



BOARD OF COUNTY COMMISSIONERS

Parks and Recreation Department
Central Area Parks Operations

840 Forrest Avenue
Cocoa, Florida 32922

**District 4 Administrative Board Minutes
July 9, 2020, 2:00 p.m.**

Members Present by Telephone

City of Cocoa – Matthew Fuhrer, Chair, Interim City Manager
City of Rockledge –Dr. Brenda Fettrow, City Manager
Brevard County – Jim Liesenfelt, Assistant County Manager

Staff Present

Mary Ellen Donner, Parks and Recreation Director, By Telephone
Terry Lane, Central Area Parks Operations Manager
Jena Williams, Central Area Parks Operations

I. Call Meeting to Order

Mr. Fuhrer called the meeting to order at 2:03 p.m.

II. Approval of January 9, 2020 Minutes

Dr. Fettrow made a motion to approve the minutes of January 9, 2020. Mr. Liesenfelt seconded the motion. The motion passed unanimously.

III. Old Business

Financial Report - Terry Lane, Area Parks Operations Manager

Mr. Lane stated that this was the 8th month of the fiscal year, and that Central Area Parks Operations was under spent primarily because summer camp and revenue uncollected because of Covid-19.

Mr. Lane stated that the McLarty Park capital improvement projects have been completed, and that the Leroy Wright Park Pavilion had been moved to the next fiscal year because of the unexpected Covid-19 expenses. He further stated that the Travis Park Community Center kitchen, and the Provost Park field lights are not being completed this fiscal year.

Mr. Lane informed the Board that the Larry L. Schultz Park, and Provost Park new playground equipment should be completely installed in the next few weeks, weather permitting.

The Financial Report was accepted as presented.

Attendance and Programs Report - Terry Lane, Area Parks Operations Manager

Mr. Lane explained that based on the Center for Disease Control, also known as "CDC", guidelines for Covid-19 a modified summer camp is being held at McLarty Park and that there were 27 participants this week. Mr. Lane further explained that programs were limited and that the Recreation Partners and Recreation Instructors were being permitted to start back following the CDC guidelines.

Mr. Fuhrer asked how the County was operating the community centers under the CDC guidelines.

Mr. Lane stated the community centers are operating under limited hours from 8:00 a.m. to 4:00 p.m., with a one-hour lunch break from 1:00 p.m. to 2:00 p.m. Also, community centers are serving breakfast and lunches through the summer food program and are utilizing a drive through system to limit person to person contact. He further stated that summer camp staff is being required to wear masks and it has been recommended the children wear masks provided by the parents. The children at summer camp are set up six feet apart and have been provided their own individual arts and crafts materials so that there is no sharing. When the children are being transported in the County vans they are being required to wear masks and there is only one child per seat.

Parks Maintenance Report - Terry Lane, Area Parks Operations Manager

Mr. Lane stated the shade structure over the playground has been replaced at Cocoa West Recreation Complex.

Mr. Lane stated the following projects had been completed: the flooring at the Karberg Pavilion at F. Burton Smith Park was newly stained, and a new refrigerator was purchased and installed for the kitchen; Junny Rios Martinez Park tennis and basketball courts have been resurfaced; McLarty Park basketball courts have been resurfaced; baseball shade structure has been installed, and staff was currently in the process of removing some trees to assist with improving the drainage.

Mr. Lane stated that the Martin Andersen Senior Center is scheduled to receive new asphalt in the parking lot in the next 30 days.

The Parks Maintenance Report was accepted as presented.

Other

None

IV. New Business

Budget for FY 20/21

Mr. Lane stated that the proposed budget was submitted in June and certified in July, and that the 1030 Fund budget was going to be approximately 3.3 million dollars and the overall budget would be approximately 10.5 million dollars for all of Central Area; some of the General Fund Capital Improvement projects for next year that have been identified are playground replacements at Dick Blake Park, Junny Rios Martinez Park, Cocoa Manor Park, and Carl Anderson Park.

Mr. Lane informed the Board that the replacement of the playground at McKnight Family Sports Complex would be funded next year with District 4 Special Taxing dollars. Mr. Lane stated that projects identified with the District 4 Special Taxing balance forward were the Fern and Prospect playground replacement, field lighting at Provost Park, and the installation of a pavilion at Leroy Wright Park.

Mr. Fuhrer asked Mr. Lane to provide the Board with the proposed Fiscal Year 20/21 Capital Improvements Program list of Central Area Parks Operations projects.

Mr. Lane pointed out the Travis Park Community Center kitchen had been moved the unfunded budget because the cost had gone up to \$500,000 from approximately \$200,000 which was the original estimated cost.

Dr. Fettrow made a motion to approve the Fiscal Year 20/21 budget as presented and discussed and recommend it to go the next step in the process. Mr. Liesenfelt seconded the motion. The motion passed unanimously.

Board Reports

Brevard County – Mr. Liesenfelt stated that on July 21, 2020 the Brevard County Board of County Commissioners would set the millage rate and that is also when the final proposed budget would be available to view.

Mrs. Donner stated that she was contacted about a “Stop Scarring Start Healing” march on July 25, 2020 at 4:00 p.m. starting at Provost Park and ending at McLarty Park. She further stated that she had been in contact with Captain Hartselle from the City of Rockledge.

Dr. Fettrow stated she just learned of the march yesterday and knew that the Police Chief and Captain Hartselle are trying to gather more information.

Mrs. Donner stated Parks and Recreation had not been contacted by anyone to obtain proper permitting for either of the Parks.

Dr. Fettrow stated the City of Rockledge had not been contacted about permitting either.

Mr. Fuhrer stated the march was related to recent gun violence with the youth of Brevard County and that the City of Cocoa Police Department was monitoring it.

Mrs. Donner stated there was a State law that allows a person that is going to or coming from fishing, hunting or camping can carry a weapon. She further stated that Parks and Recreation had a recent incident where a man, his brother and girlfriend were fishing at one of the County parks with flak jackets on and the man was carrying an AK assault rifle strapped across his chest. The three were filming the entire incident including when law enforcement arrived. Mrs. Donner stated that she wanted the Cities to be aware that there was a group of citizens exercising their Second Amendment rights, by using this State law.

City of Rockledge – Dr. Fettrow stated the City of Rockledge employees were following the CDC guidelines by taking employees temperatures every morning and wearing masks. She further stated that they have not had anyone working from home.

City of Cocoa – Mr. Fuhrer stated the City of Cocoa recently opened the new waterfront area including all of the riverfront promenade, the boating day slips and t-dock. He further stated that there would be a grand-opening on July 18, 2020 from 12:00 p.m. to 3:00 p.m. with the ribbon cutting ceremony scheduled for 2:00 p.m.

Mr. Fuhrer informed the Board that the new Dr. Joe Lee Smith Center was nearly completed and the City was working on scheduling a grand-opening once the CDC guidelines are less stringent.

Mr. Lane stated that Parks staff was scheduled to move from the old center to the new center the week of July 20th.

Mrs. Donner informed Mr. Fuhrer that early voting was scheduled for August 8th through August 18th and the Supervisor of Elections would be setting up in the new Dr. Joe Lee Smith Center a week before.

Mr. Fuhrer stated that City of Cocoa is in the process of completing the parks and open space master plan.

Mrs. Donner asked Mr. Fuhrer if the City of Cocoa was planning anything for the old pier.

Mr. Fuhrer stated that it had been discussed, but that a discussion with the County would be held first because the pier is still the property of the County

V. Public Input

None

VI. Adjournment

Dr. Fettrow made a motion to adjourn the meeting. Mr. Liesenfelt seconded the motion. The motion passed unanimously.

The meeting adjourned at 2:43 p.m.

Signature Line for Matthew Fuhrer