

**PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, FEBRUARY 17, 2010
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. PRESENTATION**
- E. CONSENT AGENDA**
 - 1. Approval of Minutes**
Regular Park and Recreation Meeting – 01/20/10
Exhibit: Agenda Report No.1
Recommendation: Motion to approve
- F. PUBLIC:**
- G. ACTION:**
 - 2. Appoint Liaison With Eagle Scout & Leaders For Coordinating Activities**
Exhibit: Agenda Report No. 2
Recommendation: Discussion and action
 - 3. Appoint Parks & Recreation Member to Serve as Liaison With Springfest Committee**
Exhibit: Agenda Report No. 3
Recommendation: Discussion and action
- H. DISCUSSION:**
 - 4. Transplanting of Sea Grapes**
Exhibit: Agenda Report No. 4
Recommendation: Discussion
- I. OLD BUSINESS/NEW BUSINESS:**
 - New Business:**
 - Old Business:**
- J. BOARD MEMBER/STAFF REPORTS:**
 - **Disc Golf Park Apron-Staff Report**
 - **Signage for Huggins Park – Staff Report**
- K. ADJOURNMENT**

NOTE: THERE MAY BE ONE OR MORE MALABAR ELECTED OFFICIALS ATTENDING THIS MEETING.

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: February 17, 2010

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 – 01/20/10

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting January 20, 2010

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
01/20/10 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 7:30 pm by Vice-Chair Bob Siegmann. Prayer and Pledge led by Vice-Chair Bob Siegmann.

B. ROLL CALL OF MEMBERS

ROLL CALL:

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

Also present: Morris Smith, Town Engineer

C. ADDITIONS/DELETIONS/CHANGES:

D. CONSENT AGENDA

1. **Approval of Minutes**
Regular Park and Recreation Meeting – 12/16/09
Exhibit: Agenda Report No. 1
Recommendation: Motion to approve

Discussion: Siegmann stated on page 4; first sentence, last word should be shown as "it".

MOTION: Kemmler/Pollard to approve the minutes from 12/16/09 with correction as noted. VOTE: All Ayes.

E. PUBLIC:

F. ACTION:

2. **17 Acre Parcel Entrance**
Exhibit: Agenda Report No. 2
Recommendation: Discussion and action

Discussion: Morris Smith, Engineer was at the meeting and gave the explanation for the pipe size required for this project. Kemmler stated about a year ago Eagle Scout Scott Prasse came to the Board for a project; it was thought at that time that this would be a good one for him. He would rid the area of the invasive species and build a bridge. The Board requested information and the cost for a culvert at Weber Road. The access off of Hall Road would not be conducive for accessing the property. Smith explained the requirements for the radius required for right/left turns onto Weber Road as well as the 22' required for a two-vehicle entrance way. We were looking to have the access wide enough for large trucks to come and go. The culvert is 7' now; 10' of mitered end walls on both ends would also be required. That is the reason for the 56' or 60' pipe, depending on the type of pipe used.

Smith also advised the Board that the entrance off of Hall Road could be used with a new product called Gioweb. This is like a chain link fence that is filled in with sand. It's a way to bring in fill to bring the entrance way to where it needs to be to meet code. Siegmann and Thomas both stated they would like to see the entrance off of Hall Road; she could measure and provide the wet areas of the land.

Thomas asked if the Board could go to plan "B" if this project doesn't work out. Scott Prasse, Eagle Scout, came forward and addressed the Board. He would like to work in Fern Creek Crossing Park as an alternative. His plan is to freshen up the walkways with mulch, build a kiosk and plant some additional plants. Marsh asked if he would be willing to do signs to identify the plants in the park. Kelley stated that the Eagle Scout needs to provide information to the Town Administrator for to be advised of what his plan is for this project. Thomas asked if a meeting could be held at the park to see what his plans are. Kelley stated that a special meeting must be noticed. Thomas stated she would be willing to meet Prasse at the park and go over his ideas. Smith stated he would also meet with them and provide aerials of the park for Prasse; all this is being done gratis by Smith. Kelley also advised all parties who are meeting with the Scout at the park that all information is to be reported at the next meeting of the Board. There should be no contact with each other as this is something that will be discussed. Smith asked about himself; Kelley advised him to send all information to her and she would get it to the Board in the next agenda packet.

Siegmann stated the action is the culvert on Weber Road is tabled indefinitely. Prasse will get together with Thomas and Smith on Saturday, January 30, 2010 at 9 am.

G. DISCUSSION:

3. Transplanting of Sea Grapes

Exhibit: Agenda Report No. 3

Recommendation: Discussion

Discussion: Kemmler stated there is no new news to report. Kelley advised the lease is finished in March; no funds in the budget to renew lease. Kemmler stated the engineers for FEC are to be coming out in January to look at the plants; they may change the rules and the Town may want to consider renewing the lease. Again, Kelley stated there are no funds; Council, at the budget workshops in August of 2009 decided not to renew the lease. There are no funds in the budget to continue the lease. Kemmler stated the engineers would be making contact with Franklin regarding their findings. Kelley is to advise Franklin so she can be aware of this forthcoming e-mail.

4. Board Member Reporting on Individual Parks

Exhibit: Agenda Report No. 4

Recommendation: Discussion

Discussion: Thomas reviewed Huggins Parks and took pictures. Thomas would prefer to report on Cameron Preserve. Someone left the gate open and cars are still going back there. Marsh will report on Huggins Park; Pollard will report on Fern Creek Crossing Park. Korn had been volunteered to report on Malabar Community Park. Siegmann will report on the Trailhead Park at Marie Street. Kemmler stated the Disc

Park has so many people there all the time; he could have Mark Miller, who assisted in putting the park in, to report to the Board periodically if it is needed.

Thomas stated the Bunny Knudeson would be coming into Town Hall to apply for a position on the Board. She is very interested in being appointed.

H. OLD BUSINESS/NEW BUSINESS:

New Business: Kemmler stated this will be his last meeting; he is leaving the country to go to Afghanistan for a position with his job. He did not resign and Kelley stated she would send information to him to keep him informed of what is happening with the Park Board.

Old Business: Disc Golf Park Apron

Kelley advised the Board the last two staff meetings had been cancelled; Franklin will bring this to staff meeting to get it on the schedule with Public Works. It also needs to be scheduled with Smith to do the engineering portion of the project.

I. BOARD MEMBER/STAFF REPORTS:

• **Signage for Huggins Park – Staff Report**

Kelley reported that the sign for Huggins Park had not been resurrected; minutes from December are to be approved at this meeting. Once minutes are approved, the recommendation will be forwarded to Council to recommend the sign be resurrected.

• **Playground Equipment Maintenance/Warranty Requirements – Staff Report**

Kelley reported that staff had researched the warranty requirements; it is the responsibility of the Town to maintain the equipment. Staff is working on a quarterly schedule but Public Works also checks the equipment while in the park. If anything needs attention it will be taken care of prior to the regularly scheduled maintenance.

Springfest planning is underway. Kelley reported that the next meeting is this Friday, January 22, 2010.

J. ADJOURNMENT

There being no further discussion, **MOTION: Siegmann/Pollard to adjourn meeting.**
VOTE: All Ayes. This meeting adjourned at 8:32 pm.

By: _____
Bob Siegmann, Vice-Chair

ATTEST:

Cynthia Kelley, Recording Secretary

Date Approved: _____

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 2
Meeting Date: February 17, 2010

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Appoint Liaison With Eagle Scout & Leaders for Coordinating Activities

BACKGROUND/HISTORY:

Chair Korn has asked that the Board appoint a liaison with the Eagle Scouts and their leaders for coordination of any activities that they would like to partake of with the Town. Vickie Thomas has been working with Eagle Scout Scott Prasse on his project.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion and action

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 3
Meeting Date: February 17, 2010

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Appoint Parks & Recreation Member to Serve as Liaison With Springfest Committee

BACKGROUND/HISTORY:

Chair Korn has asked that the Board appoint a member of this Board to be a liaison with the Springfest Committee. Since Hans Kemmler will be leaving the country; he was on the Springfest Committee, Korn thought it would be good to have someone else appointed to the Committee.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion and action

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 4
Meeting Date: February 17, 2010

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Transplanting of Sea Grapes

BACKGROUND/HISTORY:

Chair Korn would like the Board to make a final decision regarding these plants. Cindi Kelley was advised by Debby Franklin that no word was received from FEC with any changes to the rules regarding these plants.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion