CITY OF ROSENBERG
PARKS AND RECREATION BOARD MEETING MINUTES

On this the 28th day of April 2016, the Parks and Recreation Board of the City of Rosenberg, Fort Bend County, Texas, met in a Regular Session at Rosenberg Civic Center located at 3825 Hwy. 36 South, Rosenberg, Texas.

MEMBERS PRESENT
Teresa Bailey Parks and Recreation Board Chairman
Rudy Guerrero Parks and Recreation Board Secretary
Bertha Nell Kelm Parks and Recreation Board Member
Stanley Kuchlerka Parks and Recreation Board Member
Ray Kueck Parks and Recreation Board Member
Julia Worley Parks and Recreation Board Member
Amanda Barta Parks and Recreation Board Member

MEMBERS ABSENT
Eric Ramirez Parks and Recreation Board Member
Lila Villagomez Parks and Recreation Board Member

STAFF PRESENT
Travis Tanner Executive Director of Community Development
Darren McCarthy Parks and Recreation Director
Carrie Kmiec Recreation Programs Coordinator
Kat Poppleton Parks and Recreation Secretary

GUESTS PRESENT
Jerry Martin Dutch Oven Cookers
Irene Martin Dutch Oven Cookers

AGENDA

CALL TO ORDER
Teresa Bailey, Parks and Recreation Board Chairman, declared a quorum and called the meeting to order at 6:00 p.m.

1. CONSIDERATION OF AND ACTION ON MINUTES OF THE FEBRUARY 25, 2016, AND THE MARCH 24, 2016 PARKS AND RECREATION BOARD MEETING.

Key Discussion: Kat Poppleton, Parks and Recreation Secretary, asked the Board to review the minutes of the February and March meetings as presented and take action as necessary.

ACTION: Ray Kueck made a motion, seconded by Bertha Nell Kelm, that the minutes be accepted as presented. The motion carried unanimously by a vote of those present.

2. CONSIDERATION OF AND ACTION ON PROPOSED EVANGELISTIC OUTREACH IN TRAVIS PARK ON SATURDAY, JULY 30, 2016.

Key Discussion: Item was pulled by staff as the representatives were not able to attend.

ACTION: No action taken.
3. CONSIDERATION OF AND ACTION ON PROPOSED DUTCH OVEN COOKERS EVENT IN BRAZOS PARK.

Key Discussion: Darren McCarthy, Parks and Recreation Director, introduced Jerry and Irene Martin who presented all items their cooking class would require. Charcoal would be placed under and on top of the Dutch oven. The goal is to get kids and young adults out of the house and into the parks cooking, learning, and away from video games or televisions. Books are handed out to show how to cook, where to buy supplies, and enhance one’s natural cooking creative skills. The group fears the Dutch oven has no future. Their goal is to keep the skill alive. The event will also have games for the children to play. A Wrangler will be assigned to monitor each game, know the game, oversee the game, and provide the winner with a Dutch oven related item. Mr. and Mrs. Martin are new to the area and are still working on approval from Health Department, but would like to hold several cooking classes. Mrs. Martin also shows how to create desserts. She has been commended on their cobbler and swap cake. Memberships are offered per family for $16.00 annually which covers all supplies needed. Amanda Barta suggested for the group to target local churches with big youth groups, Girl Scouts, and the Boy Scouts at this time of the year since schools will be closed soon and there may not be enough time to inform families through the schools. Julia Worley asked if there will be a fire extinguisher. Mrs. Martin replied yes and reassured the ovens will be on platforms off of the ground.

ACTION: Amanda Barta made a motion, seconded by Rudy Guerrero, for the Dutch Oven Cookers Event to take place in Brazos Park. The motion carried unanimously by a vote of those present.

4. REVIEW AND DISCUSS PROPOSED REMOVAL OF ALL ELECTRICAL UTILITIES IN PARK PAVILIONS, AND TAKE ACTION AS NECESSARY.

Key Discussion: Darren McCarthy, Parks and Recreation Director, informed the board members of the constant vandalism issues with park pavilions. The electricity provided for public use is limited to small household appliances only and when a citizen abuses that privilege, a breaker will trip. Staff has repeatedly found the wiring pulled completely out. Cover plates were missing and all plugs were pulled, exposing the electrical wiring and creating a hazardous area for anyone to be shocked. Travis Park outlets capped and covered with a heavier duty cover. Darren compared park rentals reports from the surrounding cities, and concluded that there was no loss of reservations due to a park having electricity or not. His two (2) concerns are safety and the expense to the City. He does not want anyone to get hurt with live wires hanging out that staff is unaware of. There is added cost is when staff responds to a repair call after hours and cost of the repairs. Darren requested the board’s recommendation. Teresa Bailey asked if the plug would only be removed. Darren confirmed that he was only referring to the plug to be removed and not the lights. Staff would only cap them, if recommended. Teresa then questioned if the wiring would not need to be rerouted. Darren mentioned that if electricity is desired at a later date, then he would recommend rerouting and upgrading the current from 110 to 220 due to the fact that the 110 is not enough to supply an adequate amount. Amanda Barta questioned if Darren had ever seen any type of lock boxes on the outlets. Amanda discourages the electricity be taken away completely from all the parks. Amanda asked if the boxes could be relocated at a higher point, but Darren pointed out that vandals could easily tip over tables to get to them. Julia Worley suggested keeping electricity in a few of the parks to test the result. Amanda suggested using lock boxes on the pavilions that will have electricity and believes the extra cost for staff to manage daily would be well worth keeping the electricity.

ACTION: Teresa Bailey, Parks and Recreation Board Chairman, asked to continue on if there were no other questions or comments.

5. REVIEW AND DISCUSS PROPOSED ADJUSTMENT TO THE CONTRACT TERMS TO COINCIDE WITH THE CITY’S FISCAL YEAR FOR THE PARKS AND RECREATION MOWING AND CLEANING CONTRACTS, AND TAKE ACTION AS NECESSARY.

Key Discussion: Darren McCarthy, Parks and Recreation Director, displayed all current contracts the Parks Department manages. Darren was tasked to have all contracts coincide with the Fiscal Year. One of the challenges of doing so is the first week in October, the City holds National Night Out on what would be Council night. Therefore, he must have all contracts completed by September to continue all mowing and cleaning services. Currently, only two (2) contracts of the six (6) will expire soon and will be billed weekly until the end of
FY2016. Darren also would like the Parks Maintenance, Parks Landscape, and Small Areas contracts combined into one contract. Over the years, staff has decreased in size causing the department to create the additional contracts to maintenance the areas that were once managed by the mow crew. Hiring a contractor was more cost effective than hiring staff. Darren mentioned he was very pleased with the current contractors the City has hired. Council will be reviewing all contracts at the regularly scheduled City Council Workshop Meeting in May. Once directed, staff will move forward with posting for bids.

**ACTION:** Teresa Bailey, Parks and Recreation Board Chairman, asked to continue on if there were no other questions or comments.


**Key Discussion:** Darren McCarthy, Parks and Recreation Director, announced that the rain had delayed the electrical and plumbing to be installed at the new restrooms in Macario Garcia Park. The goal is to complete the restrooms before the softball season begins. Darren will be taking the Gensler agreement to Council in May for approval to begin the design and planning process for the Nature Center. The Big League Field Agreement for the planning stages and is currently in the bidding process. Darren announced the field rentals were low due to the rain. Fields take a bit longer to dry out than the pavilions. Rudy Guerrero asked about rain damage from the recent flooding. Darren mentioned the only real damage from the rain and flooding was at Tony Becerra Park when the Brazos River water level raised, cape of mud on the older playground equipment, which will need to be removed and replaced with new equipment. All areas that are not safe are blocked off. Julia Worley asked if the equipment could be raised with more dirt. Darren mentioned that the equipment would have to be taken out and reset. The newer playground equipment was higher and not damaged. Tony Becerra Park turns into a lake when the river is flooded. Travis Tanner added that the flooding spans out to Avenue A. Travis included that staff had a discussion about bringing in all weather material, but the cost would out weight the use, unless the park flooded on a regular basis.

Darren McCarthy presented the Board Members with the following Rental Summary Report:

- Pavilion rentals for the month of March totaled $1,485.00
- Field rentals for the month of March totaled $51.00
- Gazebo rentals for the month of March totaled $100.00

**ACTION:** Teresa Bailey, Parks and Recreation Board Chairman, asked to continue on if there were no other questions or comments.

7. ANNOUNCEMENTS

**Key Discussion:** Darren McCarthy, Parks and Recreation Director, announced that the Pitch, Hit, and Run event may be cancelled this weekend. All announcements will be posted on the Facebook page. Darren and Carrie are working on the Family 4th event. Amanda Barta asked Darren to look into the mommy and baby swings. Darren said he will bring in an option at the next meeting.

**ACTION:** Teresa Bailey, Parks and Recreation Board Chairman, asked to continue on if there were no other questions or comments.

8. ADJOURNMENT

**ACTION:** There being no further business of the Parks and Recreation Board, Julia Worley made a motion, seconded by Stanley Kucherka, to adjourn the meeting at 6:43 p.m.