

**PARKS & RECREATION BOARD EXECUTIVE SUMMARY
NOVEMBER 14, 2011**

Present: Debra Fernandez, Bruce Henry, Larry Kraker, Steve Lyon, Luise Smith, Marilyn Stephens, Elizabeth Yancey

Absent: Montez James, Rory Lundberg, Rebecca Murphy

Approval of minutes of March 22, 2011- Motion was made by Debra Fernandez to approve as written, seconded by Luise Smith and approved by the Board.

OLD BUSINESS

Halloween Parade: There were fewer participants due to rain, otherwise successful.
Flamingo Follies: Turnout was less than previous years but event was good.

NEW BUSINESS

BABE JAMES LED SIGN USAGE:

Liz Yancey informed the board that through the community block grant fund, they have funded a message board for the corner of Washington and Myrtle, as requested by the community. It has been approved and is being built. A policy needs to be established for its use. There was discussion with Pastor Pete Carter and it was noted that Port Orange has a similar message board. (Their policy is presented to board for comparison.) Liz Yancey noted that the Assistant City Attorney has offered an opinion as well.

Visitors participating in the discussion were introduced and Pastor Carter presented the following for consideration:

Original intent of message board was to provide an effective means of communicating with the Westside community without restrictive City oversight.

It is the policy of the City Commission that only City sponsored or co-sponsored events, and all events relative to the concerns of the citizens of the Westside community, upon approval be displayed on the message board located at the Babe James Community Center. All activities should be conducted within the City limits or at a minimum be assessable to the citizens of New Smyrna Beach. Message applications should be submitted to New Smyrna Parks and Recreation no earlier than 30 days but no less than 14 days prior to the 1st day of the event and should run no longer than 7 days. Messages should be displayed on a first come first serve basis, and will be subject to space restrictions of the message center system. Messages should be approved by the Director/coordinator (Reggie Beverly) of the Babe James Center, keeping approval at the lowest level possible. Should further action be required, the request would then be forwarded to Parks and Recreation Director for review. If Parks and Recreation Director were unable to provide approval, it would then be forwarded to the City Commission for a final decision.

Should City sponsored or co-sponsored events conflict with request, then those events would be advertised first provided they are of relative concern to the citizens of the Westside community, regardless of when applications are received. It may also be necessary to restrict the number of times (TBD) one organization may have use of the board, due to system capacity. Messages should normally only include name, location, date and time, of event. Guidelines and restrictions need to also be determined - such as no private sales, etc. It is suggested that only events open to the public should be considered.

Both the board and visitors desire to keep the policy simple and agreeable to all, keeping in mind the primary purpose is to benefit the citizens of the Westside community. Appointing a small Westside committee to establish guidelines was suggested.

The group present suggests the following revisions:

- Message Board usage be limited to activities within the City limits and/or within the boundaries of the Westside community.
- Eliminate time limits on submissions and submit to Babe James program director and limit duration of display to no more than a week (7 days).
- Request will not be required to be forwarded to City for approval.
- Remove requirement for City Sponsored/co-sponsored events to take priority.

MUTUALLY AGREED REVISION IS AS FOLLOWS:

- "It is the policy of the City of NSB that events relative to the concerns of the citizens of the Westside community, upon approval, be displayed on the message board being located at the Babe James community center.
- Message applications shall be submitted to Babe James Community Center office for consideration.
- Messages will run no longer than seven days.
- Messages will be displayed on first come first serve basis, subject to space restrictions of the message system.
- Messages will be approved or forwarded at the discretion of the program coordinator of the Babe James Community Center. If necessary, the Parks and Recreation director will approve or forward to the City Manager for final consideration.
- Messages will normally include name, location, date, time of event."

A motion was made to approve the above policy revision and will be forwarded for further consideration by the City Commission.

FACILITY USAGE FEE:

A copy of the existing policy for the Babe James facility was requested for review. It will be emailed by Liz Yancey and then discussed further at a future date.

Thanksgiving well wishes all around.

Motion to adjourn was made by Larry Kraker, seconded by Luise Smith and approved by the board.

Meeting adjourned.