

Apalachicola Parks and Recreation Committee Meeting Minutes // Thursday, March 18, 2021

Attendees:

Members (6/7)

Elinor Mount-Simmons, presiding
Diane Brewer
Faye Gibson (Alternate), secretary
Donna Ingle
Torben Madson
Mark Milliken

Guests

Commissioner Despina George
Travis Wade, City Manager
Bonnie Stewart
Michaelin Watts

I. Call to order

Elinor Mount-Simmons called to order the regular meeting of the Apalachicola Parks and Recreation committee at 5:30 pm on Thursday, March 18, 2021 at the Apalachicola Margaret Key Memorial Library.

II. Approval of minutes from last meeting

Faye Gibson circulated the minutes from February 18, 2021 for approval. Torben Madson moved they be accepted, Donna Ingle seconded, and the motion passed unanimously.

III. Business matters

A. Old Business

1. Adopt-A-Park

City Manager Travis Wade reported that Dan Hartman, Apalachicola City Attorney, reviewed the proposal and its supporting document making minor revisions and asking that a waiver specific to COVID-19 be added. Travis appointed Sheneidra Cummings as the first point of contact for the adopt-a-park program. The committee agreed that April 15 will be the activation date of the program. The public release of information will be:

- a) The committee will provide a press release to the city for posting to the website and Facebook page
- b) Travis will ask for coverage from David Adlerstein in the Apalachicola Times.

2. Citizen recognition plan

Elinor Mount-Simmons asked Travis Wade for clarification of items the city would like to have included in the committee's citizen recognition plan. Travis suggested the committee move forward with creating a document that would set forth options for citizens and asked that personalized bricks that could be set into a walkway be considered as a lower cost option. In addition to creating a catalog of items, the committee will also provide an inventory of items preferred in each park.

3. Park Plan

Donna Ingle asked Travis to review and provide feedback on a copy of the template for a comprehensive park inventory including a rental agreement that was presented to the committee at the February 18, 2021 meeting. Once the template has been approved, the committee will create an inventory for each of the city parks. Donna moved that the template draft be accepted by the committee, Diane Brewer seconded, and the motion passed unanimously.

4. Chapman Botanical Garden

Faye Gibson provided results of research she has done since the February meeting to move forward on securing a comprehensive landscape plan for the Chapman Botanical Garden. She has contacted Jeromy Roundtree, park ranger at the Orman House State Park who suggested she

speak with Josh Hodson, park ranger of the St. George Island State Park who supervises the Orman House Park. She has downloaded the State's management plan for the Orman Hose State Park from 2014 which is the most current management plan in effect for the Chapman Botanical Garden and is reading it. Faye requested that she be appointed as the city's advocate with the State and listed next steps for the garden including:

- a.) Digesting the management plan
- b.) Requesting a status report from the state for any construction planned at the garden
- c.) Remind the state that any construction work not specifically stated in the management plan must be approved by the city
- d.) Develop a long-term plan to determine the feasibility and potential profitability of supporting structures for the garden.

Donna Ingle moved that Faye Gibson be appointed as the official city advocate and spokesperson for the garden. Diane Brewer seconded the motion and it passed unanimously.

B. New business

1. Lafayette Park update

Michaelin Watts, an advocate for Lafayette Park, updated the committee on work that the neighborhood, in cooperation with the city manager and city staff, have recently completed at Lafayette Park. Walkways have been cleared, trees have been mulched, and they have a proposal to restore the gazebo using local contractors. Concerns that still need to be addressed include completing work on the gazebo, replacing deteriorating walkway lights, and replacing donor plates. When city crews are available, they will check the irrigation system so that annuals can be planted. Sam Hand from the extension service is willing to demonstrate proper pruning techniques for volunteers who will clean up the trees in the park.

2. Dog park update

Bonnie Stewart updated the committee on improvements recently made to the dog park. Citizens have made repairs to fencing, installed a new sign, and added a sail to provide shade. She requested improvements be made to the walkway from the parking area to the parks; the uneven ground is a hazard. Travis Wade opined that while budget probably prohibits the city putting in a concrete sidewalk, the possibility exists that a company working in the area may be able to pave it at some point in the future.

3. Friends of Tallahassee Parks program

Faye Gibson contacted the Tallahassee Parks and Recreation department to learn about their Friends of the Parks program. Their model includes the establishment of a non-profit that handles donations for ancillary expenses from team jersey sponsorships to memorial markers for trees and benches. Elinor Mount-Simmons suggested we invite a speaker from their department to address our committee in our May 20, 2021 meeting. Diane Brewer recommended that Leo Bebeau, city finance director, be included in the discussion.

IV. Announcements

Elinor Mount-Simmons announced that the library PALs sale is Saturday, March 20 at the old library

V. Elinor Mount-Simmons adjourned the meeting at 6:37 pm

Elinor Mount-Simmons adjourned the meeting at 6:37 pm.

Minutes submitted by: Faye Gibson, secretary