

MAYOR
Hal J. Rose

DEPUTY MAYOR
Pat Bentley

COUNCIL MEMBERS
Daniel Batchelder
John Dittmore
Adam Gaffney
Barbara A. Smith
Andrea Young



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PARKS AND RECREATION ADVISORY BOARD

MINUTES

October 23, 2019

1. CALL TO ORDER

Chairman Andy Jones called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE AND ROLL CALL

Members present were Chairman Andy Jones, Members Sandy Carbon, Jack Masson, Brett Tam, Daniel McDow, Linda Smura and Linda Palardy.

Also present was City Council Liaison Barbara Smith and Parks and Recreation Director Rich Boprey.

Chairman Andy Jones announced that Jan Lieson has decided to resign from the Board.

Chairman Jones led the Pledge of Allegiance.

1. NEW BUSINESS

A. Strategy Plan – it was agreed at the September 11, 2019 meeting that a meeting would be called in October to continue the conversation about the development of a strategy plan. Parks & Recreation Director Rich Boprey had sent the City resolutions / ordinances to all Board members for them to review. Chairman Andy Jones read some of the resolutions that defined duties or obligations for the Advisory Board.

Chairman Jones asked the members of the Board what they want to do going forward. Chairman Jones suggested the following points 1) The Advisory Board constructs a written report and presents to the City Council twice a year. 2) Continues the discussion mentioned by Member Masson with regard to the City approaching the County with a view of taking over the operations of Rhodes Park 3) further discussion to construct a Community Building and the property to be purchased for it 4) wants all Board members to provide input for agenda topics for future meetings

Member Linda Palardy – spoke about the Board looking at contracting a consulting company to do a detailed survey – covering all areas – land, buildings, contents, financial, community needs / desires and report the summary to the Parks & Recreation Advisory Board and the City Council.

Member Brett Tam raised the following points: 1) wanted to know why the approved budget for improvements on the Parks Maintenance building has not been completed 2) wanted to know why the approved funding for renovations on the Clements Wood bathrooms / pavilion has not been completed.

City Liaison Barbara Smith feels that the former Pal House should have been given to the Parks & Recreation Department rather than given to a private organization on a free lease.

Chairman Jones suggested that the ideas generated by the Advisory Board could be presented to City Liaison Barbara Smith and she could in turn present them to the City Council.

City Liaison Barbara Smith said that the ideas should be put on the Council agenda and directly reported by the Advisory Board.

Member Jack Masson - agreed with the concept of the Advisory Board providing a report to the City Council on a semi-annual basis. He stated that it is important that the Board shows commitment and has goals and dreams for the future of the Parks & Recreation Department. The City Council will see and respect that the Parks Advisory Board are working together on plans for the betterment of the City. Member Masson explained that he has been involved in goal setting and strategic planning for 47 years as the former Brevard County Parks & Recreation Director. He spoke about the tremendous growth of the City of West Melbourne and feels that people make a big part of their decision on where to live based on the services and offerings of the Parks & Recreation Department. He feels that it is vital for the Advisory Board to develop a short, medium and long term strategy plan. He also spoke about professional firms that will produce facts and figures to assist with a master strategy plan. Member Masson stated that the City Manager can authorize up to a certain amount of money for a consulting firm to analyze the City or piggy back on another local municipality who have had such a study performed. They would meet with staff, look at existing facilities, meet with the Advisory Board and present their findings and make recommendations to City Council.

Member Masson also felt that the Advisory Board needs to recommend that City Council consider a consulting firm to look at potential land opportunities etc and he handed out an example study / survey that was conducted by a firm in his past role.

Member Masson feels that it would be a good idea to have a meeting between the Board members, City Manager Scott Morgan and Parks & Recreation Director Rich Boprey to discuss plans / ideas. Member Masson added that after a meeting with the City Manager - Chairman Jones can make recommendations to the City Council for a vote and approval to contract a Consultant to assist in the development of a long term strategic plan.

City Liaison Barbara Smith suggested that the Advisory Board introduce themselves and present at a City Council meeting.

Parks & Recreation Director Rich Boprey added that the budget year for the City is October 1- September 30 and the budget process begins in February. The Advisory Board should take this information into consideration as they are formulating plans to discuss with the City Council.

Member Daniel McDow wanted to thank all members for attending the meeting. He is in favor of developing a long range plan. Member McDow also feels that it is very important to start goal setting and to create a working plan for the Advisory Board. He is in favor of arranging a meeting for the Board with City Manager Scott Morgan. He proposed a motion for Board approval to arrange the meeting. The Advisory Board approved the motion 7-0.

In summary – Chairman Jones agreed that on Thursday, October 24, 2019 he would make contact with City Manager Scott Morgan. The purpose of the call is to arrange a date for a meeting between the Advisory Board and the City Manager.

The Advisory Board members agreed on the following points of discussion for consideration:

- 1) Contract a consulting firm for a Parks & Recreation study and long term plan
- 2) Parks maintenance building upgrades / refurbishment
- 3) Clements Wood Park bathroom / pavilion refurbishment
- 4) Community Building
- 5) Rhodes Park

Public Comments

5. ADJOURNMENT

The next meeting date will be held on Wednesday, November 13, 2019 at 6:00 p.m.

There being no further business, Linda Smura made a motion to adjourn at 7:27 p.m., seconded by Linda Palardy – motion carried 7-0.