



**Town of Southwest Ranches  
Parks, Recreation, Forestry and Natural Resources  
Advisory Board Meeting Agenda**

Tuesday  
February 14, 2023  
7:00 pm

Town Hall  
13400 Griffin Road  
Southwest Ranches, FL 33330

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**Board Members**

Chris Brownlow, Dena Butler, Debra Goff-Rose, Debbie Green,  
Wendi Halberg, Laurie Morse, Catalina Stubbe

**Council Liaison**

Gary Jablonski

**Staff Liaison**

December Lauretano-Haines

**Emeritus**

MaryGay Chaples, Aster Knight

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**A. ROLL CALL**

**B. PLEDGE OF ALLEGIANCE**

**C. AGENDA AS FOLLOWS**

**D. NEW BUSINESS:**

- Adopt Town of Southwest Ranches Recreation, Forestry and Natural Resources Advisory Board Meeting Minutes for January 2023.

**E. OLD BUSINESS:**

- The Town of Southwest Ranches Recreation, Forestry and Natural Resources Advisory Board Adopted Meeting Schedule for 2023 is attached.
- Follow up/Maintenance report attached for the Board's review and discussion.

**F. AGENDA PREP FOR NEXT MEETING**

**G. BOARD MEMBER COMMENTS**

**H. Chairperson's quote of the month:**

*"All life is part of a complex relationship in which each is dependent upon the others: taking from, giving to, and living with, all the rest." - Jacques Yves Cousteau*

**I. STAFF COMMENTS**

**J. HOA/PUBLIC COMMENTS**

**K. ADJOURNMENT**



**Town of Southwest Ranches  
Parks, Recreation, Forestry and Natural Resources Advisory Board  
Minutes**

January 10, 2023  
7:00 pm

**Board Members**

Chris Brownlow, Dena Butler, Debra Goff-Rose, Debbie Green, Wendi Halberg,  
Sheryl Melson, Laurie Morse, Catalina Stubbe

**Emeritus**

MaryGay Chaples, Aster Knight

**Council Liaison**

Gary Jablonski

**Staff Liaison**

December Lauretano-Haines

**Members present:**

Chris Brownlow  
Debbie Green  
Laurie Morse  
Dena Butler  
Debra Goff-Rose  
Wendi Halberg

**RFNRAB Members absent:**

Cataline Stubbe

**Staff present:**

December Lauretano-Haines

**Council present:**

Gary Jablonski  
Steve Breitkreuz  
Bob Hartmann

**Others present:**

Call to order at 7:10 PM

The members present reviewed the minutes of the September 2022 meeting.

Wendi Halberg motioned to approve the September 2022 minutes. Debra Goff-Rose seconded and the motion passed unanimously.

Wendi Halberg motioned to approve the Meeting Calendar for 2023. Debra Goff-Rose seconded and the motion passed unanimously.

Wendi Halberg motioned to nominate the current board members to continue in their present positions for the new year. Debra Goff-Rose seconded and the motion passed unanimously.

The Chair thanked the members for their service over the past year. Couple of upcoming events; Country Fair and Carnival (Jan 13-16<sup>th</sup>) and Fun Horse Show (Feb 11<sup>th</sup>)

Staff gave her maintenance report. Calusa Corner had planting last year and going to add a little more with no effect on budget. Mulch is coming in from a donor, which will then be topped with surface material on the playground area. In regard to the fence at Country Estates Park, we are having difficulty with the "piggy back" vendor to honor the proposal they submitted months ago as costs have gone up. Good news is the ballfield is still in pretty good shape. Graffiti was found at the Country Estates Park. The material to clean the graffiti has been ordered and the contractor will clean once received. There are plumbing issues at the park and temporarily out of order. Hopefully repairs can be done this week. Discussion brought up what was the cost and where did funds come from for the entryway to the Equestrian Park. Staff will follow up

with that information. The shade for over the slide at Country Estates Park has run into some procurement issues. Equestrian Park electric issues are somewhat back under control. Some user groups using the Equestrian Park have asked for a small storage space area. Rolling Oaks Park is doing well with the wetland improvements. There are some electrical issues at the Rolling Oaks Barn. Septic tank pumped out this week. Southwest Meadows Preserve at SW 163<sup>rd</sup> is planned to have Clusia planted off of the fence line. The Town met the required goals to continue to be designated a Tree City USA. The carnival is this weekend. There's a QR code to scan to purchase tickets in advance at a reduced price. December shared the prototype of the design submitted by the artist to extend the mural wall at Founder's park.

If a board member has an item they wish to be included on the next agenda, please email December.

The Farmer's Market has requested to continue year-round. May adjust the hours.

Mayor brought up that Broward County approached the Town to add some air quality equipment in Town. They are investigating the Broadwing Site as a potential location.

Mayor's call will be on Wednesday, January 11<sup>th</sup>.

If you'd like to submit a quote for the next meeting, please send to December.

There being no further business to discuss, the meeting adjourned at 8:10 pm.



Generally, 2<sup>nd</sup> Tuesday each month  
7:00 pm

Southwest Ranches Town Hall  
13400 Griffin Road  
Southwest Ranches, FL 33330

**Town of Southwest Ranches  
Recreation, Forestry and Natural Resources Advisory Board  
2023 Adopted Meeting Schedule**

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**Board Members**

Chris Brownlow, Dena Butler,  
Debra Goff-Rose, Debbie Green, Wendi Halberg,  
Laurie Morse, Catalina Stubbe

**Council Liaison**

Gary Jablonski

**Staff Liaison**

December Lauretano-Haines

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**2023 Adopted Meeting Schedule**

**Tuesday, January 10**

**Tuesday, February 14**

**Tuesday, March 14**

**Tuesday, April 11**

**Tuesday, May 9**

**Tuesday, June 13**

**Tuesday, July 11– NO MEETING - HIATUS**

**Tuesday, August 8**

**Tuesday, September 12**

**Tuesday, October 10**

**Tuesday, November 14**

**Tuesday, December 12– NO MEETING – HIATUS (optional)**

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**1/10/23, 2/14/23, 3/14/23, 4/11/23, 5/9/23, 6/13/23, 8/8/23, 9/12/23, 10/10/23,  
11/14/23, 12/12/23**



**Town of Southwest Ranches  
Recreation, Forestry and Natural Resources Advisory Board  
Follow up/Maintenance Report**

Tuesday  
February 14, 2023

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**Board Members**

Chris Brownlow, Dena Butler, Debra Goff-Rose, Debbie Green,  
Wendi Halberg, Laurie Morse, Catalina Stubbe

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**CALUSA CORNERS**

- **Butterfly planting:** The 2022 planting has completed its growth cycle. Staff would like to plant another event for Earth day if the Board members would like to promote this.

**COUNTRY ESTATES PARK**

- **Restrooms:** An issue with flushing commodes/septic lines is being investigated in men's and women's rooms. Currently, restrooms are still closed due to daily stoppages reported by facilities crew.
- **Shade for Playground:** Item will be a Program Modification request in FY 24 budget season.

**EQUESTRIAN PARK**

- **Irrigation / Electricity issue:** Issues continue to arise driving up cost of electricity. Irrigation contractor is monitoring operation of the recharge system as potential cause for current issues.
- **Restrooms:** An issue has arisen with vandalism at this location, wherein the restrooms have been littered with excessive wet toilet paper on at least one occasion, as reported by facilities crew.

**ROLLING OAKS PARK**

- **Electricity issues:** Staff is working with Electrician to investigate electrical issues. Repairs will be completed as soon as possible.
- **Restrooms/Septic:** Septic system was cleaned and emptied. Septic lines were cleared after stoppage occurred in men's and women's rooms.
- **Restrooms/Vandalism:** On Saturday January 14 at approximately 2:45 pm, four teens entered and exited the men's and women's rooms multiple times with a backpack. At 4 pm, The Town's facilities contractor arrived to perform a pre-reservation inspection and discovered 2 urinals and 2 mirrors broken in the men's room. The women's room drain lines were also later discovered to have been clogged with an excessive amount of toilet paper. Police report was filed, video was reviewed and the suspected vandals have been identified. An incident investigation and follow up by Davie PD is in progress and is anticipated to bring restitution.

**SOUTHWEST MEADOWS SANCTUARY PARK AND PRESERVE**

- **Planting work along 163<sup>rd</sup> Avenue fence line:** will be completed per the Town Administrator's communication with the donor of the plants.

**EVENTS**

- Southwest Ranches **Farmers Market** ongoing on Saturdays at Southwest Meadows Preserve
- **Water Matters Day** Saturdays March 11, Tree Tops Park, Davie 9 am – 3 pm