



TOWN OF PONCE INLET
PARKS, RECREATION AND TREE ADVISORY BOARD
REGULAR MEETING MINUTES

April 5, 2016

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6 **1. CALL TO ORDER:** Pursuant to proper notice, Chairman Shaffer called the
7 meeting to order at 6:00pm in the Council Chambers located at 4300 S. Atlantic Ave.,
8 Ponce Inlet, FL.

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10 **2. PLEDGE OF ALLEGIANCE:** Chairman Shaffer led attendees in the *Pledge of*
11 *Allegiance*.

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13 **3. ROLL CALL & DETERMINATION OF QUORUM:**

14 *Board members present:* *Board members absent:*
15 Mr. Higelin Ms. Bell
16 Ms. Magrady Vice-Chairman Smith
17 Chairman Shaffer

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19 *A quorum was established with three members present.*

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21 **Staff members present:**

22 Mr. Gunter, General Manager of Public Works
23 Ms. Hunt, Town Board Secretary
24 Ms. Zengotita, Parks/Rec and Museum Educator

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26 **4. ADOPTION OF AGENDA:** Ms. Magrady moved to adopt the agenda as
27 presented; seconded by Chairman Shaffer. The motion was APPROVED by consensus.

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29 **5. APPROVAL OF MINUTES:**

30 *a. March 1, 2016 – Ms. Magrady moved to adopt the March 1, 2016 meeting*
31 minutes as presented; seconded by Mr. Higelin. The motion was APPROVED by
32 consensus.

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34 **6. REPORT OF STAFF:**

35 Mr. Gunter reported that crews have been raking leaves and doing general
36 cleaning in all Town parks; fresh mulch will be installed when the cleaning is complete;
37 and a fish cutting board has been installed at the trash can in Elbers Park.

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39 Ms. Zengotita provided the Parks and Recreation Assessment Report and
40 reviewed the list of projects and upcoming events:

- 41 • the tennis and basketball court refinishing is complete and the courts are
- 42 open;
- 43 • April 8th at 10:00AM – The Native American Presence in the Ponce
- 44 Preserve will be held at the Ponce Preserve;
- 45 • April 19th at 10:30AM – Lecture Series “A Closer Look at Lyonia” will be
- 46 held in the Council Chambers;

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- April 22nd at 11:00AM – Tour of Ponce Preserve's Native Plants will be held in the Ponce Preserve;
 - April 20th & May 4th at 9:00AM – a Mangrove Trimming workshop will be held at the Community Center. Seating is limited, so you must call the Planning & Development Department to reserve a seat or for more information.

54 Ms. Zengotita stated the Easter event went well and there were plenty of volunteers and
55 children. The animals were a big hit, and there were plenty of toys & eggs; an estimated
56 125 children attended. Chairman Shaffer commended Ms. Zengotita for her work on this
57 event.

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59 **7. OLD BUSINESS:** None.

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61 **8. NEW BUSINESS:**

62 *a. Discussion of potential Budget Requests for Fiscal Year 2016/2017* – Ms.
63 Zengotita referred to the staff report, which included staff's suggested purchases and
64 projects, based on Council's bi-annual Goals workshop for the Parks and Recreation
65 budget. Suggested improvements are:

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67 • Ponce Preserve: a Historic sign on S. Peninsula Drive, noting the Green Mound
68 historic site; and Installation of a dog water fountain next to the restrooms.

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70 • Pollard Park: installation of lighting at the basketball/pickleball court, to allow
71 residents to play after sunset.

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73 • Davies Park: a merry-go-round and an adult/child inter-active swing that allows
74 adults and children to swing together.

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76 Ms. Zengotita stated that the Board is being asked to review each of these items and
77 rank them in order of priority. She noted that once tallied, staff will submit the
78 information to the Town Manager for consideration during the upcoming budget
79 process. She reviewed each item in further detail.

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81 Ms. Magrady asked for the cost for each of the proposed projects/improvements. Ms.
82 Zengotita said the Ponce Preserve sign is approximately \$200.00; the merry-go-round
83 cost is \$6,500 including installation; the integrated swing is \$1,500 & can be added to
84 current swingset frame.

85

86 Ms. Zengotita continued, noting that in Pollard Park, the court lighting is estimated to
87 cost \$7,000; and in the Ponce Preserve, she and Mr. Gunter are reviewing several cost-
88 effective ways for installation of a dog water fountain. Mr. Higelin asked if anyone has
89 requested a dog water fountain there. Ms. Zengotita said yes, it was requested by this
90 Board at a previous meeting.

91

92 Ms. Magrady asked if the proposed signage for the Green Mound will be different from
93 the one already ordered for Atlantic Avenue. Ms. Zengotita said yes, the historic site

94 marker to be placed within the park is a standard historic site marker, which has a
95 standard font and size; this sign will be on S. Peninsula Drive, and have larger font.

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97 Ms. Magrady thanked Ms. Zengotita for clarifying and commended her for taking into
98 consideration the different abilities of children in regards to the merry-go-round.
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100 Chairman Shaffer asked what the cost was for the court resurfacing. Ms. Zengotita said
101 between \$6,500 and \$6,800.

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103 Ms. Magrady asked what the total budget is for these types of projects. Ms. Zengotita
104 said it depends on the projects and goals; she reminded the Board that these projects
105 are for a two year budget, and noted the Board may add or remove items from this list,
106 based on its discussions. Chairman Shaffer asked the status of the Ponce Preserve
107 boardwalk. Mr. Gunter said it is on the radar and may need to be replaced within the
108 next year or two. Ms. Zengotita noted that the Board may add this item to the list, and
109 indicated that the cost could be as high as \$80,000. Ms. Zengotita suggested that if the
110 Board wishes to add the boardwalk to the list, stating that even if it ranks lower, it will be
111 on the Council's radar.

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113 Chairman Shaffer asked the status of Wilbur Bay park. Ms. Zengotita said the Planning
114 and Development Department is looking into development of that park. Chairman
115 Shaffer suggested using polypropylene materials for the kayak launch as it is durable
116 material. Mr. Gunter said staff has a meeting next week regarding that park, and it looks
117 like it will be a two-year plan; the first year will be design phase and the second year will
118 be the construction phase.

119 The Board agreed by consensus to add the Ponce Preserve Boardwalk replacement to
120 the list.

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122 **9. PUBLIC PARTICIPATION:** None

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124 **10. BOARD DISCUSSION:** Chairman Shaffer thanked Mr. Gunter and the Public
125 Works staff for the exceptional job they do with the parks and the town.

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127 **11. ADJOURNMENT** – Ms. Magrady moved to adjourn the meeting; seconded by
128 Chairman Shaffer. The meeting adjourned at 6:30 pm.

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130 Prepared & submitted by:

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Peg Hunt, Town Board Secretary