

**TOWN OF MALABAR – PARKS AND RECREATION ADVISORY BOARD  
03/13/14 SPECIAL 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, excused  
Bill Sastram  
Board Secretary Cindi Kelley

**Also Present:** Drew Thompson and Collette Buffaloe of the Trails & Greenways Committee

**C. PUBLIC MEETING – SAND HILL TRAIL HEAD GRANT APPLICATION SUBMITTAL**

Kelley advised the Board that this meeting is to assist with the grant application submittal by giving extra points during the review process. This could lead to as much as 30 points.

A presentation was made to the Park Board by Drew Thompson for the grant application submittal for the Sand Hill Trail Head restroom and ADA access. He is representing the Trails & Greenways Committee to discuss the grant application for ADA restrooms and access to the trails. The T&G Committee supports the grant and they are asking the Park Board for their support as well. This is known as revision #4; the only changes made to the application are that the restroom is being moved to the back southwest corner of the trail next to the Al Tuttle trail entrance. The visual placement of the restroom was a key part of the denial and that is the reason for moving it. Also, the Town Administrator spoke to the people at OGT and FDEP. The person in charge addressed this and they feel it is a viable grant with the movement of the restroom. The other change is that the application to show that it is a trail and not a park. The grant application is the same with these two exceptions; which are significant.

Thompson stated that the total dollar amount is up to \$200,000 for the grant. With the 10% increase in costs, the total project would be \$111,000 as opposed to \$100,000. This would be the buffer included in the estimates. He gave information on the type of building and advised the Board that they could choose the "plain" building or the building with a partial rock wall. This one is more pleasing to the eye but he wanted the Board to know that this would cost an additional \$2,000 in the price. It is the general consensus of the Board that they go with the more pleasing building. Sastram did express concerns with this if the building is any other material but concrete/block. If it isn't concrete/block, there will be problems with maintaining it down the road. He is for this design if we can make sure that the building will be concrete/block.

Thompson also stated that there is non-potable water at the site. It would be good to have potable water on site if we could also swing this. Thomas stated that she is for this because the people using the trails would be able to fill their water bottles and go on their way. It would also be good for first aide purposes. It would be good to have a water spicket as well as the water fountain. It is the general consensus of the Board to

have potable water at the restrooms. Thompson stated it would also help to sell the grant. Knudson agreed with this statement.

The grant package will have 95% of the material from last year's submission with some changes made regarding figures and pictures so that the application is updated. Thompson advised the Board that the Town Engineer also went out to look at the drainage field and stated that there would not be any issues. This is due to the relocation of the restrooms.

Sastram asked if there is a way to get the costs down once the grant is approved. If the costs are less, do we get the funds back? There is a tremendous amount of flexibility with this. If you go with cash, you do 10%. Thompson stated that the T&G Committee have studied the grants to see where the points come from and how they are calculated.

Kelley stated, with the increase in the costs, we need to make sure that we present this to Council requesting support for the grant package with the correct 20% in the motion. Thompson stated that the total project, with the newer cost estimates and the 10% built in buffer is \$111,100. He added the \$2,000 in for the partial rock wall and came up with \$113,100; the 20% to the Town would be \$11,310 cash and \$11,310 in-kind.

**MOTION: Knudson/Sastram to recommend to Council that they support the grant application submittal and the commitment for \$11,310 in cash and \$11,310 in-kind for the building with rocks as long as the building is concrete/block. VOTE: All Ayes.**

**D. ADJOURNMENT**

There being no further discussion, general consensus. **MOTION: Knudson/Sastram to adjourn the meeting. VOTE: All Ayes.** This meeting adjourned at 8:23 pm.

By: Vickie Thomas  
Vickie Thomas, Chair

ATTEST:

Cynthia Kelley  
Cynthia Kelley, C.M.C.  
Recording Secretary

Date Approved: 03/19/14