

**PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, OCTOBER 21, 2009
7:30 PM
TOWN OF MALABAR
2725 MALABAR ROAD
MALABAR, FLORIDA**

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 – 9/16/09
Exhibit: Agenda Report No. 1
Recommendation: Motion to approve
- E. PUBLIC:**
- F. ACTION:**
2. **Signage for Huggins Park**
Exhibit: Agenda Report No. 2
Recommendation: Discussion and action
3. **Engineering Requirements for Culvert at 17 Acre Parcel**
Exhibit: Agenda Report No. 3
Recommendation: Discussion and action
- G. DISCUSSION:**
4. **Additional Electrical Outlet at Malabar Community Park**
Exhibit: Agenda Report No. 4
Recommendation: Discussion
5. **Transplanting of Sea Grapes**
Exhibit: Agenda Report No. 5
Recommendation: Discussion
6. **Archery Park at Huggins Park**
Exhibit: Agenda Report No. 6
Recommendation: Discussion
7. **Volleyball Court at Malabar Community Park**
Exhibit: Agenda Report No. 7
Recommendation: Discussion
- H. OLD BUSINESS/NEW BUSINESS:**
- New Business:**
- Old Business:**
- I. BOARD MEMBER/STAFF REPORTS:**
- **Playground Equipment at Malabar Community Park – Staff Report**
 - **Condition of Trail Head 1 – Chair Report**
 - **Disc Golf Park Apron – Staff Report**

- Concrete Tee at Disc Golf Park – Chair Report

J. 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: October 21, 2009

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 – 9/16/09

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting September 16, 2009

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
09/16/09 MEETING MINUTES**

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

CALL TO ORDER - Meeting was called to order at 7:31 pm by Chair 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
Vickie Thomas
Scott Pollard
Maryann Marsh, Alt. #2,
Josh Treadwell, Alt. #1, excused; overseas on TDY
Cynthia Kelley, Recording Secretary

Also present: Debby Franklin, Town Clerk/Treasurer

C. ADDITIONS/DELETIONS/CHANGES:

D. CONSENT AGENDA

1. **Approval of Minutes**
Regular Park and Recreation Meeting – 8/19/09
Exhibit: Agenda Report No. 1
Recommendation: Motion to approve

Discussion:

MOTION: Pollard/Siegmann to approve minutes from August 19, 2009 as presented.

VOTE: All Ayes.

E. PUBLIC: None

F. ACTION: None

G. DISCUSSION:

2. **Current and Future Use of Fern Creek Crossing Park and Possible Parking Improvements**
Exhibit: Agenda Report No. 2
Recommendation: Discussion

Discussion: Dick Korn stated that he has not seen anyone in the park; he suggested we look into adding parking to the park. Kemmler provided pictures for the Board to review. The park could hold seven to nine parking spaces. Korn also suggested that the vegetation be marked to show what it is; this could be a project for the Boy Scouts. Korn stated that Moccia's idea, while she was on Council, was to have a resting place for those who walk along Malabar Road. In the conversations that were had, there was some discussion of having this park as a botanical garden. We have the trail that snakes through the park but the interest centers were never put in place. He stated if the park isn't being used, he doesn't want the Town to spend funds to maintain the park. Let's give the people a reason to visit the park; it could develop into a

worthwhile project for an Eagle Scout with very little funds involved. There are people in the Town that may be willing to act as advisors for the project. We have consultant type resources available to us; we should use them. Kemmler stated the bridge in the park was a Scout project. Pollard advised the Board, with parking, we need to be careful. About a year ago, someone took their SUV into this park; he called the Town and the Sheriff was called to have the vehicle moved from the area. Just keep in mind when going into the park, there may be people who will try to take advantage of this. Thomas stated that a picnic table would also be a nice addition; if one was there, people may stop by to visit. For the signs to designate the plants, the Boy Scouts may also be able to take care of this. There are several who do wood work.

Kemmler stated that these projects could be put on a list to give ideas to the Scouts as they need projects. He asked the Board if they would like to recommend to Council to move the fence and allow parking in the flat area along Corey Road south of the bridge. Thomas stated she brought up the wish list idea a while ago and no one has given her any information. If someone had a picnic table they no longer wanted or needed, it could be donated to the Town and placed in the park. Marsh stated she liked Korn's and Thomas' ideas; she also likes the idea of bricks being donated by families and businesses with their names on them. This could be an alternative to the trails with mulch. This is what they do at the Brevard Zoo. Korn asked if the mulch needed to be refreshed. Kemmler stated it is fine; he visited the park on Sunday.

Kemmler stated that the Board is in agreement that we want to open this up for parking; we could have an article in the Mailboat to advertise for a wish list for the Parks. Pollard stated if a picnic table is placed in the park, a trash can should also be added. It is the general consensus of the Board to proceed with these ideas for this park.

3. Current and Future Use of Huggins Park

Exhibit: Agenda Report No. 3

Recommendation: Discussion

Discussion: Kemmler visited Huggins Park on Sunday; nine of the pickets are missing from the fence. The park is in good shape and is mowed. He did not see anyone in this park while he was there. Korn stated that at the meeting before last, he reported a few of the slats were missing from the fence; now there are nine in a row? Kemmler stated he will take it as an action item and get with Town Administrator to get the slats replaces. The bigger picture for this park is that a large area has been cleared to the north and it's a big piece of land. Franklin reported that the land was given to the Town; it's about 3 acres. Kemmler stated, in the past, the soccer field idea was shot down at this location. Pollard stated at the time, the land was not cleared. Korn was asked about the future use. Korn stated that he is a strong believer that the parks in the Town should be used. We should make the parks with a specific purpose. Thomas stated the park was geared for toddlers; people don't know the park is there. She suggested the name be changed to Huggins Toddler Park to let the public know it is there.

Korn stated the equipment needs to be cleaned and refreshed; the swing seat is too high for the children to get into them by themselves. Siegmann stated this was done for a reason; the parents have to be there to assist the children. Korn had suggested that this park be made available to the seniors in the Town. Place a couple of shuffle board courts and resurrect the horseshoe pits. Soccer creates a lot of noise and the residents in this area don't want the traffic

that will come with soccer as well. His point is there is a better use for the facility than what it is being used for. Korn asked if the equipment at this park should be moved to the Community Park. Kemmler stated the equipment in the Community Park is ADA compliant and has all the safety factors in place; this equipment at Huggins Park would not meet these requirements. Korn also made mention of the original slide in the Community Park. It is still there, the ladder is missing and an out of order sign is on it as well. Franklin stated she would bring this to the attention of the Town Administrator and Public Works. Marsh made the comment that we should do a trial basis with the shuffle board courts and horseshoe pits before we move any equipment to another park. We need to see if there is an interest in this type of activity.

With the new area being cleared, we have a lot of room for expansion. Siegmann stated that an archery park would be good; the closest one is in Viera. He does realize that there are safety issues that would need to be addressed with this type of activity. Marsh liked Korn's idea for the shuffle board and horseshoe pit. Siegmann stated he will speak with the archery people to see if this area is good for this type of activity and report back to the Board.

The discussion turned to advertising Huggins Park. We need to place a sign along Malabar Road to let the public know about the park. Franklin reported that there was a directional sign for years; it was removed by Public Works at the request of residents. It was a two-sided sign that people could read coming east or west on Malabar Road. This sign should be in Public Works. She will check on this and let the Board know. Kemmler stated he would like to see the sign and make sure that it is in good condition before the Board recommends that the sign be erected. If the sign is not available or in disrepair, the Board can make a recommendation to Council at the next meeting to have the same type of sign for this park that we have for all the other parks in the Town. This will be added to the next agenda as an action item. Kemmler likes the idea of doing something with this park.

4. Electricity and Grant Ideas for Baseball Field at Malabar Community Park

Exhibit: Agenda Report No. 4

Recommendation: Discussion

Discussion: Kemmler advised the Board that he visited Malabar Community Park on Sunday and spoke with the coach. He is working on getting someone with grant writing experience to help with putting together a grant application. If we could get a grant application together, we would like to have a restroom at the south end of the park. The ball club is also looking to have dugouts, a concession stand and lighting in the park. Thomas stated that solar powered lights may be the way to go for lighting the park at night. Korn advised the Board that the two people who were not for lighting the park at night are still on Council. Rivet was concerned for the wildlife; Vail doesn't want to see a glow in the sky at night.

The ball club didn't know where the electric outlet was located in the park; they ran an extension cord to get the electric they needed. Kemmler stated that he runs an extension cord while doing the pictures for Springfest. He would like to see what the cost would be to add an additional outlet at the baseball field. Kelley advised the Board that this work was not done by Public Works; an additional four outlets were added by a licensed electrician at approximately \$1,500. We obtained three bids before this was completed. Marsh stated there is an electrician that lives here. Kelley advised that there are three. Staff was directed to get bids to see what the

cost would be to do this. Commercial Electric, Lighthouse Electric and Moon Electric are all electricians that live in the Town.

5. Transplanting of Sea Grapes

Exhibit: Agenda Report No. 5

Recommendation: Discussion

Discussion: Kemmler stated that the Mayor reported at the last meeting the Town would not be renewing the lease with FEC. When the lease started it was \$300/year; now it is now close to \$2,000. Moving the plants was mentioned at the last meeting. Siegmann stated that he is doing extensive research on transplanting these plants. They are a protected plant on the beach, not sure about the mainland. They would be good in any part of the Town because it's sand for dirt. However, once they reach adulthood, it would be very risky to move them. If they can be moved, they need to be dug up, the roots wrapped in burlap and soaked continually until transplanted. Franklin gave the Board a brief overview; the Town chose this plant because they are a protected species on the beach side; they are not protected on this side. If the lease is not renewed, we have to take the land back to the original state it was in; this is specified in the lease that the Town signed. The lease was signed in 2003 by Ed Booth; it started at \$300/year and it is now escalated over \$1,000/year.

Bob Wilbur-2500 Glatter Road came forward and addressed the Board. There are several things to consider in transplanting these plants. You need to talk to the Agriculture Center to see what the success rate is in moving these plants; find out what way they recommend using in transplanting; what would the cost be to do this. You may be able to get the plants cheaper buying them rather than move these that we have now.

Korn asked if we had made contact with FEC. We need to leave the trees in place or have the trains slow down coming through the Town. Siegmann stated he has a call into someone to ask questions regarding the moving of the plants. Pollard stated that the control of the speed limit is a very powerful economical tool. Kemmler stated he would take on the action item of contacting FEC to see if something can be done to keep the plants in place. He will report at the next meeting.

H. OLD BUSINESS/NEW BUSINESS:

New Business: None

Old Business: Korn suggested some time ago that each member of the Board report on a park. He was out at Trailhead 1 today; it's a dump. It needs to be mowed, you couldn't get a horse in any of the stalls due to the weeds and the port-o-let is not on site. Franklin and Kelley both stated that the port-o-let services are being switched out but the one that was on site should be moved on September 30th. Staff will find out about the removal of the equipment. Korn stated the palm fronds that are out at the park are old and brown, need to be cleaned up. The picnic table, one end is mired down into the earth and needs to be pulled out. Kemmler stated he would provide this information to the Town Administrator for clean-up action to take place.

Boundary Canal looks good but you can't get to Marie Street from the Boundary Canal. Kemmler stated this has not been funded yet. He also stated the trash can was in place but it is

not full. Both directions of this trail looks nice.

We have already talked about Huggins Park and the Community Park. The volleyball area at the Community Park needs attention. We need to maintain the court or take it out. If it is not used, this could be a place for a small soccer field. Let's clean it up or take it out.

I. BOARD MEMBER/STAFF REPORTS:

- **Trash Can at North End of Cameron Preserve – staff to report**

Kemmler stated the trash can is in place; not completely full when he was out there on Sunday.

- **Disc Golf Park – staff to report**

Franklin reported that we are speaking in calendar year and not fiscal year. This project is in the works. Kemmler stated that they are attempting to put the first concrete pad in at tee 16. Franklin suggested that they keep in contact with staff; need to work around keeping the maintenance up and getting the equipment back in the park that is needed to do the work. Korn stated that McKnight has something we could use as a barrier to keep the discs from going into neighboring properties. Kemmler stated the players want the natural habitat as the barrier.

- **Baseball Park – staff to report**

Kelley reported that the ants and wasps have been taken care of; home plate has been replaced; Franklin stated the clay is in place. Kemmler stated that there is a diagram to show the regulation field. In order to make our field regulation, the fence would need to be moved out 20 to 25 feet. Franklin stated that the kids playing are in the mid range league but they want to be able to go to the next level. The current fence would need to be moved back and have a few panels added.

- **Playground Equipment at Malabar Community Park – staff to report DOF**

Kemmler stated there is still rust on the equipment. Franklin reported that the maintenance of the equipment is being added to the schedule; we are short a couple of people in Public Works at this time. The main goal right now is to get the mowing done in the Town. We are looking to get some of the prisoners to work in the park. It has been pressure washed. It will be treated and painted for the rust. Korn stated the slide needs to be cleaned; it has black scuff marks. Kemmler asked that this be placed on the agenda for next month for staff to provide an update.

Bob Wilbur-2500 Glatter Road stated that Huggins Park has been cleared. This would be a good area to have some field games. We are not utilizing this area to its fullest.

- **Clearing Project at Cameron Preserve – staff to report**

Kemmler stated that DOF had put in some fire lines at the Cameron Preserve. The work was stopped by staff as the fire lines were more than 30 feet wide. Franklin gave a brief overview of the situation. DOF had been speaking to staff; not all staff was present so there was miscommunication. Pictures have been taken and sent the State. This is being reviewed; we may need to replant some vegetation to help with the re-growth. Franklin stated the fire lines were laid out to show where they would work. That plan was sent to the State and was approved. Due to lack of communication and understanding, it was not done correctly. Everyone is now on the same page and has an understanding of each of the lands. It is everyone's goal to take care of the lands as they are required to be cared for.

on the same page and has an understanding of each of the lands. It is everyone's goal to take care of the lands as they are required to be cared for.

- **17 Acre Parcel – staff to report**

Kemmler stated he spoke to Liz Ritter about the project. He also spoke with Scott Prasse, the Eagle Scout. The only place to access this parcel is off Weber Road. We have established that if the Town puts in the culvert, the project for the Scout would be to put in a trail heading west into the property. The gate and trail is the only portion of the project that Prasse could take on. Taking out the Brazilian Pepper trees could be a big job. Council has sent this back to us to ask about funding. Franklin stated that Council is asking if the Park Board would be willing to use some of the Developer Recreational fees to put the culvert in. They are asking due to the budget crunch. The Town Administrator received a legal opinion from Bohne stating that these fees could be used for maintenance of the parks as well. During the budget workshops, it was discussed at length that Council does not want these funds to be used for maintenance but to enhance the parks that we have.

Bob Wilbur-2500 Glatter Road asked if we had exhausted the pile of pipe that we have in the Public Works yard for the culvert. Franklin reported that these pipes are being used for the failing pipes in the Town. She also reported that the parcel can be accessed off of Wilson Lane to the west. Mr. Cameron will be taking down the gate that is there. Wilson Lane is off of Hall Road to the west. Marsh asked why we are talking about culverts if the property can be accessed from Wilson Lane; the area is passable. Kemmler stated that we didn't know about this access before. Wilbur stated he was under the impression that the access to the property would be off of Weber Road.

Korn suggested this be tabled. Wilbur stated that Cameron was going to be here. He feels that the best access to the property is off of Weber Road. This could be a connection to the greenway as well. Kemmler stated if the access is on Weber Road, a culvert would need to be installed so it is accessible and the Town can maintain the property. We are supposed to be maintaining this property. We need to find out how much a culvert would cost. Wilbur stated that it is possible to have the culvert donated; should talk to Cameron as this is his business. We also need to know the engineering requirements for the culvert. Franklin reported she can provide this information to the Board. Cameron stated we can go in; right now it's passable. Franklin stated that there is a low area that needs fill. Kemmler is in favor of the Weber Road entrance. It is dry land and would be easier for the public to access. This will be on the next agenda as an action item.

Thomas stated that Franklin was to speak about the "No Trespassing" signs at the Cameron Preserve. Franklin reported that the hog trapper sent berry pickers away from the preserve. The hogs eat these berries; if they are not available to the hogs, they will travel elsewhere to find food. We are trying to protect the wildlife. She is working on the proper wording to encourage people to go out and enjoy the land and take care of it. You don't pick the berries or leave trash in the area; bring out the trash when leaving the park and place it in the receptacle that is there at the entrance.

J. ADJOURNMENT

There being no further discussion, **MOTION: Siegmann/Marsh to adjourn meeting. VOTE: All Ayes.** This meeting adjourned at 9:10 pm.

By: _____
Hans Kemmler, Chair

ATTEST:

Cynthia Kelley, Recording Secretary

Date Approved: _____

DRAFT

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 2
Meeting Date: October 21, 2009

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Signage at Huggins Park

BACKGROUND/HISTORY:

At the last Park Board Meeting, it was discussed that a sign be posted to advertise Huggins Park to the public. Debby Franklin reported that there was a green/white directional sign on Malabar Road for years; it was removed by Public Works at the request of the residents in that area. As far as staff knew, this sign was to be held in the Public Works shop. Chair Kemmler stated he wanted to view the sign before the Board recommends that it be erected. If the sign is in disrepair or no longer available, he would like to request that the Board make a recommendation to Council to have a double-sided sign made for Huggins Park using the same contractor so that the sign matches the existing signs in the Town for the park facilities. The sign would then be posted along Malabar Road.

Debby Franklin made an inquiry with the Public Works Manager; the directional sign is no longer available. The Town had already contracted with Artistic Signs to have a sign for Huggins Park made. This sign has been placed at Huggins Park showing the address as well. A double sided sign of this size would not be able to be placed along Malabar Road; it would have to be placed on someone's private property as the right of way is not available.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion and action

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 3
Meeting Date: October 21, 2009

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Engineering Requirements for Culvert at 17 Acre Parcel

BACKGROUND/HISTORY:

At the last two Park Board Meetings, there has been discussion of putting a culvert in at the 17 acres along Weber Road to gain access to this parcel of land which is part of a grant received from the Florida Communities Trust. The Town is responsible for maintaining and caring for this land. Scott Prasse, Eagle Scout, came to the Board asking if there was a project he could work on. It was discussed that this parcel of land could be made into another park with trails cut into it and a bridge built.

Debby Franklin reported to the Board at the last meeting that this property can be accessed off of Wilson Lane by Richard Cameron's property. Both Bob Wilbur, Chair of Planning & Zoning and Hans Kemmler, Chair, thought it would be better to access the property from Weber Road; a request has been made for staff to provide the engineering requirements for a culvert at this location.

ATTACHMENTS:

Requirements of culvert to be provided at meeting (as provided by Morris Smith, Town Engineer)

ACTION OPTIONS:

Discussion and action

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 4
Meeting Date: October 21, 2009

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Additional Electrical Outlet at Malabar Community Park

BACKGROUND/HISTORY:

At the last Park Board Meeting, it was requested by the Board that staff check with the local electricians for a cost of adding one electrical outlet in the Park at the baseball field. This additional outlet would be a benefit to the Springfest Event for the pictures taken at the pony ride activity. Hans Kemmler, Chair, stated that he must run a 100' extension cord to have the necessary electric for the printer for this event. This electrical outlet would also be beneficial to the Baseball Club; they need an electrical source for their concession stand while out in the park using the field.

Debby Franklin expanded that due to the complaints from some of the vendors at Springfest, two additional outlets would be beneficial as we may need to look at the layout for this event and move the vendors around. The cost for two outlets will be at a cost of \$550 as quoted by Commercial Electric; a local electrical contractor here in Malabar.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 5
Meeting Date: October 21, 2009

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Transplanting of Sea Grapes

BACKGROUND/HISTORY:

At the last Park Board Meeting, the transplanting of the Sea Grapes to the east of Town Hall was discussed. Hans Kemmler, Chair, stated that he would make contact with FEC to see if the plants could remain in their place as it is a possibility that they will not survive if moved. Kemmler stated at the meeting, if the plants could not be left in place, he would like for the Board to make a recommendation to Council that the speed limit through the Town for the train passing to be reduced greatly. Siegmann reported he is doing extensive research on the moving of these plants as well. Kemmler and Siegmann will report to the Board at this meeting the results of their research.

Bob Wilbur, Chair of Planning & Zoning, stated it may be cheaper to mow them down and purchase new plants rather than transplant the trees.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 6
Meeting Date: October 21, 2009

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Archery Park at Huggins Park

BACKGROUND/HISTORY:

At the last Park Board Meeting, Board Member Bob Siegmann stated he would like to see archery at the cleared field at Huggins Park. He was researching this type of activity for this area of South Brevard County. A report will be provided by him at this meeting.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 7
Meeting Date: October 21, 2009

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Volleyball Court at Malabar Community Park

BACKGROUND/HISTORY:

At the last Park Board Meeting, Board Member Dick Korn reported that the volleyball court is in disrepair and needs attention. This area of the park is not used and he feels that this area could be put to better use. Kemmler would like the Board to discuss this area of the park and see if there is a better use that would be more beneficial to the park and the community.

When the Town received the grant for the Malabar Community Park, this amenity was part of that grant. If the Board would like to replace this area with another amenity, Debby Franklin requests the idea be provided to her so contact can be made with the State. The State would need to be in agreement with the new amenity as the volleyball court was built specifically for this purpose with grant funds.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion