

**PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, MAY 19, 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. CONSENT AGENDA**
1. **Approval of Minutes**
 Regular Park and Recreation Meeting – 03/17/10
 Exhibit: Agenda Report No.1
 Recommendation: Motion to approve
- E. PUBLIC:**
- F. ACTION:**
2. **Replacement of Sign/Bulletin Board at Disc Golf Park**
 Exhibit: Agenda Report No. 2
 Recommendation: Discussion and action
- G. DISCUSSION:**
- **Disc Golf Park Issues**
 - **Huggins Park**
 - **Expression of Appreciation to Malabar First Baptist Church**
 - **Malabar Community Park Exercise Path**
- H. OLD BUSINESS/NEW BUSINESS:**
- New Business:**
- Old Business:**
- I. BOARD MEMBER/STAFF REPORTS:**
- **Fern Creek Crossing Park Lot Lines – Pollard**
 - **Disc Golf Park – Korn**
 - **Trailhead – Siegmann**
 - **Malabar Community Park – Korn**
 - **Huggins Park – Marsh**
 - **Cameron Preserve - Thomas**
 - **Springfest – Kelley**
 - **Fern Creek Crossing Park Scout Project – Thomas**
- J. 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: May 19, 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 – 03/17/10

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting March 17, 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
03/17/10 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 Dick Korn. Prayer and Pledge led by Chair Dick Korn.

B. ROLL CALL OF MEMBERS

ROLL CALL:

Dick Korn, Chair
Bob Siegmann, Vice-Chair
Vickie Thomas
Scott Pollard
Maryann Marsh
Bernadette Knudson – Alt. #1
Cynthia Kelley, Recording Secretary

C. ADDITIONS/DELETIONS/CHANGES: None
MOTION: Siegmann/Pollard to accept the agenda as presented. VOTE: All Ayes.

D. WELCOME TO NEWEST BOARD MEMBER – BERNADETTE KNUDSON

Franklin welcomed Knudson and gave her a brief overview of her position as the First Alternate; she can engage in any and all discussions but can only vote when a regular member is absent. It is the recording secretary's responsibility to state that Knudson will be voting in the absence of the regular member who is absent. Franklin asked that Knudson read the Oath into the record; Franklin took pictures. Knudson was appointed to the Parks & Recreational Advisory Board on March 1, 2010 by Town Council. Franklin congratulated her on her appointment and thanked her for volunteering. Korn also welcomed Knudson. He asked Franklin to please update the Board Members; moving Marsh to a regular position from First Alternate. It was mentioned in the Mailboat that we do have one opening for a Second Alternate. Franklin advised Korn that Marsh had been moved up already and a new list with all the Board Members and their positions will be available after this evening; she will make sure he has a copy and provide it to the Town Administrator for updating the website.

E. CONSENT AGENDA

1. Approval of Minutes

Regular Park and Recreation Meeting – 02/17/10

Exhibit: Agenda Report No.1

Recommendation: Motion to approve

Discussion: No additions, deletions or corrections made at this time.

MOTION: Marsh/Pollard to approve the minutes from 2/17/10 as presented.

VOTE: All Ayes.

F. PUBLIC:

G. ACTION:

2. Appointment of Representative to Trails & Greenway Committee

Exhibit: Agenda Report No. 2

Recommendation: Discussion and action

Discussion: Korn had made mention of appointing Knudson at month's meeting; since she had not been appointed by Council at that time, he is recommending this appointment to the Board for official approval. He asked if Knudson would accept this appointment; she said yes.

MOTION: Pollard/Thomas to appoint Bernadette Knudson as representative to the Trails & Greenway Committee. VOTE: All Ayes.

H. DISCUSSION:

3. Youth Soccer Association Request

Exhibit: Agenda Report No. 3

Recommendation: Discussion

Discussion: Korn asked Paul Yolles, President to the soccer club, to come and give an update to the Board of what is going on. A request had been made to use the portion of property between the parking lot and soccer field as a practice area for the younger participants. This area requires no special attention by the Town. Korn stated if there are no objections from the Board, he would suggest the Board approve this request. Pollard asked if the children would be in harm's way using this area. Yolles stated the children are in no way in danger. Pollard stated he would be for this as long as the kids are safe.

Paul Yolles – 2465 Malabar Road, came forward and gave a brief overview. 60 players last fall season; they are up to 130 players this season. The First Baptist Church of Malabar is allowing the club to use their field for practice; except for Wednesday evening. The club would like to try to find space at the Malabar Community Park for practices. This was a temporary plan that was suggested. It does have some topographic issues; it is only for practice, no games are played in this area. The soccer club would like to offer to landscape the area, if they are approved for this; they are offering to pay for the landscaping, as a permanent type playing field for us. We have a person who can do this; he's the one who did the original field, Mike O'Brien. Korn advised that the Board would need to have information and plans showing what they would like to do to the area; specifics for the changes need to be reviewed by the Board and then a recommendation would be made to Council. Town Council would be who approves this request. He invited Yolles to come before the Board to make his presentation.

Korn reported to the Board that the slide (not part of the playground equipment) is no longer in the park. He would like to know when it was taken out and asked that staff report on this to the Board at the next meeting. The Board should have known about this and had some input on this issue.

Yolles reported that the soccer club is very enthusiastic and happy to be expanding. Korn advised him that the Town cannot provide any more fields at this time; there are no more areas available at this time and funds are not available. Pollard stated at one time when the baseball field was not in use, that this be changed over for soccer. This idea did not get very far. Korn asked if they looked at the volleyball area. Yolles stated that this area is too small. Korn

advised, if they need to use the field more under the current contract, the soccer club should make contact with the Town and advise of the usage needed. Marsh stated this should be done as soon as possible. Korn advised Yolles the contract is held with the Town through the Council and Town Administrator. This Board is strictly and advisory board that does legwork that Council is not able to do. We make recommendations to Council and they are the ones who approve the recommendations.

At this time, Kelley stated that we should have a current schedule for the season; it was not attached to the contract she reviewed for the usage of the park. Kelley read the "usage" portion of the contract into the record along with the obligations the Town is responsible for. Korn stated he would like Council to advise the mowing contractor to provide a cutting & chemical treatment schedule to all ball clubs that use the Town's fields. They need to know this in advance so they can keep the kids off the field if it has been chemically treated. Yolles stated that they have had a problem with the cutting of the field for Friday practices and Saturday games. If it could be mowed on Friday morning, this would really help. Yolles stated that the club would be willing to cut the grass; Kelley stated this would not happen. Pollard stated there are safety/liability issues regarding this and we already have a mowing contractor. Kelley, again, stated that a current schedule is needed; we could give this to the mowing contractor so he knows when you will be using the field. Yolles asked about the contract and what the Town is responsible for; bleachers are mentioned in the contract that the Town would maintain/repair as needed. He would like the Town to put some bleachers out there; they bring their own chairs.

MOTION: Thomas/Pollard recommended to Council to have the mowing contractor notify all sports groups of the cutting and chemical treatments are being applied; keeping the kids off the field for this. VOTE: All Ayes.

Thomas advised Yolles of the wish list and asked if he could provide information regarding bleachers to her. There could be a benefactor out there who might be willing to help with this. Yolles stated the club could meet this half way if someone were to make a donation. Thomas asked that he get the information to her.

MOTION: Thomas/Pollard that all ball clubs must provide a current schedule of time that they will be using the fields for practices and games. VOTE: All Ayes.

I. OLD BUSINESS/NEW BUSINESS:

New Business: None

Old Business: None

J. BOARD MEMBER/STAFF REPORTS:

- **Fern Creek Crossing Park Lot Lines – Pollard**

Pollard gave a handout. He thanked Denine for all the work she put into getting the information to him. This required walking the property to see what is ours. Korn stated he spoke to the neighbors; their fence is on the lot line. Crossing the bridge, there is a

triangle area that is high and dry. This area could be used for future improvements; picnic tables and maybe a pavilion. The north side of the creek is lovely but is very low and wet most of the time; floods every time it rains.

- **Disc Golf Park – Korn**

Korn reported that five goals were in need of chain repairs; the inner chains were damaged or missing. Members of the group that play, with the blessing of Kemmler, were approved and made. The Town is reimbursing the gentleman for the cost. When speaking to Mr. Robinson, the chain purchased was just enough to make these repairs. These repairs should be considered for the budget for next fiscal year. Korn also stated that any and all repairs should be made by Town staff. Also, a sign was put up in the park by the group; the Board knew nothing about it or had no say in the matter. This is to be placed on the agenda and discussed at the next meeting as to whether the sign should be removed or stay. This needs to be looked at and advise the groups using the parks that it is the Town's property and no changes can be made without permission. Siegmann stated that he believes there is an ordinance that covers this. Thomas stated that this should not be happening. Korn stated the groups using the parks must respect the Town's property rights.

- **Trailhead – Siegmann**

Siegmann reported that the trail is very clean; no trash around and the hose was even coiled up. He will do a closer inspection; it looks like some of the facilities could use a pressure washing.

- **Malabar Community Park – Korn**

Korn reported he has been watching this park for the last several days. He is glad to report that it is being used and is packed at times. At some point, we may need to look at a grant to put lights out there. We have the soccer and baseball clubs using the fields; the basketball courts were in use. He found this to be delightful.

- **Huggins Park – Marsh**

Marsh reported the park is great; no one uses it at this time. She is waiting for the sign to be placed along Malabar Road; Kelley stated it had been ordered by not received from Brevard County as of yet. Marsh wanted to know the Board's feelings of placing a picnic table in the pavilion. We have discussed doing things for each park; it's really a neat little area. She asked about shuffle board. The park in Grant has this activity and it is used all the time. Siegmann stated that the Brevard Archers came to look at it at one time; they have no interest. He mentioned shuffle board to the Board at that time. Marsh stated she will research what it takes for shuffle board. She also asked about a charcoal grill to be placed out at the park. Korn is in agreement and it should be done right away. Marsh stated there is a sign that says no pets in the park. At the Malabar Community Park the sign reads that pets must be on leashes.

MOTION: Marsh/Thomas made recommendation to Council to replace the "no dogs" sign at Huggins Park with a sign that says all animals must be on leashes.

VOTE: All Ayes.

- **Springfest – Siegmann**

Siegmann reported rolling along; He thanked Kelley for all the work that has been done to put this event on. The "Save the Date" signs have been provided to Barb Kemmler for completion. Things are coming along very fast. Kelley provided a copy of the flyer to each Board Member. Knudson asked about volunteers. Kelley stated there is always some place to work. Just show up and she will find a place; we are going to have a cotton candy and snowball machine; also could use a few volunteers for the bounce houses. Marsh asked about raffle prizes; Kelley stated that this is under control and things are being collected from area businesses.

- **Fern Creek Crossing Park Scout Project – Thomas**

Thomas reported Prasse's project came up to a pretty hefty price tag of \$1,000. He cannot do the kiosk; he spoke to the Building Department. The mulch is \$500; she suggested he go to the County for this but to check with the Town Administrator before picking up any mulch from there. The timbers that flank the walk way have the rebar sticking out; he would like to pull them up and replace with new rebar. She also advised him to check with the Town Administrator on this. She suggested that he work with her on the prices; maybe Council could donate some of their discretionary funds for this project and the Boy Scouts could do some fund raising as well. Korn stated that the rebar could be donated. He also stated that the rebar could be pounded back down, depending on how long the pieces are. Thomas stated that some of these are safety issues. Korn will e-mail the Town Administrator and ask that Public Works do a cursory inspection to see what it would involve. We need to keep this project simple; time is of the essence for Prasse. Thomas stated she sent a spreadsheet of the costs to the Town Administrator; she thought it would have been sent on to the Park Board for their review. Korn stated the funds in the Parks budget are limited; we need to see the costs before we can make a recommendation to Council. Thomas requested that the Town Administrator forward the spreadsheet to the Board.

- **Cameron Preserve – Thomas**

Thomas reported at the entrance of the trail the garbage can is being used and is full. She and her husband have been picking up trash throughout the trail along their walks. Motorcycles have been going through the trail. Korn suggested that the Sheriff's Department be made aware of the activities out at the trail. Pollard stated that the agencies are stretched very far with staff; this would not be a priority with them. Korn stated they should be made aware of this anyway. Thomas stated that she had brought a few animals that have been injured to the rescue place.

Korn reported that he drive down the Boundary Canal; all is good there. He noticed a lot of bicycle tires but no automobile tires. It would seem that they are driving down and turning around as he did.

Thomas stated the motorcycles are coming into the trail at the assisted living facility off of Port Malabar. Korn stated he would send an e-mail to the Town Administrator to see if she could make contact with Palm Bay as their end is wide open at this time.

K. ADJOURNMENT

There being no further discussion, **MOTION: Siegmann/Pollard to adjourn meeting.**
VOTE: All Ayes. This meeting adjourned at 8:35 pm.

By: _____
Dick Korn, Chair

ATTEST:

Cynthia Kelley, Recording Secretary

Date Approved: _____

DRAFT

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 2
Meeting Date: May 19, 2010

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Replacement of Sign/Bulletin Board at Disc Golf Park

BACKGROUND/HISTORY:

At the March meeting, Chair Korn reported that a sign/bulletin board had been erected at the Disc Golf Park. He asked if staff was aware of the sign; staff stated we knew nothing of this. Kelley advised Korn that Kemmler knew about the sign. The request for the placement of the sign/bulletin board should have been brought to the Park Board for their input and recommendations. Korn is formally requesting that the sign be replaced with a kiosk to match the one at Trailhead #1.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion and action