



MEMORANDUM

TO: Parks and Recreation Board Members

FROM: Manuel A. Mollinedo, Director  
Parks and Recreation Department

DATE: November 14, 1991

SUBJECT: Request for Action - Krieg Softball Complex Restrooms

I have the following information and request for approval regarding construction of restrooms at the Krieg Softball Complex.

The Parks and Recreation Department is requesting City Council to approve an amendment of the 1991-92 Capital Improvements Program budget by appropriating \$118,630 from the Softball Enterprise Fund ending balance to the CIP budget for the construction of restrooms at the Krieg Softball Complex. The Enterprise Fund raises money to pay for improvements and special projects.

The proposed restrooms will be housed in a 552 square-foot building, which will serve the three newest fields. These fields currently have no facilities. The Complex has a total of 11 fields which are used for league play and tournaments year-round. Once the invitation for bids is let, it is anticipated that the construction process will take seven months.

The Austin Softball Association Board recommended approval of this expenditure at its September 16, 1991 meeting. It will be reviewed by the Planning Commission's CIP Subcommittee November 18 and by the entire Planning Commission at their meeting of November 26.

Your consideration and recommendation of this proposal are appreciated.

Manuel A. Mollinedo, Director  
Parks and Recreation Department

MAM/KvW



MEMORANDUM

TO: Parks and Recreation Board Members

FROM: Manuel A. Mollinedo, Director  
Parks and Recreation Department

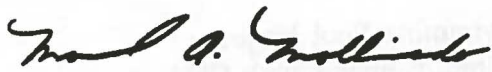
DATE: November 14, 1991

SUBJECT: Item for Information Regarding County Commissioner Marcos de Leon

I have attached for your review a fund-raising letter I received November 8 from the Travis County Friends for Marcos de Leon regarding the Commissioner's accomplishments since he took office.

The section of the letter devoted to parks indicates Commissioner de Leon considers among his accomplishments improvements to four City parks. I thought the information might be of interest to you.

Please let me know if you need additional information.

  
Manuel A. Mollinedo, Director  
Parks and Recreation Department

# MARCOS de LEÓN

TRAVIS COUNTY COMMISSIONER—PRECINCT 4

82 SAN MARCOS STREET  
AUSTIN, TEXAS 78702

RECEIVED

NOV 08 1991

## STEERING COMMITTEE

Robert Abetta

Juan F. Aguilera

Theresa Ali

Richard Arriola

David Brooks

Dennis Campa

Fidel Estrada

Joe Ford

Jesse Garcia

Navel Garcia

Jim George

Thomas W. George

Jerry Harris

John Hernandez

Paul Hernandez

Vicente Hernandez

Bessie Hinkle

Frances Martinez

Frank Martinez

Lou McCreary

Jim Nias

Daniel R. Ojeda

Hortensia Palomares

Rafael Quintanilla

Gary Raba

Raymond Rodriguez

Felix Rosales

Moses Perez Saldana

Domingo & Christina Santos

Steve Speir

Richard Suttle

Jose Uriegas

Bobby Velasquez

Gilbert Velasquez

Lee Zamora, Jr.

Dear Friends,

PARKS & RECREATION  
CITY OF AUSTIN

As Marcos de Leon approaches the completion of his first year in office, we think it is important to communicate with you his accomplishments as County Commissioner, Precinct Four. All too often, elected officials are heard from only when a re-election campaign approaches. Commissioner de Leon has been visible and maintained constant communication since the first day he took office. He has been willing to take on challenges, when necessary, to achieve important objectives. The Commissioner has done the extraordinary by taking County Government to the people by providing county resources such as County Attorneys, Road Engineers, Department Heads and the appropriate staff to the citizens of Travis County "in their own backyard." Indeed, Marcos is keeping the promises he made to the citizens of Precinct Four and Travis County during his campaign.

One of the promises Commissioner de Leon stated during the campaign and the day he took office is that he would make roads a priority for Precinct Four. In excess of 29 road projects have been started since January of 1991 which includes over \$10,000,000 in Capital Improvement Projects.

Commissioner de Leon's accomplishments also include:

### Parks:

Dove Springs Park & Swimming Pool Project  
Franklin Park \$100,000 improvements with COA  
New Montopolis Little League Fields  
Palm Park safety improvements

### Roads:

29 road projects  
Three CIP projects  
Two substandard road projects (where no roads existed)

### Law Enforcement:

Patrol units increased  
Alternative sentencing programs  
Jail maintenance improvements

### Human Services:

Increased funding for the Travis County Human Services contracts which include Youth-at-risk, Women and Minority Funding, the elderly and HIV education.

NOT PRINTED AT COUNTY EXPENSE

Pd. Pol. Ad. by the Travis County Friends for Marcos De Leon, 2326 East First Street, Austin, Texas 78702

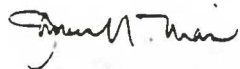


As you know, Commissioner de Leon was a tireless, full time campaigner who ran a grassroots effort with limited campaign funds. Marcos incurred campaign and personal debt to serve our community. Let's show Commissioner de Leon that we appreciate his service. Help us retire these debts so he can concentrate his attention on making County Government work *for* us instead of *against* us.

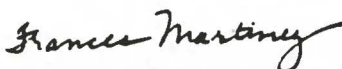
Please help by pledging \$25.00, \$50.00, \$100.00, \$250.00, or \$500.00 in the enclosed envelope and join us on Wednesday, November 13, 1991 at 5:30 p.m. at La Tapatia Restaurant, 1501 E. 6th St.

Let's demonstrate to Commissioner de Leon how much we appreciate his work as a full time public servant for Precinct Four and all of Travis County.

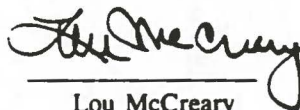
Thank you,




Jim Nias



Frances Martinez



Lou McCreary



Rafael Quintanilla

**DRAFT**

PARKS AND RECREATION BOARD  
ANNUAL REPORT 1990-91

1. OFFICIAL NAME OF THE COMMISSION

Austin Parks and Recreation Board

2. OBJECTIVES AND FUNCTIONS

To advise the Austin City Council and City Manager on matters pertaining to the acquisition, development, sound management, maintenance and use of parks, recreational facilities and leisure services owned or controlled by the City of Austin.

3. AUTHORITY

Created February 8, 1934, City Code, Volume a, Chapter 24, Article II, Section 24-3; amended March 15, 1951, Ordinance No. 590604-F; amended further by Ordinance No. 771013-O, Ordinance No. 780223-F, and Ordinance No. 780223-G.

4. NAMES, ADDRESSES, OCCUPATIONS AND ETHNICITY OF THE CURRENT MEMBERS OF THE COMMISSION

<u>Names and Addresses</u>	<u>Ethnicity and Sex</u>
a. Beverly Griffith, Chair 2908 Scenic Drive (03) Business: Griffith Properties	WF
b. Neil Iscoe, Vice Chair 1806-A Polo Road (03) Business: EDS Research	WM
c. Phil Friday, Secretary 1207 West 10th St. (03) Business: Attorney	WM
d. Albert Black 1013 Weeping Willow (53) Business: Texas Education Agency	BM
e. L. Hayden Brooks 1804 Lakeshore Drive (46) Business: American Realty Analysts	WM
f. Ron Cartlidge 1802 Woodland Avenue (41) Business: Mendez Middle School	WM
g. James Crump 908 Christopher (04) Business: Texaco Chemical	WM
h. Charles Ganey 807 W. Lynn #107 (03)	WM

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Business: Tx. Bicycle Coalition

- i. Neil Iscoe WM  
1806-A Polo Road (03)  
Business: MCC
- j. Eliza May HF  
1605 Sylvan Glade (45)  
Business: Leadership Texas

## Members Emeritus:

- Mrs. Roberta Crenshaw WF  
2515 El Greco Cove (03)
- Mrs. Ruth D. Isley WF  
(no Austin address)
- Mrs. Margaret Scarbrough WF  
Scarbrough Bldg. (03)

## 5. REPORTS AND RECOMMENDATIONS PRESENTED TO THE CITY COUNCIL FROM OCTOBER 1990 THROUGH SEPTEMBER 1991

### October 1990

Recommend approval of permanent and temporary easements in Walter E. Long Metropolitan Park for a gas pipeline and meter station.

In a joint meeting with the Environmental Board and Waterfront Planning Advisory Board, accepted the Town Lake Park Concessions Annual Report.

### November 1990

Approved the revised Rowing Committee report for submission to Council.

Recommend approval of the license agreement with Austin Aqua Festival.

Recommend approval of an interlocal agreement between the City of Austin and Travis County for a new park in the Dove Springs area.

Recommend approval of an interlocal agreement between the City of Austin and Travis County for a park in Windmill Run.

### December 1990

Approved the 1989-90 Annual Report and Workplan for submission to Council.

### January 1991

Recommended approval of a 2.239 acre permanent drainage easement in Northwest District Park.

Recommend approval for an Australian Garden to be installed in Town Lake Park.



# DRAFT

## February 1991

Approved Resolution to Council regarding the proposed Park and Recreation Department Expenditure Reduction Contingency Plan.

Recommended approval of proposed 3.6 acre annexation into North Travis County MUD #1 (Harris Branch).

## March 1991

Recommend approval of proposed 8.2 acre annexation into Springwoods Municipal Utility District.

Approved Resolution to Council regarding Assurance of Financial Stability for Land, Facilities and Park Programs.

## April 1991

Recommend approval of Stevie Ray Vaughan Memorial on parkland near Palmer Auditorium.

## May 1991

Recommend to Council that a traffic light be installed on Barton Springs Road at Stratford Drive to facilitate pedestrian crossing in Zilker Park.

Approved Resolution to Council opposing fee increases at the Zilker Clubhouse, Barton Springs Pool and Municipal Pools. The Resolution also opposed any reduction in the PARD budget.

Recommend naming the butterfly trail at the Zilker Garden Center the William Douglas "Doug" Blachly Butterfly Trail.

Recommend naming the 412 acres of dedicated park land in the Circle C Subdivision the Slaughter Creek Metropolitan Park.

Recommend approval of a draft Curfew Ordinance.

Recommend approval of a water and wastewater easement in Town Lake Park for the South Austin Relief Main, Phase I.

Approved Resolution to Council regarding the 1991-92 PARD Capital Improvement Program Projects and CDBG funding request.

## June 1991

Revised recommendation to Council regarding the proposed bond election priorities for park projects.

Recommend submission of application for \$500,000 grant from the Texas Parks and Wildlife Department to develop recreational facilities at Dove Springs Park.

## July 1991

# DRAFT

Recommended issuing an RFP for a Carousel Concession and Handmade Wooden Row Boat Concession in Zilker Park.

Approve Resolution to Council regarding the 1991-92 PARD Operating Budget.

Approve Resolution to Council requesting that Louise Nivison be appointed as a Member Emeritus of the Parks and Recreation Board.

Recommend approval of the proposed annexation of 53.8 acres into the Northwest Travis County MUD #1.

Approve Resolution to Council regarding payment for easements.

Recommend to Council reprioritizing pending CIP/Local Park Fund Grant Projects so that Dick Nichols and Dove Springs precede the Circle C Veloway.

## NUMBER OF MEETINGS HELD

28

## 7. ATTENDANCE

(see attached sheets)

## 8. NUMBER OF PUBLIC HEARINGS HELD

9

## 9. NAVIGATION

The Parks and Recreation Board acted on 37 navigation items.

## 10. TOUR MEETINGS

The Parks and Recreation Board toured the following dates and locations:

October 8, 1990 - Montopolis Recreation Center  
November 14, 1990 - Riverside Center  
December 3, 1990 - Austin Nature Center  
January 14, 1991 - Seaholm Power Plant  
March 4, 1991 - Zachary Scott Theater  
April 8, 1991 - Caprock and Spicewood Springs Park  
June 10, 1991 - Mayfield Gardens

## 11. EXPENSE

\$ 5,345.19

This includes food and ice, personnel, copying, postage and supplies.



# DRAFT

## 12. CITY PERSONNEL WHO REGULARLY ASSIST THE COMMISSION

- a. Manuel A. Mollinedo, Director, Parks and Recreation
- b. Carolyn D. Nelson, Deputy Director, Parks and Recreation
- c. Jody Hamilton, Staff Support Services Supervisor II, PARD
- d. Robert Sopronyi, Division Manager, Programs
- e. Stuart Strong, Principal Planner, Planning and Design
- f. Peter Marsh, Engineering Associate II, Planning and Design
- g. Carolyn Kelley, Landscape Architect Associate II
- h. Donna Bohls, Executive Secretary

## 13. FUNCTIONS OF THE BOARD WHICH ARE DUPLICATED BY ANY OTHER COMMISSION

There are no other boards that duplicate the functions of the Parks and Recreation Board.

## 14. RECOMMENDATIONS

The Parks and Recreation Board very strongly recommends that the Board be continued as we feel it is a very vital liaison between the community and the City Council in matters involving parks and recreation services for the citizens of Austin.

(to be revised for 92)

## **PARKS AND RECREATION BOARD INITIATIVES FOR 1991**

### **Land and Facilities Committee**

Develop a bikeway in the Town Lake Corridor for public recreational riding and for public transportation.

Establish a trust fund for the implementation of the Town Lake Comprehensive Plan and other capital needs to be funded by income from concessions and from rental of parks property.

Study expanded community uses for Commons Ford Ranch for appropriate business, private and student groups.

Investigate prohibiting the distribution of tobacco products on public parklands.

Develop a masterplan for a multi-generational center.

Identify resources to expand the Barton Creek Greenbelt.

### **Programs Committee**

Support and coordinate private fund raising for the benefit of PARD's public service goals.

Encourage citizen volunteer work in parks, playgrounds, pools and recreation centers working with individuals and organizations such as the Volunteer Center and Red Cross.

In order to advise the Manager and Council in a more informed way, review a monthly plan to actual summary of the current budget. The format should compare actual to approved expenditures.

Continue to monitor the At-Risk Youth, and recreation programs to evaluate where community resources can be utilized.

Identify ways to work with AISD for joint use of programs and facilities, especially for the summer playground program.

### **Navigation Committee**

Study establishing a late night curfew on Lake Austin to reduce fatalities and injuries.

Monitor the number of water-craft on Town Lake in order to have information for planning, and to prevent overcrowding.

Continue working for the removal of safety hazards in Town Lake.

Study the use of jet skis and their related noise on Lake Austin.

### **Public Policy**

Review Parkland Dedication Ordinance and recommend changes that would

provide for park development as well as land acquisition.

Work closely with the Resolution Trust Corporation (RTC), National Park Services and other entities to better serve Austin's open space and recreational needs.

Present to Council policies regarding Special Events and concessions in the City's parks.



NAME OF BOARD/COMMISSION : Parks and Recreation Board

## ATTENDANCE RECORDS FOR FY90/91 REGULARLY SCHEDULED MEETINGS

NAME	23 Oct.	27 Nov.	10 Dec.	28 Jan.	26 Feb.	26 Mar.	23 Apr.	28 May	Cancelled 25 June 23 July 27 Aug. 24 Sept.			
Beverly Griffith	✓	✓	ab	✓	✓	✓	✓	✓	—	✓	✓	✓
Louise Nivison term expired	✓	✓	✓	✓	—	—	—	—	—	—	—	—
Lawrence Britton term expired	✓	✓	✓	✓	✓	✓	✓	✓	—	—	—	—
Ron Cartlidge	✓	✓	ab	✓	✓	✓	✓	✓	—	ab	✓	✓
Terry Colgan term expired	✓	✓	ab	✓	✓	✓	✓	ab	—	—	—	—
ErmaLinda Cruz-Torres term expired	✓	✓	✓	✓	✓	✓	✓	✓	—	—	—	—
Agnes Edwards term expired	✓	✓	✓	✓	✓	✓	✓	ab	—	—	—	—
Charles Heimsath term expired	✓	✓	✓	✓	—	—	—	—	—	—	—	—
Neil Iscoe	✓	✓	✓	✓	✓	✓	✓	✓	—	✓	ab	✓
Sue Robinson term expired	✓	✓	ab	✓	—	—	—	—	—	—	—	—
Ruby Williams resigned 1/91	✓	et	et	—	—	—	—	—	—	—	—	—
James Crump appointed 2/91	—	—	—	—	✓	ab	✓	✓	—	✓	ab	✓
Phil Friday appointed 1/91	—	—	—	—	✓	✓	✓	✓	—	✓	✓	✓
Charles Gandy appointed 2/91	—	—	—	—	✓	✓	✓	✓	—	✓	ab	ab
Fred Lewis appointed 2/91	—	—	—	—	✓	ab	resigned	—	—	—	—	—

\* Fill in dates of all regular meetings. List names of all members, and for each mark X on absent, ✓ on present.

175

Cancelled

NAME \_\_\_\_\_

\* Fill in dates of all regular meetings. List names of all members, and for each mark X when absent, ✓ when present and ^ if absent for health reasons. Send to City Clerk's Office after each regularly scheduled meeting.



PARKS AND RECREATION DEPARTMENT  
OPERATIONS DIVISION  
GROUNDS MAINTENANCE MODE III  
MODIFIED FOR VELOWAY

Level of maintenance appropriate for minimally developed parkland and select park facilities located in predominantly natural areas.

1. Turf Care - Typically native grass species. Mow once every 22-42 days to maintain less than 18" in height, with consideration given to wildflower establishment. Selected trimming every time mowed. Aerate in areas prior to wildflower seeding. Seed selected sites with wildflower mix in fall.
2. Floral Plantings - Emphasis on native plant materials such as wildflowers and other low maintenance varieties.
3. Tree and Shrub Care - Trim and prune once every year. Eliminate unsafe conditions within 24 hours.
4. Fertilizing - Not recommended.
5. Insect and Disease Control - Application of fungicides and insecticides, as allowed by City ordinances, to eliminate damaging insect infestations or to control serious disease pathogens.
6. Watering - Manually water selected and remote sites as necessary to establish new or introduced plantings. Rely on seasonal rainfall. Typically no irrigation systems.
7. Restrooms - Typically non-existent, although self sustaining or portable facilities may exist. Service at least once a week.
8. Litter/Debris Removal - Collect and remove at least once a week. Higher use areas receive higher frequency attention.
9. Lighting - Inspect at least once a week. Make repairs within 48 hours.
10. Surfaces - Inspect all structural surfaces at least once a month. Initiate needed repairs within 48 hours. Clean, sweep and wash hard surfaces every 3-6 weeks. Remove graffiti within two weeks unless nature of graffiti dictates otherwise.
11. Inspection - Inspect all areas once every week.
12. Other Repairs - In cases where public use will be disrupted, initiate repairs within 24 hours; in other cases within one week.



PARKS AND RECREATION DEPARTMENT  
OPERATIONS DIVISION  
GROUNDS MAINTENANCE MODE IV

Grounds maintenance appropriate for natural or undeveloped parkland, rural surplus City property and utility rights-of-way. Maintenance is performed primarily to address health and safety standards.

1. Turf Care - Native grasses and other vegetation predominate. Mowing limited to maintenance of health and safety standards.
2. Floral Planting - Not recommended.
3. Tree and Shrub Care - Prune and trim to eliminate safety hazards.
4. Fertilizing - Not recommended.
5. Insect and Disease Control - Typically not recommended.
6. Watering - Not recommended.
7. Restrooms - Typically non-existent.
8. Litter/Debris Removal - Collect and remove 1-2 times per year, with concentrated efforts during scheduled winter maintenance program.
9. Lighting - Typically non-existent.
10. Surfaces - Generally limited to gravel roads and grass covered open spaces which exist for purposes of periodic inspection and security monitoring.
11. Inspection - Inspect areas every 3-4 months and in response to citizen complaints.
12. Repairs - Since development ranges from non-existent to minimal, repairs are generally made in order to maintain integrity of security and perimeter control measures.