



BOARD OF COUNTY COMMISSIONERS

Parks and Recreation Department
Central Area Parks Operations

840 Forrest Avenue
Cocoa, Florida 32922

**District 4 Recreation Administrative Board Agenda
October 3, 2024, 2:00 p.m.**

Members Present

City of Cocoa – Abigail Morgan, Public Works Director and City Engineer, Designee for Stockton Whitten, City Manager

City of Rockledge –Dr. Brenda Fettrow, City Manager

Brevard County - Jim Liesenfelt, Assistant County Manager, Chairperson

Staff Present

Terry Lane, Operations Manager, Central Area Parks Operations

Fred Ameigh, Maintenance Superintendent, Central Area Parks Operations

Shawn Turner, Recreation Superintendent, Central Area Parks Operations

Denise Hayes, Administrative Secretary, Central Area Parks Operations

Staff Absent

Mary Ellen Donner, Parks and Recreation Director

Others Present

Linda Dolphin, City of Cocoa Citizen

I. Call Meeting to Order

Mr. Liesenfelt called the meeting to order at 2:01 p.m.

II. Approval of July 11, 2024 Minutes

Dr. Fettrow made a motion to approve the minutes of July 11, 2024, as presented.

Ms. Morgan seconded the motion. The motion passed unanimously.

III. Old Business

Financial Report

Mr. Lane asked if there were any questions regarding the Financial Report.

There were no questions from the Board.

Attendance and Programs Report

Ms. Turner stated there was an update to 43 in attendance for Movies in the Park at Kiwanis Island Park held on September 20th since the initially report was sent out.

Ms. Turner informed the Board One Day Fun Day registration begins on the October 14th at all community centers; The Great Pumpkin Rescue will be held on October 19th at the Dr. Joe Lee Smith pool; Big Kid Adventures will be travelling to the John P. Donnelly House on the October 28th and is a spooky Halloween tour; Cocoa West

Recreation Complex will host a Community Health Fair on November 9th; Big Kid Adventures will be travelling to Silver Springs for a guided boat tour on November 18th.

Ms. Turner stated the Merritt Island Holiday Parade is scheduled for December 7th and the Cocoa/Rockledge Holiday Parade is scheduled for December 14th. She further stated that the parade theme for 2024 was voted on by the public through a Facebook poll and is "Snow Place Like the Space Coast".

Mr. Lane explained that Big Kid Adventures is a once-a-month field trip for adults only and the age group that regularly attends are generally in the senior adult age range.

Dr. Fettrow stated that she would like to meet with the Big Kid Adventures coordinator to discuss partnering some events with the City of Rockledge's new community center, and also discuss not to conflicting with dates for events the City may have those types of events planned.

Ms. Turner is to send information on the Big Kid Adventures to Dr. Fettrow.

Parks Maintenance Report

Mr. Ameigh stated some changes that occurred after the Report was sent were the F. Burton Smith parking lot lighting project has been completed; the McKnight Family Sports Complex softball field project has been completed and the final invoices were turned in.

Dr. Fettrow asked Mr. Ameigh if Mr. Cooper communicated with him about the elevations on the new softball fields.

Mr. Ameigh stated that he had not and Dr. Fettrow stated that she would have Mr. Cooper contact Mr. Ameigh.

Mr. Ameigh informed the Board that the Dr. Joe Lee Smith Community Center has one of the ovens that has a digital screen that is not working, and the Brevard County Facility Maintenance has a company coming this month to make the repair.

Mr. Lane stated that a participant inside the gym at the Dr. Joe Lee Smith Community Center kicked a basketball up into a sprinkler head and breaking it causing water to go everywhere. Mr. Lane wanted the Board to know the City of Cocoa and County response team did an excellent job getting everything cleaned up fast.

Other

None

IV. New Business

FY 24/25 Budget

Mr. Lane distributed an overview of the actual budget from 2023, the current budget and proposed budget for FY 24/25.

Mr. Lane next distributed a list of the FY 24/25 District 4 Recreation Capital Improvement Projects. He stated staff is providing the breakdown of each of the projects with the lists.

2025 Tentative District 4 Recreation Administrative Board Schedule

Dr. Fettrow made a motion accept the 2025 District 4 Recreation Administrative Board Schedule with the changes of moving the January 2, 2025, meeting to January 9, 2025, and the July 3, 2025, meeting moved to July 10, 2025. Ms. Morgan seconded the motion. The motion passed unanimously.

Projects Update

Mr. Lane stated staff had completed this year: the Don “Mo” Stradley softball field renovations and paving of the football parking lot; Riverwalk received a new roof and was painted; the Dick Blake concession received a new roof; McKnight Family Sports Complex 2 softball and senior baseball field renovations, and the playground shade structure; and the McLarty Park tennis court renovations to include pickleball lines.

Board Reports

Rockledge

Dr. Fettrow informed the Board the City of Rockledge’s new Frank T. Forester Recreation Center ribbon cutting ceremony is set for Friday, November 8th at 4:00 p.m. in the McKnight Family Sports Complex

Dr. Fettrow stated Terry Parks with the Office of Tourism gave a presentation to the Rockledge City Council regarding the Cam Newton Football Tournament to be held December 5th-8th in Brevard County and that McKnight Family Sports Complex was in the running for one of venues for the tournament to held. Dr. Fettrow stated she would confirm with County staff as to where the tournament would be held as soon as possible.

Dr. Fettrow stated the City of Rockledge is partnering with the Division of Forestry to form fire lines at Dick Blake Park because of the dense greenery and brush. She further stated that once she had concrete dates, she would inform County staff.

Cocoa

Ms. Morgan stated she was working with City Manager on options for Junny Rios-Martinez Park to put together a presentation for the Cocoa City Council.

Brevard County

Mr. Liesenfelt stated the County, through Facilities Management, has been investing in parks restrooms renovations and have recently identified more restrooms to renovate with the County Manager.

Mr. Liesenfelt stated the new Interlocal Agreement between the City of Cocoa and Brevard County has been finally agreed upon and became effective 9/30/24. He further stated that the expiration date would be in September of 2031 in conjunction with the City of Rockledge’s Interlocal Agreement.

V. Public Input

Ms. Linda Dolphin asked about putting boardwalks and pathways through the Cocoa Conservation Area like what is at Rotary Park Suntree and wanted to know if there was a way to figure out what the cost would be.

Staff stated the cost would all depend on the permitting, and the availability of State and Federal grant funding.

VI. Adjournment

Dr. Fettrow made a motion to adjourn the meeting. Ms. Morgan seconded the motion. The motion passed unanimously.

The meeting adjourned at 2:33 p.m.

 /s/ Jim Liesenfelt
Jim Liesenfelt, Chairperson