

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, November 18, 2021 in the Brevard Room of the Brevard County Government Complex-North.

Members Present

Arnie Benson
Jane Cline
Andrew Connors
William Klein
Koren Odermann
Amelia Robinson
Randy Rodriguez
Willie Taylor

Members absent

Bianca Alaimo

City of Titusville Elected Officials / Staff

Dan Diesel

Brevard County Parks & Recreation Staff

Tex Loadholtz, Maintenance Superintendent
Terry Parks, Recreation Superintendent
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 Arnie Benson, followed by the Pledge of Allegiance.

I. Roll Call:

Absent: Bianca Alaimo (out of town)

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

AYE: Benson, Cline, Connors, Klein, Odermann, Robinson, Rodriguez, Taylor

NAY: None Carried 8-0

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II. APPROVAL OF MINUTES

**Motion requested by Arnie Benson to approve the minutes from the October 14, 2021 with no corrections.
Motion by William Klein, seconded by Amelia Robinson, accepted and moved by all.**

AYE: Benson, Cline, Connors, Klein, Odermann, Robinson, Rodriguez, Taylor

NAY: None Carried 8-0

III. REPORTS

A. Miscellaneous Reports & Updates—FYI

B. Chairman's Report on Meetings

C. Advisory Board Members

Mr. Connors: Mr. Connors stated that his parks look great. He attended the recent Halloween event at Fox Lake Park and described it as amazing. He stated it was very dark and suggested possibly having the event begin earlier in the day.

Ms. Robinson: Mrs. Robinson visited her parks and stated that all of her concerns have already been addressed.

Ms. Cline: Ms. Cline was not able to visit her parks but she wanted to thank Brevard County Parks & Recreation for stepping up to get camps opened after the Brevard County School Board voted to have schools closed the whole week of the Thanksgiving holiday.

Mr. Klein: Mr. Klein stated that Wuesthoff Park is looking good with the new concrete walkway and gate. The new walkway makes it easier for visitors with strollers, wheelchairs and bikes. Mr. Kline is upset with the amount of time it takes to get a permit from the City to complete the concrete around the exercise stations.

At Parrish Park, Mr. Klein noticed that a visitor at Parrish Park came in and set up a tent near the water. He cut several trees/palm fronds to make room in the space he chose to set up. He left a big pile of brush behind. Mr. Klein contacted Mr. Loadholtz and the area was cleaned up promptly. Mr. Klein stated that there are black marks constantly on the road from cars and trucks drag racing in that area and there is currently graffiti all along the side of the bridge next to the parking lot/boat ramps.

At Sandpoint Park and Chain of Lakes, Mr. Klein is excited about the tree planting. He stated the yellow flowers along the water are blooming right now and are beautiful.

Mr. Rodriguez: Mr. Rodriguez stated that the new playgrounds in the Port St John area are very nice. The new addition of the basketball court at the Port St John Community Center is getting lots of use and the visitors seem very excited about it.

At Space Coast Communities Sports Complex, the rest rooms near the board room have leaking fixtures. There are a few restrooms that do not have signs stating if they are men's or ladies rooms.

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Ms. Odermann: Ms. Odermann stated that a boat was blocking the waterway by Sand Point/ Marina Park. She tried contacting authorities regarding this matter. She is working with an organization called Moonport Modelers. A meeting is being scheduled with the City of Titusville and Mr. Davis to work on a plan for the organization to utilize space at the Marina Park for flying model airplanes.

Blue Hole Park looked great when Ms. Odermann visited.

Mr. Taylor: Mr. Taylor stated that Fox Lake Park looks phenomenal but could use additional lighting.

Mr. Taylor feels that the Harry T and Harriett V Moore Cultural Center does not get enough advertising and thinks there should be more use of social media to spread the word about the center and the history behind it.

Mr. Taylor feels that the Rails to Trails needs to have water stations available. He stated that the homeless are making camps along the trails and TPD is having them move along. This is creating lots of trash along the sides of the trail and additional work for Parks & Recreation.

Mr. Taylor stated that the drag racing has been on the increase as TPD gets many calls for this. Most of the time when the officer arrives, the vehicles are gone. It was suggested that speed bumps may help in this area.

Mr. Benson: Mr. Benson stated that his parks are in good shape. He had a minor issue with the gate and reported this to Parks & Recreation. The issue was repaired when he went back the next day.

D. City of Titusville

Mayor Dan Diesel: Mayor Diesel stated that he is proud that the City of Titusville passed a low impact development ordinance while the city is growing at an unprecedented rate.

He announced the following upcoming events: December 4 - Titusville Christmas Parade, December 11 - The Kiwanis Drive-Thru Christmas Trail will be held at the Space Coast Regional Airport , December 11 - Christmas Festival at Titusville High School.

Mayor Diesel stated that he currently has 47 project on the City's project boards. Mayor Diesel recently attended an event at Imperial Estates Elementary school. They met with approximately 85 4th grade students and the Titusville Talking Points latest video was shared. The biggest cheer came when the part of the video stated that Popeyes Restaurant in Titusville was opened for business.

E. North Area Parks Operations Staff

Terry Parks: NAPO Recreation Report:

10/18/2021 – In accordance with NAPO Superintendent (Terry Parks) – “Effective immediately, we will be transferring the STEM program from the VAC to the American Space Museum located at 308 Pine Street, Titusville, FL 32796. I met with their staff today and I think the youth that attend will have a great time. We will resume the schedule with Sandrift visiting the American Space Museum on Friday, November 12, 2021 from 2:00 pm to 5:00 pm.”

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10/21/21 - Terry Parks and Carshonda Wright attended the Love's ribbon cutting event on Thursday, October 21. The Harry T. and Harriette V. Moore Cultural Center was presented with a check for \$1,000.00 to support programming at the center. Love's is located at 4440 Highway 46, Mims, FL 32754.

10/23/2021 – Event – Fox Lake Park: Very successful event. Twenty-two (x22) separate Exhibits and four (x4) Food Trucks (see map and list below for more information). More than one thousand (1,000+) bags of candy handed out by NAPO staff. Over one thousand five hundred (1,500+) attended the event.

11/6/21 – 11/7/21 – Fox Lake Family Campout had to be postponed. Event is rescheduled for April 30, 2022 – May 1, 2022.

11/17/21 – Thanksgiving Luncheon – Cuyler Community Center: Meals were provided to the public. Some chose to eat on site at the pavilion, while others elected to use the drive thru option.

MITP Showings:

10/23/21 – Fox Lake Park - Beetlejuice (150+)

11/13/21 – Fox Lake Park - Black Widow

Upcoming Events:

11/22/21 – 11/24/21 – Due to Brevard Public Schools being closed the entire week of Thanksgiving, fall Camp will be offered at Campbell, Cuyler, Sandrift and Walter Butler. The cost is \$54.66 for the week or \$18.22 per day.

11/20/21 – 28th Annual - Fox Lake Winter Festival of Crafts: the twenty-eighth (28th) annual Fox Lake Winter Festival of Crafts commonly referred to as the “Winter Craft Fair” will feature handcrafted holiday-themed artwork by one hundred fifty (150) local artists and artisans. The event is open to the public and FREE to attend.

11/30/21 – Job Fair - Gibson Youth Center (12:00 pm to 5:00 pm): The Job Fair is to inform and scout possible talent for long-vacant full-time and part-time positions. Individuals that are interested have the ability to meet with potential employers to ask questions and exchange information. Doing so will allow interested individuals to weigh their options to see if there is any value and/or equity to the positions available with respect to the organizational culture, pay, and benefits.

We have also contacted Everbridge in regards to purchasing a complete communication solution delivering maximum community impact. Packages are currently being reviewed by administration.

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Tex Loadholtz: NAPO Maintenance Report

Space Coast Community Sports Complex

Coordinated with Port St. John Little League in hosting the Florida Challenger Jamboree November 6 & 7.

Port St John Soccer Club in last month of Fall season.

Walter Butler Community Center

Expansion of the playground with addition of swings is complete.

Repaired the commercial reach-in cooler in the kitchen.

Replaced toilet seats in Center restrooms.

Manatee Hammock

The new ADA pool lift and cover has been received. New pool rules signage received and installed.

New pickleball courts with fencing, new shuffleboard courts and sodding is complete. Looks awesome, receiving many positive comments.

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. Currently soliciting quotes from approved contractors.

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.

Statham Park

Ordered new playground borders for installation around the swing set, coordinating delivery. Engineered wood fiber supplier presently not producing product due to equipment issued and supply chain. Will coordinate installation of the borders once EWF available.

New doors and frames for the restrooms have been received and in process of being installed.

Coordinating painting the pavilion and tongue & groove ceiling, in process of coordinating proposals.

Working with arborist on pruning trees around the building and trimming limbs from power lines.

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Coordinating with contractor on repairing gutter system to the pavilion.

Trimmed vegetation growing under the boardwalk, recurring maintenance.

Space View Park

Coordinated with the City of Titusville on Veterans Day Memorial service.

Installation of pavers around the restrooms is complete.

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 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 ordered, experiencing shipping delays, current date for shipping is December 1.

Coordinating materials to replace the flooring in the Valencenti pavilion kitchen with commercial tile. Project is being coordinated for the month of January with all reservations blocked. Quotes currently being solicited.

Other improvements to the pavilion kitchen include painting and replacing plumbing piping.

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

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

Coordinating with Purchasing Services on awarding the contract in addressing the electrical issues for the north pier. Scope of work to include removal/relocate the electric box under the pier, re-splicing the line and connections and weather seal being finalized for Purchasing Services to prepare and invitation to bid.

Timeline for repair is spring so not to interfere with shrimping season.

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Gibson Complex

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

Unable to locate matching bricks for repair of north wall, replacing with vinyl decorative fencing. Quotes have been received, in process of issuing a PO to the contractor.

In process of receiving proposals for replacing the middle playground unit and the poured in place surfacing.

Coordinating with contractor on removal of old arborvitae trees west of playground.

Coordinating efforts to pressure wash the exterior of the gymnasium.

Coordinating with contractor on repair of the siding the building A.

Scheduling with arborist to prune trees around buildings and gym.

Cleaned and conditioned the shingle roof on building E.

Replacing the gutters on building A.

Repair/replacing soffit and fascia on all buildings.

Purchased paint, volunteers assisting with painting.

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

Replacement of the basketball courts complete including sodding all areas perimeter of the courts. New adjusters for the goals have been installed and the courts are open for play. Bleachers returned to areas between courts for spectators and players.

Quotes have been received to stripe hop scotch & four-square activity lines to each court. Anticipate completion in 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.

Wuesthoff Park

Constructed new ADA concrete accessibility from the parking area to the interior of the park.

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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.

A&E in process of conceptual design for new playground and Homer Power Nature center renovations.

Fox Lake Park

Delivered and graded ninety yards of shell mix material for stabilization of parking areas and middle unimproved road. Coordinating another sixty in January.

Hosted the annual Fall Festival.

Preparing for the Craft Fair held weekend of November 20.

Coordinated with girl scout troop on installation of a memorial bench and planting of a bald cypress tree.

WW James

Installed forty yards of clay to the baseball infields.

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. Third sign to be installed since June due to vandalism.

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. Post bases set this week.

Repaired underground electric lines to the north parking lot lights damaged during construction illuminating the north parking lot and basketball court.

Coordinating with arborist for pruning trees around the community center.

Fay Park

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

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Coordinating the delivery and installation of a 24'x40' metal maintenance building to replace the one damaged in hurricane Irma. Anticipate 90-day timeframe.

North Brevard Senior Center

Installed weather stripping under doors to seal.

Repaired hot water heater and toilet in ladies restroom.

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

Stuart Park

Replacement of the concrete basketball court with a new asphalt court complete and looks awesome.

Completed adding concrete extensions and painting under both goal posts to match the height and color of the new courts.

Chain of Lakes

Coordinating with volunteers to plant 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. First day of planting is scheduled for December 4.

Coordinating the replacement of the a/c unit to the maintenance shop.

Recurring staffing of weekend softball tournaments, including upcoming large event November 20-21.

Designing the scope of work to effectively drain the grass parking area east of softball.

Cuyler Park & Community Center

The new playground is complete and looks awesome. New matching picnic tables to be installed under shade cover upon arrival, anticipate 90 days.

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 is in transit from Texas. Once received, Facilities Maintenance will check out and have installed.

Harry T Moore

Repaired the reflection pond fountain. Drained and resealed the fountain pond to remedy water leak.

Coordinated with contractor on replacing the fasteners on the roof and seal with preventative maintenance materials.

Ground lipped edges to sidewalks where applicable.

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Arborist conducted assessment of large declining oak tree west of the replica house deeming it to be a risk with possible targets in vicinity. Coordinating removal with contractor. Planning to plant two 30-gallon American Elm trees in open space each side of tree being removed for canopy enhancement.

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

New janitorial contractor began maintenance of interior of the Cultural Center November 3.

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

Holder Park

Installation of the new play structure is complete and looks great.

Rails Trail

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

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

Coordinating with Purchasing Services on scope of work to develop package for invitation to bid pruning/trimming the sides of the trail by trimming vegetation back ten feet or to the top of the ditch whichever is further.

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 December for completion. Courts 9 & 10 getting higher volumes of pickleball activity with new lines.

Working on removal of crayon wax used by pickleball players to make lines on the courts without approval.

Working on repair to concrete deck on practice side of racquetball courts.

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.

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Sandrift Community Center

Coordinating receipt of proposals for the installation of a 20'x20' shaded free activity area west of the basketball court.

Coordinated the push button repair to the automatic doors at the center entrance.

Parrish Park Titusville

Voids have been identified in the north seawall of the parking area. Contractor and engineer formulating a solution with a design for repair, revisions requested. An updated proposal from A&E has been requested. Notice to proceed with proposal was issued last week.

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.

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.

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.

IV. Presentations and/or Recreation Partner Reports:

A. Final concepts for the North Brevard Trails Wayfinding & Amenities Master Plan: Sarah Kraum, Senior Transportation Planner with Space Coast Transportation planning Organization provided the presentation prior to the meeting. The presentation was emailed to all Board members prior to the meeting and a copy was provided with the meeting packets.

After the presentation, Mr. Klein stated that he noticed cars parking and running over the plants that were recently added as part of the improvement to the trail head at Parrish Park. He suggested installing barriers around the area where the plants are located.

Mr. Taylor asked how the plans were determined. Ms. Kraum stated that multiple agencies participated in workshops and provided recommendations for the project.

Ms. Odermann asked about the detailed master plan. Ms. Kraum stated that the committees provide guidance and address safety concerns. They are working with the 4 maintaining agencies as well.

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VI. OLD BUSINESS:

A. Park assignments: Park assignment sheets were included in the packets for the meetings. The parks previously assigned to Mayor Diesel were re-assigned to Koren Odermann.

VII. NEW BUSINESS

A. Rotating Meeting locations: There was discussion regarding the locations that would be used for the meetings. It was decided that this would be moved to the agenda for discussion at the next meeting (January 13, 2022).

B. Election of Chairman & Vice Chairman: The elections for the Chairman and Vice Chairman will be held at the next meeting of the Board.

III. Public Comment:

Kaye St. Onge: Ms. Onge came to discuss the tree planting project at the Chain of Lakes Park. She stated that she is working with the Pelican Audubon Society and Keep Brevard Beautiful. The tree planting project included two types of trees. The planting will take place on Saturday, December 4 and they will be planting a total of 116 trees, including 71 Live Oak trees. On November 30, the volunteers will meet and mark the spots where all of the trees will be planted. On December 4, Volunteers with Keep Brevard Beautiful will complete the planting of the trees. Ms. St. Onge stated that all are welcome to come out to assist, just bring a bucket and shovel. Ms. St. Onge thanked Tex and his crew for their assistance with the project.

Mr. Benson adjourned the meeting at 5:53 pm

Meeting adjourned at 5:53 pm

Public present: 6

Public comment cards: 1

Members present 8

Staff present: 4

City staff: 1 Total: 19

Respectfully submitted,

Mr. Arnold Benson, Chair

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