

**PARKS BOARD MEETING
MINUTES
December 16, 2008**

Present: Terry Teague, Soledad Najera, Lupe Alvarez, Lee Taylor, Rali Blomstedt, Hamilton Duplessis, Carol Buttler, Assistant City Manager; Tim Fousse, Public Works Director; and Sandra Rodriguez-Torres, Deputy City Secretary.

Absent: T.A. Lopez

1. Call to order:

Chairman Teague called the meeting to order at 5:33 p.m.

2. Approval of November 18, 2008 Minutes:

Minutes were not ready due to Ms. Torres being out sick. They will be ready for next meeting.

3. Nature Trail Park Status Report:

Ms. Najera reported that the Electric Department already set up the pole for Zerr Electric to install the temporary meter for power. She also stated that she provided Ms. Buttler with the irrigation information needed for the extension letter for Texas Parks & Wildlife. She is also working on the sign. She stated that Mr. Denton had concerns with the quotes for the trail.

Mr. Denton informed the board regarding issues with the two quotes they have received not being itemized or broken down and were not accepted.

He stated that the water line is pending. The equipment is ready for Water Department to begin the installation. The benches are assembled and stored away. The re-bar for the timbers is all cut and ready to go. The landscape timbers will not be ordered until the trail project is ready to start. He also stated that some re-grading is still needed and some trees may need to be removed. He stated that he has no more work for the inmates until the timbers are ready to be laid and therefore, work is at a stand still.

The board and staff also discussed the quotes and how the contractors would get paid. Per Ms. Buttler, the City normally does not pay until the job is done.

Ms. Buttler stated that quote documentation is needed to provide it to the State. She will break down all the bids for the trail.

Ms. Najera informed the board that John Whan is ready for the buffer line. The board had a short discussion regarding the buffer line. A resolution will be submitted at the next Council meeting.

4. Nature Trail Park Recommendation for Extension of Contract-Project Manager for Nature Trail:

Ms. Buttler explained why she included copies of the extension of contract from Texas Parks & Wildlife and Mr. Denton's contract. She stated that the extension was granted from the state and the city extended the contract with Mr. Denton. The board was in agreement to extend the contract based on the copies the received.

5. T.A. Lopez Park Status Report:

Mr. Fousse reported that the construction phase of the pavilion project is complete. He stated that the surface floor is not ready for completion until he gets clarification from the board as to what the main use will be.

Mr. Duplessis had concerns regarding the ditch along the north part of the park. Pictures were passed around. Mr. Teague suggests that Mr. Fousse come up with some suggestions to remedy the problem and come back at the next meeting. Mr. Fousse stated that there will be no coin operated system installed for the operation of the lights. Per Ms. Buttler, the coin operated system issue was discussed

at an Executive Staff meeting and it was decided that the lights will operate like they are operated at the tennis courts and explained it to the board. Mr. Fousse stated that the lighting work would be done in 4 weeks.

Mr. Teague asked that Mr. Fousse have a recommendation at the next meeting for the dual purpose floor for the pavilion.

Other items discussed: benches, picnic tables, playscape, painting of the fencing and restrooms by the inmates, fencing issues, water availability for T.A. Lopez Park & Hwy. 90 project being priority at this time.

Ms. Najera & Mr. Teague requested copies of the expenses for the pavilion project. She would like them for budgeting purposes. Ms. Buttler will provide document to them.

6. Presentation and Status Report of Torres Park:

Ms. Buttler referred to the memo included in the packet and updated the board that Phase 1 would be site/property preparation and the installation of the roads. She stated that soil testing and staking of the property has been done. Ms. Buttler asked the board what elements the board wanted in the park and possibly have Mr. Torres come to a Parks Board meeting.

Ms. Najera asked why the city is providing a road. Ms. Buttler stated that it was part of the arrangement made; the city would provide the road in exchange for donating the park land. The road will provide access to the park.

Mr. Fousse explained subdivision requirements in more detail. Ms. Najera had concerns regarding the cost of the road and asked if the city would be responsible for the installation of water & sewer lines. She stated that she would like a revision of it and place it on the next agenda. Staff informed Ms. Najera that City Council had already approved it back in 2007.

The board had a lengthy discussion regarding this matter.

Mr. Fousse stated that the focus of the board should be on the contents of the park and based on the current time schedule, that will be coming up in about 18-24 months.

Ms. Najera stated as a Parks Board member, especially in these tough times, she does not want to recommend the installation of a road. She will recommend the installation of a playground and basketball courts, but not a road. She would like clarification on how the money was allocated for the road and for the park. Ms. Buttler stated she would take care of Ms. Najera's request.

7. Skate Park:

Ms. Najera stated that about 6 months ago, when compiling the maintenance list, the board requested that the cracks be repaired. As of December 10th, the cracks are still there. Mr. Rodriguez was to get with the contractor regarding the cracks.

Mr. Rodriguez stated that he did a walk through and the only things he has done work order for was for the weeds, graffiti, and fencing problems. Mr. Duplessis showed some pictures of the area showing the cracks.

Mr. Teague asked if there are plans to do landscaping. Mr. Najera stated that the boy scouts at one point wanted to do some landscaping out there and she has been advised that they could start in March or April. Ms. Najera recommends filling up the berm/backfill.

Ms. Taylor addressed irrigation issues for the skate park if landscaping is to be done out there.

Per Mr. Fousse, there is no irrigation out there due to vandalism, the valve was removed.

Ms. Buttler stated that everyone has to look at their schedules and check what is priority at this time before anything can be done.

8. Parks Board Role – Rick Taylor Recreation Center and Golf Course:

Mr. Teague stated that the board had discussed this item before at a past meeting and stated that the departments are not within the realm of the Parks Board. They are not parks and therefore are the responsibility of the City.

Ms. Buttler explained to the board that the only scope the Parks Board would have on either of these items would be if there was something in the Master Plan that spelled out a capital improvement needed to be made.

Ms. Najera stated “So we are not supposed to let you know when something is going on at any of those places or address the situation”.

Ms. Buttler stated that as a citizen you can come to us with any complaint regardless.

Ms. Najera stated that she does not see anything in black in white that tells her that she cannot say anything about the Rick Taylor Center or the golf course.

Ms. Buttler explained the overseeing of the departments and informed the board that she has asked the City Attorney to prepare of memo regarding the roles of all boards.

9. Discuss and Consider Recommendations for Rick Taylor and Recreation Center:

Ms. Najera began the discussion and stated that we need to find out who is responsible to oversee the recreation center and golf course. The board had a lengthy discussion regarding who is in charge of these departments. Mr. Teague recommends waiting until the board gets the memo from the city attorney. Ms. Najera stated that it should not be the city attorney it should be the City Council.

The board had a lengthy discussion regarding this item.

Ms. Najera & Mr. Duplessis would like clarification regarding their role and if they can make recommendations for the Rick Taylor Center and golf course.

10. Sports Complex Status Report by Terry Teague and Hamilton Duplessis:

Mr. Teague stated that on November 12, 2008, they met at the complex along with Ms. Buttler, Mr. Rodriguez, and Felipe Sandoval.

Mr. Duplessis reported that Mr. Rodriguez had started on some of the work needed out there. He went into detail regarding the work on the baselines, backstops, fence lines, irrigation, bleachers, and also stated that the look like they are 50 years old.

Mr. Fousse stated that more staff is needed in order to keep up with the maintenance of those fields. There is only one staff member that takes care of seven ball fields.

Mr. Fousse went into great detail regarding understaffing and the amount of work that is coming in the future when the other parks get going.

Mr. Teague stated that work is moving along, but there is still a lot of work that needs to be completed.

The board also discussed the qualifications of the contractor that built the complex. Mr. Fousse explained the bidding process to the board. He also informed the board that there was a 1 year

guarantee for the complex.

Ms. Buttler stated that it was the lowest bid.

Mr. Fousse stated that the contractor did not want to return.

11. Discuss and Consider Recommendations for the Sports Complex:

Ms. Najera stated that she was very disappointed with the Sports Complex. There are several things wrong with the complex and the contractor should have corrected them. It was very expensive to build and we have been trying to fix it for about a year and nothing has been done. We have not seen any results with getting an expert to come out and check it. She stated that as a board, she would like to send all the documentation to City Council for their investigation into the matter after e tried to solve this for 11 months.

Mr. Teague reminded everyone that Mayor Danner had created the Recreation Advisory Board to oversee the Sports Complex.

Mr. Buttler explained how and why the Recreation Advisory Board was created to oversee the complex and the skate park.

The board had a very lengthy discussion regarding this matter. Mr. Teague and Ms. Buttler suggested providing the documentation to the City Manager for his review.

Motion was made by Ms. Najera and seconded by Mr. Alvarez to send all materials regarding the Sports Complex directly to the City Council for their review. Motion carried 4-2.

12. Comments from the Public:

None

13. Adjourn:

With no further business to discuss, motion was made by Mr. Alvarez and seconded by Ms. Najera to adjourn the meeting. Motion carried with all ayes and the meeting was adjourned at 7:53 p.m.

PASSED AND APPROVED ON THE 27TH DAY OF JANUARY, 2009.

TERRY TEAGUE, CHAIRMAN