



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

Tuesday
June 14, 2016
7:00 pm

Town Hall
13400 Griffin Road
Southwest Ranches, FL 33330

Board Members

Rose Allbritton, Chris Brownlow, MaryGay Chaples, Lana Eichel, Debra Goff-Rose, Debbie Green, Nancy Hartmann, John Herring, Aster Knight, Debbie Mantel, Marie Nix, Karen Parkerson, Kathy Sullivan

Council Liaison

Gary Jablonski

Staff Liaison

December Lauretano-Haines

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. AGENDA AS FOLLOWS

D. FILING:

- Excuse absences: Karen Parkerson, Marie Nix, Lana Eichel
- Adopt Town of Southwest Ranches Recreation, Forestry and Natural Resources Advisory Board Meeting Minutes for May 2016.

G. NEW BUSINESS:

H. OLD BUSINESS:

- Amendment of the Rolling Oaks Park Policy. A copy of the revised policy is attached. Revisions include Staff recommendations and community input as requested by the Board. New provisions are shown in underline mode. Changes / deletions are shown in ~~strikethrough~~ mode.
- Update on the Trailside Park/"Founder's Park" proposed improvement.
- Follow up/Maintenance report attached for the Board's review and discussion.

I. AGENDA PREP FOR NEXT MEETING

J. BOARD MEMBER COMMENTS

K. STAFF COMMENTS

L. HOA/PUBLIC COMMENTS

M. ADJOURNMENT

**Town of Southwest Ranches
Recreation, Forestry and Natural Resources**

Meeting Minutes

Tuesday, May 10, 2015, 7:00 P.M.

Town Hall
13400 Griffin Road
Southwest Ranches, FL 33330

RFNRAB Members Present:

MaryGay Chaples

Rose Allbritton

Chris Brownlow

Nancy Hartmann

John Herring

Aster Knight

Debbie Green

Debra Goff-Rose

Lana Eichel

Karen Parkerson

Kathy Sullivan

Marie Nix

RFNRAB Members Absent:

Debbie Mantel

Others Present:

Newell Hollingsworth

John Bramhall

Diana Bramhall

Steve Roschelle

Council Present:

Gary Jablonski

Staff Present:

December Lauretano-Haines

Call to order at 7:05 P.M. A quorum was established.

Aster Knight motioned to approve the minutes of the April meeting. Nancy Hartmann seconded and the motion passed unanimously.

Debra Goff-Rose motioned to excuse the absence of the members listed above. Debbie Green seconded and the motion passed unanimously.

The members present discussed the policy for reservations at the Rolling Oaks Barn. The Chair briefed the members present with regard to recent problems and those associated with special rates for Residents.

The Chair addressed members present and requested input from Rolling Oaks Residents present, who have experienced discomfort with results of the current reservation policy.

Items brought forward by residents and discussed:

Move parking to front of building

Do not allow parties every single weekend

Supervision should be required

The Chair asked if a visual barrier placed on the south side of the parking area might assist in preventing adjacent residents from being disturbed by lights from reservation activity.

Councilmember Jablonski reviewed the list of potential solutions discussed:

Extend the length of the period for loss of rental for individuals in noncompliance

Institute a fee for exterior use \$1500/\$750

Limit the number of persons for exterior rentals 150

Limit the exterior reservations to once per month

Require a full-time attendant for reservations - no limits or conditions discussed

Institute a mandatory attendant fee structure

Make one weekend per month a blackout weekend. Legal to do this?

The members present also discussed raising the rates for reservations, raising only security deposit fees and not rental rates.

<p>Debbie Green motioned to have the Board review the current policy for reservations at Rolling Oaks park as an agenda item for the June 14, 2016 meeting. Aster Knight seconded and the motion passed unanimously.</p>
--

There being no further business to discuss, the meeting adjourned at 8:43 P.M.

Exhibit "A"
Town of Southwest Ranches
Rolling Oaks Park Policy

1. The Rolling Oaks Park shall be open to the public between sunrise and sunset.
2. Reserve use of the park amenities is on a first-come, first-served basis.
3. Any organized gathering seeking to utilize an ~~indoor~~ park amenities requires a reservation at least one week in advance. The exterior areas, East meeting and Community rooms may be reserved (see Attachments 1 through 3 for details). Anyone seeking to reserve park facilities must sign all forms acknowledging that they have read and understand the Park Policies, Rules, and Regulations.
4. Park users shall take extreme care not to disturb equestrian users of the Park and shall never approach any horse without the owner's permission. Horse riders must be able to share outdoor park amenities with other park users.
5. Children shall be under adult supervision at all times.
6. All users of the park facilities must clean up after themselves and their guests. Trash, including but not limited to decorations, must be disposed of properly. This includes all debris generated by barbecuing or food service activity, if applicable.
7. The Town of Southwest Ranches shall not be responsible for any loss of personal property or injury by fire, theft, accident, or natural incident at the park.

Parks Policy – Prohibited Activities

Although park users are urged to check with the Town to see if their proposed activities will be acceptable, the following is a non-exhaustive list of prohibited activities:

1. Use of the park for events with inflatable equipment that utilize water is prohibited.
2. Use of the park by commercial vendors or enterprises, and for-profit purposes are prohibited.
3. Stapling, taping, tacking, or any affixation to park facilities is prohibited. Balloons, glitter, sequins, confetti, and similar materials are prohibited.
4. Service or sale of alcoholic beverages shall be permissible only by approved reservation and permit.
5. No glass containers shall be allowed in the park.
6. Parking shall only be in designated areas; all unloading shall occur only in the designated parking areas.
7. Postings of signs and/or notifications ~~shall be prohibited~~ must be approved by Town's staff or designee.
8. All animals shall be under control at all times and domestic pets shall be on a leash of 6 feet or less. Feeding and/or harassment of wildlife is prohibited.
9. Display or discharge of any firearms, fireworks, explosives, paintball guns, and/or similar types of weapons and items is strictly prohibited.
10. No swimming, wading, or boating.
11. No fires or overnight camping. Barbecuing is permitted in designated areas only on Town equipment, (if installed) by approved permit holders.
12. No reservations will be allowed for multi-night activities.
13. No reservations will be allowed for regular weekly or monthly events by groups other than the Town.
14. No organized picnic outing, event, or assembly of more than ten (10) people without a reservation. This includes, but shall not be limited to, parades, drills, maneuvers, sports, skills, or contests.
15. The Town Council or Administrator at its sole discretion reserves the right to grant exceptions to this policy, to waive any informality, non-material irregularity or technicality or take any other such actions that may be deemed to be in the best interests of the Town.

Attachment 1
Town of Southwest Ranches
Rolling Oaks Park Facility Rental

The Town's Rolling Oaks Park has meeting facilities that may be rented; however, for-profit activities will not be allowed in the park at any time.

Rules and Regulations:

1. The park has exterior areas, "East meeting room" and "Community room" facilities that may be rented. The approved rental of the facility/ies entitles the person the exclusive use of the rented facility/ies only. Restrooms, parking, and other park facilities shall remain open to the general public at all times. The rental of the East meeting room restricts the use to a maximum capacity of sixteen (16) guests. The rental of the Community room restricts the use to a maximum capacity of one hundred forty-four (144) guests. The rental of the exterior areas restricts the use to a maximum capacity of one hundred fifty (150) guests.
2. Rental of the exterior areas is limited to 2 events per month.
3. All reservations require a Town-contracted attendant to be present. (Rates on Attachment 3)
4. Reservations are not allowed for multi-night activities.
5. Reservations are not allowed for regular weekly or monthly events by groups other than the Town.
6. All events held in interior areas must end by 11:00 pm, with facility to be cleaned and vacated no later than midnight / 12:00 a.m.
7. Events held in exterior areas on Sundays must end by 6:00 pm, with facility to be cleaned and vacated no later than 8:00 p.m.
8. The Rolling Oaks Park Policy (~~Page 4~~) shall apply to all persons utilizing the park property. All permit holders shall take all necessary steps to make sure that their guests follow the Park Policy.
9. Children shall be supervised at all times. Any person or persons violating Amenity Rental or Park Rules and Regulations or, in the opinion of the Town constituting a public nuisance or potential hazard to public or park property, or exhibiting disorderly conduct, shall be asked to exit the park property. No refunds shall be given to any person or persons asked to leave the park.
10. Any person holding a permit to rent a park amenity shall be responsible for their vendor(s') personnel, vehicles, and equipment and said vendor(s') compliance with all policies, rules, and regulations.
11. Barbecuing is permitted, only by approved permit holders on Town equipment (if installed) in designated areas. The following rules apply to barbecuing activities:
 - NEVER use gasoline or kerosene to start the fire.
 - After using starter fluid, cap the container and move it away from the fire. NEVER add any type of starter fluid once the coals are burning.
 - To stop flare-ups, move cooking grid up and spread out coals.
 - Disposal of ashes: wrap in foil and place in an empty non-combustible container.
 - Ash Disposal before fully cooled: soak completely in water before placing in non-combustible container.
12. Bounce houses or inflatable equipment that do not utilize water are permitted, to approved permit holders only, only in areas designated by Town's staff or designee.
13. Tents and other temporary event furnishings are permitted, to approved permit holders only, only in areas designated by Town's staff or designee.
14. Live bands, musicians, disc jockeys, and any other amplified sound used for an event may only be located inside the building or on the north side of the exterior, in areas designated by Town's staff or designee.
15. Applicants must specify in their rental application whether barbecuing activity/ies will be included and any vendors that will serve the event (i.e., pony rides, food, etc.).
16. Pony ride vendors or other livestock vendors hired for permitted parties must provide proof of negative coggins and any other health certificates as may be required by Broward County for all livestock that will be brought to the park. (This information must be presented upon request at the time of the event.)

17. Applicant MUST present a valid driver's license, State photo ID, or other approved form of government issued identification when submitting an application.
18. All reservations shall require a full-time attendant, arranged by the Town
19. The Town will not process incomplete applications. All required documentation and fees must be submitted at the time of application.
20. Noncompliance with the Town's stated policies may result in the revocation of the permit, loss of cleanup/security deposit, and refusal of any subsequent permit applications ~~for up to one year.~~

Applicant acknowledgement of rules (initial acknowledgement of each):

- All Rental fees and Security/cleanup deposit is are due at the time of booking. Reservations will not be held without payment.
- Renters will have exclusive access to the rented ~~rooms~~ facility/ies only.
- No open flames will be allowed in the building
- Smoking is prohibited in the building at all times.
- The renter listed on the reservation is the sole liaison between the event and the Town of Southwest Ranches.
- Renters are responsible for set-up, break-down and clean-up of the rental facility/ies. Additional fees apply for table and chair set-up/break-down and clean-up performed by the Town.
- Facility/ies, including kitchen, must be cleaned to "broom finish."
- Renters must include set-up, break-down and clean-up within the rental time period. Time frames must be strictly adhered to. No refund of the security deposit will be made if the facility is not vacated promptly at the end of the rental period.
- Table and chair set-ups are not to block any exits or doors.
- All furniture will remain in the interior of the building or breezeways at all times.
- All doors are to remain closed at all times. Do not prop doors open for any length of time.
- Decorations in the facility/ies shall exclude the use of nails, tape, staples, pins on the walls, any adhesives on the doors, windows, furniture, tables, chairs, ceilings or any outside structure. Nothing can be hung from or affixed to the lights, drapery hardware or drapes, ceiling, or ceiling fans. Glitter, sequins, balloons, rice and confetti are prohibited.
- Outdoor decorations must be approved by park management.
- All decorations, including string or tying material must be removed completely within the permit time.
- Remove all trash and place in bins. Nothing may be left overnight.
- All service agencies such as florists, caterers, disc jockey are to must deliver and pick up/or drop off any items only during your rental time.
- Failure to clean the facility properly or any violation of park rules will result in loss of deposit.
- Any property damaged by the rental or guests will be replaced/repared by the party to at least equal value of the property.
- Parking: All vehicles must park only in designated areas. Vehicles are not permitted on the grass "hill" area between the building and the driveway.
- Distribution/consumption of alcoholic beverages on site is are not permitted unless pre-approved by the Town through submission of required event permit(s) and insurance.
- ~~Based on the nature of the event, the renter may be required to hire an off-duty detail officer or additional staff.~~
- I have read, understand and agree to abide by The Town of Southwest Ranches Rolling Oaks Park Policy. I will assume full responsibility for cleaning the facility/ies and returning the furnishings to their original position and otherwise have the facility/ies ready for inspection following the rental.
- I understand and acknowledge that I assume full responsibility for any and all damage done to the facility/ies or furnishings during the period of my reservation.

Attachment 1

Town of Southwest Ranches

Rolling Oaks Park Facility Rental, continued

Pavilion Rental – Fees, Payment, and Insurance:

1. Full payment for rental, fee including attendant fees and security deposit is due at the time of application. All fees are subject to sales tax.
2. Facility Rental, Attendant, and Cleanup/Security Deposit fees are set forth in Attachment 3.
3. Payment may be by credit, cash, check, or money order. If paid by check, a picture I.D. must be presented. Checks should be made payable to the Town of Southwest Ranches.
4. If applicant pays by check, the application must be submitted three (3) weeks prior to the event for funds to be processed. Application MAY BE denied, and the applicant will be responsible for all fees, including legal costs and fees, that may result from insufficient funds.
5. Credit card transactions require an additional 2.75% processing fee.
6. All vendors hired for any permitted party (i.e., pony rides, food vendors, etc.) will be required to provide a current Certificate of Insurance evidencing liability coverage in the amounts set forth in Attachment 3. This information must be submitted at the time of application.
7. If application is denied for any reason, the deposit and rental fee will be returned in full.

Setup/Cleanup/Security Deposit:

1. Cleanup/security deposit is due at the time of application. The Town will inspect the facilities before and following the event.
2. Decorations shall not be stapled, taped, nailed, tacked, or adhered in any way to park property.
3. All decorations, including tying material, must be removed completely and disposed of properly within the permit time.
4. All trash shall be picked up and placed in receptacles. If amount of debris exceeds receptacle space, the permit holder is responsible for removing trash from the property as a part of cleanup.
5. Permit holder is responsible for cleanup and removal of all debris generated by rental activity.
6. After the event, if the facility has been sufficiently cleaned to “broom finish,” as determined by the Town, the deposit will be returned to the permit holder within two (2) weeks.
7. All costs associated with any damage, trash removal, or other expenses incurred by the Town will be deducted from the security deposit. If cleanup costs exceed the deposit amount, the Town will use all means available to collect from the permit holder; and if not paid, the person will be prohibited from future use of the facilities. Any property damaged by the permit holder or a guest will be replaced/repared at the sole cost and expense of the permit holder.
8. Failure to complete “broom finish cleanup,” or clean the facility properly or any violation of park rules will result in the complete loss of the security deposit.
9. No refund of the security deposit will be made if the facility is not vacated promptly at the end of the rental period.
10. Applicant MUST initial acceptance of these terms at the time of submission of the application.

• **INITIAL:** _____

Cancellation:

1. ~~The rental and attendant fees~~, and security/cleanup deposit will be refunded, less \$75 for administrative costs ~~by the Town~~, if the Town is notified in writing of the cancellation at least one (1) week prior to the scheduled event.
2. If the Town is notified of the cancellation less than one (1) week prior to the scheduled event, only the security deposit will be refunded.

• **INITIAL:** _____

Attachment 2
Town of Southwest Ranches
Application for Rolling Oaks Park Facility Rental

Date of Application: _____ Date of Rental: _____ Time of Rental: _____ to _____

Applicant Name: _____

Address: _____

City/State/Zip: _____

Phone Number: Home: _____ Cell: _____ Email: _____

Driver's License Number or Photo ID Number (attach copy): _____

Number of attendees expected: _____

Facility/ies to be rented (circle one or both, insert # of tables and chairs):
East room / Community room / tables: _____ / chairs: _____

Will event include Sales or service of alcoholic beverages? (Circle answer) Yes / No

Additional Person to Contact, Name: _____

Phone Number: Home: _____ Cell: _____ Email: _____

List participating vendors (i.e., bounce house vendor, pony rides, clowns, face painters, food vendors, etc.):

Company Name*: _____

Contact Person: _____

Type of Service vendor will provide: _____

Phone Number: (Business) _____ (Cell) _____

Policy Number on Certificate of Insurance (attach copy to application): _____

Company Name*: _____

Contact Person: _____

Type of Service vendor will provide: _____

Phone Number: (Business) _____ (Cell) _____

Policy Number on Certificate of Insurance (attach copy to application): _____

Attachment 2

Town of Southwest Ranches

Application for Rolling Oaks Park Facility Rental, continued

Company Name*: _____

Contact Person: _____

Type of Service vendor will provide: _____

Phone Number: (Business) _____ (Cell:) _____

Policy Number on Certificate of Insurance (attach copy to application): _____

- ***If company hired to provide equine services to the event, the vendor MUST furnish proof of negative coggins upon request at the time of the event. All animals must be properly vaccinated in accordance with Chapter 14 of the Town of Southwest Ranches Code of Ordinances.** Other livestock vendors hired for permitted parties must provide other health certificates as may be required by Broward County for all livestock that will be brought to the park. (This information must be presented upon request at the time of the event.)

Amount of Rental Fee Paid: (Add 6% sales tax) _____

Amount of Attendant Fees Paid: _____

Amount of Deposit Paid: _____

Total Amount Paid: _____ Applicant's Initials: _____

Circle Type of Remittance: Check Cash Money Order

Check/Money Order Number: _____

Date of Check/Money Order: _____

Applications containing fraudulent and/or omitted information will be denied.

I, _____, the undersigned applicant, have read and understand the rental
(Print) Name of Applicant
and cancellation rules and the Rolling Oaks Park Rules and use policy, as provided to me as part of this
application on _____.
Date

(Print) Name of Applicant

Signature of Applicant

(Print) Name of Town Representative

Signature of Town Representative

Attachment 3
Town of Southwest Ranches
Rolling Oaks Park Facility Rental Fee Schedule

Exterior Rental Fees:

Southwest Ranches Residents:	\$750 (Add 6% sales tax)
Non Residents:	\$1,500 (Add 6% sales tax)
Security/Cleanup Deposit:	\$750 required at time of application.

(Deposit will be returned if the facility is vacated promptly and left in clean condition.)

East Room Rental Fees:

Southwest Ranches Residents:	\$100 (Add 6% sales tax)
Non Residents:	\$200 (Add 6% sales tax)
Security/Cleanup Deposit:	\$200 required at time of application.

(Deposit will be returned if the facility is vacated promptly and left in "broom finish" condition.)

Community Room Rental Fees:

Southwest Ranches Residents:	\$500 (Add 6% sales tax)
Non Residents:	\$1000 (Add 6% sales tax)
Security/Cleanup Deposit:	\$500 required at time of application.

(Deposit will be returned if the facility is vacated promptly and left in "broom finish" condition.)

Attendant, Set-Up, Break-down and Clean-up Fees:

Attendant:	\$32/hour
Table and chair set-up and break-down:	\$50
Custodial/Clean-up:	\$40/hour

Reservation Cancellation:

Notice of cancellation, in writing to the Town, at least one week prior to intended date of use. ~~The r~~Rental fees and security deposit will be refunded, less \$75 for administrative costs by the Town. No refunds will be given for inclement weather, but applicant may request to reschedule.

Permitting and Insurance Requirements for Event Concessions and/or Vendors; Sales / Service of Alcoholic Beverages:

Certificate of Insurance is acceptable evidence of insurance. Certificates will not be processed without a contact name and phone number, as well as a business description, so we may determine liability coverage. Events at which alcoholic beverages will be served or sold require a vendor with a one-time event permit or permanent liquor license, and/or event insurance covering the service and consumption of alcoholic beverages on premises.

1. Insurance Certificates must be signed by the insurance company's authorized representative.
2. Town of Southwest Ranches, 13400 Griffin Road, Southwest Ranches, FL 33330-2628, must be listed as Certificate Holder.
3. Certificate Holder (Town of Southwest Ranches) must be named as Additional Insured.
4. Business contact name and phone number are required on certificate.
5. Please include a brief description of business operation and indicate that the certificate is for a special event at the Southwest Ranches park.
6. \$300,000 minimum general liability insurance is required, except where noted below.
7. Thirty days' written notice of cancellation is required (except 10 days for nonpayment of premium).
8. Fax certificates to 954-434-1490 and mail an original to the Town of Southwest Ranches, 13400 Griffin Road, Southwest Ranches, FL 33330-2628.
9. All vendors must have a Broward County Occupational License.

Attachment 3

Town of Southwest Ranches

Rolling Oaks Park Facility Rental Fee Schedule, continued

10. Sales / Service of alcoholic beverages is permissible only with approved reservation, for non-profit use only.
\$500,000 minimum general liability is required.
11. Event Insurance is required for all events where alcoholic beverages will be served or sold.

Bounce House/Inflatable, Pony Ride, Petting Animal Operations:

\$500,000 minimum general liability is required.

Clowns, Face Painters, Magicians

\$100,000 minimum general liability is required.

December Lauretano-Haines

From: Steve Roschelle <sroschelle@bellsouth.net>
Sent: Thursday, June 02, 2016 10:49 AM
To: December Lauretano-Haines
Cc: BRMLTSM@bellsouth.net; tropicalapiaries@gmail.com; Gary Jablonski
Subject: Rolling Oaks Park Suggested Rule Changes
Attachments: Proposed Solutions to Rolling Oaks Park Policy 4_email.pdf

December

As promised here are the suggested rule changes along with the proposed solution to the parking issue as it pertains to affecting Rolling Oaks residents surrounding the park. I hope this offers some food for thought along with a platform for discussion so that we can all be on the same page with regard to proposing the changes to the council. If you have any questions you can reach out to any of us for clarification. It should be fairly clear as to what we proposed.



Steve

Proposed Solutions to Rolling Oaks Park Policy

Rules- No Expenditures for Town

1. Limit large outside parties to two weekends per month
2. Email a schedule of events reserved to all current town email recipients plus any that want to sign up
3. If the limit of 2 outside parties per month is acceptable than end time is less of a concern- otherwise 11pm for Friday & Saturday. Sunday end time should be 6pm for outside parties.
4. Require a full time monitor for outside parties and for inside require the monitor stop in for 2 hours to verify that the facilities are being used as contracted.
5. Rentals should have a time limit. Limit rental of facilities to 4-5 hours with an additional fee for those contractors that require more time. Inside parties should also be treated the same.
6. Bounce houses and other types of "carnival" recreation items should be limited to Section A- see attached map.
7. Limit large outside events to Section A-see map
8. Increase both security deposits and fees for all rentals

Parking- Expenditure Required- (Outline on attached map)

1. PVC 6' privacy fence from western border fence to the now designated "parking lot."
2. Consider putting in parking around the lake in front of the barn
3. Use "parking lot" for spill over parking

Submitted by:

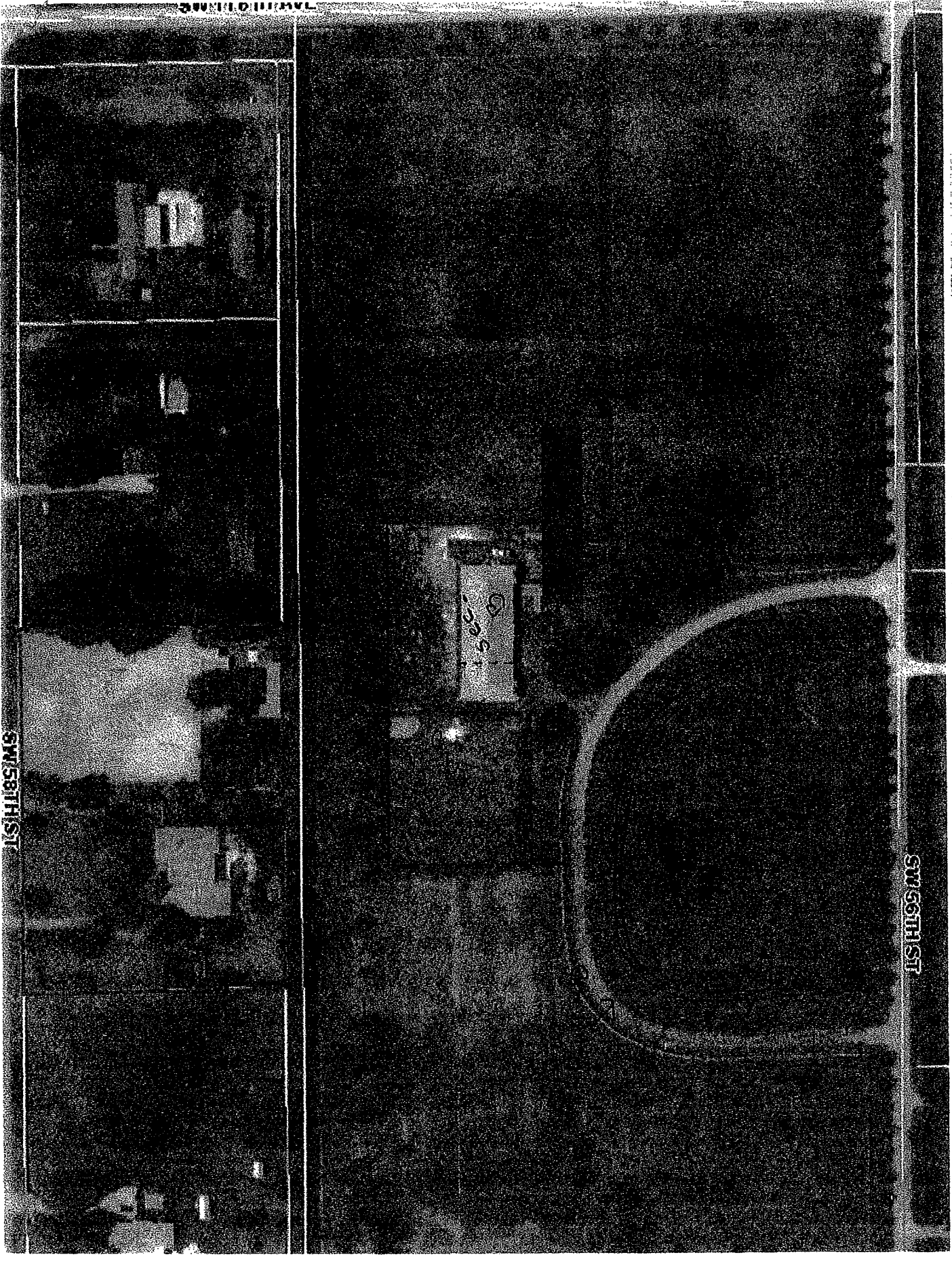
John & Diana Bramhall
Steve Roschelle

LAW OFFICE

SW 58TH ST

SW 60TH ST

505



Rules- No Expenditures for Town

1. Limit large outside parties to two weekends per month
STAFF Response: Yes this is feasible
2. Email a schedule of events reserved to all current town email recipients plus any that want to sign up
STAFF Response: Not a feasible expectation to give residents. Events are published in the monthly newsletter and on the Town's website. However, it would require significant staff time to manage reservations this way and would open other issues that could be difficult to manage.
3. If the limit of 2 outside parties per month is acceptable than end time is less of a concern- otherwise 11 pm for Friday & Saturday. Sunday end time should be 6pm for outside parties.
STAFF Response: Both are feasible and staff is recommending both
4. Require a full time monitor for outside parties and for inside require the monitor stop in for 2 hours to verify that the facilities are being used as contracted.
STAFF Response: Staff recommendation is to require a full time attendant for all parties. The policy allows for exceptions to be made in the discretion of the Town Administrator and this clause would allow exceptions to the rule for those renters whose rental history is proven reliable and compliant. Limited staff time makes it impractical to incorporate many different rental conditions. A simpler solution is preferable where ever effective. There is always an option for making rules less stringent through the Town Administrator's option.
5. Rentals should have a time limit Limit rental of facilities to 4-5 hours with an additional fee for those contractors that require more time. Inside parties should also be treated the same.
STAFF Response: The current policy has a certain restriction on time, in the defined end time of 11 pm with midnight cleanup / vacation of the facility. IF other recommended measures (such as the ones currently incorporated into the proposed revisions) do not prove effective, Staff may recommend incorporating such a restriction. However, a simpler solution is preferable where ever effective.
6. Bounce houses and other types of "carnival" recreation items should be limited to Section A-see attached map.
STAFF Response: A variation of this proposed limitation is already included in the policy and is part of the standard conversation had with each potential renter prior to confirmation. Only one or two incidents of non-compliance have taken place. The proposed addition of a required attendant and potentially increased fees/security deposits are anticipated to alleviate the potential for non-compliance.
7. Limit large outside events to Section A-see map
STAFF Response: Please see item 6, above
8. Increase both security deposits and fees for all rentals
STAFF Response: At the Board's request, security deposit fees, not rental rates, are currently proposed to be raised

Parking-Expenditure Required- (Outline on attached map)

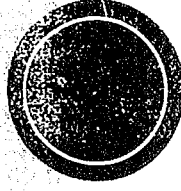
1. PVC 6' privacy fence from western border fence to the now designated "parking lot"
STAFF Response: At the Board's request, staff will research the cost of erecting a visual barrier of some sort along the south edge of the parking area and will bring price information to Administration and Board, if feasible to implement
2. Consider putting in parking around the lake in front of the barn
STAFF Response: At present, funding for such an improvement is not available, but Staff will pursue such an option should funding become or be made available.
3. Use "parking lot" for spill over parking
STAFF Response: At present, the area designed for grass parking is at the east end of the facility. It is not feasible to limit parking on the site in this manner.

Submitted by:

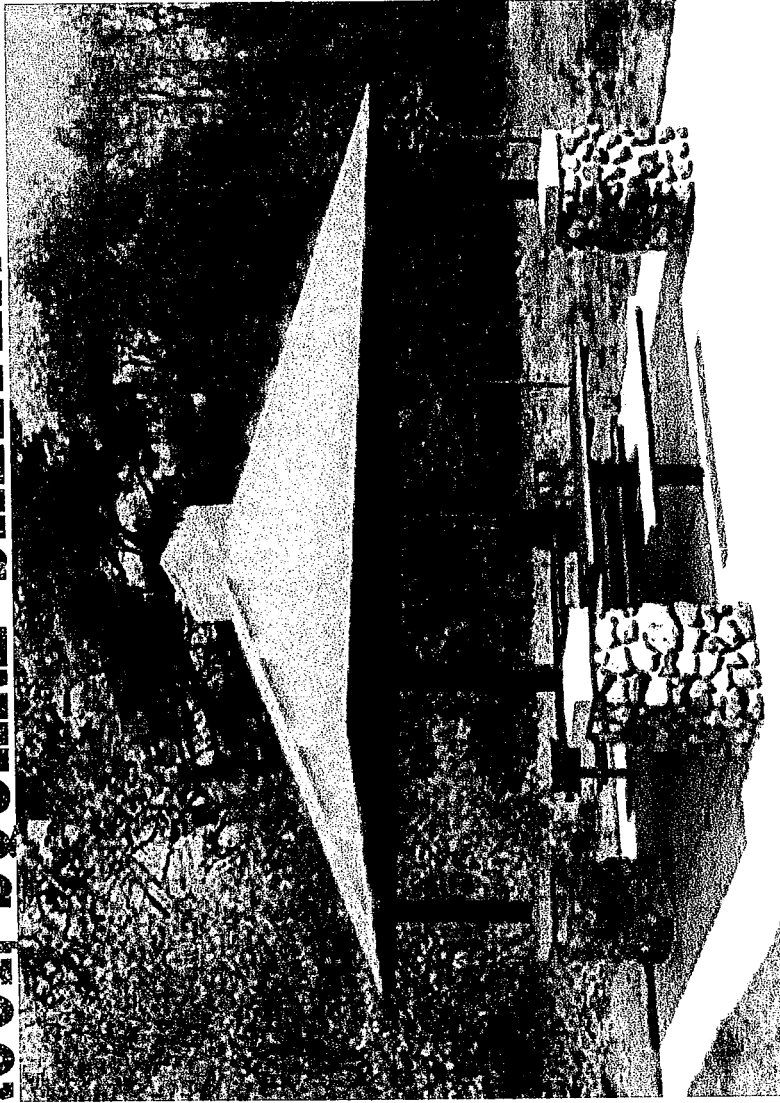
John & Diana Bramhall Steve Roschelle

THE GARY A. POLIAKOFF FOUNDER'S PARK

A conceptual proposal

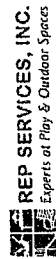


HIP-ROOF SQUARE SHELTER



16' x 16' shelter





REP SERVICES, INC.
Experts at Play & Outdoor Spaces

ESTIMATE

Page 1 of 1

This Estimate has been prepared by:
Rep Services, Inc.
501 Technology Park, STE 1009
Lake Mary, FL 32746-7127

Proposed To: Town of Southwest Ranches
5610 SW 131st Ave
Southwest Ranches, FL 33309

Ship To: Town of Southwest Ranches
5610 SW 131st Ave
Southwest Ranches, FL 33309

Terms: See below

ABC: December Lead/Quote

Project Name: Town of Southwest Ranches - Club Project Contact: December Lead/Quote
Gulfstream Road and Heron's
Swamp Ranches, FL

Proposal No: 11602-04
Proposal Expires: 3/2/2016

Project Location: 33320

Proposal Date: 2/1/2016

Estimate: 590,000.00

For Questions Contact: Tisha Thomas
Sales Consultant: Debbie Levine

Estimate: 590,000.00

Estimate: 590,000.00

Vendor: PERCORP
104251R0

Part No: 104251R0

Qty: 1

Description: Optional Clubsh. CHA Non-Vented

Unit Price: 590,000.00

Est Price: 590,000.00

Class: Miscellaneous

Material: CALUSA
CORIERS
OPTION

Shelters: 104251R0

1 Shelter
Shelter Model: TAC
Secondary Roof: SS
Eave Height (UPR): 7' 0"
Roof Type: Flat
Electrical Code: N/A
Electrical Access: N/A
Material: Galvalume
Latching Protection: Included
Mounting: Must be anchored for Engineering
Notes: See drawing for details
2014 FBC Risk Category: II
Engineering to comply with IWBZ

Total Product: 590,000.00

Discount per the Clay County Contract #13/14-8 2.00% (\$5,222.00)

Discounted Product Total \$20,778.00

Other Charges: Sealed Eng Draw: \$600.00

Freight Charge \$2,473.00

Permit/Corp Total: \$23,851.00

General Terms of Sale and Proposal Summary

Govt. Not 30. Resellers Check w/Order. Others: 50% down. Balance prior to ship

Note: Orders less than \$5,000 require payment with order

Product: \$21,478.00

Freight: \$2,473.00

Estimate Total: \$23,951.00

Notes:

Shelter Model: TACSS Roofing System

Estimate includes shelter engineering and delivery, air craft requests dated 11/16/2015

16' X 16'
PURCHASE COST:
\$23,951

Additional costs for design, engineering, site preparation, permitting and installation can be anticipated to bring the cost for the pavilion to \$50,000.

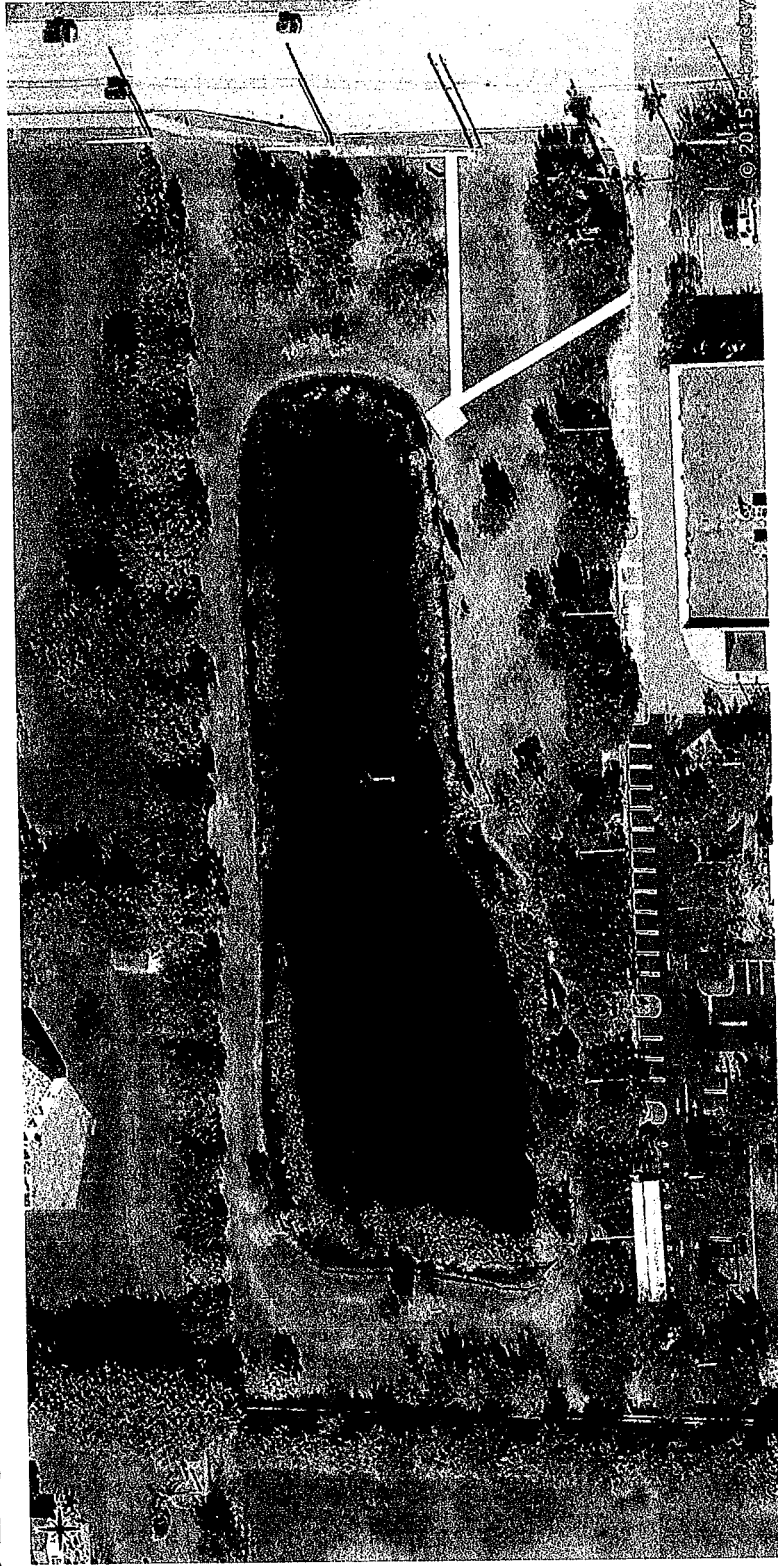
With masonry column surrounds, project cost increases to \$56,248.

With access sidewalks and signage, total cost for the project is approximately \$73,500.

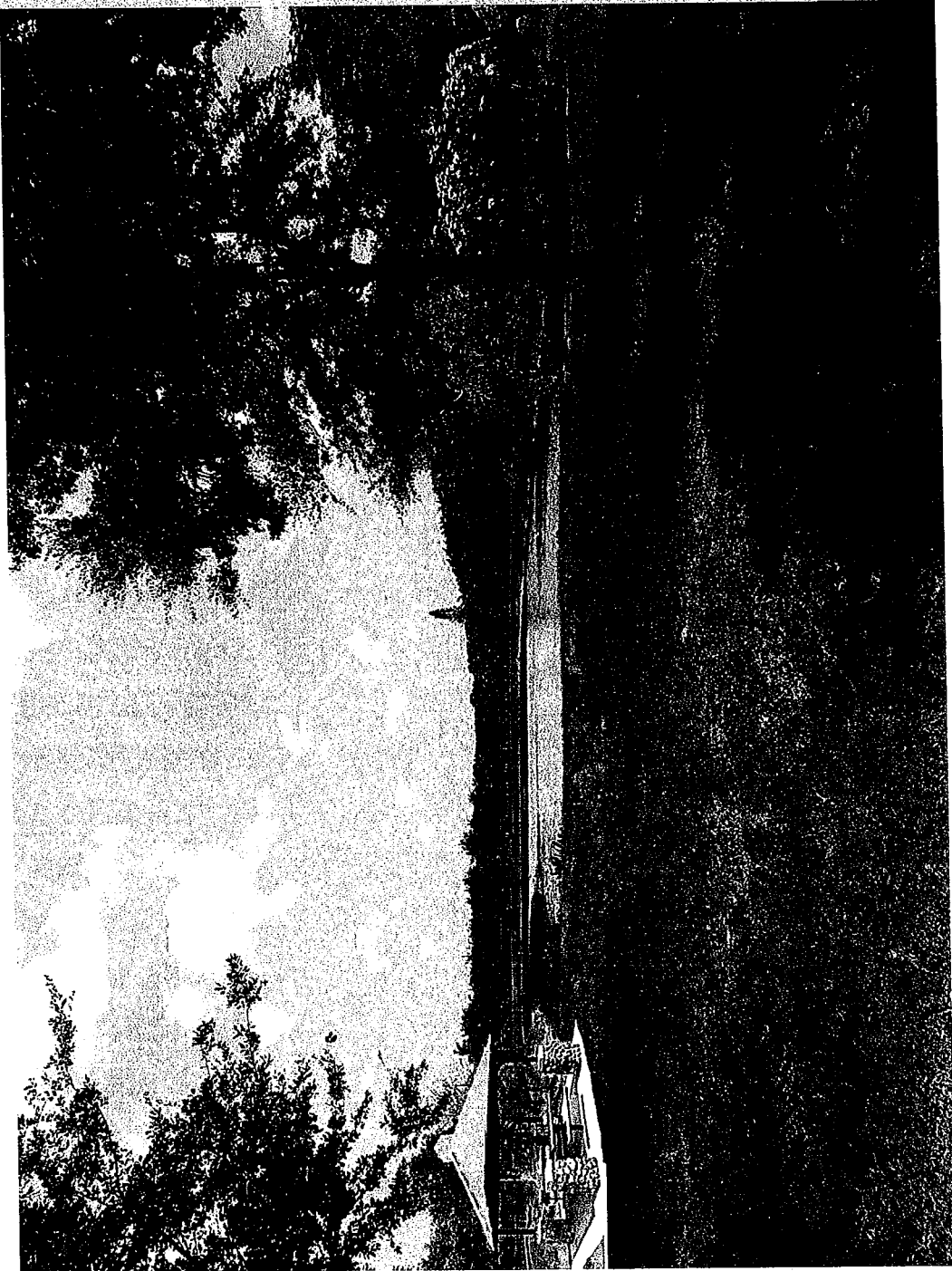
Lead time for delivery is +/- 10 weeks from purchase approval.



PROPOSED LOCATION



**CONCEPTUAL
VIEW**





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

Tuesday
June 14, 2016
7:00 pm

Town Hall
13400 Griffin Road
Southwest Ranches, FL 33330-2628

Board Members

Rose Allbritton, Chris Brownlow, MaryGay Chaples, Lana Eichel, Debra Goff-Rose, Debbie Green, Nancy Hartmann, John Herring, Aster Knight, Debbie Mantel, Marie Nix, Karen Parkerson, Kathy Sullivan

Council Liaison

Gary Jablonski

Staff Liaison

December Lauretano-Haines

EQUESTRIAN PARK

Irrigation: Staff will await direction from Council and Administration prior to authorizing repairs.

ROLLING OAKS

Reservations: The facility is maintaining a busy schedule each month. Proposed amendments to the policy are included in this month's package, for review by the Board. Any Board recommendations will be brought to Council promptly following their adoption by majority vote.

COUNTRY ESTATES PARK:

Development work: Wash rack is complete. Trailriders' dedication plaque will be placed when it arrives.

TRAILSIDE "FOUNDER'S" PARK:

Picnic Shelter: Engineering for this item is in the process of procurement. Following this step staff will create specifications and then procure contractor services. This meeting package includes a rendering of proposed design, in accordance with Rural Identification Program standards and as agreed upon by the Rural Public Arts and Design Advisory Board and the Recreation Forestry and Natural Resources Advisory Board at their November 10, 2015 joint meeting.

SW 185 WAY POCKET PARK, SOUTHWEST MEADOWS SANCTUARY, FRONTIER TRAILS:

No updates to report at this time.

CALUSA CORNERS:

Improvements: Procurement for FRDAP-funded phase I and II site improvements has been advertised. The bid deadline Friday July 8.

FORESTRY, MAINTENANCE, & OTHER PROJECTS:

Tree Removal Inspections: inspections are ongoing for those required permits that are not cost-recoverable.

RECREATIONAL TRAILS: The Council passed the Board's recommended Resolution in support of the Board's recommendations regarding the South Florida Water Management District plans for C-11 impoundment area. At the request of Vice-Mayor McKay, Staff has assembled an information package he will use to request support from neighboring municipalities.