



# Parks and Recreation Board Meeting

Wednesday, February 16, 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 01/19/2022  
Exhibit: Agenda Report Number 4a

**Attachments:**

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

5. PUBLIC COMMENTS
6. ACTION ITEMS
7. DISCUSSION
  - a. New Projects/Ideas Research  
Exhibit: Agenda Report Number 7a

**Attachments:**

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

- b. Fern Creek Funds  
Exhibit: Agenda Report Number 7b

**Attachments:**

- **Agenda Report Number 7b** (Agenda\_Report\_Number\_7b.pdf)

8. OLD/NEW BUSINESS
  - a. Board Member Reports
  - b. Richard E. Cameron & Volunteers Wilderness Preserve
  - c. Disc Golf Sanctuary
  - d. Thomas Eschenburg Memorial Conservation Area
  - e. Malabar Community Park
  - f. Sandhill Trailhead
  - g. Staff Reports
  - h. Next Scheduled Meeting 03/16/2022
9. ADJOURNMENT



# TOWN OF MALABAR

## PARKS AND RECREATION BOARD MEETING

**AGENDA ITEM NO: 4.a**  
Meeting Date: February 16, 2022

Prepared By: Richard W. Kohler, Deputy Clerk/Treasurer

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**SUBJECT:** Approval of Minutes of 01/19/2022 Parks and Recreation Board Meeting

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**BACKGROUND/HISTORY:**

- a. Summary of Actions at the Parks and Recreation Board Meeting of 1/19/2022.

**ATTACHMENTS:**

- a. Draft Minutes of P&RB Meeting of 1/19/2022

**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  
January 19, 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 Vice-Chair Thomas at 6:00 pm. Prayer and pledge were led by Vice-Chair Thomas.

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

**2. ROLL CALL**

**Chair**

Eric Bienvenu - EXCUSED

**Vice-Chair**

Vicky Thomas – Present

**Members**

Tom Taylor – Present

Jennifer Bienvenu – EXCUSED

Hans Kemmler - EXCUSED

Parnel Jean - EXCUSED

Evan Hall – Present (Voting for Jennifer)

**Recording Secretary**

Richard Kohler – Present

**Public**

**3. ADDITIONS/DELETIONS/CHANGES**

**4. CONSENT AGENDA**

**a) Approval of Minutes of 12/15/2021**

**MOTION: HALL/TAYLOR to accept the minutes of 12/15/2021 as presented.**

**VOTE: All Ayes**

**5. PUBLIC COMMENTS**

**6. ACTION ITEMS:**

**7. DISCUSSION:**

**a. New Projects/Ideas Research**

- Secretary Kohler informs the Board that included in the packet for tonight's meeting is a quote provided by T&GC Chair Thompson for a 10 x 10 pavilion. Also included are the dimensions required for a pickleball court. The tennis court area at Malabar Community Park is 140' x 65', which would safely allow 4 pickleball courts. Hall/Taylor moves to defer the discussion until the Bienvenues are back. General consensus is in agreement.
- Alan Wollard suggests moving the tennis nets to one end to allow for the back space to be used for pickle ball. Could also use NIDY (\$750) to stripe the field. Secretary Kohler states that he will research these options and bring back information to the next meeting.

**b. Fern Creek Funds**

- Secretary Kohler informs the Board of the requirements for spending the Fern Creek funds. The 5 items listed are a Pavilion, bird watching platform, Nature ID cards, Foot Bridges, and a dog park. We believe that the Cameron Trail Shelter suffices for the pavilion and bird watching platform. We have also investigated the possibility of using the QR codes placed along the trails in the Cameron Preserve as nature identifiers. VC Thomas states they have discussed these issues in the past. BM Hall suggests getting the costs of the CTS. BM Taylor suggests using metal, not wood in the preserve. Metal columns and fire treated wood, or metal roof on top of plywood. BM Hall suggests a similar size and style as the Sandhill Trailhead. The CTS will cause a FD member to guard it during a controlled burn.

## 8. OLD/NEW BUSINESS:

### a) BOARD MEMBER/STAFF REPORTS:

- Richard E. Cameron & Volunteers Wilderness Preserve – VC Thomas suggests better signage to prevent motorized vehicle. Also, the kiosk in Country Cove was moved. BM Hall states it was removed and is currently in the Grants Flatwood Sanctuary. Cameron Preserve has been well maintained. The EELs project will affect the preserve and the neighbors. The animals who live in there will be chased into yards. The people who are making these decisions are not living in our area.
  - Disc Golf Sanctuary –None.
  - Thomas Eschenberg Memorial Conservation Area – Taylor suggests filling the holes near the bench.
  - Malabar Community Park – Taylor states he is amazed by how many people were using the park tonight. He estimates about 20-30 people were there before tonight's meeting. He noted that the sunshade appears to not be attached properly. Suggests a space between Pickleball and Tennis. Also suggests looking into the Memorial Wall.
  - Sandhill Trail Head – Someone was using the firepit recently. The park is getting the standard use. Could we accept a donation to allow banyan to park there? Note for kiosk.
- b) Staff Reports – Secretary Kohler informs the Board that Council approved the purchase of name badges for Town Hall staff and Committee and Board members.
- c) Next Scheduled Meeting

- February 16<sup>th</sup>, 2022, 6 PM

## 9. ADJOURNMENT

There being no further discussion. **MOTION:** motion to adjourn the meeting Hall/Taylor **VOTE:** All Ayes. This meeting adjourned at 7:10 pm.

By:

\_\_\_\_\_  
Vickie Thomas, Vice-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.

DRAFT

# TOWN OF MALABAR

## PARKS AND RECREATION BOARD MEETING

**AGENDA ITEM NO: 7.a**  
**Meeting Date: February 16, 2022**

**Prepared By: Richard W. Kohler, Deputy Clerk/Treasurer**

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**SUBJECT:** New Projects/Ideas Research

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**BACKGROUND/HISTORY:**

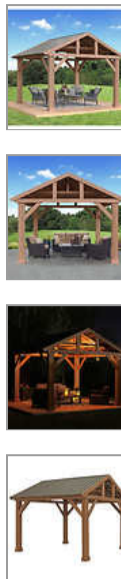
- a. At the December 15<sup>th</sup> Parks and Recreation Board Meeting, the Board discussed adding a new Pavilion, a secondary restroom at Malabar Community Park, and converting the tennis court into a pickleball court.
- b. At the January 19<sup>th</sup> Parks and Recreation Board Meeting, the Board discussed the merits of having a metal structure vs wood for the pavilion.
- c. At the January 24<sup>th</sup> Town Council Workshop, ITM Morrell discussed possible improvements to Malabar Community Park.

**ATTACHMENTS:**

- a. Quote for new Prefabricated Pavilion (Provided by T&GC Chair)
- b. Dimensions of standard Pickleball Court
- c. Excerpt from the 01/24/2022 Workshop agenda regarding park improvements.

**ACTION OPTIONS:**

- a. Discussion



## Yardistry 14' x 12' Cedar Pavilion with Aluminum Roof

Item 1185048 | Model YM12949

★★★★★ 4.5 (1377)

Your Price

\$1,999.99

Delivery Only (installation NOT included) ⓘ

### Features:

- 100% FSC Certified Wood
- Water-Based Stain
- Fully Paintable
- Assembly Required
- Overall Roof Dimensions (L x W): 14' x 12'

Earliest Delivery **Friday, January 28**

Delivery ZIP Code: **32905**  
[Change](#)

Your delivery date is not secured until you complete your order. Dates may change based on delivery address, availability and if multiple items are shipped.

Quantity selector: − 1 +

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## Product Details

Attention: As the purchaser and/or installer of this product, you are advised to consult your local city, municipality and applicable HOA guidelines for guidance on building codes and/or zoning requirements for your area before purchase. This structure may require a permit.

**Product details have been supplied by the Manufacturer, and are hosted by a third party**

### 14 x 12 Pavilion with Aluminum Roof by Yardistry

Expand your outdoor living space with the 14 x 12 Pavilion with Aluminum Roof by Yardistry. The Pavilion adds character to any area, creating the perfect setting for all your outdoor entertainment needs. Yardistry's stunning design features an aluminum roof, sturdy posts and classic plinths. The 100% natural FSC certified Cedar Lumber is finished with a beautiful Mocha brown stain that brings a warmth and distinctive feel to any space. With interior dimensions of 10' 4" x 10' 5" the Pavilion can accommodate most outdoor living furniture and dining sets. The illustrated step-by-step instructions and the helpful hints video will guide you through every step of the installation process. The 14 x 12 Pavilion by Yardistry is a multi-functional product that is perfect for any outdoor space.



[View More](#)



## Specifications

Brand	Yardistry
Color	Brown
Dimensions: W x D x H	144 in. x 168 in. x 130 in.
Frame Material	Wood
Gazebo Roof Type	Hardtop
Model	YM12949
Primary Material	Wood
Structure Shape	Rectangular

## Shipping & Returns

Delivery, in a box, to garage or curbside. It does not include installation or package removal.

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★★★★★ 4.5 | [1377 Reviews](#)



Reviews

[Write a review](#)

### Rating Snapshot

Select a row below to filter reviews.

5 ★	<input type="checkbox"/>	991
4 ★	<input type="checkbox"/>	233
3 ★	<input type="checkbox"/>	72
2 ★	<input type="checkbox"/>	30
1 ★	<input type="checkbox"/>	51

### Average Customer Ratings

Overall ★★★★★ 4.5

Most Helpful Favorable Review

# PICKLEBALL COURT CONSTRUCTION

## Line Tolerances:

- Net line to outside of NVZ line: 7' +/- 1/8"
- Net line to outside of baseline: 22' +/- 1/4"
- Outside sideline to outside sideline: 20' +/- 1/4"
- Outside sideline to centerline: 10' +/- 1/8"
- Diagonal dimension to out of lines: 48' 4" +/- 3/4"

Recommend Net Posts Extent  
12 in. Outside Sideline  
Recommend Line Widths = 2 in.

Net Height at Sideline = 36 in.  
(34 in. at Center)

Non-Volley Line

Sideline

Baseline

Centerline

Left  
Service  
Area

Right  
Service  
Area

Non-Volley Zone

48 ft. 4 in.

10 ft.

20 ft. (Inclusive of Lines)

15 ft.

7 ft.

44 ft.  
(Inclusive of Lines)



You play the best sport. Now build the best court.

Info at [USAPickleball.org/courts](https://USAPickleball.org/courts)

One of the keys to taking your pickleball game to the next level is having a convenient place to play. Whether you're setting up for serious competition, casual games with friends, or a temporary surface for an event, knowing the basics can help you get the most enjoyment out of your court. These Page 10 guidelines will get you started on building the court that's perfect for your specific needs.

## COURT LAYOUT

**Baselines:** sit parallel to the net at the end of the court.

**Sidelines:** running the length of the court.

**Non-volley zone (NVZ):** the area on either side of the net bound in by a line parallel to and 7 feet from the net and two sidelines.

**Centerline:** extends down the center from the baselines to the NVZ, dividing the court.

**Service area:** the area beyond the NVZ on either side of the centerline, including the centerline, sideline, and baseline.

## SURFACE

Any hard surface (i.e. concrete or asphalt) will suffice for outdoor gameplay, so long as it's free of debris. Grass will not allow the ball to bounce, but driveways or cul-du-sacs can work fine with enough space. Ideally, the surface area should be about 30 feet by 60 feet. For more professional and permanent outdoor court surfacing, there are sport surfacing systems and services available.

## NETTING

The net can be made out of any mesh material that will not allow a ball to pass through. It should be at least 21 feet 9 inches long, stretching from post to post; from the bottom edge to the top, it should be at least 30 inches wide. The posts should be 22 feet apart, and no more than 3 inches in diameter. Once the net is suspended from the posts across the center of the court, it should be 36 inches tall at the sidelines, and 34 inches tall in the center. The top edge of the net should have a cord or cable and it should be covered with a 2-inch tape.

## LINES

Lines can be made with chalk, tape, paint, or even crayons, but generally tape is the best option for DIY.

## INDOOR

The lines, netting, and space requirements for indoor pickleball play are the same as outdoor, but different lighting, fencing, and surfacing options are available, and should be considered. Indoor play allows for fluorescent lighting options that cannot function outside like HID and LED lights would. Indoor play also allows for different flooring options that are not feasible outdoors, like hardwood or rubberized surfaces. Fencing considerations can also vary more with indoor courts, as the surrounding environment does not pose as much a risk as it may outdoors.



## USA PICKLEBALL PORTABLE NET SYSTEM

The USA Pickleball Portable Net System (aka the USAPA Portable Net System) is the only net system distributed and used by the official USA Pickleball. It fully complies with all tournament guidelines and is made with sturdy materials that will stand up to long-term play. It can be set up within about 5 minutes using the numbered oval tubing and simple instructions.

Get yours at [USAPickleball.org/net](https://USAPickleball.org/net)

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# Suggested Allocation and Expenditure Use

<b>“Standard Allowance” is used to replace Loss of Revenue eligible use for General Government</b>	
Document Imaging – digitized public records storage.	\$60,000
Technology Software Subscription & Implementation \$20,000 Scanning Services of stored Paper documents \$40,000	
Digital PSA Signage on Malabar Road	\$38,000
Public Restroom Touchless Upgrades	\$50,000
Automatic Hand Washing Faucets, Occupancy Sensor Lighting, Automatic Soap/Sanitizer Dispensers, Hand Dryers, Auto-Flush Toilets.	
E-Signature Solution for online submissions, applications, and conversion of paper forms & corresponding informational instruction.	\$15,000
Technology Equipment for Cybersecurity & Remote Office Productivity	\$20,000
Streaming and Broadcasting Public Meetings	\$35,000
Software solution for Fire incident/EMS reporting and response, preplans and annual inspections with corresponding in-field hardware	\$25,000
Medical & PPE Supplies	\$25,000
Field Asset Tracking Instruments – GPS Enabled	\$18,000
Public Safety, Public Health, and Human Services Staff	\$72,307
Recreation Improvements to Parks Resurface Tennis Courts, Basketball Court, Playground Surface Revamp Courts/areas to multipurpose uses – ie. Pickle Ball, Futsal/Soccer Hard Surface Walking/Exercise Stations Lighting/Irrigation/Increase Parking at the Park	\$200,000
Running Total	\$558,307

# TOWN OF MALABAR

## PARKS AND RECREATION BOARD MEETING

**AGENDA ITEM NO: 7.b**  
Meeting Date: February 16, 2022

Prepared By: Richard W. Kohler, Deputy Clerk/Treasurer

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**SUBJECT:** Fern Creek Funds

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**BACKGROUND/HISTORY:**

- a. In 2020, the Town of Malabar reverted its ownership of Fern Creek Park back to the Florida Department of Transportation. For improvements made on the land, the state paid the Town approximately \$46k.
- b. In August of 2021, a DEP employee contacted TM Stinnett to follow up on the condemnation award. The 5 items identified by the state for FCT property improvement are
  - a. New Pavilion
  - b. Bird Watching Platform/Deck
  - c. Two Foot-Bridges
  - d. New Plant and Wildlife Identification Signs
  - e. Dog Park Area (Fencing, water source, trash receptacles)

**ATTACHMENTS:**

- a. E-mail from DEP employee to TM Stinnett

**ACTION OPTIONS:**

- a. Discussion

**From:** "Ventry, Rita" <Rita.Ventry@FloridaDEP.gov>

**Date:** August 23, 2021 at 7:38:07 AM MDT

**To:** Matt Stinnett <TownManager@townofmalabar.org>

**Subject: FW: Amended Grant Award Agreement - 96-019-P7A (Malabar Sanctuary Greenway )**

Good Morning Matt – This is a follow up on the recorded amendment to the Grant Award. Due to the shut down during COVID I think this just fell through the cracks but I cannot find a copy of the recorded document if you sent it back to me. Could you please send me a copy for our files. It was due by June 19, 2020. I apologize if I have overlooked where you sent it to me, but if you can resend that would be great.

Also, has the Town developed out the required elements with \$40K from the FDOT condemnation award? If not, please give us a timeline within the next 30 days by which they will be developed. These facilities are listed below:

- o New pavilion
- o Bird watching platform/deck
- o Two foot-bridges
- o New plant and wildlife identification signs
- o Dog park area (fencing, water source, trash receptacles)

If you have any questions or concerns, please let me know.

Thanks in advance.

*Rita Ventry*