

**PARKS AND RECREATION DEPARTMENT**  
**Central Area Parks Operations- Merritt Island/Beaches**  
**951 Kiwanis Island Park Road**  
**Merritt Island, FL 32953**

*Recreation Advisory Board Meeting Minutes*  
*September 17, 2003*

**MEMBERS PRESENT**

Cathy Jarrell – Chairman  
John Campbell  
Vicky Fischer  
Dorothy Hill  
Ray Hoffman  
Tod McNeal  
Bill Parlon  
Hank Salvin  
Albert Thomas

**STAFF PRESENT**

Cathie Schanz, Manager, Central Area Parks Operations  
Hector Lopez-Acevedo, Superintendent, Central Area-Merritt Island/Beaches Parks Recreation  
Kent Hanson, Superintendent, Central Area-Merritt Island/Beaches Parks Maintenance  
Karla Grisham, Administrative Secretary, Central Area Parks Operations

**I. CALL MEETING TO ORDER**

Chairman, Ms. Cathy Jarrell called the meeting to order at 5:00 PM

*Ms. Jarrell dispensed with the Agenda and requested a Referendum Project update from Ms. Schanz.*

**II. OLD BUSINESS**

**REFERENDUM UPDATE - Cathie Schanz**

- A.** Audubon – The restroom concession building is scheduled for completion at the end of October.
- B.** Edgewood – The soccer field completion is scheduled for September 30<sup>th</sup>.
- C.** Gardendale & Stevenson - Sod is being laid this week at both sites.
- D.** Kelly Park East- The Pavilion project is out for bids and staff is working on tennis court design.
- E.** Kiwanis Island Park- Quotes have been requested for the Community Building design, the fields are under construction and the restroom concession building is under design.
- F.** Manatee Cove- In the permitting phase for the pavilion.
- G.** Mila- The fields are under construction.
- H.** Mitchell Ellington Park- In the permitting phase and the playground and dog park elements are under review.
- I.** Rotary Park- Still in design and permitting stage.
- J.** Tropical Elementary – Still in design and permitting stage.
- K.** Woody Simpson Park- Computer lab is build phase; the Friendship Foundation as approved by the Board of County Commissioners will operate both computer centers at Woody Simpson Park and Cocoa West Community Center.

### III. APPROVAL OF JULY 16, 2003 MINUTES

The minutes of the July 16, 2003 meeting were reviewed. A **motion** for approval was made by Mr. Bill Parlon, **seconded** by Mr. John Campbell and **approved unanimously**.

### IV. OLD BUSINESS - *Cathie Schanz*

#### ROTARY PARK CONCEPTUAL PLAN APPROVAL

Plans were reviewed by the Board to approve two ball fields at the park. **Motion** to approve made by Mr. Bill Parlon, **seconded** by Ms. Vicki Fischer and **approved unanimously**.

#### TROPICAL PARK ELEMENTARY CONCEPTUAL PLAN APPROVAL

Plans were reviewed by the Board to approve two lighted ball fields at the school. **Motion** to approve made by Mr. Tod McNeal, **seconded** by Ms. Vicki Fischer and **approved unanimously**.

### V. NEW BUSINESS – *Cathie Schanz*

Ms. Schanz discussed a letter of request from a patron requested the Haunted Forest event held at Rotary Park in October be cancelled indefinitely. Upon discussion by the members it was determined that due to Parks staff properly closing the park during the event and cleaning the park after the event a **motion** was made by Ms. Vicki Fischer not close the park during the event and Mr. Bill Parlon **seconded** and **approved unanimously**.

Ms. Schanz discussed a request from a patron not to rename Strickland Park. The members took note of the request.

### VI. REPORTS

#### A. FINANCIAL REPORTS – *Hector Lopez-Acevedo*

Mr. Lopez provided Revenue and Expenditure summary report through July, 2003 for the members to review and discuss. The board stands in receipt of the financial report.

#### B. ATTENDANCE & PROGRAM REPORTS- *Hector Lopez-Acevedo*

Mr. Lopez reviewed the attendance and program reports. He noted that the Summer Recreation program has ended and that staff is looking into a similar program with local schools. He reported that the Nature Nuggets Program is booked, the upcoming Fall Festival is scheduled for September 28<sup>th</sup> at 2:00 pm at Kiwanis Island Park, Haunted Forest is scheduled for October 24 and 25 at Rotary Park.

#### C. PARKS REPORT – *Kent Hanson*

Mr. Hanson reported the completion of the Maintenance building at Kiwanis Island Park, installation of playground at Rotary, resurfacing of parking lot at Pineview, Cone Road and Ulamay entrance road. Mr. Hanson announced the recent installation of the volleyball unit at Woody Simpson Park.

#### D. BOARD MEMBER REPORTS- *Ray Hoffman & Albert Thomas*

Woody Simpson attendance for ball fields is incorrect. Lighting at Woody Simpson needs to be checked, particularly the parking lot and in the ball field area.

Mr. Thomas inquired about the budget and if everything was on track for this year. Ms. Schanz let the Board know that budget problems from last year were staffing mistakes and has been adjusted.

### VII. ADJOURNMENT OF MEETING

A **motion** for adjournment was made by Ms. Vicki Fischer, and **seconded** by Mr. Bill Parlon. The meeting adjourned at 5.45 p.m. The next scheduled Recreation Advisory Board Meeting will be November 19, 2003 at the Doyle Carlton Pavilion or the Annex.

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Cathy Jarrell  
Chairman

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Cathie Schanz, Manager  
Central Area Parks Operations