



**AGENDA**  
**WATAUGA PARKS ADVISORY BOARD**  
**REGULAR MEETING**  
**CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD**  
**TUESDAY, SEPTEMBER 2, 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 Community Services Director**
2. Upcoming Parks & Community Services special events  
**Timothy Hamilton, Parks and Community Services Director**
3. June 2025 and July 2025 Yard of the Month winners  
**Brian Teneyck, Assistant Director of Parks & Community Services**

**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 Community Services Director**

**CONSENT AGENDA** All the items on the consent agenda are considered to be self-explanatory by the board and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items. Any member wishing to pull an item may do so.

1. Consider action on approval of the July 1, 2025, Parks Advisory Board Meeting minutes.

## **ACTION ITEMS**

1. Discuss possible Keep Watauga Beautiful programs for adoption of various City of Watauga locations.  
**Timothy Hamilton, Parks and Community Services 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 August 25, 2025, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey  
City Secretary





## AGENDA MEMORANDUM

**DATE:** August 6, 2025  
**TO:** Parks Advisory Board Members  
**FROM:** Timothy Hamilton, Parks and Community Services Director  
**SUBJECT:** Recognition of outstanding volunteer

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**BACKGROUND/INFORMATION:**

**FINANCIAL IMPLICATIONS:**

**RECOMMENDATION/ACTION DESIRED:**

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. Volunteer Service Award - Rocio Morningstar

**REVIEWED BY:**

Sandra Gibson, City Manager  
Linda Proskey, City Secretary

Approved - 8/19/2025  
Final Approval - 8/19/2025

*Approved as to form for inclusion on Agenda*

# VOLUNTEER SERVICE AWARD

*This award is presented to*

*Rocio Morningstar*

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

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*Andra Dunn*

Parks Advisory Board Chairperson



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*Timothy Hamilton*

Director of Parks & Community  
Services



## AGENDA MEMORANDUM

**DATE:** August 6, 2025  
**TO:** Parks Advisory Board Members  
**FROM:** Timothy Hamilton, Parks and Community Services Director  
**SUBJECT:** Upcoming Parks & Community Services special events

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**BACKGROUND/INFORMATION:**

**FINANCIAL IMPLICATIONS:**

**RECOMMENDATION/ACTION DESIRED:**

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. Watauga Parks & Community Services Upcoming Special Events

**REVIEWED BY:**

Sandra Gibson, City Manager  
Linda Proskey, City Secretary

Approved - 8/19/2025  
Final Approval - 8/19/2025

*Approved as to form for inclusion on Agenda*



# **Watauga Parks & Community Services**

## **Upcoming Special Events**

September 5, 2025 – Movie in the Park – Wish – sunset (8:00ish)

@ Capp Smith Park Amphitheater

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 20, 2025 – Keep Watauga Beautiful Fall Sweep – 8-11:30am

@ Capp Smith Park Pavilion 1

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

@ Capp Smith Park Amphitheater

October 3, 2025 – Concert in the Park – By the Good Night – 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 1, 2025 – Keep Watauga Beautiful Arbor Day – 9-11am

@ Capp Smith Park Pavilion 1

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](mailto:thamilton@cowtx.org) or 817-514-5890 about Volunteer, Sponsorship, and participation Opportunities at each special event!**



## AGENDA MEMORANDUM

**DATE:** August 6, 2025  
**TO:** Parks Advisory Board Members  
**FROM:** Brian Teneyck, Assistant Director of Parks & Community Services  
**SUBJECT:** June 2025 and July 2025 Yard of the Month winners

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**BACKGROUND/INFORMATION:**

**FINANCIAL IMPLICATIONS:**

**RECOMMENDATION/ACTION DESIRED:**

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. June 2025 YOM - 5349 Ridge View Dr.
2. July 2025 YOM - 7613 Clover Ln.

**REVIEWED BY:**

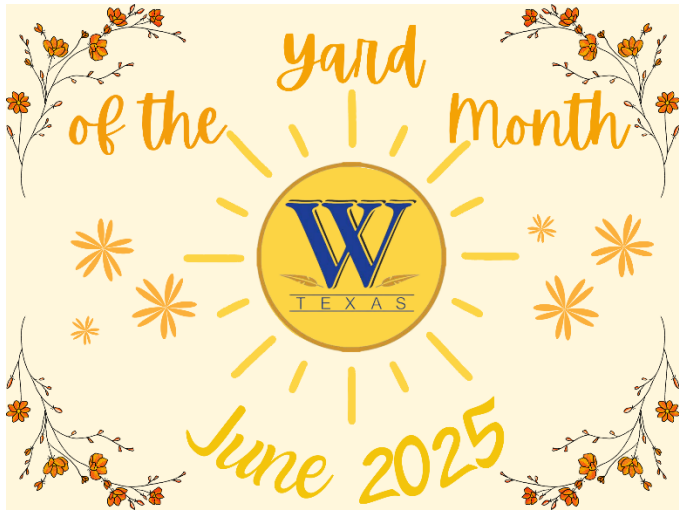
Sandra Gibson, City Manager

Linda Proskey, City Secretary

*Approved as to form for inclusion on Agenda*

Approved - 8/19/2025

Final Approval - 8/19/2025



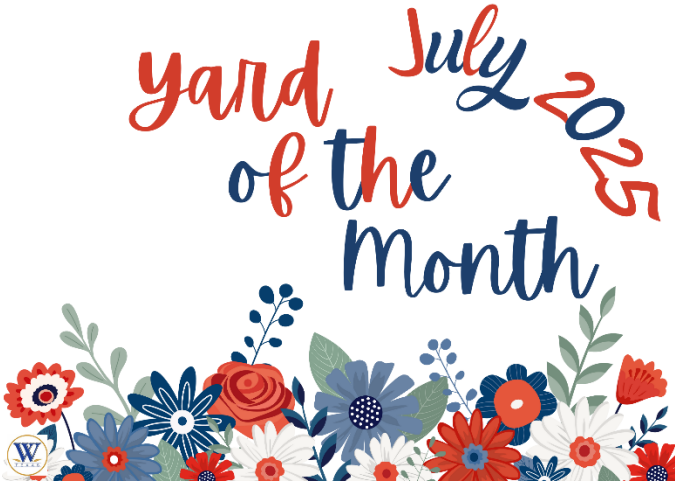
Sisangkham Rasaphangthong

5349 Ridge View Dr.



Gregory & Mary McMinn

6621 Memory Ln.





## AGENDA MEMORANDUM

**DATE:** August 6, 2025  
**TO:** Parks Advisory Board Members  
**FROM:** Timothy Hamilton, Parks and Community Services Director  
**SUBJECT:** Update on Parks, Recreation, & Active Adult Services

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**BACKGROUND/INFORMATION:**

**FINANCIAL IMPLICATIONS:**

**RECOMMENDATION/ACTION DESIRED:**

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. 09-02-25 - Parks Board

**REVIEWED BY:**

Sandra Gibson, City Manager  
Linda Proskey, City Secretary

Approved - 8/19/2025  
Final Approval - 8/19/2025

*Approved as to form for inclusion on Agenda*

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# *Watauga Parks and Community Services Update*

## **June 2025**

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### **Recreation**

- Membership check-ins – 2,939 (Senior, Adult, Family, Youth, day passes), up 488 vs. June 2024
- Rentals – 81, down 17 vs. June 2024
- Special events – 1 (Family Field Day (06/07 - 135), same vs. June 2024)

### **Active Adults**

- Thursday Nite Jamboree – Thursdays from 6-8pm @ the Active Adult Center – singers, musicians, and audience welcome to play or to listen – 176 monthly attendees from NE Tarrant County
- Weekly Tarrant Area Food Bank Store – Monday, Wednesday, Friday @ 10:30am – 735 monthly participants from NE Tarrant County
- Special events – 06/03 Game Night, 06/17 Community Dance
- Sponsors – Legacy Bank & Trust, Outpost 36, Oak Street Health, All Pro Insurance, Keller Oaks Healthcare Center, Nicole Anderson

### **Parks Division**

- Citizen requests – 11, up 2 vs. June 2024
- Graffiti/vandalism incidents – 12, up 2 vs. June 2024
- Capital projects – Capp Smith Food Truck Park master plan underway with Dunaway Associates, final master plan being presented to joint EDC/City Council meeting on 07/14
- Planted perennials at Capp Smith Park rain garden and the Community Center entry way

### **Staffing**

- 0 current openings

Recognition/Event/Class Photos



Camp Watauga Fort Worth Zoo field trip 06/18/25

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# *Watauga Parks and Community Services Update*

## **July 2025**

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### **Recreation**

- Membership check-ins – 3,142 (Senior, Adult, Family, Youth, day passes), up 264 vs. July 2024
- Rentals – 63, down 4 vs. July 2024
- Special events – 1 (10 mini Parks & Rec Month engagements (07/01 – 07/31, total of 85 attendees), up 1 vs. July 2024
- Highly successful Camp Watauga concluded 08/01, 581 attendees (279 resident, 302 non-resident)

### **Active Adults**

- Thursday Nite Jamboree – Thursdays from 6-8pm @ the Active Adult Center – singers, musicians, and audience welcome to play or to listen – 99 monthly attendees from NE Tarrant County
- Weekly Tarrant Area Food Bank Store – Monday, Wednesday, Friday @ 10:30am – 674 monthly participants from NE Tarrant County
- Special events – 07/01 Game Night, 07/03 4<sup>th</sup> of July Party, 07/15 Community Dance
- Sponsors – Legacy Bank & Trust, Cotton Patch Cafe, Oak Street Health, RL Insurance & Associates, Palm Primary Care, Keller Oaks Healthcare Center, Home Helpers

### **Parks Division**

- Citizen requests – 9, up 1 vs. July 2024
- Graffiti/vandalism incidents – 8, down 1 vs. July 2024
- Capital projects – Capp Smith Food Truck Park master plan presented to joint EDC/City Council meeting on 07/14, Pole Barn purchase approved at 07/14 City Council meeting with plans being developed

### **Staffing**

- 1 current openings

Recognition/Event/Class Photos



07/22/25 - Art in the Park @ Capp Smith Park, part of Parks & Recreation Month



## AGENDA MEMORANDUM

**DATE:** August 6, 2025  
**TO:** Honorable City Council Members  
**FROM:** Linda Proskey, City Secretary  
**THROUGH:** Linda Proskey, City Secretary  
**SUBJECT:** Consider action on approval of the July 1, 2025, Parks Advisory Board Meeting minutes.

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**BACKGROUND/INFORMATION:**

Meeting minutes for July 1, 2025

**FINANCIAL IMPLICATIONS:**

None

**RECOMMENDATION/ACTION DESIRED:**

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

1. MINUTES-July 1, 2025 -Parks Board - Draft

**REVIEWED BY:**

Sandra Gibson, City Manager

Linda Proskey, City Secretary

*Approved as to form for inclusion on Agenda*

Approved - 8/25/2025

Final Approval - 8/25/2025



**MINUTES  
WATAUGA PARKS ADVISORY BOARD  
REGULAR MEETING  
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD  
TUESDAY, JULY 01, 2025  
6:00 PM**

**CALL TO ORDER**

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

**ROLL CALL**

Andra Dunn	Chairperson, Place 2
Kim Irving	Secretary, Place 3
Brani Dufoe	Place 1
Layla Downey	Place 4
Darlene Chavious	Place 5

and

Andrew Neal	Council Liaison
Linda Proskey	City Secretary
Timothy Hamilton	Director of Parks and Recreation
Brian TenEyke	Assistant Director of Parks and Recreation

**ANNOUNCEMENTS**

There were no announcements.

**PRESENTATIONS**

**1. Recognition of outstanding volunteers**

Timothy Hamilton, Director of Parks and Community Services, and recreational staff Vickey Atchley and Ngoc Hillman recognized Mr. Rocco Pontuti as an Outstanding volunteer for the Active Adult Senior center. Mr. Pontuti is a very active member at the center, and he has been extremely helpful with setting up and decorating the center for various holiday events. In

recognition of his services, he was presented with a Volunteer Service Award certificate.

**2. Upcoming Parks & Community Services special events**

Timothy Hamilton, Director of Parks and Community Services, presented a copy of the July 2025 calendar of various community events to Park Advisory Board members, showing that the first event of the month would be the Senior Game Night on July 1, 2025, and the Pupsicles in the Park will be the last scheduled event of the month on July 31, 2025. In addition to the July calendar of events, a copy of Upcoming Special Events for the year was presented to the Park Advisory Board, showing the next scheduled upcoming event will be on September 5, 2025, with a Movie in the Park and ending with the upcoming event on December 13, 2025, with the Breakfast with Santa event.

**3. May 2025 Yard of the Month winner**

Brian Teneyck, Assistant Director of Park and Community Services acknowledged Mr. Michael Brast, 6716 Cedar View Trail, as the winner of the May 2025 Yard of the Month.

**PUBLIC COMMENT**

1. Mr. Robert McKown, 7601 Parkview Drive, Watauga, Texas - Mr. McKown voiced his comments and concerns regarding improving landscaping issues at Capp Smith Park and the Watauga Recreation Center. He suggested adding mulch and more colorful flowers to the landscaping at Capp Smith Park and at the Watauga Recreation Center to create a more impressionable appearance for the community.
2. Ms. Preem Sridharan, 7641 Parkview Drive, Watauga, Texas Ms. Sridharan voiced her concerns regarding coyotes, wild ducks, and coyote defecation found in her backyard. Ms. Sridharan is concerned for her safety and the safety of her puppy in regard to this situation because the coyotes are coming into her yard and entering her fence.
3. Ms. Sandy Sharp, 7645 Parkview Drive, Watauga, Texas - Ms. Sharp commented that Capp Smith Park has degraded in the past seven years. Ms. Sharp said she lives near the corner of Starnes and Parkview. She said she had noticed fire ant mounds, missing stones, and crabgrass near the park's bathroom entryway, which appears to have never been taken care of. Ms. Sharp said there are two dead trees standing that need to be removed, along with crabgrass and other debris near the bridge at the park.
4. Mr. Jeremy Moody, 5924 Robin Drive, Watauga, Texas - Mr. Moody's comments and concerns are regarding animal cruelty at Capp Smith Park. Mr. Moody said he has noticed mutilated turtles and other harmful incidents involving the ducks when he and his family are walking around the park. Mr. Moody also mentioned that there are no security cameras or patrol officers at the park. He suggested adding security cameras or police officers to help deter these types of incidents.
5. Mr. Steve Parlick, 6048 Robin Drive, Watauga, Texas - Mr. Parlick commented that his concerns are regarding Capp Smith Park, indicating that there is trash debris, people consuming alcohol on the park premises, and mutilation and cruelty to animals. Mr. Parlick said his wife and son walk every night at Capp Smith Park, and they have seen a mutilated duck and boys throwing nets and rocks at the ducks. Mr. Parlick suggested that more signage be posted stating "Leave Wildlife Alone," and that park signage be posted on Starnes Street

indicating there is a park in the area. He also mentioned he would like to see the implementation of security cameras, enhanced track lighting, and officer patrols at the park.

## **PUBLIC TESTIMONY**

1. Mr. Robert McKown, 7601 Parkview Drive, Watauga, Texas — Mr. McKown’s public testimony was in regard to the stocking of Capp Smith Park Lake. Mr. McKown said he has fished at Capp Smith Park Lake and has seen big carp, bass, and catfish in the pond. He would like to see more game fish stocked in the pond and, during the winter season, to have the pond stocked with trout.

## **REPORTS**

### **1. Update on Parks, Recreation, & Active Adult Services**

Timothy Hamilton, Director of Parks and Community Services, provided the Park Advisory Board members with the monthly service reports for Parks, Recreation, and Active Adult Services for the months of April 2025 and May 2025. Recreation and rentals highlights included membership check-ins and rentals, which increased for both months compared to the previous year. Active Adult Services hosted several events, including Saturday Nite Jamboree, Game Night, and Community Dance. These monthly events were supported by sponsors such as Suvida Healthcare, Legacy Bank, Fyzical Therapy and Balance, Encompass, CARE Patrol, Nicole Anderson, Jason’s Deli, and Keller Oaks Healthcare. The Parks Division reported eight citizen requests, down one from May 2024, and seven incidents of graffiti or vandalism, which was a decrease of one from the previous year. The Capp Smith Food Truck Master Plan was presented to EDC on May 20.

### **2. Report on the 2025 WataugaFest event**

Timothy Hamilton, Director of Parks and Community Services, provided the Park Advisory Board members with a recap of the WataugaFest event. Director Hamilton mentioned the total attendance for the event was 24,000. The event had nine sponsors, seventy-eight vendors, and six city information booths. The Revenue vs. Expenses net was +\$456, which estimates an even break. Director Hamilton commented on the event’s successes, which were the entertainment, moving the stage setup to better fill the field, and the children’s entrepreneur booths, and he commented on opportunities to improve upon next year’s event, which will include event parking and having weather alerts put in place. A new idea for next year would be to add a car show. The projected date for next year’s WataugaFest will be May 14 through May 17, 2026.

## **CONSENT AGENDA**

### **1. Consider approval of the May 6, 2025, Park Board minutes**

Chairperson Dunn entertained a motion. Kim Irving, Place 3 made a motion to approve May 6, 2025, minutes as presented and Darlene Chavious, Place 5 second the motion.

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

Ayes. 5 (Dufoe, Dunn, Irving, Downey, Chavious )  
Nays 0  
Abstain 0  
Absent 0  
The motion passes. 5-0-0-1

**ACTION ITEMS**

**1. Discuss the stocking of Capp Smith Park Lake.**

Timothy Hamilton, Parks and Community Services Director, presented a copy of Fish Stocking at Capp Smith Park to Park Advisory Board members. Director Hamilton said fish stocking is currently done once a year with 150 to 250 large catfish for the Kid’s Fishing Derby, totaling 500 pounds’ worth. He said the lake is not eligible for the Texas Parks and Wildlife fishin’ program. He also mentioned that in past years the lake has been stocked with catfish, bass, and bluegill sunfish. Director Hamilton also mentioned Fishing Rules and Tips for the lake, as well as possible improvements for a one-time stocking to include bass, coppernose bluegill, minnows, and channel catfish. This type of stocking was suggested by the Texas Parks and Wildlife Department.

**2. Discuss the wildflower areas at Capp Smith Park.**

Timothy Hamilton, Parks and Community Services Director, presented a presentation that indicated the previous growth areas where the wildflowers were at Capp Smith Park in comparison to the current areas, which are not flourishing as they had been in the past. Director Hamilton said this is due to the new and different companies’ maintenance of mowing in these areas, as well as people walking through them. Moving forward, Director Hamilton plans to ensure the mowing instructions are followed closely by the mowing companies that are administering the maintenance of the wildflowers.

**ITEMS FOR FUTURE AGENDA**

Chairperson Dunn proposed a discussion for adopting a flower bed program for the Keep Watauga Beautiful Program. Chairperson Dunn entertained a second. Kim Irving, Place 3, seconded the stated proposal of adopting a flower bed for the Keep Watauga Beautiful Program.

**ADJOURNMENT**

Chairperson Andra Dunn adjourned the meeting at 7:10 pm.

APPROVED:            this \_\_\_\_\_ day of \_\_\_\_\_, 2025  
SIGNED:              this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**APPROVED:**

\_\_\_\_\_  
Andra Dunn, Chairperson

**ATTEST:**

\_\_\_\_\_  
Kim Irving, Secretary



## AGENDA MEMORANDUM

**DATE:** August 14, 2025  
**TO:** Honorable City Council Members  
**FROM:** Timothy Hamilton, Parks and Community Services Director  
**THROUGH:**  
**SUBJECT:** Discuss possible Keep Watauga Beautiful programs for adoption of various City of Watauga locations.

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**BACKGROUND/INFORMATION:**

**FINANCIAL IMPLICATIONS:**

**RECOMMENDATION/ACTION DESIRED:**

**ATTACHMENTS/ SUPPORTING DOCUMENTATION:**

None

**REVIEWED BY:**

Sandra Gibson, City Manager

Linda Proskey, City Secretary

*Approved as to form for inclusion on Agenda*

Approved - 8/19/2025

Final Approval - 8/19/2025