

PARKS AND RECREATION ADVISORY BOARD
MINUTES OF A REGULAR MEETING

KERRVILLE, TEXAS
December 16, 2010

On Thursday, December 16, 2010, the Parks and Recreation Advisory Board meeting was called to order by Chairperson Zuber at 8:33 a.m. at the City Council Chambers in City Hall.

MEMBERS PRESENT:

Rustin Zuber	Chairperson
Diane McMahon	Vice-Chairperson
Jim Gardner	Board Member
Lisa Nye-Salladin	Board Member
Susan Sander	Board Member
Scotty Schmerber	Board Member
Dana Cardwell	Board Member
Stephen Roberts	Board Member
Stacie Keeble	City Council Liaison

STAFF PRESENT:

Malcolm Matthews	Director of Parks & Recreation
Ashlea Boyle	Parks & Recreation Superintendent
James Lynch	Lead Park Ranger
Tina Morales	Office Manager-Kerrville Schreiner Park

CALL TO ORDER

1. VISITOR/CITIZENS FORUM:

None.

2. APPROVAL OF MINUTES:

2A. Approval of minutes of the Parks and Recreation Advisory Board meeting held on November 18, 2010.

Recommendations were to amend minutes to reflect the following:

1. Under item 2A. Approval of Minutes, should state, Rustin Zuber moved to approve the minutes. Motion was seconded by Susan Sander and passed 8-0.
2. Under item 3A. Future Agendas, the word affectively should be changed to "effectively".

Diane McMahon moved to approve and accept minutes with the changes noted. Motion was seconded by Jim Gardner and passed 8-0.

3. INFORMATION AND DISCUSSION:

3A. Topics for Board Discussion in 2011. Malcolm Matthews distributed the handout "Possible Topics for Discussion in 2011".

- Park Dedication Ordinance Revision – Mr. Matthews stated that there will be quite a bit of discussion in regard to this topic in 2011.
- Kerrville River Trail - Mr. Matthews stated that the river trail project is moving forward with private development scheduled to start in Spring 2011.
- Dog Park - Mr. Matthews stated that there has been some public request to begin looking at possible dog park sites around town. Mr. Matthews also stated that if there is enough interest that this would be discussed in upcoming 2011 meetings.

- Capital Improvement Project Updates – Lytle Park -Mr. Matthews stated that the Lytle Park project construction has started and will be ongoing throughout the winter and the spring. Most of the work is to be done through City crews. Cailloux Theater ADA - While all of the day-to-day operations are managed by Playhouse 2000, Inc., the ADA renovations to the Cailloux Theater are being managed by the Parks and Recreation Department. The ADA issue came up approximately 18 months ago and is now being addressed through a settlement agreement with the Department of Justice. There are 20 physical improvements that have to be made to the building within the next 15 months, at a cost of approximately \$50,000.00. Stephen Roberts asked why the City would be paying anything at all if Playhouse 2000 built it. Mr. Matthews responded that the City owns the building and the DOJ demands that the owner address the issue, but added that the Cailloux Foundation will be assisting with some of the work. Scotty Schmerber asked how it got built without the ADA issues being in place. Mr. Matthews responded that the ADA law was in place and state permitting was required for accessibility when the facility was built in 2001. However, those requirements do not guarantee that all the ADA requirements are addressed, especially after construction. Mr. Roberts asked if Playhouse 2000, the architect, or the contractor have some liability since they built it. Mr. Matthews stated that the architect developed the plans and secured the permits, which were approved. The contractor that built it made some dimensional adjustments not reflected in the plans, but the contractor has since gone out of business. In the end, the owner has the responsibility. Mrs. Nye-Salladin asked if the cost of renovation is coming out of the Parks and Recreation budget. Mr. Matthews responded the funding is set aside in the City's FY11 operating budget, but is not coming from the department's budget. Susan Sander asked if construction will impact use of the building. Mr. Matthews stated we are working with the theater to make sure not to impact any of their booked events. Library Renovation - Mr. Matthews discussed the Library renovations planned for the interior and property grounds. As reference, the Parks Department takes care of the grounds and the maintenance of the building. The department will be installing a new playground outside of the Library funded through donations. Removal of existing parking and developing an open space behind the building will be included. Removal and demolition of the 433 Water Street building will occur and new parking will be installed closer to the street than the current parking. Diane McMahon asked if the playground was primarily for the neighborhood or library patrons. Mr. Matthews responded that it will be associated with the Library. Lastly, Mr. Matthews went over small improvements that will be occurring at Schultz Park.
- Program update - Mr. Matthews said that staff will be providing updates once a quarter on any upcoming events.
- Capital Improvement Needs - Mr. Matthews's stated there are challenges with the physical condition of facilities just making sure they meet regulations and guidelines. In addition, the department is responsible for 11 municipal buildings not in public parks. Playgrounds have to meet safety standards, trails need constant maintenance, and the Olympic Pool will need extensive repair over the next two years.
- FY12 Operating Budget and Fees - Mr. Matthews's stated there were six positions eliminated in the FY10 budget. We are expecting another extremely difficult budget process in FY12. Discussion followed on the Adopt-a-Park Program and the lack of return value to the volunteers in the past. Mr. Matthews's stated another area in the budget that we always have to revisit is fees. Fees were increased substantially in the FY11 budget. We will be able to tell by the time we get deep into the FY12 budget preparation if those fees had any impact on participation.

- Special Events – Mr. Matthews stated we have a change to 2011 July 4th. The City Council would like to move from a small event with local entertainment and fireworks display to one that is a destination event for Kerrville. The goal is to have a full day of activity using the downtown area and Louise Hays Park.
- Marketing, Sponsorships, and Grants - Mr. Matthews stated that right now sponsorships are minimal, marketing is usually event driven with press releases and website notices, and our grant program right now is not in existence and we will be working to grow those opportunities. Mrs. Nye-Salladin stated that the board members should review the mission statement and develop a list of the top two or three priorities for the delivery of parks and recreation services.
- Ashlea Boyle provided upcoming program announcements and updates. Mrs. Boyle stated that Saturday December 18th will be the annual Supper with Santa event at Kerrville-Schreiner Park and the Christmas Camp will be held December 20th through December 23rd at Kerrville-Schreiner Park.
- Stephen Roberts asked if the flag football league was successful. Mrs. Boyle responded that there was very good turnout for the first year and the same was true for soccer. Mr. Roberts asked if we were going to offer it again next year. Mrs. Boyle responded that we are planning to do so at this time.
- Mr. Matthews stated that Jimmy Lynch, Lead Park Ranger at Kerrville-Schreiner Park, has decided to make a career change. Mr. Lynch has been extremely valuable to the department and has provided assistance in several areas. Mr. Lynch then provided the board with information on his future endeavors.

3B. The next scheduled Parks and Recreation Advisory Board meeting is January 20, 2011. There were no suggested changes to the meeting time or date.

4. **ITEMS FOR FUTURE AGENDA**

None.

5. **ANNOUNCEMENTS OF COMMUNITY INTEREST**

None.

6. **ADJOURNMENT**

Lisa Nye-Salladin moved to adjourn; motion was seconded by Stephen Roberts and passed 8-0. Meeting adjourned at 9:45 a.m.

APPROVED: _____


Rustin Zuber, Chairperson

DATE: _____

1/20/2011

ATTEST: _____


Malcolm Matthews, Director of Parks & Recreation