PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, JANUARY 18, 2012
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. PRESENTATIONS:

E. CONSENT AGENDA

1. **Approval of Minutes**
   Regular Park and Recreation Meeting – 11/16/11
   Exhibit: Agenda Report No.1
   Recommendation: Motion to approve

F. PUBLIC:

G. ACTION:

2. **Placement of Donated Flag Pole at Malabar Community Park**
   Exhibit: Agenda Report No. 2
   Recommendation: Make recommendation to Council

H. DISCUSSION:

I. OLD BUSINESS/NEW BUSINESS:
New Business:
Old Business: Bike Trails - Siegmann

J. BOARD MEMBER/STAFF REPORTS:

- **Cameron Preserve – Thomas**
- **Disc Golf Park – Knudson**
- **Fern Creek Crossing Park - Siegmann**
- **Huggins Park – Marsh**
- **Malabar Community Park – Korn & Thomas**
- **Trailhead – Siegmann**

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: January 18, 2012

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 – 11/16/11

ATTACHMENTS:
- Draft Minutes from Park and Recreation regular meeting November 16, 2011

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 – PARKS AND RECREATION ADVISORY BOARD
11/16/11 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 7:30 pm by Chair Bob Siegmann. The Prayer and Pledge were led by Chair Bob Siegmann.

B. ROLL CALL OF MEMBERS

ROLL CALL:
Bob Siegmann, Chair
Dick Korn, Vice-Chair
Vickie Thomas
Maryann Marsh
Bernadette Knudson
Cynthia Kelley, Recording Secretary

C. NOMINATIONS FOR CHAIR AND VICE-CHAIR POSTIONS

Dick Korn nominated Bob Siegmann for Chair/Marsh seconded. Siegmann respectfully declined as he is planning on traveling in the next year and he will not be available to chair the meetings.

Siegmann nominated Marsh as Chair and Knudson as Vice-Chair. Seconded by Thomas.

Korn withdraws his nomination because of Siegmann's travel plans. Marsh asked about Korn's schedule for the next year. Korn stated it is about the same as this year. Thomas stated she was going to nominate Marsh as Vice-Chair; it's good to have rotation of the duties. Korn called the question.

Korn called for the question.

Siegmann asked if there were any more nominations. Thomas nominated Siegmann as Chair and Marsh as Vice. Again, Siegmann stated he would decline due to traveling plans for next year.

Siegmann asked if there are any other nominations.

Amended motion: Siegmann nominated Marsh as Chair and Thomas as Vice-Chair. Knudson seconded the nomination.

Marsh nominated Thomas as Chair and Marsh as Vice. For lack of second, motion dies.

VOTE: All Ayes.

Motion carried unanimously.

At this time, the new Chair and Vice-Chair moved to their respective seats and the meeting was carried on.

D. ADDITIONS/DELETIONS/CHANGES:

E. PRESENTATIONS: None

F. CONSENT AGENDA

1. Approval of Minutes
Regular Park and Recreation Meeting – 10/19/11
Exhibit: Agenda Report No.1
Recommendation: Motion to approve

Discussion: Kelley stated that the meeting was called to order by Chair Bob Siegmann, not Board Member Vickie Thomas; the heading after the first page of minutes has the

wrong date of the meeting; should be 10/19/11, not 921/11. These corrections will be made and reflected in the minutes of the last meeting.
MOTION: Siegmann/Knudson to approve the minutes from October 19, 2011 with correction as noted. VOTE: All Ayes.

G. PUBLIC:

H. ACTION:

I. DISCUSSION:

j. OLD BUSINESS/NEW BUSINESS:
New Business:
Korn brought up noticed the flyers for a flea market in the 1st & 3rd Sundays of the month. He spoke to the Mayor about. He had been told it was a fund raiser for the Fire Department in support of the pancake breakfast for the first Sunday of each month. He collects $10 per vendor. Korn's concerns are is this something that is a function of the Malabar Fire Department; do they have to rent the park like everyone else; is there liability insurance for this function; if this is to support the pancake breakfast, is the money collected going to the Fire Department. As a courtesy to the Board, we should have been consulted. The person from PW came to the Town Administrator and stated what he would like to see happen in the park. The Town Administrator approved the flea market. Korn has legal and liability concerns.

Siegmann also stated he was surprised that this did not come before the Board. Thomas doesn't feel this is a good precedent to set. Anyone could come in and want to do something. Korn likes the idea but it needs to be done properly. This should be on next month's agenda; Marsh will make contact with the Town Administrator and then will contact Kelley via email to distribute to Board if necessary.

Kelley stated that the Town Administrator would be the one to get in touch with regarding this; doesn't have all the details to report to the Board and didn't think to say anything about it coming to the Board before the project was taken on.

Korn, as a previous Chair, stated to Marsh that she should go to the Council meetings once a month to report to Council and let them know that the Board is alive and well.

Old Business: Bike Paths – Siegmann
Siegmann stated he had been doing research to have bike paths put in around the town. It is very difficult for this town due to the ditches. He hopes to have a presentation at next month's meeting. Korn asked what the bike paths are. Siegmann stated that during the joint meeting for the 5 year capital plan, the P&Z Board and Park Board were in favor of having bike paths added in Malabar. In the interim, he has been looking at Marie Street and Corey and Weber Roads. He is putting together something that will be minimal amount of money.

Marsh asked about the bocce ball/shuffle board progress. Knudson stated her time is tied up with Springfest. She has the grant form; she has put it to the side. Thomas asked when the Springfest Committee is formed, will her schedule free up. Knudson stated that the committee is formed and this is what she was assigned. Thomas stated that she wanted it on the record about how Knudson is just on fire for the Springfest event. She thinks Council should be aware of all that she is doing to assist with the event.

Kelley asked for volunteers for Tree Lighting on December 3rd. She received permission from the Fire Chief that volunteers from the Park Board can use the kitchen area to assist staff in getting things ready for the tree lighting. Kelley explained that the apple cider needs to be heated up and the cookies need to be put on trays.

Siegmann advised the Board that he and his wife are having a get together for the Board at their home on December 10th at 4 pm. Everyone is to come to have some fun; they are taking care of everything and no one needs to bring anything.

K. BOARD MEMBER/STAFF REPORTS:

- **Cameron Preserve – Thomas**

Thomas reported that there is nothing new to add.

- **Disc Golf Park – Knudson**

Knudson reported that she took more score cards to the park. She talked to Hans Kemmler tonight; nothing is going on at this time. The people who use the park have been the ones to maintain it. It's been really wet but the park is in good shape. Knudson advised the Board that the registration for the games played on Sundays has been moved to Saturday. Kelley asked if this is a group using the park and should it be rented or is there a contract for these weekly games. Knudson stated that they are just playing out there and they register on Saturdays so they know how many will be playing on Sunday. It's not a tournament or anything that needs a contract or rental fees.

Fern Creek Crossing Park – Siegmann

Siegmann reported that is still the same; there is gate across the bridge with a "No Trespassing" sign posted. The park looks really good at this time.

- **Huggins Park – Marsh**

Marsh reported that it is the same.

Malabar Community Park – Korn & Thomas

Korn reported that back in July he brought up the gate at the baseball left outfield. He is very upset that the gate has not been repaired; now it is beyond repair and must be replaced. It is a safety hazard and needs to be addressed now. Marsh stated she will make contact with the Town Administrator about this issue. Korn felt that the Town is ignoring the recommendations for the Board; maybe we should go before Council and report to them what we find so that things will be taken care of. Thomas stated that she had been gone for the last week. She was not sure if the playground awning was back

up yet. Kelley was not sure of it either; she would check with staff and let the Board know.

- **Trailhead – Siegmann**

Siegmann reported that it is in great shape. The washboard is at Jim Noble's to have a special box built on it. The pads under the benches are in great shape. People are in and out of there all the time.

- **Springfest Update – Kelley & Knudson**

Knudson gave an overview of what has taken place with the Springfest. She is involved in the 5K Fun Run which has been moved to Sunday, April 1st; a car show is in the works; a 50th anniversary cake bake-off; the amateur photo contest for the animals is going to be in place; all kinds of fun things are happening in the park. Kelley stated that we are working on getting the music lined up for the event. We have had one meeting with everyone present to go over what we want to have in the park and get the committee chair people established. Knudson stated she is working on the music for the Wine Down/Cheese event. Korn volunteered to help with this. He will make contact with the Brevard Municipal Orchestra and see if we can have them play for a bit for this event.

- **Recommendations of 10/19/11 to Council – Kelley**

Kelley reported that all recommendations to Council from the last meeting were approved at the November 21, 2011 meeting. Council is in agreement to have Boy Scout Troop #37 stay in the park over-night to assist with the security for Springfest; the "Evening Under the Stars" event was approved and the Boy Scouts will provide education to the public with various activities that the Boy Scouts take care of; and all "special' activities that were recommended by the Board for the second day of Springfest were approved by Council as well.

L. ADJOURNMENT

There being no further discussion, general consensus. **MOTION: Siegmann/Korn to adjourn the meeting. VOTE: All Ayes.** This meeting adjourned at 8:30 pm.

By:_____
Maryann Marsh, Chair

ATTEST:

_____ Date Approved: _____
Cynthia Kelley, C.M.C.
Recording Secretary

TOWN OF MALABAR

PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 2
Meeting Date: January 18, 2012

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Placement of Donated Flag Pole at Malabar Community Park

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BACKGROUND/HISTORY:
Previous Council Member Brian Vail has donated a 20-foot flag pole to be placed at the Malabar Community Park in order to display the new Town flag. A drawing has been attached to this report giving the Board an idea of where staff has suggested the flag pole be placed.

The current flag pole is centered in the raised horseshoe shaped area. The new pole and a proposed 3rd pole would be at each end of the horseshoe. That would provide balance and appearance. US flag in center with the State flag and Town flag on either side. The cost for the 3rd pole would be in the ballpark of $500.00.

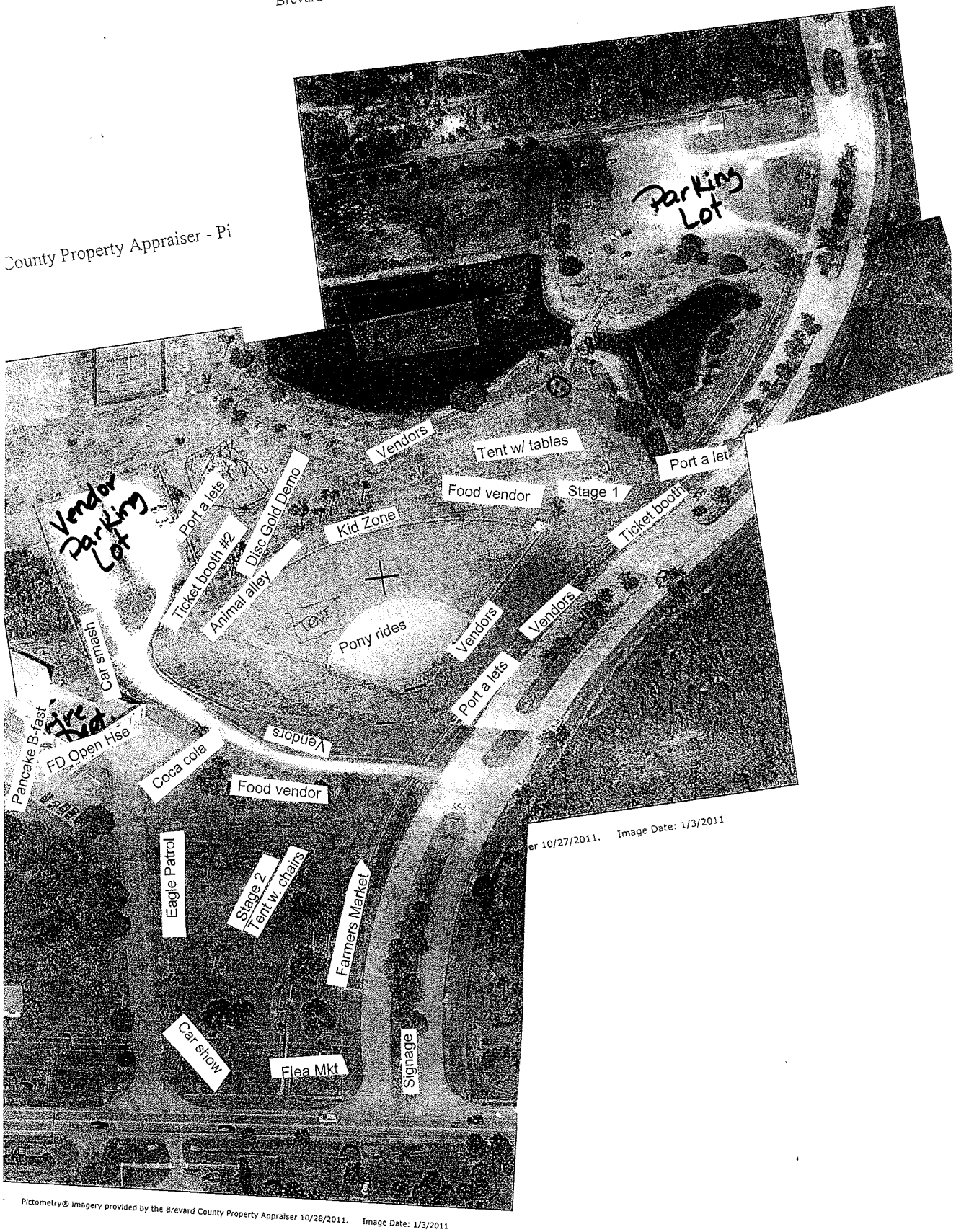
ATTACHMENTS:
Drawing of Springfest 2012 layout showing proposed flag pole placement

ACTION OPTIONS:
Recommendation to Council for placement of the flag pole(s)

04/02/2011 11:28

Brevard County Property Appraiser - PictoView II Print Page

County Property Appraiser - Pi



er 10/27/2011. Image Date: 1/3/2011

Pictometry® imagery provided by the Brevard County Property Appraiser 10/28/2011. Image Date: 1/3/2011