



AGENDA
WATAUGA PARKS ADVISORY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
WEDNESDAY, JANUARY 4, 2023
2:00 PM

CALL TO ORDER (Council Members, City Staff, Members of the Public - when speaking during the meeting please speak directly into the microphones on the dais or podium)

ROLL CALL

ANNOUNCEMENTS

1. Upcoming special events
2. Holiday of Lights Decorating Contest winners

PRESENTATIONS

1. Park amenities condition report
Timothy Hamilton, Parks and Recreation Director

PUBLIC COMMENT Individual citizens addressing the Board during Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to engage in a conversation with the Board and no formal action will be taken.

PUBLIC TESTIMONY FOR ACTION ITEMS Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the City Council may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a Council

member and the citizen will not count toward the time limit and Council Members are encouraged not to speak until the citizen has first utilized their allocated time.

REPORTS

1. Update on Parks, Recreation, & Senior Services

CONSENT AGENDA All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items.

1. Consider approval of the minutes from the Parks Advisory Board meeting on November 2, 2022

ACTION ITEMS

1. Consider a recommendation to City Council regarding Splashpad operational hours
Timothy Hamilton, Parks and Recreation Director
2. Consider adjusting the Parks Advisory Board's meeting day & time
Timothy Hamilton, Parks and Recreation Director
3. Discuss and consider action to elect a Vice-Chairperson
Timothy Hamilton, Parks and Recreation Director

ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825 OR FAX (817) 514-3625 FOR FURTHER INFORMATION.

I, Linda Proskey, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on December 22, 2022, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.


Linda Proskey, City Secretary



Watauga Parks & Community Services Upcoming Special Events

February 11, 2023 – Daddy/Daughter Dance – 6pm-8pm

May 6, 2023 – Splashpad Opening Day – 9am-11am

May 6, 2023 – Mother/Son Tea – 1pm-3pm

May 18-21, 2023 – WataugaFest

September 15-16, 2023 – Kids Fishin' Derby & Campout

Inquire @ thamilton@cowtx.org about Volunteer, Sponsorship, & Participation Opportunities at each special event!

Theme Award: Ronnie & Mary Lenox
6405 Green Ridge Dr.
Watauga, TX 76148



Griswold Award: Jeffrey & Kimberly Kizer
6440 Ridglea Dr.
Watauga, TX 76148



Character Award: John & Marci Stout
6441 Fairview Dr.
Watauga, TX 76148



Animation Award: Shawn Wilson
6453 Whitehurst Dr.
Watauga, TX 76148



Judges Favorite Award: Dennis Kovar
6233 Stardust Dr. S.
Watauga, TX 76148





City of Watauga Parks & Community Services

Park Name	Park Address	Acres	Benches	Drinking Fountains	Grills	Pavilions / Amphitheater	Picnic Tables	Playgrounds	Restrooms	Trash Barrels	Baseball fields	Bleachers	Basketball Courts	Concession Stand	Football Fields	Players' benches	Soccer Fields	Tennis Courts	Skate Park	Miles of Walking Trail	Workout Station
BISD Park	5700 Chapman Rd.	7.61	10			2	2	1		4	2		1							0.5	
Capp Smith Park	5800 Robin Dr.	37.70	43	2	4	5	23	2	2	27	1									1.2	2
Foster Village Park	6600 Starnes Rd.	12.00	12		3	2	7	1	1	16	5	13	1	1				2			
Hillview Park	5901 Hillview Dr.	0.60	3					1		3			1								
Indian Springs Park	7901 Indian Springs Rd.	15.20	15			1	3	1	1	11		6					3		1	0.5	1
Virgil Anthony Park	5900 Barry Dr.	4.60	4			1	3	1		3	1		1							0.25	
Whites Branch Creek Trail	5301 Watauga Rd.	16.00	5																	0.5	
		93.71	92	2	7	11	38	7	4	64	9	19	4	1	0	0	3	2	1	3	3
	avg life expectancy in yrs.		12	7	10	25	10	15	25	5	25	15	25	25	25	15	25	25	25	15	15
	per year rotation		7.67	0.29	0.70	0.44	3.80	0.47	0.16	12.80	0.36	1.27	0.16	0.04	0.00	0.00	0.12	0.08	0.04	0.20	0.20
	rated below a 3 currently		12	0	0	0	6	0	0	7	0	0	0	0	0	0	0	0	0	0	0

Watauga Parks and Community Services Info

November & December 2022

Recreation:

- Membership check-ins – 3,931 (Senior, Adult, Family, Youth, & day passes) - 250 vs. last period
- Rentals – Foster Village Cottage - 20, Capp Smith Park - 7, Community Center - 5
- Coach rentals – Basketball - 27, Volleyball – 9
- Held a very, successful Halloween Bash 10/29/22 – over 2,500 attendees
- Veteran's Day Breakfast & Celebration hosted on Friday, 11/11/22 – approx. 50 in attendance
- Hometown Christmas hosted on Saturday, 12/03/22 at Capp Smith Park – approx. 850 attended
- Double Dutch – Wednesdays, 6pm - 8pm (5 new members)
- Krav Maga (Israeli self-defense class) – Monday & Wednesday PM (adult only)
- Creative Connections class – Mondays and Thursdays AM
- i9 Sports Fall Soccer – ended 11/04/22
- YMCA Fall Volleyball Season – ended 11/18/22
- YMCA Youth Basketball – Saturdays in gym (started 12/10)
- Dance classes – (Tap, Jazz, Ballet, Hip Hop, Tumbling, Pilates and Yoga)
- Hula classes – Thursdays (adult), Saturdays (child)
- Pickleball – every Tuesday & Thursday (all levels)
- Adult Cardio class – Tuesdays & Saturdays
- Yoga class – Saturday afternoons (adult & child)

Seniors:

- Supported Halloween Bash & Veteran's Day events
- Supported Hometown Christmas event by selling concessions
- Senior's Christmas Party – 46 attended
- KLTy Radio / Tarrant Area Food Bank came on Senior Share Day (12/09/22) to talk and interview the seniors on how the Food Distribution Program benefits them
- Daily games – Mon - Fri, 9am - 3pm
- Weekly TAFB Store – Monday, Wednesday, Friday - 10:30am
- Texas Purls (Knitting Group) – 9am - 12:00pm
- Flyers (Electric Planes and Rubber-band Planes) – Wednesdays 10am - 12:00pm – 13 attended avg.
- Saturday Nite Jamboree – 6pm - 9pm @ Senior Center – singers, musicians, and audience welcome to play or just to listen (moved to Watauga from NRH) - averaging 62 per week
- Tuesday Music Time – 1pm - 3pm – 15 total attendees avg.
- Ballroom & Line Dance class started back – 19 attended avg.

Parks Division:

- Parks staff were a critical part of the successful Halloween Bash, Veteran's Day, & Hometown Christmas events.
- Christmas lights and decorations have been installed by Parks staff on our City buildings and in Capp Smith Park and are regularly checked for proper functionality.
- Winterized the splashpad with the installing contractor
- Considerable number of graffiti reports in our parks are having to be mitigated on a regular basis
- Participated in the Watauga Library Community Helpers Storytime series and brought a tractor for a static display
- Eroded part of concrete pad at Watauga Skate Park cut by Public Works to eliminate risk – regrading & sod to follow
- Planning for WataugaFest is well underway
- Smith Lawn & Tree serviced our properties in October & November. The landscape contract is going out to bid in January.
- Performed daily duties of removing trash, cleaning restrooms, and general cleaning of the parks



AGENDA MEMORANDUM

DATE: December 8, 2022
TO: Honorable City Council Members
FROM:
THROUGH: Linda Proskey, City Secretary
SUBJECT: Consider approval of the minutes from the Parks Advisory Board meeting on November 2, 2022

BACKGROUND/INFORMATION:

Minutes from the November 2, 2022 meeting

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the board review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 02 Nov 2022 Parks Advisory Board draft minutes

REVIEWED BY:

Timothy Hamilton, Parks and Recreation Director
Joshua Jones, City Manager
Linda Proskey, City Secretary
Approved as to form for inclusion on Agenda

Approved - 12/21/2022
Approved - 12/21/2022
Final Approval - 12/21/2022



MINUTES
WATAUGA PARKS ADVISORY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
WEDNESDAY, NOVEMBER 2, 2022
2:00 PM

CALL TO ORDER

Chairperson Andra Dunn called the meeting to order at 2:00 p.m.

ROLL CALL

Stanley Hill	Place 1
Andra Dunn	Place 2
Vacant*	Place 3
Tim Bobseine	Place 4
Vacant	Place 5

* Place 3 Natasha Havrda has officially resigned from the Parks Advisory Board prior to meeting.

And present in council chambers

Arthur Miner	Mayor
Jan Hill	City Council Member Place 7, Board Liaison
Linda Proskey	City Secretary
Timothy Hamilton	Parks and Community Services Director

ANNOUNCEMENTS

Upcoming Special Events

Timothy Hamilton Director of Parks and Community Services, highlighted the following upcoming special events:

- December 11, 2022, Veterans Day Celebration with a Recreation Center Breakfast followed by a ceremony at the Veterans Memorial in Capp Smith Park.
- December 3, 2022, Hometown Christmas Celebration at Capp Smith Park with food trucks, fireworks and possibly bounce houses planned.
- February 11, 2023, is the annual Daddy/Daughter Dance at the Recreation Center.

PRESENTATIONS

1. Splashpad operation dates & hours.

Timothy Hamilton Director of Parks and Community Services presented to board members a possible change/extension of the Splash Pad operating season and daily operating hours for

2023 to fully maximize the benefits of this community amenity to the citizens as well as a local business generator. Any revision to the Splash Pad season and hours will be further discussed as a board action item at the next regular meeting for follow-on presentation to the City Council.

PUBLIC COMMENT

No requests for public comment were received.

PUBLIC TESTIMONY FOR ACTION ITEMS

No requests for public testimony were received.

REPORTS

1. Update on Parks, Recreation and Senior Services

Timothy Hamilton Director of Parks and Community Services presented the services update to include the Membership, rentals, maintenance, classes, events, and games being held throughout parks, the community center and Senior Services. He also talked about the following:

- Walk bridge board replacement at Foster Village Park
- Splash Pad has been winterized and placed in proper lay-up for the Winter Season
- Mr. Hamilton has personally inspected all city parks and plans to provide a priority scaled report on repairs required and identified for a future board meeting.

Chairperson Dunn requested a plan for the surface repair of the workout center on the NW corner of the walk path at the Hector Garcia Recreation Center. Director Hamilton agreed that the surface requires attention but also noted that the present workout equipment in this area is dated and worn. This equipment should also be upgraded as part of that surface repair item.

Board member Bobseine inquired about a Holiday Decorating contest for Watauga yards. Director Hamilton confirmed that there will be a yard decoration competition this year. Board member Bobseine inquired about local business sponsors for that competition. Director Hamilton is focusing sponsorship support towards the 2023 Watauga Fest to increase the revenue impact on that event. Chairperson Dunn recommended posting on social media to see if there is any local business interest in sponsoring the yard competitions.

Board member Bobseine inquired about the repair to the solar flood that is currently inoperable on the West end of the walk bridge across from Smiley's Transportation business at Capp Smith Park. Director Hamilton said the repair is moving forward next week under warranty. Board member Bobseine recommended a numbering system for the new park lights so that future lighting issues can be easily reported and specifically identified by patrons of the park to streamline future repairs.

Board member Bobseine requested a status on a limited pool use pass for Watauga citizens at a surrounding area facility. Director Hamilton has reached out to area pools but has not received any feedback from facilities in the area to date.

Board member Hill complimented Director Hamilton on his leadership and energy in guiding the Watauga Recreational Services to this point since assuming the position. The Board consensus

is that the turn-around and positive direction of the department has been obvious since he assumed his position as Recreational Services Director. There's a very positive energy in our Recreational Services team now that you can both sense and feel thanks to his leadership. Director Hamilton acknowledged this compliment by highlighting members of his Team and their combined efforts in a very humble response.

Board member Bobseine inquired about the missing dog waste bag dispenser at the children's play area of the walk path at Hector Garcia Recreation Center. Director Hamilton indicated that they may reduce the dispensers to just one at the Recreation Center walk path location. Board member Bobseine suggested that the lone remaining dispenser be placed at the walkway entrance vice midpoint on the path to facilitate more usage by path walkers. Chairperson Dunn agreed with the new location to path access vice midpoint on the path. Chairperson Dunn also pointed out that all walk-way entrances at Capp Smith Park should have dog waste bag dispensers and that the fenced Ball fields at Foster Village Park are still being utilized as dog play areas with no dog sanitation dispensers provided. She suggested dispensers at these field locations to encourage owners to clean up after their pets.

Board member Bobseine brought up the large broken branch that is suspended in the tree North of the 1st parking lot light at the legacy Senior Center parking lot for future removal. The purpose of this was to inform folks listening at home of the existing safety hazard in the lot until the broken branch is removed.

Board member Bobseine brought up the three trees in front of the legacy Senior Center that have put phone lines associated with the power line poles under tension. He recommended that the phone company be contacted for tree maintenance to protect their equipment or at a minimum involve them so that they can coordinate necessary tree branch maintenance with the power company that owns the poles their distribution lines are suspended from.

Consent Agenda Items

- 1. Consider action to approve the Parks Advisory Meeting Minutes for 07 September 2022**

Member Tim Bobseine made motion, member Stanley Hill second the motion to accept the Minutes as presented. Chairperson Dunn Called for a vote.

Ayes: 3
Nays: 0
Abstain: 0
Absent: 0

Motion to approve passed 3-0-0-0

ITEMS FOR FUTURE AGENDAS:

- Board discuss and submit recommended Splash pad operating dates and hours for the 2023 season.**

- **Nomination of a board Vice Chairperson when/if total board members increase to four members.**

ADJOURNMENT

Chairperson Andra Dunn adjourned the meeting at 2:59 pm

APPROVED: this _____ day of _____, 2023

SIGNED: this _____ day of _____, 2023

APPROVED:

Andra Dunn, Chairperson

ATTEST:

Tim Bobseine, Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office



AGENDA MEMORANDUM

DATE: December 15, 2022
TO: Parks Advisory Board Members
FROM: Timothy Hamilton, Parks and Recreation Director
SUBJECT: Consider a recommendation to City Council regarding Splashpad operational hours

BACKGROUND/INFORMATION:

Splashpad operations in 2021 were from May 29 - September 5, 2021 from 9am - 9pm. Splashpad operations in 2022 were from May 28 - September 30, 2022 from 9am - 10pm. Staff is looking at possibilities for 2023's Splashpad season for this wonderful community amenity. At the Parks Advisory Board meeting on November 2, 2022, a presentation was made by staff of possibilities to include operation from the first full weekend in May through the last full weekend in September in 2023. This proposed schedule was requested to be placed on the next Parks Advisory Board meeting agenda.

FINANCIAL IMPLICATIONS:

The expanded hours could result in additional expenditures of approximately \$1,500 in additional chemicals for Splashpad maintenance in FY23.

RECOMMENDATION/ACTION DESIRED:

Staff would like to hear the Parks Advisory Board's consensus on hours and dates of operation and will present the feedback to City Council at a future City Council Workshop session.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Timothy Hamilton, Parks and Recreation Director
Joshua Jones, City Manager
Sandra Gibson, Director of Finance
Linda Proskey, City Secretary
Approved as to form for inclusion on Agenda

Approved - 12/21/2022
Approved - 12/21/2022
Approved - 12/22/2022
Final Approval - 12/22/2022



AGENDA MEMORANDUM

DATE: December 15, 2022
TO: Parks Advisory Board Members
FROM: Timothy Hamilton, Parks and Recreation Director
SUBJECT: Consider adjusting the Parks Advisory Board's meeting day & time

BACKGROUND/INFORMATION:

Since the inaugural Parks Advisory Board meeting on July 7, 2021, there have been several absences by appointed board members, with multiple resignations over the inability to attend the 2pm start time on Wednesdays for various reasons. To maximize citizen participation and the ability of board members to attend, staff is providing the Board with two possibilities vetted with impacted staff, as every other month on the first Tuesday @ 6:00pm or on the first Wednesday @ 6:00pm.

FINANCIAL IMPLICATIONS:

The anticipated financial impact would be less than \$500 annually for possible overtime for non-exempt staff.

RECOMMENDATION/ACTION DESIRED:

Staff is looking for direction as to which day and time is more favorable with the current Parks Advisory Board members.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Timothy Hamilton, Parks and Recreation Director
David Berman, City Attorney
Joshua Jones, City Manager
Linda Proskey, City Secretary
Approved as to form for inclusion on Agenda

Approved - 12/21/2022
Approved - 12/21/2022
Approved - 12/21/2022
Final Approval - 12/21/2022



AGENDA MEMORANDUM

DATE: December 16, 2022
TO: Parks Advisory Board Members
FROM: Timothy Hamilton, Parks and Recreation Director
SUBJECT: Discuss and consider action to elect a Vice-Chairperson

BACKGROUND/INFORMATION:

On November 12, 2019, City Council approved the Parks Advisory Board Bylaws. Article III, Section B states the following: The Board shall elect from its members a Chairperson, Vice-Chairperson, and a Secretary by majority vote. Officers shall be elected at the first meeting of the Board after August 31. Officers of the Board shall serve a term of office of one year that shall begin on October 1 and expire on September 30. At the November 2, 2022 Parks Advisory Board meeting, it was requested that the discussion and election of a Vice-Chairperson be placed on the next Parks Advisory Board meeting agenda.

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

Staff respectfully recommends the following officer position be elected: Vice-Chairperson.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Timothy Hamilton, Parks and Recreation Director
Joshua Jones, City Manager
Linda Proskey, City Secretary
Approved as to form for inclusion on Agenda

Approved - 12/21/2022
Approved - 12/21/2022
Final Approval - 12/21/2022