

**Village of Wimberley Parks and Recreation Board**  
Minutes of Regular Meeting, April 8, 2003, 6:30 p.m.  
Wimberley City Hall, 13210 RR 12, Wimberley, Texas

A. Chair Kris Cusack called meeting to order at 6:30 p.m. Present were Board members Cusack, Fred Franz, Jan Fulkerson, Malcolm Harris, Linda Hewlett, Dell Hood, Horace Wilson, and Paul Xiques. Board member Thad Nance was excused.

B. Minutes of March 11, 2003 meeting were approved as submitted.

C. Public Forum - No members of the public were present.

**D. Update on Summer Recreation Program, Consider and Possible Action:**

Chair Kris Cusack reviewed the background to development of the proposed summer recreation program, including comments from City Council meeting of April 3 on residency requirements and fees.

Council member Martha Knies briefed Board on a requirement of state law that a municipality conducting a recreation program must pass an ordinance covering standards of care each year. In view of the time required to draft an ordinance, publish it, hold public hearings and get Council action, Kris said it may be better to wait until next year to do the program.

Board members discussed this issue at length, including the possibility of completing the requirements in time to do the second session in July, and the lead time needed to recruit staff and volunteers and complete background checks on them.

Malcolm Harris moved that City Council be informed that the Board recommends not attempting to do a summer recreation program this year but that the Board will continue to work on a program for summer 2004. Jan Fulkerson seconded. Motion approved 7 Ayes, 0 Nays, 1 Abstain (Paul Xiques).

**E. Update on Cypress Creek Nature Trail:**

Kris said the Board subcommittee on the Cypress Creek Nature Trail met with grant administrators Langford Community Management Services on developing a Request For Qualification for design of the nature trail.

Horace Wilson distributed a memo with his proposals on what the RFQ should include, noting there are two levels of RFQ - one for newspaper publication, and one for the actual contract applicants. Board members reviewed Horace's proposal.

Board discussed what should be included in an RFQ and whether it should be worded in terms of results only or should include specific details of engineering design.

Board discussed how it would handle responses to the RFQ. Kris suggested the subcommittee review all the responses together with City Administrator Steve Harrison to select three finalists, and the full Board interview the three finalists and rank them for Council selection. Malcolm Harris volunteered to work with Mr. Harrison on developing criteria for ranking respondents.

Board discussed the process of writing and approving RFQs and the timeline for publishing, reviewing and approving a contractor. Horace and Malcolm agreed to work together

on writing the first draft of the RFQ. Board agreed their time should be counted as professional services contributed toward our match for the Parks and Wildlife grant.

Martha distributed a letter from Elaine Dill at Parks and Wildlife informing that TPW is having delays in distribution of grant awards, but assuring us that the state's budget crisis will not reduce our grant.

F. Board held a farewell party for Council member Martha Knies, this being the last meeting of the Board during her term of office. Board members thanked her for the guidance and support she has provided from the beginning of the Parks and Recreation Committee and presented her with a plaque.

G. Board heard a presentation by Roy Mann of Rivers Studio in Austin on "Trends in Park Design." Mr. Mann showed slides of his work as a landscape designer and planner of flood plain parks, forest trails, preserves, and parks along various rivers, streams and other water courses. His work has ranged from along the Guadalupe River in New Braunfels to along the Mississippi River in Illinois. Board members discussed features and elements of his designs in the context of the Cypress Creek Nature Trail.

H. Next meeting of the Board is scheduled for May 13, 2003, at 6:30 p.m.

Board adjourned at 8:55 p.m.

Recorded by Dell Hood