



**AGENDA
CITY OF WINDCREST, TEXAS**

PARKS AND RECREATION COMMISSION MEETING

July 10, 2013

6:00 P.M.

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE WINDCREST PARKS AND RECREATION COMMISSION WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 10th DAY OF JULY 2013 STARTING AT 6:00 P.M. DURING THE MEETING THE FOLLOWING SUBJECTS WILL BE CONSIDERED AND THE COMMISSION MAY TAKE ACTION ON ANY OF THE LISTED SUBJECTS.

THE PARKS AND RECREATION COMMISSION RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF JULY 10, 2013 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, JULY 13, 2013 AT 9:00 A.M. AT THE WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS.

IT IS ANTICIPATED THAT MEMBERS OF OTHER CITY COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES MAY ATTEND THE MEETING IN NUMBERS THAT MAY CONSTITUTE A QUORUM OF SUCH OTHER CITY COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES, SO THAT NOTICE IS HEREBY GIVEN THAT THE MEETING IS ALSO A MEETING OF THE OTHER CITY COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE. THE MEMBERS OF THE OTHER CITY COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES MAY PARTICIPATE IN DISCUSSIONS WHICH OCCUR AT THE MEETING, BUT NO ACTION WILL BE TAKEN BY THE OTHER COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE.

Ordinance No. 618 (09/20/10), Repealing Ordinance No. 593

At all City Council, City Commission or City Board meetings, the agenda shall include a "citizens to be heard" item. It is suggested that Citizens wishing to speak during this item sign in on the sign up roster prior to the meeting. During "citizens to be heard" comments, each individual may speak on an agenda item or any other matter affecting the city. In addition to the "citizens to be heard" portion of meetings, a person may make comments on agenda items prior to the vote on the agenda item. A member of the public will have a total of six (6) minutes to be heard during a City Council, City Commission or City Board Meeting. This does not include any responses from the body. The six (6) minutes time limit authorized herein may not be transferred to another speaker in whole or in part. The presiding Officer or his/her designee will assign a Time Keeper to each meeting. The Time Keeper will maintain strict compliance of the six (6) minute rule, stopping speakers who exceed the allotted time. As authorized by Section 551.042 of the Texas Government Code, the Presiding Officer may direct a City Official to make: a statement of specific factual information in response to an inquiry made by a member of the public or of the City Council, or; a recitation of existing

policy in response to an inquiry made by a member of the public or the City Council. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. Any question posed by a Citizen, Council Member, Board Member or Commission Member for which an answer is not available at a meeting shall be answered by a member of the staff or Presiding Officer at the next regular meeting of the Body, if an answer is reasonably available and prudent. If the information is sensitive, staff will seek advice from the City Attorney.

REQUEST ALL PAGERS AND CELL PHONES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL. CITIZENS ARE ASKED TO REFRAIN FROM TALKING DURING COUNCIL PROCEEDINGS.

Meeting Chair: please remind each participant in your meeting that they must speak into a microphone; the recording is the Official Minutes of your meeting and all who speak must be recorded. All guest speakers and citizens to be heard must speak from podium. Please interrupt speakers during meeting if you recognize that they are not speaking into microphone and have them do so.

I. Call to Order, Pledge of Allegiance & Invocation

II. Citizens to be Heard on Subsequent and Non-Subsequent Agenda Items

A member of the public will have three (3) minutes to discuss non-subsequent agenda items.

A member of the public will have six (6) minutes to discuss subsequent agenda items.

Parks and Recreation Commission members may discuss and respond to current and past agendas on subsequent and non-subsequent agenda items by citizens to be heard.

III. Presentations

1. The Parks and Recreation Commission will a presentation from Roosevelt High School DATA Interns regarding their summer internship/project. (Ref: 06.12.13 P&R

http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=1075 00:01:40 / 07.01.13 SCCM http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=1083 00:10:17)

2. The Parks and Recreation Commission will receive an update from Doug Winnek regarding the status of the Civic Center Audio Visual system project. (Ref: 06.12.13 P&R

http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=1075 00:19:55)

IV. Old Business

1. The Parks and Recreation Commission will “repeat” a discussion on the possible removal of the temporary Civic Center patio enclosure and options for a permanent solution. (Ref: P&R 01.11.12 http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=780 01:14:34 / P&R 01.18.12 http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=784 00:41:51 / P&R 01.25.12 http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=792

00:02:34 / P&R 02.01.12
http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=792 / P&R 02.15.13
http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=819 00:18:15 / P&R
02.11.13 http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=823 00:14:18
/ 06.12.13 http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=1075
00:49:19) (Att. 1)

2. The Parks and Recreation Commission will discuss replacing the mulch at the Takas Park playground with other options including but not limited to recycled tires for playground safety surfacing. (Ref 06.12.13 P&R http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=1075 00:56:21)

V. Work In Progress

1. The Parks and Recreation Commission will discuss and may take action on a proposed project from Roosevelt High School DATA Interns regarding their summer internship/project.

VI. Capital Improvement Projects

1. The Parks and Recreation Commission will discuss and may take action on any potential updates or changes to the Capital Improvement Plan (CIP). (Att. 2)

VII. New Business

1. The Parks and Recreation Commission will discuss placing eave troughs (a.k.a. rain gutters) at the Civic Center to help save the landscape around the building. (Ref 06.12.13 P&R http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=1075 01:03:41)
2. The Parks and Recreation Commission will discuss the status of the 40 park benches.
3. The Parks and Recreation Commission will discuss the possibility of having Bike Lanes placed within the City limits of Windcrest.
4. The Parks and Recreation Commission will discuss the status of the Winbrook Estates Park deed.

VIII. General Announcements & Future Agenda Items Requested

Per Ordinance No. 618, repealing Ordinance No. 593; Section 9: Every agenda shall include an item entry granting a member the opportunity to propose an item for consideration of future agendas for Regular or Special Meetings. Any member may request the inclusion of such items at any meeting.

IX. Adjournment

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Parks and Recreation Commission of the City of Windcrest is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted more than seventy-two hours prior to the meeting on July 10, 2013.

By: , City Secretary

In compliance with the Americans With Disabilities Act, the City of Windcrest Council Chambers are wheelchair accessible, and accessible parking spaces are available. The City of Windcrest will provide for reasonable accommodations for persons attending Parks & Recreation meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact Kelly Rodriguez, City Secretary, at 210-655-0022 ext. 2150 or Fax 210-655-8776.

I certify that the attached notice and agenda of items to be considered by the Parks and Recreation Board was removed by me from the City Hall bulletin board on the ____ July, 2013.

____ Title: _____



315 North 9th Street, Terre Haute, IN 47807
 (812) 235-6068 . (812) 234-4586 fax
 E-mail: accountinfo@steelguardsafety.com
 Website: www.steelguardsafety.com

INITIAL QUOTATION

Quote Number: E 20117942
 Quote Date: Jul 3, 2013
 Page: 1

Bill To:	
Windcrest Gold	
Dennis Dooley	
Phone: 210.724.4782	Fax:

Ship to:
Windcrest Gold

Customer ID	Customer PO	Payment Terms	
Windcrest Golf		Prepaid	
Sales Rep ID	Shipping Method	Ship Date	Good Thru
Robbins, M	CHOOSE		8/2/13

Quantity	Item	Description	Unit Price	Amount
2	IC CLR T 08	Industrial Curtain 08' X 16'-7" (H X W) 20 mil Clear FR Vinyl - Standard Track Hardware Included	476.85	953.70
2	IC CLR T 08	Industrial Curtain 08' X 15'-7" (H X W) 20 mil Clear FR Vinyl - Standard Track Hardware Included	448.80	897.60
2	IC CLR T 08	Industrial Curtain 08' X 14' (H X W) 20 mil Clear FR Vinyl - Standard Track Hardware Included	392.70	785.40
2	IC CLR T 08	Industrial Curtain 08' X 7'-8" (H X W) 20 mil Clear FR Vinyl - Standard Track Hardware Included	224.40	448.80
	CD 111	Height: Finished Size		
	CD 121	Width: Finished Size		
	IC SS Top/Bottom	with 12" Vinyl on Top AND Bottom of each curtain made with ADD AN ADDITIONAL 8% to price. Recommended for clear curtains over 8'.		
	FAB L SS BLACK	16oz BLACK Steel-Scrim Laminate Vinyl - Meets CFM, NFPA-701 & ASTM E84-Class I	9.18	

Subtotal	Continued
Sales Tax	Continued
Shipping/Handling	
Total Quote Amount	Continued
Payment/Credit Applied	
TOTAL	Continued

My initials below indicate these products specifications match my requirements. X ____
 Please include the Final Quotation Approval Form with the Final Quotation.



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Customer ID	Customer PO	Payment Terms	
Windcrest Golf		Prepaid	
Sales Rep ID	Shipping Method	Ship Date	Good Thru
Robbins, M	CHOOSE		8/2/13

Quantity	Item	Description	Unit Price	Amount
	FAB L SS BLACK	TOP: Black 12" MIDDLE: CLEAR BOTTOM: Black 12" 16oz BLACK Steel-Scrim Laminate Vinyl - Meets CFM, NFPA-701 & ASTM E84-Class I	9.18	
	Grommets 18"	# 2 Brass Grommets set every 18" on center of curtains (Top, Sides and Bottom)		
	Velcro - No Velcro	NO Velcro Hook & Loop Attachments		
	Chain Weight - NO	NO Chain Weight sewn in bottom hem of curtain(s) - Finish with 2 Hem"		
		*** Track Hardware ***		
6	TH T08	8' L, 16 gauge Roller Track		
4	TH T07	7' L, 16 gauge Roller Track		
4	TH T06	6' L, 16 gauge Roller Track		
1	TH T05	5' L, 16 gauge Roller Track		
24	TH C200	Ceiling Mount, In-Line Connector		
16	TH R100	Roller End Stop		
75	TH R101	1 - 2 Wheel Nylon Roller""	3.15	236.25
		*****Additional Options*****		

Subtotal	Continued
Sales Tax	Continued
Shipping/Handling	
Total Quote Amount	Continued
Payment/Credit Applied	
TOTAL	Continued

My initials below indicate these products specifications match my requirements. X ____
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Customer ID	Customer PO	Payment Terms	
Windcrest Golf		Prepaid	
Sales Rep ID	Shipping Method	Ship Date	Good Thru
Robbins, M	CHOOSE		8/2/13

Quantity	Item	Description	Unit Price	Amount
	CA 200	15% Discount.		-498.15
	Shipping Handling	Shipping/Handling not included in Price (All shipping prices are estimates and are liable to change after invoice has been processed)		
	Warranty -Curtains	5 Year Warranty on Sewn Seams and Heat Welds		
	CD 140	All custom-made and private label products are NOT returnable.		
Subtotal				2,823.60
Sales Tax				
Shipping/Handling				
Total Quote Amount				2,823.60
Payment/Credit Applied				
TOTAL				2,823.60

My initials below indicate these products specifications match my requirements. X ____
 Please include the Final Quotation Approval Form with the Final Quotation.







16oz Steel-Scrim Laminate Vinyl

TYPICAL PHYSICAL PROPERTIES

ROLL SIZE		
Weight	16 OZ/YD ²	
Width	61”	
MATERIAL DESCRIPTION		
Finish	Gloss1	
Colors	Black, Blue, Gray, Green, Red, White, & Yellow	
PROPERTY	TEST METHOD	RESULT
Adhesion	FSTM 191 Method 5970	28 lbs / 2 inch
Tensile	FSTM 191 Method 5100.1	Warp 406 lbs Fill 353 lbs
Tear	FSTM 191 Method 5134	Warp 104 lbs Fill 100 lbs
Weight Ounce	ASTM D751	16 oz/sq yd +/- one
Width	61”	+/- ¼ inch
Flame	NFPA 701 (99) Small scale	PASS
Flame/Smoke	ASTM E84-Class I	PASS
Hydrostatic Burst		406 lbs.
Material contains no lead or heavy metals		

* Results above reflect typical performance characteristics of the product listed.
This document should not be used as certification to any specification.

Steel Guard Safety . 315 N 9th Street . Terre Haute . Indiana . 47807
Toll Free: 800.347.8368 . Office: 812.235.6068 . Fax: 812.234.4586



TYPICAL PHYSICAL PROPERTIES

ROLL SIZE			
Thickness	20 mil +/- 5%		
Width	54" +1/4" -0"		
Length	58 Yards		
Net Weight	100 lbs* +/-3%		
Yard Yield	.58		
MATERIAL DESCRIPTION			
Finish	Super Double Polished		
Hand	Soft – 2S		
Color	Clear		
Special Features	NFPA – 701 Fire Rating -0°F Cold Crack Rating UV Stabilized		
PHYSICAL PROPERTIES			
Tensile Strength (PSI)	MD CD	3100 3100	ASTM-D-882
Elongation (%)	MD CD	200 220	ASTM-D-882
Tear Strength (lbs/in.)	MD CD	385 385	ASTM-D-1004
Heat Shrinkage (%)	MD CD	-6 +2	ASTM-D-1004
* Shipping Weight: Add 12 lbs to net weight			

** Results above reflect typical performance characteristics of the product listed.
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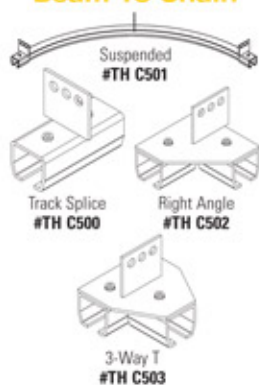
Last updated: September 26, 2008



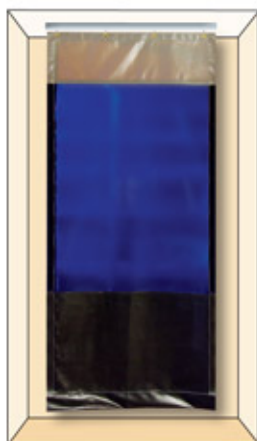
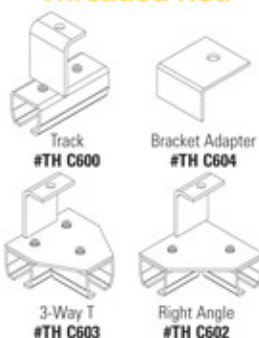
Suspended Mount

Attach track mounts to chain, cable, threaded rod or angle iron.

Beam To Chain

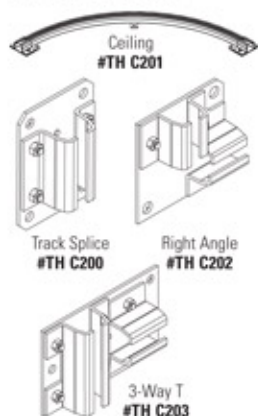


Threaded Rod



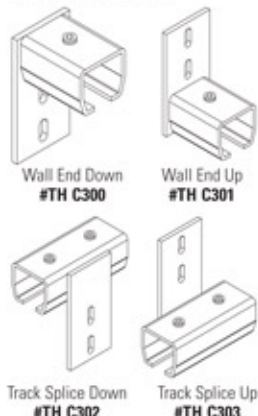
Ceiling Mount

Attach track mount brackets flush to ceiling, floor joists or to bottom of a beam.



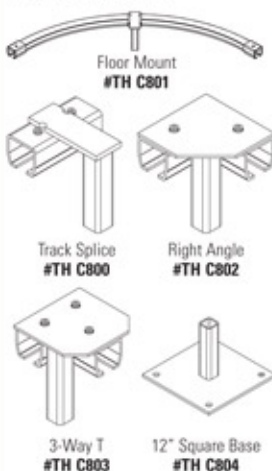
Wall Mount

Attach track mount brackets flush to ceiling, floor joists or to bottom of a beam

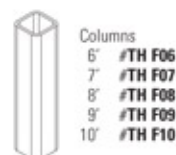
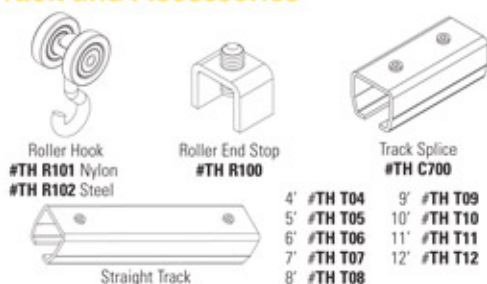


Floor Mount

Attach track mounts to floor columns erected from heavy-duty 12" floor base.



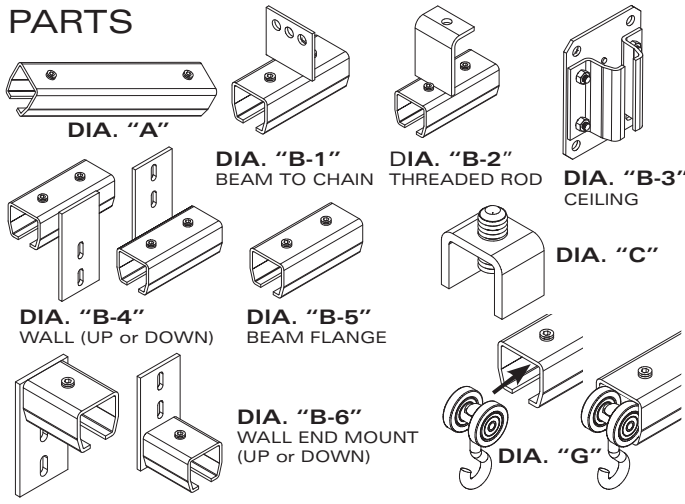
Track and Accessories





TRACK CURTAIN INSTALLATION INSTRUCTIONS

PARTS



Curtain Installation Instructions – Straight Runs

- Layout** – Set the track and connectors on floor below the joist, beam, or ceiling that they will hang or mount to. Straight tracks (Dia. A) are joined by either beam to chain, threaded rod, ceiling, wall, or beam flange track splice connectors (Dia. "B-1, B-2, B-3, B-4, B-5, B-6").
- For Wall and Ceiling Mounts** - If you are mounting against the back of a wall, (opposing wall mount) along side a wall, (Standard Wall Mount B-4) or a ceiling, (Ceiling Mount B-3) start with these mounts first. Be sure that the dimension from the **top of the straight track** to the floor is the same as the height of the curtain you ordered (i.e. 9', 10', 11' 12' high etc.). The identification tag at the top of the curtain contains these dimensions. The height order is manufactured 3" less in height to account for the track hardware and a 1" gap at the floor to the bottom of the curtain. Next fasten the mount directly (Dia C) to the surface using the appropriate anchors or bolts. Then slide the end of the straight track (Dia A) into the end of the wall mount (B-4) making sure the holes are lined up. Next, insert and tighten the inset screw (Dia. D). Repeat step 2 for multiple ceiling or wall mounts.
- For Suspended Mounts - in the End of Track Runs** - If there are no end wall mounts in your system adhere the suspended track splice (B1, B2) to the end of the track. (Be sure to account for 3" less in height – see step 2 for explanation) Be sure to slide the splice to a distance that is flush with the end of the straight track (unless you are provided a "shortened" mount) Line up the last hole in the splice with the hole in the track and insert the inset screw (Dia D). You will only use 1 inset screw in to attach the end splice.
- For Suspended Mounts – in the Middle of Track Runs** - Insert the first piece of track (Dia. A) into the wall end mount (if applicable, if not follow step 3). (Be sure to account for 3" less in height – see step 2 for explanation) Slide a track splice connector (Dia. B-1 to B-6) over the opposite end of the track length, lining up the hole on the top of the track with the first hole on the front of the track splice. Next, insert and tighten the inset screw. For beam to chain mount, or threaded rod mount attach the track splice to the threaded rod, chain, or cable that you have hung from your overhead support (not included). Insert the next track section and repeat step 4. being sure to level the track as you go.
- Connecting the Last Track Splice or Connector** - Before attaching the last wall end mount or end stop, slip the 2-wheel roller hooks (Dia G) into the track, making sure that the hooks are hanging out through the bottom of the track as shown.
- Hanging the Curtains** - You are now ready to hang your Steel Guard Curtains. **Curtains need to reach room temperature before unfolding them.** Be sure to keep the tags on the same side so all Velcro attachments line up. Slip Two-wheel roller hooks into grommet openings, making sure not to drag the curtain on the floor. As each hook is placed into a grommet opening, it is a good idea to crimp the hook partially shut with a pair of pliers to insure that the grommet stays on the hook.

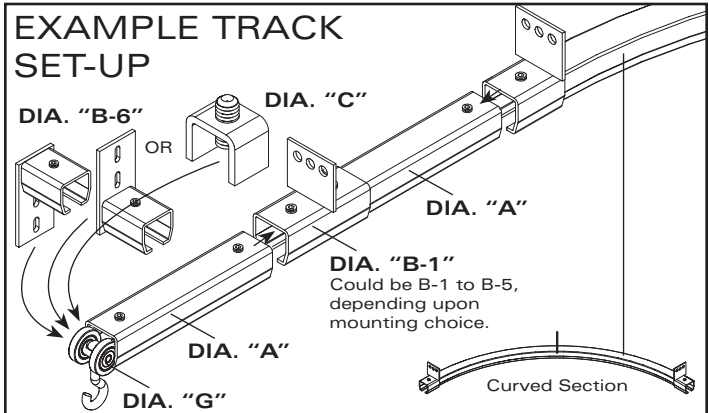
Curtain Installation Instructions – Curved Sections

- Follow Steps 1-4 Before Mounting the 90° Curved Sections
- Curved Track Mounting** – Insert the end of straight track (Dia. A) into the end of the curved track (Dia. H). Support the curve by securing threaded rod or chain from the ceiling or beam to the connector found in the middle of the curve in the same manner as with the suspended mount connectors. **For Ceiling Mounted Curved Sections**, simply fasten to ceiling through predrilled holes in Ceiling Mounted Curved Sections. *(Please note that curved track sections extend two feet in either direction. If necessary, you may need to cut a small piece of track from one of the straight runs for a proper fit. This can be done with a hacksaw or a chop saw that has a metal cutting blade.)*
- To complete your installation, follow steps 5 and 6 from the *straight run* instructions.

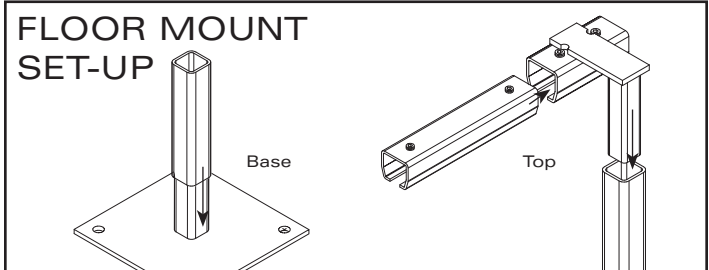
Curtain Installation Instructions – Floor Mount Systems

- Layout** - all track pieces on the ground, in the desired configuration of the track system, also laying out curved track sections (if applicable).
- Connect Straight Track, Splices, and Curved Splices** - From one end start by connection splice sections for the end, the middle, (*SEE CONNECTING - STRAIGHT TRACK SECTIONS #3, #4*) and then the Curved Track Sections, if applicable (*SEE CONNECTING - CURVED TRACK SECTIONS #2*).
- Layout the Base Plates and Insert the Legs** – Lay a base plate in front of each corresponding splice laid out on the floor. Insert each column into the base plates enough to slide a base plate into place under the column so that the column slides onto the peg of the base plate.
- Raise the Track Sections** – (Make sure you have at least two people) Begin raising the connected track structure by inserting the connected track sections "peg" into the top of the standing column.
- Insert All of the 2-Wheel Rollers** – Place the end stop (Dia. C) at the end of track, insert all the roller hooks into the other end and fasten the other end stop to the other side of the track.
- Hanging the Curtains** - You are now ready to hang your Steel Guard Curtains. **Curtains need to reach room temperature before unfolding them.** Be sure to keep the tags on the same side so all Velcro attachments line up. Slip Two-wheel roller hooks into grommet openings, making sure not to drag the curtains on the floor.

EXAMPLE TRACK SET-UP



FLOOR MOUNT SET-UP



PARKS & RECREATION COMMISSION
PROJECTS

1. Concession stand at Takas Park (1,200 sq ft including scoring box) at \$80/sf = \$96,000. This was Raba – Kistner estimate as of 9/11. It does not include upgrading restrooms which Sarah said is a state requirement if remodeling within so many feet of facilities. Must be ADA accessible.

2. Swimming pool: \$110,050

- a. Renovation of bath house and site = \$101,550;
- b. Pool apron repair with stabilizing = \$6,500;
- c. Pump and filter house = \$2,000

All cost estimates by Raba – Kistner as of 9/11. They did not price out additional shade screens. Estimating two areas for coverage = approximately \$40,000 (2 covers 40'x40', installation and shipping).

3. Park benches: \$16,000 (40 @ \$400.00 ea)

Some replacements and some are just adding possibly along Autumn Sunset trail when constructed .

4. Doggie Stations: Put in request earlier, not certain if they were ordered or not.

5. Park lighting : hopefully from CPS dollars

Jan Leaders, Chairperson
Windcrest Parks & Recreation Commission

[illegible]

2.4	Tennis Courts			Public Works lining for Pickle Ball Court				Done, but at town hall, identified to repaint in different color				
2.4.A	Maintenance											
2.4.1.a	Nets											
2.4.1.b	Fencing											
2.5	Baseball Fields			Check responsibilities with Little League								
2.5.1	Benches/Bleachers											
2.5.2	Restrooms											
2.5.3	Fields											
2.5.4	Fencing											
2.5.5	Snack bar / roofing											
3	Green Spaces											
3.1.	Lighting											
3.2	Plantings			Town hall meeting suggestion: Canvas landscaping businesses to "adopt" selected medians to maintain & advertise. (5/29/12)								
4	Entrance Ways			Coordinate Public Works Dept								
4.1.	Plantings			Use drawing from landscape archetect								
4.2.	Stoneworks			Town hall meeting suggestion: Possibly raise stoneworks to allow for larger plantings, lighting and signage. (5/29/12)								
4.3.	Lighting											
	Entrance areas			These areas will use funds from ?								
	1. Midcrown at Walzem			(Two areas: each side of the street)								
	2. Walzem at IH-35 (Valero)											
	3. IH - 35 at Fourwinds									Legend		
	4. Walzem at Eaglecrest & Montgomery									1=CC		
	5. Montgomery @ Windrock									2=Parks		
	6. Randolph Blvd at Crestway (Valero)									3=GS		
	(Future plans for IH-35 at Eisenhower?)									4=Entrs		
NOTE: Scott Gorton provided a Master Plan for the Parks that was used in Live Oak. He stated State funds can be gotten when a master plan is submitted.												
Scott contacting UTSA for a student project. Check if Scott knows about Safety routes to school to be tied into walking trails/biking trails.												
Mr. Castillo found city document that will assist in this project. P&R will discuss and continue to work at monthly meetings. (5/29/12)												

[illegible]

[illegible]