

**The Hills Park Commission
Meeting Agenda
September 13, 2011
1:00 pm
MUD Conference Room**

In Attendance: Betty Ann Courtney, Peter Gomes, Bruce Warmuth, Jennifer Paul, Suzy Aubert, Josh Avigael, Gretchen Pachlhofer, Dave Anderson (via cell phone), and Mary Ann Grimes

Meeting commenced at 1pm at The MUD Conference room with Betty Ann Courtney presiding and Mary Ann Grimes taking minutes.

Welcome: Betty Ann welcomed the commission members.

Motion to approve August minutes was made and they were approved unanimously.

- **Treasurer's report:** Recent expenses are \$350 for lawn mowing, \$160 for cleaning, and \$125 for electricity with a surplus of \$6,944 remaining. Funds must be dedicated prior to the end of the fiscal year(September 30th)
- **Approve Treasurer's Report:** Budget report approved.
- **Old Business**
 - For Discussion/Update
 - **Treasurer's estimate of remaining funds through the end of the FY (September 30, 2011):** \$6,944
 - Decision (if made) by the BOA on funding for FY 12: The budget request presented to the BOA was approved for the fiscal year 2011-2012.
 - Adjustments to FY 12 budget if required: none
 - Line item discussion: N/A
 - **Drought effects and mitigation steps:** Jennifer reported that the rosemary plant has died. Also, she noted that we must be realistic in times of drought as to what can be done in the park to save the plants. There is not much we can do and the sprinkler system is set for watering only once per week per community guidelines. Jennifer recommends future plant replacement be with native plants. Discussion for this will be once we are no longer in a drought. The stump from the dead cedar needs to be trimmed down further and will ask Linda at the POA office to communicate this with Florentino
 - **Update on research for projects**
 - Nature trail signs: Jennifer reported that she will get one other bid for this project and compare it to the Arizona sign

company. A motion was made to move forward with ordering the signs contingent upon the other bid and to place the order, allocate funds, prior to September 30th. Motion approved by all.

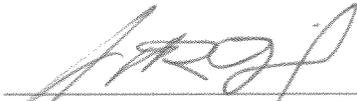
- **Ice Cream Social/Hills Fest Update:** Betty Ann sent out an email prior to the meeting detailing the event. It was discussed that we would be keeping the name Hills fest and changing the time and dates on the signage. Dave will be staging the event. Betty Ann will speak with Chris Redd about making sure the lawn (if we still have one) is mowed prior to the event and to make sure that no parties have been scheduled prior to the event. Set-up will be at least 1 hour prior to the event. Gretchen is taking care of the freezer. Peter is taking care of the ice. Water is Betty Ann's job and is already purchased. Games2U is \$450. Kiddie Express is the train company that we are using. Face paints are purchased. Tattoos ordered. Suzy is taking care of the pumpkin painting station. Ice cream will be handled by Gretchen and Mary Ann. Volunteers for the ice cream serving table will be handled by Mary Ann and asking donation from Warren Chirhart too. Music? Jennifer may have a sound system we can use. Betty Ann will handle publicity.
 - Vice Chair/Chair inquiry into contribution from POA: none
 - Extra tables from club ? do we need?
- So far, no issues noted with cleanliness of bathrooms, trash, etc. (based on inspections over the last month): Jennifer recommended that we get stainless steel trash cans with lids for the bathrooms for sanitary reasons. A motion to approve purchase was made and approved.
 - For Decision
- New Business
 - For Discussion
 - **Ideas for fund raising for leveling playing field:** deferred but to keep on the agenda. Also, this will be a 6-8 month plan and keep thinking about this item.
 - Golf Tournament
 - Friends of Park event of some kind
 - Youth ideas/drive (car wash, etc.): Car wash idea vetoed due to drought
 - **RFPs are out to four contractors for landscape maintenance**
 - Greater Texas Landscapes
 - Perfect Cuts
 - Florentino
 - Special Lawn Care and Maintenance (Heaclio Gorostieta)
 - Bids due by 30 Sept. Decision at October 11 meeting or may call special meeting before end of month if bids

received in time for decision. Possibly make a decision at the next meeting.

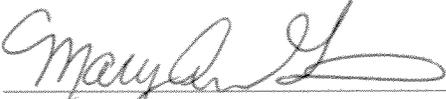
○ For Decision

▪ **Select a contractor for playscape retaining wall repair; two bidders**

- **GTL** – approximately \$12,000 (attached) which includes all new synthetic material and new pinning system: Did not provide enough data to support their quote and there were no specs in the proposal.
 - **Playwood** – bid will be sent electronically to Mr. Feil and then to Commission members on Monday 12 Sept. Mr. Wood's proposal is to retain the serviceable landscape ties and only replace the defective ones, and to install vertical posts set in concrete at intervals on the outside of the walls to reinforce them. Richard Wood from Playwood came to the meeting and made a thorough presentation. He proposed that we do not replace all of the boarders around the playscapes and that they will make sure we do not have a re-occurring issue with this again. He advised us not to use synthetic materials and gave very good reasons to back up his thinking. Cost will be mostly labor vs supplies since they will be doing a lot of removal, reconstructing and repair. Any gaps 1/4" and greater in the joints will be grouted with mortar. Timing would be quick approximately 3-4 days and there will be a superintendent on the job. A motion to approve this bid was made and passed unanimously.
 - Important to select bidder this month for this project to expend remaining FY 11 funds to begin project, as approved by Commission and BOA.
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- **Public Forum, Comment, and Other business to come before the Commission:** Jennifer brought up the boot camp in the park and liability issues. I mentioned that we had been through all this less than year ago, but acknowledged that a new issue is the use of workout equipment being attached to the ceiling of the pavilion, and that Scott mentioned via email he would be checking on that. Burn ban- mentioned Josh and Scott are working on putting a lock or a sign on the Grill
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- **Next meeting** – October 11, 2011, 1:00PM
 - **Adjourn** : Meeting adjourned 2:10 pm



Scott Feil, Chair for The Hills Park and Nature Trail Commission



Mary Ann Grimes, Secretary