



# Parks and Recreation Board Meeting

Thursday, June 22, 2023 at 6:00 pm

1. CALL TO ORDER, PRAYER AND PLEDGE
2. ROLL CALL
3. ADDITIONS/DELETIONS/CHANGES
4. CONSENT AGENDA

- a. Approve Minutes of 05/31/2023

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 2023/2024 Budget Recommendations

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

Exhibit: Agenda Report Number 8b

**Attachments:**

- **Agenda Report Number 8b** (Agenda\_Report\_Number\_8b.pdf)

- c. Next Scheduled Meeting

9. ADJOURNMENT

# TOWN OF MALABAR

## PARKS AND RECREATION BOARD MEETING

**AGENDA ITEM NO: 4.a**  
Meeting Date: June 22<sup>nd</sup>, 2023

Prepared By: Richard W. Kohler, Town Clerk

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**SUBJECT:** Approve Minutes of 05/31/2023

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**BACKGROUND/HISTORY:**

- a. Summary of Actions at the Parks and Recreation Board Meeting of 05/31/2023.

**ATTACHMENTS:**

- a. Draft Minutes of Parks and Recreation Board Meeting of 05/31/2023.

**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  
May 31<sup>st</sup>, 2023, 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>	Jennifer Bienvenu – Present
	Hans Kemmler - Excused
	Evan Hall – Excused
<b>Recording Secretary</b>	Richard Kohler – Present

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

**4. CONSENT AGENDA**

**a) Approval of Minutes of 3/15/2023**

**MOTION: Bienvenu/Thomas to accept the minutes of 3/15/2023 as presented.**

**VOTE: All Ayes**

**5. PUBLIC COMMENTS**

**6. ACTION ITEMS:**

**a. Approve Florida Community Trust (FCT) Grant Amendment**

Secretary Kohler informs the Board that this item is the culmination of months of work from this group. The Pavilion contractor provided us with a price that matched our range, and the bridge in the Disc Golf Sanctuary will expend the total amount, with the Town's General Fund expending \$230.02. Unfortunately, there was not enough funds to also pay for wildlife identification signs, but if the Board is still interested in this, we can discuss it in greater detail at a future meeting.

**MOTION: BM Bienvenu/Thomas move to accept the amendment as presented.**

**Vote: All Ayes 3-0**

Secretary Kohler asked the board if they have a preference on the color of the roof? BM Bienvenu states she likes the Evergreen and Patrina Green. Consensus is Patina Green.

**7. DISCUSSION: None**

**8. OLD/NEW BUSINESS:**

**a) BOARD MEMBER/STAFF REPORTS:**

- Richard E. Cameron & Volunteers Wilderness Preserve – VC Thomas is finding more trash, but she noted the Trails group is doing an excellent job of cleaning it up.
  - Disc Golf Sanctuary – None.
  - Thomas Eschenberg Memorial Conservation Area – None.
  - Malabar Community Park – Secretary Kohler informed the Board that the bathroom restoration is complete.
  - Sandhill Trail Head – None.
- b) Staff Reports – None
- c) Next Scheduled Meeting
- June 22<sup>nd</sup>, 2023, 6 PM
  - BM Thomas/BM Bienvenu

**10. ADJOURNMENT**

There being no further discussion. **MOTION: Thomas/Beinvenu motion to adjourn the meeting**  
**VOTE: All Ayes.** This meeting adjourned at 6:27 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: June 22<sup>nd</sup>, 2022

Prepared By: Richard W. Kohler, Town Clerk

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**SUBJECT:** Fiscal Year 2023/2024 Budget Recommendations

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#### **BACKGROUND/HISTORY:**

- a. As the Town enters its budget season, it is a good time to look at future projects worthy of potential funding. Some examples are listed below:
  - a. New Benches
  - b. Sand Hill Trailhead Refurbishment
  - c. New Trash Receptacles
  - d. Additional Bathrooms at MCP
  - e. Resurfacing/Upgrade Tennis Courts
  - f. Disc Golf Improvements
  - g. New Signage
  - h. Eschenberg Park Improvements to accompany new Pavilion
    - i. Trails and Greenways Committee will be making an exploratory walk through the Park to determine if Hiking/Biking/Equestrian activities are applicable in the back of the property on July 8<sup>th</sup> at 9 AM.

#### **ATTACHMENTS:**

- a. None

#### **ACTION OPTIONS:**

- a. Recommendation to Council.

# TOWN OF MALABAR

## PARKS AND RECREATION BOARD MEETING

AGENDA ITEM NO: **8.b**  
Meeting Date: June 22<sup>nd</sup>, 2023

Prepared By: Richard W. Kohler, Town Clerk

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**SUBJECT: Motion from Council to Remind Board/Committee Members of Policy in Contacting Town Attorney**

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**BACKGROUND/HISTORY:**

- a. At the June 5<sup>th</sup> RTCM, it was brought to Council's attention that a Board/Committee Chair initiated correspondence with the Town Attorney. As the Attorney bills the Town for all work completed on our behalf, Council made a motion to reiterate that all communication between Board/Committee members and the attorney must originate from the Town Manager, by way of the Board/Committee Secretary. The following motion was passed by Council unanimously:

**MOTION: CM SCARDINO/CM HOFMEISTER to remind the board/committees that their communications to the attorney flow through the Town Manager.**

**Vote: All Ayes (5-0)**

**ATTACHMENTS:**

- a. None.

**ACTION OPTIONS:**

- a. None.