



**Minutes**  
**PARKS AND RECREATION COMMISSION MEETING**  
**February 10, 2020**  
**6:00 P.M.**

1. Call To Order. (Vice-Chairman Buckley)  
The meeting was called to order by Vice-Chairman Buckley at 6:01p.m.
2. Opening Ceremonies. (Vice-Chairman Buckley)
  - a. Moment of silence.
  - b. Pledge of Allegiance.
3. Roll Call, Establishment of Quorum & Recognition of Visitors. (Vice- Chairman Buckley)

Members present:

Marcelo Buckley- Vice Chairman  
Michael Potter- Treasurer  
Jeff Flinn- Commission Member  
Chris Reed- Commission Member  
Ra'Chel Buchwalter- Commission Member  
Jaclyn Robertson- Secretary  
Susan Cassidy- Alternate Member  
Christopher Drown- Alternate Member  
Katherine Richel- MPT Parks and Recreation Commission Liaison

Staff Members Present:

Vanessa Limones- Recording Secretary  
Mark Velasquez-Public Works Director

Excused:

Sam Perez- Chairman

4. Citizens to be heard: This time is provided for citizens to address the Parks and Recreation Commission on any issues and concerns under the commission's purview. No Parks and Environmental Commission discussion or action can be taken if an item is not on the Agenda. Please state your name and address for the record. Remarks should be limited to three minutes (3 min.)  
**None**
5. Discussion and Appropriate Action on the Commissions Minutes. (Vice-Chairman Buckley)
  - a. January 13, 2020 Minutes  
**Motion to Approve: Jeff Flinn**

Second: Ra'Chel Buchwalter  
Motion Approved

6. Discussion and Appropriate Action for Police Department to host an Easter Egg Hunt April 11, 2020 at City Park ball fields 3 & 4 along with using concession stand on top of the hill requested by Officer Phillip Steinberg. (Vice-Chairman Buckley)

**Tabled**

7. Discussion and Appropriate Action on combining Police Departments Trunk or Treat Event with Parks and Recreation Commission's Movie in The Park (if commission chooses to do Movie In The Park) for Saturday, October 31, 2020. (Vice-Chairman Buckley)

**Tabled**

8. Report from the Public Works Department (Mark Velasquez)

- a. Hi-Def cameras installed at both City and North Park
- b. Little Free Library installed and solar light will be installed near it
- c. Volleyball pits cleared and cleaned, new nets installed
- d. Solar lights and poles for the solar lights have been received and first lights installed will be near the zip-line
- e. We did preliminary walk through for the ADA restrooms at North Park and should be completed by this Wednesday
- f. Scheduling electrician for City Park ball fields #1 and #2 to make sure we have the right lighting, we have already received bids
- g. We are meeting with an individual from turf place on Friday to discuss and help train our Parks Department to see what we to maintain our fields

9. Report from City Council Liaison (MPT Katherine Richel)

MPT Katherine Richel not present, Councilwoman Droneburg reported:

- a. Approved three phases for subdivision plats for Knox Ridge estimated 180 homes
- b. Appointed Canyon Regional Water Authority Trustee Dr. Riley and reappointed Jonathan Smith as Board of Managers
- c. Fire Dept will conduct Converse Health Fair 2/15/2020 at 10 AM at Fire Department
- d. Ribbon cutting for Farmers Insurance 2/13/2020 at 10 AM
- e. Ribbon cutting for Cougar Cleaning 2/14/2020 at 10 AM

10. Agenda Items for next meeting.

- a. Report from Commission leads
- b. Budget item wish lists
- c. Discussion and Appropriate Action for Police Department to host an Easter Egg Hunt April 11, 2020
- d. Discussion and Appropriate Action on combining Police Departments Trunk or Treat Event with Parks and Recreation Commission's Movie in The Park

11. Set date and time for next meeting.

March 9, 2020, at 6:00 PM at City Council Chambers.

12. Adjournment.

The meeting was adjourned at 6:49 p.m.

**CERTIFICATION**

**The Parks and Recreation Commission of the City of Converse Met for a Regular Meeting at City Council Chambers Located at 402 S. Seguin Road to Discuss and Act on the Agenda Items listed above:**

**CERTIFICATION**

Passed and approved by the Parks and Recreation Commission this 9<sup>th</sup> day of March, 2020.

Attest:

  
Sam Perez, Chairman