

**Providing fiscally responsible public services and public safety in support of quality of life, community character and economic opportunity for all residents.**

**MEETING NOTICE**

**PARKS RECREATION AND COMMUNITY SERVICES BOARD - REGULAR MEETING**

**City of El Campo**

**315 East Jackson Street, El Campo, TX 77437**

**City Hall - Council Chambers 5:30 PM - January 8, 2019**

**NOTICE** is hereby given that a meeting of the Parks Recreation and Community Services Board of El Campo will be held at City Hall - Council Chambers 315 East Jackson Street, El Campo, TX 77437 at 5:30 PM on January 8, 2019. The purpose of the meeting will be to review and consider taking official action on the following agenda items:

**Agenda**

**1. CALL TO ORDER AND ROLL CALL**

**2. CONSIDERATION OF AND APPROVAL OF MINUTES**

1. Parks Recreation and Community Services Board - Regular Meeting - Nov 1, 2018 5:00 PM

**3. REPORTS**

1. Aquatic Center

**4. CONSIDERATION AND RECOMMENDATION ON**

1. Aquatic Center Fees
2. FY20 Proposed Improvement Recommendations

**5. ADJOURNMENT**

In compliance with the Americans with Disabilities Act, the City of El Campo will provide reasonable accommodations for disabled person attending Parks Recreation and Community Services Board meetings. Requests should be received at least 24 hours prior to the scheduled meeting, by contacting City Hall at 979-541-5000, or by FAX at 979-543-0027.

This meeting is posted and conducted in accordance with Chapter 551 of the Texas Government Code. I certify that a copy of this agenda of the Parks Recreation and Community Services Board – Regular Meeting, City of El Campo was posted at City Hall 315 East Jackson Street, El Campo, TX 77437 on the public bulletin board and on the City of El Campo website; and remained posted continuously for at least 72 hours before the scheduled meeting time.

**PARKS RECREATION AND COMMUNITY SERVICES BOARD - REGULAR MEETING**

City of El Campo

315 EAST JACKSON STREET, EL CAMPO, TX 77437  
City Hall - Council Chambers 5:00 PM - November 1, 2018

Meeting Minutes

**1. CALL TO ORDER AND ROLL CALL**

Attendee Name	Title	Status	Arrived
Lisa Raun	Board Member	Present	
Richard Young	Board Member	Present	
Marilynn Sorrel	Board Member	Absent	
Anisa Longoria Vasquez	Board Member	Present	
Mark Pool	Board Member	Absent	
Donnie Clapp	Board Member	Present	
Cedric Taylor	Board Member	Present	

City Staff Present: Deputy City Manager Courtney Sladek, Director of Public Works Kevin Thompson, Director of Utilities Jerry Lewis, Aquatic Center Manager Stephen Nadolski

**2. CONSIDERATION OF AND APPROVAL OF MINUTES**

1. Parks Recreation and Community Services Board - Regular Meeting - Aug 14, 2018 5:30 PM

Richard Young made the motion to approve the minutes, Donnie Clapp seconded. Motion carried unanimously.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Richard Young, Board Member
<b>SECONDER:</b>	Donnie Clapp, Board Member
<b>AYES:</b>	Raun, Young, Vasquez, Clapp, Taylor
<b>ABSENT:</b>	Sorrel, Pool

**3. REPORTS**

1. Update on Proposed Mini Park

Staff has additional information regarding the proposed park, including an assessment on the parking lot, and partners.

Staff has assessed the parking lot, which is in great shape and will not require immediate maintenance.

Council will be considering acceptance on October 8th. While the park is being designed, City parks staff will maintain the property by mowing it routinely.

<b>RESULT:</b>	<b>NO ACTION REQUIRED</b>
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2. Comprehensive Plan

Included in the packet are the sections of the Comprehensive Plan applicable to Parks and Recreation for the Board's review.

The Board will review the Comprehensive Plan and provide feedback to staff.

Minutes Acceptance: Minutes of Nov 1, 2018 5:00 PM (Consideration of and Approval of Minutes)

**RESULT: NO ACTION REQUIRED**

**4. CONSIDERATION AND RECOMMENDATION ON**

1. DOC-2018-94 Policies of Aquatic Center

Below are the most recent policies recommended by the Aquatic Center Board:

The Aquatic Center will close if the temperature is 32 degrees or below.

The lightning policy includes closure when lightning is indicated on a weather app (within 10 miles) rather than by sighting of lightning.

The Aquatic Center will designate lap lanes full time.

Should there be additional policies, the Board is asked to discuss so staff can document.

Anisa Vasquez motion to recommend to Council the policies included in the packet with the exception of lap lanes. Her motion included that lap lanes would be designated at scheduled hours during the summer. Donnie Clapp seconded the motion. The motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Anisa Longoria Vasquez, Board Member
<b>SECONDER:</b>	Donnie Clapp, Board Member
<b>AYES:</b>	Raun, Young, Vasquez, Clapp, Taylor
<b>ABSENT:</b>	Sorrel, Pool

2. Recreational Programming

Staff will provide an update on recreational programming and funding for Fiscal Year 2019.

The Board was informed of the event schedule including movie nights, downtown dinners, Easter egg hunt, trunk or treat, etc. Staff requested feedback and suggestions. One suggestion was a bike week, with activities throughout the week. The Board advised staff to focus on a few events and do them well.

**RESULT: NO ACTION REQUIRED**

**5. ADJOURNMENT**

Lisa Raun made the motion to adjourn at 6:44 p.m., Cedric Taylor seconded. The motion carried unanimously.

Minutes Acceptance: Minutes of Nov 1, 2018 5:00 PM (Consideration of and Approval of Minutes)

**Parks Recreation and Community Services Board**

315 E. Jackson  
El Campo, TX 77437

Meeting: 01/08/19 05:30 PM  
Department: Parks Recreation and Community Services Board

Category: Report  
Prepared By: Courtney Sladek

Initiator: Courtney Sladek

Sponsors:

DOC ID: 2156

**SCHEDULED**

**REPORT (ID # 2156)**

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## **Aquatic Center**

The Aquatic Center is currently seeking an Assistant Manager, as the former Assistant Manager has taken a position with City Hall.

**Parks Recreation and Community Services Board**315 E. Jackson  
El Campo, TX 77437Meeting: 01/08/19 05:30 PM  
Department: Parks Recreation and Community Services BoardCategory: Budget  
Prepared By: Courtney Sladek

Initiator: Courtney Sladek

Sponsors:

DOC ID: 2157

**SCHEDULED****MEETING TOPIC (ID # 2157)**

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## Aquatic Center Fees

Currently the City charges swim coaches 20% of their revenue. Staff recommends charging \$8.00 a lane per hour, which is consistent with what other entities are charging. Additionally, staff recommends that coaches are required to provide an insurance certificate when charging for these services. This is recommended by our insurance provider.

**Parks Recreation and Community Services Board**315 E. Jackson  
El Campo, TX 77437Meeting: 01/08/19 05:30 PM  
Department: Parks Recreation and Community Services Board

Category: Budget

Prepared By: Courtney Sladek

Initiator: Courtney Sladek

Sponsors:

DOC ID: 2117

**SCHEDULED****MEETING TOPIC (ID # 2117)**

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## **FY20 Proposed Improvement Recommendations**

At the previous meeting, the Comprehensive Plan was included in the packet. This item will allow the Board to make formal recommendations for the Proposed Budget for FY20 for equipment, infrastructure and other projects. A brief presentation on these items will be provided by staff.