use Policy

Cindi Price made a motion to remove the Facility Use Policy from the table. The motion was seconded by Susan Greco. All – aye.

The board went through the policies and made several changes.

Cindi Price made a motion to accept the Facility Use Policy as amended. The motion was seconded by Elizabeth Schneider-Peele and carried by roll vote: Elizabeth Schneider-Peele – aye; Pushpa Seth – aye; Susan Greco – aye; Cindi Price – aye; Lewis Earle – aye; Jody Lazar – aye. **Motion passed unanimously.**

Elizabeth Schneider-Peele made a motion to accept the Revenue Policy as amended. The motion was seconded by Susan Greco and carried by roll vote: Elizabeth Schneider-Peele – aye; Pushpa Seth – aye; Susan Greco – aye; Cindi Price – aye; Lewis Earle – aye; Jody Lazar – aye. **Motion passed unanimously.**

Kings Row Public Input Schedule

The board scheduled two meeting dates. Wednesday, September 28, at 7:00 p.m. in the Council Chambers and Tuesday, October 4, at 12:00 noon, on-site at Kings Row Neighborhood Park with a weather/rain backup plan of moving the meeting to the Maitland Community Park.

Lewis Earle made a motion to direct staff to confirm chambers and meeting room (at the community park) availability and proceed with planning and advertising these meetings. The motion was seconded by Cindi Price and carried by roll call vote: Elizabeth Schneider-Peele – aye; Pushpa Seth – aye; Susan Greco – aye; Cindi Price – aye; Lewis Earle – aye; Jody Lazar – aye. **Motion passed unanimously.**

Other Business

- Lake Eulalia wetlands treatment retro fit is an item on the City Council meeting (September 26th) agenda. ~~Cindi~~ *Cindi (amended 10-6-11)* Price asked if at some later date it was a possibility of having a conversation regarding public access to the property. Elizabeth Schneider-Peele asked if there was a possibility of putting a trash container near the benches.

Adjournment

The next PRAB meeting will be Wednesday, October 5, 2011. The meeting was adjourned at 8:59 p.m.

Respectfully Submitted:

Chuck Jordan
Director, Leisure Services

Minutes Approved:

Jody Lazar, Chair
Parks and Recreation Advisory Board