

City of Coral Gables

405 Biltmore Way
Coral Gables, FL 33134
www.coralgables.com



Meeting Minutes

Thursday, April 5, 2018

8:15 AM

The Board meets the third Friday of every month.
Coral Gables Youth Center, 405 University Drive, Coral Gables, FL
Parks and Recreation Advisory Board

CALL TO ORDER

8:25AM

ROLL CALL

Present:

**Deborah Swain
Wifredo Fernandez
Nancy Leslie
Kirk Menendez
Charlie Rua
Desmond Gonzalez**

Absent but Excused:

**Carlos Hernandez
Felix Pardo**

The excused absences were motioned by Deborah Swain and seconded by Wifredo this was voted in favor unanimously by the board.

APPROVAL OF THE MINUTES

Deborah Swain motioned to approve the minutes this was seconded by Nancy Leslie and the board voted in favor unanimously.

NEW BUSINESS

Director's Report:

Carolina Vester (Acting Parks Director) opened the meeting explaining that today she would like to review upcoming special events as well as the City's capital project & budget process.

Carolina explained that as a department we first look at the entire 100 percent budget. After we have rearranged the accounts in our 100 percent budget to fit the new needs for the upcoming fiscal year. We are then asked to submit depending on the year a couple of percentage wise cuts. Although most of our accounts are part of the General Fund two of our accounts Granada Golf & Venetian Pool are enterprise funds, which are revenue driven divisions.

Carolina reviewed the capital project process, how new needs are submitted and how our capital improvement matrix is created and funded over a span of time. Carolina reviewed ongoing capital projects, such as phase two for Betsy Adams park and the 5 passive park projects which are finalizing design. The Youth Center in and outdoor playground project despite having some issues should be ready at the beginning of July.

Kirk asked about the closures of the Youth Center field over the summer, Carolina explained that we will be staggering maintenance over the summer so that the Youth Center camps will have the opportunity to be out on the field over the summer.

Carolina also explained that the department is currently working with Felix Pardo and the City's procurement department to obtain a master plan for both the Parks Dept and Youth Center.

Special Events Discussion:

Kirk opened with saying that the Easter Egg hunt was a great experience and really personified a small town feel. He also explained that the staff did a great job especially with the smaller children in the Gymnasium.

Carolina explained that in an effort to create new events, the City is looking

to create a sensory friendly event with the Gables Art Cinema and a resource fair at that location. This will be the City's second special needs oriented event, Carolina also mentioned that the Disability Affairs board has another event which will be presented next meeting.

Upcoming Special Events:

Memorial Day

Fourth of July

National Kids to Park Day

SENIOR SERVICES DIVISION REPORT / SENIOR CITIZENS ADVISORY BOARD UPDATE

Fabien opened his report with explaining the programming he offers at the Adult Activities Center also he reviewed the Center's newsletter. He also discussed the bi-monthly A-Z City manager update for 50 plus residents. Fabien also explained the annual luncheon which is for guests and volunteers.

Fabien also explained the method of outreach, explaining we currently use E-news and the newsletter. Most importantly partnering with organizations and surrounding municipalities. Kirk explained that he thought staff should look into helping or advertising at house of worship in order to tap into that senior citizens in those congregations.

Wifredo asked if the City has required minimums for programming, Fabien explained that the City does have minimum enrollments but since the programming is volunteer based it is up to the volunteer instructors. Kirk asked the question if the entire facility is wheel chair accessible, Staff explained that the facility is wheel chair drop off friendly and there is multiple ways in which wheel chair bound individuals can get from one area to another.

ITEMS FROM THE SECRETARY

Date & Time of next meeting:

May 3, 2018 @ 8:15am

ADJOURNMENT

@9:51am

NOTE