



**CITY OF ALPINE**  
**PARKS & RECREATION BOARD MEETING**  
**November 12, 2025 – 5:30 PM**

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*City Council Chambers, 803 W. Holland Avenue, Alpine, Texas 79830*

1. **CALL TO ORDER.**

2. **DETERMINATION OF QUORUM**

3. **PUBLIC COMMENTS.**

*Each person in attendance who desires to speak to the Board on an item on the agenda shall speak during this section. Public comments may be made regarding agenda items only. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees.*

4. **PUBLIC HEARINGS.**

*At this time, the Chair will invite members of the public to address each item listed in this section. Comments made during this section are limited to the topic of each public hearing. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees. If more than one public hearing is being held, each person will be allowed to speak during each topic.*

5. **APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING**

A. August 13, 2025 Regular Meeting Minutes. (G. Calderon, Interim City Manager)

6. **INFORMATION OR DISCUSSION ITEMS**

A. Update from the Parks Supervisor. (R. Portillo, City Council)

B. Discussion regarding City fields, reservations, processes, and procedures; Discuss proposed amendments to the current processes. (R. Portillo, City Council)

7. **ACTION ITEMS.**

*Action items are to be accompanied by a brief statement of facts, including where funds are coming from, if applicable. (Action items limited to 10 per meeting).*


8. **BOARD MEMBER COMMENTS**

9. **ADJOURN.**

**CERTIFICATION**

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at [www.cityofalpine.com/agenda](http://www.cityofalpine.com/agenda) pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2 P.M. on November 5, 2025, and remained so posted for at least 3 business days preceding the scheduled time of the said meeting.

**WITNESS MY HAND AND SEAL**  
**this 5 day of November, 2025.**

  
\_\_\_\_\_  
Geoffrey R. Calderon, TRMC  
*City Secretary & Chief Governance Officer*



**PARKS AND RECREATION BOARD AGENDA ITEM REPORT**

**November 12, 2025**

Agenda Item No. 5A

Department: Administration

Sponsor: Geoffrey R. Calderon, City Secretary

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: Approve



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**AGENDA ITEM**

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August 13, 2025 Regular Meeting Minutes. (G. Calderon, Interim City Manager)

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**EXECUTIVE SUMMARY**

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None

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**SUPPORTING MATERIALS**

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- 1. 8-13-25 Parks & Recreation Minutes

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**BUDGET CONSIDERATIONS**

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Expenditure Required: N/A  
Savings Anticipation: N/A  
Current Budget FY 2025-2026: N/A  
Additional Funding: N/A

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**APPROVERS**

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Alexandra Tackett, Deputy City Secretary

New -

**City Of Alpine**  
**PARKS & RECREATION BOARD MEETING**  
**Wednesday, August 13, 2025 – 5:30 PM**  
**Minutes**

1. **CALL TO ORDER.**

*Acting Chair, Iris De Leon, called the meeting to order at 5:30 P.M. The meeting took place in City Council Chambers at 803 W. Holland Avenue and via Zoom Video Conference.*

2. **DETERMINATION OF QUORUM**

**Board Members Present:**

Place 2, Donny Greenway  
Place 6, Iris De Leon  
Place 7, Joseph Torres

**City Staff and Stakeholders Present:**

Geoffrey R. Calderon, City Secretary  
David Martinez, Parks Supervisor

**Not Present:**

Chair Herman Acosta

**Others Present: None**

*Interim City Manager, Geoffrey R. Calderon, reported that a quorum was present in City Council Chambers.*

3. **PUBLIC COMMENTS.**

*Each person in attendance who desires to speak to the Board on an item on the agenda shall speak during this section. Public comments may be made regarding agenda items only. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees.*

4. **PUBLIC HEARINGS.**

*At this time, the Chair will invite members of the public to address each item listed in this section. Comments made during this section are limited to the topic of each public hearing. Attendees must be physically present in order to address the Board. Comments by proxy are not allowed. Public Comments are limited to 3 minutes per person. Unused time may not be yielded to other attendees. If more than one public hearing is being held, each person will be allowed to speak during each topic.*

5. **APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING**

- A. Approval of March 12, 2025 Regular Meeting Minutes. (G. Calderon, Interim City Manager)

*On a motion by Board Member Greenway and seconded by Board Member Torres to approve the minutes, the Parks & Recreation Board unanimously adopted the motion.*

6. **INFORMATION OR DISCUSSION ITEMS**

- A. Discussion regarding the current conditions, maintenance, and upkeep of city parks, fields, and other parks and recreation facilities in the city. (R. Portillo, City Council)

*Councilor Portillo facilitated a discussion regarding the current conditions of city parks, fields, and assets.*

7. **BOARD MEMBER COMMENTS**

8. **ADJOURN.**

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Officer of the Board

\_\_\_\_\_  
Geoffrey R. Calderon, TRMC  
*City Secretary & Chief Governance Officer*

**CERTIFICATION**

I, Geoffrey R. Calderon, do hereby certify that this notice was posted at City Hall, in a convenient and readily accessible place to the general public, and on the City website at [www.cityofalpine.com/agenda](http://www.cityofalpine.com/agenda) pursuant to Section 551.043, Texas Government Code. The said notice was posted by 2 P.M. on August 7, 2025, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting.

**WITNESS MY HAND AND SEAL**

**this 7th day of August, 2025**

  
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Geoffrey R. Calderon, TRMC  
*City Secretary & Chief Governance Officer*



**PARKS AND RECREATION BOARD AGENDA ITEM REPORT**

**November 12, 2025**

Agenda Item No. 6A

Department: Administration

Sponsor: Richard Portillo, Councilor

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation:



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**AGENDA ITEM**

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Update from the Parks Supervisor. (R. Portillo, City Council)

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**EXECUTIVE SUMMARY**

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None

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**SUPPORTING MATERIALS**

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None

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**BUDGET CONSIDERATIONS**

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Expenditure Required: N/A

Savings Anticipation: N/A

Current Budget FY 2025-2026: N/A

Additional Funding: N/A

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**APPROVERS**

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Alexandra Tackett, Deputy City Secretary

Geoffrey R. Calderon, City Secretary

**PARKS AND RECREATION BOARD AGENDA ITEM REPORT**

**November 12, 2025**

Agenda Item No. 6B

Department: Administration

Sponsor: Richard Portillo, Councilor

Memo Prepared By: Alexandra Tackett, Deputy City Secretary

Staff Recommendation: None



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**AGENDA ITEM**

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Discussion regarding City fields, reservations, processes, and procedures; Discuss proposed amendments to the current processes. (R. Portillo, City Council)

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**EXECUTIVE SUMMARY**

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None

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**SUPPORTING MATERIALS**

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1. Procedures for Reserving Fields

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**BUDGET CONSIDERATIONS**

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Expenditure Required: N/A  
Savings Anticipation: N/A  
Current Budget FY 2025-2026: N/A  
Additional Funding: N/A

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**APPROVERS**

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Alexandra Tackett, Deputy City Secretary  
Geoffrey R. Calderon, City Secretary

## City of Alpine Procedures for Reserving Park Facilities

**Name:** Reservations for baseball/softball fields at City Parks

**Purpose:** The City of Alpine maintains a listing of all baseball/softball fields for the City of Alpine at the administration office for the purpose of scheduling usage by teams.

Procedures: Fields will be scheduled on a first come first served basis. Fields may be reserved for two (2) days per week, two hours per day. Any practice time can be "bumped" if the League schedules a game for that field at that time. Game schedules will be given priority over practice schedules for all league play including traveling teams.

Participants of Big Bend Little League and Big Bend Amateur Softball Association have priority over all other intramural leagues to reserve city owned facilities during the regular season for practice fields.

The City owned game fields (Kokernont Little League, Manuel Payne, International Fields, and Val Lujan) are not to be used as practice fields during the regular season with exception given to High School Team (February – June)

### City Owned Ball Fields:

#### **Game Fields:**

Kokernot Little League, 500 E. Hendryx  
Manuel Payne, 1500 N. Fighting Buck Ave.  
Alpine International Field, 1500 N. Fighting Buck Ave.  
Val Lujan, 500 S. 11<sup>th</sup> St.

#### **Practice Fields:**

American Legion Post 79 Field, 900 W. Marfa  
Pueblo Nuevo Field, 1500 E. Gallego Ave.  
SRSU Fields 1, 2, 3, & 4

Availability pending: Sul Ross Field, the City of Alpine may sign a Facility Use Form with Sul Ross for an additional at E. Gallego and Regan St. during the season.

Arrangements to use AISD fields at the Elementary and Middle School, along with the Field of Dreams should be scheduled through league coordinators.

Approved:  Date: 3-18-2022  
Megan Antrim, City Manager Revised 3/18/22