

**PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, AUGUST 21, 2013
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 – 07/17/13
Exhibit: Agenda Report No. 1
Recommendation: Motion to approve
- F. PUBLIC:**
- G. ACTION:**
 - 2. Direct Representation – Bathroom Grant @ Trailhead**
Exhibit: Agenda Report No. 2
Recommendation: Discussion and action
- H. DISCUSSION:**
 - 3. Thomas M. Eschenberg Memorial Park Ideas/Opinions (Thomas)**
Exhibit: Agenda Report No. 3
Recommendation: Discussion
- I. OLD/NEW BUSINESS:**
 - New Business:**
 - Old Business:**
- J. BOARD MEMBER/STAFF REPORTS:**
 - **Cameron Preserve – Thomas**
 - **Disc Golf Park – Kemmler**
 - **Fern Creek Crossing Park - Sastram**
 - **Huggins Park – Knudson**
 - **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: August 21, 2013

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Approval Park Board Minutes

BACKGROUND/HISTORY:

Attached are the summary minutes for the following 07/17/13

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting July 17, 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
07/17/13 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
Hans Kemmler
Bill Sastram
Board Secretary Cindi Kelley

For the record, Mayor Beatty is also present.

C. ADDITIONS/DELETIONS/CHANGES: Swearing in of new Board Member Hans Kemmler; Mayor Beatty was present to do this. Pictures were taken of the swearing in.

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

Discussion: None

MOTION: Knudson/Sastram to approve the minutes from June 19, 2013 as presented/with corrections. VOTE: All Ayes.

F. PUBLIC:

G. ACTION:

2. Schedule Walk of Thomas M. Eschenberg Memorial Park

Exhibit: Agenda Report No. 2

Recommendation: Discussion & Recommendation

Discussion: Thomas stated that the T&G Committee was setting this up; TA put a stop to this because any recommendation regarding a park should come from the Park Board; this is not a trail. Kemmler stated that it would be a field trip to see the park and find out about it. Thomas stated that Withers volunteered to cut the grass. Kelley stated that the grass will be cut by PW staff. Kemmler will be out of town until the 28th of the month. Knudson asked if they wanted to have a weekend or week day. Kemmler stated that we could do it during the week as it is still light outside. Mayor stated that there has been talk of a dedication on the 16th but he didn't know what month. Thomas stated that Mayor Eschenberg's birthday is the 16th of September. Mayor stated that you may want to know which month. Thomas stated that this is a field trip to find out about the park before the dedication. Sastram asked what the outlook of the park is to be. Kemmler stated that we cannot build on it. Thomas stated that we should walk it and then discuss

this after we have seen the park. Kemmler stated that he walked it one time with Richard Cameron. There is a section that has Brazilian Pepper Trees. Knudson stated Wednesday, the 31st of July at 6:00 pm. Kemmler stated he would be out.

MOTION: Knudson/Kemmler to set the date to walk the Thomas M. Eschenberg Memorial Park for at 6:00 pm on Wednesday, July 31, 2013. VOTE: All Ayes.

Staff will notify the T&G Committee and the Eschenberg family. Knudson will invite Richard Cameron for the event.

H. DISCUSSION:

I. OLD/NEW BUSINESS:

New Business: Thomas asked about a certificate of appreciation for Siegmann; Kelley stated that staff will be taking care of this.

Kemmler would like to be the liaison between this Board and the T&G Committee. Knudson stated she feels it's a perfect fit. Sastram is in agreement. It is the general consensus of the Board to have Kemmler as the liaison.

Old Business: Thomas spoke of the website that was presented at last month's presentation. TA is happy with who the Town has now but agrees that it needs to be beefed up. Thomas is now researching the parks. Wicker will be taking pictures, as he volunteered to do this pro bono. Kelley is to send website address to Kemmler and Beatty for them to see the site. This could help us out with the activities for Springfest and race with advertising.

Kemmler wanted to clarify the statement in the last month's minutes; trying to make a wide enough path so that during Springfest we can have a short path between the 2 parks for a hayride. He gave a brief overview of what he would like to see happen.

Kemmler asked about the park he is to report on. Knudson stated that he should take Disc Golf Park and she will do the Fern Creek Crossing Park. She would still like to work on the plans for the Huggins Park. Thomas stated that Leanne Saylor's stated that there is grant monies available and Thomas invited her to speak to the Board regarding this.

Knudson asked if Sastram would be willing to trade and take Fern Creek Crossing Park and she would be taking Huggins Park. He is fine with that. Knudson stated that we need to add the Thomas M. Eschenberg Memorial Park. Kemmler stated that there isn't really anything to report on.

J. BOARD MEMBER/STAFF REPORTS:

- **Cameron Preserve – Thomas**

Thomas reported that the trash is being emptied on a regular basis; a lot of activity regarding burying dead animals and there us a lot of broken glass. The trails are being used a lot more also.

- **Disc Golf Park – Knudson**

Knudson reported that it is really wet right now. Grass is very high; asked Kemmler when the markers were put up. He stated a couple of months ago. With volunteer money, Landcomb trees were planted. Knudson stated that the course is a jewel and it gets a lot of use out of it. Kemmler stated that mitigated trees could be used in this park. There are several areas in the park that could use trees for shade. Kemmler stated that Pine trees would be good; Knudson stated that these trees are not doing well with the beetles. Any kind of trees would be good. Kemmler asked Mayor Beatty what was in the code as far as mitigation is concerned. Mayor Beatty stated that he didn't know.

- **Fern Creek Crossing Park – Need to assign Park to Board Member**

Board assigned the park to Sastram. He stated that the park isn't used at all because there is no where to park. Kemmler felt that there could be a place on the southeast side of the park off of Corey Road that could hold a few cars. Sastram will look into an area for parking. Kemmler stated that at the south end, a pipe could be added to make transition to ditch and people could park diagonally.

- **Huggins Park – Sastram**

Knudson traded with Sastram; she wants to work on the plans for getting this park ready for a grant for bacchi ball and shuffle board.

- **Malabar Community Park – Thomas**

Thomas reported that she saw Renee White; kudos to those taking care of the trails. Thomas reported that Renee White runs through the trails with some small children; they witnessed teenagers doing donuts in the parking lot of the park. They didn't get a chance to call for help because they were busy making sure the kids were okay. Kelley stated they need to call 911 if anything is amiss. Restrooms look good; no wasp nests in pavilions. The fascia on the pavilion needs to be repaired. There is an old grill stand by the middle pavilion at the bridge that should be removed. The bridge ramps look unsafe; added some rails to keep the wheels from going over the edge and painted them yellow. Kudos to whoever did the work. There is surface rust on the railings of the playground equipment. Kemmler stated that when the equipment was purchased, the company provided a maintenance schedule for the equipment. Thomas stated that the swing for the children is in disrepair and needs to be taken down tomorrow to keep anyone from getting hurt; it is ripped and needs to be disconnected until it can be repaired. As a child slides down the purple slide, there is the weed block showing from the mulch. This needs to be flattened out and a little more added. Between the soccer field and tennis courts, there is one of the benches on its side; can't sit up because it is missing one of the footers.

Also there was discussion of taking out the volley ball court as well as the exercise trail. Kelley stated that we just can't take stuff out of the park without replacing it with something approved by the State as this park was approved with funds from the Florida Commission Trust. Contact needs to be made with the ideas of what you would like to put in the place of these two activities to be approved. Kelley isn't saying that the stuff can't be taken out; there are regulations that must be followed. Thomas stated that she would like to see what happens with the additional information to the website regarding

the parks before deciding to take stuff out of the park. With the right advertisement, there could be people who would enjoy these activities in the park.

Sastram stated that there needs to be more mulch added to the playground equipment and it needs to be the kind that is rubber so the kids won't get hurt. There is a certain amount of mulch that is required at the equipment to keep the users safe. If enough of the mulch is kept there, there wouldn't be any weed block coming through for anyone to trip on.

Kemmler stated that he wants to see the shade structure on the equipment. At the sign of the first hurricane, it gets taken down and stays down for 9 months. He would like to see if the Board can work with whomever to get it back up in a timely fashion.

Sastram stated that since he's been on the Board, he has been reading up on safety issues of the parks. He has obtained a copy of a public safety handbook and has been reading through it. There are certain things that need to be kept up in each park for safety reasons. He asked Kelley that if they see something in the parks that need to be taken care, can they do it. Kelley stated that she didn't have the authority to say yes or no. It would be better for each one, if they see something, to call or stop by Town Hall to get permission. It's a good way to let the Town Administrator know what is happening and she would be the one to say if they could do it or not. If she's not available, then talk to the Town Clerk. Any and all repairs should be brought to the Town Administrator's attention so she is kept in the loop.

K. ADJOURNMENT

There being no further discussion, general consensus. **MOTION: Kemmler / Knudson to adjourn the meeting.** **VOTE: All Ayes.** This meeting adjourned at 8:40 pm.

By: _____
Vickie Thomas, Chair

ATTEST:

Cynthia Kelley, C.M.C.
Recording Secretary

Date Approved: _____

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 2
Meeting Date: August 21, 2013

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Direct Representation – Bathroom Grant @ Trailhead

BACKGROUND/HISTORY:

At the 6/10/13 T&G meeting, it was discussed that Drew Thompson have direct representation with regards to the bathroom grant at the Trailhead. He has asked that this be discussed and action taken by the Parks Board to make recommendation to Council.

ATTACHMENTS:

- Portion of draft minutes from T&G June 10, 2013 meeting

ACTION OPTIONS:

Discussion and action

3. Trails & Greenway ("TG") Idea List (to include Civic Service/Scout Projects)

Thompson briefly presented the Excel file and asked that T&G Committee members convey additions and changes to him so that the document could be grown from one version of the same file. He asked if additional fields and/or summary formulas were needed and mentioned that the list would be prioritized based on a variety of values to be determined by the group. Thompson asked that the group review the document for future meeting discussions.

4. Review of Trails & Greenways Grants & Tangible Project Priorities

Wilbur presented the idea of a new schoolhouse trail from the Al Tuttle Trail entrance at the Sand Hill Trailhead #1 along the old Malabar Road bed to an existing fire break to be the next trail project. The group agreed with Hann offering to develop the PowerPoint and run the idea past EEL Program staff. Kemmler offered to take pictures and Thompson offered to write a summarization of the idea.

5. Set Next Field Event and/or Tune-up Target / Date / Time

The new park honoring Tom Eschenberg was discussed. The group thought that a trail connection to the park should be investigated. A date was set for available committee members to have a field trip observation of the new Eschenberg Park. Possible trail connections could be discussed later, pending review of observations. The "hike" was scheduled for June 26th at 6 PM. Wilbur offered to mow an observation path prior to the event. Thompson offered to obtain an okay for the mowing from the Town of Malabar.

H. OLD/NEW BUSINESS:

The group discussed the upcoming SR 514 Malabar Road PD&E Study meeting to be held on June 11th at Palm Bay Hospital. Thompson said that he would attend and represent T&G interests in the project. The group recommended the following be conveyed:

- Inclusion of a horse capable pedestrian bridge at the Marie Street intersection to accommodate the South Brevard Linear Trail.
- Bus service to Marie Street, Malabar Scrub Sanctuary and the Malabar Post Office.

Hann recommended that Thompson be recognized by Town of Malabar to represent Town of Malabar regarding the ADA Restroom Grant Application for follow-up. A respective motion was made and approved by all.

I. ADJOURNMENT:

MOTION: Hann/Wilbur to adjourn. Meeting adjourned at 8:15 PM.

BY: _____
Drew Thompson, Chair

ATTESTED BY:

Cindi Kelley, C.M.C.
Recording Secretary

Date Approved: _____

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 3
Meeting Date: August 21, 2013

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Thomas M. Eschenberg Memorial Park Ideas/Opinions (Thomas)

BACKGROUND/HISTORY:

Chair Vickie Thomas asked that this be placed on the agenda. She will bring discussion at the meeting.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion