

MINUTES
PARKS AND RECREATION COMMISSION
MAY 9, 2011
6:30 P.M.

The Parks and Recreation Commission of the City of Converse Met for a Regular Meeting in the City Hall Conference Room Located at 405 S. Seguin to Discuss the Following Agenda Items:

1. Call Meeting to Order.

Chairman Stubbs called the meeting to order at 6:30 p.m.

2. Roll Call and Recognition of Visitors.

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| Mr. Leon Stubbs, Chairman | Mr. Sam Perez, Vice-Chairman |
| Mr. Jeff Beehler, Member | Ms. Tulita Harris, Member |
| Mr. Everet Taylor, Member | Mr. Steve Bissell, Member |
| Councilman John Shadron, Liaison | Mr. Karl Hoppes, Director of Facilities |
| Ms. Shawna Dowell, City Manager | Ms. Leigh Ann Rogers, Secretary |

Member, Ms. Janie Olds, was not present for this meeting but reported her absence in advance.

One visitor, Mr. Darrell Harris, was recognized.

3. Citizens to be Heard. This Time is Provided for Citizens to Address Parks and Recreation Commission on Any Issues and Concerns. No Parks and Recreation Commission Discussion or Action Can Be Taken if the Item is not on the Agenda. Please Limit Your Remarks to Three (3) Minutes and State Your Name and Address for the Record.

Mr. Darrell Harris, President of the Converse Cardinals, stated he was present and available to answer any questions the Commission members may have regarding agenda item # 7.

4. Discussion and Appropriate Action to Approve Minutes of the Parks and Recreation Commission Meeting Conducted April 11, 2011.

Motion to approve the minutes of the Parks and Recreation Commission meeting conducted April 11, 2011 was made by Mr. Beehler. Seconded by Mr. Bissell. Motion passed unanimously with one abstention, Mr. Taylor, who was not present for the meeting.

5. Discussion and Appropriate Action to Approve Minutes of the Parks and Recreation Commission Special Workshop Conducted April 18, 2011.

Motion to approve the minutes of the Parks and Recreation Commission special workshop conducted April 18, 2011 was made by Mr. Beehler. Seconded by Mr. Bissell. Motion passed unanimously with one abstention, Mr. Taylor, who was not present for the meeting.

6. Discussion and Appropriate Action to Excuse Mr. Everet Taylor's Absences from the Parks and Recreation Commission Meeting Scheduled for April 11, 2011 and the Parks and Recreation Commission Special Workshop Scheduled for April 18, 2011.

Mr. Taylor reported he attempted to attend the special workshop scheduled for April 18, 2011, but, went to the wrong location.

Mr. Beehler made a motion to **NOT EXCUSE** Mr. Taylor's absence from the Parks and Recreation Commission meeting scheduled for April 11, 2011 and to **EXCUSE** Mr. Taylor's absence from the Parks and Recreation Commission special workshop scheduled for April 18, 2011. Seconded by Mr. Bissell. Motion passed unanimously.

7. Discussion and Appropriate Action to Approve a Contract Between the Cardinals and the City of Converse.

The proposed contract was reviewed and discussed by Commission members along with the City Manager and Mr. Harris. Discussion included:

- Responsibility of organizations to clean up their surrounding area after usage of the fields.
- Submitting schedules to City Manager's office will be required to alleviate field usage conflicts. All usage disputes will be resolved by the City Manager.
- Verified that background checks are being conducted on all personnel having direct contact with the children and proof will be provided to the City Manager's office.
- City is prepared to move forward with Cardinal's request to extend the fence line. Just need the Cardinals to submit their letter of commitment for a donation towards the cost of the project.
- Lighting usage must be recorded and submitted along with payment on a monthly basis to the City Manager's office.
- Requested amendments: Page one, #1, specify Baseball Fields #1 and #4 at North Park. Page one, #3, specify Baseball Fields #1 and #4 at North Park. Page one, #3, second line, after "Baseball Fields # 3 and # 4 at City Park", insert "beginning Monday, October 3, 2011." Page two, #4, second line, after "facilities for Fields # 3 and # 4", insert "beginning Monday, October 3, 2011." Insert into document, "Field usage disputes will be resolved by the City Manager."

Motion to approve a contract between the Cardinals and the City of Converse with the above mentioned amendments was made by Mr. Beehler. Seconded by Mr. Bissell. Motion passed unanimously with one abstention, Ms. Harris, who is affiliated with the Cardinals organization.

8. Update Discussions for Parks and Recreation Commission Scheduled Events for 2011.

A. Park and Shine. (Mr. Beehler and Ms. Olds)

Mr. Beehler reported his decision to cancel the upcoming Park and Shine which was scheduled for May 14th and stated his reason for cancelling was a lack of assistance from Ms. Olds in preparation for the event. Mr. Beehler went on to say he would seek other assistance for future events and does not wish to partner with Ms. Olds on any other projects citing a lack of follow-through on Ms. Old's part as his reason.

B. 9/11/11 Ceremony. (Mr. Beehler)

Mr. Beehler reported he had attended the American Legion meeting and stated their only requests for the Parks and Recreation members was to ensure bleachers and trash cans will be on site for the event and to assist with the post-event clean-up duties.

C. Scary Movie in the Park, October 29, 2011. (Vice-Chair Perez and Ms. Harris)

Vice-Chairman Perez and Ms. Harris reported they were still searching for an affordable vendor to provide the equipment for the event. So far, either their calls have not been returned or the expense was too great. Both stated they would continue to research and would hopefully have more to report at next meeting.

9. Update Discussion on the Development of a Bird Guide for Bird Watchers and Butterfly Garden at Converse North Park. (Chairman Stubbs, Mr. Taylor, and Mr. Bissell)

Discussion included a need for some kind of water source for the garden, a suggestion to utilize plants indigenous to the area which are drought tolerant, and a request from the Chairman to meet with Mr. Hoppes at the park to show the proposed location for the garden and to discuss logistics.

10. Discussion and Appropriate Action on the Donation of Digital Video of the Historic Converse Heritage Trail Series and Converse's 50th Anniversary Parade to the Parks and Recreation Resource Library. (Chairman Stubbs and Mr. Bissell)

Chairman Stubbs reported on digital copies of these events provided by Mr. Bissell. A brief discussion included a determination to store the videos in the City Hall library and the Converse Public Library and a suggestion to make a formal presentation at a City Council meeting while also giving the required quarterly Parks and Recreation Commission report.

Motion to approve a presentation donating digital video of the Historic Converse Heritage Trail Series and Converse's 50th Anniversary Parade to the City of Converse at a designated City Council meeting was made by Ms. Harris. Seconded by Ms. Beehler. Motion passed unanimously.

11. Update Discussion on a Meeting with Mr. Howie Marbach and San Antonio River Authority Engineers, Mr. Jim Boenig and Mr. Dale Bransford. (Chairman Stubbs)

Chairman Stubbs reported on this meeting and requested approval to allow the engineers from the San Antonio River Authority to make a presentation at the next Parks and Recreation Commission meeting scheduled for June 13, 2011. The Commission members collectively agreed. City Manager, Ms. Dowell, offered to contact Mr. Boenig regarding the presentation invitation.

12. Discussion and Appropriate Action to Approve the Park and Recreation Commission Park Requirements Along with Their Corresponding Financial Requirements for Consideration in the Annual Budget for the Park Section of the General Fund Annual Operation Budget FY 2011-2012.

Following discussion, a list of park requirements and their corresponding financials was finalized as follows:

| Proposed Parks Master Plan Costs | |
|---|------------------|
| Swimming Pool: | |
| • Wheelchair Lift | \$5,000 |
| • Replace roofing on all structures | \$21,000 |
| City Park: | |
| • Wall-pack light (1) to illuminate playscape | \$500 |
| North Park: | |
| • Electricity for restrooms | \$36,000 |
| • Electricity/lighting for pavilion | \$10,000 |
| • Road/parking lot barrier posts | \$3,000 |
| Events: | |
| • Easter Egg Hunt, Movie Nights, 9/11, etc. | \$3,000 |
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| TOTAL | \$ 78,500 |

Motion to approve the Park and Recreation Commission park requirements along with their corresponding financial requirements for consideration in the annual budget for the Park Section of the General Fund Annual Operation Budget FY 2011-2012 requesting \$78,500 as outlined above was made by Ms. Harris. Seconded by Mr. Taylor. Motion passed unanimously.

13. Briefing by City Council Liaison.

Councilman Shadron reported on the recent Time Capsule event, early voting dates, appointment of election judges, and recent City Council actions and recognitions.

14. Discussion of Agenda Items for Next Meeting.

- SARA presentation.
- Park/pool fees.
- Report from the Director of Facilities, Mr. Karl Hoppes.
- Name the lakes.

15. Set Date and Time for Next Meeting – June 13, 2011 at 6:30 p.m.

Next meeting will take place on June 13, 2011 as regularly scheduled.

16. Adjournment.

Chairman Stubbs adjourned the meeting at 8:08 p.m.