TOWN OF MALABAR – PARKS AND RECREATION ADVISORY BOARD
06/18/14 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, excused
Patricia Foster
Helena Ausley, Alternate
Board Secretary Cindi Kelley

C. ADDITIONS/DELETIONS/CHANGES:

D. WELCOME NEW BOARD MEMBERS PATRICIA FOSTER & HELENA AUSLEY

Thomas introduced the new Board Members to the Board. Kelley stated that they would be receiving informational brochures regarding the Sunshine Law. She advised them that they cannot speak to any member of the Board outside of a public meeting regarding any business that may come before the Board for action. Since the new members reside in the same home, they must realize that they cannot discuss Park Board business at home as well. Thomas stated that, prior to them being sworn in; she spoke to them regarding the importance of the Sunshine Law.

Kelley advised the Chair that since Sastram is excused, Ausley would step in and be a voting member for this evening's meeting.

E. PRESENTATIONS

F. CONSENT AGENDA

1. Approval of Minutes
Regular Park and Recreation Meeting – 05/21/14
Exhibit: Agenda Report No.1
Recommendation: Motion to approve

Discussion: Kemmler stated on page 3; liaison report needs to say FDOT representatives; not bosses.

MOTION: Knudson/Kemmler to approve the minutes of May 21, 2014 with noted corrections. VOTE: All Ayes.

G. PUBLIC:

H. ACTION:

2. Convert Volleyball Court to Basketball Court at Malabar Community Park
Exhibit: Agenda Report No. 3
Recommendation: Discussion & Recommendation

Discussion: Thomas stated she didn't know what type of action could be taken on this. Kemmler stated that at the last meeting, Thomas stated she would get together with her friend who is the Parks & Recreation Director for one of the beachside communities. He also gave a brief overview of what is in the park and stated that any changes made must

be approved by the State as this park is from a grant. Any changes must be approved before they can be made.

Thomas stated that this is an advisory board and that they make recommendations to Council for things to be considered. Kemmler stated that smaller projects are taken to the Town Administrator to be completed. Thomas stated that she will get with her friend and report on her findings at the July meeting.
MOTION: Kemmler/Knudson to table this until the July meeting when information is provided by Thomas. VOTE: All Ayes.

I. **DISCUSSION:**

J. **OLD/NEW BUSINESS:**
New Business:
Old Business: Flag Poles – Thomas stated that we have $500 to spend on the flag poles. We have had two poles donated but they don't have all the hardware needed to be installed. This hardware is being priced out of Orlando. TA stated in an email to Thomas that Jim Clevenger, Springwater Homes of Orlando, will be providing the labor to install the flag poles once all the hardware issues are taken care of. He is doing this free of charge for the Town. She stated that they will be kicking around ideas as to how to introduce the new flag poles to the Town.

Kemmler made mention of whether the flags will be flown all the time instead of being put up and taken down every day. To do this, we need to have lights shining on them. Kelley stated that Council does not wish to have lights in the park; that's why people can't play basketball, soccer or baseball in the evenings when it's dark. The park is open from sun up to dusk. Kemmler stated that he's not talking about "lighting" up the park but lights to shine on the flags. Kelley, again, stated that Council does not want any lights in the park. Kemmler stated that Kelley sounded like she knew this would not be approved by Council. Kelley stated that she, in no way, was implying that she knew if Council would approve it or not. If the Board wants to make a recommendation to Council, they should feel free to do so. This is something that has been brought in the past and it was not approved at any of the times this was discussed with Council. However, if the Board wishes to make the recommendation, they should and see if there has been a change of heart with Council. Kelley also mentioned that flying the flags all the time can be costly as the flags must be replaced. She stated that it was her understanding to fly the American flag, the State flag and the Town's flag. Kemmler stated that the MIA/POW flag would also be flown. Kelley stated that it would be flown under the American flag.
Kemmler asked the members of the Board what their feelings were on this matter. Knudson stated that she would like to keep it as is with hoisting the flags for special events. Who is going to hoist and take them down on a daily basis? The cost of replacing the flags is also a concern for her. Foster was in agreement with Knudson. It is the general consensus of the Board to keep the flag flying in the Malabar Community Park as it is now; hoisting the flags for special events and then taking them down when they are done. Foster also asked who puts the flags up for the special events. Kemmler

stated that for the Springfest event, the Boy Scouts and Sea Cadets raise and lower the flags.

Placement of events signs – Kelley stated that they are in the process of being installed with the staff of PW. One will be placed at Weber/Malabar, one at Corey/Malabar and the third sign was to be placed at Town Hall. With the fiber optics and phone lines, it will be hard to place it in the front yard. Kelley stated that Franklin and Miliore were discussing it and the other possibility is to put it across the street from Town Hall on West Railroad Avenue by the Sheriff's sign. Kelley stated that the Fire Chief is putting a sign at the front of the department next to the lighted town sign so we don't want the front of the field to become sign central. Kemmler stated that Korn suggested that we put one out on Babcock at Ace Hardware. Kelley stated there is no place to install it; Kemmler stated the median but Kelley stated there is no median that far south. It is the general consensus of the Board to place the third sign next to the Sheriff's sign on West Railroad Avenue. Thomas and Kemmler gave a brief history of how the signs came to be for the new Board members. It was also stated that these signs can be used for advertising anything to do with the Town and its events. Kelley stated that they could also be used to advertise Candidate Qualifying that is coming up very soon. She also stated that whoever is doing the event would be responsible for the placing/taking the signs down when the event is over. As an example, Springfest would be handled by staff. If the clerk's office would like to use the signs to advertise for Candidate Qualifying, the clerk's office would take care of the signage.

Kelley also advised the Board that the signs are being made by Dale Nemeth of Artistic signs. It will cost $9 a sheet and they can be interchanged with no problems. This will save the Town funds as it is $.70 per letter. Several signs will be drawn up and Dale will take care of getting them made. He is the one who did the vinyl town seal stickers for the tops of the signs as well. They cost $35/piece; we ordered a total of 9. The signs are double-sided and we ordered an additional 3 to have on hand.

Knudson stated that she was asked to look at the bench at the tennis courts at the last meeting. She reported that the bench was a safety issue with a loose board. She checked on it and nothing has been done. Thomas stated that she was out there today and said it was fine. Knudson stated it is the bench inside the tennis court. Thomas stated that she didn't go into the court because they were in use. She thought it was one of the benches outside the court. Kelley put in the minutes that it is the bench inside the court and one of the slats to sit on is coming off the bench. It needs to be reattached or replaced; whichever would take care of the safety issue. Thomas stated she would make contact with the TA regarding this. Kemmler asked if the TA reads the minutes; Kelley stated she reads the minutes as she is putting them on the website. Kelley stated that she put this in the minutes but didn't know it was a bench inside the court. This could be the reason it was not addressed yet. It is in the minutes now that the bench is inside the court.

Knudson stated that the Board recommended to Council to have the Thomas M. Eschenberg Memorial Park mowed 100' back from the sign. Thomas read into the record an email received from the TA stating that she is working with Bob Wilbur to get

the mowing done; the email also stated that she has been in contact with Sastram so they can get a landscaping plan in the works. Kemmler asked if Wilbur would be able to take care of the pepper trees along the fence line as well; he may have the equipment to do so. Kelley stated that the PO for the mowing was just done this week; it did not mention anything about removing pepper trees. Thomas asked if they could call Wilbur during the meeting to see if he would be able to handle this. Kelley stated you can't do that without making contact with the TA prior to this. She is working with Wilbur on this project. Thomas stated she would make contact with the TA regarding the pepper trees as well.

Foster asked what the purpose of the park is. Kemmler stated that we haven't decided this yet. Thomas stated that it must stay as a passive park as this is part of a grant and the use of the land it to remain passive. Kemmler stated that the Boy Scouts and Eagle Scouts some to the Park Board for projects; one could be a bridge built to help make the access to the property easier. Thomas stated that she would do a map of the area and send to Kelley requesting it be sent to all the Park Board members. Kemmler stated that if you have any ideas that you want to share, send them to Kelley and she will forward the information to all the Board members. Knudson stated that they are open to all new ideas.

Knudson stated that the cutting of the grass and pepper trees needs to be coordinated because there is a small window to take care of the pepper trees or it won't work. Knudson stated that Sastram wants to spray the Round Up on the foliage; Kemmler stated that isn't the way to do this. He's had experience with the trees and you cut them down and within 30 minutes you spread the Round Up mixture on the trunks and it kills them. Thomas, again, stated she would make contact with the TA to see if Wilbur can take care of the pepper trees. Kemmler stated that if he can then no chemicals will be needed at all.

Kemmler brought up the fence along the west side of the Malabar Community Park behind the Fire Department along side of the soccer field. It's not a safety issue yet but it's getting to the point that if kids start climbing on it, it could become one. Kemmler asked if Thomas could look at the fence; she suggested that we just prop wood up against the fence to fix the issue. Foster stated she would like to see the fence; she may have some ideas for this. Thomas welcomed her to take a look at it; let the Board know what her thoughts are on this. Foster stated she will look at it and report back to the Board at the July meeting.

Knudson asked what is happening with the bench and concrete pad at Benjamin. Kelley stated that this was approved and it's in the works. Knudson stated ~~they get no feedback from Council and asked that the minutes be provided to the Board~~ the Board gets no feedback from the Council meetings; a copy of the Council minutes would give the Board information about their recommendations and keep the Board informed fo what was discussed at the meeting.. Kelley stated she will send the minutes tomorrow.

K. BOARD MEMBER/STAFF REPORTS:

- **Cameron Preserve – Thomas**

Thomas reported that the signs for "no parking" are in the process of being installed. These signs are there so as to not block the access for the fire department; email from TA stated that staff dropped the ball and the Chief brought it to her attention. Trees are falling all over the Preserve. Knudson stated there is a beetle that is boring into the pine trees and killing them; all the pines in her pasture have been killed by this beetle. Thomas thought the trees falling was due to a fire/burn.

Kemmler stated that the EELs are doing a project very close to Brook Hollow; there are about 4 units that are being burned to make way for the Scrub Jays to move to this area. It is not guaranteed that they will move. Kelley stated she thought they were moving the wildlife from the Pineda area; Kemmler stated they are not moving the Scrub Jays; they are hoping they will migrate to this area. The reason he brought this up is that the Town code states that when trees are removed within a certain size, the must be replaced with new trees or money is to be paid. At the T&G meeting, it was stated that the permit was applied for and in the works. Kemmler asked Kelley if this was true. Kelley stated that a call would need to be made to the Building Department because she doesn't know who or what has been applied for.

Knudson stated that she wants money for trees for the parks. Thomas stated that they could transplant the trees but it would be a lot of work to do. Knudson stated that they are burning the trees; she wants the money as it would be a huge benefit to the Town and to the parks in the Town.

Kemmler stated that all the Board members have parks assigned to them; some have two parks. Do we want to assign a park to the new members so they can get familiar with them? Thomas stated that she has the Cameron Preserve; she and her husband are out there all the time, that's why she has this one. Thomas also has the Malabar Community Park. Foster asked which one she would like to pass on. Thomas stated that she would like to keep the Preserve. Foster was assigned the Malabar Community Park. Kemmler stated that prior to the meeting, walk the park and make notes as to things that are observed. It's a way to let staff know what issues need to be addressed with the parks.

- **Disc Golf Park – Kemmler**

Kemmler reported that the park is looking good; doesn't have any standing water at this time. The grass was mowed recently; it was a little tall but has been taken care of. He reported that they had a box to put the "lost" discs in and it was broken into. The box was repaired but has since been stolen so they no longer have a way to keep lost discs at the park. He asked Kelley if people could turn them in to Town Hall. Kelley stated it would be fine. The attendance has been good and the park is well used.

- **Thomas M. Eschenberg Memorial Park – Knudson**

Knudson stated that is looking good. The Crape Myrtle that was planted by whoever is just gorgeous; the grass is high but that she is hoping it will be cut when the bush hogging is done.

- **Fern Creek Crossing Park – Sastram**

Sastram is excused. Thomas stated that she will report on this park. She had an email from the TA; said TA is working with Wilbur on this to check for over-growth.

- **Huggins Park – Knudson**

Knudson reported that is still closed; Kelley stated that the playground equipment has been removed by the church. Foster asked why the park was closed. Kemmler stated that it is never used; the equipment was in bad disrepair. Knudson stated that, if she has anything to do with it, it will be home to the new Town Hall/Community Center/Hurricane Shelter. It is 5 acres and would be a perfect place for this type of building. She really likes the Grant Valkaria Town Hall.

- **Malabar Community Park – Thomas**

Thomas reported that she used a piece of string to fix the volleyball net. The ladies room door has issues and is taped off; Kelley stated that staff is aware of this and it is being handled. Thomas stated she will do a little touch up work on the playground equipment with the paint; it's about 5 minutes worth of work to be done. The benches in the park could use a good scrubbing; looks moldy. The park looks really good. Kemmler asked if the slide has been taken care of; Thomas stated that was fixed a while ago. Thomas stated that the basketball court is very popular; that's why they are looking to convert the volleyball court to a basketball court. People have to wait to use the basketball court. Thomas will report on this at the July meeting.

Kemmler stated that he came to the Park Board around 2003/2004; the exercise trail was there and it is in need of work. We either need to maintain it or remove it. If we are looking at converting the volleyball court, we need to see about doing something with the exercise trail as well.

Ausley asked how many people work on the parks. Kelley stated we have 5 staff people in Public Works. They are extremely busy with all the projects they have. If it is a small project and it will take PW staff a while to get it done, then the Board members volunteer to do the project. Kelley also reminded the Board that we are now in hurricane season so the PW staff is working on keeping the ditches clear and any culvert issues that come up will be priority.

- **Trails & Greenways Liaison Report – Kemmler**

Kemmler reported that the application for the ADA restroom and parking area has been reviewed and it has deficiencies. The Committee met this evening to go over the information to get it re-submitted by the deadline of July 7th. He gave a brief overview to the new members of the Board.

He reported that Council approved the signs, road stripping (paint) and a reduced speed limit of 25 mph for Brook Hollow where the trail crosses the road in the community. The T&G Committee is also working on installing the kiosks donated by the EELs with maps of "you are here" in them. This will let people know where they are while on the trails. They are putting together where to install them as we received a total of 7 kiosks.

Thomas, before a motion to adjourn, asked Knudson if the beetle destroying the pines goes after any other type of tree. Knudson stated that it's just the pines they go after. Foster stated that they are called a Bore Beetle.

L. ADJOURNMENT

There being no further discussion, general consensus. **MOTION: Kemmler/Knudson** to adjourn the meeting. **VOTE:** All Ayes. This meeting adjourned at 8:50 pm.

By: Vickie Thomas

Vickie Thomas, Chair

ATTEST: Cynthia Kelley

Cynthia Kelley, C.M.C.
Recording Secretary

Date Approved: 7/16/14