

**PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, MAY 16, 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 – 04/18/12**
 - Exhibit: Agenda Report No.1**
 - Recommendation: Motion to approve**
- F. PUBLIC:**
- G. ACTION:**
- H. DISCUSSION:**
- I. OLD BUSINESS/NEW BUSINESS:**
 - New Business:**
 - Old Business:**
 - **Town Hall Front Yard – Kelley**
 - **FDEP Grant Application – Restrooms at Sand Hill Trailhead – Kelley**
- 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: May 16, 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 – 04/18/12

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting April 18, 2012

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
04/18/12 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 7:32 pm by Chair Maryann Marsh. The Prayer and Pledge were led by Chair Maryann Marsh.

B. ROLL CALL OF MEMBERS

ROLL CALL:

Maryann Marsh, Chair
Vickie Thomas, Vice-Chair – excused for work
Bob Siegmann
Dick Korn
Bernadette Knudson
Cynthia Kelley, Recording Secretary

C. ADDITIONS/DELETIONS/CHANGES: None

D. PRESENTATIONS: None

E. CONSENT AGENDA

1. **Approval of Minutes**
Regular Park and Recreation Meeting – 03/21/12
Exhibit: Agenda Report No.1
Recommendation: Motion to approve

Discussion: None

MOTION: Korn/Siegmann to approve the minutes from March 21, 2012 as presented. VOTE: All Ayes.

G. PUBLIC:

G. ACTION:

H. DISCUSSION:

I. OLD BUSINESS/NEW BUSINESS:

New Business:

Old Business:

- **FDEP Grant Application – Restrooms at Sand Hill Trailhead – Kelley**

Kelley reported via email sent in packet that the application was submitted on time; we received a subsequent letter of support and it has been forwarded to FDEP. This letter of support will give a lot of weight to this application. No other information is available at this time as it takes a while for the review process to take place. As information comes in, staff will report to the Board on this matter.

- **Update on Gate at Baseball Field Fence at Malabar Community Park - Kelley**

Kelley reported that the gate at the baseball field fence will be repaired by Atlantic Fence at a cost of \$500; it could not be repaired, it must be replaced. We were trying to get on the schedule with the fence company to have it taken care of before

Springfest, but the company's schedule was full. Public Works are the only ones that use this gate to access the baseball field; no one else uses it.

Korn reported that the third flag pole is being donated. Knudson stated that Council approved the funds and it has been purchased. Korn stated that he had conversation with the Town Administrator and Denine about this. The gentleman who is making the donation has been out of the country; it should be donated by June. Knudson stated that this is good; saves the Town \$500. Siegmann stated that he is also doing research on the flag poles. There is protocol that must be followed. The placement of the pole is being looked at.

Knudson stated that Council approved the moving of the fence at the Disc Golf Park.

Knudson reported that Springfest was good; had no bad reports. The 5K run was excellent; only complaint was that the path be cleared for next year's run.

J. BOARD MEMBER/STAFF REPORTS:

- **Cameron Preserve – Thomas**

Thomas was excused.

- **Disc Golf Park – Knudson**

Knudson reported that the park is in great shape; well used. The fence will be done in May at no cost to the Town.

- **Fern Creek Crossing Park – Siegmann**

Siegmann reported that the park is in fine condition.

- **Huggins Park – Marsh**

Marsh reported that the park is the same.

- **Malabar Community Park – Korn & Thomas**

Thomas was excused.

Korn reported that this information deals with the Disc Golf park; the State is doing a study to consider lowering the speed limit on Malabar Road. He made contact with the agency and spoke with them. They are also doing a study on Weber Road; he's not sure about Corey Road. Knudson stated that the study is also being done on Atz Road as well. Korn stated that the 4 way stops will not be dealt with until all Council Members are present.

Korn commented on the front yard here at Town Hall; it's looking rough. He stated that Council doesn't want to spend money; maybe this is a project for the Scouts. Kelley advised the Board that we have received drawings from UF Brevard Extension Service; Master Gardner Program. They will volunteer time to help get this project done. Kelley will find out more information and report back to the Board.

Korn reported that at the Malabar Community Park, the bike rack is in bad shape. Kelley stated it was removed today and a new one was ordered. Korn stated that there is a bike rack at the Fern Creek Crossing Park that is not being used. Until the new bike rack arrives, move this one over to the park and then switch it out.

Korn reported that there are three big dumpsters at the bathrooms in the Malabar Community Park that were placed there by Waste Management. In speaking with Tom Miliore, Public Works Director, he was informed that the Town Administrator gave Waste Management permission to put the dumpsters there as they are going through the town and collecting the vegetation debris. He felt that this is making the park look like a dumping ground. Korn stated that the clippings being collected are not even coming from the park; felt that this should have come to the Board so they knew about this taking place. Kelley stated she was not aware of this but she would get with staff in the morning and report back to the Chair of the Board regarding this matter.

- **Trailhead – Siegmann**

Siegmann reported the Trailhead is in fine shape. The gates are all good; the plaque is still in place. He’s met some of the people who play there on Sundays at the Springfest.

Kelley reported to the Board that the broken bike rack at the restrooms at the Malabar Community Park was removed today and a new bike rack has been ordered.

Kelley reported that Springfest was a great success; no complaints whatsoever. Everyone enjoyed the festivities and the Cow Bell 5k was a huge success. Staff has already looked at dates for next year’s event. We are not sure if it will be a one or two day event. This will be decided by Council.

L. ADJOURNMENT

There being no further discussion, general consensus. **MOTION: Siegmann/Knudson to adjourn the meeting. VOTE: All Ayes.** This meeting adjourned at 7:54 pm.

By: _____
Maryann Marsh, Chair

ATTEST:

Cynthia Kelley, C.M.C.
Recording Secretary

Date Approved: _____

TOWN OF MALABAR

MEMORANDUM

Date: May 11, 2012 12-DTC-008
To: Parks & Recreation Advisory Board
From: Cindi Kelley, Deputy Town Clerk - CDK
Ref: Old Business Updates for May 16, 2012 Park Board Meeting

This memo will serve as an update for some old business items that were discussed at the last Park Board meeting of April 18, 2012.

- **FDEP Grant Application – Restrooms at Sand Hill Trailhead**
Nothing to report on at this time; no new information received as of yet.

- **Town Hall Front Yard**

At the last meeting, Board Member Korn mentioned the front yard at Town Hall. He stated that Council did not want to spend money on this; could it be a Scout project? I reported that staff had received a drawing to show the rendition of the front yard. Staff informed me that the drawing was provided by the University of Florida Brevard Extension Service Master Gardner Program. This group has volunteered to assist with this project.

In the mean time, Wendy Forgetta, a friend of Council Member Acquaviva's and a Town resident, came by and cleaned out and raked the front yard. While she was working, resident Scott McLachlan stopped by. He lent his tiller so she could till the land as well. Mr. McLachlan also will be donating the sod for the project. Doug Proctor, The Palm House, has stopped by Town Hall; his company will be donating palm trees to the project. A former employee of the Town, Rick Turner, came in and trimmed the Oak tree in the front yard and trimmed the brush along the fence line between Town Hall and the Billie property. Council Member Acquaviva stopped by last Friday and worked on the yard with tilling machine as well. Malabar resident Sara Morrison came by and raked the yard clear of rocks.

Clerk Franklin asked Lowe's to donate fence panels and they called today and will be donating all the materials, including the concrete for the posts, for the decorative 4' fence that will be placed in front of the fence along the Billie property. They felt this was a very good project and are happy to make the donation to the Town. Staff will pick up the materials on Monday of next week. Clerk Franklin asked Boy Scout Troop #37 if they could install the fence as a project. Plant materials still need to be purchased at a very minimal cost if you know of anyone interested.

We have had a few other residents stop by to offer their services for this project as well. It is beginning to take shape. The line locates from the utility companies have been done so we don't disturb any underground lines.

This has truly become a community project and the Town is very appreciative of all the volunteers who have come forth to make the beautification project at Town Hall happen.

