

**PARK AND RECREATION ADVISORY BOARD
REGULAR MEETING
WEDNESDAY, MAY 20, 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 – 03/18/15**
 - 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 and Recommendation
 - 3. Playground Shade Structure – Malabar Community Park**
 - Exhibit:** Agenda Report No. 3
 - Recommendation:** Discussion and Recommendation
- I. OLD/NEW BUSINESS:**
 - New Business: Malabar Indian River Water Quality Checks - Thomas**
 - Old Business: New Park Board Members; How Can We Recruit**
- J. BOARD MEMBER/STAFF REPORTS:**
 - **Cameron Preserve – Thomas**
 - **Disc Golf Park – Kemmler**
 - **Thomas Eschenberg Memorial Park - Kemmler**
 - **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: May 20, 2015

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Approval Park Board Minutes

BACKGROUND/HISTORY:

Attached are the summary minutes for the following 03/18/15

ATTACHMENTS:

- Draft Minutes from Park and Recreation regular meeting March 18, 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
03/18/15 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 7:40 pm. Prayer and pledge was led by Chair Hans Kemmler.

A. CALL TO ORDER, PRAYER AND PLEDGE

B. ROLL CALL

Chair Hans Kemmler
Vice Chair
Vickie Thomas
Patricia Foster
Helena Ausley
Board Secretary Cynthia Kelley

C. ADDITIONS/DELETIONS/CHANGES: Kelley advised the Chair that we need to have motion for a new Vice-Chair as Knudson resigned her position on the Board.

Nominations: Foster/Ausley nominated Thomas for Vice-Chair position. VOTE: All Ayes. Vickie Thomas will be the Vice Chair for the Park Board for the remainder of 2015 until nominations held in November.

D. PRESENTATIONS: None

E. CONSENT AGENDA

1. **Approval of Minutes**
Regular Park and Recreation Meeting – 02/18/15
Exhibit: Agenda Report No.1
Recommendation: Motion to approve

Discussion: Kemmler provided Kelley with set of minutes showing corrections. Minutes will be corrected as noted.

MOTION: Thomas/Foster to approve the minutes from February 18, 2015 with noted corrections. VOTE: All Ayes.

F. PUBLIC:

G. ACTION:

H. DISCUSSION:

2. **Survey for Thomas Eschenberg Memorial Park**
Exhibit: Agenda Report No. 2
Recommendation: Discussion and Recommendation

Discussion: Kemmler stated that this is a perfectly fine boundary survey showing what is needed; he was thinking that we needed a topography survey with the lines. What we have are various points; the survey was done with several points in the land and it doesn't vary over 4'. It is very close. Thomas asked if the Florida Communities Trust has this information; Kemmler stated he reviewed what they had ten to twelve years ago and they didn't have this information. What Kemmler plans on doing is asking Suiter to give him a vector version of the survey; he (Kemmler) could make it easier to read with

this information. The survey was done for a great price. **At this time, no action was taken by the Parks & Recreation Advisory Board.**

3. "No Bikes Here" Signs in Cameron Preserve

Exhibit: Agenda Report No. 3

Recommendation: Discussion and Recommendation

Discussion: Kemmler stated that Murray Hann has been working on this for some time. Thomas asked if this is what they were working on last weekend; whoever is doing the work is doing a great job. This agenda item has been resolved; the T&G people are working on this and handling it. **At this time, no action was taken by the Parks & Recreation Advisory Board.**

4. Cameron Preserve Trail Safety

Exhibit: Agenda Report No. 4

Recommendation: Discussion

Discussion: This is being taken care of with the one way signs on the trail. See above discussion. **At this time, no action was taken by the Parks & Recreation Advisory Board.**

5. Playground Shade Structure

Exhibit: Agenda Report No. 5

Recommendation: Discussion and Recommendation

Discussion: Kemmler stated that he noticed the condition of the shade cover while at a soccer game last week. The Board needs to decide whether they want to fix it or replace it. Thomas asked if it was still under warranty; Kelley and Kemmler both stated that it isn't. Kemmler stated we don't need to act on this tonight. We need to find out what it would cost to replace; staff can check on this. As a Board, we would like staff to investigate the cost of a new shade structure. Then the Board can make a determination whether to make our own or try to repair it or get purchase a new one. Kelley stated that it has been repaired several times; it may be to the point where it can't be repaired anymore. Kemmler asked Kelley, when contacting the company, express the difficulties we've had putting the shade structure back on the equipment. Is there something that has been done to make this process easier with this concern? Kemmler asked that staff take this on; Kelley asked Kemmler to email her as a reminder because she is busy with Springfest and doesn't want this fall by the wayside. **At this time, no action was taken by the Parks & Recreation Advisory Board.**

I. OLD/NEW BUSINESS:

New Business: Malabar Indian River Water Quality Checks

Discussion: Kemmler stated he is on the Malabar Mariners; he doesn't know if anyone knew anyone involved with doing water quality checks. Thomas stated what about Rocky Point; there are people there that may be able to do it. Need to find out if it is already being done or what agency would do this. Thomas will take this one and report back to the Board at next month's meeting.

Old Business: New Park Board Members; How Can We Recruit

Discussion: Kemmler asked if anyone has ideas on how to recruit new members to the Board. He has asked several people but they live out of the area. He hasn't met anyone in Malabar that would like to participate and be member of this board. Thomas stated she has spoken to some people; they are thinking about it. Foster stated that we should post a sign across the street at the feed store. Kemmler stated he knows Kevin Ireland and he could make the signs; the Board stated a good size would be 8 1/2 x 11. Kelley stated to check with Ann Voldness of Malabar Feed & Seed up the road; Kemmler stated he would contact her. Thomas asked if the sign needs to be approved by the Town Administrator; Kemmler stated he didn't think so. Thomas suggested that a copy of the sign be sent to Town Administrator so she is in the know. Foster stated she would take this on.

J. BOARD MEMBER/STAFF REPORTS**• Cameron Preserve – Thomas**

Thomas reported that Cameron Preserve looks pretty good; the area around picnic table is in good shape. There isn't a lot of trash on the ground at this time. EELs is locking their gate into their land; it is under renovation. Kemmler asked about the standing water; Thomas stated that there isn't a lot of water out there at this time.

• Disc Golf Park – Kemmler

Kemmler reported that he spent a week and a half painting all new signs for the tees. He posted the signs this past weekend; needs to get the sponsors on the signs, this will be done within the next few weeks. He used spray paint and used acrylic over them to protect them from the weather elements. There are several websites that show pictures of the area parks; he will take new pictures as the ones on the websites for the Malabar Disc Golf Park are very old and don't do the park justice. This park is very popular; the Wickham Park will be closed for at least a month due to the Runaway Country Festival and some other event happening there.

Kemmler stated he sent a letter to the Town Administrator asking for a load of dirt. The driveway into the park needs to be built up and the area around the tees need to be built up as well. If we can get a load of dirt, the group that plans out there will spread it where it needs to go and tamp it down. There is an on-going need for this to be done around the tees so people don't fall off the pads when playing.

• Thomas Eschenberg Memorial Park - Knudson

Kemmler reported that he only drove in the parking lot; it looks good at the front. He hasn't been in the back of the park. He is hoping, before he retires from the Board, to see some activity in this park. Foster stated that people are parking there and it looks like they are reading in their car. Kemmler stated that is a start for this park.

- **Fern Creek Crossing Park – Ausley**

Foster reported her mom didn't get a chance to look at the park; she reported that in the middle of the park is a survey stick. Thomas stated this could be from all the surveying being done on Malabar Road. Kemmler stated that they have to do measuring from some distances; this could be from that. Foster stated that everything else is good with the park.

- **Huggins Park – CLOSED**

Park remains closed at this time.

- **Malabar Community Park – Foster**

Foster reported that she hadn't been to the park to see if the pipe was fixed. Kelley and Kemmler stated that it had been addressed. Kemmler stated that his grandson was playing soccer and the basketball court was in use by all kinds of people; the volleyball court is never used. We, the Board, needs to think on this and see what they want to do with this area of the park. Foster asked about camping at the park; no camping with the exception of the Boy Scouts; the fire pit was an Eagle Scout project.

Kemmler asked if he saw three flag poles in the park. Kelley stated yes. The American, State and Town Flags will be flown when there is an event. He also asked that Thomas ask Ben DuBose to go to the Park and see how the flags should be flown; the order for the flag etiquette to be followed.

Kelley reported that Springfest is well under way and the park is fast filling up with vendors this week and probably next week. We have set up three additional ticket booths; the main ticket booth will sell tickets for everything. The Kid's Zone will sell tickets for water as well as the kid's activities; beer/water/soda will be sold in the car show area and the pony rides will have tickets for the rides and water & soda. Please take the flyers that are at your seat and pass them out; we want a full house in the park on the 28th if possible. Kemmler stated that he heard our PSA from WFIT; said it sounded really good.

Kemmler asked Kelley about the Sunshine Book that was at his seat. Kelley stated that it is for him as he is the Chair of the Board. Be mindful of who you speak to and what about if it is related to business that could come back to the Board or Council for action to be taken

K. ADJOURNMENT

There being no further discussion, general consensus. **MOTION: Thomas/Foster to adjourn the meeting. VOTE: All Ayes.** This meeting adjourned at 8:15 pm.

By: _____
Hans Kemmler, 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: May 20, 2015

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Survey for Thomas Eschenberg Memorial Park

BACKGROUND/HISTORY:

At the last meeting, Chair Kemmler stated that the survey was to be a boundary/topo survey showing the elevations. This information is needed so the Board can see the low-lying areas in the big portion into the park off of Weber Road. He made contact with the Town Administrator as he had some questions that needed to be answered. He was hopeful in getting the information so the Board could review the survey and make recommendations as to the type of activities they would like to see happen in the Thomas Eschenberg Memorial Park. The survey of the park will be available digitally for review and discussion at the meeting.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion and recommendations

TOWN OF MALABAR
PARK AND RECREATION

AGENDA ITEM REPORT

AGENDA ITEM NO: 3
Meeting Date: May 20, 2015

Prepared By: Cynthia Kelley, Secretary to Board

SUBJECT: Playground Shade Structure

BACKGROUND/HISTORY:

Chair Kemmler asked that this be placed on the agenda for discussion and recommendation. He visited the park and saw that the shade structure is damaged and needs to be repaired or replaced. He is asking that the Board discuss this and make a recommendation for how this should be addressed.

ATTACHMENTS:

N/A

ACTION OPTIONS:

Discussion and recommendations