PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, NOVEMBER 20, 2013
7:30 PM
TOWN OF MALABAR
2725 MALABAR ROAD
MALABAR, FLORIDA

AGENDA

A. CALL TO ORDER, PRAYER AND PLEDGE

B. ROLL CALL

C. NONMINATIONS FOR CHAIR & VICE-CHAIR POSITIONS

D. ADDITIONS/DELETIONS/CHANGES

E. PRESENTATIONS

F. CONSENT AGENDA

1. Approval of Minutes
Regular Park and Recreation Meeting – 09/18/13
Exhibit: Agenda Report No.1
Recommendation: Motion to approve

G. PUBLIC:

H. ACTION:

I. DISCUSSION:

2. Volleyball Court at Malabar Community Park – Kemmler
Exhibit: Agenda Report No. 2
Recommendation: Discussion

3. Retro-fit of Huggins Park & Grant Funds – Kemmler
Exhibit: Agenda Report No. 3
Recommendation: Discussion

J. OLD/NEW BUSINESS:
New Business:

Old Business:

K. BOARD MEMBER/STAFF REPORTS:

- **Cameron Preserve – Thomas**
- **Disc Golf Park – Kemmler**
- **Fern Creek Crossing Park - Sastrum**
- **Huggins Park – Knudson**
- **Malabar Community Park – Thomas**

L. 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: November 20, 2013

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Approval Park Board Minutes

BACKGROUND/HISTORY:
Attached are the summary minutes for the following 09/18/13

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting September 18, 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
09/18/13 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 7:35 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, excused
Board Secretary Cindi Kelley

For the record, T&G Committee Chair Drew Thompson is also present.

C. ADDITIONS/DELETIONS/CHANGES: None

D. PRESENTATIONS: None

E. CONSENT AGENDA

1. Approval of Minutes
Regular Park and Recreation Meeting – 08/21/13
Exhibit: Agenda Report No.1
Recommendation: Motion to approve

Discussion: Hans stated that on page two, second paragraph should read as two; not to. Also, page 3, second from the last paragraph should read cover; not watermark on Facebook.

MOTION: Kemmler/Knudson to accept minutes from 8/21/13 as amended.
VOTE: All Ayes.

F. PUBLIC:

G. ACTION:

2. Direct Representation – Bathroom Grant @ Trailhead
Exhibit: Agenda Report No. 2
Recommendation: Discussion and action

Discussion: Drew Thompson came forward and addressed the Board. He is requesting the Board make a recommendation to Council to grant direct representation to him for the grant that has been submitted for the Trail Head for restrooms. He feels direct representation is important; needs to be available for contacting and providing any information that may be needed. Thompson asked that this be in the record to get direct contact because he has knowledge of the grant.

MOTION: Kemmler/ to recommend to Council that Drew Thompson have direct representation. Motion died for lack of a second.

AMENDED MOTION: Kemmler/Knudson to recommend to Council that the Chair of the T&G Committee have direct representation for grants and react to and communicate directly with FRDAP and EELs and any other entity or organization for the purpose of coordinating efforts or obtaining information. VOTE: All Ayes.

DRAFT

At this time, Thompson gave an overview of the presentation that was made at the Grant Valkaria Council meeting last month. This presentation has been added to the Town's server and will be added to the web site within the next few days. He gave a brief update on the kiosk as well. Kemmler stated that the people who volunteer for the Grant Seafood Festival may be interested in volunteering for a T&G Committee in Grant Valkaria.

Thompson also made a request for the Board to make a recommendation to Council to use funds from the 2012/2013 budget to purchase materials for a kiosk at the Cameron Preserve. The kiosk is to be an Eagle Scout project and constructed to be the same as the kiosk in the Malabar Community Park and the Disc Golf Park. Kelley stated that this would have to go to Council at the next meeting as we are winding down the current fiscal year. She stated that a memo would be provided to Franklin to be added to the Council packet that in the preparation stage. Thompson stated that he was informed by Franklin that there is approximately $690 left in the budget. Kelley also stated that there may be fees in the Developers Recreational Fees. Discussion turned to the possibility of having informational signs throughout the trails. Kelley is to provide contact information to Thomas for Laura Mahoney; she was the liaison between the Scouts and Park Board for one of the other Eagle Scout projects.
MOTION: Kemmler/Knudson to recommend to Council that the T&G Committee use the T&G funds to allow for kiosk materials located at Cameron Preserve of approximately $525.00. VOTE: All Ayes.

H. DISCUSSION:
Dedication of the Thomas M. Eschenberg Memorial Park
Discussion: Thomas stated that the dedication took place today and it was quite lovely. Unfortunately, she was not able to get the project finished she was working with Barb Kemmler on.

I. OLD/NEW BUSINESS:
New Business: Knudson stated that she isn't sure she's ready to attempt the grant application for Huggins Park after hearing all the issues of the grant for the restrooms. She doesn't feel she can do the grant herself. Thomas stated that Murray Hann could possibly assist with this. Kelley provided the drawings done by Knudson at a previous meeting; the Board and Thompson took a few moments to review them. Knudson gave a brief overview of what the plan is to be for the park. Kemmler asked that this be added to next month's meeting agenda for discussion. Kelley will place it on the agenda for the October meeting.

Kemmler has new business; the TA is making arrangements for the prisoners to remove the Brazilian Pepper Trees from the Thomas M. Eschenberg Memorial Park. We are on the list for this. Kemmler showed pictures of the playground equipment and what needs to be done. Thomas stated that the TA is on this and it will be taken care of. The baseball field has a lot of water on it. The new mulch at the playground equipment looks really good. He mentioned that one of the swings is missing. Both Kelley and Thomas stated that this was taken down because it was broken and was a safety issue. It needs

to be replaced but Kelley wasn't sure if it had been ordered. Thomas will make contact with TA about new swing.

Kemmler also reported that at the back of the Sand Hill Trail Head a sign was posted saying no pets allowed. The Boundary Canal also had this same sign. Knudson stated there is one at the east end of Atz Road. The signs have Brevard County EELs contact information. Thomas stated that she knew of the signs and talked to the TA and Knight; she was informed by both that the signs were not either entities. Kemmler is to contact Mike Knight of the EELs program to make sure before removing any of the signs. Kelley will provide the contact information for Knight to Kemmler.

Old Business: None

J. BOARD MEMBER/STAFF REPORTS:

- **Cameron Preserve – Thomas**

Thomas reported that she is looking forward to a new kiosk at the Cameron Preserve. She sent a notice to the TA about the over-grown area where the trash can is; needs to be cut.

- **Disc Golf Park – Kemmler**

Kemmler reported that it looks really good. The grass is about 8 to 10 inches and will need to be cut soon.

- **Fern Creek Crossing Park – Sastram**

Sastram is excused. Thomas looked at it; stated the potato vines and torpedo grass is bad. There is a specific aquatic roundup that will get rid of these invasives and won't hurt the other vegetation.

- **Huggins Park – Knudson**

Knudson stated this was discussed earlier under New Business and there is nothing else to add at this time.

- **Malabar Community Park – Thomas**

Thomas reported that she took down nit-picky things. It looks good; we do need to take care of the playground equipment. She will get with TA about the swing. She asked about the volleyball court and what we want to do with this. Kelley reminded the Board that this was part of the grant and we can't just remove it without going to the State with a replacement idea. Kemmler stated this needs to be on the next agenda for discussion; the Board members can think about this and come back with their ideas for this area of the Malabar Community Park. Kelley will place on the October agenda for discussion.

L. ADJOURNMENT

There being no further discussion, general consensus. **MOTION: Knudson/Kemmler** to adjourn the meeting. **VOTE:** All Ayes. This meeting adjourned at 9:00 pm.

DRAFT

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: November 20, 2013

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Volleyball Court at Malabar Community Park

BACKGROUND/HISTORY:
At a few of the last Park Board meetings, Chair Thomas has reported on the volleyball court and the lack of use of it. Board Member Kemmler asked that this be placed on the agenda for discussion. He is asking the members of the Board to think about this area of the park and come up with ideas of what could be put in its place. Board Secretary Kelley stated that the volleyball court was part of the original grant and whatever idea(s) the Board comes up with will need to be approved by the State before any changes can be made to the volleyball court.

ATTACHMENTS:
N/A

ACTION OPTIONS:
Discussion

TOWN OF MALABAR

PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 3
Meeting Date: November 20, 2013

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Retro-fit of Huggins Park & Grant Funds

BACKGROUND/HISTORY:
At the last Park Board meeting, Board Member Knudson reported that she had done research and prepared drawings for this park. However, she made mention at the last meeting that she felt she wasn't ready to write a grant for this project with the obstacles that have come up in the past with the grants applied for at the Trailhead for ADA compliant restrooms. Board Member Kemmler asked that this be placed on this agenda for discussion.

ATTACHMENTS:
N/A

ACTION OPTIONS:
Discussion