

**CITY OF ALPINE
PARKS & RECREATION BOARD MEETING
WEDNESDAY, FEBRUARY 8, 2023 – 5:30 P.M.**

NOTICE IS HEREBY GIVEN THAT THE PARKS AND RECREATION ADVISORY BOARD OF THE CITY OF ALPINE, TEXAS WILL HOLD A MEETING AT 5:30 P.M. ON WEDNESDAY, FEBRUARY 8, 2023 AT CITY COUNCIL CHAMBERS LOCATED AT 803 WEST HOLLAND AVENUE FOR THE PURPOSE OF CONSIDERING THE ATTACHED AGENDA. THIS NOTICE IS POSTED PURSUANT TO THE TEXAS OPEN MEETINGS ACT. ACTION ITEMS APPROVED AT THIS MEETING WILL GO TO THE CITY COUNCIL FOR CONSIDERATION.

AGENDA

- 1. Call to Order.**
- 2. Determination of Quorum and proof of notice of the meeting.**
- 3. Citizen Comments.**
- 4. Signing of Statement of Officer.** (G. Calderon, City Secretary)
- 5. Swearing-in of Board Members of the Parks and Recreation Board.** (G. Calderon, City Secretary)
- 4. Approval of Minutes of the previous meeting –**
 - a) November 9, 2022, Regular Meeting Minutes. (G. Calderon, City Secretary)
- 5. Information and Discussion Items –**
 - a) Update from Alpine Parks Department. (D. Nance, Chair)
 - b) Update from Keep Alpine Beautiful. (D. Nance, Chair)
 - c) Update from BBPaRKS. (D. Nance, Chair)
 - d) Discuss term limits and appointment dates. City Council approved Boards, Commissions, and Committees term limits to begin in October 2022, with current Board Members serving a partial term until May 2023, when the City Council will newly appoint board and commission members. (D. Nance, Chair)
 - e) Discussion to let Board Member Ramos choose which parks objective he would like to work with. (D. Nance, Chair)
 - f) Updates from Board Members on tasked City Council objectives:
 - I. Ordinance Review. (D. Nance, Chair)
 - II. Park Rules. (K. Cantrell, Place 1)
 - III. Festivals and Event Permitting. (B. Struthers, Place 3)
 - IV. Rental Fees. (D. Nance, Chair)
 - V. Park Prioritization. (D. Nance, Chair)
 - VI. Inventory of Playground. (K. Santos)
 - VII. Possible Utility Bill Donation Project. (D. Nance, Chair)
 - VIII. Park Activities. (D. Nance, Chair)
 - IX. Reporting. (D. Nance, Chair)
 - g) Discussion with City Staff regarding procedural items, questions, and recent Parks and Recreation-related items. (G. Calderon, City Secretary)

6. Action Items –

- a) Approve the Calendar Year 2023 Meeting Schedule. (G. Calderon, City Secretary)
- b) Appoint the Chairman of the Parks and Recreation Board. (G. Calderon, City Secretary)
- c) Appoint the Vice-Chair of the Parks and Recreation Board. (G. Calderon, City Secretary)
- d) Appoint the Secretary of the Parks and Recreation Board. (G. Calderon, City Secretary)

7. Board Member Comments.

8. Adjourn.

CERTIFICATION

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and to the City website at www.cityofalpine.com pursuant to Section 551.043, Texas Government Code. The said notice was posted by 5:00 P.M. on February 3, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Office of the City Secretary at (432) 837-3301, option 1, or email city.secretary@ci.alpine.tx.us for further information.



Geoffrey R. Calderon, City Secretary



INTRODUCTION OVERVIEW

- 1. Call to Order.**
- 2. Determination of Quorum and proof of notice of the meeting.**
- 3. Citizen Comments.**
- 4. Signing of Statement of Officer. (G. Calderon, City Secretary)**
- 5. Swearing-in of Board Members of the Parks and Recreation Board. (G. Calderon, City Secretary)**
- 4. Approval of Minutes of the previous meeting –**
 - a) November 9, 2022, Regular Meeting Minutes. (G. Calderon, City Secretary)



**PARKS AND RECREATION BOARD
MEETING AGENDA ITEM COVER MEMO
FEBRUARY 8, 2023**

APPROVAL OF MINUTES

6. Approval of minutes of previous meetings –
a) November 9, 2022, Regular Meeting Minutes (G. Calderon, City Secretary)

BACKGROUND

NONE.

SUPPORTING MATERIALS

- November 9, 2022 Regular Meeting Minutes.

STAFF RECOMMENDATION

APPROVE.

**CITY OF ALPINE
PARKS & RECREATION BOARD MEETING
WEDNESDAY, NOVEMBER 9, 2022 – 5:30 P.M.
MINUTES**

1. Call to Order – Chair of the Board, Darin Nance, called the regular meeting to order at 5:30 P.M. The meeting took place in City Council Chambers at 803 W. Holland Avenue, Alpine, Texas, 79830.

2. Determination of quorum and proof of notice of meeting.

Board Members Physically Present:	City Staff Present:
Darin Nance, Chair	Geoffrey R. Calderon, City Secretary
Karen Cantrell, Board Member	
Lucy Escovedo, Board Member	
Katie “TK” Santos	

Board Members Not Present:	Present via Zoom:
Ben Struthers, Board Member	None

2. Citizen Comments.

4. Approval of Minutes of the previous meeting –

- a) October 12, 2022, Regular Meeting Minutes

On a motion by Board Member Cantrell and seconded by Board Member Santos to approve the minutes of the previous meeting, the Parks & Recreation Board unanimously voted to adopt the motion.

5. Information and Discussion Items –

- a) Update from Big Bend Parks & Recreation for Kids.
- b) Update from Keep Alpine Beautiful.
- c) Update from Alpine Parks Department.
- d) Discussion with City Staff regarding procedural items, questions, and recent Parks and Recreation-related items.
 - I. Merging the Beautification and Environmental Board with the Parks Board.
 - II. Board Update on Ordinance 2022-10-03.
 - III. New Directives for the Parks Board from Resolution 2022-11-03.
- e) Discussion with City Staff regarding workshops, discussion items, and citizen engagement
- f) Discussion on Rental Fees for Assets in City Parks.
- g) Discussion on Vehicle Parking at Nopalitos Park.
- h) Discussion on Updates on the Pueblo Nuevo Project.

6. Action Items – None.

7. Board Member Comments.

On a motion by Board Member Escovedo and seconded by Board Member Cantrell to adjourn, the Parks & Recreation Board unanimously voted to adopt the motion.

Minutes: 11-9-2022

Approved: 02-08-2023

8. Adjourn (6:16 P.M.)

Darin Nance, Chair of the Parks & Recreation Board

CERTIFICATION

I, Geoffrey R. Calderon, hereby certify that this notice was posted at City Hall, a convenient and readily accessible place to the general public and to the City website at www.cityofalpine.com pursuant to Section 551.043, Texas Government Code. The said notice was posted by 5:00 P.M. on November 3, 2022, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Office of the City Secretary at (432) 837-3301, option 1, or email city.secretary@ci.alpine.tx.us for further information.

Geoffrey R. Calderon, City Secretary

Minutes: 11-9-2022

Approved: 02-08-2023

INFORMATION AND DISCUSSION OVERVIEW

5. Information and Discussion Items –

- a) Update from Alpine Parks Department. (D. Nance, Chair)
- b) Update from Keep Alpine Beautiful. (D. Nance, Chair)
- c) Update from BBPaRKS. (D. Nance, Chair)
- d) Discuss term limits and appointment dates. City Council approved Boards, Commissions, and Committees term limits to begin in October 2022, with current Board Members serving a partial term until May of 2023, when the City Council will newly appoint board and commission members. (D. Nance, Chair)
- e) Discussion to let Board Member Ramos choose which parks objective he would like to work with. (D. Nance, Chair)
- f) Updates from Board Members on tasked City Council objectives:
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 - VI. Inventory of Playground. (K. Santos)
 - VII. Possible Utility Bill Donation Project. (D. Nance, Chair)
 - VIII. Park Activities. (D. Nance, Chair)
 - IX. Reporting. (D. Nance, Chair)
- g) Discussion with City Staff regarding procedural items, questions, and recent Parks and Recreation-related items. (G. Calderon, City Secretary)



**PARKS AND RECREATION BOARD
MEETING AGENDA ITEM COVER MEMO
FEBRUARY 8, 2023**

DISCUSSION ITEMS

- a) Update from Alpine Parks Department. (D. Nance, Chair)
- b) Update from Keep Alpine Beautiful. (D. Nance, Chair)
- c) Update from BBPaRKS. (D. Nance, Chair)
- d) Discuss term limits and appointment dates. City Council approved Boards, Commissions, and Committees term limits to begin in October 2022, with current Board Members serving a partial term until May 2023, when the City Council will newly appoint board and commission members. (D. Nance, Chair)
- e) Discussion to let Board Member Ramos choose which parks objective he would like to work with. (D. Nance, Chair)

BACKGROUND

NONE.

SUPPORTING MATERIALS

NONE.

STAFF RECOMMENDATION

NONE.



**PARKS AND RECREATION BOARD
MEETING AGENDA ITEM COVER MEMO
FEBRUARY 8, 2023**

DISCUSSION ITEMS

- f) Updates from Board Members on tasked City Council objectives:
- I. Ordinance Review. (D. Nance, Chair)
 - II. Park Rules. (K. Cantrell, Place 1)
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 - IX. Reporting. (D. Nance, Chair)

BACKGROUND

NONE.

SUPPORTING MATERIALS

- 1. Resolution 2022-11-03.

STAFF RECOMMENDATION

NONE.

STATE OF TEXAS

CITY OF ALPINE

COUNTY OF BREWSTER

RESOLUTION 2022-11-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS APPROVING A DIRECTIVE TASKING THE PARKS AND RECREATION BOARD WITH KEY CITY OBJECTIVES FOR THE FISCAL YEAR 2022-2023.

WHEREAS, the general purposes of the Parks and Recreation Board is to receive suggestions, study situations, plans, projects, and to act in a general advisory capacity to the City Council relative to the Parks and Recreation program of the City; and

WHEREAS, the Parks and Recreation Board is a critical part of obtaining citizen views, and the City Council benefits from the views and plans derived from the Board; and

WHEREAS, the City Council recognizes that key items related to parks must be addressed, and shall annually task the Parks & Recreation Board with objectives on which the City Council desires to be advised.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS THAT:

SECTION I. The City Council hereby tasks the Parks and Recreation Board with the following Fiscal Year 2023 objectives:

- I. **Ordinance Review** – The current ordinances should be streamlined and uniform guidelines put in place. The Board is tasked with reviewing the ordinances and recommending changes that benefit the citizens of Alpine.

Deadline: Ongoing

- II. **Park Rules** – Uniform rules and guidelines are desired at City Parks, although exceptions may be made per Park for matters that benefit the general public.

Deadline: September 2023

- III. **Festivals and Event Permitting** – Establishing small, medium, and large Event or Festival Permits, processes, and procedures. The Board should determine what rules organizers must follow, guidelines, and other information pertinent to events and festivals in City Parks.

Deadline: September 2023

- IV. **Rental Fees** – Rental fees for assets in City Parks including the Kokernot Park Pavilion and Event Permitting should be reviewed and recommended by the Board.

Deadline: September 2023

- V. **Park prioritization** – The Board shall advise the City Council on the priority of each City park to citizens of Alpine, which will assist the Council in determining which parks should be prioritized, closed, or repurposed to benefit the general public. The Board shall also determine what percentage of the budget should be spent on each park.

Deadline: September 2023

- VI. **Inventory of Playground Equipment** - Develop an inventory of playground equipment, its condition, and determine if the City needs more equipment for some parks, and determine the cost associated with improvements.

Deadline: September 2023

- VII. **Possible Utility Bill Donation Project** – Study the possibility of including a donation box on our Utility Bills for use in improving City parks.

Deadline: September 2023

- VIII. **Park Activities** – Study the implementation of park activities to be held in City parks, and investigate the feasibility of revenue-generating activities.

Deadline: September 2023

- IX. **Reporting** – Present updates on the board’s activity each quarter and work with City Staff to determine the best time to make the quarterly presentations.

Deadline: Ongoing

SECTION II. This resolution is effective immediately upon its passage.

PASSED, APPROVED, AND ADOPTED BY A MAJORITY VOTE OF THE CITY COUNCIL ON THIS THE 1st DAY OF NOVEMBER 2022 BY THE CITY COUNCIL OF THE CITY OF ALPINE, TEXAS.

APPROVED:


 Catherine Eaves, Mayor



ATTEST:


 Geoffrey R. Calderon, City Secretary



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DISCUSSION ITEMS

- g) Discussion with City Staff regarding procedural items, questions, and recent Parks and Recreation-related items. (G. Calderon, City Secretary)

BACKGROUND

NONE.

SUPPORTING MATERIALS

NONE.

STAFF RECOMMENDATION

NONE.

ACTION ITEMS OVERVIEW

6. Action Items –

- a) Approve the Calendar Year 2023 Meeting Schedule. (G. Calderon, City Secretary)
- b) Appoint the Chairman of the Parks and Recreation Board. (G. Calderon, City Secretary)
- c) Appoint the Vice-Chair of the Parks and Recreation Board. (G. Calderon, City Secretary)
- d) Appoint the Secretary of the Parks and Recreation Board. (G. Calderon, City Secretary)



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ACTION ITEMS

- a) Approve the Calendar Year 2023 Meeting Schedule. (G. Calderon, City Secretary)

BACKGROUND

- This item is being added to the agenda to formalize and plan this calendar year's meeting schedule. City ordinance does require the Parks Board to meet on the second Wednesday of each month.
- Formally scheduling meeting in advance allows the City to plan for use of the City Council Chambers and allows all stakeholders better opportunity to plan to attend meetings.

SUPPORTING MATERIALS

- 2023 Meeting Calendar.

STAFF RECOMMENDATION

APPROVE.

**PARKS AND RECREATION BOARD
2023 MEETING CALENDAR**

All meetings occur at City Council Chambers located at 803 West Holland Avenue on the **2nd Wednesday** of each month at 5:30 p.m.

January 11, 2023

February 8, 2023

March 8, 2023

April 12, 2023

May 10, 2023

June 14, 2023

July 12, 2023

August 9, 2023

September 13, 2023

October 11, 2023

November 8, 2023

December 2023 – No Meeting Scheduled; only a special meeting may be called.

*Meeting dates are subject to change due to extenuating circumstances; however, this is unlikely, and every effort will be made to hold the meetings on the 2nd Wednesday of each month.



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ACTION ITEMS

- b) Appoint the Chairman of the Parks and Recreation Board. (G. Calderon, City Secretary)
- c) Appoint the Vice-Chair of the Parks and Recreation Board. (G. Calderon, City Secretary)
- d) Appoint the Secretary of the Parks and Recreation Board. (G. Calderon, City Secretary)

BACKGROUND

- Board Officers are now appointed by the individual board, commission, or committee after the passage of Ordinance 2022-10-03.
- This item is being added to the agenda so that the board can formally elect and memorialize board officers.

SUPPORTING MATERIALS

- NONE.

STAFF RECOMMENDATION

- NONE.

CONCLUSION OVERVIEW

7. Board Member Comments.

8. Adjourn.