



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

Tuesday
November 9, 2021
7:00 pm

Town Hall
13400 Griffin Road
Southwest Ranches, FL 33330

Board Members

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

Council Liaison

Gary Jablonski

Staff Liaison

December Lauretano-Haines

Emeritus

MaryGay Chaples, Aster Knight

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 October 2021.
- A new member has been invited to join the Board and is working on her paperwork. The Board welcomes Catalina Stubbe to service.

E. OLD BUSINESS:

F. Update on Park Reservation policies

- Follow up/Maintenance report attached for the Board's review and discussion.

G. AGENDA PREP FOR NEXT MEETING

H. BOARD MEMBER COMMENTS

I. Chairperson's quote of the month:

" Preserve and cherish the pale blue dot, the only home we've ever known. "—Carl Sagan

J. STAFF COMMENTS

K. HOA/PUBLIC COMMENTS

L. ADJOURNMENT



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

October 12, 2021
7:00 pm

Board Members

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

Emeritus

MaryGay Chaples, Aster Knight

Council Liaison

Gary Jablonski

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December Lauretano-Haines

Members present:

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

RFNRAB Members absent:

Sheryl Melson
Wendi Halberg

Call to order at 7:07 PM.

The members present reviewed the minutes of the September 2021 meeting.

Debra Goff-Rose motioned to approve the minutes of the September 2021 meeting. Dena Butler seconded and the motion passed unanimously.

The Chair continued the conversation from the last meeting about different groups that meet at the Town Parks. Discussed possible conflicts between groups that meet at the park and those that have a reservation. The last time changes were adopted into the town policy was in 2016. At that time the policy was set to allow two events per week. There is currently a group meeting nine times per week, without interfering with the use of the park by residents. The board discussed potentially making a recommendation to the Council that would prioritize individual reservations to those that have requested recurring meetings to a lower priority, and to also review the policies at all the Town's parks and organize so that all rules that are the same across the parks are consistent and grouped together, and then the rules that are unique to each individual park. Staff will prepare a report reflecting the rules in common and those that are unique. Staff will also bring back proposed language for the board to consider ways to deal with the one-time reservations and recurring, less formal reservations (currently in non-compliance). Staff shared that the Town's website is being revamped and will include a calendar of the park reservations. For now, confirmed reservations are posted on the web calendar.

The board discussed that we should be consistent in the use of bulletin boards at the parks in the Town. Discussed replacing bulletin boards and having a policy where all notices are removed on the 1st of the month so that the content is not allowed to become stale.

Staff presented an update on maintenance and usage at the Town's parks. The Equestrian Park playground upgrades are almost complete. The budget has passed for Calusa Corners planting project to connect the wetland and natural areas to the playground and parking areas. The town will use native and beneficial exotic plantings. Staff has applied for a grant to supplement the funds approved in the budget. We'll keep

adding to the QR codes for the plants throughout the parks. The Park Foundation is looking to hold a fundraising event at Southwest Meadows Sanctuary Park. Some of the Councilmen have gone out to look at the historical building and saddle cabinet to see how we can preserve it best. The building is in a declining state and was also found to have a bee problem. Rolling Oaks Park trail improvement is in progress and will soon be completed. Still waiting for replacement components for the fitness trail. At Country Estates Park (fishing hole), the replacement of worn playground signs is complete. Additional cleaning and replacement of worn hardware is scheduled. Staff is researching how to best improve the ball field that fits within our budget. We are also continuing to research what it would require to have a Farmer's Market in town.

Jim has spearheaded a public safety and traffic advisory committee that will begin in January 2022

There being no further business to discuss, the meeting adjourned at 8:25 pm.



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

Tuesday
November 9, 2021

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Wendi Halberg, Sheryl Melson, Laurie Morse

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FOUNDERS' TRAILSIDE PARK

This park is open for passive use.

- ✓ **Mural Wall:** The wall was prepped by CVS. The artist has recently informed the Town that she needs a different kind of paint to be used. Staff is working to resolve the issue.

EQUESTRIAN PARK

- ✓ **Playground upgrade:** Replacement of worn playground components is near complete. Thorough cleaning and hardware replenishment will be completed thereafter.
- ✓ **User groups/Reservation Policies:** Staff is still gathering information from other municipalities and will identify refinements to the process we are following. User groups who host regular daily/weekly meetings are in regular contact and have expressed desire to be in partnership with the Town. They have assisted with cleanup and documenting issues, etc. Staff sees a potential benefit and is working on the altered application for such regular uses. Occasionally, other users have complained about the time range limitation posed by these regular uses at the facility.
- ✓ **Bulletin Board:** A magnetic outdoor bulletin board is on order and will be installed in this location. If the amenity is well-received and suits the purpose, staff will place similar ones at Country Estates and Rolling Oaks.

CALUSA CORNERS

Park is open for passive use.

- ✓ **2022 Planting improvements:** The project to add native plantings on the site will be completed in spring summer 2022. By then, staff anticipates learning the outcome of our application for grant funding to support the project.

SOUTHWEST MEADOWS SANCTUARY and 5-ACRE TOWN-OWNED PARCEL

- ✓ **Events:** The parks foundation is working on adapting this site for a new annual fundraising event, the first of which is being considered for mid-January 2022.
- ✓ **Historical Home/Donated Artefacts:** Bee experts have advised on the infestation.

ROLLING OAKS PARK

- ✓ **Trail access:** This improvement was delayed but will soon be completed..
- ✓ **Fitness Trail upgrade:** Awaiting delivery of replacement components. Other repairs will be made when parts are in hand.
- ✓ **Wetlands upgrade:** Improvement of wetlands and maintenance is planned to be completed this fiscal year.

COUNTRY ESTATES PARK

Park is open for passive use. Requests for reservations are now being accepted for June.

- ✓ **Playground upgrade:** Replacement of worn playground signs is complete. Additional cleaning and replacement of worn hardware is scheduled.
- ✓ **Entrance Feature Call for entries:** Call for entries appeared in the September, October and November issues of *the Southwest Rancher*. Deadline for entries is November 15. No calls or requests for information have yet been received.
- ✓ **Ballfield Improvement:** Staff is working with turf experts from other cities and Broward County and is planning a volunteer project to spread 3 pallets of donated rye seed as soon as it can be arranged.

FRONTIER TRAILS PARK

This park is open for passive use.