

**CITY OF NEW BRAUNFELS PARKS & RECREATION ADVISORY BOARD  
REGULAR MEETING MINUTES  
CITY HALL  
550 Landa St**

**Tuesday, March 19, 2024, at 6:00PM**

**CALL TO ORDER**

Jason Vreeland called the meeting to order at 6:02 pm.

**ROLL CALL**

Board members present: Tom Blagg, Katie Rae Preston, Jason Vreeland, Amber Brown, Joyce Compton, Courtney Lyons-Garcia

Board members absent: Joe Turner,

Staff members present: Chad Donegan, Director; Jeff Bransford, Park Development Manager; Shannon Jackson, Parks Analyst; Stephanie Chelar, Recreation Center Manager

**APPROVAL OF MINUTES**

*Consider approving the minutes of regular meeting of December 12, 2023.*

Jason Vreeland made a motion to approve the minutes; Katie Rae Preston seconded the motion which passed unanimously.

**RECOGNITIONS**

- Geronimo Aguirre has been selected as the new Assistant Director
- Stephanie Chelar, current Das Rec Manager, has been promoted to Recreation Services Manager.
- Stephanie Chelar and Geronimo Aguirre graduated from NRPA's 2-year Director School. Chad Donegan completed his first year of the school.
- \$50,000 donation received from Sonora Bank for new concrete in Landa Park.
- At the TRAPS State Institute in February, the department received the Park Development Innovations Award for the Biofiltration System in the new Landa Park Aquatic Complex Parking Lot.
- 2024 Texas Travel Awards:
  - Destination of the Year
  - Best Community Event - Thru The Chute Cardboard Boat Race
  - Under the Radar Event - Thru The Chute Cardboard Boat Race

**CITIZENS' COMMUNICATIONS**

- None

**PRESENTATIONS**

**A. Presentation and discussion regarding potential 3rd party operation of the Landa Park paddleboat and mini golf operations**

- Jared Werner, Assistant City Manager, presented on a potential agreement with Paddle TX to manage operations of the Mini Golf and Paddle Boat facilities in Landa Park.

**B. Presentation on the implementation of parking fees at River Acres Park and parking improvements at Cypress Bend Park.**

- Amy Niles presented on adding paid parking to Fair Lane for River Acres Park which was approved by City Council on March 18<sup>th</sup>. Striping is scheduled to begin this week. Council also approved updates to parking at Cypress Bend Park. A media release was issued today on the new parking updates.

**C. Update on Ordinance Revision to Add Weekend and Holiday Hours to City Tube Chute Park.**

- Amy Niles presented on an ordinance update that was approved by Council on March 18<sup>th</sup> to implement a curfew to the Tube Chute Facility on Saturdays, Sundays, and Holidays to close the gates at 7pm to discourage unwanted activity on the grounds after the facility closes for the evening.

**D. Presentation on Northwest Park Parkland Acquisition**

- Chad Donegan, Parks Director, gave a presentation on the acquisition of 131 acres in the Northwest part of the City limits. The \$8 Million purchase price was funded by the EDC.

**E. March Park Project Updates**

**1. Mission Hill Park (Phase 2)**

- Description: Deliver additional site improvements based on Master Plan and 30% Design, including observation tower, meeting space, elevated walkway, trails, additional parking, and other amenities.
- Phase: Final Design (Design Build delivery method)
- Status: TF Harper awarded contract in January. Final design to be conducted Spring/Summer 2024.
- Target Completion: Fall 2025

**2. Zipp Family Sports Park (Phase 1)**

- Description: Construct Phase 1 improvements, including four baseball fields, four softball fields, four convertible soccer fields, parking, and maintenance building.
- Phase: Construction
- Status: In progress
- Target Completion: Spring 2025

**3. Field of Graves Memorial**

- Description: Construct memorial garden with memorial, landscaping, seating, and interpretive signage to memorialize early German settlers.
- Phase: Design
- Status: Archeological assessment underway; field work conducted February 15-16. Report forthcoming. Design process will continue in Spring 2024 based on the outcomes of the archeological assessment.
- Target Completion: TBD, pending final design and project funding.

**4. Alligator Creek (West Segment)**

- Description: Construct 1.1 miles of hard surface trail, connecting to Goodwin Lane and Oak Creek Estates neighborhoods. This segment is part of the larger Alligator Creek corridor and is coordinated with the Great Springs Project.
- Phase: Final Design; archeology coordination
- Status: 100% plans are complete.
- Target Completion: Summer 2024

**5. Alligator Creek (East Segment)**

- Description: Develop ~4-mile hard surface trail system east of I-35 along Alligator Creek within City, TxDOT, and private property. The corridor is envisioned to connect Timmerman Park, Resolute Hospital, and the Creekside area.
- Phase: Preliminary Design
- Status: Ongoing coordination with TxDOT and adjacent landowners.
- Target Completion: TBD, pending final design and project funding.

#### 6. Dry Comal (Segment 1)

- Description: Develop Segment 1, connecting Landa Park to Walnut Avenue. This segment is part of the larger Dry Comal Trail corridor and is coordinated with the Great Springs Project.
- Phase: Final Design / Acquisition
- Status: Land acquisition ongoing
- Target Completion: Fall 2025

#### 7. Dry Comal (Segments 2 & 3)

- Description: Develop Segment 2, connecting Walnut Avenue to Loop 337; and, develop Segment 3, connecting Loop 337 to Altgelt Lane. This segment is part of the larger Dry Comal Trail corridor and is coordinated with the Great Springs Project.
- Phase: Preliminary Design
- Status: Right of entry coordination underway. Preliminary design expected to be complete Summer/Fall 2024.
- Target Completion: TBD, pending final design and project funding.

#### 8. Landa Lake Dam and Spillway Improvements

- Description: Improve dam and spillway to address hydraulic inadequacies identified by the Texas Commission on Environmental Quality (TCEQ).
- Phase: Final design
- Status: 100% plan development underway. EDC considers construction funding in Spring.
- Target Completion: Spring 2025

#### 9. Last Tubers Exit Improvements

- Description: Perform safety and accessibility improvements including a new underwater platform and accessibility accommodations.
- Phase: Final design
- Status: 100% plan development underway. EDC considers construction funding in Spring.
- Target Completion: Spring 2025

#### 10. Park and Recreation System Master Plan

- Description: Conduct update to the 2017 Parks and Recreation Strategic Master Plan. The plan will identify community needs as well as prioritize capital and operational improvements.
- Phase: Solicitation
- Status: Consultant interviews late March. Contract award expected in April.
- Target Completion: Fall 2025

**DISCUSSION AND ACTION**

**A. Discussion and possible action to update Cemetery Committee Bylaw Article I, Section B.**

**Membership**

- Staff recommends updating the bylaw to no longer require at least three members of the committee to have relatives interred in one of the City’s cemeteries. Courtney Lyons-Garica made a motion to approve, Joyce Compton second. The motion passed unanimously.

**B. Approval of the appointment of Cynthia Foster for the city resident position for the Cemetery Committee with term ending 11-30- 2026 and Jillian Bliss for the unexpired term ending November 30, 2024.**

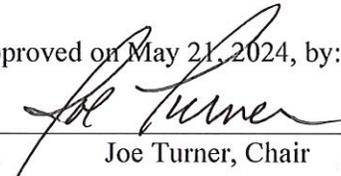
- Staff recommends the approval of Cynthia Foster and Jillian Bliss for appointment to the Cemetery Committee. Joyce Compton made a motion to approve and, Katie Rae Preston second. The motion passed unanimously.

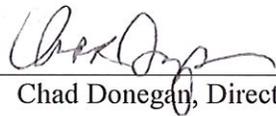
**AGENDA ITEMS FOR NEXT MEETING**

- N/A

**ADJOURNMENT**

The meeting was adjourned at 7:10 pm.

Approved on May 21, 2024, by:  
  
 Joe Turner, Chair

  
 Chad Donegan, Director

| Member                | Current Term        | Regular & Special Meetings Held 12/23-12/24 | Attended | Missed |
|-----------------------|---------------------|---|----------|--------|
| Joe Turner            | 10/16/18 – 11/30/24 | 2   | 1        | 1      |
| Tom Blagg             | 10/16/18 – 11/30/25 | 2   | 1        | 1      |
| Katie Rae Preston     | 10/20/20 – 11/30/26 | 2   | 2        | 0      |
| Jason Vreeland        | 10/20/20 – 11/30/26 | 2   | 2        | 0      |
| Amber Brown           | 12/1/21 – 11/30/24  | 2   | 2        | 0      |
| Joyce Compton         | 12/1/23-11/30/26    | 2   | 2        | 0      |
| Courtney Lyons-Garcia | 12/1/23-11/30/26    | 2   | 2        | 0      |