

Minutes
Regular Meeting
June 12, 2017
Parks & Recreation Commission
City of Dripping Springs

A Parks & Recreation Commission of the City of Dripping Springs was held Monday, June 12, 2017, beginning at 6:00 PM in the City Hall, 511 Mercer Street, Dripping Springs, Texas.

I. CALL TO ORDER AND ROLL CALL

Robbie Zamora, Chair (DSYSA)	Eric Russell, Vice Chair (DSYSA)
Robert Hayden (CODS)	Paul Fushille (DSISD)
Wade King (CODS)	Ron Jones (DSISD)
Eric Henline (DSISD)	David Douglas (CODS)

City Staff:

Michelle Fischer, City Administrator
Rachel Goodnight, Administrative Assistant

Commissioner Chair Robbie Zamora calls the meeting at 6:01 P.M. All present except for Commissioner Ron Jones. Also present is Garry Child, a member of the Charro Ranch Park Committee, and Assistant City Attorney Laura Mueller.

II. PRESENTATION BY CITIZENS

Discussion open to floor on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair and Commission may establish a time limit on each citizen wishing to speak.

Garry Child, Charro Ranch Park Committee Member and Hays Master Naturalist Charro Project Leader, thanks Commissioner Ron Jones for his service to the Charro Ranch Park

Business items D and E are moved ahead of the Minutes.

Commissioner King leaves the meeting at 6:30 PM and returns at 6:36 PM.

D. Discussion and possible action on Ordinance No. 1510.94: An Ordinance of the City of Dripping Springs Amending Chapter 16, Article 16.02, Division 2, of the Dripping Springs Code of Ordinances; Amending Park Rules to Allow for the Dissemination of Information in Parks; to Provide Clarification of Uses of Parks for Such Dissemination; and Providing for the Following: Findings of Fact; Enactment; Repealer; Severability; Codification; Effective Date; and Proper Notice and Meeting.

1. Staff Report- Laura Mueller; on file
2. Public Hearing- No one speaks.
3. Ordinance No. 1510.94

Assistant City Attorney Laura Mueller reviews how the Farmers Market has been receiving a lot of requests for dissemination of information at the weekly market and asked to have a standardization of the process for dissemination of information included in the Park Rules, as well as state that City Staff will process the requests.

City Administrator Michelle Fischer asks if we should add prohibited areas now or designate them at the time the process is being added to the Park Rules. Assistant City Attorney Laura Mueller says if it is a permanent area, yes it can be added now; if it is an area that could change, then no.

Assistant City Attorney Laura Mueller clarifies that there are already some rules for the dissemination of information at the parks, but this item is to standardize the process for every park.

Charro Ranch Park Committee Member Garry Child provides an example of a person at Charro Ranch Park soliciting support to change the park trails for mountain bikes who was approaching visitors to the park. He says he would prefer not to have soliciting at Charro Ranch Park. Commission Chair Robbie Zamora says that is not possible because Charro is a public park. City Administrator Michelle Fischer says approaching people is a violation and could be taken to municipal court.

City Administrator Michelle Fischer asks if we can add pavilions to the list of restricted spaces in the Ordinance. Administrative Assistant Rachel Goodnight asks if we can include a deadline to submit request to disseminate information by. Assistant City Attorney Laura Mueller says we can add both. City Administrator Michelle Fischer recommends making the deadline a week before the requested date.

The Parks and Recreation Commission determines they would like to add athletic fields and courts, pavilions, restrooms, playgrounds, and arenas to the list of restricted areas, as well as establish a minimum required distance from restrooms and concessions.

Commissioner King motions to approve the ordinance the recommendation that City Council include a list of restricted areas and add athletic fields and courts, pavilions, restrooms, playgrounds, and arenas to the list of restricted areas, as well as establish a minimum

required distance from restrooms and concessions. Commissioner Hayden seconds. Vote: 7:0 in favor; motion passes.

E. Request for Qualifications for Electrical Engineering for Field Lighting at Dripping Springs Sports & Recreation Park

Assistant City Attorney Laura Mueller provides an overview and says that they are not only asking for the applicant to provide how they would comply with the national softball lighting standards, but also how they would comply with the City lighting ordinance and provide an outline of the phases of the project.

City Administrator Michelle Fischer says that the City's lighting consultant will help find applicants and review them.

Commissioner Russell motions to approve the Request for Qualifications with the change to the map attached and a change of dates. Commissioner Douglas seconds. Vote: 7:0 in favor, motion passes.

Commissioner King leaves the meeting at 6:30 PM and returns at 6:36 PM.

III. MINUTES

Discussion and Possible Action on:

- A. Approval of April 10, 2017 Meeting Minutes
- B. Approval of May 8, 2017 Meeting Minutes

Commissioner Russell motions to approve items A and B. Commissioner Henline seconds. Vote 6:0 in favor, motion passes. Commissioner King was out of the room at the time of the vote.

- C. Discussion of recommended language for stating motions and the preparation of proper minutes. No action taken.

IV. BUSINESS

Consideration and Possible Action On:

Business items B and C are moved ahead of item A.

B. Proposed Expenditures for Pool Furniture at Founders Memorial Park

City Administrator Michelle Fischer says that adding pool furniture to the Fiscal Year 2018 budget or purchasing it now would benefit the pool at Founders Memorial Park. She says she ran the idea by Kelly Schmidt, the City's former Pool Director and a former Parks Manager, and she provided

some recommendations; she prefers resin bungee chairs to vinyl. Michelle says there is currently \$10,000 allocated for the pool that is not earmarked for a specific purpose. She provides an update that Maintenance Director Robert Steepe and Maintenance Worker Raoul Asuan both received their certification in pool maintenance. She clarifies that there is a separate fund for pool repairs that the \$10,000 will not draw from. She says the City Treasurer also approves of the expenditure.

Commission Chair Robbie Zamora says having a lifetime warranty on the furniture is very important.

City Administrator Michelle Fischer recommends buying the furniture, but she would like more opinions on the furniture and colors she has been looking at.

Commissioner Douglas asks if we have any plans for more umbrellas as the current plan only calls for 4. City Administrator Michelle Fischer says we do not have plans to buy more umbrellas because Robert and Raoul have plans to create a larger shaded space. Garry Child comments that umbrellas are cumbersome and need to be taken down in lighting and wind.

Commissioner King motions to allow City Administrator Michelle Fischer and Commissioner King to shop for and buy furniture in white resin in at least the quantities recommended by Aaron. Commissioner Fushille seconds. Vote: 7:0 in favor, motion passes.

C. Recommendation to Create a Parks & Recreation Director Position and discussion regarding Proposed Job Description for Parks & Recreation Director

City Administrator Michelle Fischer provides an overview of staff responsibilities for the parks and says it justifies a fulltime position. The position would focus on the Master Park Plan and trails, prioritization, and maintenance. She says she would like the Parks Director to serve on the Founders Day Commission, support events, and coordinate. She says she is still working on organizing the relationship between the Parks Director and the Dripping Springs Ranch Park Manager.

City Administrator Michelle Fischer mentions having Melody Mitchell look over the responsibilities of the job.

Commissioner Douglas recommends keeping personalities out of establishing the job description.

No action taken.

A. Discussion regarding proposed budget recommendations for Fiscal Year 2018

Commissioners Douglas and King leave at 8:04 PM. Commissioner King returns at 8:06 PM. Commissioner Douglas returns shortly after.

1. Budget Planning Calendar-

Commissioner King asks if the Park Director's salary will come out of the Park's budget. City Administrator Michelle Fischer says no.

City Administrator Michelle Fischer says she needs all budget requests by July 7th, 2017 and says the Commission can have a special meeting if they would like.

2. Public Hearing

3. Founders Memorial Park

Commissioner Henline asks about the status of Meritage working on the pool exterior. City Administrator Michelle Fischer says they are interested in having someone from Meritage be on the planning committee for Founders Memorial Park. She says they are looking at participating in and donating to the park.

4. Sports & Recreation Park

Commissioner Fushille recommends auditing the trees along the smaller parking lot. City Administrator Michelle Fischer says we have funds in the replacement tree fund.

5. Charro Ranch Park

6. Veterans Memorial Park and The Triangle

Michelle mentions the possibility of adding holiday lights to the budget for Veterans Memorial Park.

7. Dripping Springs Ranch Park

8. Other Revenues and Expenses

V. REPORTS

The following updates relate to the planning and administration of the City's Parks & Recreation Program. No Action to be Taken:

- A. Revenues and Expenses Monthly Report - Gina Gillis, City Treasurer
- B. Maintenance Director Report - Robert Steepe
- C. Charro Ranch Park - Paul Fushille

- D. Founders Memorial Park - Ron Jones and Eric Henline
- E. Dripping Springs Ranch Park - Wade King
- F. Sports & Recreation Park - Eric Russell and David Douglas
- G. Veterans Memorial Park & Triangle - Robbie Zamora
- H. Farmers Market Monthly Report - Market Manager
- I. Skate Park Advisory Committee - Eric Henline

VI. ANNOUNCEMENTS

- A. Regular City Council Meeting, June 13, 2017; Workshop at 5:30 PM / 6:30 PM Meeting
- B. **Parks & Recreation Commission Meeting, July 17, 2017 at 6:00 p.m.**
 - 1. **REMINDER: Agenda Captions and Reports due: Monday, July 10, 2017*
- C. Parks & Recreation Commission Fiscal Year 2018 Budget Request due July 21, 2017

VII. ADJOURN

Commissioner Henline motions to adjourn the meeting. Commissioner Hayden seconds. Vote:7:0, motion passes. Meeting adjourns at 8:30 P.M.