

**PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, AUGUST 15, 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 – 07/18/12
Exhibit: Agenda Report No.1
Recommendation: Motion to approve
- F. PUBLIC:**
- G. ACTION:**
2. **Move Small Gazebo in Huggins Park to Disc Golf Park (Korn)**
Exhibit: Agenda Report No. 2
Recommendation: Recommendation to Council
3. **Signs at Malabar Community Park “Please Keep Out Of The Water” (Korn)**
Exhibit: Agenda Report No. 3
Recommendation: Recommendation to Council
4. **Foot Bridge at Disc Golf Park (Kemmler)**
Exhibit: Agenda Report No. 4
Recommendation: Recommendation to Council
5. **Cow Bell 5K Run – Sunday, March 31, 2013**
Exhibit: Agenda Report No. 5
Recommendation: Recommendation to Council
- H. DISCUSSION:**
- I. OLD/NEW BUSINESS:**
New Business: Newsletter Contributions (Franklin)
Old Business: Recommendations to Council – Culvert Placement at 17 Acres Parcel on Weber Road & Memorial Plaque for Mayor Eschenberg (Franklin)
- 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 OFFICIAL 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: August 15, 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 – 07/18/12

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting July 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
07/18/12 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 7:30 pm by Vice-Chair Vickie Thomas. The Prayer and Pledge were led by Vice-Chair Vickie Thomas.

B. ROLL CALL OF MEMBERS

ROLL CALL:

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

For the record, Kelley announced that Council Member Carl Beatty was present. P & Z Member Charles "Bud" Ryan was also present.

C. ADDITIONS/DELETIONS/CHANGES:

D. PRESENTATIONS: None

E. CONSENT AGENDA

1. **Approval of Minutes**
Regular Park and Recreation Meeting – 06/20/12
Exhibit: Agenda Report No.1
Recommendation: Motion to approve

Discussion: Siegmann brought several corrections to light. On page 2, convenience of WM said it was unsightly. He doesn't know what it means. Korn stated that while it was convenient for WM, it was unsightly. Page 2, third paragraph, third line, he know that Siegmann and Beatty should read "he knows that Siegmann and Beatty. Seventh line down; live should be "lived". Page 3, last paragraph, first sentence underneath motion, strike out "though if the decision".

MOTION: Siegmann/Korn to approve the minutes from June 20, 2012 with corrections as noted. VOTE: All Ayes.

F. PUBLIC:

Beatty came forward and addressed the Board regarding the Huggins Park upgrades. He visited the park and took an inventory of the equipment that is there. He provided a copy of the inventory listing to the Board members. He stated that the Huggins Park rehab is in the budget for next year; the money has been put into the budget. He advised the Board that if a change is going to be made, some things need to be done; he made some suggestions to the Board. The gazebo that is at Huggins Park should be moved to the Disc Golf Park and put a brand new one in the Huggins Park. Basically, the park is abandoned. There are three benches; you could keep them there or store them. They could be put by the fencing for seating. There is also a handicapped picnic table that would allow for a wheelchair at one end.

Korn stated that preliminary research had been done; it was put on the back burner because funds were not available at this time. Siegmann stated that Knudson and Marsh had been working on this project and have collected information regarding pricing for the shuffle board and bacchi ball courts. The information was put in a folder and it will be there when the Board is ready to take action. Beatty stated that the equipment that is not being used in Huggins Park could be moved to other park areas. That way, the Board could start fitting Huggins Park for what they want to go in there. The swing set that is there has a bent leg; it could be cleaned up and pressures washed, painted and have the leg repaired. Donate it to the church in town. Siegmann stated that the equipment in the park had been discussed at an earlier meeting and it is a good possibility that it will be donated to the church. Korn suggested the swing be moved to the Malabar Community Park and enhance what we have there. It was stated that it is less than cost effective to repair and move the equipment. Siegmann stated that we need to be mindful of the safety issues; do what is needed to get rid of the liability to the Town.

Beatty stated the Board should decide about the equipment; maybe the church would come and pick it up or we could deliver it to them. Korn stated that we still need to maintain the park as it should be kept up. As the plans for Huggins Park develop, we will decide what we want to do with the equipment. The current Mayor is concerned about the promotion of the park; bringing in undesirables. We need to coordinate the movement of the equipment to transport it out of the park. Korn stated that one of the Council Members from Grant Valkaria is working on grant funds. There are funds out there for park renovations.

Bud Ryan came forward to address the Board. He is on the Taxpayer Review Board. The \$5,000 allocated in the budget doesn't mean that it will go through. Thomas stated that she is also part of the Taxpayer Review Board. She couldn't be at the first meeting as she was not available but is planning on being at the meeting of July 31st. Ryan stated that is good as she will be able to explain to them what the Park Board is trying to accomplish with Huggins Park. With her being there, maybe they will be able to keep the monies there and make a recommendation to Council to keep the funds there.

G. ACTION:

2. Dedication to Mayor Eschenberg – Malabar Community Park

Exhibit: Agenda Report No. 2

Recommendation: Recommendation to Council

Discussion: Thomas stated that this was brought up at the last meeting. She would like to see the pavilion or something dedicated to Mayor Eschenberg. He is the only elected official that has passed while in office. Korn stated that there is already a dedication to someone in the park. He asked Beatty who it was; Beatty stated it was John Calvington. Korn asked what the nature of that dedication was. Beatty stated it is a bronze plaque that was donated. It was setup in dedicating a Christmas tree that died. It got moved out of the way and was relocated under a Spruce tree. He was going to make a suggestion to the dedication to Mayor Eschenberg. Between the two gates at the parking lot on the north end, if you look on your original plan, there was a green area there. Right now, it's just grass growing there with nothing else. He was thinking that

maybe you could come up with something where you could plant trees down the road and put a trail there and you could put the plaques up. It would be their own special place. It's where the parking is and in between all the activities in the park.

MOTION: Korn/Siegmann to recommend to Council that they design and purchase a bronze or equivalent metal plaque honoring the service of Thomas Eschenberg to the community and the Town of Malabar. This plaque to be placed in an appropriate place, to be determined at a later date, in the Malabar Community Park.

Korn stated they can get the plaque underway and we can decide what kind of venue; we ought to put it someplace, and Mr. Calvington's also, where it can be seen. Maybe we can come up with a commemorative garden. We could do this at a later date but we need to get the plaque underway right away while it is still fresh in our minds. Siegmann agreed with Korn with getting the plaque underway. Thomas asked if bronze was the best metal. Siegmann stated it will never go away.

Beatty stated you could get the plaque. Someone donated the last one; the large coquina rock. It can be put some place now and then it can be moved when the Board decides what they want to do. Thomas stated that we don't want to take away from the fanfare of dedicating it. It should be unveiled at a public ceremony with Mrs. Eschenberg. It was general consensus of the Board that this would be done with Mrs. Eschenberg being present. Beatty stated that it could be mounted on a rock to go through the process. Then, if you wanted to do a memorial park, you could move it and have others that may come up. Siegmann stated that this was a good idea. We would be open to future dedications.

Ryan came forward to address the Board. John Calvington was his neighbor and is due his respect. Tom Eschenberg, he can't think of another person who dedicated his life and time to this Town as he did; totally unselfishly. He set up the Eagle Corp and the Teen Council. There are so many things this man did. At the very least we need to do something significant in his memory. He would strongly suggest that the Board get in touch with his wife and family and find out what they would like. Thomas stated she had spoken to Mrs. Eschenberg but she was not able to talk about it at that time; she is grateful that the Board would even consider it. Ryan stated that their input be valuable. Siegmann stated that one of the things that are important is that the recommendation be put in and the wheels start turning. Thomas stated that any dedication have Mrs. Eschenberg's approval first.

VOTE: All Ayes.

Korn advised the Board that he will not be present for the August meeting as he is out of town.

H. DISCUSSION:

3. **17 Acres on Weber Road – Culvert Placement for Parking for Bicyclists**
Exhibit: Agenda Report No. 3
Recommendation: Discussion

Discussion: Kelley advised the Board that the next item was put on the agenda by Chair Maryann Marsh. May want to table this until such time as she is present to discuss.

Korn called a point of order here. He recommended that the Chair or someone here get with the TA about this as there are plans for the west side of Weber Road. There are plans to redo that entire ditch and put in new culverts and this may go along with them doing that renovation. We need to have that information before we can make that recommendation. The site preparation that was discussed in 2009 was over \$8,000; this is too much money. Beatty stated that this work being done, he thinks that the Park Board should get a free culvert out of this. Korn stated that the Town of Malabar should get the free culvert. Beatty stated if you put this off to another meeting, you are going to be past the time frame. Thomas asked Beatty if that meant we would lose our window of opportunity and he said yes.

Kelley advised the Board that the Town Administrator has announced a stormwater project on the west side of Weber from Malabar Road to Hall Road. As part of this project the Park Board would recommend (see below motion). However, there could be an issue with fiber optic cable. If the stormwater project does not proceed, the Park Board should still recommend placement of this culvert.

MOTION: Korn/Siegmann to move to recommend to Council that in concurrence with their project of the drainage ditch and culvert replacements on the west side of Weber Road between Hall and Malabar, they also place a culvert for a driveway access into the 17 acre Florida Community Trust property belonging to Malabar.

VOTE: All Ayes.

I. OLD BUSINESS/NEW BUSINESS:

Old Business:

- **Dumpsters at Malabar Community Park – Update from RTCM 07/0218/12**

Kelley reported that the dumpsters at the Malabar Community Park have been removed. Korn asked who cleaned up the mess after the dumpsters were removed. Part of the motion was for WM to clean up the area. Did Malabar's PW staff do this? Kelley stated she did not know; Siegmann stated that it was probably WM as they don't want to ruffle feathers.

Korn talked about the trilogy of flag poles. Mr. Vail donated a flag pole; \$500 was budgeted for third. Korn as that to be placed on hold; has had flag pole donated. The pole is at Public Works; has not seen it, boxed up and came from Orlando. Recommend that sometime within the next few months, they be placed. He asked Siegmann to design how this would go and make recommendation to Council. Maybe put a garden at the base of the poles to honor those gone before us. Thomas stated that Indian Harbor Beach has done this to honor their fallen soldiers from their town. Thomas stated that there should be a distinction between the fallen soldiers and those who have served the Town, different areas. Beatty stated that on the flag pole; we have an existing one. The pole that Mr. Korn is speaking of may not match what we have. Thomas stated that they are not supposed to match. Korn stated it is aluminum and Vail has said that his is aluminum in one piece. Korn said they should match. Thomas stated she was speaking

of matching size wise. Siegmann stated that the flag pole we have now needs some refurbishing. Korn stated that Siegmann could look at that and decide, he thought. Thomas stated it was an excellent idea to have a committee of one

MOTION: Korn/Thomas moved to have Siegmann as the committee of one.
VOTE: All Ayes.

Ryan stated this is a good idea and there should be an area set aside in memory; Beatty said that it should be a specific area so that people can go and know that this is what it is for. Korn stated that he didn't know until this morning we had a plaque out there honoring Mr. Calvington.

Ryan asked Korn about his son. Korn gave a brief over-view of what took place. He was killed April 3, 2003, in Iraq after being there for six days. He was killed by friendly fire. He was a Captain.

New Business: None

J. BOARD MEMBER/STAFF REPORTS:

- **Cameron Preserve – Thomas**

Thomas reported picnic table is still overgrown with weeds. Motorized vehicles still going into park; looks like from the Glenn Brook area. She has asked that the area around the picnic table be cleaned up.

- **Disc Golf Park – Knudson**

Knudson was excused. Korn stated that it looks good and is busy.

- **Fern Creek Crossing Park – Siegmann**

Siegmann reported looks good.

- **Huggins Park – Marsh**

Marsh was excused.

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

Thomas reported she went today and looks good. The park benches by the children's area still needs attention; they are moldy and need a good scrubbing. They need some Clorox or something. Korn asked what the protocol is to have PW take care of this. Kelley stated she cannot ask PW staff to do anything; it will be given to the Town Administrator and she will direct staff. However, it was presented to the Town Administrator last month. We have had a lot of failing culverts that take priority. Korn stated he would like to have this done. Kelley stated she would provide it to the Town Administrator, but again, failing culverts take priority over cleaning park benches. Thomas stated that she is just bringing this to the attention of staff. .

Korn reported that the park looks good.

- **Trailhead – Siegmann**

Siegmann reported looks good. The work has not begun on the Al Tuttle Trail south bound from the boundary canal to Malabar Road. But it will start; they are still looking for some funding.

L. ADJOURNMENT

There being no further discussion, general consensus. **MOTION: Siegmann/Korn to adjourn the meeting. VOTE: All Ayes.** This meeting adjourned at 8:27 pm.

By: _____
Vickie Thomas, Vice-Chair

ATTEST:

Cynthia Kelley, C.M.C.
Recording Secretary

Date Approved: _____

DRAFT

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 2
Meeting Date: August 15, 2012

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Move Small Gazebo in Huggins Park to Disc Golf Park (Korn)

BACKGROUND/HISTORY:

At the last Park Board meeting, Council Member Beatty attended and addressed the Board regarding the retrofit of Huggins Park. He made a suggestion to the Board that they begin looking at the equipment in the park and begin removing it to get the park ready for the shuffle board courts and bacchi ball courts.

Park Board Member Korn has asked that this be placed on the agenda. He would like to see the small gazebo that is in Huggins Park be utilized in the Disc Golf Park. If this is where the Board decides to place the gazebo, the placement needs to be reviewed very carefully so no safety issues are created. It should also be set up in a manner that makes it ADA compliant.

ATTACHMENTS:

Email from Dick Korn dated 07/19/12

ACTION OPTIONS:

Discussion and recommendation to Council

Cindi Kelley

From: Dick Korn [rumbopet@rumbopet.com]
Date: Thursday, July 19, 2012 11:14 AM
To: Cindi Kelley
Subject: Parks Board August meeting

Cindi,

The agenda item I asked for is to recommend the moving of the small gazebo in Huggins Park to the Disc Gold park and set it up in a manner that makes it ADA compliant.

We should also look at moving some of the other pieces to the playground area at the Community Park at such time it appears appropriate.

Another concern is the lake at the Community Park. Joanne and I watched a couple trailer 2 horses to the park. They unloaded them and took them wading into the lake (people and horses) There is a sign saying "no jumping or diving from the bridge". I believe we need a sign to the effect of "please keep out of the water".

However, we need to check. I have been told that the original grant used to begin that park included a provision for a "swimming hole" and sand beach. I am told this was once there, Times and conditions have changed and I doubt that water is currently safe to swim or even wade in. And where is the lifeguard? Are we still obligated to maintain this as a beach? If so, what will it take to remove this obligation?

Dick Korn
Parks and Recreation Board member



TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 3
Meeting Date: August 15, 2012

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Signs at Malabar Community Park "Please Keep Out of the Water" (Korn)

BACKGROUND/HISTORY:

At the last Park Board meeting, Park Board Member Korn stated that while he and his wife were visiting the park, they saw a couple unload two (2) horses and wade with them in the lake. There is a sign there that says "No jumping or diving from the bridge". That was put up because at one time there were persons jumping from the bridges and damaging the bridge railing as well as causing possible liability issues for the Town.

When the 2nd FRDAP (Florida Recreational Development Assistance Program) grant was applied for, a sandy beach area with a value of \$500.00 was included. There were no points awarded for this amenity, it was simply one of the enhancements included in the application. Clerk Franklin has contacted FRDAP and confirmed that there is no grant related problem with erecting signage to warn park visitors of possible health risks.

With the recent news of current health concerns in other area freshwater lakes, Korn feels that signage stating "Please Keep Out of the Water" is needed. Clerk Franklin has contacted the Health Department for the proper wording and signs can be placed once Council approves the action. The sign would include contact information for the Health Department for further information. This sign would be in addition to the sign advising users to not enter water, for example, "FOR YOUR SAFETY STAY OUT OF WATER."

FRESHWATER LAKES CONTAIN BACTERIA, PARASITES, AMOEBAS & OTHER ORGANISMS THAT MAY BE HARMFUL TO YOUR HEALTH. For additional information contact the Brevard County Health Department 321-454-7101.

ATTACHMENTS:

Email from Dick Korn dated 07/19/12

ACTION OPTIONS:

Discussion and recommendation to Council

Cindi Kelley

From: Dick Korn [rumbopet.com]
Sent: Thursday, July 19, 2012 11:14 AM
To: Cindi Kelley
Subject: Parks Board August meeting

Cindi,

The agenda item I asked for is to recommend the moving of the small gazebo in Huggins Park to the Disc Gold park and set it up in a manner that makes it ADA compliant.

We should also look at moving some of the other pieces to the playground area at the Community Park at such time it appears appropriate.

Another concern is the lake at the Community Park. Joanne and I watched a couple trailer 2 horses to the park. They unloaded them and took them wading into the lake (people and horses) There is a sign saying "no jumping or diving from the bridge". I believe we need a sign to the effect of "please keep out of the water".

However, we need to check. I have been told that the original grant used to begin that park included a provision for a "swimming hole" and sand beach. I am told this was once there, Times and conditions have changed and I doubt that water is currently safe to swim or even wade in. And where is the lifeguard? Are we still obligated to maintain this as a beach? If so, what will it take to remove this obligation?

Dick Korn
Parks and Recreation Board member



TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 4
Meeting Date: August 15, 2012

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Foot Bridge at Disc Golf Park (Kemmler)

BACKGROUND/HISTORY:

Former Board Member Kemmler has asked that this be placed on the agenda for discussion and recommendation to Council. There is an area of the foot bridge at the Disc Golf Park that gets flooded with the rains. This would have been a perfect project for the Eagle Scouts but both of the boys who are getting ready for a project will not be ready before the end of the fiscal year. Mr. Kemmler and another player, Mark, have volunteered to do this project. The cost of the materials is just under \$500. If the Board makes a recommendation to Council, it will be presented at the RTCM of August 20th. If Council approves the recommendation, the materials will be purchased and the project will be completed in this budget year.

ATTACHMENTS:

Email from Hans Kemmler dated 07/30/12
Presentation for Malabar Disc Golf Park Foot Bridge

ACTION OPTIONS:

Discussion and recommendation to Council

Cindi Kelley

From: Town Clerk / Treasurer
Sent: Monday, July 30, 2012 10:29 PM
To: Hans Kemmler
Cc: Cindi Kelley
Subject: RE: Disc Golf Park Foot Bridge

We can put it on the Park Bd agenda for August 15 and then put it on Aug 20 Council agenda and buy materials after the approve it. Let's talk about this tomorrow.

Debby

From: Hans Kemmler [mailto:iam@hanskemmler.com]
Sent: Monday, July 30, 2012 10:08 PM
To: Town Clerk / Treasurer
Cc: 'mark miller'
Subject: Disc Golf Park Foot Bridge

Debby,

I sketched out the foot bridge section we came up with on Sunday. Five of these would span the area that gets flooded. The total cost for materials is just under \$500.

The communications I have received from Marcie make it seem like neither of the young men that are getting close to needing an Eagle scout project will be ready for a project by the end of this fiscal year. If this is the case, Mark and I would like to take this on as a volunteer project and build it ourselves. That way, it can be in place for the next monsoon season. We have many other projects that we can put together when the kids are ready.

Let me know what the situation is and if I need to pitch this to the Parks and Recreation board before long.

Thanks,

~Hans

Malabar Disc Golf Park

Foot Bridge

Low Area in center of course floods easily.



Walk south in center of course, and Tee Pad 9 is 100 yards back

People walk around flooded area and go into areas where they are more likely to get hit with flying discs.



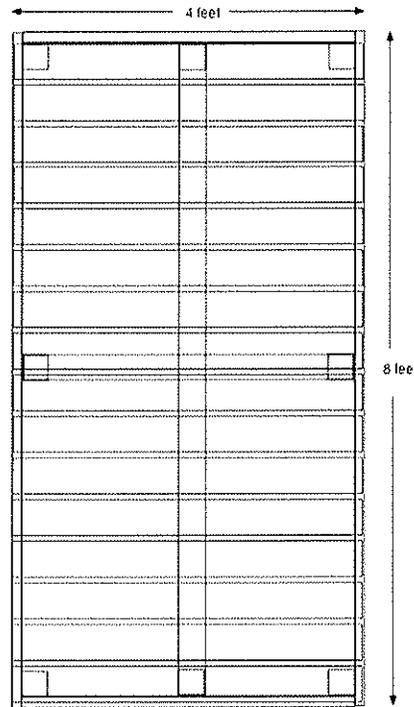
This problem brings people into fairways at 8, 10 and 11.

Path that gets flooded is used between 8 and 9, and also between 10 and 11.



We need a foot bridge across an area about 40 feet long

Five eight foot sections would cover the area where foot bridge is needed.



Foot Bridge Section - Qty 5 required
Pressure Treated #2 pine 4X4s 8 feet long qty 25 X \$6.77 = \$169.25
Pressure Treated #2 pine 2X6s 8 feet long qty 60 X \$4.97 = \$298.20
Decking Screws 3 inch 5 pounds required @ \$29.96 TOTAL = \$497.43

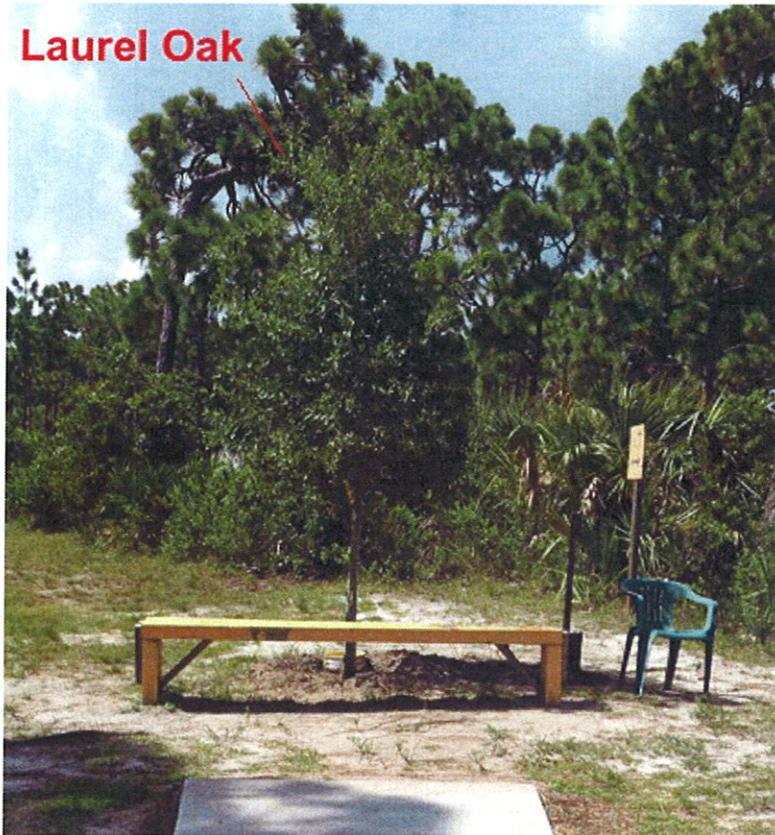
Materials for these five sections comes to a little under \$500.

Boy scouts were consulted, and they do not have candidates that will be ready for this project by the end of the fiscal year.

We would like to build this before the next monsoon season, so we are trying to get this funded with money from this fiscal year.

Staff has indicated that money exists in the budget for a project such as this.

Afternote: Volunteers have recently purchased two large trees and planted them at the disc golf park. The laurel oak is for shade, and the sycamore provides blockage for errant discs between fairways.



TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 5
Meeting Date: August 15, 2012

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Cow Bell 5K Run – Sunday, March 31, 2013

BACKGROUND/HISTORY:

In looking at the calendar for next year's SpringFest, the date has been chosen for Saturday, March 30, 2013. As it was last year, this is the week ending spring break for Brevard County schools. We were able to utilize students who needed community service hours for their scholarships for the event. In having the event on this date, staff is looking to hold the 2nd Annual Cow Bell 5K Run as a stand-alone event on Sunday, March 31, 2013. This date is available with the Running Zone, the company who did the race management last year. Renee White has volunteered again to be the Town's coordinator of the event. The Running Zone is willing to give the Town the same discounted pricing of \$1,700 management fee and \$2/per person who participates in the walk/run. Staff is asking the Board to make a recommendation to Council to support holding the run and that it be held on Sunday, March 31, 2013.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion and recommendation to Council

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

Old/New Business – Newsletter Contributions
Meeting Date: August 15, 2012

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Newsletter Contributions

BACKGROUND/HISTORY:

At the RTCM of August 6, 2012, Council Member McKnight asked that Council direct each Board, as well as each Council Member, to contribute a short article for the Mailboat. The article would be from the Board as a whole; one or two paragraphs in length. Council Member McKnight stated that this should not just be the responsibility of the Town Clerk's office; Town Council and all the Boards should have information pertaining to Council business and Board business in the newsletter to provide information to the residents about what your Board is working on. This would be a way to also advertise that this Board has two (2) alternate positions available that need to be filled by willing participants. The Board's article should reach the Town Clerk's office no later than mid October. This allows time for preparation of the newsletter with the lay-out and printing as well as mailing time.

ATTACHMENTS:

Memo 2012-TC/T-35

ACTION OPTIONS:

Discussion and recommendation to Council

TOWN OF MALABAR

MEMORANDUM

Date: August 7, 2012 2012-TC/T-35

To: Planning and Zoning Board, Denine Sherear, P&Z Bd Secretary
Park & Recreation Board Members, Cynthia Kelley, Secretary to Pk Bd

From: Debby K. Franklin, Town Clerk-Treasurer

Ref: Newsletter Contributions

At the regular Council meeting of August 6, 2012 Council Member McKnight asked that Council direct that each Council Member provide one paragraph of input for each newsletter. Council concurred.

He also wanted each Board to contribute a short article, one or two paragraphs. This article would be from the Board as a whole. The Mayor had pointed out that staff tried this in the past and deadlines were not met. CM McKnight suggested that if a Council Member or Board failed to meet the deadline then a blurb should be inserted in the newsletter stating that the person or Board did not submit by deadline.

CM McKnight had brought this item up at the last Council meeting and expressed that it was not a criticism of the Clerk. The next newsletter is planned for delivery to residents just before Thanksgiving. This edition will report on the election results and provide information on the Tree Lighting and Town Hall holiday schedule as well as wish our residents a happy holiday season.

Your article for this next edition should be to me by mid to late October in order to prepare the newsletter layout.

Council consensus was to support this suggestion.

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

Old/New Business – Park Board Recommendations

Meeting Date: August 15, 2012

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Park Board Recommendations

BACKGROUND/HISTORY:

At the RTCM of August 6, 2012, Council approved the Board's recommendation of the placement of the culvert at the 17 acres off of Weber Road purchased through the Florida Commission Trust (FCT) Preservation 2000 program. As stated, this will take place once the fiber optic issue is addressed.

At the RTCM of August 6, 2012, Council approved the Board's recommendation to place a memorial plaque in the Malabar Community Park honoring Mayor Eschenberg. However, Council would like for the Board to research the price of the type of plaque (bronze, brass, synthetic) and ideas of how to mount it. Also, they would like some specific information regarding the memorial garden that was discussed at the July meeting of the Park Board. Once specifics are provided to Council, Council is prepared to approve the recommendation. The Board should decide the type of plaque they want to have and come up with what they would like to have for a memorial garden. Staff is requesting that the Board bring their ideas to the meeting for discussion and recommendation to Council.

ATTACHMENTS:

Memo 2012-TC/T-33

ACTION OPTIONS:

Discussion and recommendation to Council

TOWN OF MALABAR

MEMORANDUM

Date: August 7, 2012 2012-TC/T-033

To: Cynthia Kelley, Secretary to Park & Recreation Board
Park & Recreation Board Members

From: Debby K. Franklin, Town Clerk/Treasurer

Ref: Park Board Recommendations

CULVERT PLACEMENT:

At the regular Council meeting of August 6, 2012 Council approved the Park Board recommendation to install a culvert pipe on Weber Road in order to provide ingress to the 17-acre site purchased through the Florida Communities Trust (FCT) Preservation 2000 Program. The FCT program supports maintaining parcels along tributaries of the Turkey Creek in their natural state and as such are restricted to passive recreation and public enjoyment of Malabar's natural resources. The drainage project proposed along Weber Road is facing some delays related to ATT's fiber optic cabling placement.

The clearing and placement of a culvert in the right-of-way to gain access to the 17-acres should be able to go forward independently of the drainage project as approved by Council last night. Staff will proceed with getting the ditch cleared and a pipe placed in the ditch. Malabar Code requires paving the driveway apron area between an existing paved road and the property line. This we will hold off on until the fiber optics cabling issue is settled.

MEMORIAL PLAQUE

Council supported the Park Board's recommendation to place a memorial plaque in the Malabar Community Park. They would like the Park Board to get pricing information on size and the type of plaque material they have in mind, (brass, bronze, synthetic) and ideas on how to mount it. Council Member Beatty spoke about a memorial garden in the park. Council would like some specifics from the Park Board. Once specifics are provided and an estimate of the cost, Council is prepared to approve the recommendation.