## MINUTES from: City of Alpine, Parks and Recreation Board Meeting Meeting held: October 10, 2018 5:30pm at Kokernot Municipal Park (KP)

- 1. Meeting called to order at 5:36pm
- 2. Determination of Quorum and Proof of Notice of Meeting confirmed.
  - PAB members present: Kirsten Moody- PAB Chair, Kurt Mannchen (KM),
     Marci Tuck-Havlik (MT).
  - b. City Staff present: Robert Llanez (RL), Parks Maintenance Foreman
- 3. Approval of minutes from previous meeting
  - a. KMoody approved minutes from 8/23/18 meeting. KMannchen seconded.
  - b. KMoody approved minutes from 9/27/18 meeting. KMannchen seconded.
- 4. A General Announcement was made that the next PAB meeting will be held at Medina Park on 11/14/18 at 5:30.
- Citizen comment Members of the Public included: Dr. Dale Christopherson, Ms.
   Llanez. Items discussed by members of the public included:
  - a. Signage for KP needs to be improved and maintained better (paint peeling, etc.) It was mentioned that perhaps the high school welding class could help out, or local blacksmiths or local artists... something creative, distinctive and "placemaking".
  - b. General discussion of vandalism issues at KP.
- 6. Information and Discussion Items:
  - a. Update on the Adopt-a-Spot program No known inventory of locations and sponsors.
  - b. Update on status of the parks master plan process Four firms bid on the Master Plan. Councilman Rick Stevens, KMoody, City Manager, among those on the selection/review committee. City Council meets 10/16 to discuss and possibly approve selected firm.
  - c. Review parks budget, including
    - i. Status of purchasing propane weed eradication equipment (approved by Council) – KMoody to check on status of this with City Manager

- ii. What percent, if any, of City HOT tax goes to the parks budget- 0% of the HOT tax can go specifically to parks, per HOT Tax guidelines, BUT the board should speak with Chris Ruggia from Chamber of Commerce to discuss tourism efforts related to parks including brochures and signage, both of which might be considered enhancing tourism for the City.
- iii. Where fees from the pool and Kokernot Park Pavilion rentals are deposited? Rental fees are currently deposited into the general fund. MTuck to talk with R. Stevens about re-allocating those funds directly to P&R budget.
- d. Update on public movie night Collision Church is in the process of reserving the Civic Center and purchasing rights to show movies.
- e. Update on conversation with Chris Herrera about his students' service learning projects SRSU has established a Serving Learning Project program that will begin Spring 2019. Herrera and KMoody are working on identifying five projects that would take about 4 hours to complete for the student, one project in each of the following categories:
  - i. Maintenance
  - ii. Governance
  - iii. Events and Planning
  - iv. Grant Writing
  - v. Park Usage (tracking)
  - vi. Two ideas mentioned at this meeting included re-doing the signage and planter bed at KP, Goathead removal.
- f. No board member efforts were made to post October meeting notice, due to short time in-between September and October meetings.
- g. Discussion of Joint Use Facilities opportunities with ISD- AISD's Superintendent McCutchen is willing to come to a future meeting to discuss this issue. Add to future meeting agenda, based on her availability. MTuck to contact her again.

- h. Review and discuss the Draft City of Alpine Parks and Recreation
   Advisory Board Policies and Procedures Document Board discussed the document. KMoody is making final changes.
- i. Review and discuss Draft City of Alpine Parks and Recreation Advisory Board Work for 2018-2019. Board to review this document further as individuals and discuss in depth at the November meeting.
- Board, staff, citizens performed an unofficial needs assessment of KP based on the Draft Parks Needs Overview Tool.
- k. Additional items/comments made:
  - i. We should add a Parks Staff report to future meetings
  - ii. We should add a Stats Report on recommendations and Actions Made from previous meetings.

## 7. Action Items:

- a. Discuss and consider making a recommendation to Council that some percent of City HOT tax proceeds go to the parks budget. Cannot legally do this.
- b. Discuss and consider making a recommendation to Council that the fees from the pool and the Kokernot Park Pavilion rentals go to the parks budget. POSTPONE, pending feedback from City Council
- c. Discuss and consider adopting the City of Alpine Parks and Recreation Advisory Board Work for 2018-2019 POSTPONE, pending board's individual review and commitment to tasks
- d. Discuss and consider adopting the City of Alpine Parks and Recreation Advisory Board Policies and Procedures document. POSTPONE, pending final edits