



**MINUTES OF THE PARKS AND RECREATION ADVISORY BOARD
HELD WEDNESDAY, FEBRUARY 12, 2020, AT 6:00 PM AT THE CITY
OF KISSIMMEE, CITY HALL COMMISSION CHAMBERS LOCATED AT
101 CHURCH STREET, KISSIMMEE, FLORIDA**

1. MEETING CALLED TO ORDER

Members Present: Chairman Richard Jennings, Christine Kapp, Roy Oddo, Robin Wright, Albert Dorsey, Edward Kilroy and Guillermo Hanson

Staff Present: Director Elizabeth Harris, Assistant Director Steve Lackey, Office Manager Andrea Campbell and Events and Venues Manager Kaia Greene

Members Absent: Board members Mark Cavinee and Christopher May

Chairman Richard Jennings called the meeting to order at 6:03 PM.

2. MINUTES

2.A PARKS AND RECREATION BOARD MINUTES APPROVAL

Advisory board member Roy Oddo made a motion to approve the minutes from the December 11, 2019 meeting as is. Advisory Board Member Ed Kilroy 2nd the motion.

AYE: Chairman Richard Jennings, Christine Kapp, Richard Jennings, Roy Oddo, Robin Wright, Albert Dorsey, Edward Kilroy and Guillermo Hanson

NAY: None

Motion 7 - 0.

3. HEAR AUDIENCE

"ANYTHING REQUIRING A VOTE WILL BE HEARD AT A LATER TIME"

No one was present for hear the audience.

4. DISCUSSION

Director Elizabeth Harris welcomed everyone and shared that and Downtown Kissimmee Area Council awarded the Downtown Beatification Award to our City Commissions on February 4th for the newly opened Lakefront Phase IV project (Brinson Park). She also acknowledged that board member Roy Oddo received the Distinctive Service Award at the Martin Luther King Banquet.

5. NEW BUSINESS

5.A FEE WAIVER REVIEW AND SCORING - APPLICATION PERIOD III

The Advisory Board members read their scores for each event application. The scores were recorded in the Grant Request Spreadsheet. Each applicant stepped up to the podium and spoke briefly of their event and the board members were able to ask specific questions regarding their event for clarification on application questions.

Fee Waiver Review Applications - Application Period III (Events held from June 1st - September 30th)

Veteran's Health Expo - Representative Present

-Event representative gave a summary of what the event would be and how it would help the community and the veterans connect. Board member Edward Kilroy suggested that they work with Indignity group too.

Freedom Fund Banquet - Representative Present

-Event representative reminded that they have had successful events with our staff in the past and the event would be primarily the same.

Team Kareem - Representative Present

-Event representative explained that this year's application is bringing the event back inside to increase participation as the weather has been a problem in the past. This change has increased their event costs.

Keep Kids off the Street - Representative Present

-Event representative gave a brief review of the event and that this will be their 3rd year in Kissimmee.

Puerto Rican Festival and Parade - Representative Present

-Event representative reiterated that a parade route has been changed to Lakeview Drive instead of through Downtown Kissimmee. Board member Edward Kilroy asked questions on their 2019 past performance issues that were stated in the application package for the past event review. The group was encouraged to have better communication with their committee and City event staff. Board members Robin Wright and Edward Kilroy agreed that the event summary had multiple issues that arose including event logistics and how that could have been prevented with better communication prior to and after the event. Board member Christine Kapp asked that the Puerto Rican Festival group check on their non-profit status as some items appear to be expired.

Application Scores - Application Period II

Veteran's Health Expo	Score 91%	Amount \$3,000
Freedom Fund Banquet	Score 92.286%	Amount \$3,000
Team Kareem	Score 89.429%	Amount \$2,700
Keep Kids off the Street	Score 95.571%	Amount \$2,030
Puerto Rican Festival	Score 80.571%	Amount \$2,700

Edward Kilroy made a motion to award amounts as shown above and documented in the spreadsheet. Roy Oddo seconded the motion.

AYE: Chairman Richard Jennings, Christine Kapp, Roy Oddo, Robin Wright, Albert Dorsey, Edward

Kilroy and Guillermo Hanson
NAY: None

Motion 7 - 0.

5.B COMMUNITY BENEFIT FUND APPLICATION

The first Community Benefit Fund Application was submitted for the Parks and Recreation Advisory Board to review. Each board member had the opportunity to review the application prior to the meeting so they could vote to award the funding of \$2,500 to the applicant. No questions were brought up regarding the application or the event being proposed.

Albert Dorsey made a motion to approve the funding of the Boys and Girls Club of Central Florida at \$2,500. Robin Wright seconded the motion.

AYE: Chairman Richard Jennings, Christine Kapp, Roy Oddo, Robin Wright, Albert Dorsey, Edward Kilroy and Guillermo Hanson
NAY: None

Motion 7 - 0.

5.C UPCOMING EVENTS AND DATES

Parks and Recreation Director Elizabeth Harris reviewed all upcoming events and dates related to the Parks and Recreation Department and encouraged the board members to come out and support our staff and City.

6. HEAR CHAIRMAN AND BOARD MEMBERS

Board member Roy Oddo asked if there was a way to recognize past board members. He mentioned that, Bobbie Gant, former Parks and Recreation Advisory Board member be acknowledged for her long tenured service to the Parks and Recreation Advisory Board. A plaque was suggested by the board members. Director Elizabeth Harris will reach out to Bobbie Gant and research this and follow up with Roy Oddo.

Board member Edward Kilroy invited everyone to the Master Gardeners spring sale event at Osceola Heritage Park on February 29th from 9-3.

Board member Christine Kapp wanted to remind everyone that the board members are volunteers.

Board member Robin Wright invited everyone to the Osceola County Sheriff's 2020 Community Appreciation Day on March 7th from 10-2, 2020 E.P. Murphy Golf Classic on April 11th and the 2020 Law Enforcement Torch Run on May 1st from 9-1.

7. ADJOURNMENT

There being no further business to come before the Chairman, Richard Jennings adjourned the meeting at 7:17 PM.


~~Richard Jennings, Chairman~~
Ed Kilroy for Richard

ATTEST:


Andrea Campbell, Secretary

2019/2020 Fee Grant Request

Period III, Events occurring June 1, 2020- September 30, 2020

	<i>Requested Date</i>	<i>18-19 Amount</i>	<i>Requested Amount</i>	<i>Est. City Expenses</i>	<i>AWARDED</i>	<i>Scored</i>	<i>Chris</i>	<i>Christine</i>	<i>Richard</i>	<i>Roy</i>	<i>Robin</i>	<i>Al</i>	<i>Ed</i>	<i>Guillermo</i>	<i>Total</i>
Veterans' Health Expo	6/6/2020	N/A	\$3,000	\$3,543	\$3,000	91		97	100	100	95	100	65	80	637
Freedom Fund Banquet	6/27/2020	\$2,943	\$3,000	\$3,216	\$3,000	92.2857		92	99	100	85	90	90	90	646
Team Kareem	6/27/2020	\$1,420	\$3,000	\$3,032	\$2,700	89.4286		100	99	100	75	85	87	80	626
Keep Kids off the Street	8/29/2020	\$2,517	\$3,000	\$2,030	\$2,030	95.5714		100	99	100	100	100	85	85	669
Puerto Rican Parade & Fest	9/12/2020	\$3,000	\$3,000	\$12,327	\$2,700	80.5714		80	88	80	75	80	81	80	564
			\$15,000	\$24,148	\$13,430										

Total amount awarded for October 2019-January 2020 \$20,506
 Total amount awarded for February 2020 -May 2020 \$11,717
 Total amount awarded for June 2020-September 2020 \$13,430



Anthony Call
Reynolds
CEO

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2020



COMMUNITY APPRECIATION DAY

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TO
2:00PM

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2020



**OSCEOLA COUNTY
SHERIFF'S OFFICE**
SHERIFF RUSS GIBSON

**LAW ENFORCEMENT
TORCH RUN**
FOR SPECIAL OLYMPICS

TORCH RUN

FRIDAY, MAY 1ST 2020
9:00 AM TO 1:00 PM

REGISTRATION STARTS AT 8:00 AM

STARTING AT THE OSCEOLA COUNTY SHERIFF'S OFFICE
2801 E. JRL O BRINSON MEMORIAL HWY, KISSIMMEE FL 34744
AND ENDING AT KISSIMMEE CIVIC CENTER,
201 E. BAKIN AVENUE KISSIMMEE, FL 34741

MORE INFO: **407-348-1105**

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