

PARKS AND RECREATION ADVISORY BOARD
MINUTES OF A REGULAR MEETING

KERRVILLE, TEXAS
NOVEMBER 20, 2014

On Thursday, November 20, 2014, the Parks and Recreation Advisory Board meeting was called to order by Ed Wallace, Chair at 8:16 a.m. at the City Council Chambers in City Hall.

MEMBERS PRESENT:

Ed Wallace, Chair; Jacklyn Kayne, Jay Munson, Jim Gardner, Nancy Alford, Vice-Chair; Meg Scott-Johnson, Bill Muse

ABSENT MEMBERS:

David Lipscomb

STAFF PRESENT:

Malcolm Matthews, Director of Parks and Recreation; Destini Ledesma, Parks and Recreation Specialist; Tina North, Office Manager

CALL TO ORDER

1. VISITOR / CITIZENS FORUM:

None

2. APPROVAL OF MINUTES:

2A. Approval of minutes of the Parks and Recreation Advisory Board meeting held on September, 18 2014. Mr. Muse motioned to approve minutes; motion was seconded by Ms. Alford and passed 7-0.

3. INFORMATION AND DISCUSSION:

3A. Update on Projects and Upcoming Events: Ms. Ledesma distributed a handout and spoke on the following: Holiday's in the Park - a three part series of events held at Kerrville-Schreiner Park with the first event to be scheduled tomorrow, November 21st, with "Christmas Movie Night" featuring the movie *Polar Express*. Second event is scheduled to be held on December 6th with "A Night in Whoville"; there will be face painting, free popcorn and hot chocolate and a movie featuring the classic *How the Grinch Stole Christmas*. The third event is scheduled on December 13th with the annual "Supper with Santa"; this event will be an evening of dinner with Santa Clause, a commemorative photo, and s'mores. "Family Fright Night"- held on October 31st at Kerrville-Schreiner Park was very successful with well over 500 attendees.

3B. Discussion of Park Concessions: Mr. Matthews distributed two handouts and spoke on the following: 1) the first handout was a map showing the locations being considered for concessions. The city will be soliciting bids and contracting for water and land based recreational equipment rental and will be contemplating the addition of food and beverage concessions. Concession locations will be in Louise Hays Park, Kerrville-Schreiner Park, and most likely the G St. trailhead. 2) Second handout included a list of terms in the Request for Proposals (RFP). There was discussion on accounting, maintenance and quality, infrastructure, safety, equipment inspections, insurance requirements, signage, fees and contact information.

3C. Director's Report: Mr. Matthews provided an update on the following: FY15 Budget - will mirror much of the FY14 budget with additional staff in the Park Maintenance division for mowing operations citywide and for upkeep of Louise Hays Park. River Trail/Parks Project - portions of the River Trail and the Parks Project are 50% complete; dedication scheduled in spring of 2015. Dog Park - Staff will be working with the Kerr County Leadership Program on an upcoming weekend project to kick off this project. Annual Bow Hunt – this event is to be held at Kerrville-Schreiner Park from November 28th thru December 19th and is coordinated with the Texas Parks and Wildlife Department on the Hillside/Southside of the park, which will be closed during the hunt.

4. ITEMS FOR FUTURE AGENDA:

4A. No discussion

5. ANNOUNCEMENTS OF COMMUNITY INTEREST:

5A. No discussion

6. ADJOURNMENT:

Mr. Muse moved to adjourn; motion seconded by Ms. Alford and passed 7-0. Meeting adjourned at 9:22 a.m.

APPROVED: Edgar G. Wallace
Ed Wallace, Chair

DATE: 11/20/2014

ATTEST: Malcolm Matthews
Malcolm Matthews, Director of Parks and Recreation

RECORDING SECRETARY: Tina North
Tina North, Office Manager