

City of Alpine
Parks and Recreation Board Meeting
City Council Chambers
July 26, 2018
5:30 PM
Minutes

- Call to order – Kirsten Moody called the meeting to order at 5:33 PM. The meeting was held in City Council Chambers at City Hall, 803 W. Holland Avenue, in the City of Alpine, Texas.
- Determination of Quorum and Proof of Notice of Meeting – Marci Tuck Havlik, Kurt Mannchen, Kirsten Moody, and Joe Torres were present. Norma Hinojos Olivo was absent. The meeting notice, signed by City Secretary Cynthia Salas, read that it had been posted at 2:00 PM on July 19, 2018.
- Approval of minutes from previous two meetings – Marci moved, and Joe seconded the motion, to approve the minutes as presented. The motion passed unanimously.
- Announcements – Marci said that Big Bend Parks and Recreation for Kids (BBPaRKs), the non-profit friends-of-the-parks group, will be hosting a parks fundraiser on August 25 from 10:00 AM-1:00 PM at Medina Park. Kirsten suggested that the group think about a new regular meeting date because meeting the fourth Thursday of the month means that November and December meetings will always be a problem.
- Information and Discussion Items
 - Update on status of the parks master plan process – Kirsten said that the request for quotes had not been posted again yet. Marci said that she believes it will be posted before the end of the current fiscal year. BBPaRKs president Dr. Ekta Escovar said that the group would like to see the process move forward as quickly as possible so that they can get back to fundraising for specific projects.
 - Review and discuss the processes and procedures of the board –The board members discussed the need for a set of policies and procedures that make clear what our board’s role is, how we do our work, and how our work interacts with that of city staff and the city council. Joe said that other committees record their meetings. Kurt suggested that we have our meetings at each of the parks. Dr. Escovar said that the current process for parks complaints is cumbersome and does not result in the board being alerted to problems. She suggested that citizen complaints about the parks should come directly to the board. Several board members said that a staff member responsible for parks should be at our meetings. Dr. Escovar said the board should conduct an annual survey about the parks. Marci suggested that each board member routinely update their appointing city councilperson on parks issues. Kirsten said that the board might want to present to the council their work plan for the year. Kirsten also said that the procedure for preparing action items to present to council needs to be clear. She said that the way it worked this year led to her proposing revised funding requests to Council and staff that differed from the funding amount that the board had voted on.

Kirsten suggested this statement as a starting point for a board statement of purpose:

- Discuss and consider making a recommendation to Council about allocating funds toward a movies-in-the-park series. This item had previously been voted forward by the board, but the required funding amount had increased, so another vote was taken to assure that the board was still in favor of the action even with the increased funding required.

Marci moved, and Kurt seconded the motion, to recommend to Council that \$15,000 be allocated in the 2018-2019 budget in a new line item for equipment needed for a movies in the park initiative and other initiatives not covered by the operations and maintenance budget.

- Discuss and consider making a recommendation to Council about allocating funds toward an ADA accessible bathroom at Kokernot Park. This item had come before the board before, but had been tabled.

Joe moved, and Kurt seconded the motion, to recommend to Council that \$75,000 be allocated in the 2018-2019 budget to build two ADA bathrooms. A vote was taken, with Joe, Kurt, and Marci voting yes. Kirsten abstained. Kirsten voiced her support of the idea of the bathrooms, but said she needed more specific information in order to present the idea to Council or City staff. Joe then withdrew his motion.

- Citizen comments – There were no additional citizen comments.