PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
October 12, 2017 MEETING MINUTES

The Park Commission of the City of Leon Valley, Texas met on the 12th day of October, 2017, 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 7:00 p.m., with the following Park Commissioners in attendance: Roger Christensen, Jackie Walton, Belinda Ealy, Carolyn Gabriel, David Smith, Geraldine Rodriguez-Smith, Kathy Hill, Linda Tarin, and Stephen Parker. Absent were Commissioners Danielle Bolton and Benay Cacciatore. Also present were City Councilmember Monica Alcocer, City Staff member Melinda Moritz, and resident Robert Jarzombek.

2. **Review and Approval of the September 14, 2017 Regular Park Commission Meeting Minutes.**

   Commissioner Ealy noted a correction to the minutes on page 8 to reflect the Commissioner saying yes. Commissioner Hill then made a motion to approve the minutes of the September 14, 2017 regular Park Commission meeting, with the correction. Vice Chairwoman Walton 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. Discussion, Presentation, and Possible Action to Increase Park Rental Fees (M. Moritz)

   Ms. Moritz directed the Commissioners to the handouts in their packets, stating that the proposed new fees had been prepared by Commissioner Smith and that she thought they were well thought out. She noted that any questions about the proposed fees would probably be best directed to Mr. Smith.

   Chairman Christensen asked about the position of the athletic fields, which was explained by Commissioner Ealy. He then asked if it would be possible to map or otherwise mark the position of each field. Ms. Moritz stated that it would.

Commissioner Ealy stated that she didn't think renting the tennis or volleyball courts was a good idea. Commissioner Parker asked if the basketball courts were available for rental. Ms. Moritz stated they were not. Commissioner Parker stated that he thought they should be included to be consistent. Commissioner Hill stated that she thought they should not, but that they should be made available on a first come - first served basis. Chairman Christensen stated that he thought the ordinance should have a separate line item for the basketball courts with the same conditions. Commissioner Ealy stated that they could add the basketball courts, but put in parenthesis that the courts are open to the public on a first come-first served basis, but could be reserved for a fee.

Commissioner Hill stated that since this would be the first time the pavilions had split usage hours, the ordinance should be forwarded to the Police Department to inform them of the change. She then asked if Public Works had the staffing to accommodate the split usage. Ms. Moritz stated that they did, as the split would come one hour before the end of the shift, which would allow for cleaning during the split and in the mornings before the rentals started.

Commissioner Ealy then stated that a fee should be added for the use of the horseshoe pits. Councilwoman Alcocer stated that the fees for volleyball should be eliminated and no fees charged for the horseshoe pits. She noted that in the other parks she had visited, the horseshoe pits were very fancy and well-kept and that Leon Valley's were not. She then asked if the City was currently getting requests for multiple rentals on the weekends. Ms. Moritz stated that she didn't think so. Mrs. Alcocer then stated that there should be a date for the new fees to begin. She noted her concern that renters may state they have less than 50 people to avoid paying the large group cleaning fee. She stated that she thought there should be at least a $25 fee for the service. She noted that persons using the facilities should lose the right to reserve the facilities for six months if they were to violate the regulations for usage.

Commissioner Smith noted that the rental fees for the pavilion had an increase that would cover the costs for normal cleaning services. He stated that the additional revenue would be gained by having the additional hours of rental. Councilwoman Alcocer stated that the current fees for the deposit and application were refundable if the pavilions were left in good condition. Commissioner Smith stated that only the deposit was refundable. Mrs. Alcocer said that she was just trying to assure that the costs for the employees were covered. Mr. Smith stated

that they could adjust the rate if that was not enough. Ms. Moritz stated that the proposed fees would cover the costs for a normal cleanup.
Chairman Christensen thanked the staff and Mr. Smith for their time and efforts in revising the fee schedule for the park facilities. He stated that he was not sure how to put all of the revision suggestions into a motion for a vote and suggested that Mr. Smith and the staff revise the proposed ordinance and bring it back to the November Park Commission meeting. Chairman Christensen asked how the transition of the increase in fees would be carried out. Ms. Moritz stated that the fees would go into effect 30 days after the ordinance was passed. A general discussion was held regarding increasing the fees and how the cleaning would be handled.

Commissioner Ealy made a motion to postpone the item to the next Park Commission meeting, to allow staff and Mr. Smith to revise the proposed fee schedule. Commissioner Parker seconded the motion, and the motion carried unanimously.

B. Presentation, Discussion, and Possible Action on the FY 2018 and FY 2019 Budgets

Staff member Moritz gave a presentation on the newly adopted budget and gave each Commissioner a copy of the approved budget for Parks and Recreation. She then explained each of the line items and what the money was to be spent on. She noted that both the Silo and Old Mill Parks were to receive a playscape and pavilion, and that the Ridge at Leon Valley Park was to receive an outdoor fitness station and walking path. She noted that the walking path at the Silo Park was complete and the Old Mill Park path was almost completed.

Staff member Moritz stated that preparations for the next year's budget would be started in January and that she would like some suggestions from the Park Commissioners as to what capital improvements they would like included for Council consideration. She noted that each of the playscape areas could use some shade covers. She also noted that a wildlife viewing platform had been considered in the past for the Huebner-Onion Natural Area Park. Chairman Christensen noted that he had found a diagram of the wildlife viewing area and that he would be commenting on that at a later meeting.

Commissioner Ealy stated that she had recently attended a conference in Houston and had met with the City's Forester, and that he stated he would be happy to help design the wildlife viewing platform.

5. Commissioner and Staff Comments

Commissioner Tarin had no comments.

Commissioner Hill thanked staff and Mr. Smith for their work on revising the rate structure for park facilities. She then stated that the Leon Valley Historical Society would be holding their Pioneer Gala on the next Friday and that she had tickets if anyone wanted to participate.

Commissioner Smith thanked the Public Works department for their work and then explained that the Little Free Libraries had been installed at the Old Mill Park. He then stated that the Old Mill Park was coming along nicely.

Chairman Christensen gave a presentation to the Commissioners to show them what he had presented to the City Council as their yearly report. He then asked the Commissioners what they thought about holding a work day at Raymond Rimkus Park to prune before the spring growth. He stated that he would like to meet in the March or April time frame, weather dependent.

7. Adjourn.

Commissioner Smith made a motion to adjourn the meeting, which was seconded by Commissioner Walton. The vote was unanimously in favor of the motion. The meeting was adjourned at 8:35 p.m.

Roger Christensen — 11-15-17

Roger Christensen - Chairman **Date**