



AGENDA
WATAUGA PARKS ADVISORY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
TUESDAY, JANUARY 7, 2025
6:00 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

PRESENTATIONS

1. Recognition of outstanding volunteer
Timothy Hamilton, Parks and Recreation Director
2. Holiday of Lights Decorating Contest winners
Timothy Hamilton, Parks and Recreation Director
3. Upcoming Parks & Community Services special events
Timothy Hamilton, Parks and Recreation Director

PUBLIC COMMENT This is an opportunity for citizens to address the Board on items not posted on the current meeting agenda. Only those who have submitted a proper "Request to Speak Form" shall be permitted to speak. Citizens should provide their name and address for the record and will have no more than 3 minutes to speak. If representing an organization or group, the speaker should identify who they represent. Those wishing to speak are reminded 1) All comments are to be directed to the Chair. 2) Be respectful of others. 3) No profanity permitted. 4) Violators will be removed from the premises. No discussion by the Council, Board, Committee or Staff is allowed except to correct factual inaccuracies or request that the item be placed on a future agenda.

PUBLIC TESTIMONY FOR ACTION ITEMS This is an opportunity for citizens to address the Council on current agenda action items (excludes presentations and reports). Only those persons who have submitted a proper "Request to Speak Form" will be allowed to speak. Citizens will be required to state their name and address for the record. They have up to 3 minutes to speak, and their comments must be germane to the item. If speaking for an organization or group, the speaker should identify the group represented. Council members may ask questions or discuss the item with the citizens directly.

REPORTS

1. Update on Parks, Recreation, & Active Adult Services
Timothy Hamilton, Parks and Recreation Director

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. Any council member wishing to pull an item may do so.

1. Consider approval of the November 18, 2024, Parks Advisory Board Minutes
Linda Proskey, City Secretary

ACTION ITEMS

1. Discuss and consider possible future events at Birdsville ISD Park and Virgil Anthony Park
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 January 3, 2025, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/s/ Linda Proskey
City Secretary





AGENDA MEMORANDUM

DATE: December 20, 2024
TO: Watauga Improving Neighborhood Committee Members
FROM: Timothy Hamilton, Parks and Recreation Director
SUBJECT: Recognition of outstanding volunteer

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Volunteer Service Award - Gerrie Mitchell

REVIEWED BY:

Timothy Hamilton, Parks and Recreation Director

Sandra Gibson, Interim City Manager and Director of Finance

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 1/2/2025

Approved - 1/3/2025

Final Approval - 1/3/2025

VOLUNTEER SERVICE AWARD

This award is presented to

Gerrie Mitchell

In appreciation of your outstanding dedication and service to the
City of Watauga Parks & Community Services Department.

Andra Dunn

Parks Advisory Board Chairperson



Timothy Hamilton

Director of Parks & Community
Services



AGENDA MEMORANDUM

DATE: December 20, 2024
TO: Watauga Improving Neighborhood Committee Members
FROM: Timothy Hamilton, Parks and Recreation Director
SUBJECT: Holiday of Lights Decorating Contest winners

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 2024 Holiday of Lights Decorating Contest winners

REVIEWED BY:

Sandra Gibson, Interim City Manager and Director of Finance Approved - 1/3/2025
Linda Proskey, City Secretary Final Approval - 1/3/2025
Approved as to form for inclusion on Agenda

2024 Holiday of Lights Decorating Contest

Theme Award: Dennis & Vicki Kovar
6233 Stardust Dr. S
Watauga, TX 76148



Griswold Award: Jared Brown
6448 Carousel Dr.
Watauga, TX 76148



Character Award: Benjamin Thomas
5233 Cedar View Ct.
Watauga, TX 76148



Animation Award: Andrew & Regina Lee
6056 Judy Dr.
Watauga, TX 76148



Judges Favorite Award: Michael & Annette Pfeiffer
6464 Loma Vista Dr.
Watauga, TX 76148





AGENDA MEMORANDUM

DATE: December 20, 2024
TO: Watauga Improving Neighborhood Committee Members
FROM: Timothy Hamilton, Parks and Recreation Director
SUBJECT: Upcoming Parks & Community Services special events

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Watauga Parks & Community Services Upcoming Special Events

REVIEWED BY:

Sandra Gibson, Interim City Manager and Director of Finance Approved - 1/3/2025
Linda Proskey, City Secretary Final Approval - 1/3/2025
Approved as to form for inclusion on Agenda



Watauga Parks & Community Services Upcoming Special Events

February 8, 2025 – Family Dance – 2-4pm,
Daddy /Daughter Dance 6-8pm

@ Watauga Community Center

April 4, 2025 – Movie in the Park – Wish – sunset (8:00ish)

@ Capp Smith Park Amphitheater

April 11, 2025 – Concert in the Park – Slipstream – 7pm

@ Capp Smith Park Amphitheater

April 18, 2025 – Movie in the Park – Kung Fu Panda 2 – sunset (8:15ish)

@ Capp Smith Park Amphitheater

April 25, 2025 – Concert in the Park – Little Skynyrd – 7pm

@ Capp Smith Park Amphitheater

April 26, 2025 – Don't Mess with Texas Trashoff – 8-11:30am

@ Capp Smith Park Pavilion 1

May 2, 2025 – Movie in the Park – PAW Patrol: The Mighty Movie –
sunset (8:15ish)

@ Capp Smith Park Amphitheater

May 3, 2025 – Splashpad Opening Day – 9-11am

@ Capp Smith Park Splashpad

May 15 – 18, 2025 – WataugaFest – (Thurs. 5-10p, Fri. 5-10p, Sat. 10a-10p, Sun. 12-6p)

@ Capp Smith Park

May 30, 2025 – Movie in the Park – Inside Out 2 – sunset (8:45ish)

@ Capp Smith Park Amphitheater

June 7, 2025 – Family Field Day – 9-11am

@ Indian Springs Park

September 12-13, 2025 – Kids Fishing Derby & Campout – 5pm-10am

@ Capp Smith Park

September 19, 2025 – Concert in the Park – Zack King Band – 7pm

@ Capp Smith Park Amphitheater

September 26, 2025 – Movie in the Park – Puss in Boots – sunset
(7:30ish)

@ Capp Smith Park Amphitheater

October 3, 2025 – Concert in the Park – TBD – 7pm

@ Capp Smith Park Amphitheater

October 10, 2025 – Movie in the Park – Hotel Transylvania 3: Summer
Vacation – sunset (7:15ish)

@ Capp Smith Park Amphitheater

October 18, 2025 – Running Scared 5K – 8am

@ Watauga Community Center

October 25, 2025 – Halloween Bash – 4-7pm

@ Watauga Community Center

November 7, 2025 – Veteran’s Day Celebration – 9-11:30am

@ Watauga Community Center & Capp Smith Park

December 6, 2025 – Hometown Christmas – 5-8pm

@ Capp Smith Park

December 13, 2025 – Breakfast with Santa – 9-11am

@ Watauga Community Center

**Inquire @ thamilton@cowtx.org or 817-514-5890 about Volunteer,
Sponsorship, and participation Opportunities at each special event!**



AGENDA MEMORANDUM

DATE: December 20, 2024
TO: Watauga Improving Neighborhood Committee Members
FROM: Timothy Hamilton, Parks and Recreation Director
SUBJECT: Update on Parks, Recreation, & Active Adult Services

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 01-07-25 - Parks Board

REVIEWED BY:

Timothy Hamilton, Parks and Recreation Director

Sandra Gibson, Interim City Manager and Director of Finance

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 12/30/2024

Approved - 1/3/2025

Final Approval - 1/3/2025

Watauga Parks and Community Services Update

November & December 2024

Recreation:

- The Veterans Day Celebration took place on 11/08 with an estimated attendance of 75+ even though it had to be moved indoors
- Hosted a rescheduled and scaled back Hometown Christmas event on 12/10 @ Capp Smith Park with over 200 attendees
- Hosted a sold-out Breakfast with Santa event on 12/14 @ the Watauga Community Center with over 100 attendees
- Membership check-ins – 5,439 (Senior, Adult, Family, Youth, & day passes) – down 449 vs. last period (4 extra days closed due to holidays)
- Rentals – Foster Village Cottage - 27, Capp Smith Park Amphitheater/Cabanas/Pavilions 13, Community Center Rooms/Gym – 35
- Tiny Tots and Time for Tots preschool programs
- i9Sports Flag Football (Indian Springs Park) – Fall league ended 11/09
- YMCA Volleyball (Watauga Community Center) – Fall league ended 11/16
- Creative Connections classes – Tuesdays & Thursdays 9am-1pm
- Homeschool PE 101 & 102 classes – Tuesdays & Thursdays 1pm-2:30pm
- Homeschool Social class – Thursday 1pm-2:30pm
- Yoga classes – Monday & Wednesday @ 7:00pm
- Zumba classes – Tuesday & Thursday @ 7:30pm
- 10 Feet Tall Dance classes – Monday-Thursday evenings & Saturdays
- Krav Maga (Israeli self-defense class) – Monday & Wednesday @ 7pm (adult only)
- Watauga Hula classes – Thursdays @ 6:30pm (adult), Saturdays @ 10am (child)
- Pickleball – every Tuesday & Thursday morning/afternoon) and Wednesday evenings (all levels)
- Assisted in planning and execution of events and programs such as Veterans Day, Hometown Christmas, Breakfast with Santa, Valentine’s Dance, & WataugaFest

Active Adults:

- Hosted an Active Adult Game Night on 11/05 & 12/02 with 19 attendees avg.
- Hosted an Active Adult Center Bingo Bash on 12/18 with 34 in attendance
- Hosted an Active Adult Community Dance on 11/19 & 12/17 with 14 avg. in attendance
- Saturday Nite Jamboree – Saturday’s @ 6pm - 9pm @ the Senior Center – singers, musicians, and audience welcome to play or just to listen – 54 attendees avg.
- Line dancing – 1st & 3rd Tuesdays @ 9:30am – 8 attendees avg.
- Bingo – Tuesdays & Thursdays @ 10am – 23 attendees avg.
- Watauga Music Time from 1 – 3pm – 32 attendees avg.

- Chair yoga – Thursdays @ 9:30am – 9 attendees avg.
- Ballroom & Line Dance class – Thursdays @ 10am – 13 participants avg.
- Table games – Monday thru Friday from 9am – 3pm – 18 participants avg.
- Weekly Tarrant Area Food Bank Store – Monday, Wednesday, Friday @ 10:30am – 77 participants avg.
- Piecemakers (Quilting Group) (7) – Wednesday 9am – 12pm
- Flyers (electric planes and rubber-band planes) on Wednesdays from 10am – 2:00pm – 9 participants avg.

Parks Division:

- Staff assisted with the Veterans Day Celebration, which took place on 11/08
- Assisted with a rescheduled and scaled-back Hometown Christmas event on 12/10 @ Capp Smith Park with over 200 attendees
- Assisted in planning and execution of events and programs such as Veterans Day, Hometown Christmas, Breakfast with Santa, Valentine’s Dance, & WataugaFest
- Trimmed trees at the Parks shop on Linda Ln.
- Troubleshooting of various lights not working on the Capp Smith trail
- Holiday lights were installed on city buildings and displays at Capp Smith Park
- Testing and repair of holiday lights on city buildings and displays at Capp Smith Park
- Chipping brush at the Browning Blvd. lot
- Graffiti removal at Whites Branch Creek Trail
- Mowed and dragged the kickball and baseball fields at Foster Village Park as needed
- Mowing of athletic fields @ Indian Springs Park as needed
- Mowed the wildflower area down @ Capp Smith Park in preparation for Spring
- Performed daily duties of removing trash, cleaning restrooms, and general cleaning of the parks
- Staff is mowing Watauga Rd. EDC lots, Whites Branch Creek Trail, Browning Rd., and Yampa Trl. lots according to the schedule
- Mowing contractors are maintaining City properties according to the schedule





11-08-24 Veteran's Day Celebration





12-10-24 Hometown Christmas





12-14-24 Breakfast with Santa





AGENDA MEMORANDUM

DATE: December 20, 2024
TO: Honorable City Council Members
FROM: Timothy Hamilton, Parks and Recreation Director
SUBJECT: Consider approval of the November 18, 2024, Parks Advisory Board Minutes

BACKGROUND/INFORMATION:

Minutes from the November 18, 2024 meeting

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

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

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. November 18, 2024 - Parks Advisory Board - Regular Meeting Minutes - DRAFT

REVIEWED BY:

Timothy Hamilton, Parks and Recreation Director	Approved - 12/30/2024
Sandra Gibson, Interim City Manager and Director of Finance	Approved - 1/3/2025
Linda Proskey, City Secretary	Final Approval - 1/3/2025

Approved as to form for inclusion on Agenda



"A GREAT PLACE TO LIVE"

**MINUTES
WATAUGA PARKS ADVISORY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
MONDAY, NOVEMBER 18, 2024
6:00 P.M.**

CALL TO ORDER

Chairperson Andra Dunn called the meeting to order at 6:00 p.m.

ROLL CALL

Vacant	Place 1, Member
Andra Dunn	Place 2, Chairperson
Kim Irving	Place 3, Secretary
Tim Bobseine	Place 4, Member
Darlene Chavious	Place 5, Member
And	
Andrew Neal	City Council Liaison
Timothy Hamilton	Director of Parks and Community Services
Brian TenEyck	Assistant Director of Parks and Community Services
Vickie Vickers	Recreation Center Senior Events Coordinator
Jeannette Garcia	Planner I

ANNOUNCEMENTS

Andra Dunn led a moment of silence to remember Place 1 Member Stan Hill. His contributions and presence are deeply missed this evening.

PRESENTATIONS

1. Recognition of outstanding volunteer

Timothy Hamilton, Director of Parks and Community Services, acknowledged Milind Pandit as a distinguished volunteer for the Active Adult Center. He has been with the center for four years, volunteering over 200 hours of service each year, and he currently holds the position of Sergeant-at-Arms. In recognition of

his service and dedication, Mr. Pandit was presented with a Volunteer Service Award certificate.

2. Upcoming Parks and Community Services special events
Brian TenEyck, Asst. Director of Parks and Community Services, reminded the Parks Advisory Board members of upcoming special events scheduled from now through the 2025 fiscal year to include the following: Hometown Christmas, Dec. 7, 2024; Breakfast with Santa, Dec. 14, 2024; Family Dance & Daddy/Daughter Dance, Feb. 8, 2025; Movies in the Park, Concerts in the Park, and Don't Mess with Texas Trash-off.

3. Spooktacular Yard Decorating contest winners

Timothy Hamilton, Director of Parks and Community Services, announced the winners of the 2024 Spooktacular Yard Decorating Contest as follows: the Animation Award went to 5312 Bison Ct.; the Spookiest Award went to Mr. Michael Rhoades of 6513 Kary Lynn Dr. S.; and the Judges Favorite Award went to Patricia Neal of 5900 Hanson Dr.

PUBLIC COMMENT

No request for public comment received.

PUBLIC TESTIMONY FOR ACTION ITEMS

Chairperson Dunn called for Public Testimony for action items and there were four (4) participants requesting to speak.

Danielle (Dani)Tucker - 5952 Highcrest Drive Watauga TX 76148 – Action item 2
William Poppe Jr – 6109 Melody Lane Watauga TX 76148 – Action item 2
Sarrah Poppe – 6109 Melody Lane Watauga TX 76148 - Action item 2
Chascity Woolverton - 6104 Melody Lane Watauga TX 76148 – Action item 2

All agreed, and Option A was recommended. It is not age-restrictive and includes separate play areas for infants, toddlers, and school-age children. It also encourages play and fun.

REPORTS

1. Update on Parks, Recreation & Active Adult Services

Timothy Hamilton, Director of Parks and Community Services, reported a decrease in check-in attendance during September and October 2024 due to the school year resuming. The Fishing Derby was well attended, and Movies in the Park and Concerts in the Park were popular with residents. Grace E. Hardeman won the School Spirit Award, while Running Scared and the Halloween Bash saw

increased participation, with the latter drawing an estimated 3,100 attendees.

The Active Adult Senior Center maintained strong participation in activities like Bingo Bash, yoga, dance classes, music time, and board games. Assistant Director Brian TenEyck emphasized the importance of teamwork, highlighting the department's efforts in event support, including setup, takedown, and active involvement, as well as park maintenance tasks such as mowing, trimming, playground repairs, and landscaping. Board member Tim Bobseine also recommended recognizing local business sponsors for their contributions to city events. The Parks Division remains dedicated to maintaining the city's parks and fostering community engagement.

CONSENT AGENDA

1. Consider approval of the September 3, 2024, Parks Advisory Board Minutes

Chairperson Dunn entertained a motion. Kim Irving, Place 3 made a motion to approve the Sept. 3, 2024 minutes as presented and Tim Bobseine, Place 4 seconded the motion.

With there being no discussion, Chairperson Dunn called for a vote, with members present voting as follows:

AYES: Dunn, Irving, Bobseine, Chavious
NAYS: None
ABSENT: None
ABSTAIN: None

The motion carried 4-0-0-0.

ACTION ITEMS

1. Discussion and selection of the following officers:
Chairperson
Vice-chairperson
Secretary

Chairperson Dunn entertained a recommendation of Chairperson. Member Bobseine made recommendation of Andra Dunn as Chairperson.

Chairperson Dunn entertained a recommendation of Vice-Chairperson. Member Irving made recommendation of Member Darlene Chavious as Vice-Chairperson.

Chairperson Dunn entertained a recommendation of Secretary and made recommendation of Member Kim Irving as Secretary.

Chairperson Dunn entertained a motion for the nominated selection of officers. Member Irving made a motion to approve the officers as recommended and Member Bobseine seconded the motion. With there being no discussion, Chairperson Dunn called for a vote, with members present voting as follows:

AYES: Dunn, Irving, Bobseine, Chavious
NAYS: None
ABSENT: None
ABSTAIN: None

The motion carried 4-0-0-0.

2. Make a recommendation to City Council on the playground and design for Virgil Anthony Park

Option A offers an age 2-5 feature and 5-12 structure. Option B offers a 5-12 structure only. Colors on any of the structures can vary. Color is fun; however, red does not do well in Texas.

Discussion was also had regarding the existing shade structure and whether the proposed swing set location will have shade. Director Hamilton advised that the existing shade structure will remain in place. Also noted were that Option A meets the requirements of the CPSE and ASTM. The structures are also accessible for all.

During the May 7, 2024 Parks Advisory Meeting, a recommendation was made to the City Council to consider the replacement of Virgil Anthony Park's playground in the FY25 budget.

Chairperson Dunn entertained a motion for recommendation to council. Member Chavious made a motion to recommend approval of playground design option (A) for Virgil Anthony Park to the council. Member Bobseine second the motion. With there being no further discussion, Chairperson Dunn called for a vote, with members present voting as follows:

AYES: Dunn, Irving, Bobseine, Chavious
NAYS: None
ABSENT: None
ABSTAIN: None

The motion carried 4-0-0-0.

ITEMS FOR FUTURE AGENDAS

Chairperson Dunn requested a discussion on scheduling future meet-and-greet events with community members to address concerns related to parks.

ADJOURNMENT

With there being no further items to discuss, Chairperson Dunn adjourned the meeting at 6:52 p.m.

APPROVED: this the _____ day of _____, 2024.

SIGNED: this the _____ day of _____, 2024.

APPROVED: _____
Andra Dunn, Chairperson

ATTEST: _____
Kim Irving, Secretary

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



AGENDA MEMORANDUM

DATE: December 30, 2024
TO: Honorable City Council Members
FROM: Timothy Hamilton, Parks and Recreation Director
SUBJECT: Discuss and consider possible future events at Birdsville ISD Park and Virgil Anthony Park

BACKGROUND/INFORMATION:

The Parks Advisory Board requested to discuss and consider possible future events at Birdsville ISD Park and Virgil Anthony Park, to include dates/times

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Recommend a possible date/time for future events at Birdsville ISD Park and Virgil Anthony Park

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Sandra Gibson, Interim City Manager and Director of Finance Approved - 1/3/2025
Linda Proskey, City Secretary Final Approval - 1/3/2025
Approved as to form for inclusion on Agenda