



# Trails and Greenways Committee

Monday, October 11, 2021 at 6:00 pm

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

- a. **Approve Minutes**

Trails and greenways Committee Meeting of 09/13/2021

Exhibit: Agenda Report Number 4a

**Attachments:**

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

5. PUBLIC COMMENTS
6. ACTION ITEMS
7. DISCUSSION ITEMS:

- a. **Trail, Kiosk and Firebreak Conditions**

- b. **Eagles Nest Trailhead**

- c. **Updated Signage to Consider**

New & Replacement

- d. **New Fiscal Year Objectives**

Agenda Report Number 7d

**Attachments:**

- **Agenda Report Number 7c** (Agenda\_Report\_Number\_7c.pdf)

- e. **Next Field Event - TBD**

8. OLD/NEW BUSINESS

- a. **Board Member Comments**

- b. **Staff Reports**

- c. **Next Scheduled Meeting Date**

9. ADJOURNMENT

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Contact: Richard W. Kohler (rkohler@townofmalabar.org 321-727-7764) | Agenda published on  
10/06/2021 at 12:45 PM

# TOWN OF MALABAR

## TRAILS AND GREENWAYS COMMITTEE MEETING

### AGENDA ITEM NO: 4.a

Meeting Date: October 11, 2021

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

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**SUBJECT:** Approve Minutes of 09/13/2021

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**BACKGROUND/HISTORY:**

- a. Summary of Actions at the Trails and Greenways Committee Meeting of 09/13/2021.

**ATTACHMENTS:**

- a. Draft Minutes of T&GC Meeting of 09/13/2021

**ACTION OPTIONS:**

- a. Request Approval

**MALABAR TRAILS AND GREENWAYS COMMITTEE REGULAR MEETING**  
**September 13th, 2021, 6:00 PM**

This meeting of the Malabar Trails and Greenways Committee was held at Town Hall at 2725 Malabar Road.

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

Meeting called to order at 6:00 P.M. Prayer and Pledge led by Chair Thompson.

**2. ROLL CALL:**

CHAIR:	DREW THOMPSON
VICE-CHAIR:	MURRAY HANN-Excused
BOARD MEMBERS:	ANNELIE HARVEY
	BOB WILBUR
	BARBARA CAMERON
ALTERNATE MEMBER:	DANIEL WAITE (Voting for Hann)
GRANT/VALKARIA LIASON:	CRAIG SMITH-Excused
BOARD SECRETARY:	RICHARD KOHLER
INTERIM TOWN MANAGER:	LISA MORRELL
FIRE CHIEF:	MIKE FOLEY (6:07 PM)

**3. ADDITIONS/DELETIONS/CHANGES**

Secretary Kohler asked to add the swearing in of New Alternate Member Daniel Waite. With no objections heard, this item was included immediately. CM Waite read his sworn statement and signed it.

**4. CONSENT AGENDA**

**4.a. Regular Trails and Greenways Committee Mtg Minutes of 08/09/2021**

**Motion to accept by**

**All Ayes: Motion Cameron/Wilbur Carried 5-0 (all ayes).**

**5. PUBLIC COMMENTS: NONE**

**6. ACTION ITEMS: NONE**

**7. DISCUSSION**

**a. Trail, Kiosk, and Firebreak Conditions**

Secretary Kohler began by informing the Committee of the conditions in the Cameron Preserve. The trails are dry and tight. The green mesh installed during the last workday is working well, bridges are still secured, and map kiosks are clean.

**b. Eagles Nest Trailhead RFQ Award**

Chair Thompson thanked Secretary Kohler and ITM Morrell for the finishing touches to the RFP. The bid was awarded and completed by Buffalo Land Clearing. Chair Thompson then showed photos of the work accomplished. CM Wilbur spoke to some shortfalls by the contractor. ITM Morrell states that the contractor followed the parameters set by the RFP. CM Wilbur expressed concern with some of the extra trees removed, and organics left. ITM Morrell states the contractor still has several weeks left to complete the work.

Chair Thompson then began discussing the fill and stabilizer. ITM Morrell states that traditionally P.O.s stop going out 30 days before the end of the fiscal year. ITM Morrell recommended allowing the fund balance to go to the general fund, and request extra

funds as needed next year. Chair Thompson states he understands the theory and supports it. CM Wilbur states the next step of the project should be adding fill on the fence line. There are carpenters and wood ready to build the fence line. ITM Morrell states we can also install the culverts soon as well. Chair Thompson asked about the feasibility of adding a well. ITM Morrell states that would be a good idea to include water for horses. Potable water will be difficult but not impossible. Artesian Fire Well would be a good target. ITM Morrell states the procurement is described in the Town Charter, and we will follow that. Chair Thompson stated in the next year the committee can work on a RFP for the well. CM Wilbur suggests EELs get a handicap portlet at their trailhead for dual use. Final recommendation is to prep the road, then the fence.

**c. Remaining F.Y. 2020/2021 Trails and Greenways Funds**

Chair Thompson suggested spending the remainder of the funds on a future prefabricated trail shelter but acknowledges that with new information that is not appropriate tonight. He advises Committee Members to think about this for a future meeting.

**d. October 30<sup>th</sup> Mobility Week Ride T&GC Sponsorship Planning (T.P.O.)**

Sarah Kraum from the SCTPO asked about Malabar hosting a Mobility Week Ride. Due to COVID-19 uncertainty, Chair Thompson suggests we postpone the ride until next year. CM Cameron suggests reaching out to local bike shops for prizes and grab bags. Chair Thompson states VC Hann is well connected in those stores.

**MOTION: CAMERON/HARVEY to plan to host/sponsor a Mobility Week Ride next year. (5-0) All Ayes**

**e. Next Field Event – T.B.D.**

Chair Thompson states we wait to schedule a trail day. CM Wilbur agrees. Chair Thompson suggests all Committee members walk the ENT and think of ideas, and possible trees to plant there.

**8. OLD/NEW BUSINESS**

**a. Old Business:**

Chair Thompson stated that he combined many of the past T&GC Grants and files and made them accessible to the Fire Chief for future consideration on grants. Chair Thompson then described the possible dry hydrant in Jordan Scrub. Chair also suggests the Town of Malabar create a central database for grants. ITM Morrell states that is already in place. CM Cameron heard rumors that Malabar is going to become a Tree Town. CM Harvey states a project on Goat Creek from Valkaria Road should be a good back pocket project. CM Harvey also stated that the next Malabar Community Market will be September 25<sup>th</sup>. Secretary Kohler stated he will be representing the T&GC.

**b. New Business:**

- Next Regular Meeting- October 11<sup>th</sup>, 2021

**9. ADJOURN**

There being no further business to discuss;

MOTION WILBUR/WAITE . Vote: All Ayes. The meeting adjourned 7:26 PM.

BY:

\_\_\_\_\_  
Drew Thompson Chair

10/11/2021

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Date Approved: as presented:

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Richard W. Kohler, Board Secretary

# TOWN OF MALABAR

## TRAILS AND GREENWAYS COMMITTEE MEETING

**AGENDA ITEM NO: 7.C**  
Meeting Date: October 11<sup>th</sup>, 2021

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

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**SUBJECT:** New Fiscal Year Objectives

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**BACKGROUND/HISTORY:**

- a. October 1<sup>st</sup> marks the beginning of the 21/22 Fiscal Year
- b. Due to mostly to COVID-19, over the past two years the Trails and Greenways Committee has been unable to spend the entire budgeted funds.
- c. By utilizing a project development list and through group prioritization, this Committee should be able to spend its entire allotted budget.

**ATTACHMENTS:**

- a. Quickbooks Reports on Fund Balance for 18-19, 19-20, & 20-21

**ACTION OPTIONS:**

- a. Discussion/Review.

12:27 PM

10/06/21

Accrual Basis

**Town of Malabar**  
**Transaction Detail By Account**  
**October 2018 through September 2019**

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
<b>N Parks &amp; Recreation</b>									
<b>001-572.4930 Other Cur Ob-T&amp;G</b>									
Bill	02/12/2019		BB&T Bank	host gator		20000 · Accoun...	15.00		15.00
Bill	08/20/2019		BB&T Bank	July expenses		20000 · Accoun...	203.40		218.40
Bill	09/17/2019		McGraphiX Signs LLC	Inv 00831 T&G		20000 · Accoun...	790.08		1,008.48
Bill	09/23/2019		Southern Pine Lumb...	Order 14445700		20000 · Accoun...	844.70		1,853.18
Bill	09/30/2019		BB&T Bank	Sept		20000 · Accoun...	1,192.78		3,045.96
Total 001-572.4930 Other Cur Ob-T&G							3,045.96	0.00	3,045.96
Total N Parks & Recreation							3,045.96	0.00	3,045.96
<b>TOTAL</b>							<b>3,045.96</b>	<b>0.00</b>	<b>3,045.96</b>

**Town of Malabar**  
**Transaction Detail By Account**  
 October 2019 through September 2020

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
<b>N Parks &amp; Recreation</b>									
<b>001-572.4930 Other Cur Ob-T&amp;G</b>									
Bill	03/11/2020		BB&T Bank	Feb		20000 · Accoun...	53.77		53.77
Bill	06/04/2020		Staples Palm Bay	2069874843 T...		20000 · Accoun...	24.99		78.76
Bill	06/26/2020		BB&T Bank			20000 · Accoun...	23.74		102.50
Bill	08/07/2020		BB&T Bank			20000 · Accoun...	827.36		929.86
Total 001-572.4930 Other Cur Ob-T&G							929.86	0.00	929.86
Total N Parks & Recreation							929.86	0.00	929.86
<b>TOTAL</b>							<b>929.86</b>	<b>0.00</b>	<b>929.86</b>

**Town of Malabar**  
**Transaction Detail By Account**  
 October 2020 through September 2021

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
<b>N Parks &amp; Recreation</b>									
<b>001-572.4930 Other Cur Ob-T&amp;G</b>									
Bill	03/10/2021		BB&T Bank	Feb		20000 · Accoun...	17.99		17.99
Bill	07/15/2021		BB&T Bank	June		20000 · Accoun...	447.94		465.93
Bill	08/10/2021		BB&T Bank	July 1078		20000 · Accoun...	203.40		669.33
Bill	09/17/2021		Buffaloe Land Clearing	PO 202138 ENT		20000 · Accoun...	3,281.00		3,950.33
Bill	09/17/2021		Buffaloe Land Clearing	PO 202138 ENT		20000 · Accoun...	0.00		3,950.33
Total 001-572.4930 Other Cur Ob-T&G							3,950.33	0.00	3,950.33
Total N Parks & Recreation							3,950.33	0.00	3,950.33
<b>TOTAL</b>							<b>3,950.33</b>	<b>0.00</b>	<b>3,950.33</b>