



BOARD OF COUNTY COMMISSIONERS

Parks and Recreation Department  
Central Area Parks Operations

840 Forrest Avenue  
Cocoa, Florida 32922

**District 4 Recreation Administrative Board Minutes  
July 11, 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**

Mary Ellen Donner, Parks and Recreation Director

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**

Terry Lane, Central Area Parks Operations Manager

**Others Present**

Kristin Lortie, Representing Brevard Cares Citizens Coalition and Cocoa Cares Citizens Hub Coalition

Melissa Woods, City of Cocoa Resident

**I. Call Meeting to Order**

Mr. Liesenfelt called the meeting to order at 2:02 p.m.

**II. Approval of April 4, 2024, Minutes**

**Dr. Fettrow made a motion to approve the minutes of April 4, 2024, as presented.**

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

**III. Old Business**

**Financial Report – Fred Ameigh - Parks Maintenance Superintendent**

Mr. Ameigh asked if the Board had any questions regarding the Financial Report.

The Board had no questions, and the report was accepted as presented.

**Attendance and Programs Report – Shawn Turner, Recreation Superintendent**

Ms. Turner stated camp attendance increased from 100 to 150 participants per camp since the initial agenda packet was sent out.

Ms. Turner stated Parks and Recreation staffed the McLarty Park pool for the City of Rockledge's July 4<sup>th</sup> event. She further stated staff also led a watermelon eating contest, water ballon toss contest, as well as other self-led games and activities. Ms. Turner stated she felt the event went very well.

Dr. Fettrow thanked the Parks and Recreation staff and stated that everything went without any hitches.

### **Parks Maintenance Report - Fred Ameigh - Parks Maintenance Superintendent**

Mr. Ameigh stated staff was installing the remainder of the composite signs, and that he met with Gary Palmer with the City of Cocoa to discuss the location for the new Provost Park sign today.

Mr. Ameigh stated there were some Dr. Joe Lee Smith Park pool repair issues that needed to be addressed, as well as McLarty Park pool, and that the parts have been ordered and should be in and installed by July 12<sup>th</sup> (tomorrow).

Mr. Liesenfelt said it was his understanding that the Don "Mo" Stradley football field renovation would be done in time the upcoming football season, but not the concession stand.

Mrs. Donner stated the football concession addition came in over budget and staff will have to get with City of Cocoa to discuss phasing the project.

Dr. Fettrow thanked Mr. Ameigh for his quick reaction to large fallen tree at Taylor Park in getting it cleaned up.

### **Other**

There was none.

## **IV. New Business**

### **Projects Update**

Mr. Ameigh stated the McKnight Family Sport Complex fencing project had been completed.

Mr. Ameigh stated that after laser grading was completed on the two McKnight Family Sports Complex softball fields, irrigation will follow suit, and the sod should be laid at the beginning of September, and that the project had been delayed because of all the rain.

Dr. Fettrow and Mr. Ameigh are to schedule a meeting on site next week.

Mr. Ameigh stated that staff was still working on painting the McLarty Park Community Center.

Mr. Ameigh stated that the roofing project at Riverwalk-A-Family Park will be completed within the next four weeks.

Mr. Ameigh further stated the dock repairs for Leroy Wright Park and James Bourbeau Memorial Park are still in permitting phase.

Mr. Ameigh stated that staff purchased the paint and provided it to the Action Team Office at the Dr. Joe Lee Smith Community Center, and that the Action Team would be doing the painting, the County just provided paint.

Mr. Ameigh stated the A/C unit repairs were complete at Travis Park Community Center, Dr. Joe Lee Smith Community Center, and Cocoa West Recreation Complex

## **Board Reports**

### **City of Rockledge –**

Dr. Fettrow stated the City of Rockledge will hold a 911 Program on Saturday, September 7<sup>th</sup> at 9am at Civic Hub.

### **City of Cocoa –**

Ms. Morgan stated the City of Cocoa Budget Meeting was held July 10<sup>th</sup> and more improvements at Provost Park and Junny Rios-Martinez Park were discussed.

### **Brevard County –**

Mrs. Donner stated staff was still working with the City of Cocoa on the City of Cocoa Maintenance Agreement

## **V. Public Input**

Melissa Woods suggested a quiet zone for the holiday parade for those with disabilities that loud noises and sounds affect can sit and enjoy the parade without the stress of the sirens and loudness of the music from the bands.

Ms. Lortie read an email that she intended to send to the Board but did not regarding the City of Cocoa's spending priorities.

## **VI. Adjournment**

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

The meeting adjourned at 2:25 p.m.

/s/ Jim Liesenfelt

Jim Liesenfelt, Chairperson