



## BOARD REPORT

**TO: Honorable Mayor and Town Councilors**

**FROM: Parks & Recreation Board**

**DATE: Monday, November 28, 2016**

**RE: Annual Report and Other Information**

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The following is an outline of the work undertaken by the Parks & Recreation Board from November 2015 through October 2016.

1. Ordered and displayed additional seasonal banners in front of the library
2. Re-planted hanging baskets at library twice and purchased baskets for Town Hall porch. Worked with Public Services to refine the irrigation of the baskets for proper watering.
3. Commissioned the AVID Class from Tavares Middle School to paint barrels for trash receptacles in Central Park.
4. Oversaw the completion of Central Park, including a ground-breaking event
5. Reviewed landscaping and safety needs in all parks & planting areas on a monthly basis
6. Made recommendations to Public Services regarding maintenance of planting areas and hardscape, including removal of diseased trees in front of Griffin Park gazebo and repair of Lakeshore Dr. sidewalk.
7. Asked Public Services to mount Griffin Park marker to gazebo column and demolish the existing crumbling marker base.
8. Determined a consistent color scheme for all park signs and installations.
9. Created a new sign design for all parks. Note: Blevins Patriot Park sign completed; Central Park sign has been approved under next year's budget.
10. Worked with Public Services to install two new street-to-sidewalk connectors in Griffin Park.
11. Worked to create a design for the greenspace beside Howey Market. This project was stalled due to Council's re-directed plans for the space and for alleyway.
12. Commissioned Howey's first piece of public art from sculptor, Doug Hays. Oversaw the installation.
13. Approved installation of donated public art piece in front of library.
14. Made a plan and submitted to Council for approval to make Blevins Park a Patriot Park. Projected to be completed by early January.
15. Received donation of large urns from bank/owner of the Howey Mansion; worked with Cemetery Committee and Public Services to install at the cemetery.
16. Discussed considerations for Venezia parcel. Felt it was too far outside the walkable downtown for regular use and there is no ingress/egress from either Revels Road or Hwy 19 at the present time.
17. Worked with the Public Services Dept. to complete improvements to Sara Maude Mason Preserve, including ordering signage and coordinating with The Howey Garden and Civic Club for a Grand Re-opening.
18. Worked with Jerry Fallstrom of the Orlando Sentinel to publicize events in our Parks.

19. Began work on implementing the Griffin Park FDRAP grant, expected to be completed in early 2017.
20. Began a photo scrapbook to document park projects & events for historical and reference purposes. This will be housed in the Library.
21. Requested a Council liaison to smooth the communication with Council and Parks & Recreation. Welcomed Councilor Kearney to this position.

### Events Sub-Committee

Chaired by Jenny Deschenes, this Committee worked to organize several Town events during the past year. They designed and ordered "Howey Helper" tee shirts to be available for use at Town events, and purchased a large pair of scissors to be used for ribbon cuttings.

The Committee organized and oversaw the following during the previous year:

1. Halloween Carnival
2. Easter Egg Hunt
3. May Carnival

### **Many Thanks**

1. The Parks & Recreation Board would like to thank all the volunteers, including the Boy Scout Troop 253, their leaders, and other citizens who assisted on landscaping workdays and during Town events during the past year.
2. We would also like to thank the Public Services Department for their excellent job in maintaining our parks and landscaped areas and their help and assistance with installation of the Art project in Griffin Park, and coordinating other projects in the past year, such as the concrete pour at Blevins Park and the new sidewalk connectors on Lakeshore Dr. Their expertise, advice and assistance are much appreciated.

### **BLEVINS PATRIOT PARK UPDATE**

The work on the Park is progressing and will be completed as soon as ordered materials are received and installed, projected by the end of January, 2018. Part of the landscaping has been simplified for maintenance purposes, irrigation and electric is in process and Military Service Medallions, bases and benches are on order. As of this report the accrued impact fee funds have either been spent or assigned.

The Parks & Recreation Board would like to include the following additions to this Patriot Park. Funding for these projects will be from donations or from future impact fees collected. We request Council consider these projects for approval at the November 28 meeting so that the Board can move forward with finding donations, if approved. If the Council so chooses, approval could be made to continue with these projects out of Town funds with reimbursement from future impact fees. It is the desire of the Parks & Recreation Board to complete this entire Park at the soonest date so that it can be dedicated as a completed project, enjoyed by all and used for future patriotic events.

1. Memorial brick pavers in two sections on either side of the walk approaching the center circle. Diagram is attached. Public Services has enough brick stored to pave these areas with 120 pavers on each side of the walk, contained by a curb. The soil will need to be compacted, crushed gravel added, the curb poured and the paver brick installed. At that point, the public will be invited to purchase an engraved brick to honor or memorialize a

service person at a cost of \$30.00 per brick. The cost of engraving will be \$20 per brick from Southern Monuments in Leesburg. The additional \$10 will defray the labor cost of inlaying the bricks into the already established pads. The initial cost for the installation will be approximately \$200 with labor provided by Public Services.

2. Mural Wall. See conceptual drawing for a wall to be erected on the East end of the Park behind the flagpole circle. This will provide separation from the Blevins home and be a significant visual addition to the Patriot Park. The cost of installation will be approximately \$3,000 (exact estimate to be available at Council meeting), not including the artwork. Cost of materials for painting will be \$200 with the artwork donated. Total estimated cost \$3200. If this project is approved by Council it is desirable for it to be completed in cooler weather, therefore waiting on future impact fees could be problematic.

## **CENTRAL PARK SIGN & ADDRESS**

A new sign for Central Park has been budgeted for this year. The Police Department has advised that the Park signs should include the street address for emergency purposes. Chief Thomas advises that Central Park be assigned its own address that could then be reflected on the sign. Parks & Recreation recommends that this be a W. Oak Street address as that street turns directly off Palm Avenue and would be easy for EMS and other emergency vehicles to locate. The Park sign could then be located near the corner of Oak and Florida.

We request that Town Hall be authorized to request such an address from the county so that this project can proceed.

one pad on each side of entry walk -  
total of 240 pavers available

Star slab

6 pavers

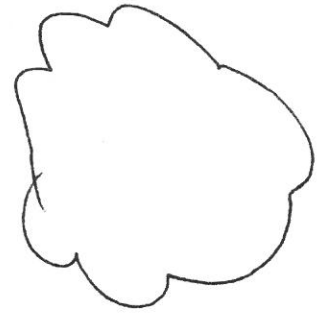
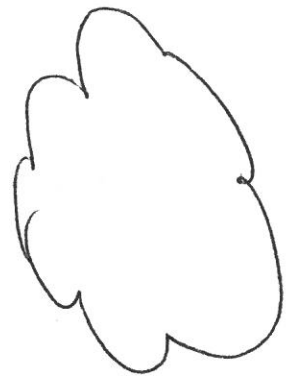
20 pavers

Entry Walk

Concrete Border

PALM AVENUE ↓

E. CYPRESS AVE, ↓





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