



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Unfinished Business

I.2.

3/8/2022

Subject:

Advisory Board Consolidation (Parks and Recreation)

Fiscal Impact:

Estimated cost savings of approximately \$6,000 annually

Dept/Office:

District 3 Commission Office

Requested Action:

Board consideration and approval of motion(s) to direct staff to draft documents consolidating the current number of four (4) county parks and recreation advisory boards, down to two (2) (one located in the North and one located centrally for both South and Central Brevard). The documents effectuating this course of action, once completed, will be brought back this Board for a final vote.

Summary Explanation and Background:

At the February 22, 2022 regular meeting, it was proposed and discussed to consolidate the four (4) current parks and recreation boards (Cocoa West Recreation Complex Advisory Committee, District 2 Merritt Island/Beaches Recreation Advisory Board, North Brevard Commission on Parks and Recreation, and Parks and Recreation South Area Advisory Board), into two (2) boards, with one serving the North part of the County and one strategically located to represent the South and Central areas.

The North Brevard Commission on Park and Recreation would be left as-is, and the other three (3) boards would be consolidated into the Central and South Commission on Parks and Recreation, which would meet in Viera at the Government Center. Additionally, certain guidelines will be proposed to keep costs down, while maximizing efficiency and value.

Clerk to the Board Instructions:



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001

Fax: (321) 264-6972

Kimberly.Powell@brevardclerk.us

March 9, 2022

M E M O R A N D U M

TO: John Tobia, Commissioner District 3

RE: Item I.2., Advisory Board Consolidation for Parks and Recreation

The Board of County Commissioners, in regular session on March 8, 2022, authorized and directed staff to draft documents providing for the consolidation of the Cocoa West Recreation Complex Advisory Committee, District 2 Merritt Island/Beaches Recreation Advisory Board, and Parks and Recreation South Area Advisory Board, into the Central-South Commission on Parks and Recreation; limited County staff's participation to a maximum of four meetings per year, or quarterly, for the North Commission on Parks and Recreation; limited County staff's participation to a maximum of four meetings per year, or quarterly, for the Central-South Commission on Parks and Recreation, with all meetings for the Central-South Commission on Parks and Recreation to be held at a government location, in a government facility, either where Cocoa West currently meets, Viera, or where the District 2 Merritt Island one meets, rotating; the Commissions will be required to annually submit a report of recommendations to be published in regular meeting agendas; a clause will be included citing the County's rules for advisory boards member term limits; staff time will be billed at \$50 per hour with an indexed annual Consumer Price Index (CPI), staff time billed during a single year shall not exceed \$3,000; staff time includes but is not limited to, attendance at meetings, research, communication, and any other task done on behalf of, or in relation to, a request made by members of the board; a sunset provision will be included so that the board will be dissolved after four years unless further action is taken by the Board of County Commissioners; and staff shall provide the Board with a report after six months, on attendance and participation of the new boards.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK

A handwritten signature in cursive script, reading "Kimberly Powell".

Kimberly Powell, Clerk to the Board

cc: Each Commissioner
Parks and Recreation Director
County Manager

1, 2.

Motion:

To authorize and direct staff to draft documents providing for the consolidation of the Cocoa West Recreation Complex Advisory Committee, District 2 Merritt Island/Beaches Recreation Advisory Board, and Parks and Recreation South Area Advisory Board, into one "Central-South Commission on Parks and Recreation."

As to the North Commission on Parks and Recreation, County Staff participation shall be limited to a maximum of 4 meetings per year (quarterly).

As to the Central-South Commission on Parks and Recreation, this Commission will meet a maximum of 4 times per year (quarterly); all meetings for the Central-South Commission will be held at the Viera Government Center during normal business hours, they shall be required annually to submit a written report of recommendations to be published in a regular meeting agenda, a clause will be included citing the County's rules for advisory board member term limits, staff time will be billed at \$50 per hour with an indexed annual CPI, staff time billed during a single year shall not exceed \$3,000.00, "staff time" includes, but is not limited to, attendance of meetings, research, communication, and any other task done on behalf of, or in relation to, a request made by members of the board, and a sunset provision will be included so that the board will be dissolved after 4 years, unless further action is taken by the Board of County Commissioners.

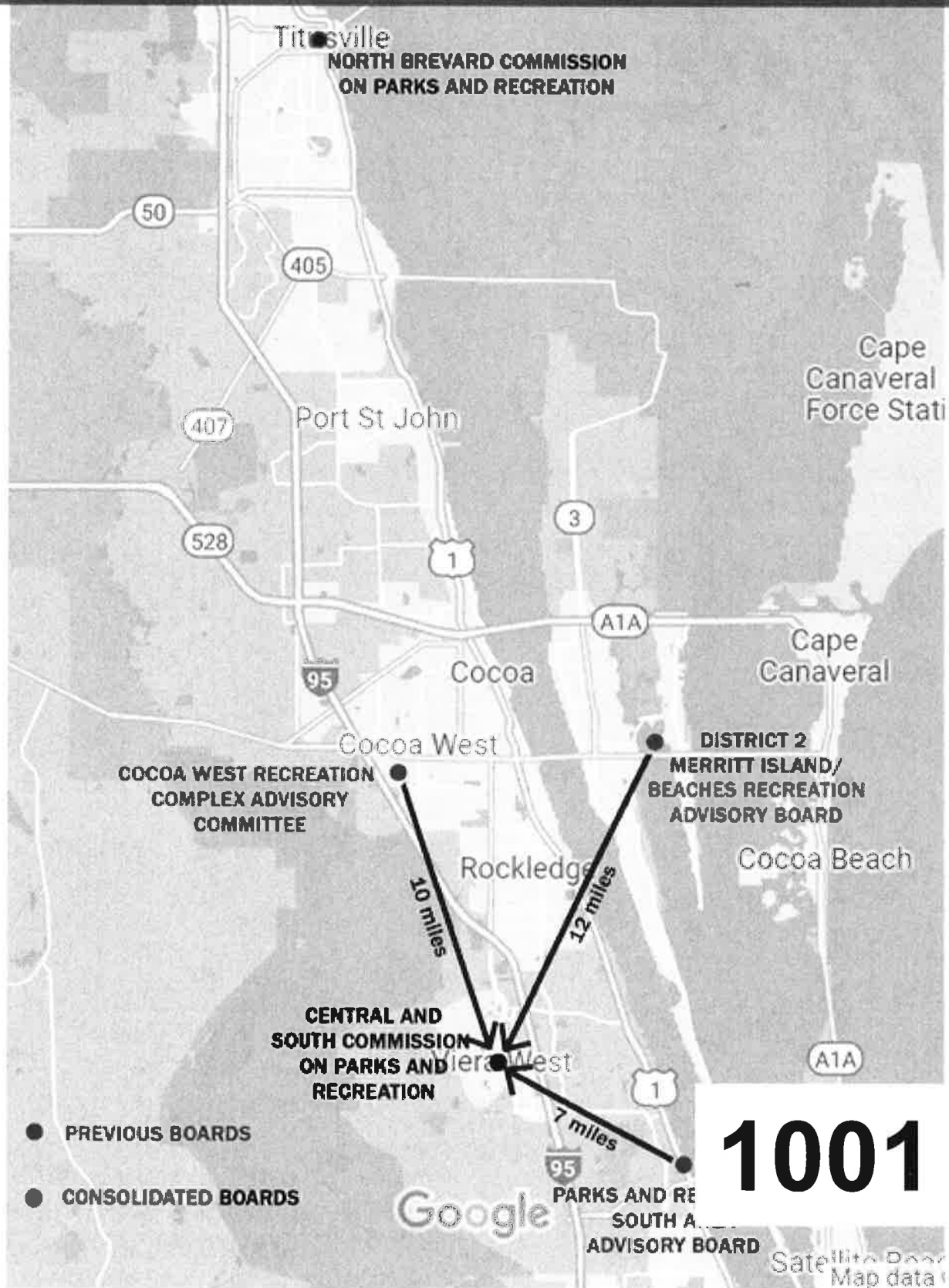
a gov. facility

provide us w/ LC

Staff bring
6 month report

allow board to determine
their meeting
locations at a gov. fac.

PROPOSED PARKS AND RECREATION ADVISORY BOARD CONSOLIDATION

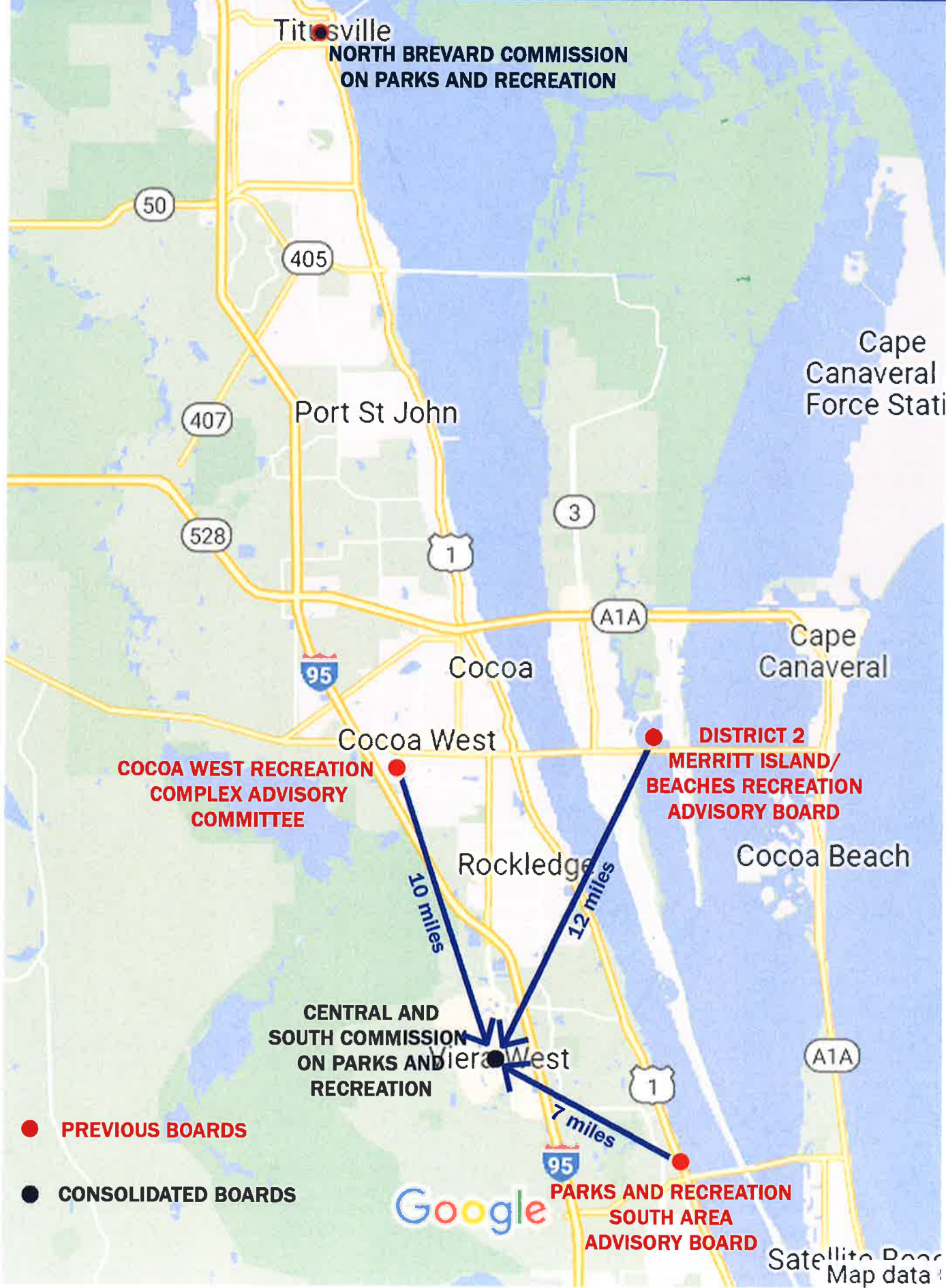


| ADVISORY BOARD CONSOLIDATION SUGGESTION NON-MANDATORY PARKS AND RECREATION | | | | | | | |
|---|---|--|--------------------|---|---------------|-----------|--|
| # | Name | Address | Annual Cost (2018) | Formed By | 2021 Meetings | Vacancies | City or County Appointed |
| 1 | North Brevard Commission on Parks and Recreation | Brevard Government Complex North: 518 Palm Avenue, Titusville, FL 32796 | \$7,707.00 | Chapter 14 City of Titusville Code of Ordinances, Resolution December 22, 1966 - County Resolution 95-287 | 5 | 0/9 | 4 County, 4 City of Titusville, 1 School Board |
| 2 | Central and South Commission on Parks and Recreation | Viera Government Center: 2925 Judge Fran Jamieson Way, Melbourne, FL 32940 | n/a | n/a | n/a | n/a | County |
| | Cocoa West Recreation Complex Advisory Committee | Cocoa West Recreation Complex: 230 S Burnett Rd #4000, Cocoa, FL 32926 | \$1,128.00 | Resolution Nos. 90-383; 02-37; 06-006 | 2 | 0/5 | County |
| | District 2 Merritt Island/Beaches Recreation Advisory Board | Kiwanis Island Park: 951 Kiwanis Island Park Rd, Merritt Island, 32952 | \$2,137.00 | Resolution Nos.: 93-059; 2015-106 | 4 | 0/7 | County |
| | Parks and Recreation South Area Advisory Board | POW/MIA Community Center: 5995 N Highway 1, Melbourne, FL 32935 | \$1,379.00 | Resolution Nos. 92-304 and 95-72 | 8 | 2/9 | County |

Consolidated Board Name

Current Parks and Rec Advisory Boards

**PROPOSED PARKS AND RECREATION
ADVISORY BOARD CONSOLIDATION**



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ADVISORY BOARD CONSOLIDATION SUGGESTION NON-MANDATORY PARKS AND RECREATION

| # | Name | Address | Annual Cost (2018) | Formed By | 2021 Meetings | Vacancies | City or County Appointed |
|---|---|---|--------------------|---|---------------|-----------|--|
| 1 | North Brevard Commission on Parks and Recreation | Brevard Government Complex North: 518 Palm Avenue, Titusville, FL 32796 | \$7,707.00 | Chapter 14 City of Titusville Code of Ordinances, Resolution December 22, 1966 - County Resolution 95-287 | 5 | 0/9 | 4 County, 4 City of Titusville, 1 School Board |
| 2 | Central and South Commission on Parks and Recreation | Vieira Government Center: 2925 Judge Fran Jamieson Way, Melbourne, FL 32940 | n/a | n/a | n/a | n/a | County |
| | Cocoa West Recreation Complex Advisory Committee | Cocoa West Recreation Complex: 230 S Burnett Rd #4000, Cocoa, FL 32926 | \$1,128.00 | Resolution Nos. 90-383; 02-37; 06-006 | 2 | 0/5 | County |
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