



**Parks & Recreation
Advisory Board Meeting
November 09, 2023 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

Public Works Director, Morgan Cates called the Parks and Recreation Board Meeting to order at 06:03 p.m.

BOARD MEMBERS PRESENT:

Joshua Husemann, Board Member | Staci Mauro, Board Member | Mary Arnold, Board Member

BOARD MEMBERS ABSENT:

Jim Steele, Board Chair | Vicki Steele, Board Secretary

STAFF PRESENT:

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

Prior to agenda item #1, Public Works Director, Morgan Cates, informed the Board that two members were absent. Mr. Cates asked for the board to make a motion on a chair for the evening and take a vote on it.

Motion made by Board Member Arnold to make Board Member Husemann chair for the meeting; seconded by Board Member Mauro. Motion approved unanimously by voice vote.

Voting

Yea: Board Member Arnold, Board Member Mauro, Board Member Husemann

Nay: None

APPROVAL OF MINUTES

1. Consideration and Approval of the October 12th, 2023, Parks & Recreation Advisory Board Meeting Minutes.

Motion made by Board Member Mauro to approve of the 10/12/2023 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

Nay: None

OLD BUSINESS

2. Discussion: Parks Assessment

Board Member Arnold gave her park assessment of Sara Maude Mason Nature Preserve. Board Member Arnold stated that the park looked to be in good shape.

Board Member Mauro stated that she was unable to review the Taylor Memorial Cemetery.

Board Member Husemann gave his park assessment of Central Park. Board Member Husemann stated that the weeds needed to be trimmed. Board Member Husemann stated that the chains were rusted, and some needed to be replaced.

3. Discussion: Staff Parks Update

Public Works Director, Morgan Cates, stated that the Public Works employees had installed a drinking fountain in Central Park.

Mr. Cates stated that the power they added in Central Park helped during the Halloween Bash for the vendors and staff.

Mr. Cates stated that the Public Works employees refreshed the mulch in Blevins/Patriot Park. Mr. Cates stated that the employees would also add mulch to Central Park, Marianne Beck Memorial Library, and Town Hall.

Board Member Arnold had a question regarding when street signs get replaced, due to wear and tear. Mr. Cates advised that the Public Works Department would need to be made aware of what street signs needed replacement, and the Public Works Department would handle it. Mr. Cates also advised that the street signs in Venezia are already on the list for replacement.

Board Member Arnold asked if the Public Works Department handled trimming of tree branches that would block street signs along 19. Mr. Cates advised that if it were a sight distance issue, the Public Works Department would handle it. If it was a blocking issue, Mr. Cates stated that they would inform DOT, however if it was time sensitive, the Public Works Department would take care of it.

4. Discussion: Pine Park Design Update

Public Works Director, Morgan Cates presented the Pine Park design concept to the Board. Mr. Cates stated that at least one Town Council member had expressed concern over the lack of parks in Venezia. Mr. Cates explained that the Pine Park parcel was given to the Town by the developer of Venezia to have parks created.

Mr. Cates expressed that the Town took into consideration the different amenity ideas given by the Board, and created the design concept that was displayed. The Board was in favor of the design plan displayed.

Mr. Cates stated that the section that connected to Venezia on the design plan would only take place if Venezia would allow it. Mr. Cates stated that the Town Engineer would work on a design plan for the parking area and driveway for DOT to issue a permit.

Mr. Cates explained that the concept plan would be on the agenda at the next Town Council meeting. Mr. Cates stated that he would ask the Town Council for monies to be allotted every year to add to the Pine Park parcel to retain the property.

5. Discussion: Sara Maude Mason Boardwalk RFP

Public Works Director, Morgan Cates, stated that he completed writing the RFP for Sara Maude Mason Boardwalk. Mr. Cates displayed to the Board a video that demonstrated what the boardwalk looked like after the hurricane.

Mr. Cates stated that the Town received mitigation funding from FEMA. Mr. Cates explained that with mitigation funding, changes to the boardwalk were needed.

Mr. Cates stated that he sent the RFP to the Town Clerk and the Town Manager to review prior to moving forward with the project.

NEW BUSINESS

6. Discussion: FDOT Scenic Byway Application

Public Works Director, Morgan Cates stated he had been in communication with the Town Planner to submit an application to get Howey-in-the-Hills added to the Scenic Byway. Mr. Cates explained that there would be benefits to this, including funding and exposure. Mr. Cates advised that this would be presented to the Town Council to further discuss the process.

BOARD COMMENTS

Board Member Mauro asked about the status of the ADA swing. Public Works Director, Morgan Cates advised that he had been looking into this online to find the best place to purchase this swing and where it would be located. Mr. Cates stated that he would reach out to the Town's vendors and insurance companies to ensure the best and safest purchase. Board Member Mauro asked if the Town would want residents' input in the matter. Mr. Cates advised that this would be a good idea.

Board Member Mauro asked if the Parks & Recreation Board would need to be involved in the Christmas Festival. Mr. Cates advised that the Town would be having an Events Committee Meeting the following week to discuss details.

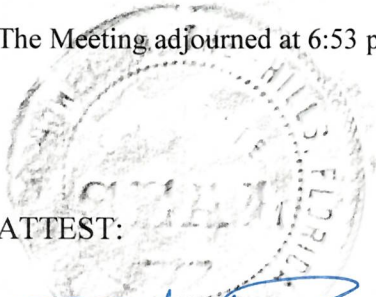
PUBLIC COMMENTS

None

ADJOURNMENT

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

The Meeting adjourned at 6:53 p.m. | **Attendees: 5**



ATTEST:


Board Chair Jim Steele



Brianna Pino, Public Works Administrative Assistant