



# Parks and Recreation Board Meeting

Wednesday, October 19, 2022 at 6:00 pm

1. CALL TO ORDER, PRAYER AND PLEDGE
2. ROLL CALL
3. ADDITIONS/DELETIONS/CHANGES
4. CONSENT AGENDA
  - a. Approval of Minutes of 04/20/2022  
Exhibit: Agenda Report Number 4a

**Attachments:**

- **Agenda Report Number 4a** (Agenda\_Report\_Number\_4a.pdf)

5. PUBLIC COMMENTS
6. ACTION ITEMS
7. DISCUSSION
  - a. Fiscal Year 2022/2023 Goals  
Exhibit: Agenda Report Number 7a

**Attachments:**

- **Agenda Report Number 7a** (Agenda\_Report\_Number\_7a.pdf)

8. OLD/NEW BUSINESS
  - a. Board Member Reports
  - b. Staff Reports
  - c. Next Scheduled Meeting
9. ADJOURNMENT

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Contact: Richard W. Kohler (rkohler@townofmalabar.org (321)-727-7764) | Agenda published on  
10/14/2022 at 12:21 PM

# TOWN OF MALABAR

## PARKS AND RECREATION BOARD MEETING

**AGENDA ITEM NO: 4.a**  
Meeting Date: October 19<sup>th</sup>, 2022

Prepared By: Richard W. Kohler, Town Clerk

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**SUBJECT:** Approve Minutes of 04/20/2022

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**BACKGROUND/HISTORY:**

- a. Summary of Actions at the Parks and Recreation Board Meeting of 04/20/2022.

**ATTACHMENTS:**

- a. Draft Minutes of Parks and Recreation Board Meeting of 04/20/2022

**ACTION OPTIONS:**

- a. Request Approval

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  
April 20, 2022, MEETING MINUTES**

This meeting of the Malabar Parks and Rec Board was held at Town Hall at 2725 Malabar Road. It was called to order by Chair Bienvenu at 6:00 pm. Prayer and pledge were led by Chair Bienvenu.

**1. CALL TO ORDER, PRAYER, AND PLEDGE**

**2. ROLL CALL**

<b>Chair</b>	Eric Bienvenu - Present
<b>Vice-Chair</b>	Vicky Thomas – Present
<b>Members</b>	Tom Taylor – Present
	Jennifer Bienvenu – Present
	Hans Kemmler - Present
	Parnel Jean – EXCUSED
	Evan Hall – Arrived 6:06
<b>Recording Secretary</b>	Richard Kohler – Present

**Public**

**3. ADDITIONS/DELETIONS/CHANGES: NONE**

**4. CONSENT AGENDA**

a) Approval of Minutes of 2/16/2022

**MOTION: THOMAS/KEMMLER to accept the minutes of 2/16/2022 as amended. VOTE: All Ayes**

**5. PUBLIC COMMENTS**

**6. ACTION ITEMS:**

**7. DISCUSSION:**

**a. Potential Dog Park Opportunity**

Discussion: Chair informs the Board that Mr. Pieloch has offered to grant the Town \$80,000 for the completion of a dog park. Mr. Pieloch has completed several dog parks in south Brevard, most recently he completed a park in East Viera.

BM Bienvenu gave a detailed explanation of the Viera, Florida Ave and Crane Creek Park, including the shade, seating, and dog washing areas. She stated she has been to all of the parks with her dog, and the people she interacted with loved the shade and build up.

BM Thomas discussed the potential issues with liability insurance and stated in her research, municipalities are usually successful in avoiding court cases due to dog park incidents.

BM Bienvenu stated that Mr. Pieloch would prefer Malabar Community Park as the selected location and will gift the Town \$80k.

Chair states that there is also the promise of several volunteers that do site work that will be included.

Chair also discussed the park requirements discussed by Mr. Pieloch (Included in Agenda).

BM Thomas asked if Malabar has the staff to pick up the dog waste.

Chair states that it is a self-serving station, the Town's only responsibility will be to keep the bags supplied. There should be a double fence, such as the other parks designed by Mr. Pieloch.

BM Kemmler states the location has been an issue with Tortoises in the past.

Chair states there were none seen on the site visit. The Town can clear the land and bring in fill dirt.

BM Kemmler asked how expensive it would be to move the tortoise?

BM Hall stated he believes it is about \$5k, and the issue is that the mitigation banks are full.

BM Kemmler states he thinks it will be a wonderful addition to the area.

VC Thomas states it is a wonderful presentation.

BM Hall asked if we have asked any of the other municipalities have estimated their costs for maintenance?

Chair said he will investigate.

BM Kemmler asks if the park will be 24 hours?

Secretary states that Malabar Community Park is open Dawn to Dusk, and as a part of Malabar Community Park the Dog Park will also follow those hours of operation. He also noted that the American Kennel Club states an ideal dog park is 1 acre. The proposed site is under half an acre.

BM Kemmler states the area to the south could be added and includes nice shade. The bigger the better.

Chair states a sprinkler system will be required.

Chair reiterates that Mr. Pieloch will donate the funds, and not require the Town to do a fundraiser.

BM Kemmler states that he believes that we can do the project for under \$80k.

BM Bienvenu states the next step would be to present it to Council.

**MOTION: BM Kemmler/BM Bienvenu to recommend that council approve and begin moving forward with this project. Vote; All Ayes (5-0)**

BM Kemmler reiterates that the agreement included in the agenda will be what goes before the Council.

Secretary states it will.

Chair states we will begin to look at the features once the site has been finalized. We will have the volunteers that assisted in the building of the other parks to help determine what will go in.

BM Kemmler suggests we focus the area on low maintenance features.

BM Bienvenu commended Malabar resident Megan Wolfghram for her appearance on Shark Tank for a dog lure idea.

**8. OLD/NEW BUSINESS:**

a) BOARD MEMBER/STAFF REPORTS:

- Richard E. Cameron & Volunteers Wilderness Preserve – VC Thomas states she walked the Impala trail. The car is beyond repair, but it's a fun trail. She is concerned with the increase of cigarette butts. People are picking up their dog waste regularly. BM Kemmler asked about the pavilions. Secretary Kohler states Council has approved it and TM Stinnett is working on the RFP.
- Disc Golf Sanctuary – BM Kemmler states that the volunteers recently removed what they believe was the last Brazilian Peppers from the site. He states there are some Melaleuca plants that they haven't removed. BM Hall asks if they can be replaced? BM Kemmler states that is a good idea. In the past they have planted Cyprus, oaks, and coconut trees. In other news the fence on the West has been violated by the neighbor, and the Town is actively working to correct the situation. There will be a small tournament on May 7<sup>th</sup>. The Town paid for some materials to repair the fence and build a new bench.
- Thomas Eschenberg Memorial Conservation Area – BM Bienvenu asked if the T&GC was interested in using the park for trails? Secretary Kohler stated the area would be tough due to the wetlands and brush.
- Malabar Community Park – BM Bienvenu states it is wonderful to see how many people use the park.
- Sandhill Trail Head – BM Hall states use has dropped to next to nothing. The ROW of Marie Street has been mowed, and the paved path can be accessed from there. Someone has mowed a path through the old Huggins Park.

b) Staff Reports – Secretary Kohler informed the Board that he spoke to BM Jean, and he is still interested in serving and appreciates the leave of absence he has been granted. He believes his schedule will return to normal and he will return to regularly attending meetings in September of this year.

c) Next Scheduled Meeting

- May 18<sup>th</sup>, 2022, 6 PM
- Chair and BM Bienvenu will be out of town for the next meeting.
- VC Thomas stated her appreciation to the Chair for his hard work on the Dog Park project. This has been in the making for a long time, and she looks forward to working on the project.

**9. ADJOURNMENT**

There being no further discussion. **MOTION: Thomas/Kemmler** motion to adjourn the meeting **VOTE: All Ayes.** This meeting adjourned at 6:53 pm.

By:

\_\_\_\_\_  
Eric Bienvenu, Chair

ATTEST:

\_\_\_\_\_  
Richard W. Kohler  
Recording Secretary

Date Approved: \_\_\_\_\_

**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 ensure 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

## PARKS AND RECREATION BOARD MEETING

**AGENDA ITEM NO: 7.a**  
**Meeting Date: October 19<sup>th</sup>, 2022**

**Prepared By:** Richard W. Kohler, Town Clerk

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**SUBJECT:** Fiscal Year 2022/2023 Goals

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### **BACKGROUND/HISTORY:**

- a. During the last fiscal year, the Parks and Recreation Board has discussed the following ideas:
  - a. Dog Park at Malabar Community Park (Limited Council Support)
  - b. Pavilions for Eschenburg Park and the Cameron Preserve (T&GC Partnership)
    - i. Proposal sent to TM
    - ii. Quoted at \$39,278.20
    - iii. Initial idea was to purchase 2 for \$45K.
  - c. Eschenburg Park Passive Playground (BM Bienvenu)
  - d. Tennis Court Resurfacing (and adding Pickleball Lines)
  - e. Malabar Community Park Bathroom Remodel (Awaiting Bid Responses)
- b. Additional improvements could be made at:
  - a. Eschenburg Park
  - b. Sandhill Trailhead
  - c. Malabar Disc Golf Sanctuary

### **ATTACHMENTS:**

- a. Quote from Pro Playgrounds for a 12' x 24' Pavilion

### **ACTION OPTIONS:**

- a. Discussion



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For over a decade, our customers have entrusted us to provide safe and affordable playground and recreational equipment. Our team of Certified General Contractors and Playground Safety Inspectors will insure that your project is completed to perfection, providing truly turnkey service, with every step of the process from planning and budgeting, through the installation being handled under one roof.



1-800-573-7529 | [www.proplaygrounds.com](http://www.proplaygrounds.com)



## Playground Equipment

- Over 200 commercial play units, plus endless customized design options, all IPEMA certified.
- Full line of accessory units including swing sets, spring riders, rope and rock climbers and more.
- Industry leading lifetime warranty and affordable pricing.
- Professionally installed by CPSI and CGC.



## Shade Structures

- Large catalog of pre-designed units including hip and ridge shades, cantilever and umbrella shades.
- Broad design capability and customization to meet your shade needs, both standard and sails.
- 95% UV blocking, keeps people and equipment cool and protected.
- Compliant with FBC wind load requirements.

## Surfacing Products

- Poured in place rubber surfacing for playgrounds, splash pads, entry ways, etc.
- Over 50 varieties of artificial turf for leisure, play, animal and sport applications.
- Eco friendly recycled rubber mulch for playground surfacing.
- Professional installation by certified installers.



## Site Amenities and Dog Park

- Full catalog of benches and tables to meet your needs with custom colors, logos, finishes, etc.
- Trash receptacles, dog waste stations, grills, bike racks, bleachers and more, all customizable.
- Dog park accessories including obstacle courses, waste and watering stations, etc.
- Custom amenities, fire pits, ADA, etc.

## Fitness and Athletic Equipment

- Selection of products for athletic needs including basketball, soccer and football goals.
- Outdoor fitness equipment for exercising, including cardiovascular and strength training products.
- Commercial grade products constructed with durable materials to ensure a lifetime of use.





Pro Playgrounds  
8490 Cabin Hill Road  
Tallahassee, FL 32311

# Quote

<b>Date</b>	<b>Estimate #</b>
7/7/2022	15950

<b>Project Name</b>
Malabar Pavilion



<b>Customer / Bill To</b>
Town of Malabar Lisa Morrell 2725 Malabar Rd. Malabar, FL 32950

<b>Ship To</b>
Town of Malabar Lisa Morrell 2725 Malabar Rd. Malabar, FL 32950



**WE WILL BEAT ANY PRICE BY 5%!**

Item	Description	Qty	Cost	Total:
CSSD	<b>**SHELTER**</b> Steelworx Shelter, 12x24 Hip with 8'eave, 4:12 pitch, powdercoated, 24ga multirib roofing, 4 columns	1	15,050.00	15,050.00
ENGDRAW	Engineered Drawings for Permitting	1	1,080.00	1,080.00
Shipping	Combined Shipping and Freight Charges	1	4,560.00	4,560.00
	<b>**Raw Materials**</b>			
RMC	Ready Mix Concrete 2500 PSI MIN	6	195.00	1,170.00
RBAR5	No. 5 Rebar	200	1.75	350.00
	<b>**Labor and Installation**</b>			
FLIFTDAY	Telescopic Fork Lift Daily Rental	1	1,308.10	1,308.10
DELFFEE	Equipment Delivery / Pick Up Fees	1	300.00	300.00
LBR	Labor and Installation	1	12,585.10	12,585.10
PT	Portable Toilet	1	150.00	150.00
TRSH	Fees for dumpsters, debris hauling or other trash/materials removal including spoils from excavations.	1	725.00	725.00
ISPERMIT	PERMIT - STATE OF FLORIDA - COST NOT INCLUDED IN PRICE, COST SHALL BE \$2000 OR 5% OF TOTAL PROJECT COST, WHICHEVER IS GREATER. PRICE DOES NOT INCLUDE COST OF ENGINEERING OR SEALED DRAWINGS.		2,000.00	2,000.00

**AGREED AND ACCEPTED:**  
If the above total price, scope of work, specifications, terms and conditions are acceptable, sign below indicating your acceptance and authorization for Pro Playgrounds to proceed with the work and/or sales transaction described in this quotation. Upon signature and payment in accordance with this quote, Pro Playgrounds will proceed with the work and/or sales transaction.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Signature Name / Title Date

<b>Subtotal:</b>	\$39,278.20
<b>Sales Tax: (7.5%)</b>	\$0.00
<b>Total:</b>	<u>\$39,278.20</u>

Terms and Conditions - Price valid for 30 days and subject to change. 1. If installation is not included with your purchase, client will be responsible for coordinating, receiving and unloading of all goods, delivery drivers will not help unload goods. 2. Client will be responsible to inspect goods for defect, damage or missing parts, any deficiency or missing parts must be noted on delivery slip. 3. Client will be responsible for costs due to cancelled or missed delivery appointments. 4. Client has reviewed all items, colors and descriptions on this quote for accuracy and correctness. 5. If quote includes installation of goods, the installation is subject to the terms and conditions of Pro Playgrounds "Standard Installation Agreement" a copy of which may be obtained from your Sales Representative.

**Model: Steelworx Hip Shelter, 12' x 24'**  
**Model # HP-1224-SW**

**Manufacturing Mission:** To provide all prefabricated components and installation instructions for a 12' wide (measured from eave to eave) by 24' long free standing bolt together, tubular steel constructed shelter kit.

**Design Criteria:** Structure is typically designed for a 25 lb live load and a 90 mph wind load capacity, but can be designed based on specific site requirements upon request. All structural members are ASTM A-500 U.S. grade B steel. Welded connection plates shall be ASTM A-36 hot rolled steel. All welding performed to latest AWS standards by ASTM Certified welders and provided in accordance to same.

**Tubular Steel Columns and Beams:** Standard column dimension shall be 5" x 5" x 3/16" tubular steel welded to 5/8" base plate. Main support beams are 7" x 5" x 3/16" and purlins are 6" x 3" x 1/8". All framing connections are done using A325 grade bolts within concealed access openings from above and will later be concealed by the roofing. All roof framing shall be flush against the roof decking to eliminate the possibility of bird nesting. Steel sizes are preliminary and may change upon final engineering based on actual site conditions and load requirements (site specific engineering shall be an additional cost).

**Roofing:** 24 Ga. pre-cut steel panels with Kynar 500 finish in a variety of colors with white underside. Standard roof slope is a 4/12 pitch with a eave height of 8'-0". Also available with 6/12 or 8/12 pitch roof. Attached to structural framing with engineered strength self tapping screws.

**Frame Finish:** All steel framework will receive a corrosion protective TGIC Polyester powder coat, electro-statically applied and cured at 400°F. A large selection of standard colors are available.

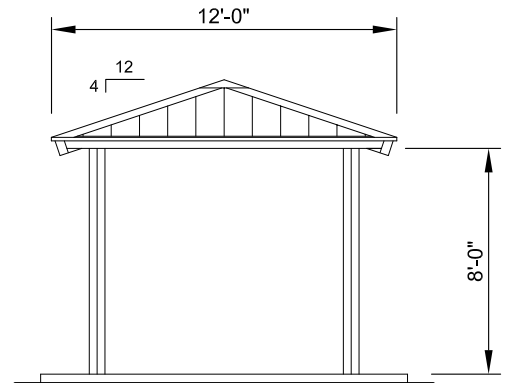
**Foundation:** All columns need to be anchored to concrete footings (footing design provided separately). Columns can be surface mounted with anchor bolts at or below finish slab elevation or they can be embedded directly into the footing. Optional base plate covers are available at an additional cost.

**Hardware:** All structural hardware and roofing fasteners shall be provided.

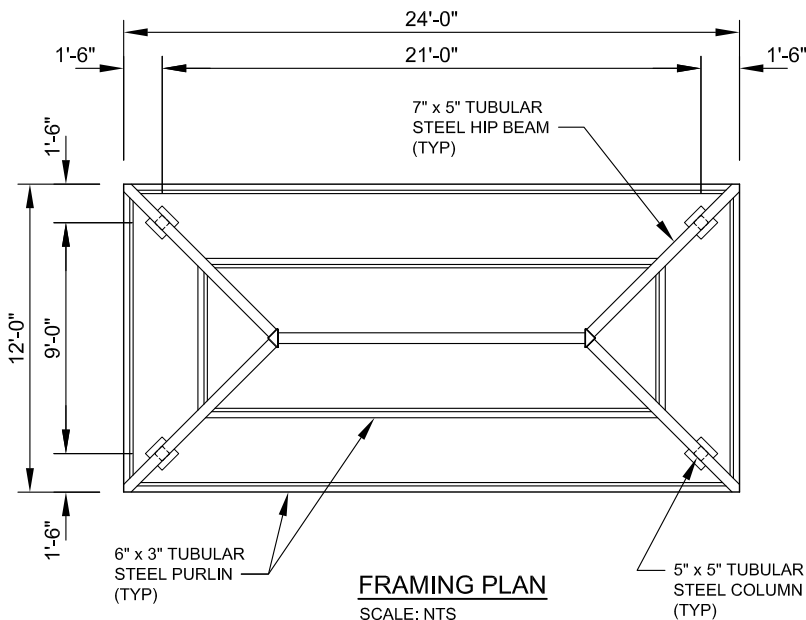
**Not Included:** Concrete work of any kind, unloading of product and installation.

**Additional Options:**

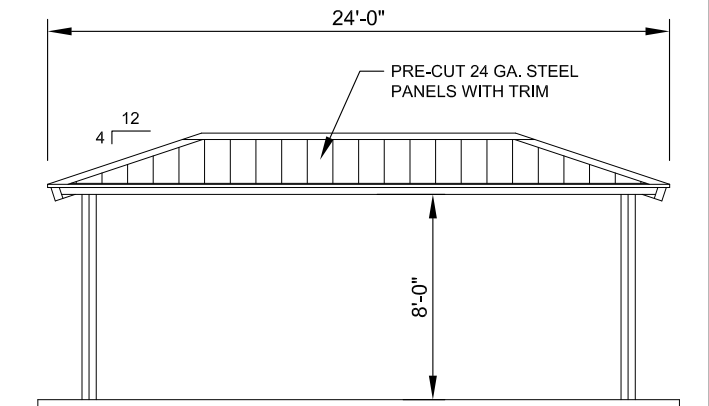
- Flexibility of Design
  - Such as: Height and Pitch
- Additional Engineering
- Variety of Colors
- Decorative Railings, Lattice, Braces, Trim, etc.
- Cupolas and Rooftop Accs.
- Column Style Variations
- Lexan Wind Screens
- Standing Seam Roofing
- Composite Finished Ceiling
- Solar Panels & Solar Lighting
- Site Furnishings and Accs.



**SIDE ELEVATION**  
SCALE: NTS



**FRAMING PLAN**  
SCALE: NTS



**FRONT ELEVATION**  
SCALE: NTS



11800 East 9 Mile Road  
 Warren, MI 48089  
 Office: (586) 486-1088  
 Fax: (586) 754-9130  
 Toll Free: (800) 657-6118  
 Email: info@coverworx.net  
 www.CoverWorx.net

Steelworx Hip Shelter - 12' x 24'

Model: HP-1224-SW

DESIGN SPECIFICATIONS





## THE PRO PLAYGROUNDS DIFFERENCE

### Equipment and Products

When you purchase playground equipment from us, you're buying direct. This means that you are getting the absolute lowest price possible. We do not utilize sales reps, middle men or distributors like many of our competitors do, this gives you more purchasing power. We have hundreds of playgrounds available for purchase and can custom design most anything to meet your needs. We have a vast product offering including shade structures, site amenities and playground surfacing like artificial turf and poured in place rubber.

### Installation

We are one of only a few companies in the United States that actually service and install the products we sell in house. This means that the person you speak to when you buy your playground may very well be the person who installs it. Our competitors use local sub contractors, many of whom know nothing about installing a playground or playground safety, and worse many of whom are unlicensed, uninsured and a high risk.

### Services

We are truly a full service parks and recreations firm. We take care of every aspect of your playground project in house, from the design, to the sale to the installation. We have in house capabilities that are unmatched by our competitors. From traditional construction needs like sidewalks, to the safety surfacing including poured in place rubber and rubber turf, a single contractor with a huge list of capabilities. Our competitors subcontract these services, that means higher prices, lower quality, longer lead times and a lack of accountability.

### Licensing

We are State Certified General Contractors and licensed Playground Safety Inspectors. This means that we have the knowledge, experience and legal ability to complete your project. Many firms that install playground equipment are unlicensed, inexperienced and uninsured.

### Experience

We have designed and installed over 100 playgrounds in the USA, from start to finish. We have experience with projects as small as \$5,000 and as large as \$500,000. Our firm has provided expert testimony in court cases involving playground equipment. When it comes to playgrounds, we are the experts.

### Accountability

We still believe that the customer is always right. We also feel that our responsibilities to our customers do not end once we have completed a sale, in fact that's when they truly begin. Our service after the sale is unparalleled. If you have any problems or issues with your equipment, we resolve the problems in house. Our competitors have only one concern and that is closing the sale.