

**PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, FEBRUARY 18, 2015
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 – 01/21/15
Exhibit: Agenda Report No.1
Recommendation: Motion to approve
- F. PUBLIC:**
- G. ACTION:**
- H. DISCUSSION:**
 - 2. Survey for Thomas Eschenberg Memorial Park**
Exhibit: Agenda Report No. 2
Recommendation: Discussion
 - 3. “No Bikes Here” Signs in Cameron Preserve**
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**
 - **Thomas Eschenberg Memorial Park - Knudson**
 - **Fern Creek Crossing Park - Ausley**
 - **Huggins Park – CLOSED**
 - **Malabar Community Park – Foster**
- 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: February 18, 2015

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Approval Park Board Minutes

BACKGROUND/HISTORY:

Attached are the summary minutes for the following 01/21/15

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting January 21, 2015

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
01/21/15 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 Hans Kemmler at 7:30 pm. Prayer and pledge was led by Chair Vickie Thomas.

A. CALL TO ORDER, PRAYER AND PLEDGE

B. ROLL CALL

Chair Hans Kemmler
Vice Chair Bernadette Knudson
Vickie Thomas
Patricia Foster
Helena Ausley, excused
Board Secretary Cynthia Kelley

C. ADDITIONS/DELETIONS/CHANGES: None

D. PRESENTATIONS: None

E. CONSENT AGENDA:

1. **Approval of Minutes**
Regular Park and Recreation Meeting – 11/19/14
Exhibit: Agenda Report No.1
Recommendation: Motion to approve

Discussion: Kemmler stated he reviewed the minutes and couldn't even find one miss-spelled word; looks good.

MOTION: Foster/Thomas to approve the minutes from November 19, 2014 as presented. VOTE: All Ayes.

F. PUBLIC: None

G. ACTION: None

H. DISCUSSION:

2. **Parking Area at Sand Hill Trail Head – Report to Board by Kemmler**
Exhibit: Agenda Report No. 2
Recommendation: Discussion

Discussion: Kemmler reported that the last time we met, the parking lot was under water; it's not now. As far as the Sand Hill Trail Head is concerned, he spoke with the Town Administrator. The State had not signed their portion of the grant; when they do, it will be started. Thomas asked if the funding had been approved. Kemmler stated that it was and it should take about 3 months; hopefully be installed and completed by the fall.

3. **Survey for Thomas Eschenberg Memorial Park – Kemmler to Update Board on Status**

Exhibit: Agenda Report No. 3
Recommendation: Discussion

Discussion: Kemmler advised the Board that the survey is scheduled for next week; it is on his calendar and he hopes to report it as being finished by the time he reports to

Council at the 2/2/15 meeting. He will report on anything that the Board wants. Thomas showed a picture of the kiosk that was built by Hann; someone took it apart. It is one of the one's that was put inside the trails. The picnic table has been kept really nice. She would like to have a mention on the project to the Town Council. Hann worked very hard on this; when it was taken down he didn't mention it, he just went into the trails and repaired it.

Knudson stated she spoke to Bill Suiter; no mention if the survey was done or not. Kemmler stated it's is scheduled to be done next week. Kemmler is hoping to be able to report that it's done at the 2/2/15 RTCM meeting. Then it will be added to the agenda for discussion as to what can be done in the park. Thomas thanked Knudson for making contact to Mr. Suiter and getting the price we did on this.

I. OLD/NEW BUSINESS:

New Business:

Old Business:

Fence at Malabar Community Park at Front Next to Fire Dept. – Kemmler

Discussion: Kemmler stated that this fence is something that no one cares about it. It can't be seen from the road or park. There really isn't anything for the Board to do with this. There really isn't anything we need to do. Kelley reported that the Town does not own the property and we cannot touch it.

J. BOARD MEMBER/STAFF REPORTS

• Cameron Preserve – Thomas

Thomas reported that the kiosk looked really nice. She stated that she feels there will be a collision between people on foot or horseback with someone riding a bike. She thinks, food for thought, to have trails for bikes and separate for horse/walkers. The picnic area is being kept very nice. When the fire truck was back there and was stuck, it created a little "lake" and looks very nice. The kiosk is being used and hopefully it will help with people not getting lost.

Kemmler reported that the T&G Committee is working on a phone system where you can call and get information on where they are. Thomas stated that it would be good to add her phone number as her husband is very familiar with the trails and could walk out and find the people and bring out of the trails. She stated her home is right before you get to the trail.

Kemmler asked Thomas about the signs for the trails regarding bikes. He stated that they have signs on the EELs property that states "No Bikes Here". Thomas stated that it is food for thought; it looks like there could be safety issues in the future. Kemmler stated that this should be on the agenda for discussion; he will take it to the T&G Committee as Hann is the bike guru. He may have ideas of what would be good to put out on the trails. Kemmler stated the ramps are about 2 feet high that are built by the bike riders; they jump about 4 feet high.

- **Disc Golf Park – Kemmler**

Kemmler reported that it is looking good; they are mowing and keeping in up. We did have some deep ruts in the parking lot and figured out that the truck servicing the port-o-let is the cause. It will be moved and Kelley stated that when he's out there, if it isn't where he feels it should be, to call her and she will make contact with the company to have the placement corrected. The trash in the back of the park needs to be changed once a month; the front cans are emptied more frequently. Malabar Madness was held at the park; food was good and the day was great. Any left-over food was donated to the fire fighters.

- **Thomas Eschenberg Memorial Park - Knudson**

Knudson reported that it's doing fine; nothing has changed in it. Kemmler stated that this is something that may change with the survey being done.

- **Fern Creek Crossing Park – Ausley**

Ausley is excused; Foster reported that it is being used and she is amazed at how many people are using the bridge for family pictures.

- **Huggins Park – CLOSED**

Park remains closed at this time.

- **Malabar Community Park – Foster**

Foster reported that it's looking good; dead pine trees are now removed. They are now stumps; Kemmler asked if they should be removed. Foster stated that they are out of the way where no one travels. Kemmler stated that they are considering having the stumps removed at the Disc Golf Park as they are safety issues during the games. He will look at this and see if it is a problem; could incorporate both areas to be done at the same time for cost effectiveness.

There is a 6" drainage pipe from the NE parking lot that empties into a small portion of lake; it is cracked again. She's not sure if it is being hit when mowing is being done. Kemmler asked if it's in an area where someone could get hurt. Thomas stated that someone walking could get their foot caught in it. It was suggested that something be put around the area to let people know where it is. If the water is collecting in the parking lot, it will flow into the lake. Foster stated that an excellent job was done when it was repaired; there is a lot of erosion in the parking lot due to all the rain we've had. Kemmler stated he will speak to the Town Administrator about this and see if the PW staff can address it.

Kemmler asked if Foster had looked at the playground equipment. She stated that she did not look at it this time. He asked to do so and report anything found at the next meeting; they had repaired and removed the rust from the equipment a while ago and it may be time to do it again. He asked her to look for anything that may be a safety issue.

Foster stated that on the west side of the park there is a large pile of brush. She reported this to the Town Administrator back in November. Thomas wondered if the Fire Department could burn it to keep anything from growing again. Foster said the brush is

dead and nothing will grow from it. Kemmler will bring this to the Town Administrator's attention when he speaks to her.

Kelley reported that the Malabar Springfest 2015 event is well underway with the planning and preparations. The event will be held at the Malabar Community Park this year; the Sand Hill Trail Head will not be used. We have secured the band; The John Quinlivan Band for the entire day. Kelley stated that we are looking for a pony vendor as the two vendors she had reached out to have not responded to her. Foster stated she would get ahold of both vendors and have them contact Kelley. The meetings are open to the public; everyone is invited to come and join in and share ideas they may have. The Cowbell 5K Run/Walk will be held the same day with a start time of 4:30 pm. The course chosen is the course run at the 1st Annual Cowbell 5K Run/Walk at the back of the Malabar Community Park on the paved road that goes toward assisted living facility off Port Malabar Road. Renee White will be taking care of this event for the Town. The date for both events are Saturday, March 28th.

Some of the food vendors that have committed to the event are Jimmy the Greek, the Boy Scouts and the Fire Department. Kelley asked Kemmler for contact information for the food vendor that he mentioned at the Springfest Committee meeting. He will make contact with him; he can do anything barbeque with the exception of port and sausage; these two items are prepared by the Fire Department and the Boy Scouts. Kemmler stated he will provide the date and see if he is interested. Kelley asked him to have the vendor contact her as there is paperwork to be completed. Thomas asked about the vendor prices; Kelley stated a full food vendor is \$125; novelty food vendor is \$50 and crafter booths are \$35 for single booth and \$50 for a double booth.

With regards to advertising, Thomas suggested that we use the signs that Sastram built and put the information in protective sleeves so people can read it while they visit the parks. Kelley stated that she has blank signs that fit the wooden signs but she doesn't have time drive around and post the information. Thomas stated she would do it for Kelley. Kemmler asked if Kelley sent the Press Release to the Board members; Kelley said she hadn't and would send it to them in the morning.

K. ADJOURNMENT

There being no further discussion, general consensus. **MOTION: Thomas/Knudson to adjourn the meeting. VOTE: All Ayes.** This meeting adjourned at 8:03 pm.

By: _____
Hans Kemmler, 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: February 18, 2015

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Survey for Thomas Eschenberg Memorial Park

BACKGROUND/HISTORY:

The survey for the park has been completed by surveyor William Suiter. At the last meeting, Chair Kemmler asked this be on the agenda for discussion. With the survey in place, the Board will be able to see the low-lying areas; suggestions for what uses the park could have to attract the public to the park have been brought up in discussions. Until the survey was completed, it was difficult to make suggestions due to not knowing where the low-lying areas in the park are located.

ATTACHMENTS:

- Copy of Survey from William Suiter

ACTION OPTIONS:

Discussion and recommendations

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 3
Meeting Date: February 18, 2015

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: "No Bikes Here" Signs in Cameron Preserve

BACKGROUND/HISTORY:

At the last meeting, Vickie Thomas brought up a possible safety issue with bicyclists using the same trails as pedestrians and horseback riders use. Chair Kemmler asked this to be placed on the agenda for discussion to see what ideas could be implemented so there are no accidents in the Cameron Preserve.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion and recommendation