



PARKS & PARKWAY  
ADVISORY BOARD

Dan Keys  
Barbara Kuhl  
Randy Wagoner

**MEETING MINUTES  
PARKS & PARKWAY ADVISORY BOARD**

**VILLAGE HALL**

**Log Cabin**

**640 NE 114<sup>th</sup> Street, Biscayne Park, FL**

**Thursday, July 20, 2017 at 7:00PM**

NOTICE

Two or more members of the Village of Biscayne Park Commission and other Village Board members may be in attendance.

In the event a quorum is not met, a workshop may be opened to discuss agenda items.

1. CALL TO ORDER AND ROLL CALL  
In attendance: Randy Wagoner, Barbara Kuhl, Dan Keys  
Village Staff – Krishan Manners and Cesar
2. AGENDA ADDITIONS AND DELETIONS – None
3. PUBLIC COMMENT – General discussions as outlined below were discussed with Krishan Manners and Cesar
4. APPROVAL OF MINUTES:
  - a. Minutes – The minutes of June 15, 2016, January 17, 2017, and February 14, 2017 were approved unanimously.
5. OLD BUSINESS
  - A. General Median Maintenance** - The Board discussed some issues discussed with Manager Manners in an earlier meeting regarding the medinas:

Regarding the median of 6<sup>th</sup> Avenue it had been suggested that a survey of missing plants be taken and that the quantity be determined for the empty Green Island Ficus areas and the island end areas, as separate numbers. This would be valuable in determining a budget for replacement to be considered in the next FY. The Board confirmed the suggestion that all areas previously occupied by the New Zealand Flax lily be filled with Green Island Ficus. The Board asked that funding be included in the budget.

Reference some minor maintenance concerns with plants at the 6<sup>th</sup> Avenue bridge and some of the entrance signs, the request was made that all staff be advised that the stopper plants and other large shrubs planted at each of the entrance signs and the bridge approach never be trimmed as they are intended to develop naturally. At such time that there may be an issue seeming to point to the need for trimming, the Board requests that it be permitted to consult on how to proceed with selective pruning of those plant materials or to advise some other solution.



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A suggestion was made to fill in the missing *Ernodia littoralis* ground cover plants on the bridge at this time or as soon as possible. Furthermore, it was suggested that some noxious grassy weeds be removed from the *Ernodia* planting as soon as possible, through mechanical weeding (not string trimmers), insuring that the underground stems are completely removed. Failure to do this will lead to increased maintenance and possible future failure of the planting due to excessive weeds.

The Board advised that the Muhly Grass plants at the small entrance signs should not be trimmed. They are intended to grow to cover portions of the signs, excluding the lettering. In the event that they begin to block the lettering to an appreciable extent, the Board can assist in the possible relocation of said plants or to provide some other solution.

The Board advised that the vining ground cover plants at the small entrance signs were intended to crawl over the gravel areas in front of the signs as a means of softening that hardscape element. They should only be selectively pruned when absolutely necessary, rather than being trimmed to a hard hedge along the gravel or into geometric shapes.

Cesar advised that the irrigation timer for the median of 6<sup>th</sup> Avenue was being bid out.

**B. Tree Removal and Tree Trimming Issues** – Krishan Manners advised that he is working to get a tree-trimming contractor to trim trees. After further discussion, it was suggested and agreed to that the Village staff could perform much of the necessary trimming, however large tree removal or exceptionally high tree work would need to be performed by a contractor. The rental of a lift when needed was agreed to for the staff's use as opposed to the purchase of a bucket truck.

The Board again reiterated the need to remove small dead and diseased trees and those in conflict with other plant materials. Some of this was accomplished this past spring by staff and the Board encouraged the continuation of this process. Reference was made to the Tree Inventory contracted for many years ago which may still provide some guidance for the work that is necessary as well as our own Board's survey and recommendations made in writing and available to the staff. The Board's list of trees was given to Krishan.

**C. Athletic Field Maintenance** – Mr. Keys reported that the condition of the field had been discussed with the Manager and that as a result he contacted Kevin Hardy of Ball Park Maintenance, the Village's contractor. Mr. Hardy advised the Manager that due largely to previous lack of maintenance starting over one year previously, the field turf grass was not salvageable. The previous lack of timely insecticide and herbicide



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treatments, which were budgeted but not managed properly by the Village, caused the overwhelming condition that we are now faced with. Mr. Hardy advised that the entire field be replaced with new sod.

The Board was asked for a suggestion as to the replacement turfgrass and discussed the pros and cons of replacing with other types of grass such as St Augustine or Bahia rather than the Tifway 419 variety of Bermuda grass. Mr. Keys pointed out that much of the maintenance necessary to maintain a Bermuda grass field would still be required for the St. Augustine and Bahia fields and that the result with the later two would be a far inferior playing and possibly less safe, athletic field surface. The dollars saved from the \$17,000 budgeted would not be worth the loss of the superior playability and aesthetic value of a Bermuda field. The point was made that having a high quality playing field available for any possible development of athletic programming was a precursor to developing programming.

**The Following motion was made and passed unanimously – The Parks and Parkways Board recommends:**

- a). Replace the entire athletic field with new Tifway 419 Bermuda grass sod (or other superior variety suggested by Ball Park Maintenance. Seeded Bermuda grass is unacceptable).**
- b). Continuation of the maintenance contract with Ball Park Maintenance.**
- c). Continue to mow the field with Village employees as the most cost effective method.**

The importance of trying to replant during warm, wet periods of the year was stressed, as this would encourage the best establishment of the new field.

As part of the above discussion, the Board again repeated the strong suggestion that the field not be rented out as the revenues derived from this did not outweigh the wear and tear maintenance costs or the potential liability involved.

The Board suggested that there was a need to ensure that all personnel understand their responsibilities (specific and generally) regarding the field and that the field be inspected daily and further during every maintenance and use activity to further ensure that any issues with the new field are addressed immediately.

**D. Log Cabin Landscaping** – There was a consensus that the landscaping for the log cabin should be completed. An estimate of \$1,500-\$2,000 was given and the Board advised Mr. Manners that it would work on the final plan and estimate.



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**E. Village Hall Grounds Landscaping** – Discussion of proposing a new landscape for Village Hall and the surrounding grounds took place. It was decided that the Board would discuss the broader issues of how the grounds might be utilized by the community and bring forth a consensus recommendation for consideration. Mr. Keys offered to donate a Pachira aquatica tree for planting in an area where a large tree was appropriate. The Board discussed a location and agreed along with the Manager to plant the tree in the space to the east of the Village Hall parking area.

**F. Swale Planting – Standards, Community Outreach, Coaching, Education** – It was agreed to remove this from future agendas for the time being.

6. NEW BUSINESS –

**A. A motion was made to change the regular meetings of the Board to the third Thursday of each month at 7 P.M. The next meeting was set for August 17, 2017. The motion passed unanimously.**

**B. Budget suggestions** – The following recommendations were made for inclusion in the budget proposal for FY 17/18 in order of importance to the Board:

1. **Re-sodding of the Athletic Field with Bermuda grass and funding of the maintenance budget.**
2. **Complete the installation of the last four entrance signs along with landscaping.**
3. **\$5,000. for planting trees.**
4. **Tree trimming – lift rental and identified hazard removal by contract.**
5. **Replace all missing plants on the bridge and in the 6<sup>th</sup> Ave median.**
6. **\$10,000 minimum for various landscaping projects.**

7. ADJOURNMENT – The meeting was adjourned.

Minutes approved on \_\_\_\_\_

By: \_\_\_\_\_  
Dan Keys, Chair