

OFFICIAL MINUTES OF THE PARKS AND RECREATION ADVISORY COMMITTEE
LAGO VISTA, TEXAS
August 9, 2017

BE IT REMEMBERED that on the 9th day of August, A.D., 2017, the Parks And Recreation Advisory Committee held a Regular Meeting at 6:30 p.m. at the City Council Chambers at City Hall, 5803 Thunderbird, in said City, there being present and acting the following:

CALL TO ORDER

Carolina Hale	Committee Member	Robin Smith	Assistant City Secretary
Sheryl Speckmann	Committee Chair		
Michael Panter	Vice Chair		
Linda Atkins	Committee Member		
Ross Dewhurst	Committee Member		

Sheryl Speckmann, Committee Chair called the regular Meeting to order at 6:30 pm. Committee Member, Hubbard Helm, David White and council liaison Suzanne Bland were absent.

The numbering below tracks that of the agenda, whereas the actual order of consideration may have varied.

PUBLIC COMMENTS

No Public Comments

CONSENT AGENDA

All matters listed under Consent Agenda, are to be considered routine by the Committee and will be enacted by one motion. There will not be separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

AGENDA ITEMS

1. Approval of July 12, 2017 regular minutes.

Motion by Linda Atkins, seconded by Michael Panter Minutes approved.

2. Update on Lago Vista Park Grant from Mr. Gandolf Burrus, Texas Grants.

Mr. Gandolf Burrus and Katerina Dittmore passed out copies of the grant budget and concept map of the layout. They can be contacted at: Gburrus@texasgrants.us; Kdittmore@texasgrants.us.

They discussed the removal of the shooting range from the park site. Discussion of the budget and fundraising opportunities such as sponsorship of baseball field scoreboard or a bank sponsoring a facility.

Mr. Burrus discussed the timeline to complete the project. The City has two years to complete with optional third year upon requesting. That would allow the City three budget cycles to complete the project.

Mr. Burrus and Ms. Dittmore explained to the Committee that the City would need an engineer firm to design and build the project. The schedule for project will be proposed by the engineer and approved by City Council. Mr. Burrus explained the Grant Development Services does not set that schedule. Qualifications of Engineering firm should include civil, traffic study and landscape architect. Mr. Burrus and Ms. Dittmore suggested a multi-disciplined engineering firm, that might possibly have a landscape architect on staff.

Mr. Burrus explained the need for a second park entrance, the Committee was aware of the need. They also discussed the project is set in two phases. A new application for grant funds can be submitted October 1, 2018. Mr. Burrus would like six to eight months to work on new grant application if chosen to develop that application.

After update from Grant Development Services, The Committee took action to present City Council with letter of recommendation. Please see attached letter:

3. Discussion on potential Park Open House and Park naming plans.

Committee Member, Ross Dewhurst agreed to begin a proposal for choosing a name for the planned park. Committee Chair, Sheryl Speckmann advised the Committee that any further plans should be after the engineer is hired.

4. Vice Chair, Michael Panter will report on communication with Marketing Supervisor, Meredith Kuntzsch.

Vice Chair, Michael Panter postponed this item until September Committee meeting.

5. Council Liaison, Suzanne Bland report on Council activities regarding Parks & Recreation Committee.

Council Liaison, Suzanne Bland was absent. Committee Chair, Sheryl Speckmann and Committee member, Ross Dewhurst discussed July 20th Council actions which might affect Parks & Recreation Committee, that included the closing of Highland Lake Golf Course.

6. Committee Chair, Sheryl Speckmann report on Comprehensive Plan and Budget.

Committee Chair, Sheryl Speckmann reported on LVPOA activities regarding possible expansion of POA membership which is ongoing. She also advised the group that the request for budget input from the Committee was submitted to Mr. Reneau.

FUTURE AGENDA ITEMS

7. Future agenda items.

Committee Chair, Sheryl Speckmann advised the group that next meeting, September 13th Would be her final meeting due to relocating outside of Lago Vista.

Action item to appoint replacement Committee Chair. Committee has recommended Mr. Ross Dewhurst.

Have Trails Conservancy group to update Committee on status.
Report by City Council Liaison on Council activities affecting Parks and Recreation Committee.
Report by Committee Member, Ross Dewhurst on program to name the park.
Report by Vice Committee Chair, Michael Panter on discussions with Communications Director Meredith Kuntzsch.
Discussion regarding possibility of dog park.

ADJOURNMENT

Committee Chair Sheryl Speckmann adjourned the meeting at 7:50 P.M.

Respectfully submitted,



Sheryl Speckmann, Chair

ATTEST:



Robin Smith, Assistant City Secretary

On a motion by Michael Panter seconded by Committee Member Linda Atkins
the above and foregoing instrument was passed and approved this 13th
of September, 2017.

August 14, 2017

Dear Mayor and City Council:

The Parks and Recreation Advisory Committee unanimously request City Council aggressively pursue one of our four Engineering Firms in the City's procurement rotation. The selected engineering firms competence should include multiple disciplines encompassing not only the main engineering designs but also, surveying, landscape architecture, and if possible, traffic impact analysis.

This recommendation is requested specifically to leverage our advantage with the limited number of tasks to be completed to start the project. Additional timing and money efficiencies are gained by utilizing as few firms as possible to complete significant progress on the Lago Vista Park and Open Space Project by March of 2018. Looking forward we will endeavor to apply for a second Texas Parks and Wildlife grant by October 1st of 2018. The second phase grant requires us to have made competent and reasonable progress on the existing grants scope for consideration. This second application would be due by October 1st 2018.

Respectfully,

Sheyl Speckman

Chair

Parks and Recreation Advisory Committee