**Taxation, Revenue, and Utilization**

**of Expenditures (TRUE) Commission**

**Niki Brunson – Chair**

**PARKS AND RECREATION COMMITTEE MEETING MINUTES**

**November 28, 2018**

**1:00 p.m.**

**City Council Conference Room B**

**Suite 425, City Hall**

**Attendance:** Commissioners John Roberts (Chair), Niki Brunson

**Also**: Jeff Clements – Council Research Division

The meeting was called to order at 1:03 p.m. and the attendees introduced themselves for the record.

Jeff Clements distributed and discussed several informational items including the Parks and Recreation Department’s list of “Past Due” projects in the City’s CARE complaint tracking system and the park condition evaluation reports for the month of October 2018 provided by the Parks and Rec Department.

Commissioner Roberts said that the standard inspection form seems incomplete – he sees a need for additional categories covering items such as ballfield wind screens, condition/resealing of pressure treated lumber, and general building conditions (doors in need of paint/repair, peeling paint, roof condition, pressure washing needed, etc.).

Commissioner Brunson has several people doing park inspections and will provide those to the committee when completed. Commissioner Roberts has done his inspections and is writing them up and will circulate them when complete. Mr. Roberts said that a coding system will be needed for issue types which can then be used to sample (10%) of the outstanding issues and do some statistical analysis on the distribution of maintenance issues, time frames for different classes to be resolved, etc.

Mr. Roberts has made contact with the Florida Park System and park employees in the cities of Orlando and Miami (because they are tourist destinations and should have top notch parks) and will visit with each of them to get information on their park expenditures for comparative purposes.

Jeff Clements was asked to communicate with ITD about getting relevant information downloaded from the CARE system into an Excel spreadsheet for the committee to sample and analyze. Two possible measures of needed expenditures are dollars per (developed) acre or dollars per asset value, which should provide a means of standardizing a comparison with other jurisdictions.

The committee briefly discussed the fact that many parks are operated by athletic associations that agree to take on the maintenance for those facilities. The committee asked for a list of the parks subject to those agreements and is curious about how the City ensures that its athletic association partners are keeping up the parks to an acceptable standard.

There being no further business, the meeting was adjourned at 2:09 p.m.

Jeff Clements, City Council Research Division

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Tape – 11.28.18 TRUE Parks and Recreation Committee – Legislative Services Division