

MINUTES  
PARKS AND RECREATION COMMISSION  
January 9, 2012  
6:30 P.M.

The Parks and Recreation Commission of the City of Converse Met for a Regular Meeting in the City Council Chambers at 402 South Seguin Street 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.**

Mr. Leon Stubbs, Chairman	Mr. Sam Perez, Vice-Chairman
Mr. Everet Taylor, Member	Mr. Steve Bissell, Member
Mr. John Shadron, Alternate Member	Councilwoman Kathy Richel, Liaison
Mr. Karl Hoppes, Director of Facilities	Ms. Leigh Ann Rogers, Secretary

Members not present, Ms. Janie Olds and Ms. Tulita Harris, had both previously reported their absences.

Visitors present, Mr. Andy Simpson and Ms. Joanne Mylacraine.

Alternate Member, Mr. John Shadron, was a voting member for this meeting.

**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.**

None present.

**4. Discussion and Appropriate Action to Approve Minutes of the Parks and Recreation Commission Meeting Conducted November 14, 2011.**

Motion to approve the minutes of the Parks and Recreation Commission meeting conducted

November 14, 2011 was made by Mr. Bissell. Seconded by Mr. Taylor. Motion passed unanimously.

**5. Discussion and Appropriate Action to Develop and Approve a Contract with St. Monica School for the Use of the City Park Baseball Fields.**

Ms. Joanne Mylacraine was present and available to answer questions on behalf of St. Monica's school.

A brief discussion involving the possibility of scheduling conflicts and assurances of no overlap in specified field usage times ensued. Ms. Mylacraine assured all requirements of their contract would be met and field usage times would be strictly adhered to. Also noted, a tentative schedule of activities was provided along with their contract.

Councilwoman Richel reported she would follow up with Assistant City Manager, Mr. Quintanilla, regarding a meeting with Mr. Brien of the JYSF organization to assure the field usage times in this contract will not infringe upon any field usage times outlined in the JYSF contract.

A motion to approve a contract with St. Monica's school for the use of the City Park baseball fields with a stipulation that all scheduling requirements are met and acceptable was made by Mr. Taylor. Seconded by Mr. Bissell. Motion passed unanimously.

**6. Discussion and Appropriate Action to Approve in Principle Installation of the Baha'i Plaque Commemorating Planting of the Vitex (Chaste Tree) Donated by Members of the Baha'i Faith (Converse, TX Branch) (Chairman Stubbs)**

Following a discussion involving the proposed wording, installation requirements, and ceremonial intentions, a motion to approve installation of a plaque commemorating planting of a tree donated by members of the Baha'i Faith was made by Mr. Shadron. Seconded by Mr. Bissell. Motion passed unanimously.

**7. Presentation by Mr. Fred Andrew Simpson, a Public Facilities Planning and Development Consultant, on Engaging Citizens and Empowering them to Create Actionable Directives for Guidance in the Development of their Built Environment. (Chairman Stubbs)**

Presentation by Mr. Simpson followed by questions and answers.

**8. Update Discussions for Parks and Recreation Commission Scheduled Events and Fundraisers for 2011 – 2012.**

**A. Movie in the Park, March 2012. (Vice-Chair Perez and Ms. Harris)**

Vice-Chairman Perez reported meeting with Mr. O'Toole and confirmed three movie dates for 2012, March 24<sup>th</sup>, July 14<sup>th</sup>, and October 20<sup>th</sup>, were established. Movie times will be from 7:30 p.m. to 10:30 p.m. A future meeting with Mr. O'Toole, Mr. Hoppes,

and Vice-Chairman Perez will be scheduled to discuss logistics and location. Theme ideas, concessions, and other finalization details for the March 24<sup>th</sup> movie will be discussed at next month's regular meeting.

**B. Walking Trail Fundraiser Raffle Prize Giveaway, December 8, 2011. (Post-Event Report)**

Secretary, Ms. Rogers, provided copies of the bank deposit and spreadsheets detailing the \$975 collected during the recent walking trail fundraiser.

**9. Discussion of Nominations for the Parks and Recreation Commission Chairman's Seat for a One Year Appointment beginning January 19, 2012.**

Absent members, Ms. Olds and Ms. Harris, both reported in advance to nominate the current Chairman, Mr. Stubbs, for another term.

Mr. Shadron made a motion to nominate Chairman Stubbs for another term. Seconded by Mr. Taylor. Motion passed unanimously.

Councilwoman Richel reported she would pass this information on to City Council.

**10. Park Improvement Report from Director of Facilities, Mr. Karl Hoppes.**

Mr. Hoppes' reported included the following:

- Recently called out Gerard Electric to replace fuses for lights at ball fields 3 & 4 at City Park.
- Five "No Driving/Parking on Grass" signs have been ordered for the parks. \$77 quote for park entrance signs has been received.
- Twelve soap dispensers were ordered.
- Some security lights were replaced.
- Steve Nowlin was employee of the year for his department.
- Routine ball field maintenance happening now.
- Electric at North Park coming soon.
- Working with EDC to receive grant funding for walking trail project which could allow for road base/asphalt layering, distance markers, and benches.
- Company selected to install new windows at park office.
- Small area for potential dog park and inexpensive pet waste stations may be available in future.

**11. Briefing by City Council Liaison.**

From the most recent City Council meeting, Councilwoman Richel reported Mr. Karl Hoppes was recognized for 25 years of service with the City, American Legion Riders were acknowledged for their participation in the Blue Santa Program, a new Citizens on Patrol group has been formed and will be patrolling the City in a marked vehicle in pairs, and the Converse EDC is working on grant funding for the proposed walking trail at North Park.

Councilwoman Richel also reported she would follow up with the Assistant City Manager, Mr. Quintanilla, regarding appointing Mr. Stubbs as Chairman of the Parks and Recreation Commission for another term and elevating alternate member, Mr. Shadron, to regular member status.

**12. Discussion of Agenda Items for Next Meeting.**

- Movie in the park.
- Monthly flea markets and concerts in the parks.
- Recycling center for Converse.
- Walking trail.

**13. Set Date and Time for Next Meeting – February 13, 2012 at 6:30 p.m.**

Next meeting will be February 13, 2012 at 6:30 p.m., as regularly scheduled.

**14. Adjournment.**

Chairman Stubbs adjourned the meeting at 7:57 p.m.