

PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
February 8, 2018 MEETING MINUTES

The Park Commission of the City of Leon Valley, Texas met on the 8th day of February, 2018, at 7:00 p.m., at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

LEON VALLEY PARK COMMISSION MEETING, 7:00 P.M.

1. Call the Meeting to Order, Pledge of Allegiance, and Determine a Quorum is Present.

Chairman Roger Christensen called the Park Commission meeting to order at 7:02 p.m., with the following Park Commissioners in attendance:, Belinda Ealy, David Smith, Geraldine Rodriguez-Smith, Carolyn Gabriel, Stephen Parker, Jackie Walton, and Danielle Bolton. Absent were Commissioners Linda Tarin and Kathy Hill. Also present were City Staff member Melinda Moritz and resident Robert Jarzombek.

2. Review and Approval of the January 11, 2018 Regular Park Commission Meeting Minutes.

Commissioner Ealy made a motion to approve the minutes of the January 11, 2018 regular Park Commission meeting. Commissioner Parker seconded the motion and the motion carried unanimously.

3. Citizens to Be Heard

There were no citizens to be heard.

4. Reports on Activities that Impact Parks or Access to Parks

A. Presentation, Discussion, and Possible Action – Final Revisions to Park User Fee Schedule (D. Smith, M. Moritz / Commissioners)

Staff member Moritz stated that the revisions to the park user fees were being performed by Commissioner Smith and that he was present to discuss the final changes. Commissioner Smith explained the changes to the basketball, tennis court, and volleyball user fees and noted that he had included the rental income on the presentation.

Commissioner Parker expressed his concern that the basketball, tennis court and volleyball pit were in use most of the time without any fees being charged and that there needed to be a mechanism in the fee schedule that stated they were available for use at no charge on a first come first served basis, unless a person

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wanted to pay the fees for reservation, as opposed to there not being any fees listed and then persons not being able to reserve the facilities.

Commissioner Ealy stated that she agreed with having a reservation at \$5.00 to \$10.00 per hour and also agreed on adding language to support the first come first served basis at no charge. Mr. Smith stated that he would put that back in the fee schedule.

A discussion was held on the revenue acquired from rentals at the park and fees in general, then Chairman Christensen called for a motion. Commissioner Parker made a motion to approve the final fee schedule with the proposed changes and Commissioner Bolton seconded the motion. The motion carried unanimously.

B. Presentation, Discussion, and Possible Action to Revise the Parks, Recreation, and Open Space Master Plan (R. Christensen)

1. Sections 1-4 – Objectives and Goals, Statement of Purpose, Leon Valley Demographics, Leon Valley Parkland and Nearby Recreational Resources.

Staff member Moritz called the Commissioners attention to page 5 of the Plan, stating that the park survey should not have been made a part of the Master Plan and that a new park survey should be created and sent to the general public.

Chairman Christensen asked staff to prepare a new survey for the Commission's review. Staff member Moritz stated that she would create the survey and send it to each member.

Commissioner Parker noted that the survey should probably contain a subset of questions regarding the new pocket parks, such as are they used regularly and what other amenities the residents would like to have at each new park.

Chairman Christensen stated that the survey needed to be sent out quickly, as the answers would be used to formulate changes to the Master Plan.

Commissioner Walton asked if the new parks were included in the last survey. Ms. Moritz stated that they were not.

Chairman Christensen stated that he thought of the Park Master Plan as a document in progress and that nothing in it was set in concrete for the next five years.

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A general discussion was held on the survey and the Master Plan.

2. Assignment of Park Zone Reviews

Chairman Christensen stated that the City was broken into four park zones, being Bandera and Grissom as Zone 1 and 2 and Zones 3 and 4 were the Huebner and Bandera area. He asked which Commission lived in Zone 4. Commissioner Smith stated that he lived in Zone 1 and Commissioner Bolton noted that she lived in Zone 3, as did most of the other Commissioners. Chairman Christensen asked the Commissioners to visit the parks in their areas and make a list of items needed in that area. He stated that he would assign other areas at future meetings. He explained that the Commissioners would be discussing each area until they had completed all zones.

Commissioner Parker noted that the Silo Park was not mentioned in the current plan. Chairman Christensen stated that it was mentioned as a concept. A general discussion was held on the new parks and the review of the current Plan. It was decided that the members would email their suggestions on Sections 1-4 to staff.

Commissioner Smith asked if the 2014 Parks, Recreation, and Open Space Master Plan had been approved by City Council. Staff member Moritz stated that it had.

Commissioner Rodriguez-Smith stated that the Plan mentioned other publications and asked if these should also be reviewed. Ms. Moritz stated that she would try to obtain the books listed in the Master Plan for their review.

There being no further commentary, Chairman Christensen closed the discussion.

5. Commissioner and Staff Comments

Commissioner Ealy thanks the Public Works department for their hard work and stated that the new wayfinding signage at the Community/Conference Center areas was aesthetically pleasing and very helpful. She also stated she was pleased the merry-go-round had been returned to service and that it looked great.

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Commissioner Walton stated that she had a question on the Statement of Purpose in the Park Master Plan. Chairman Christensen stated that they would be reviewing that at a later date.

Staff member Moritz reported on the progress of the Evers Road bridge project, noting that the gas main contractor was in the process of installing the new gas main and that, at the time of the cross over, the smell of gas would be in the air, but that she would be sure to post that on the City's social media sites a day or two in advance, so that citizens would not be alarmed.

Chairman Christensen explained that the misidentified Triangle Area Park was not a separate parcel of land and that it was actually platted as a part of the Huebner-Onion Natural Area Park, as stated on Page 20 of the Park Master Plan. He stated that the Park Commission needed to revisit the recommendation for a parking area at that site. He then explained that the City had a new program called Adopt a Spot that was designed mainly for cleaning up certain areas of the City, but that it could potentially be used for such activities as planting a butterfly garden. He stated that the Park Commission needed to get involved in items that affect parks. He noted that they should at least be informed when programs like that were being created. He ended with saying that the Veteran's Memorial Park should be included in the Park Master Plan.

7. Adjourn.

Commissioner Smith made a motion to adjourn the meeting, which was seconded by Commissioner Parker. The vote was unanimously in favor of the motion. The meeting was adjourned at 8:04 p.m.



Roger Christensen - Chairman



Date