



Parks & Recreation Advisory Board Meeting

**January 11, 2024 at 6:00 PM
Howey-in the-Hills Town Hall
101 N. Palm Ave.,
Howey-in-the-Hills, FL 34737**

MINUTES

CALL TO ORDER AND ROLL CALL

Board Chair Jim Steele called the Parks and Recreation Board Meeting to order at 06:02 p.m.

BOARD MEMBERS PRESENT:

Joshua Husemann, Board Member | Staci Mauro, Board Member | Mary Arnold, Board Member | Vicki Steele, Board Secretary | Jim Steele, Board Chair

STAFF PRESENT:

Morgan Cates, Public Works Director | Brianna Pino, Public Works Administrative Assistant

APPROVAL OF MINUTES

1. Consideration and Approval of the December 14, 2023, Parks & Recreation Advisory Board Meeting Minutes.

Motion made by Board Member Husemann to approve of the 12/14/2023 Parks and Recreation Meeting minutes; seconded by Board Member Arnold. Motion approved unanimously by voice vote.

Voting

Yea: Board Member Husemann, Board Member Mauro, Board Member Arnold, Board Secretary Steele, Board Chair Steele

Nay: None

2. Consideration and Approval of the November 9, 2023, Parks & Recreation Advisory Board Meeting Minutes.

Motion made by Board Member Husemann to approve of the 11/09/2023 Parks and Recreation Meeting minutes with the correction of one word to be capitalized; seconded by Board Member Arnold. Motion approved unanimously by voice vote.

Voting

Yea: Board Member Husemann, Board Member Mauro, Board Member Arnold, Board Secretary Steele, Board Chair Steele

Nay: None

OLD BUSINESS

3. Discussion: Parks Assessment

Board Member Husemann gave his park assessment of Central Park. Board Member Husemann stated that everything looked fine aside from the basketball court that needed to be fixed.

Board Member Mauro gave her assessment of Taylor Memorial Cemetery. Board Member Mauro stated that the cemetery had palm fronds around due to the wind. Board Member Mauro stated that the palm fronds were more toward the mausoleum. Public Works Director, Morgan Cates, stated that he would have the Public Works Department handle it.

Board Secretary Steele gave her assessment of Griffin Park. Board Secretary Steele expressed her concern over the moss on top of the trees.

Board Member Arnold gave her park assessment of Sara Maude Mason Nature Preserve. Board Member Arnold stated that the park looked great. Board Member Arnold asked if the branches that surrounded the sign needed to be trimmed. Public Works Director, Morgan Cates, stated that he would take care of it.

Board Chair Steele gave his assessment of Blevins/Patriot Park. Board Chair Steele stated that the park looked good. Board Chair Steele stated that the fence and mulching looked great. Board Chair Steele asked if the two large flower beds would have mulch or grass. Public Works Director, Morgan Cates, advised that there would be landscaping done as well as mulching.

4. Discussion: Staff Parks Update

Public Works Director, Morgan Cates, stated that there weren't any updates. Mr. Cates stated that the items that were addressed in the Parks Assessment discussion would be addressed.

5. Discussion: Pine Park Update

Public Works Director, Morgan Cates, stated that the town had a new conceptual plan after meeting with FDOT. Mr. Cates advised that FDOT stated that a roundabout would be safest at the intersection. The new conceptual plan included the roundabout. Mr. Cates stated that the new conceptual plan was presented to the Town Council at the previous Town Council Meeting. The Town Council voted in favor of the roundabout.

Board Chair Steele asked who would own the center of the roundabout and if a sign could be added. Mr. Cates advised that it would be a state road, however the idea of a sign could be discussed with FDOT.

Mr. Cates advised that the topic of a lowered speed limit after the roundabout was discussed with the Town Council.

Board Secretary Steele asked who would pay for the roundabout. Mr. Cates advised that the roundabout would be paid for by the developer or the developer would do a cost-share with FDOT.

Mr. Cates advised that there could be a dog park added to the plan.

The board was in favor of the new Pine Park design update.

6. Discussion: Tree Planting Program

Public Works Director, Morgan Cates, advised that he was waiting on ideas from the board about a tree planting program, or an Adopt-A-Tree program. Board Chair Steele advised that he would get with the Town Clerk once the board decided on an idea.

Board Chair Steele asked if the trees that were to be planted would be assigned to someone from the town that would maintain the trees. Mr. Cates advised that he was in favor of an Adopt-A-Tree program, in which the resident would be responsible for watering the tree. Once the tree was established, the resident would no longer need to water the tree.

Board Secretary Steele asked if the program would be there to benefit the whole town. Board Secretary Steele also asked if the trees would form a canopy or be more individualized. Mr. Cates advised that the idea of the program would be to replace dead trees that were removed and to add additional trees.

Mr. Cates advised that he would come up with an idea alongside his Administrative Assistant.

NEW BUSINESS

7. Discussion: Capital Improvement Plan (CIP)

Public Works Director, Morgan Cates, advised that was no update from the Town Council regarding the Capital Improvement Plan (CIP). Mr. Cates advised that there would be a workshop to discuss the CIP.

Mr. Cates stated that the Sara Maude RFP would come out at the end of January or beginning of February.

Mr. Cates advised that there would be a geotechnical survey for Peak Park to find out if a park could be placed there.

Board Member Husemann asked if there were monies for the covered swing set. Mr. Cates confirmed that funds were available.

BOARD COMMENTS

None

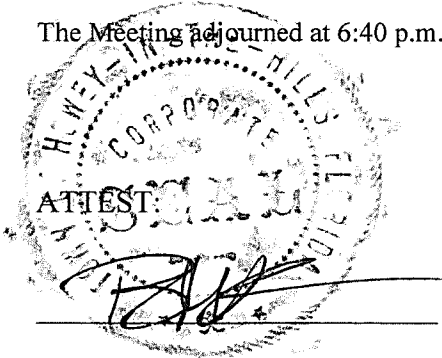
PUBLIC COMMENTS

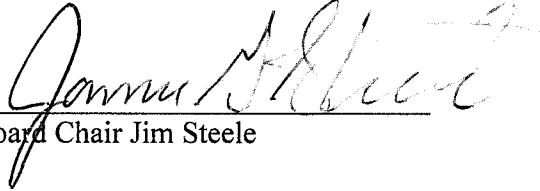
None

ADJOURNMENT

There being no further business to discuss, a motion was made by Board Member Husemann to adjourn the meeting; Board Member Mauro seconded the motion. Motion was approved unanimously by voice vote.

The Meeting adjourned at 6:40 p.m. | Attendees: 7




Board Chair Jim Steele

Brianna Pino, Public Works Administrative Assistant