



**NOTICE OF MEETING  
OF THE  
PARKS AND RECREATION COMMISSION  
OF  
BUDA, TEXAS**

*An agenda information packet is available for public inspection in the Buda Public Library.*

This notice is posted pursuant to the Texas Open Meeting Act. Notice is hereby given that a **Regular Parks and Recreation Commission Meeting** of the City of Buda, Texas, will be held on **Wednesday, February 18, 2015 at 6:30 p.m.** in the Council Chambers at Buda City Hall at 121 Main Street, Buda, Texas 78610, at which time the following subjects will be discussed:

**A. CALL TO ORDER**

**B. INVOCATION**

**C. PLEDGE OF ALLEGIANCE TO THE FLAGS OF THE UNITED STATES AND TEXAS**

PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG: *Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

**D. ROLL CALL**

**E. PUBLIC COMMENTS** At this time, comments will be taken from the audience on non-agenda related topics, for a length of time not to exceed three minutes per person. To address the Parks and Recreation Commission, please submit a Citizen's Comment Form to the City Liaison prior to the start of the meeting. *No action may be taken by the Parks and Recreation Commission during Public Comments.*

**F. CONSENT AGENDA**

1. Approval of the regular Parks and Recreation Commission meeting minutes dated January 21, 2015.

**G. REGULAR AGENDA ITEMS**

1. Discussion and update on Bradfield Park Trail Project
  - A. Presentation regarding Eagle Scout Project – Brandon Garcia
  - B. Fish Day Event – March 21, 2015
2. Workshop discussing Parkland Dedication and Development process under the Unified Development Code

3. Discussion and update on Commission Terms and Places set to expire in April
4. Discussion and update on upcoming City sponsored special events – Spring Clean Up – May 2<sup>nd</sup>, 2015

#### **H. STAFF REPORTS**

*The Parks and Recreation Commission may discuss any of the items under Staff Reports, but no formal action will be taken.*

- Report on Trail of Lights – December 11<sup>th</sup> – 13<sup>th</sup>, 18<sup>th</sup> – 21<sup>st</sup>
- Update on Parks and Recreation activities within the City of Buda city limits and Extraterritorial Jurisdiction

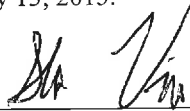
#### **I. COMMISSION REQUESTS FOR FUTURE AGENDA ITEMS**

*No deliberation or discussion may take place by the Commission during this agenda item.*

#### **J. ADJOURNMENT**

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to the meeting. Please contact City Hall at (512) 312-0084, or FAX (512) 312-1889 for information or assistance.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Parks Commission of the City of Buda, was posted on the bulletin board in front of Buda City Hall, which is readily accessible to the public at all times, by 7:00 p.m. on Friday, February 13, 2015.



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Staci Vines  
Administrative Assistant

#### **AGENDA NOTICES:**

**Council Chambers are set up to publicly broadcast meetings. You may be audio and video recorded while in this facility.**

#### **Attendance by Other Elected or Appointed Officials:**

**It is anticipated that members of other governmental bodies, and/or city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that body, board, commission or committee subject to the Texas Open Meetings Act.**



**Parks and Recreation Commission  
MINUTES  
January 21, 2015**

The following represents the actions taken by the Buda Parks and Recreation Commission in the order they occurred during the meeting. While the minutes may not be in sequential order, all agenda items were discussed. The Parks and Recreation Commission of Buda, Texas, convened on Wednesday, January 21, 2015 at City Hall Council Chambers, 121 Main St., Buda, TX.

**A. CALL TO ORDER**

**Call to order at 6:37 p.m.**

**B. INVOCATION**

**C. PLEDGE OF ALLEGIANCE**

**D. ROLL CALL**

John Montez (Chair) – Present

Vincent Lecca –Present

Jennielle Strother – Present

Kay Bailey - Absent

April Beggs – Absent

Nancy Hart – Present

Kim Howell (Vice-Chair) – Present

**E. PUBLIC COMMENTS**

1. None.

**F. CONSENT AGENDA**

1. Approval of the Parks and Recreation Commission Meeting Minutes, dated November 19, 2014

**Motion made by Commissioner Lecca, seconded by Commissioner Strother, to approve minutes. Motion passed 5 – 0.**

**G. REGULAR AGENDA**

1. Discussion on Capital Improvement Projects.

A. Shade Structures

B. Greenbelt Trail connection to Jackson Tyler Norris Memorial Skate Park

C. Lighting for Jackson Tyler Norris Memorial Skate Park

Buda City Council recently approved the installation of eight shade structures in Bonita Vista, Cullen Country, Garlic Creek, Green Meadows, Stoneridge, and Whispering Hollow. Once a purchase order agreement with T.F. Harper and Associates is established, the project should be completed within 150 days. The commissioners were asked if they would like to decide on the colors of the shade structures. Chairman Montez mentioned that the parks staff should make that decision. A motion was made by Commissioner Lecca, seconded by Commissioner Hart, that the parks director would choose the color schemes for the shade structures based on the current colors of the playground equipment. Motion passed 5-0.

The Greenbelt Trail and Jackson Tyler Norris Memorial Skate Park connection project has had some challenges. The sidewalk construction proximity to state right-of-way, the railroad track, and existing drainage structures creates additional challenges that necessitate coordination with Texas Department of Transportation (TxDOT) and Union Pacific Rail Road (UPRR). Mr. Wells has met with the TxDOT and UPRR to work on cost estimates. He stated that he has also met with a contractor as well. Once all the information from the parties involved is received, there will be a better understanding of what will need to be done, as well as the length of time it will take to be completed.

Buda City Council funded \$100,000 for the instillation of lights at Jackson Tyler Norris Memorial Skate Park. Mr. Wells' plan is to research the feasibility of shade structures at the skate park that will include lighting underneath the canopies. The shade structures will increase usage of the skate park during the spring and summer months. When more information becomes available, it will be brought to the Commission.

2. Discussion and update on the Proposition 5 Park Advisory Committee

A seven member committee was recently organized and they will be assisting with the Proposition 5 park projects that will deal with the developments in City Park and the trails within the park system. There were 49 potential applicants that could serve on this committee and 17 responded that they would serve on the committee if appointed. The members are John Montez, Nancy Hart, Jennielle Strother, Vincent Lecca, Wendy Scott, Louis Calvo, and Beth Martinez. The committee is comprised of current and past Parks and Recreation Commissioners and graduates of Buda Citizen's Academy. The first meeting will be held as soon as a project manager is confirmed.

3. Discussion and update on upcoming City sponsored special events

- A. Easter Egg Hunt-April 4
- B. Movies in the Park-June
- C. Red, White, and Buda- July 4

Mr. Wells, along with the parks and recreation staff, have been researching the logistics of the upcoming spring and summer events. Mr. Wells asked the Commissioners how they are involved in the events and if they had any input regarding the planning of past events. When the dates of the events get closer, the committee will be updated on the planning process.

## **H. STAFF REPORTS**

- Preliminary Report on Trail of Lights-December 11-13, 18-21  
A formal presentation will be given at the second City Council meeting in February. The report will include who participated, the number of attendees, sponsors of the event, volunteers, and financial information. The same report will be presented to the Commissioners at the February meeting.
- Update on Parks and Recreation activities within the City of Buda limits and Extraterritorial Jurisdiction.

A ribbon cutting ceremony will be held once all Bradfield Park projects are completed. The trail is complete and park benches have been installed. A kiosk is planned to be placed by the fishing dock. The additions to the park should be completed by March. Some areas of the park that are being reevaluated are the drainage areas and the pedestrian crossing on Main Street. Commissioner Lecca suggested a fishing event that can be held on the day of the ribbon cutting.

Irrigation repairs at the Sportsplex have been completed. There were 90 rotor heads that were replaced and several more were checked and readjusted at all of the fields.

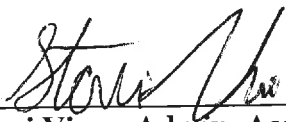
An Eagle Scout project that will be at Bradfield Park is currently being organized by Brandon Garcia. His project will be a VFW Memorial Site that will be located on the east side of Bradfield next to the new parking lot. Brandon is currently selling engraved bricks to help fund the project which should be completed by April or May. Jack Anderson has also contacted the parks department with a potential Eagle Scout project. They are both planning on presenting their projects to the Commissioners.

## **I. FUTURE AGENDA ITEMS**

1. Information areas in the parks that educate visitors about invasive species.

## **I. ADJOURNMENT at 7:43p.m.**

Chairman Montez motioned to adjourn, seconded by Commissioner Lecca.

  
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Staci Vines, Admin. Asst.