

PARKS AND RECREATION ADVISORY BOARD  
MINUTES OF A REGULAR MEETING

KERRVILLE, TEXAS  
June 21, 2012

On Thursday, June 21, 2012, the Parks and Recreation Advisory Board meeting was called to order by Vice-Chairperson Lisa Nye-Salladin at 8:36 a.m. at the City Council Chambers in City Hall.

**MEMBERS PRESENT:**

Diane McMahon, Chairperson; Lisa Nye-Salladin Vice-Chairperson, Jim Gardner, Ed Wallace, Nancy Alford, David Lipscomb

**ABSENT MEMBERS:**

Meg Scott-Johnson, Susan Sander

**STAFF PRESENT:**

Malcolm Matthews, Director of Parks & Recreation; Tina Morales, 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 May 17, 2012. Mr. Lipscomb moved to amend minutes with the following correction, under item 6, Ms. McMahon's title as approving member needs to be changed to "Chairperson", as elected. Ms. Alford moved to approve; motion was seconded by Mr. Wallace and passed 5-0.

Diane McMahon, Chairperson arrived at 8:40am

3. **INFORMATION AND DISCUSSION:**

- 3A. Memorial Tree Program- Revision of Brochure; The City of Kerrville Memorial Tree Program brochure was reviewed and the following program modifications were discussed:
- o marketing the program throughout the city, through outlets such as Chamber of Commerce, CVB, Nature Center, funeral homes, and assisted living/nursing homes
  - o revising the list of trees that are available for dedication
  - o making additions to the list of planting locations to include all City parks as well as other City owned properties
  - o adding a footnote on the brochure to read "*other species will be considered based upon location of installation and appropriateness*" and adding a note at the top of the brochure to read "*this list is encouraging native and adaptive plants*"
  - o speaking to KPUB and the City Utilities Department about adding the brochure as an insert in utility bills
  - o revise the "fee schedule" section of the brochure; exclude the dollar amount and change the verbiage to read "*the donor and the City will cooperatively purchase a plant from a reputable source*"
- It was discussed that if any member has additional comments or suggestions, to send them to Mr. Matthews via email. Further discussion/updates on the program will occur at the next meeting.

3B. Director's Report:

- o Update on the River Trail Project - Mr. Matthews distributed a handout describing three trail segments that involve property owner and design challenges. The City Council has reviewed and selected alternative routing preferences. Package B - Rio Robles area - selected Option 1 (continuing along the south bank of the river); no second choice selected. Package C - Guadalupe St. area - routing option preferred by City Council is Option 1 (continuing trail along the north bank of the river), with Option 2 (crossing to the south bank of the river between Guadalupe Park and Louise Hays Park) as the second choice. Package F - Birkdale area - selected Option 1 (continuing along the south bank of the river), with Option 2 (routing through neighborhood streets) as second choice.

Lisa Nye-Salladin, Vice-Chairperson left at 9:38am

Ed Wallace left at 9:45am

- o Mr. Matthews provided an update on the River Trail Package-A project under construction. Trail construction had begun on the east end of Tranquility Island and the pedestrian bridge on the west end of the island was to begin in a week. Project to be complete in September of 2012.
- o Mr. Matthews discussed the FY13 budget proposal - City departments submitted budgets at the same service level as FY12, with no major operational changes in the new budget. In FY12, the Parks & Recreation Department has \$90,000.00 for playground equipment, with purchasing to begin soon. Work will also include replacing sand fall zones in some parks with engineered wood fiber.
- o The Kerrville's Fourth on the River celebration is to be held on June 30<sup>th</sup>, a Saturday. No event is scheduled by the City for the date of July 4<sup>th</sup>.

4. **ITEMS FOR FUTURE AGENDA**

- 4A. Approval of Parks Board Minutes held on June 21, 2012.
- 4B. Director's Report

5. **ANNOUNCEMENTS OF COMMUNITY INTEREST**

- 5A. None

6. **ADJOURNMENT**

Meeting adjourned due to no quorum.

APPROVED: *Diane McMahon* DATE: 7/19/2012  
Diane McMahon, Chairperson

ATTEST: *Malcolm Matthews*  
Malcolm Matthews, Director of Parks & Recreation

RECORDING SECRETARY: *Tina Morales*  
Tina Morales, Office Manager