

PARKS AND RECREATION ADVISORY BOARD  
MINUTES OF A REGULAR MEETING

KERRVILLE, TEXAS  
July 19, 2012

On Thursday, July 19, 2012, the Parks and Recreation Advisory Board meeting was called to order by Chairperson Diane McMahon at 8:33 a.m. at the City Council Chambers in City Hall.

**MEMBERS PRESENT:**

Diane McMahon, Chairperson; Lisa Nye-Salladin Vice-Chairperson, Jim Gardner, Nancy Alford, David Lipscomb, Meg Scott-Johnson, Susan Sander

**ABSENT MEMBERS:**

Ed Wallace

**STAFF PRESENT:**

Malcolm Matthews, Director of Parks & Recreation; Ashlea Boyle, Parks and Recreation Manager, 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 June 21, 2012. Ms. Scott-Johnson moved to amend minutes with the following correction; "*member Ed Wallace left meeting at 9:45am, meeting adjourned due to loss of quorum*". Mr. Gardner seconded the motion to amend with correction and passed 7-0.

3. **INFORMATION AND DISCUSSION:**

- 3A. Preliminary report of the City FY13 Budget: Mr. Matthews distributed a handout of the Parks and Recreation Department FY13 Budget Transmittal Letter. He reviewed the content of the letter and the expenditure and revenue submittals for FY13. He stated that as the City makes adjustments to the budget over the next several weeks, he would update the Board at their monthly meetings.
- 3B. Vote on future meeting dates and times: Mr. Lipscomb moved to change the start time of all future Parks and Recreation Board Meetings to 8:00a.m. Ms. Alford seconded the motion and passed 7-0.
- 3C. Director's Report: Mr. Matthews distributed a handout describing the modifications to the *Memorial Tree Program Brochure*, as discussed at the June meeting.
- Reformat the information / data page on tree varieties, to include an initial statement- "*The Memorial Tree Program emphasizes the use of native and adaptive trees that are best conditioned for our climate. Trees that are susceptible to disease and require high maintenance and watering are discouraged. The tree donor and the City of Kerrville will collaborate on a suitable tree species and location within a municipally owned property.*"
  - Amend the **Approved Varieties for Memorial Trees** list by deleting Big Tooth Maple, Bradford Pear, Cottonwood, Crape Myrtle, Texas Sycamore and Texas Red Oak and adding Desert Willow.

- o Adding any notes to species regarding special conditions, and add notes at the bottom of listing - "Other species will be considered based upon location and appropriateness. The City will deliver the tree from suppliers in Kerrville to the planting location and will install the tree."
- o Amend **Tree Planting Locations**, the **Fee Schedule**, and the **Guidelines** segment to reflect amendments to the program.
- o Marketing of the program needs to include brochure distribution in locations where interest may be highest.

Nancy Alford left at 9:49 a.m.

Ms. Boyle announced the Olympic Pool's Lifeguard Competition Team, in its first year, received 1<sup>st</sup> place in the First Aid/CPR category and 3<sup>rd</sup> overall at the Central Texas Lifeguard Competition in New Braunfels. They qualified for the Games of Texas to be held at the end of the month in Corpus Christi. The Olympic Pool annual audit received the highest score possible.

**4. ITEMS FOR FUTURE AGENDA**

- 4A. Approval of Parks Board Minutes held on July 19, 2012.
- 4B. Discussion of Special Events
- 4C. Summer Report

**5. ANNOUNCEMENTS OF COMMUNITY INTEREST**

- 5A. Ms. Sanders announced she would not be attending the next Parks Board meeting scheduled for August 16, 2012.

**6. ADJOURNMENT**

Mr. Gardner moved to adjourn; motion was seconded by Mr. Lipscomb and passed 6-0. Meeting adjourned at 10:00 a.m.

APPROVED: Diane McMahon DATE: 8/14/2012  
Diane McMahon, Chairperson

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

RECORDING SECRETARY: Tina Morales  
Tina Morales, Office Manager