

NORTH BREVARD COMMISSION ON PARKS & RECREATION

Minutes of the regular meeting of the North Brevard Commission on Parks & Recreation (N.B.C.P.R.), an advisory board, held Thursday, January 13, 2022, in the Brevard Room of the Brevard County Government Complex-North.

Members Present

Bianca Alaimo
Arnie Benson
Jane Cline
Andrew Connors
William Klein
Randy Rodriguez

Members absent

Koren Odermann
Amelia Robinson
Willie Taylor

City of Titusville Elected Officials / Staff

Dan Diesel

Brevard County Parks & Recreation Staff

Jeff Davis, Jr., North Area Manager
Tex Loadholtz, Maintenance Superintendent
Terrence Parks, Recreation Superintendent (absent)
Shirley Corliss, Administrative Secretary

Brevard County District 1 Commission Office Staff

Jessica Price, Administrative Aide to Commissioner Pritchett

I. CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE

Arnie Benson called the meeting to order at 5:00 p.m. The invocation was given by Jeff Davis, Jr., followed by the Pledge of Allegiance.

I. Roll Call:

Absent: Koren Odermann, Amelia Robinson, Willie Taylor

Motion requested by Arnie Benson to excuse the absences. Motion by Randy Rodriguez, seconded by Jane Cline accepted and moved by all.

AYE: Alaimo, Benson, Cline, Connors, Klein, Rodriguez

NAY: None Carried 6-0

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II. APPROVAL OF MINUTES

Motion requested by Arnie Benson to approve the minutes from the November 18, 2021 meeting with no corrections. Motion by William Klein, seconded by Randy Rodriguez, accepted and moved by all.

AYE: Alaimo, Benson, Cline, Connors, Klein, Rodriguez

NAY: None Carried 6-0

III. REPORTS

A. Miscellaneous Reports & Updates—FYI : None

B. Chairman's Report on Meetings: No meeting

C. Advisory Board Members

Mr. Connors: Mr. Connors stated that the parks look great. He is excited to see increased attendance at upcoming events with the new texting service that is being considered.

Ms. Alaimo: Ms. Alaimo visited her parks and they all look great, no complaints. There was a birthday party at William J. Manzo Park while she was visiting. She said the area looks to be much safer.

Ms. Cline: No report

Mr. Klein: Mr. Klein visited Chain of Lakes Park recently and was excited to see how well the recently planted trees were growing. Mr. Klein explained that the evergreen trees would lose their leaves during the colder months and would have new growth for the spring. Mr. Klein said that Wuesthoff Park was looking good. Mr. Klein would like to request a copy of the plans for the Parrish Park renovations. Mr. Klein is concerned that the plans will have to be modified and/or sand be brought in prior to the parking lot going in since so much erosion has occurred. Mr. Klein also stated that if sand can be brought in for that, he would like to see additional sand brought in for shoreline restoration.

Mr. Rodriguez: Mr. Rodriguez said that the basketball court at the Port St John Community Center has been very heavily used since it has been completed.

Mr. Benson: Mr. Benson said that the parks look good. He was excited to see lots of family activities at Parrish Park Scottsmoor including pickleball, children playing baseball and people walking their dogs.

D. City of Titusville

Mayor Dan Diesel: Mayor Diesel recently participated in the Parrish Tree Lighting Service. The Titusville Christmas Parade was back this year and was the best in history. Along the parade route, the crowds were gathered leaving no bare spots. When looking for Parade Sponsors, Mayor Diesel stated that the IRC United Methodist Church and The Grove Church stepped up to sponsor this year.

The City of Titusville recently passed a Tree Ordinance and Low Impact Development Ordinance. Mayor Diesel has great concerns regarding the lack of sea grass in the Indian River Lagoon leading to the manatees not being able to find enough food. He reached out to Representative Rene Plasencia (Coach P) to request a discussion for a feeding program in partnership with Florida Fish & Wildlife. Coach P set up a zoom meeting

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with FWC and Mayor Diesel. FWC is concerned with human interaction with manatees but will begin a feeding program soon. They are currently working on a program to feed near the power plant site on US 1 and possibly Haulover Canal.

The City of Titusville's last meeting (the first in January) was short. The next meeting will get back to normal with the Community Development Block Grants funding / grants for approvals. The City currently has 47 items on the action board.

E. North Area Parks Operations Staff

Jeff Davis: Mr. Davis provided a shorted version of the Recreation Report in Terrence's absence.

Terry Parks: NAPO Recreation Report

Winter Break Camp was held on Dec. 22-24, 27-31 and January 3-5. Winter Break Camp combines learning, play, and social experiences in a safe and friendly environment during the holiday season. Activities include field trips, indoor and outdoor play, holiday themed arts and crafts, movies, social gaming, STEM Projects, special guest appearances and much more! The program is offered to kids from Kindergarten to Sixth Grade (ages 6 to 11 years) at five (5) community centers throughout North Brevard.

We hired 1 employee from our Job Fair hosted at Gibson Youth Center. The Job Fair was held to inform and scout possible talent for full-time and part-time positions.

The Harry T. and Harriette V. Moore Cultural Center participated in the 2021 edition of the Museums of Brevard Tours. The tours ran on the weekends from December 3, 2021 to December 19, 2021. The event was a success, raising \$1,125.00 for the center. We received great feedback and a good time was had by all that attended.

UPDATE REGARDING STEM PROGRAM In response to staff shortages in lieu of COVID – we are postponing STEM activities attached to the After-School Care program until further notice. Brevard County Parks & Recreation prioritizes the Safety of Attendees and Staff. As such, Safety always comes first. The STEM activity WILL BE RESCHEDULED for a later date. In the interim, please standby for future updates.

Shawn Kittles is the new supervisor at Manatee Hammock Campgrounds. Mr. Kittles, a current Brevard County Parks and Recreation employee, possesses more than 16 years of experience in ground maintenance, building maintenance, commercial plumbing, electrical, vehicle repair, small engine repair, as well as experience using tractors and forklifts. Shawn also has more than 15 years of customer service experience. He has completed the Board of County Commissioner's Employee Development Program and is currently enrolled in the Executive Leadership Institute program. Shawn Kittles will be a welcome addition to our Manatee Hammock Campground team.

We hosted our 28th Annual Winter Festival at Fox Lake Park on November 20. Even though the weather wasn't the best, we managed to still have 155 vendors. We are exploring the possibility of implementing online registration for next year's event.

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Tex Loadholtz: NAPO Maintenance Report

Space Coast Community Sports Complex

Prepping baseball fields for upcoming spring season. New bases and field materials being ordered.

Renewed preventative maintenance agreement with Hoover Pumping Systems for service to the irrigation system pump units.

Replaced the concrete posts and Unistrut to the electrical panel at baseball.

The 50-gallon hot water heater was replaced in the soccer concession by the club.

Replaced the main electrical panel in the oval track area.

A new supervisor has been selected and should be on site soon.

Walter Butler Community Center

Replaced the control board and recalibrated the sensor to the reach in cooler in the kitchen.

Repaired flush valves on urinal in men's restroom.

Manatee Hammock

New park supervisor hired for campground operations. All Ranger positions currently filled. Currently one vacant Parks Maintenance Technician. Utilizing temporary staffing to assist with maintenance duties.

Working on establishing a living buffer between the entrance and first section of campers.

Coordinating the demolition of the old registration building. Contractor performed asbestos testing results indicating asbestos present in the drywall and will require abatement removal. Building will be demoed when asbestos containing drywall has been removed. Sustained difficulty in acquiring quotes from contractors due to the size of the job. Scope of work being prepared to solicit vendors through Purchasing Services.

Coordinating with BC Fire Rescue with asset transfer of Station #88 to campground to replace existing singlewide trailer for maintenance. Transferred building is double wide. FR is working on design of their replacement station, project remains on hold pending BCFR finalizing plans for replacement building.

Coordinating with Purchasing Services on developing the scope of work for an invitation to bid the break down, hauling and set up of above structure.

Coordinating with Asset Management on the sale of the existing single wide trailer being replaced with above structure.

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Statham Park

Ordered new playground borders for installation around the swing set, coordinating delivery. Will coordinate installation of the borders once received and install new engineered wood fiber.

New doors and frames for the restrooms have been received and in process of being installed, one left to complete.

Painting the pavilion including tongue & groove ceiling is complete and looks great.

Arborist completed pruning trees around the building and trimming limbs from power lines.

The stainless-steel gutter system was repaired to the pavilion.

Trimmed vegetation growing under the boardwalk, recurring maintenance.

Space View Park

In process of beautification with additional landscaping.

Repaired and sealed all monuments at Gemini. In the process of painting with exterior paint in stone color and texture.

Marina Park

Coordinating with the City on installation of two 15x30 foot shade structures for the dog park. One structure to be placed in each dog park parallel to the south fence line to provide shade.

Evaluating irrigation system and making repairs to both dog parks. Coordinating sod work and improving play areas. Will coordinate with shade structure installation where closure will link to both projects.

Dedicating maintenance hours to the dog parks to Wednesday 11 am to 2 pm for better coordination of routine activity. Signage will be posted for constituent information.

Coordinating the replacement of three pavilions. In process of determining a pavilion type considering riverside environment and will request City of Titusville review and site plan recommendation.

Preparing scope of work for skate park lighting. City of Titusville to review site plan and permitting.

Sandpoint Park

A new bicycle repair/maintenance station has been received and mounted parallel to the pedway north of the Garden St. restrooms.

Repaired a large water line break from the main to the water park.

Pressure cleaned all activity equipment and structural components of the playground.

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Coordinating with FPL with replacing fixtures in six light poles not in operation for years. Repaired lighting will be LED and improve luminesce in interior regions of the park.

Renovations in process in the Valicenti pavilion kitchen. Improvements include painting ceiling and walls, replacing the lighting fixtures with LED, replacing the VCT flooring with commercial tile. Project is being coordinated for the month of January with all reservations blocked. All work is being completed in-house by staff.

A new slide has been installed in the playground replacing one taken out of service.

In conceptual phase of developing the scope of work for an all-inclusive playground. Details will be provided in future reports as they are available.

Coordinating the delivery and installation of a 24'x40' metal maintenance building this winter. Previously, equipment and office space were contained in the Upland building, since it's demolition due to hurricane damage equipment storage, supervisor office and janitorial supplies have been squeezed into the garage building with some equipment exposed to elements.

Veteran's Pier

NAPO Electrician replaced five lights on the main pier. He has ordered five new fixtures and poles to replace the remaining lights that are out and damaged beyond repair. All work being completed in-house.

Removed one bench due to age and condition. Eights sets of surface mount bench legs on order to replace others as needed.

City of Titusville requesting an engineered design for the relocation of the electrical box currently under the north pier. A new design should also assist in resolving all the other issues encountered with the electric system. Construction management is finalizing the scope of work to coordinate a competitive bid package for Purchasing Services to advertise. Timeline for repair will be coordinated so not to interfere with shrimping season.

Gibson Complex

Replaced the white vinyl siding on the gable area to building A.

Acquiring quotes to install a paver walkway from the parking lot to the model train Recreation Partner facility. County has the pavers in inventory.

Soil and sod added to low areas in vicinity of buildings A & F.

New door added to the kitchen area to improve storage space.

Stall partition in women's restroom repaired and re-installed for auditorium.

Replaced 50' of cracked sidewalks west of daycare with new concrete. Coordinating improving the parking area with sod.

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Privacy slats installed in chain link fencing surrounding a/c unit near the playground for aesthetics and safety.

Painted north east walls of building C.

Unable to locate matching bricks for repair of north wall, replacing with vinyl decorative fencing. New quotes had to be acquired due to cost of project, should have them this month.

Proposals received for replacing the middle playground unit and the poured in place surfacing. Issuing P.O., the week of the 17th to the vendor, anticipate 12 weeks for delivery.

Arborist removed two old arborvitae trees west of playground and pruned trees around the buildings and gym.

Coordinating efforts to pressure wash the exterior of the gymnasium.

Replacing the gutters on building A.

Repair/replacing soffit and fascia on all buildings complete.

The concrete overhang on the east side of building H is being assessed for removal. Engineering will provide scope of work for demolition.

Campbell Park

Quote acquired to prune and lift oak tree hovering third base on softball field.

Pedestrian gate installed on east side of tennis courts.

Replaced stall partition in restroom at the pavilion.

Quotes have been received to stripe hop scotch & four-square activity lines to each court. Anticipate completion this month, holidays, labor shortage and supply chains delayed contractor from December.

Blanton Park

North Area Parks received a check from Parrish Medical for parking, basketball court resurfacing, new basketball goals, playground replacement, pavilion repair, landscaping and ADA sidewalk. Site plan proposals from A&E have been requested. Coordinating with Playmore and Nidy on the playground and basketball court. Design in progress.

Wuesthoff Park

Conducted preliminary walk through of Homer Powell building with Construction Manager for conceptual plan for improvements. Other improvements include a playground, pavilion, resurfacing asphalt and stabilized parking. A&E being consulted for design.

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Coordinating sealing the new decking with WoodRX.

New exercise equipment has been ordered coordinating delivery and storage until the two pads can be formed and poured. Pour in place surfacing is included as part of the exercise experience.

The concrete pads for the exercise equipment are twenty-five feet by forty-five feet and must be complete prior to installing exercise equipment. Provided PO to contractor for pads. Project on hold waiting on permit approval from the City since February.

Demo and removal of two existing units complete in preparation for new equipment.

Fox Lake Park

General maintenance of park noticeably improved with shift of employees.

WW James

Prepping baseball fields for upcoming spring season. Bases and other materials ordered.

Coordinating the delivery and installation of a 24'x40' metal maintenance building. The existing maintenance building floods during rain storms and is not large enough to house required equipment.

Hatbill Park

Installed another new park rules sign at the boat launch ramp. Monitoring park on frequent basis. Third sign to be installed since June due to vandalism. Weekly inspection of park and removal of debris from bon fires.

PSJ Community Center

Installation of new adjustable goal posts and back boards along with benches and trash receptacles in progress at the new basketball court. Goals posts and backboards complete, court open for play.

Arborist pruned trees around the community center.

Fay Park

Replacement of the net pole on the west tennis court is complete.

Preparations underway for approaching baseball/softball seasons.

Coordinating the delivery and installation of a 24'x40' metal maintenance building to replace the one damaged in hurricane Irma. Anticipate delivery and install this spring.

Noticeable improvements to overall maintenance of the park due to shift of employees.

North Brevard Senior Center

Installed several door closures throughout the building.

Trimmed overgrowing vegetation in parking area.

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New LED lights installed in front entry area.

Coordinating pressure washing and sealing the entire deck surrounding the stormwater pond.

Stuart Park

Sustained recurring vandalism at various locations throughout the park. Installed trail cams to detour and identify individuals.

Coordinating with Construction Manager on replacement of the pavilion included in Capital Improvement Plan.

Chain of Lakes

Volunteers planted 71 bald cypress and 44 live oak trees along the pedway on the west side of the lake chain. One-gallon size trees 2-5 feet tall were donated by Pelican Island Audubon Society.

Replaced the a/c unit to the maintenance shop.

Constructed and sodded shallow swale to effectively drain the grass parking area east of softball.

Replaced sewer line to caretaker home in south east corner of park.

Repaired faucets and trailhead restroom.

Sand materials ordered in preparation of topdressing soccer fields.

Cuyler Park & Community Center

Coordinating re-painting the pickleball court lines in the gym. Quotes have been received, in process of E-verifying the contractor.

The new air conditioning system for the Warren Crandell building has been installed.

Irrigation system to softball field inspected, replaced rotor heads where necessary.

Repaired gas range in the pavilion kitchen.

Harry T Moore

Replaced the automatic float and repaired the reflection pond fountain. Drained and resealed the fountain pond to remedy water leak.

Several trees removed throughout the park due to decline including the large oak tree west of the replica house by an arborist. Planning to plant two 30-gallon American Elm trees in open space each side of the large tree removed for canopy enhancement.

Calculating costs for fencing south side of property where the site is easily accessible.

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Hired temporary maintenance staff to assist with exterior duties due to position vacancies.

Holder Park

Team is in process preparing for little league season.

Rails Trail

Continue to paint over graffiti on the pedway weekly. In process of also removing graffiti from trail signs. Signs and trash receptacles stolen or vandalized with frequency, staff continues to replace as necessary.

Contractor currently working on pruning/trimming the sides of the trail by trimming vegetation back ten feet or to the top of the ditch whichever is further.

FDOT provided guidelines for sign permit application for new postings on US1 identifying the Aurantia Rd trailhead. Working on package.

Scottsmoor Landing

Frequent mowing of Serenity Park for community use.

Singleton Tennis Courts

Received quotes to paint new pickleball lines on courts 7 & 8, timeline hopefully January, labor shortages and supply chain issues in private sector resulting in delay. Courts 9 & 10 getting higher volumes of pickleball activity with new lines.

Crayon wax used by pickleball players to make lines on the courts without approval has been removed.

Parking area improvements have been changed to re-shaping and stabilizing with millings. Cost for project design and permitting were not cost effective considering the size of the project. We are requesting exemption from SJRWMD correspondence for the addition of asphalt millings as alternative to paving. This project will be incorporated into the large-scale improvement plan to include new restrooms.

Postponing receiving quote process for replacement of single rail wood fence along front of recreation area until parking area improvements are complete.

New park sign has been delivered. Installation will be scheduled once parking improvements are complete.

Sandrift Community Center

Proposals have been received for the installation of a 26' x 34' shade structure to cover the swings.

Parrish Park Titusville

Voids have been identified in the north seawall of the parking area. We have a PO and executed task order to A&E with a notice to proceed initiated. Plan includes excavation of the washout around the outfall on the south end of the park. On site consultation week of 1/17 for design review.

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Numerous vehicles rutting up and performing donut type activity in beach area. Grading activity areas with frequency to minimize washouts.

Flap Parrish Trailhead

CPH has submitted 100% design to FDOT presently under review. SJRWMD permit has been obtained. Titusville has approved the variances and parking space issues and will issue permit to a contractor when chosen. We have received a revised schedule from CPH. Projected 373 days from start to finish. Upon final approval, the project will go through Purchasing Services for solicitation.

Other

Hand held foggers were distributed to each community center for sterilizing spaces and rooms as necessary.

Currently working on bid package to send to Purchasing Services for the replacement of park entrance signs at Fay Lake Wilderness, Manzo and Chain of Lakes parks.

Parks maintenance staff operated at 68% capacity this past month if all employees were on the clock, there is currently 15 vacant maintenance positions. Present vacant positions include: Storekeeper, Supervisor I (2), Parks Repair Technicians (3), Parks Maintenance Technicians (9).

All inspections received to include bleachers, boat ramp/docks/fishing piers, elevated platforms/crossovers/boardwalks and playgrounds.

All equipment serviced and maintained by in-house staff led by the Equipment Mechanic. The mechanic also coordinates fleet vehicle maintenance and provides data and recommendations for budget consideration.

The NAPO Electrician provides service, troubleshooting and repair to majority of all electrical needs area wide. He provides classroom training to employees for skill expansion and is the direct link with MUSCO for sport field lighting management. Parks & Recreation is benefactor of his knowledge and immediate availability saving the County expenditures otherwise.

Medium size construction projects and numerous fabrications and repairs are made in-house led by the NAPO Carpenter. Brevard County is benefactor of his skill and costs savings otherwise expended.

Invasive Plants

Area Landscape Technician treating Brazilian Pepper Trees and other invasive terrestrial plants along with staff throughout all North Area parks with frequency. He is also monitoring air potato beetle activity in parks where distributed as biological control method. Pre-emergent applications began this month wall to wall on all sports fields. The goal of instituting a pre-M program is over time to reduce the germination of weeds in athletic turf thereby decreasing labor costs and herbicide applications. The Landscape Technician oversees the turf management program along with numerous horticultural duties.

Report covers highlights of the month. Daily maintenance, repair and care of all parks, community centers, educational & recreational facilities are entirely made possible by an unbelievable group of employees.

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IV. Presentations and/or Recreation Partner Reports: (None Scheduled)

VI. OLD BUSINESS:

A. Elections: Mr. Davis asked for motions for the Chairman position for the North Brevard Commission on Parks & Recreation.

Motion made by Randy Rodriguez for Arnie Benson to remain the Chairman for 2022. Motion seconded by Jane Cline, accepted and moved by all.

AYE: Alaimo, Benson, Cline, Connors, Klein, Rodriguez

NAY: None Carried 6-0

Motion requested by Mr. Benson for nominations for Vice Chairman.

Motion made by Jane Cline for Randy Rodriguez to remain the Vice Chairman for 2022. Motion seconded by Bianca Alaimo, accepted and moved by all.

Mr. Benson stated that he feels all of his fellow Board Members are capable to serve as the Chairman of the Board.

VII. NEW BUSINESS

A. Meeting Locations: Mr. Davis explained that the Board would not be able to have the public meetings at different locations. The meetings will remain at the current location (The Brevard Room).

III. Public Comment: None

Motion requested by Mr. Benson to adjourn, Motion made by Randy Rodriguez, seconded by Bianca Alaimo, accepted and moved by all.

AYE: Alaimo, Benson, Cline, Connors, Klein, Rodriguez

NAY: None Carried 6-0

Meeting adjourned at pm

Public present: 1

Public comment cards: 0

Members present 6

Staff present: 3

City staff: 1 Total: 11

Respectfully submitted,

Mr. Arnold Benson, Chair

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