

**JOINT TOWN COUNCIL, BOARDS AND STAFF WORKSHOP FIVE-YEAR PLAN**  
**WEDNESDAY, APRIL 13, 2011**  
**7:30 P.M.**

This meeting of the Malabar Town Council was held at Town Hall at 2725 Malabar Road.

**A.     CALL TO ORDER:**

The meeting was called to order at 7:30 pm by Chair Thomas Eschenberg. The prayer and pledge were led by Chair Thomas Eschenberg.

**B.     ROLL CALL:**

MAYOR/CHAIR:	TOM ESCHENBERG
VICE-CHAIR:	MARISA ACQUAVIVA
COUNCIL MEMBERS:	CARL BEATTY
	DAVID WHITE
	STEVE RIVET
	JEFF MCKNIGHT

PLANNING & ZONING BOARD MEMBERS:

CHAIR:	BOB WILBUR
VICE-CHAIR:	PAT REILLY - excused
BOARD MEMBERS:	LIZ RITTER
	DON KRIEGER
	BUD RYAN
	WAYNE ABARE
	CINDY ZINDEL

PARK BOARD MEMBERS:

CHAIR:	BOB SIEGMANN
VICE-CHAIR:	DICK KORN – excused
BOARD MEMBERS:	VICKI THOMAS
	MARYANN MARSH
	BERNADETTE KNUDSON
	DAWN DANIELSON

STAFF MEMBERS:

TOWN ADMINISTRATOR:	BONILYN WILBANKS
TOWN CLERK/TREASURER:	DEBBY FRANKLIN-excused
DEPUTY TOWN CLERK:	CINDI KELLEY
FIRE CHIEF:	DENNIS COVEY
PUBLIC WORKS SUPERVISOR:	TOM MILIORE
TOWN ENGINEER:	MORRIS SMITH - excused
BUILDING OFFICIAL:	ROGER CLOUTIER
ADMIN. ASST. TO BLDG. OFFICIAL:	DENINE SHEREAR

**C.     WORKSHOP ACTION:**

**1. Review and Discuss 5-year Plan Recommendations**

Mayor welcomed everyone and gave a brief overview of the meeting. Wants each Board and departments to go over their ideas and reasons why they are important. This will be going to Council and the budget will be put into motion to have the projects of most importance to the Boards and Departments. The best way to handle this is what I like to the order in the book someone from each of the Boards in the order that they are presented in the packet. He asked that one member from each Board present their projects, starting with Planning & Zoning.

Bob Wilbur, Chair of Board, addressed the meeting:

The land acquisitions have been broken down. The Board looked at the property south of the old school house as a location for a new town hall or community center; they are not sure if it is enough land for this purpose. The Board also looked at the old school house as a community center for the town for historical purposes.

Acquaviva asked if the Board is interested in the Billie property; Wilbur stated if we could get bond money or a grant, they would be interested in it. Thomas asked if the asbestos and lead in the Billie property had been addressed. Council could put them on this on the 5 year matrix and then put it on as year 1.

White asked if these projects are recommendations. Mayor stated that they are and Council will look at them and prioritize them.

Krieger advised Council that their list is not in any priority. The road maintenance and drainage should be the first and most important thing that Council addresses. Each project is important in their own right, but the roads and drainage should be first. Properties that are available now may not be in the future; looking in the area for historical sites as well.

Wilbanks advised everyone that she heard the Logue property had been sold. Ritter stated that it had been sold and is on the market again. The person who bought it received an offer for more than half of what was paid.

Mayor asked if anyone had questions for the Planning & Zoning Board. Wilbur stated that we need to identify the needs we have for historical sites and the community center. We need to determine where they are and how to acquire them.

Wilbur advised Council of the need of infrastructure. Allen Street is nothing but sugar sand and everyone who goes down this road gets stuck. It needs to be stabilized. The Board would also like to see Marie Street extended; have the culvert behind Camelot cleaned out and maintained, this needs to be on the plans and have it identified with a regular maintenance program. The Board would also like to have a pedestrian walk from hospital east to railroad tracks on the north side of Malabar Road. Weber and Corey Road both need to have turn lanes. Krieger asked if Oakmont is on this drainage plan. Wilbur stated that it was not; the developer has done all they are required to do.

Acquaviva asked if it is the Board's priority for infrastructure and then easements. Wilbur stated, for health and safety reasons, the plan is important. Thomas asked if that would be an impact fee for Oakmont. Wilbur stated the area north of Glatter and south of ditch is for preservation area. Wilbanks stated that there has been some maintenance done within the last year near Glatter Road. Miliore stated there are two different ditch areas. Wilbur stated that Sanderson came in and got permission to clean the ditch; culvert should be put in so cleaning will be made easier. Beatty stated that under the railroad tracks just west of the headwall there is a dam that keep a minimum level that drops into 4 foot pipes on W. Railroad Avenue. It is very hard to clean by hand as it is granite. We are blocking it here.

Ritter stated that priority would be what needs to be done now.

Mayor asked the Park Board to go over their projects.

Bob Siegmann, Chair of Board, addressed Council.

Huggins Park was originally designed to be a children's park. It is no longer used and the Board would like to see some activities out there for the older citizens of Malabar. They have been talking about shuffle board and bacchi ball courts. We would also need to have restrooms at the park as well. There is also property at both the north and south ends of Rocky Point that would be good for park activities.

Bike paths are another activity that people like to enjoy but there is no place to ride in Malabar. The Board would like to see bicycle paths throughout the town. Along with the paths, bike laws should be adhered to. Motorists are to stay 3 feet away from bicyclists. Bike paths are an up and coming thing.

We need to have a community center in the town. Bring the present Town Hall back as to the original intent of the community center. We used to have potlucks and other social activities. Wilbur stated potluck dinners were held in this building. Acquaviva stated that the fire station could be used as place for gatherings.

The Board would like to see riverfront access. The Town of Malabar owns north side and south side of Rocky Point Road. Abare stated that there is 66 feet of ROW; a lot of people would be upset if used as riverfront access off Rocky Point Road. Wilbur stated that on both sides of US 1 is Goat Creek.

Someone on the Board recommended a library for the Town. Knudson stated that in Grant-Valkara, a portion of the community center is used for this purpose and they also have WIFI. We could have people bring books in; she picks up books at yard sales all the time. Mayor stated that libraries as they are today are becoming a thing of the past. You will see in the future libraries that you can check out kindles and electronic devices with booths and media on them. Acquaviva stated that some of the old computers could be used to provide internet services to the public. Knudson stated that the Town has lost is socialization. This would be a way to bring everyone together.

Mayor asked if anyone had questions for the Park Board. Ritter stated that access to the river could be similar to that of Palm Shores. Wilbur discussed riverfront access for non-motorized vessels. Ritter stated it would be for canoes and kayaks and not for any motorized vessel.

Danielson asked Wilbur about the pedestrian paths; are they the same as bike paths? Wilbur stated he would like to see paths that have a hard surface for people to ride a bike or take a walk on. Krieger explained that bike riders do not want a surface with any type of crack in it. They want a smooth surface only. The question was asked if a wheelchair would be able to go on this path. The path is to be such that is ADA compliant and anyone can use the path that would so like to.

Mayor asked for any more questions. If not, we will move on to Staff.

Wilbanks addressed Council for Staff Recommendations at Town Hall.

The Town Hall/Municipal Complex; the expansion of the existing building to the Billie property is the least cost effective. Stephenson drew up a plan to show how this could be done. We need to prioritize and put the windows and shutters on the building to get hurricane hardened in this building. Insulate the building as the heat from the brick walls is not good for the server or the computers we have on site.

Replacement of the Eagle Corp vehicle; we may need to replace the Isuzu. There is a major issue that just happened with it today.

At the parks; would like to have dugouts. This could bring a concession stand and bathrooms in the area of the soccer field and playground equipment as well as the baseball field. Restrooms at Sand Hill

Trail Head and a fountain at the Malabar Community Park at the pond to help with the aeration of the water and add to the beauty of the park.

For the utility system, hurricane strengthening needs to be done for all Town lift stations. Generators for each lift station with telemetry.

Ryan asked about the lift station; Miliore explained that it overflowed a few months ago. Wilbanks stated that if you don't have a contract in place after a hurricane, it is very hard to get someone to come in and set up a generator. Ryan stated a stand-by generator would be ideal. Wilbanks stated that the Fire Department has a generator and we have a yearly contract on it. It is maintained every 6 months.

Wilbanks spoke for Franklin as she is away at school.

In year one for equipment, Franklin would like to acquire a scanner for digitizing plans and maps. In year two, Franklin would like to update the audio/video recording devices; upgrade the postage meter and replace the overhead projector.

In year one for projects, Franklin would like to resume the annual computer hardware and software updates; acquire a generator for Town Hall, get new GIS maps with overlays showing zoning, land use, wetlands and ROWs; and a complete legal review of the LD and adopt ordinance to revise Code Book

In year one for staffing, Franklin would like to hire a part-time data entry staff member with accounting background for 15 hours a week. In year two for staffing, Franklin would like to hire a receptionist/records clerk for 10 hours a week.

In year one for staffing, Wilbanks would like to hire an administrative assistant to TA at 15 to 20 hours a week.

Thomas asked if there is a safe room here in town hall for everyone to go to if there is an emergency. Wilbanks stated it is the room off of Council Chambers. If we all have to go in there at one time, it will be very tight and up close and personal.

Abare stated he would like to see estimates for a projector and computers/software. Mayor said that staff will put the smaller projects into the budget; the larger projects will be looked at by Council and they will start working on the budget in July. Ritter suggest leasing computers. Wilbanks stated that our software has to be to be current with the state or we can't open documents being sent to us.

With no further questions for Staff, we will hear from the Fire Department.

Chief Covey addressed Council. He stated that this list was prepared by previous administration and he went through it and didn't really make any changes to it.

#### Equipment:

B499 water tank has a serious leak; it needs to be replaced in year one.

Fire Car 1 should be replaced by year three as it is an older model and has a lot of miles on it.

SCBA pack replacement should take place in year three; the masks are fitted and some of the fire fighters have masks that don't fit properly and needs to be replaced. SCBA cascade system should be replaced in year two.

The bunker gear should be replaced every couple of years; the gear is out of date by year 15.

The computer server should be upgraded within the next two years; he's not sure how old it is. Wilbanks stated that this is a new server; it was put in two years ago.

#### Building:

When the front and rear aprons were poured, there was not rebar in the cement. Now the aprons are cracking and needs to be resurfaced; this should happen in year two.

The water in the building is not drinkable; this should be improved in year one.

We will also need to upgrade the showers in the restrooms; will need to have a few more installed as we are getting more volunteers in; and we will also need to provide gear lockers to the volunteers. These two projects should take place within year one.

The building is an older building with no insulation. We need to have it insulated and the windows need to be upgraded as well. While upgrading the building, we need to do a bunk room expansion. These projects should take place in year two.

The office areas need to be expanded as well; this should be done in year one.

The bathrooms also need to be expanded; this is a year two slated project.

The Chief explained that we are sending out the bunker gear to be cleaned; it is usually done twice a year but since we are a small operation, it can be done once a year. If the Fire Department had an extractor, we could clean our own equipment and not have to send it out. One of these pieces of equipment could be purchased for approximately \$3,500. This should be purchased in year two.

Chief Covey stated that there are grant funds out there that would help in getting the building upgraded; we just need to apply for the grants; the monies are out there and they want to give it to the fire departments that qualify. We could apply for these grants over the next couple of years and have the building updated with what is needed.

#### Projects:

The previous administration has 4 goals; they are

To extend the water main on Weber Road to Atz Road; in year four.

To extend the existing water main on Hall Road to Corey Road; in year three.

Install 1 1500 GP< artesian hydrant at every major collector and intersection not serviced by municipal water; in year four.

Install a proper turning apron and automated gate at the two gates on the unimproved section of the Briar Creek Boulevard; in year one. Rivet asked if the trucks would be able to pass on the road; Chief stated they would make it work.

Chief Covey would like to add these two projects to the list:

Mandate residential sprinkler systems for all new subdivisions; put this in year two to let the developers know what is going to be expected. Adding sprinkler systems inside residential homes is a plus because you can put a fire out in seconds as opposed to minutes.

Mandate 1500 GP< artesian hydrant or municipal water supply for all new subdivisions or commercial businesses; again, put in year two to allow for advising developers what is to be expected.

Abare asked how much it would cost to put in a well; insurance companies want homes to be 1,000 from a hydrant. This could be a very costly venture. Mayor Eschenberg stated that a few years back, an artesian well cost about \$15,000. Abare stated, while talking about wells and hydrants, citizens may pay to put them in. Ryan asked about houses with ponds. Thomas stated that they could use a draft hydrant to pull water ponds. Thomas asked if there are grants for hydrants. Wilbanks stated that the grant funds through FEMA were qualified by the individual homeowners; we didn't qualify as a Town. Palm Bay qualified under FEMA at the time.

With regards to the sprinkler systems in homes, Chief Covey advised that they are good because you can put out a fire in seconds; they are very adequate. He would make the developers do anything; it would be beneficial to have them in the homes and they are not that expensive to put in. Abare stated that the old school house doesn't need this as it is pre-existing. Chief Covey stated it would be a good thing to have in the building though.

Mayor asked if there are any more questions for Chief Covey; there being none, he asked Public Works to go over his list.

Tom Miliore addressed Council.

Within the first year, Public Works needs to replace/purchase some equipment:

Tractor w/flat/tilt mower deck (new)

10 ton utility equipment trailer (used)

Mini excavator (used)

Mig welder – he has one of his crew using their personal equipment; he would like to have the Town own their own equipment

3" diaphragm pump (new)

Power Tampa

Within second year, would like to replace/purchase the following equipment:

Replace 1995 Ford F-700 dump truck; it has 70,000 miles, would like to replace it with a 2008 or newer 7 to 1 yard diesel truck with air brakes

7-10 ton vibratory roller (used)

Replace Town Isuzu with PW Dakota; needs a bigger truck with bed big enough to hold a substantial load so we don't have to make multiple trips

Full size pick-up truck to replace Dakota

Front end loader (used 250 series) with interchangeable bucket, root rack and fork blades

Replace backhoe (1993 + hours) with two z-track mowers

Replace slope mower with new one but use the old slope mower tractor for road grading with box blade

Replace 1 ton utility truck (1997)

Consider replacing 2002 Gradall which will be 15 years old with estimated hours of 8000

Ryan stated, with the cost of equipment and man power, would it be better to contract out the work. Wilbanks stated we have an open drainage system. At one point, we didn't have a versatile crew, but everyone is now able to operate under a CDL license. If we had done responsible equipment replacement in the budget, we would be in better shape now. Also, with the aging of the pipes, our guys have been able to keep up with the failures. Once the pipes are done, we will be able to get back to routine work. Abare stated that the Public Works staff is doing a very good job.

Wilbanks asked if Public Works should go over their projects. Mayor stated that Council will work on putting them in the budget. Acquaviva stated that this looks like a schedule to her. Mayor stated that we should flag the items that are large.

#### Comments:

Mayor Eschenberg thinks that the artesian wells should be installed at various areas throughout the Town, even if one is put in each year.

Beatty stated that Palm Bay has recycled water; would this be available to assist in fighting fires. We have that infrastructure available. Rivet asked where the trucks are being filled from; we are filling the trucks from the hydrants and paying Palm Bay for the water usage.

Ritter asked if Council has a certain percentage in mind for each Board/Department. Mayor stated he cannot predict what Council will do. Acquaviva stated that after doing research, it is interesting to see how the monies have been spent. The Fire Department has received a lot.

Thomas asked about the water entry at the Trailhead at Cameron Preserve. Beatty stated that this is the water to Country Cove; the master meter. Brook Hollow also has a master meter.

Abare asked the Mayor if Council would be open to sharing the costs of the artesian wells throughout the Town with residents. Mayor stated this would be a good way to present it to Council. Knudson asked about SJWMD and what they would say about installing these wells.

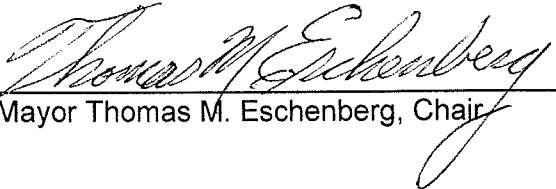
Mayor stated that it is interesting to see that the Planning & Zoning Board and the Park Board have three issues that they agree on for the CIP; bike/pedestrian paths; community center and river-front access to the Town.

Mayor has asked that Council do some homework for the Council meeting Monday evening. He would like to have each Member to rate each project from 1 to 5 in importance so it can be discussed at the meeting.

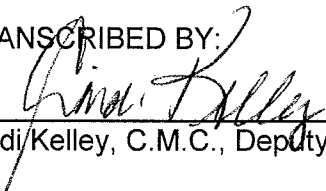
**D. ADJOURNMENT**

There will be no further business to discuss, **MOTION:** Acquaviva/ Knudson to adjourn this meeting  
**Vote:** All Ayes. The meeting adjourned 9:18 P.M.

BY:

  
\_\_\_\_\_  
Mayor Thomas M. Eschenberg, Chair

TRANSCRIBED BY:

  
\_\_\_\_\_  
Cindi Kelley, C.M.C., Deputy Town Clerk

ATTEST BY:

  
\_\_\_\_\_  
Debby K. Franklin, C.M.C., Town Clerk/Treasurer

Date Approved: 5/2/11