



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

Tuesday  
January 14, 2020  
7:00 pm

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

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**Board Members**

Chris Brownlow, MaryGay Chaples, Lana Eichel, Debra Goff-Rose,  
Debbie Green, Aster Knight, Marie Nix, Karen Parkerson

**Council Liaison**

Gary Jablonski

**Staff Liaison**

December Lauretano-Haines

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**A. ROLL CALL**

**B. PLEDGE OF ALLEGIANCE**

**C. AGENDA AS FOLLOWS**

**D. NEW BUSINESS:**

- Excuse absences:
  - Adopt Town of Southwest Ranches Recreation, Forestry and Natural Resources Advisory Board Meeting Minutes for September 2019 (last meeting held in 2019).
  - Welcome to returning Board Members. Election of Officers: Chair, Vice-Chair and Secretary
- The Following materials are provided in this package for the Board's reference:
- A copy of the Board's establishing Resolution #2020-010 for the 2020 calendar year
  - The Town of Southwest Ranches Recreation, Forestry and Natural Resources Advisory Board Proposed Meeting Schedule for 2020.

The Following materials are available on request for Board members' reference:

- The Town's Advisory Board Handbook
- Resolution 2019-015 establishing the Town's revised Administrative Policy for Advisory Boards and Committees

**E. OLD BUSINESS:**

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

**F. AGENDA PREP FOR NEXT MEETING**

**G. BOARD MEMBER COMMENTS**

**H. STAFF COMMENTS**

**I. HOA/PUBLIC COMMENTS**

**J. ADJOURNMENT**



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

September 10, 2019  
7:00 pm

**Board Members**

Chris Brownlow, Mary Gay Chaples, Lana Eichel, Debra Goff-Rose,  
Debbie Green, Aster Knight, Marie Nix, Karen Parkerson

**Council Liaison**

Gary Jablonski

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December Lauretano-Haines

Members:

Chris Brownlow  
MaryGay Chaples  
Lana Eichel  
Aster Knight  
Debra Goff-Rose  
Debbie Green  
Karen Parkerson

RFNRAB Members absent:

Marie Nix

Staff present:

December Lauretano-Haines

Council present:

Gary Jablonski  
Mayor Doug McKay  
Bob Hartmann

Others present:

Aryaan Verma  
Rajiv Verma  
Kevin Wernath  
Sylviane Wernath

Call to order at 7:10 PM. A Quorum was established.

Debra Goff-Rose motioned to excuse the absence of Marie Nix and Lana Eichel. Aster Knight seconded and the motion passed unanimously.

Debra Goff-Rose motioned to approve the minutes of the August 2019 meeting. Aster Knight seconded and the motion passed unanimously.

Eagle Scout Candidate Aryaan Verma addressed the members present regarding his proposed project to install an American Flag disposal box at Town Hall.

Debra Goff-Rose motioned to recommend in favor of Aryaan Verma's Eagle project at Town Hall. Aster Knight seconded and the motion passed unanimously.

Eagle Scout Candidate Kevin Wernath addressed the members present regarding his proposed project to install site furnishings (hexagonal picnic table and trash receptacle in recycled plastic lumber) into the new Frontier Trials Park pavilion when the amenity is completed.

Chris Brownlow motioned to recommend in favor of Kevin Wernath's Eagle project at Frontier Trails. Karen Parkerson seconded and the motion passed unanimously.

The chairperson briefed the members present regarding a Country Estates Fishing Hole Park entrance design contest. The members discussed the matter in relation to the Town's established Rural Identification Design Standards, set by the Council via the Rural Public Arts and Design Advisory Board (RPAADAB). Member Karen Parkerson, who serves on both Advisory Boards, and Staff recommend the RPAADAB be invited to discuss this idea at a joint meeting.

The members present discussed the following Board suggestions from the August 13 meeting:

- placing fencing around the Country Estates Fishing Hole park playground and restroom
- use 3-rail vinyl fencing to match other parks when the SW 190th Avenue fence line is improved
- need for shade canopy on the playground
- clearing of exotic vegetation east of the playground

Staff responded regarding the Board's requests for information:

- Ask Board for discussion about the need for a third layer of fencing
- Several fencing prices have been procured in past 2 fiscal years (though not approved in Budget)
  1. A volunteer project to remove the razor wire was proposed and this was the 190th Avenue fencing improvement project Staff believed was going to take place.
- costs quoted for recent shade structures over play areas (Calusa Corners)
- cited need:
  1. For mindfulness about the ongoing costs of maintaining cleared areas
  2. to include planning in volunteer activities to ensure only unwanted vegetation is removed.
  3. To acknowledge there is no funding for shade and existing vegetation east of the playground currently provides the only shade for the playground.

Mayor McKay stated strong feelings about the cost of shade structures for playgrounds. It is his opinion that the Town can procure this kind of equipment at far less cost and that the Town can have projects engineered [to meet code and safety standards].

Staff briefed the members present regarding the Board's Natural Resources purposes and objectives. The Board has a role in setting an example for and providing education to the community on issues including proper tree canopy maintenance, management, and protection; preservation and protection of the environment; and protection of wildlife.

Staff briefed the members present regarding a drainage project beginning on Mather Boulevard this week. The Town's Landscape Inspector provides information and guidance on tree preservation during construction.

The members present discussed the maintenance report. Staff asked the members if they had further recommendations on the removal of damaged fencing at Calusa Corners park that was accomplished by volunteers. The members believe the existing fence looks better now and should remain as it is. Staff will request the dislocated Board to be popped back into place.

The next meeting will be on Tuesday October 8th at Town Hall. Staff will issue the discussed invitation to the Rural Public Arts and Design Advisory Board.

There being no further business to discuss, the meeting adjourned at 8:40 pm.

**RESOLUTION NO. 2020 -010**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, EXTENDING THE TERM OF THE RECREATION, FORESTRY, AND NATURAL RESOURCES ADVISORY BOARD (RFNRAB); RATIFYING THE BOARD'S PURPOSE AND OBJECTIVES; AUTHORIZING TOWN COUNCIL MEMBERS TO ADMINISTRATIVELY APPOINT BOARD MEMBERS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on December 11, 2003, the Town Council approved Resolution No. 2004-20, establishing the Friends of the Parks Advisory Board; and

**WHEREAS**, on January 11, 2007, the Town Council approved Resolution No. 2007-023, changing the name of the Friends of the Parks Advisory Board to the Recreation, Forestry, and Natural Resources Advisory Board; and

**WHEREAS**, on January 4, 2007, the Town Council of the Town of Southwest Ranches, Florida adopted Resolution No. 2007-023, establishing a Town Advisory Committee/Board Policy; and

**WHEREAS**, on December 31, 2019, the Recreation, Forestry, and Natural Resources Advisory Board is scheduled to sunset unless further action is taken by the Town Council; and

**WHEREAS**, the Town Council continues to see a need for the Recreation, Forestry, and Natural Resources Advisory Board; and

**WHEREAS**, in furtherance of the Town's adopted Advisory Committee/Board Policy, this Resolution is necessary to extend the Board's term, to ratify the Board's purpose and objectives, and to appoint or re-appoint the Board Members and Council Liaison.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southwest Ranches, Florida:

**Section 1.** The above-referenced recitals are true and correct and are incorporated herein by reference.

**Section 2.** In furtherance of Resolution No. 2007-023, the Town Council hereby extends the term of the Recreation, Forestry, and Natural Resources Advisory Board for one (1) additional year.

**Section 3.** The Town Council hereby ratifies the Recreation, Forestry, and Natural Resources Advisory Board's purpose and objectives as follows:

- i. To provide input into the coordination of plans for the acquisition, funding, design, development, operation, maintenance and regulation of parks within the Town.
- ii. To provide input into those multipurpose trails within the Town.
- iii. To provide input into matters of forestry and natural resources, including but not limited to: tree canopy maintenance, management, and protection; water conservation; preservation, and protection of the environment; and protection of wildlife.
- iv. To solicit input from residents of the Town concerning matters concerning recreational spaces, forestry, and natural resources.
- v. Board activities shall be accomplished in coordination with the Town Administrator. The Board shall submit, at a minimum, a quarterly report for review by the Town Administrator before presentation to the Town Council.

**Section 4.** All administrative and procedural requirements found in the Town's adopted Advisory Committee/Board Policy shall remain in full force and effect.

**Section 5.** The Town Council is hereby authorized to administratively advise the Town Administrator of its appointment for this Board, which shall be announced at a public meeting, and may be modified from time to time.

**Section 6.** This Resolution shall become effective immediately upon its adoption.

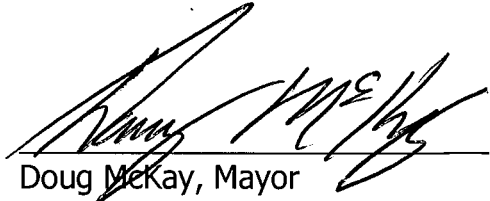
**[Signatures on Following Page]**

**PASSED AND ADOPTED** by the Town Council of the Town of Southwest


Ranches, Florida, this 12<sup>th</sup> day of December, 2019, on a motion by

Don Jablonski and seconded by Vern Schroeder.

McKay	<u>Ayes</u>	Ayes	<u>5</u>
Schroeder	<u>Ayes</u>	Nays	<u>0</u>
Amundson	<u>Ayes</u>	Absent	<u>0</u>
Hartmann	<u>Ayes</u>	Abstaining	<u>0</u>
Jablonski	<u>Ayes</u>		

  
\_\_\_\_\_  
Doug McKay, Mayor

ATTEST:  
  
\_\_\_\_\_  
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:  
  
\_\_\_\_\_  
Keith M. Poliakoff, J.D., Town Attorney



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  
2020 Meeting Schedule**

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**Board Members**

Chris Brownlow, MaryGay Chaples, Lana Eichel, Debra Goff-Rose, Debbie Green,  
Aster Knight, Marie Nix, Karen Parkerson

**Council Liaison**

Gary Jablonski

**Staff Liaison**

December Lauretano-Haines

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**2020 Proposed Meeting Schedule**

**Tuesday, January 14**

**Tuesday, February 11**

**Tuesday, March 10**

**Tuesday, April 14**

**Tuesday, May 12**

**Tuesday, June 9**

**Tuesday, July 14– NO MEETING - HIATUS**

**Tuesday, August 11**

**Tuesday, September 8**

**Tuesday, October 13**

**Tuesday, November 10**

**Tuesday, December 8**

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1/14/20, 2/11/20, 3/10/20, 4/14/20, 5/12/20, 6/9/20, 8/11/20, 9/8/20, 10/13/20,  
11/10/20, 12/8/20



Tuesday  
January 14, 2020

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

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**Board Members**

Chris Brownlow, MaryGay Chaples, Lana Eichel, Debra Goff-Rose,  
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**EQUESTRIAN PARK**

**Maintenance:** The park sidewalks, fencing and pavilion have been cleaned. Arenas are being prepped for February's fun show.

**Playground fabric:** Shade fabric was reinstalled in December.

**ROLLING OAKS**

**Maintenance:** A number of maintenance issues were addressed in November and December.

**COUNTRY ESTATES PARK**

Ongoing maintenance continues at this location with no current issues to report.

**SOUTHWEST MEADOWS SANCTUARY**

Fill contractor is performing as expected without issue. Additional funds have been received by the Parks Foundation, as per the agreement.

**CALUSA CORNERS**

**Playground fabric:** Shade fabric was reinstalled in December.

**FRONTIER TRAILS PARK**

Phase I development has been completed. The contractor has donated several things at this park, which were not included by design. Eagle Scout Candidate Kevin Wernath's project will soon install site furnishings of picnic table and trash receptacle.