

**Minutes
Parks & Recreation Commission
City of Dripping Springs
Regular Meeting
July 19, 2017**

A City of Dripping Springs Parks & Recreation Commission meeting was held Wednesday, July 19, 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)
Wade King (CODS)	Paul Fushille (DSISD)
Ron Jones (DSISD)	David Douglas (CODS)
Eric Henline (DSISD)	

City Staff:

Michelle Fischer, City Administrator
Rachel Goodnight, Administrative Assistant

Commission Chair Robbie Zamora calls the meeting to order at 6:05 PM. All present. Also present is Garry Child, a member of Charro Ranch Park Sub-Committee, and Code Enforcement Manager and Building Official Kyle Dannhaus.

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. No one speaks.

III. MINUTES

Discussion and Possible Action on:

A. Approval of June 12, 2017 Regular Commission Meeting Minutes

Commissioner Henline motions to approve. Commissioner Russell seconds. Commissioner King asks why the minutes reflect that he was out of the room and was not present for a vote, as that was not his intention. Commission Chair Zamora says that next time they will hold the vote until all members at the meeting are present.

Vote 7:0 in favor, motion passes.

IV. BUSINESS

Consideration and Possible Action On:

A. Proposed Realignment and Reconstruction of Founders Park Road and Associated Trail Improvements in Founders Memorial Park

City Administrator Michelle Fischer provides an overview of how the road plan aligns with the Transportation Plan and future building needs. She says the plan was recommended to us by HDR Engineering. This plan affects Founders Memorial Park because the park was constructed with Texas Parks and Wildlife Department grant funding. Kyle Dannhaus and Gandolf Burrus, one of the City's grant writers, met with Texas Parks and Wildlife Department staff to discuss options.

Code Enforcement Manager and Building Official Kyle Dannhaus provides an overview of why the Transportation Committee recommends this plan with the past and upcoming improvements on nearby roads. He says the design is still a concept and will adjust in the future. The proposed driveway section was included in the Texas Parks and Wildlife grant as part of the park boundaries. Therefore, widening the roadway will require the City to do a 1-to-1 conversion and find a portion of land to replace the land required the right-of-way. Kyle also mentions including the thin stretch of land along the road in the conversion, which was recommended by the Texas Parks and Wildlife Department staff.

Kyle and Michelle clarify that the 1-to-1 land exchange is preferred to be adjacent to the park, but it is not required to be contiguous. They state that the conversation land is required to exceed the City's parkland dedication in that land cannot be double counted as parkland dedication and 1-to-1 conversion. Michelle says this ties in well to development agreements, which usually require a larger than standard amount of parkland.

Commissioner Fushille says getting land that is adjacent to the park is preferred, the net gain looks very good, and the roundabout in the traffic plan looks good. Michelle says we could place a sign for the park, Pound House, and possible nearby developments in the roundabout.

Commissioner Fushille recommends landscaping in the roundabout. Michelle says we are considering adding trees to the south side of the road and have \$54,000 in the tree replacement fund. Commissioner Fushille asks about the existing trees that will be affected by the realignment. Kyle says the road plan tries to avoid trees and that about three trees will may have to be removed and replaced. He also says the park sign at Ranch Road 12 may have to move regardless. Michelle says that a developer in the area is interested in providing a new sign if they can have a directional sign to their development on it.

Commissioner Henline asks about traffic studies on the roundabout and the parking effects from the proposed realignment. Kyle says there have been no studies yet, but the roundabout is thought to be the most efficient control measure because traffic keeps moving. Michelle says we can see if we can get

the developers in the area to contribute parking, and we will check to see if any of our 1-to-1 conversion can be used for parking.

Commissioner Fushille asks about the undeveloped land south of Founders Park Road. Michelle says that land is privately owned, commercial, and a portion of it is in the FEMA Flood Plan.

The Commission agrees that they like the roundabout, trails, and expanding the parkland adjacent to the existing park.

Commissioner Jones asks for a clearer, larger map at the next meeting to get a better context for the proposal.

Commissioner King says he sees the proposal as the straightening of a road with character and the annihilation of a bunch of trees. He says he supports the roundabout. Kyle says he understands the character of the road, but it is not effective for moving traffic.

Michelle says she thinks the Transportation Commission should pay for Gandolf's fees for a conversion with the Texas Parks and Wildlife Department.

No action taken.

B. Discussion regarding proposed budget recommendations for Fiscal Year 2018

1. Public Hearing- No one speaks.

Michelle provides an overview of the current Fiscal Year 2017 budget and proposed Fiscal Year 2018 budget revenues and expenses. She says she will ask the school district about the income from pavilion rentals. Commissioner King leaves at 6:42 PM and returns 6:43 PM.

2. Vehicle and Pedestrian Counters for Parks

- a. TRAFx Vehicle Counter
- b. Eco Counter
- c. SenSource

Commissioner Fushille says the SenSource counter seems to be too much for our needs. He recommends we start small and just use a counter at Charro Ranch Park in the beginning.

Commission Chair Zamora mentions that the primary reason they were looking at getting vehicle and/or pedestrian counter was to track the

number of visitors to Charro Ranch Park to gauge the need of installing a bathroom at the park.

Charro Ranch Park Sub-Committee member Garry Child says he has priced out some options for \$300. Commissioner Fushille recommends adding \$300 to next year's budget to get the counters, then says we should increase the number by \$100 to account for batteries. The Commission agrees.

3. Founders Memorial Park

Commissioner Jones leaves the meeting at 6:56 PM and returns at 6:59 PM.

a. Pool & Pavilion

Commissioner Jones asks when the City will receive Founders Pool back from the school district. Michelle says September 30th is the current date.

Commission Vice Chair Russell asks if the "Pool Management" line item on the budget will stay the same. Michelle says the line item will change when the City takes control of the pool. She and City Treasurer Gina Gillis will propose revenue and expense related to the operation and maintenance of the pool.

b. Playground

4. Sports & Recreation Park

Commission Vice Chair Russell recommends making an entrance sign for the entrance to the park rather than directional signs.

Commissioner Fushille recommends doing an inventory of the trees and says there is a lot of room for more trees and they are needed for shade near fields. He says he is interested in 25 gallon trees, is open to planting in phases, and is thinking about tying in the planting to Arbor Day. He says we could start with a plan for the soccer area and he is starting with an idea of 20 to 30 trees on the concession side and which are off of the fields. He says the cost is \$75-\$100 per tree.

a. Playground

Michelle says she and Maintenance Director Robert Steepe recommend a \$55,000 playground after getting several quotes, especially because of the shade it provides.

5. Charro Ranch Park

Commissioner Douglas leaves the meeting at 7:32 PM and returns at 7:33 PM.

The Commission discusses the stalled easement acquisition efforts. Commission Vice Chair Russell asks what the chances are that the City will be able to get things settled in fiscal year 2018. Michelle says she is hopeful to see things settled in that timeframe, but it still might not get worked out. Charro Ranch Park Sub-Committee member Garry Child recommends keeping the line item in the budget for Fiscal Year 2018.

6. Veterans Memorial Park and The Triangle

The Commissioner discusses the Holiday lighting quote the City received and requesting more quotes closer to the Holiday Season, considering how few companies responded to the city's request for a quote. They also consider setting a price limit for lighting and seeing what a company can do for that amount, and putting the idea out on social media to get public feedback and recommendations.

7. Dripping Springs Ranch Park

Michelle states that the draft DSRP budget has not been finalized. She will have it for the Commission to review at their next meeting. Commissioner King leaves the meeting at 7:58 PM and returns at 8:03 PM.

8. Other Revenues and Expenses

Michelle mentions consultant fees and says she expects the amount to go down if we hire a Parks & Community Services Director because we will not need as much out of office expertise. Commission Chair Zamora says we can leave the line item there and take it down if we hire a Parks & Community Services Director.

The Commission discusses scheduling a special meeting to review and finalize their budget before City Council's first or second workshop. The Commissioners decide to have the meeting on Wednesday, August 2nd, at 6:00 PM.

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

Commissioner Jones leaves the meeting at 8:15 PM and returns at 8:18 PM.

Michelle provides an overview of the name change to include activities and still keep the emphasis on the parks. She clarifies that she recommends the proposed Parks & Community Services Director to be the executive director over all parks and park employees, including Dripping Springs Ranch Park.

Commissioner Russell motions to approve. Commissioner King seconds. Vote 7:0 in favor, motion passes.

D. Request for the City to Sponsor Skating Events at the Dripping Springs Sports & Recreation Park and to Temporarily Close a Portion of a Parking Lot for the Events

Commissioner Jones motions to approve. Commissioner King seconds. Vote 7:0 in favor, motion passes.

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, August 8, 2017; Workshop at 5:30 PM / 6:30 PM Meeting
- B. **Parks & Recreation Commission Meeting, August 14, 2017 at 6:00 p.m.**
 - 1. **REMINDER: Agenda Captions and Reports due: Monday, August 7, 2017*
- C. Parks & Recreation Commission Fiscal Year 2018 Budget Request due July 21, 2017

VII. ADJOURN

Commission Vice Chair Russell motions to adjourn. Commissioner King seconds. Vote 7:0 in favor, motion passes. Meetings adjourns at 8:32 PM.