

**LEON VALLEY PARK COMMISSION MEETING MINUTES
JULY 8, 2013**

The Leon Valley Park Commission met on the 8th day of July, 2013 at 7 p.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

**REGULAR MEETING OF THE LEON VALLEY PARK COMMISSION
JULY 8, 2013, 7:00 PM**

1. Call the Leon Valley Park Commission Meeting to Order and Determine a Quorum is Present.

Chairman Bert Thomas called the Regular Park Commission meeting to order. Present were Chairman Bert Thomas and Members Scott Baird, Bill Cooper, Linda Tarin, Susan Fraser, and Tom Fraser. Also present was City Staff member Melinda Smith. Absent and excused was Member Benay Cacciatore. Absent and not excused were members Rachel Felkner and John Stanley. Let the record show that a quorum was present.

2. Consider Approval of the June 11, 2013 regular meeting minutes.

Chairman Thomas introduced City Staff member Smith and explained that Mr. Vick had stepped down as the Director of Public Works for retirement and that as Acting Director of Public Works; Ms. Smith would be the staff liaison to the Park Commission meetings for the next several months.

Commissioner Susan Fraser stated that, due to the length of the previous meeting, the minutes had been through several revisions and would be presented for approval at the next regularly scheduled meeting. She further stated that she would email a copy of the minutes to each member during the next few days and assured that City Secretary Willman also received a copy. City Staff member Smith stated that from this meeting forward, she would be happy to record the meetings and create the minutes for the Commission. A general consensus was reached to have Ms. Smith record and create the minutes at future meetings.

3. Citizens to be Heard

No citizens were in attendance, therefore none were heard.

4. Reports: Activities that Impact the Park or Access to the Park

A. Park Rental Applications.

City Staff member Smith noted that due to the absence of the Public Works Administrative Assistant, the information was unavailable. Chairman Thomas noted that he didn't know why they were receiving the applications. Ms. Smith offered her opinion that the Commission probably wasn't interested in reviewing each application, but would most probably like to have a monthly

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tabulation that specified what areas of the park were being used and by how many. A general consensus was reached that the Commissioners would be provided with a breakdown of park use each month instead of reviewing the applications.

5. Discuss:

A. Repairs needed throughout the Park

City Staff member Smith addressed the Commission, stating that several citizens and members of the City Council had requested that Raymond Rimkus Park receive some updating and maintenance in the form of replacing worn out barbecue pits, table tops, adding benches in strategic areas, and just generally sprucing up the amenities. She also noted that two parcels of property located next to the park were being investigated for a possible purchase. She stated that before anything could commence, pricing for replacement items and consultation with the engineering firm that would be preparing the plans and specifications for the hike and bike trail would need to occur, to assure uniformity and consistency. She noted that she had received the Commission's park improvement "wish list" and had met with Chairman Thomas and city staff at the park to assure all amenities had been considered. She stated that she would email the list to each Commissioner for their review.

B. Rules for conducting Leon Valley Park Commission Meetings

City Staff member Smith presented each Commissioner with a handout from the City Secretary comprised of the City Council resolution that adopted rules for conducting City Council meetings. She explained that the rules also contained the process for submitting items for placement on future agendas. Ms. Smith suggested that the Commission take the rules with them and consider adoption of some or all of the rules at the next regularly scheduled meeting.

Motion was made by Commissioner Baird to review the rules for the next month and make a decision on their revisions/adoption at the next regularly scheduled meeting. The motion was seconded by Commissioner Cooper. The motion passed unanimously.

C. Review Last Park Survey and items needed for New Park Master Plan

A general discussion was held by the Commissioners that included topics such as possibly receiving some monetary assistance from VIA for crosswalk improvements at Evers Road, closing the athletic fields one day per week or cordoning off certain areas to allow the fields to recover from heavy usage, creating a fitness area behind the Community Center for the Seniors and near the pool for the teenagers, remodeling the basketball court to the left of the

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tennis court to create a full court, adding a gate to the tennis courts, and whether or not the athletic field area was being watered with the recycled water line at night. Ms. Smith reiterated that she would send the "wish list" to the Commissioners by email during the week.

Commissioner Susan Fraser noted that the baseball diamond pitcher's home plate area had been damaged during the recent flooding and that a dump truck of sand was needed to repair that area for use. She explained that a group was interested in renting the baseball field, but the damage to the home plate area and the fact that one of the dugouts was positioned so that the sun intruded, was off-putting to the interested renter. Ms. Smith noted that a dump truck of sand could be brought in for repairs and that screening materials for the fence surrounding the baseball diamond would be added to the wish list.

D. Review the proposed 2010 Park Master Plan.

Chairman Thomas explained that a copy of the 2010 Open Space and Park Master Plan draft document had been placed at each Commissioners chair. Commissioner Baird stated that he wanted to discuss the Raymond Rimkus Park area in Zone 3 and not all the other zones in the City. City staff member Smith explained that the purpose of the Park Master Plan was to examine all areas of the city to assure that all citizens had access to a park or to make a determination that a park was not possible in a certain area, which would then impact Raymond Rimkus Park, and to also determine what improvements could be done to all parks in the city. Commissioner Baird then stated that because Zone 3 was so large he would prefer to start there.

Ms. Smith explained that each meeting could encompass one of the zones and that Zone 3 could be addressed during the next meeting. She further explained that since Zone 3 was so large, it could be broken into smaller sections, as long as the subsections were clearly delineated. The Commission decided that subsectioning Zone 3 would be appropriate. The Commissioners decided that the delineation would be as follows:

- Zone 3 A - Community and Conference centers, and Library complex
- Zone 3 B - The large pavilion and picnic areas, including playground
- Zone 3 C – Athletic fields, tennis and basketball courts, to the walking trail and large parking lot
- Zone 3 D – Quiet area, community garden and small pavilion
- Zone 3 E – Any new property
- Zone 3 F – Natural Area Park

The Commissioners discussed incorporating the Historical Society's Master Plan for the Natural Area Park into the Park and Open Space Master Plan for that area. The Commission noted that the Historical Society had done a great

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job in the planning for that area and they thought most citizens would agree with keeping the area as natural as possible, but adding handicap accessibility.

Motion was made to accept the new Zone 3 designations by Commissioner Baird. The motion was seconded by Commissioner Cooper. The motion passed unanimously in favor.

A discussion was then held regarding the other park zones of the city and what documents would be needed before a concerted evaluation was made, and to consider the creation of an additional Zone 5, to encompass the area along Hodges and Althea Drives. City Staff member Smith volunteered to provide the Commissioners with better maps of each area and a matrix that could be easily completed by each Commissioner. She further noted that each park zone could be considered at its own meeting.

Commissioner Susan Fraser addressed Ms. Smith, clarifying the request to have the baseball mound repaired as soon as possible. City Staff member Smith stated that she would report the problem to Public Works the next day for repair.

6. Commissioners and Staff Comments

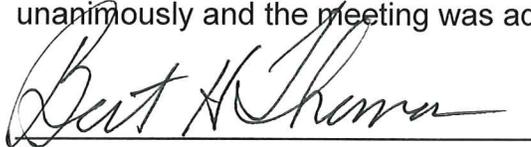
Neither the Commissioners nor the staff had any comments.

7. Announcements

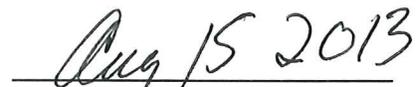
Chairman Thomas stated that the next Park Commission meeting would be held August 12, 2013.

8. Adjournment

A motion to adjourn the meeting was made by Commissioner Cooper. The motion was seconded by Commissioner Tarin. The motion passed unanimously and the meeting was adjourned at 8:58 pm.



Chairman Bert Thomas



Date

Approved by the Park Commission on the _____ day of _____, 2013.