

**PARK AND RECREATION ADVISORY BOARD  
REGULAR MEETING  
WEDNESDAY, JULY 17, 2013  
7:30 PM  
TOWN OF MALABAR  
2725 MALABAR ROAD  
MALABAR, FLORIDA**

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**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 – 06/19/13**
    - Exhibit: Agenda Report No.1**
    - Recommendation: Motion to approve**
- F. PUBLIC:**
- G. ACTION:**
  - 2. Schedule Walk of Thomas M. Eschenberg Memorial Park**
    - Exhibit: Agenda Report No. 2**
    - Recommendation: Discussion & Recommendation**
- H. DISCUSSION:**
- I. OLD/NEW BUSINESS:**
  - New Business:**
  - Old Business:**
- J. BOARD MEMBER/STAFF REPORTS:**
  - **Cameron Preserve – Thomas**
  - **Disc Golf Park – Knudson**
  - **Fern Creek Crossing Park – Need to assign Park to Board Member**
  - **Huggins Park – Sastram**
  - **Malabar Community Park – Thomas**
- 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: July 17, 2013**

**Prepared By: Cynthia Kelley, Secretary to Board**

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**SUBJECT: Approval Park Board Minutes**

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**BACKGROUND/HISTORY:**

Attached are the summary minutes for the following 06/19/13

**ATTACHMENTS:**

- Draft Minutes from Park and Recreation regular meeting June 19, 2013

**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  
06/19/13 MEETING MINUTES**

This meeting of the Malabar Town Council was held at Town Hall at 2725 Malabar Road. It was called to order by Chair Vickie Thomas at 7:30 pm. Prayer and pledge was lead by Chair Vickie Thomas.

**A. CALL TO ORDER, PRAYER AND PLEDGE**

**B. ROLL CALL**

Chair Vickie Thomas  
Vice Chair Bernadette Knudson  
Bob Siegmann  
Bill Sastram  
Board Secretary Cindi Kelley

**C. ADDITIONS/DELETIONS/CHANGES:** Thomas asked the Board to move the presentation of the website link to the top of the meeting so the guest, Travis Gibb, doesn't have to stay for the entire meeting. Without objection, the Item #3 will be heard after the consent agenda.

**D. PRESENTATIONS**

**E. CONSENT AGENDA**

1. **Approval of Minutes**  
**Regular Park and Recreation Meeting – 05/15/13**  
**Exhibit:** Agenda Report No.1  
**Recommendation:** Motion to approve

Discussion:

**MOTION: Siegmann / Knudson to approve the minutes from May 15, 2013 as presented. VOTE: All Ayes.**

Item #3 heard at this time.

Travis Gibb of Effex Agency came forward and made a presentation. He stated that their company is looking to add a municipality to their portfolio and would do it for 10% of the \$4,000 cost. Thomas stated that Robert Wicker, who has judged the photo contest for Springfest, has volunteered to take pictures of each of the parks for the website as well pro bono. Mr. Gibb stated that Thomas came to him and made an inquiry about a website for the Malabar parks. His company has done the website for the Malabar First Baptist Church. He put together a sample of the website; it would include a description of each park, maps of the park and the availability of each park and what it offers. An event calendar would also be available to show what is happening in the park. Thomas stated that it would be a collaborative project for all the board members to provide information. It would have the basics of each park and we could add whatever information we would like on the website. Thomas stated that, after assisting a builder in Malabar she received a \$200 check and would like to donate it to the Town to assist in paying for the website set-up. The cost to the Town would be \$200.00.

**MOTION: Knudson/Siegmann to accept the donation from Thomas towards the website for parks & recreation website.**

Discussion: Siegmann asked if there is a monthly fee for the website; Mr. Gibb stated that there would be a yearly fee of \$200 to host the site. This fee would cover the

hosting of the site and to purchase a domain name. Mr. Gibb stated he could put together a proposal showing everything that would be covered and the costs for the project. Knudson asked where the funds would come from to take care of the website. Kelley stated that if the Board's recommendation was approved by Council, the funds would then be added to the budget to take care of the yearly fees for the website.

**VOTE: All Ayes.**

F. **PUBLIC:**

G. **ACTION:**

H. **DISCUSSION:**

2. **Kick-Off Meeting – Feasibility Study to Widen Malabar Road**

**Exhibit:** Agenda Report No. 2

**Recommendation:** Discussion

Discussion: Thomas stated that both she and Siegmann were present for the kick-off meeting. It is very important that the Board stay vigilant to this as it will affect the way people cross Malabar Road with the trails. Siegmann gave a brief overview of what the project is and where the road may run. It could go down Glatter Road and over the railroad tracks with a fly-over or come down Malabar Road. They are now studying Malabar Road; the next study will be done on Glatter Road.

I. **OLD/NEW BUSINESS:**

**New Business:**

3. **Park & Recreation Advisory Board Link to Town's Website (Thomas)**

**Exhibit:** Agenda Report No. 3

**Recommendation:** Discussion and Recommendation

See above as this was presented after the consent agenda.

Siegmann reported on several things with the T&G Committee – at the June 10, 2013 meeting, the T&G Committee stated that they would like to be responsible for the Thomas Eschenberg Memorial Park. He has concerns regarding this as it is a park, not a trail.

There was much talk of the Melbourne Tillman R-O-W and he doesn't know why as this is not our property. They are making trails along the north and south sides; it's called the Grapefruit Trail. But it has nothing to do with Malabar.

Siegmann stated that Kemmler put together a hayride trail from the Trailhead to the Community Park; there is only a small section that needs to be clarified for this.

Thomas stated that she was not aware that the T&G Committee wanted to take responsibility for the Thomas Eschenberg Memorial Park. She was at the last meeting and they are planning a walk of the park for Wednesday, June 26, 2013. She also reported that at the RTCM, Huggins Park was mentioned as a site for Town Hall. Knudson stated that when she did the initial research, the drawing she put together did have a building that could serve as a Town Hall/Community Center/Hurricane Shelter.

The park has over 5 acres of property that could be utilized. Thomas just wanted the Board to be aware of the discussion at the RTCM.

Siegmann stated that effective at the end of this Parks & Recreation Advisory Board meeting, he would no longer be on the Board. He is resigning effective June 19, 2013 as he is very close to setting sail. Kelley stated that it would need to be put in writing so we have it for the record. He stated he would provide it to Town Hall. He also asked that he know who takes his place; he has a lot of information to pass on to the next person regarding the history of the board and parks. Thomas thanked Siegmann for all the time and efforts put into the board and stated that he would be missed but wished him well.

Kelley advised the Board that with Siegmann's resignation, we are down to three people on the Board. The open positions are two regular and two alternate. If anyone knows of anyone who may have an interest, now is the time to have them complete an application.

**Old Business:**

Thomas stated that Siegmann gave a presentation to T&G and Council; did a great job presenting about the trails/ped paths in Malabar. He gave a brief overview of the presentation with some changes.

**J. BOARD MEMBER/STAFF REPORTS:**

- **Cameron Preserve – Thomas**

Thomas reported that still getting a lot of motorcyclists. A lot of glass is being left in the park.

- **Disc Golf Park – Knudson**

Knudson reported that she didn't look at it this month; looks good from road.

- **Fern Creek Crossing Park – Siegmann**

Siegmann reported that looks fine.

- **Huggins Park – Sastram**

Sastram reported that the park is closed; the security ribbons are down and needs to be replaced.

- **Malabar Community Park – Thomas**

Thomas reported that only concern that on the bridge one board has a nail sticking up. Also a molding or edging on the ramp of the bridge is missing on one side. Siegmann asked if the ramp was ever done properly. Sastram stated that there should be rails on each side of the ramp to keep wheel chairs from having issues.

**K. ADJOURNMENT**

There being no further discussion, general consensus. **MOTION: Siegmann/Sastram to adjourn the meeting. VOTE: All Ayes.** This meeting adjourned at 8:10 pm.

By: \_\_\_\_\_  
Vickie Thomas, 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: July 17, 2013**

**Prepared By: Cynthia Kelley, Secretary to Board**

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**SUBJECT: Schedule Walk of Thomas M. Eschenberg Memorial Park**

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**BACKGROUND/HISTORY:**

At last month's meeting for the Trails & Greenway Committee, the group discussed selecting a date/time to have a walk of the Thomas Eschenberg Park off of Weber Road. As the discussion progressed, Committee Member Bob Wilbur volunteered to cut the grass and make a path for the group to get through the park. T&G Chair Thompson stated he would contact the Town Administrator and ask if it would be acceptable for Mr. Wilbur to cut the grass.

When Chair Thompson made contact with the Town Administrator; TA informed Mr. Thompson that this should be placed on the Park Board agenda for discussion and have the date/time set by this Board as the area they are requesting to walk through is a conservation park and not a trail.

Park Board Chair Thomas asked that this be placed on the agenda for discussion. When setting the date for the walk, please keep in mind that the Eschenberg family and the Trails & Greenways Committee Members would like to participate. Prior to the walk taking place, the PW staff will cut the grass per the Town Administrator.

**ATTACHMENTS:**

- July & August Calendars

**ACTION OPTIONS:**

Set date for walk of the Thomas Eschenberg Park

# July 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Town Council CANCELLED	2	3	4 4th of July Town Hall Closed	5	6
7	8 SCLC Dinner <hr/> T & G 6:00	9	10 P & Z 7:30	11	12	13
14	15 Town Council 7:30	16 MMA Meeting 5:00 <hr/> BOA 6:00	17 Park Board 7:30	18	19	20 MMA Quarterly Meeting 4:00
21	22	23	24 P & Z 7:30	25	26	27
28	29	30	31			

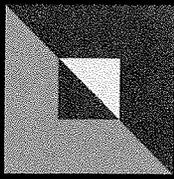
## TOWN OF MALABAR

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REVISED 07/01/13



# August 2013

## TOWN OF MALABAR

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 Town Council 7:30	6	7 Candidate Qualifying Begins @ 8:30 am	8	9	10
11	12 SCLC Dinner <hr/> T & G 6:00	13 MMA Meeting 5:00	14 P & Z 7:30	15	16	17
18	19 Town Council 7:30	20 Teen Council 7:00	21 Candidate Qualifying Ends @ 4:30 pm <hr/> Park Board 7:30	22	23	24
25	26	27	28 P & Z 7:30	29	30	31