

**TOWN OF MALABAR
AGENDA – PARK & RECREATION
ADVISORY BOARD**

May 16th, 2007 @ 7:30 P.M.

**Town of Malabar
Council Chambers**

CALL MEETING TO ORDER – PRAYER & PLEDGE

ROLL-CALL OF MEMBERS

APPROVAL OF MINUTES OF: April 18th, 2007

PUBLIC INPUT

ACTION :

None

DISCUSSION:

Disc Golf Park

Park Maintenance

Additional Soccer Fields

OLD & NEW BUSINESS

ADJOURN

If any individual decides to appeal any decision made by this Council 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 proceeding is made (FS 286.0105). In compliance with the Americans with Disabilities Act (ADA) anyone who needs a special accommodation for this meeting should contact the Towns ADA coordinator at 727-7764 at least 48 hours in advance of this meeting.

**MALABAR PARK AND RECREATION ADVISORY BOARD
MEETING MINUTES
May 16th, 2007**

The meeting of the Malabar Park and Recreation Advisory Board was held at Malabar Town Hall, 2725 Malabar Road on this date. Meeting was called to order at 7:33 p.m. by Chairman Hans Kemmler, who led with the Prayer and Pledge.

CHAIRMAN:

Hans Kemmler - present

BOARD MEMBERS:

Dick Korn - present

Bill Withers - present

Bob Siegmann - came in at 7:40 P.M.

Vickie Thomas - excused

1ST ALTERNATE - Josh Treadwell - present

2ND ALTERNATE - Scott Pollard - present

STAFF:

Sharon White, Recording Secretary - present

Approval of Park Board Minutes from April 18th 2007

Motion: Withers/Korn made motion to approve the above minutes as amended/corrected/submitted.

Vote: All Ayes

ADDITIONS/DELETIONS TO AGENDA: None

PUBLIC INPUT: None

ACTION: None

DISCUSSION:

Disc Golf Park

John Lynch could not make it to the meeting tonight, so the discussion from him will have to be at another time. Dick Korn stated that the requirements for the park should be kept simple. Mr. Withers asked if it was a "park". Mr. Withers stated that there should be a designated parking area for the handicapped.

Scott Pollard stated that we should put a handicap sign up and forget about it. Hans said that he will advise council to put up a handicapped parking sign and authorize a handicapped parking space.

ADA standards state that the entrance must be firm stable and slip resistant and a sign showing the handicapped space.

Motion: Korn/Siegmann made a motion to advise Council to establish a sign identifying the Malabar Park Disc Golf Course and to include an additional sign and designated area for handicapped parking.

Motion: Also to mark the Cameron Preserve with a handicapped sign also.

Vote: All Ayes

Park Maintenance

Hans stated that one of the Boards responsibilities is advising the Council on maintenance of our parks. He stated that he had received a proposal or request for quote from the Town Administrator and we should take a look at it. We need to advise the Council of our input on this.

Dick Korn stated that he had talked with a couple of Council members and they had stated that the administrator had wanted to advertise for an independent company to take up this task to see what it would cost, and she wanted to see what it would cost to have our Public Works Department or whatever other alternative we have available. He felt that this piggybacking may be another alternative to achieve the combined buying power with Palm Bay. We need to be sure that the responsibilities and limitations are well defined so that there are no misunderstandings. He liked the fact that the piggybacking is for grounds maintenance only. Our staff would be picking up the trash, etc. Usually included in the contract is fixing any sprinkler systems, since they are the people who usually break them. He wanted to know if this would be included in the contract. Mr. Korn felt that what is designated as the parking area of the Disc Golf Park should also be included in the contract with the other parks. Hans stated that he wondered if our Public Works could do that area. Hans states that we have to make sure everything is included in the contract.

Bill Withers stated that there should be no maintenance after 3:00 P.M. That is when the park starts filling up with people walking and other sports activities. No one wants to hear a mower when they are at the park. Mr. Withers stated that back 4 yrs and 1 month ago, Council was very adamant that the first choice of the contractor be someone who lived in Malabar. He asked if this was going to be the case this time.

Withers stated that we have real problems with our frequency of mowing. It's not enough. People also have to know how to mow the 4-17 grass. This is a special kind of grass. The soccer field and little league field need to be mowed once a week, then April 15 through September kicked up to twice a week because they are irrigated. Someone has got to have an ONT license from the state for any of the chemicals and fertilizers. Bill Withers also stated that the mowing should be Mon-Friday, no holidays for mowing.

Mr. Korn asked the question for whom does this contractor work, Palm Bay, Malabar or who. If we have a problem, do we go through Palm Bay Parks and Rec. or can we go directly to that contractor? And who is the designated person in Malabar who makes the contact.

Recap: Who will the contractor be working for: Palm Bay or Malabar

What chemicals: Pesticides, herbicides, fertilizers, fungicides will be applied.

Will there be over seeding done in the winter - that consist of 35(50 lb bags of seed) for the soccer and ball fields.

Bill Withers asked who is going to do all of the repairs. Is it assumed that the staff will be doing the repairs?

The dates should be for once a week mowing Oct - April 15th and April 15th - September two times a week.

Who would do the monthly safety inspection of playground equipment?

Times for mowing - Monday thru Friday, no holidays, 7:00 A.M. - 3:00 P.M. and not to interfere with any scheduled events.

Hans stated that when he is constructing this, he will write up a memo and send it to everyone and tell them if they have any concerns to make comments and when this RFP is finished it could be presented to any contractor for bid.

Dick Korn stated that he was under the impression that we were going to address tonight the scope for which should be involved in the advertisement for bids. We should respond to the Town Administrators response for comments with our concerns and ask her to continue to shop and compare alternative methods to solve the problem. We cannot be pushed into coming up with an answer without even really knowing the details. I would not say to her you have our approval now.

Hans agreed, should this proposal be something that we put out there for anyone to bid on or should it be just for piggybacking with Palm Bay.

Hans asked that if we change some of the wording within this scope of work, does this mean that we are saying piggybacking with Palm Bay is what we agree to. Bill Withers stated that it only says that this is what we think of this contract.

Bill Withers stated that if they get someone else to do everything, like the volunteers at the fire department, then that person will hang. If they give it to Public Works to do, possibly hire an additional person, then the parks are going to regenerate back to when they hired me. They hired me because Carl Beatty could not maintain the parks.

Additional Soccer Fields

Tabled for next meeting

NEW BUSINESS AND OLD BUSINESS:

Old Business:

New Business:

Dick Korn stated that he would like to bring up the fact that in all the time that Mr. Withers worked at the park, 4 years and one month, he did an outstanding job of maintaining the parks. The parks have always looked good.

Motion: A motion was made by Mr. Korn and seconded by Josh Treadwell that this board recommends to the Council a Letter of Commendation to Mr. Withers for the care he provided the parks during his time as our contractor. Discussion: None Vote: All Aye

ADJOURN

MOTION: Pollard/Siegmann move to adjourn. VOTE: All Ayes. This meeting adjourned at 9:00 pm.

Minutes Approved on: June 20th 2007