

**PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, DECEMBER 17, 2008
7:30 PM
MALABAR COUNCIL CHAMBER
2725 MALABAR ROAD
MALABAR, FLORIDA**

REVISED AGENDA

- A. CALL TO ORDER, PRAYER AND PLEDGE**
- B. ROLL CALL**
- C. ADDITIONS/DELETIONS/CHANGES**
- D. CONSENT AGENDA**
 - 1. Approval of Minutes**
Regular Park and Recreation Meeting – 10/15/08
Exhibit: Agenda Report No. 1
Recommendation: Motion to approve
- E. PUBLIC**
- F. ACTION**
 - 2. Boy Scout Projects**
Exhibit: Agenda Report No. 2
Recommendation: Recommendation to Council for approval
 - 3. Disc Golf Park Fence**
Exhibit: Agenda Report No. 3
Recommendation: Recommendation to Council for action
- G. DISCUSSION ITEMS**
 - **Parks and Recreation Budget**
- H. OLD BUSINESS/NEW BUSINESS:**
- I. ADJOURNMENT**

If an individual decides to appeal any decision made by this board with respect to any matter considered at this meeting, a verbatim transcript may be required, and the individual may need to insure that a verbatim transcript of the proceedings is made (Florida Statute 286.0105). The Town does not provide this service.

In compliance with the Americans With Disabilities Act (ADA), anyone who needs a special accommodation for this meeting should contact the Town's ADA Coordinator at 321-727-7764 at least 48 hours in advance of this meeting.

TOWN OF MALABAR
PARK AND RECREATION
AGENDA ITEM REPORT

AGENDA ITEM NO: 1
Meeting Date: DECEMBER 17, 2008

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Approval Park Board Minutes

BACKGROUND/HISTORY:

Attached are the summary minutes for the following meetings:
Regular Park & Recreation Board Meeting – 10/15/08

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting October 15, 2008

ACTION OPTIONS:

Recording Secretary requests approval of the minutes

The following draft minutes are subject to changes and/or revisions by the Park Board and shall not be considered the official minutes until approved by the Park Board.

**TOWN OF MALABAR – PARK AND RECREATION ADVISORY BOARD
10/15/08 MEETING MINUTES**

This meeting of the Malabar Town Council was held at Town Hall at 2725 Malabar Road.

A. CALL TO ORDER - Meeting was called to order at: 7:28 pm by Chairperson, Hans Kemmler. Prayer and Pledge led by Chair Hans Kemmler.

B. ROLL CALL OF MEMBERS

ROLL CALL:

Hans Kemmler – Chair
Dick Korn, Vice-Chair
Bob Siegmann-excused
Vickie Thomas
Scott Pollard
Josh Treadwell, Alt. #1-excused
Maryann Marsh, Alt. #2
Cynthia Kelley, Recording Secretary

B. ADDITIONS AND DELETIONS: November meeting has been cancelled unless something of importance comes up. December 17th meeting will take place if we have a quorum.

C.

Korn brought up something, under East/West Boundary Trail status. Kemmler advises that this is on the agenda as a discussion item.

Korn brought up the response from Council regarding the kiosk in the park. Kemmler stated this will be heard under Old Business.

D. CONSENT AGENDA

- 1. Approval of Minutes
Regular Park and Recreation Meeting – 9/17/08
Exhibit: Agenda Report No. 1
Recommendation: Motion to approve**

Discussion: Kemmler reported that Agenda Report #2 has the date showing wrong; it should be 10/06/08.

MOTION: Korn/Pollard to approve the minutes of the September 17th meeting as presented.

VOTE: All Ayes.

E. PUBLIC

F. ACTION

- 2. Council Acceptance of Park Fee Recommendations
from Park Board
Exhibit: Agenda Report No. 2
Recommendation: Review and approve**

Discussion: Kemmler recommended that the members of the board review the resolution provided showing the accepted changes from Council. With reviewing this information, the following additions/deletions/changes were added by the Board. Category 2 should have \$20/hr added; Category 3 should have the same comments added; take out the portion of the disaster preparedness. Kemmler asks that the contract from last year be provided to the Board so they can see how the contract is drawn up and what terms are in the contract; Kelley to e-mail the previous contract to the Board.

MOTION: Pollard/Marsh to recommend to Council for approval of Resolution 99 (39) 2008 with corrections. VOTE: All Ayes.

G. DISCUSSION ITEMS

- **Report on First Meeting of Trails & Greenway**

Kemmler gave a brief overview of the first Trails and Greenways Committee meeting to Board. He went over some of the long range goals that they would like to work towards. The meetings will be set for the third Tuesday of each month. The Committee is looking into a Zeroscape Grant that may be available; Cameron Preserve is one area that needs attention; after Tropical Storm Fay, there are a lot of down trees that need to be cut and removed. The committee will try to meet on a Saturday late in October. They are also talking about a paved trail from Corey Road to the Boundary Trail; this would be about 200 feet of boardwalk over wetlands. These are some of the projects that this committee will be looking into in the future

At this time, Korn brings the discussion to the East/West Boundary Trail. He has questions regarding a 10 acre parcel on the South side of Marie Street where there is no easement available; you would have to jog around this parcel to connect back to the trail. Don Krieger was in the audience; he came forward and gave a brief history of the property owned by EELs and the meeting he attended previously. He stated that Mr. Knight of the EELs program would be the person to speak to about this. Korn wants it on record that he doesn't want to come down Marie Street and have to jog behind the ten acre plot of land to re-join the Boundary Trail.

Thomas reported that the fruit attached to the Palmetto trees at the Boundary Trail is being cut off; the trees are being destroyed. This is also happening at the Cameron Preserve. She has seen people with machetes at the park cutting the fruit; they are selling it, there is a big market for this. Pollard reported this is also happening out on Alexander Lane. Kemmler reported it happening in the Disc Golf Park as well.

- **Status of Fencing for Disc Golf Park**

Kemmler asked Kelley if the funding was approved in this year's budget. Kelley reported that \$2000 was approved by Council. Kemmler reported he will get with the Town Administrator to see when this project can be done. Korn asks what kind of fencing we are asking for. Kemmler stated the fencing should be just like the Community Park; we want the parks to look uniform.

- **Status of East/West Boundary Trail**

See the above comments from Korn and Thomas regarding the Boundary Trail.

H. OLD BUSINESS/NEW BUSINESS:

Korn brought up the kiosk the Board recommended to Council for posting the park's activities and rentals. It is stated in the ordinance that the funds collected from the developers are to be used for the existing park closest to the new development. It was suggested at the last Council meeting that Council look at changing the ordinance to benefit the all of the parks in the Town.

Pollard reported that the Fern Creek Crossing Park needs to have fill dirt throughout. Marsh reported that the park could use some weeding as well. Kemmler stated he would make contact with the Town Administrator to see if this park can be addressed with these issues.

I. ADJOURNMENT

There being no further discussion, **MOTION: Korn/Marsh to adjourn meeting. VOTE: All Ayes.**
This meeting adjourned at 8:25 pm.

By: _____
Hans Kemmler Chair

TRANSCRIBED BY:

Cynthia Kelley, Recording Secretary

Date Approved: _____

DRAFT

TOWN OF MALABAR
PARK AND RECREATION
AGENDA ITEM REPORT

AGENDA ITEM NO: 2
Meeting Date: DECEMBER 17, 2008

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Boy Scout Projects

BACKGROUND/HISTORY:

Hans Kemmler received an e-mail from Boy Scout Alex Hoffman requesting a meeting to discuss possible projects. Mr. Kemmler requested Mr. Hoffman attend the December 17th meeting to discuss project ideas with the Board. Once a project has been decided, a recommendation will be made to Council for approval.

ATTACHMENTS:

- E-mail from Hans Kemmler – 12/9/08
- E-mail from Hans Kemmler – 12/5/08
- E-mail from Alex Hoffman – 11/30/08

ACTION OPTIONS:

Recommendation to Council for project approval.

Cindi Kelley

From: Kemmler, Hans [hans.kemmler@lmco.com]
Sent: Tuesday, December 09, 2008 9:29 AM
To: skiff1600@yahoo.com
Cc: Cindi Kelley; Bonilyn Wilbanks-Free
Subject: RE: Alex Hoffman Boy Scout Eagle project

Alex,

We plan to discuss Boy Scouts projects at the Parks and Recreation meeting on December 17th at 7:30. I look forward to seeing you there.

I need to explain something you may not know: The Parks and Recreation board is an advisory board, which means we advise the Town Council on things, but we cannot directly order things to be done. If the Town Council agrees with our advice, they can direct people to take action, and even spend money if need be. The Malabar Town Council members are elected by the people. The people on the Park board are assigned, not elected.

Another important part of our town's leadership is the Town Administrator. Our administrator is Bonnie Wilbanks-Free. Bonnie is the person the council relies on to get things done. Bonnie also reports to the counsel on what is happening from day to day. All the people you see when you go to the town hall work for Bonnie. She can take care of some things on her own, without instruction from the council.

The next Town Council meeting is two days before our Parks and Recreation board meeting, so our advice to the council (on the 17th) will not be acted upon until early next year.

Take it easy,

~Hans

Cindi Kelley

From: Kemmler, Hans [hans.kemmler@lmco.com]
Sent: Friday, December 05, 2008 6:31 PM
To: skiff1600@yahoo.com
Cc: Cindi Kelley; beattycarl@aol.com
Subject: RE: Alex Hoffman Boy Scout Eagle project

Alex,

Thank you for your interest in helping our town. I apologize for not getting back with you sooner.

When we talked the other day, the only projects I could think of were:

Helping with Cameron Preserve trail clearing
~~Engraving town ID on Disc Golf Course target poles~~
Possible wood bridges in Cameron Preserve

I think the best way to handle this is for you to come to our Parks and Recreation meeting on Wednesday the the 17th of December. We meet at the town hall at 7:30. As a board, we will try to figure out the best projects for the Boy Scouts.

Thank you,

~ ~ ~

Cindi: Please forward the email to all park board members. I will get back with you on other agenda items ASAP,

From: Michael Hoffman [mailto:skiff1600@yahoo.com]

Sent: Sunday, November 30, 2008 12:47 PM

To: Kemmler, Hans

Subject: Alex Hoffman Boy Scout Eagle project

Dear Mr. Kemmler,

I would like to meet you after 4PM on Wednesday to discuss a Boy Scout Eagle project. Should you have a few projects for me to choose from, please let me know what they are. It would be nice to meet at the place of the project so that we can discuss what needs to be done. I play school sports and this is a day in which practice has been cancelled. If you do not have a project for me, please let me know so that I may contact another organization.

Thank you for your time. I look forward to meeting with you.

Sincerely,

Alex Hoffman

726-9447

12/09/2008

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 3
Meeting Date: DECEMBER 17, 2008

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Disc Golf Park Fence

BACKGROUND/HISTORY:

With the approval of the 08/09 budget, Council provided \$2,000 for boundary fencing for the parking area at the Disc Golf Park. Hans Kemmler is requesting a recommendation from the Park Board for Council to act on having the fence placed at the park. In previous discussions with the Board, it has been suggested to have the fencing be the same as the Malabar Community Park which across the street from the Disc Golf Park, making the fencing uniform throughout the Town's park facilities.

ATTACHMENTS:

- 08/09 Budget worksheets for Parks and Recreation

ACTION OPTIONS:

Recommendation to Council for action

**TOWN OF MALABAR
BUDGET WORKSHEETS FY 2008/2009**

572 - PARKS AND RECREATION					
ACCT NO.	ACCOUNT DESCRIPTION	BUDGET FY 06/07	BUDGET FY 07/08	COUNCIL APPROVED BUDGET	COUNCIL APPROVED BUDGET
	Operating Expenses				
572.3400	Contractual Services - Pest Control			60	
572.3410	Contractual Services - Cleaning	20,000	3,120	3,120	
572.3420	Contractual Services - Police Protection	7,200	10,000	0	
572.3430	Contractual Services - Trailhead Port-o-let	960	1,250	1,250	
572.3440	Contract Services - Park Opening		4,800	0	
572.3450	Contractual Services - Park Mowing		22,062	22,062	
572.4000	Travel and Per Diem	500	0	0	
572.4300	Utilities - Electric	900	1,066	1,066	
572.4400	Rentals and Leases	300	300	300	
572.4600	Repairs and Maintenance	1,000	4,636	4,576	
572.4900	Other Current Charges & Obligations	15,311	0	200	
	Other Current Charges -Greenways & Trails Develop	5,500	0	2,000	
572.5200	Operating Supplies - Restroom	700	500	500	
	Total Operating Expenses	52,371	47,734	35,134	
	Capital Outlay				
572.6300	Infrastructure - Park Fencing	5,000	0	2,000	
572.6310	Infrastructure - Playground Equipment	5,000	5,000	0	
572.6320	Infrastructure - Foot Bridge Repair	3,000	0	0	
572.6330	Infrastructure - Surveillance System	0	0	0	
	Total Capital Outlay	13,000	5,000	2,000	
	TOTAL PARK AND RECREATION	65,371	52,734	37,134	

