



AGENDA
WATAUGA PARKS ADVISORY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
TUESDAY, DECEMBER 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. August 2025 Yard of the Year and 2025 Spooktacular Yard Decorating Contest winners
Timothy Hamilton, Parks and Community Services 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
Brian Teneyck, Assistant Director of Parks & Community Services

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 September 2, 2025, Parks Advisory Board Meeting minutes

ACTION ITEMS

1. Discuss and consider issues related to the use of motorized and/or electric scooters, bikes, hoverboards, etc., on park trails and skate parks.
Timothy Hamilton, Parks and Community Services Director
2. Discuss and adopt a new meeting schedule effective January 2026.
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 November 21, 2025, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey
City Secretary





AGENDA MEMORANDUM

DATE: November 14, 2025
TO: Parks Advisory Board Members
FROM: Timothy Hamilton, Parks and Community Services Director
SUBJECT: Recognition of outstanding volunteer

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Volunteer Service Award - Kwan Won

REVIEWED BY:

Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 11/21/2025
Final Approval - 11/21/2025

Approved as to form for inclusion on Agenda

VOLUNTEER SERVICE AWARD

This award is presented to

Kwan Wan

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: November 14, 2025
TO: Parks Advisory Board Members
FROM: Timothy Hamilton, Parks and Community Services 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, City Manager
Linda Proskey, City Secretary

Approved - 11/21/2025
Final Approval - 11/21/2025

Approved as to form for inclusion on Agenda



Watauga Parks & Community Services

Upcoming Special Events

December 6, 2025 – Hometown Christmas – 5-8pm
@ Capp Smith Park

December 13, 2025 – Breakfast with Santa – 9-11am
@ Watauga Community Center

**February 7, 2026 – Valentine’s Dance – Family Dance 2-4pm,
Daddy/Daughter Dance 6-8pm**
@ Watauga Community Center

April 10, 2026 – Concert in the Park – Michael Hix – 7pm
@ Capp Smith Park Amphitheater

April 11, 2026 – KWB Don’t Mess with Texas Trash-off – 8-11:30am
@ Capp Smith Park Pavilion 1

April 17, 2026 – Movie in the Park – Wish – sunset (8:15pm ish)
@ Capp Smith Park Amphitheater

April 24, 2026 – Concert in the Park – Ashmore – 7pm
@ Capp Smith Park Amphitheater

May 1, 2026 – Movie in the Park – TBD – sunset (8:15pm ish)
@ Capp Smith Park Amphitheater

May 2, 2026 – Splashpad Opening Day – 9-11am
@ Capp Smith Park Splashpad

May 14 – 17, 2026 – WataugaFest – (Thurs. 5-10p, Fri. 5-10p, Sat. 10a-10p, Sun. 12-6p)
@ Capp Smith Park

May 29, 2026 – Movie in the Park – TBD – sunset (8:45pm ish)
@ Capp Smith Park Amphitheater

June 6, 2026 – Family Field Day – 9-11am

@ Indian Springs Park

September 11-12, 2026 – Kids Fishing Derby & Campout – 5pm-10am

@ Capp Smith Park

September 18, 2026 – Concert in the Park – Squeezebox Bandits – 7pm

@ Capp Smith Park Amphitheater

September 25, 2026 – Movie in the Park – TBD – sunset (7:30pm ish)

@ Capp Smith Park Amphitheater

October 2, 2026 – Concert in the Park – WataugaFest winner – 7pm

@ Capp Smith Park Amphitheater

October 9, 2026 – Movie in the Park – TBD – (7:15pm ish)

@ Capp Smith Park Amphitheater

October 17, 2026 – Running Scared 5K – 8am

@ Watauga Community Center

October 24, 2026 – Halloween Bash – 4-7pm

@ Watauga Community Center

November 6, 2026 – Veteran's Day Celebration – 9-11:30am

@ Watauga Community Center & Capp Smith Park

November 7, 2026 – Keep Watauga Beautiful Arbor Day – 9-11am

@ Capp Smith Park Pavilion 1

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



AGENDA MEMORANDUM

DATE: November 14, 2025
TO: Parks Advisory Board Members
FROM: Timothy Hamilton, Parks and Community Services Director
SUBJECT: August 2025 Yard of the Year and 2025 Spooktacular Yard Decorating Contest winners

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. August 2025 YOY - 6709 Geysler Trl.
2. 2025 Spooktacular Yard Decorating contest winners

REVIEWED BY:

Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 11/21/2025
Final Approval - 11/21/2025

Approved as to form for inclusion on Agenda



Gregory & Mary McMinn
6621 Memory Ln.



2025 Spooktacular Yard Decorating Contest

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



Spookiest Award: Kristy Black
6128 Skylark Ln.
Watauga, TX 76148



Judges Favorite Award: Chad Gilliam
6805 Bluff View Dr.
Watauga, TX 76137



Best Block Award: no applicants



AGENDA MEMORANDUM

DATE: November 14, 2025
TO: Parks Advisory Board Members
FROM: Brian Teneyck, Assistant Director of Parks & Community Services
SUBJECT: Update on Parks, Recreation, & Active Adult Services

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 12-02-25 - Parks Board

REVIEWED BY:

Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 11/21/2025
Final Approval - 11/21/2025

Approved as to form for inclusion on Agenda

Watauga Parks and Community Services Update

August 2025

Recreation

- Membership check-ins – 3,312 (Senior, Adult, Family, Youth, day passes), up 124 vs. August 2024
- Rentals – 80, up 32 vs. August 2024
- Special events – 0, same vs. August 2024
- Preschool, 10 Feet Tall, Creative Connections, Homeschool PE, Zumba Gold, Legacy Krav Maga, Lunch Crunch, Boxing 101, Watauga Hula all return this fall

Active Adults

- Thursday Nite Jamboree – Thursdays from 6-8pm @ the Active Adult Center – singers, musicians, and audience welcome to play or to listen – 151 monthly attendees from NE Tarrant County
- Weekly Tarrant Area Food Bank Store – Monday, Wednesday, Friday @ 10:30am – 786 monthly participants from NE Tarrant County
- Special events – 08/05 Game Night, 08/14 41st Active Adult Center Anniversary Party, 08/26 Bingo Bash
- Sponsors – Legacy Bank & Trust, Encompass Home Health, Trusted Brokerage Group, Jersey Mike's, Keller Oaks Healthcare Center

Parks Division

- Citizen requests – 8, down 2 vs. August 2024
- Graffiti/vandalism incidents – 12, up 1 vs. August 2024
- Capital projects – Pole Barn plans submitted for approval, construction estimated Sept. 2025

Staffing

- 1 current openings

Recognition/Event/Class Photos



08/26/25 – Bingo Bash @ the Active Adult Center

Watauga Parks and Community Services Update

September 2025

Recreation

- Membership check-ins – 3,060 (Senior, Adult, Family, Youth, day passes), up 358 vs. September 2024
- Rentals – 92, up 18 vs. September 2024
- Special events – 4, up 1 vs. September 2024
- Preschool, 10 Feet Tall, Creative Connections, Homeschool PE, Zumba Gold, Legacy Krav Maga, Lunch Crunch, Watauga Hula all returned in September

Active Adults

- Thursday Nite Jamboree – Thursdays from 6-8pm @ the Active Adult Center – singers, musicians, and audience welcome to play or to listen – 158 monthly attendees from NE Tarrant County
- Weekly Tarrant Area Food Bank Store – Monday, Wednesday, Friday @ 10:30am – 693 monthly participants from NE Tarrant County
- Special events – 09/02 Game Night, 09/16 Active Adult Dance
- Sponsors – Legacy Bank & Trust, Thrivent Financial Advisors, RL Insurance & Associates, ComForCare

Parks Division

- Citizen requests – 9, up 1 vs. September 2024
- Graffiti/vandalism incidents – 6, down 2 vs. September 2024
- Capital projects – Pole Barn plans submitted for approval, construction estimated Oct. 2025

Staffing

- 0 current openings

Recognition/Event/Class Photos



09/10/25 – Thrivent Financial Advisors Lunch & Learn @ the Active Adult Center

Watauga Parks and Community Services Update

October 2025

Recreation

- Membership check-ins – 3,020 (Senior, Adult, Family, Youth, day passes), down 77 vs. October 2024
- Rentals – 89, up 44 vs. October 2024
- Special events – 4, same vs. October 2024
- Boxing 101 was added to Preschool, 10 Feet Tall, Creative Connections, Homeschool PE, Zumba Gold, Legacy Krav Maga, Lunch Crunch, and Watauga Hula

Active Adults

- Thursday Nite Jamboree – Thursdays from 6-8pm @ the Active Adult Center – singers, musicians, and audience welcome to play or to listen – 132 monthly attendees from NE Tarrant County
- Weekly Tarrant Area Food Bank Store – Monday, Wednesday, Friday @ 10:30am – 779 monthly participants from NE Tarrant County
- Special events – 10/07 Game Night, 10/21 Active Adult Dance
- Sponsors – Legacy Bank & Trust, Hallmark Homecare, Concho Heart Hospice, Nicole Anderson Insurance

Parks Division

- Citizen requests – 7, down 2 vs. October 2024
- Graffiti/vandalism incidents – 9, up 2 vs. October 2024
- Capital projects – Pole Barn completed 10/22/25, Community Center AC replacement resuming November 2025 (planned completion January 2026), Park Vista Park design & construction plans under development, Food Truck Park design services & construction plans contract to go to WEDC at 12/16/25 meeting

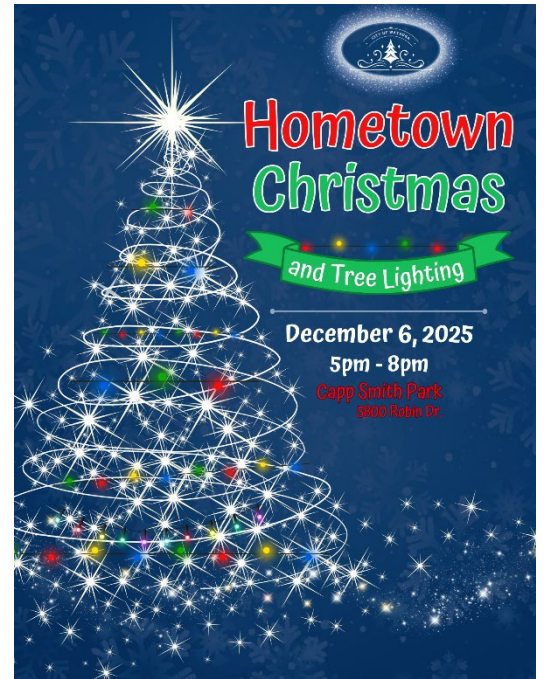
Staffing

- 0 current openings

Recognition/Event/Class Photos



October Community Center Spotlight:
Jeff Owen



Ava Callahan
Ages: 0-2



Matteo Callahan
Ages: 3-5

**2025 HALLOWEEN BASH
COSTUME CONTEST WINNERS!**



Claire Greer
Ages: 6-9



Chloe Wade
Ages: 10-13

10/25/25 – Halloween Bash @ the Watauga Community Center



AGENDA MEMORANDUM

DATE: November 14, 2025
TO: Parks Advisory Board Members
FROM: Linda Proskey, City Secretary
SUBJECT: Consider action on approval of the September 2, 2025, Parks Advisory Board Meeting minutes

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. MINUTES-September 2, 2025 -Draft

REVIEWED BY:

Sandra Gibson, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 11/21/2025

Final Approval - 11/21/2025



**MINUTES
WATAUGA PARKS ADVISORY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
TUESDAY, SEPTEMBER 2, 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
Vacant	Place 1,
Layla Downey	Place 4
Darlene Chavious	Place 5

and

Jan Hill	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, along with recreational staff Vickey Atchley and Ngoc Hillman, recognized Ms. Rocio Morningstar as an outstanding volunteer for the Active Adult Senior Center. Ms. Morningstar has been an active member for over a year and has been extremely helpful to other members. In recognition of her service

and dedication, she 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 September 2025 calendar of community events to Park Advisory Board members. The calendar showed that the first event of the month would be on September 5, 2025—a Movie in the Park featuring Wish—and the last scheduled event of the month would be on September 26, 2025, a Movie in the Park featuring Puss in Boots.

In addition to the September calendar, a copy of Upcoming Special Events for the year was presented to the Park Advisory Board. This calendar showed that the next scheduled event would be on October 3, 2025, with a Concert in the Park, and the final upcoming event for the year would be on December 13, 2025, with the Breakfast with Santa event. **June 2025 Yard of the Month winner**

Brian Teneyck, Assistant Director of Park and Community Services acknowledged Sisangkham Rasaphngthong, 5349 Ridge View Drive, as the winner of the June 2025 Yard of the Month. Gregory and Mary McMinn, 6621 Memory Lane was acknowledged as the July 2025 Yard of the Month winners.

PUBLIC COMMENT

Ms. Sherry Oden, 6412 Alta Vista Drive, Watauga, Texas, commented on her concerns regarding the backyard landscaping at the Watauga Community Recreation Center. She noted that there is a large dirt area underneath a tree, which is visible from the recreation center windows while exercising. Ms. Oden suggested adding a rock garden or flowers to the area to create a more tranquil and scenic view.

PUBLIC TESTIMONY

There were no requests to speak during public testimony.

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 June and July 2025. Recreation and rental highlights included membership check-ins and rentals, both of which increased compared to the previous year. Active Adult Services hosted several events, including Thursday Nite Jamboree, Game Night, and Community Dance. These monthly events were supported by sponsors such as Legacy Bank, Cotton Patch, Oak Street Health, RL Insurance, Palm Primary Care, Keller Oaks Healthcare, and Home Helpers.

The Parks Division reported nine citizen requests, an increase of one from July 2024, and eight incidents of graffiti or vandalism, a decrease of one from the previous year. The Capp Smith Food Truck Master Plan was presented to the EDC on July 14, and the Pole Barn purchase was approved at the City Council meeting on July 14, 2025. There was one staff opening in the Parks Department for the month of July.

CONSENT AGENDA

1. Consider approval of the July 1, 2025, Park Board minutes

Chairperson Dunn entertained a motion. Kim Irving, Place 3, made a motion to approve the July 1, 2025, minutes as presented, and Layla Downey, Place 4, seconded the motion.

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

Ayes. 4 Dunn, Irving, Downey, Chavious

Nays 0

Abstain 0

Absent 0

The motion passes. 4-0-0-1

ACTION ITEMS

Timothy Hamilton, Director of Parks and Community Services, presented to Park Advisory Board members a copy of an Adopt-A-Spot Program signage with icons for consideration when posting signs at various city locations. Director Hamilton explained the concept of the program and how it promotes community responsibility and pride, either through gardening or trash collection and maintenance.

ITEMS FOR FUTURE AGENDA

There were no items for future agenda.

ADJOURNMENT

Chairperson Andra Dunn adjourned the meeting at 6:29 pm.

APPROVED: this _____ day of _____, 2025

SIGNED: this _____ day of _____, 2025

APPROVED:

Andra Dunn, Chairperson

ATTEST:

Kim Irving, Secretary



AGENDA MEMORANDUM

DATE: November 14, 2025
TO: Parks Advisory Board Members
FROM: Timothy Hamilton, Parks and Community Services Director
SUBJECT: Discuss and consider issues related to the use of motorized and/or electric scooters, bikes, hoverboards, etc., on park trails and skate parks.

BACKGROUND/INFORMATION:

This is on the agenda because PACS staff have had reports and observed concerning behaviors at the Indian Springs Skate Park involving e-bikes/scooters/hoverboards and other non-motorized users of the facility. The concern also includes the many trails in our city parks.

The ordinance governing public conduct in our parks & recreational facilities is attached for reference, as well as the ordinance governing motor-assisted scooters.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Discussion and consideration of the issues is the only desired action.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Article III. Public Conduct in Parks and Recreational Facilities
2. Article V. - Motor-Assisted Scooters.

REVIEWED BY:

Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 11/21/2025
Final Approval - 11/21/2025

Approved as to form for inclusion on Agenda

ARTICLE III. PUBLIC CONDUCT IN PARKS AND RECREATIONAL FACILITIES¹

Sec. 30-46. Definitions

For the purpose of this division, the following terms, phrases, words, and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

Amplified sound means any sound projected or transmitted by artificial means, including but not limited to amplifiers, loudspeakers, or any similar devices.

Department means the city parks and community service department or the office of the city manager.

Director means the director of the parks and community service department.

Park means any land selected, obtained, or acquired by the city for use as a public park or recreation or playground area, and any building or facility thereon, owned and maintained by the city as a public park, or recreation or playground area, whether or not such areas have been formally dedicated to such purposes.

Parking area means any designated portion of any park, or any park road or drive, that is set aside for the parking of vehicles.

Permit means written permission from the director to carry out a given activity in a park.

Recreation center means the Watauga Community Center located at 7901 Indian Springs Road, Watauga, Texas.

Vehicle means includes any wheeled device or conveyance propelled by motor or engine. The term shall include any trailer of any kind, size, or description. Exception is made for vehicles in the service of the city.

(Code 2001, § 1.201; Code 2010, § 1.10.031)

Sec. 30-47. Penalty.

Any person or persons violating this division shall be guilty of a misdemeanor and upon conviction thereof shall be subject to a fine in accordance with the general penalty provision found in section 1-7.

(Code 2001, § 1.213; Code 2010, § 1.10.032)

Sec. 30-48. Administration of contracts for park use; coordination of scheduling.

The director of recreation for the city shall be authorized to administer all contracts with organizations or associations contracting with the city for the use of fields, park properties and park facilities. Further, the director of recreation shall be authorized to coordinate scheduling in connection with the use of specific parks, fields and facilities at certain times for exclusive use in competitive game purposes only, practice purposes only, or other uses within the discretion of the director of recreation. Such scheduling authority and discretion shall be exercised

¹State law reference(s)—Park rules authorized, V.T.C.A., Local Government Code § 331.007.

in such a manner so as to preserve the aesthetics and utility of the facilities while seeking to make all parks, park properties, fields and facilities available for the use and enjoyment of all citizens in the city. Any appeal from a determination by the director of recreation concerning the use of a specific field or facility shall be made to the city manager in writing, who shall respond to the appealing party within seven business days following receipt of the appeal.

(Code 2001, § 1.214; Code 2010, § 1.10.033)

Sec. 30-49. Hours open to public; amplified sound.

- (a) The municipal parks shall be open to the general public only between the hours of 5:00 a.m. and 11:00 p.m. seven days each week.
- (b) Except during the operating hours designated herein, no person shall:
 - (1) Congregate, loiter, picnic or otherwise use the facilities or grounds of the park.
 - (2) Use radios, stereos, tapes, records, televisions or other electronic equipment with amplified sound; provided further that no person shall use such electronic equipment at any time where such amplified sound may be heard at a distance greater than 50 yards except when acting under the authority of the city manager.

(Code 2001, § 1.202; Code 2010, § 1.10.034)

Sec. 30-50. Animals.

No person in a municipal park shall:

- (1) Permit any dog owned or possessed by a person to run at large or permit any such dog in a park unless it shall be at all times kept on a leash.
- (2) Allow any animal into the play areas designated for small children.
- (3) Abandon any animal in the park.

(Code 2001, § 1.204; Code 2010, § 1.10.036)

Sec. 30-51. Protection of park property.

No person shall, in any city park, do or cause to be done any of the following without first obtaining a permit:

- (1) *Buildings and property generally.*
 - a. *Damaging, tampering with or removing structures or equipment.* Mark, deface, disfigure, injure, tamper with or remove any buildings, bridges, tables, benches, grills, fences, paving or paving materials, water lines or other public utilities or parts or appurtenances thereof, signs, notices, or placards, whether temporary or permanent, monuments, stakes, posts, or other boundary markers, or other structures or equipment, facilities or park property appurtenances whatsoever, either real or personal.
 - b. *Removal of natural resources.* Dig or remove any sand, whether submerged or not, or any soil, rock, stone, or trees, shrubs or plants, downed timber or other wood or materials, or make any excavation by tool, equipment, blasting, or other means or agency, including building of barbecue pits, except in areas so designated.

-
- c. *Erection of structures.* Construct or erect any building or structure of whatever kind, whether permanent or temporary in character, or run or string any public utility into, upon, or across such lands, except by written permission of the city manager, or the director.
 - d. *Attaching wires, ropes, etc.* Attach any wire, rope, or other contrivance to any structure or piece of park equipment.
 - e. *Oil, gas and mineral drilling.* Drill or operate any oil, gas or other mineral extraction well.
- (2) *Trees and other vegetation; fences, monuments, etc.*
- a. *Injuring or removing trees, plants or grass.* Damage, cut, carve, transplant, or remove any tree or plant or injure the bark or pick the flowers or seeds of any tree or plant. Nor shall any person attach any rope, wire, or other contrivance to any tree or plant. A person shall not dig or otherwise disturb grass areas to the detriment of these areas, or in any way injure or impair the natural beauty or usefulness of any area, provided that normal use of grassed areas will not be prohibited. Exception is hereby made as to any regularly authorized party acting by and under the authority and regulation of the city manager.
 - b. *Climbing trees; standing or sitting on fences, monuments, etc.* Climb any tree or walk, stand or sit upon any monument, vases, fountains, railings, fences, or gun carriages or upon any other property or structure not designated or customarily used for such purposes.
 - c. *Hitching animals.* Tie or hitch a horse or other animal to any tree, plant, or structure.
 - d. *Planting trees, flowers or shrubs.* Any group or individual desiring to plant trees, flowers, or shrubs in the park must have approval of the director of the parks and community service department and written permission of the city manager.
- (3) *Wild animals or birds.*
- a. *Hunting or molesting.* Hunt, molest, harm, frighten, tease, shoot, or throw missiles at any animal, reptile, or bird; nor shall he remove or have in his possession the young of any wild animal, or the eggs or nest, or young, of any reptile or bird. Exception to the foregoing is made in that snakes known to be deadly or poisonous, such as rattlesnakes, or other deadly reptiles, may be killed on sight.
 - b. *Feeding injurious substance.* Give or offer or attempt to give to any animal or bird any tobacco, alcohol or other toxic or injurious substances.

(Code 2001, § 1.205; Code 2010, § 1.10.037)

Sec. 30-52. Traffic control.

- (a) *Generally.*
 - (1) All applicable state and local vehicle and traffic laws and ordinances shall continue in full force and effect in all parks.
 - (2) No person shall operate a vehicle on other than a paved vehicular road designated for that purpose.
- (b) *Authority to direct or limit traffic.* All law enforcement officers shall have the authority to limit traffic in a park in accordance with the provisions of this section or any other applicable laws and ordinances in order to control pedestrian and vehicular movement and park capacity. Special traffic limitations shall be necessary, from time to time, due to special events.
- (c) *Speed limit.* It shall be unlawful to operate any motor vehicle of any kind or nature whatsoever or any bicycle or motor bike at a speed in excess of 20 miles per hour within the municipal parks.

Created: 2021-05-29 19:33:22 [EST]

(Supp. No. 13)

(Code 2001, § 1.206; Code 2010, § 1.10.038)

Sec. 30-53. Recreational activities; picnics; fires.

No person in a park shall:

- (1) *Recreational activities; picnics.*
 - a. *Availability of facilities.* Prevent any person from using any park, or any of its facilities, or interfere with any use already engaged in that is in compliance with this division and the rules applicable to such use.
 - b. *Glass containers.* No person shall bring glass containers into any park area.
 - c. *Duties of picnickers.* Leave a picnic area before the fire is completely extinguished and before all trash in the nature of boxes, papers, cans, bottles, garbage, and other refuse is placed in the disposal receptacle where provided. If no such trash receptacles are available, then refuse and trash shall be carried away from the park area by the picnickers to be properly disposed of elsewhere.
 - d. *Horseback riding.* Ride a horse or any other animal except on designated bridle trails. Where permitted, horses or any other animal shall be thoroughly broken and properly restrained, and ridden with due care, and shall not be allowed to graze or go unattended, nor shall they be hitched to any rock, tree, shrub, structure, fence, or monument.
 - e. *Dangerous amusements.* Engage in activities that involve thrown or otherwise propelled objects such as golf balls, stones, arrows, javelins, model airplanes or other objects likely to inflict injury, except in areas set apart for such forms of recreation.
- (2) *Fires.*
 - a. Start or maintain, in any park, any outdoor fire except for cooking fires, which shall be started and maintained only in a stove, fireplace, or barbecue pit, or in a portable camp stove.
 - b. No person starting or maintaining any fire in a park shall leave the fire unattended without first completely extinguishing the fire.

(Code 2001, § 1.207; Code 2010, § 1.10.039)

Sec. 30-54. Sanitation.

- (a) *Generally.* No person in a park shall:
 - (1) *Pollution of waters.* Throw, discharge, or otherwise cause to be placed in the waters of any fountain, pond, lake, stream, or other body of water in or adjacent to any park, or any tributary, stream, storm sewer, or drain flowing into such waters, any substance, material or thing, liquid or solid, which will or may result in the pollution of said waters.
 - (2) *Refuse and trash.* Have brought in or shall dump, deposit, or leave any bottle, broken glass, paper, boxes, cans, dirt, rubbish, waste, garbage or refuse, or other trash. No such refuse or trash shall be placed in any waters in or contiguous to any park, or left anywhere on the grounds, but shall be placed in the proper receptacles where these are provided; where receptacles are not so provided, all rubbish or waste shall be carried away from the park by the person responsible for its presence, and be properly disposed of elsewhere.

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- (b) *Animal defecation.* It is unlawful for the owner or person in control of an animal to allow or permit such animal to defecate on the grounds of park property in the city and not immediately remove and clean up such animal defecation from the park property.

(Code 2001, § 1.208; Code 2010, § 1.10.040)

Sec. 30-55. Hunting and firearms.

- (a) No person in a park shall carry or possess for the purpose of hunting, trapping, or pursuing wildlife at any time firearms of any description, or air rifles, spring guns, fire arrows, slings, or any instrument that can be loaded with or fire blanks or cartridges, or any kind of trapping device.
- (b) Shooting into park areas from beyond park boundaries is prohibited. Exception is here made as to law enforcement officers while in performance of their duties.

(Code 2001, § 1.209; Code 2010, § 1.10.041)

Sec. 30-56. Weapons.

- (a) It shall be unlawful for a person to carry or possess in a city park or playground, for any purpose, an air rifle, a spring gun, a spring-loaded gun, a bow and arrow, a crossbow, a javelin, a spear, a sword, fire arrows, slings, a slingshot, or any instrument that can be loaded to fire blanks or cartridges, or any kind of trapping device.
- (b) A person may transport, demonstrate and display a handgun or firearm for purposes of show or sale on city park or playground premises in connection with an event approved by the city manager or the city manager's designee, and subject to such restrictions as the city manager or his designee may require. However, only a firearms dealer licensed in accordance with law may have an exhibit for the sale of firearms at an event on city premises.
- (c) Any person who violates the provisions of this section shall be subject to a fine in accordance with the general penalty provision found in section 1-7.

(Code 2001, § 8.902; Code 2010, § 1.10.042)

Sec. 30-57. Merchandising, advertising and signs.

No person shall:

- (1) *Vending and peddling.* Expose or offer for sale any article or thing, nor shall he station or place any stand, cart or vehicle for the transportation, sale, or display of any such article or thing. Exception is here made as to any authorized party or regularly licensed concessionaire acting by and under the authority and regulation of the city manager.
- (2) *Advertising.* Announce, advertise, or call the public attention in any way to any article or service for sale or hire. Exception is here made as to any park benches or regularly licensed concessionaire acting by and under the authority and regulation of the city manager.
- (3) *Signs.* Post, glue, tack or otherwise post any sign, placard, advertisement, or inscription whatever, nor shall any person erect or cause to be erected any sign whatever on any public lands or highways or roads adjacent to a park. Exception is here made as to any authorized party or as to any regularly licensed concessionaire acting by and under the authority and regulation of the city manager.

(Code 2001, § 1.210; Code 2010, § 1.10.043)

Sec. 30-58. Tennis and multi-purpose courts.

No person on the tennis or multi-purpose courts shall:

- (1) Wear hard-soled shoes;
- (2) Operate wheeled vehicles;
- (3) Be on the courts for any purpose other than their intended use; or
- (4) Use roller skates or skateboards or ride bicycles.

(Code 2001, § 1.211; Code 2010, § 1.10.044)

Sec. 30-59. Capp Smith Park Lake.

The following provisions shall apply specifically to Capp Smith Park Lake, in addition to the other provisions of this division:

- (1) *Fishing.* Fishing shall be permitted during regular park hours unless otherwise posted, subject to state parks and wildlife department regulations and licensing requirements. Tube fishing within Capp Smith Park Lake is prohibited. Every effort must be made to prevent damage or injury to the fish population.
- (2) *Swimming.* There shall be no swimming or wading permitted at Capp Smith Park Lake.
- (3) *Boating.* No boating or sailing shall be permitted in Capp Smith Park Lake, except in connection with special events and with express written permission of the director of the parks and community service department or his designee.
- (4) *Police department use and services.* The city police department shall provide law enforcement, search, and rescue services to the Capp Smith Park Lake. Additionally, the Capp Smith Park Lake may be utilized by the city police department for search and rescue training exercises.

(Code 2001, § 1.212; Code 2010, § 1.10.045)

Sec. 30-60. Conduct at recreation center.

- (a) No person upon the property of the recreation center facility shall engage in any activity or use of the recreation center facility or equipment which will unreasonably interfere with or detract from the public health, safety, welfare, use or enjoyment of such recreation center.
- (b) Any person violating this section is subject to a permanent prohibition of entry onto the premises of the recreation facility. The decision to impose such a prohibition lies within the discretion of the recreation facility director or the city manager.

(Code 2001, § 1.215; Code 2010, § 1.10.046)

Secs. 30-61—30-78. Reserved.

ARTICLE IV. MUNICIPAL SKATE PARK²

Sec. 30-79. Penalty.

Any person violating the provisions of this article shall be guilty of a misdemeanor and shall be punished by a fine in accordance with the general penalty provision found in section 1-7.

(Code 2001, § 8.1002; Code 2010, § 1.10.081)

Sec. 30-80. Hours of operation; use regulations.

- (a) The hours of operation for the skate park will be from 30 minutes after dawn to 30 minutes prior to dusk. Any person using or attempting to use the skate park during any other time shall be subject to immediate ejection in addition to any other penalties provided in this division.
- (b) Use of the skate park is limited to:
 - (1) BMX bikes between the hours of 10:00 a.m. and 12:00 noon and between 6:00 p.m. and 30 minutes before dusk; and
 - (2) Skateboards, roller skates, and roller blades at all other times.
- (c) All persons using the skate park must wear helmets and safety pads at all times.
- (d) The use or possession of alcohol or tobacco products inside the skate park is strictly prohibited.
- (e) The placement or use of any personal ramps, rails, or boxes in the skate park is strictly prohibited.

(Code 2001, § 8.1001; Code 2010, § 1.10.082)

Secs. 30-81—30-103. Reserved.

ARTICLE V. PRIVATE RECREATIONAL FACILITIES

DIVISION 1. GENERALLY

Sec. 30-104. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

²State law reference(s)—Municipal liability for injuries at skate parks, V.T.C.A., Civil Practice and Remedies Code § 75.002(e)—(g).

Candela means a measurement quantified in unit(s) of luminous intensity in any given direction. The term "candela" is also commonly referred to as candlepower.

Floodlight means an artificial illumination in a broad beam above 15 watts with a light source that extends more than two inches below the horizontal plane of the luminaire.

Footcandle means the amount of illumination provided by one lumen uniformly distributed on one square foot of surface.

Full cut-off means a light source that does not extend below the horizontal plane of the luminaire.

Light source means a device that produces visible energy, such as a light bulb.

Lumen means the quantity of luminous flux intercepted by a surface of one square foot, all points of which are one foot from a uniform source of one candela. A one-candela source provides 12.57 lumen.

Luminaire means a complete lighting unit including a light source and all necessary mechanical, electrical, reflective, and decorative parts.

Nuisance; for purposes of this article only means:

- (1) Light which, if measured at the property line adjacent to a residentially zoned property or adjacent to a property used for residential purposes, is in excess of four-tenths of one footcandle;
- (2) Light which, if measured at the property line adjacent to an arterial street, is in excess of 1.5 footcandles; or
- (3) Light which, if measured at the property line adjacent to a collector or residential street, is in excess of four-tenths of one footcandle.

Partial cut-off means a light source that extends no more than two inches below the horizontal plane of the luminaire.

Standard means the light pole and the base.

(Code 2001, § 1.1103; Code 2010, § 1.12.003)

Sec. 30-105. Penalty.

- (a) Any person violating any provision of this article shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be fined in accordance with the general penalty provision found in section 1-7 for each violation, and each and every day any such violation shall continue shall be deemed to constitute a separate offense.
- (b) A footcandle reading, as performed in accordance with section 30-134, in excess of those amounts defined as a nuisance in section 30-135 shall be prima facie evidence of a violation of this article.

(Code 2001, § 1.1117; Code 2010, § 1.12.004)

Sec. 30-106. Applicability.

This article applies to construction or modification of any private recreational facilities and fields for the purposes of any evening or nighttime sporting events to include but not exclusive to baseball, football, tennis and other games.

(Code 2001, § 1.1101; Code 2010, § 1.12.001)

Sec. 30-107. Purpose.

The purpose of this article is to regulate the place, time and manner of playing a game, staging an athletic exhibition or contest, or the manner of managing or operating a ball park, athletic pavilion or arena, in prevention of nuisance to the areas surrounding such facility and the community as a whole.

(Code 2001, § 1.1102; Code 2010, § 1.12.002)

Sec. 30-108. Variances.

- (a) The city council may in its sound discretion authorize and grant a variance to this article regulating stadium lights and lighting if it determines that the enforcement of the regulations in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land and resources, creates an undue hardship on the applicant, does not serve its intended purpose, is not effective or necessary, or for any other reason the city council determines, after consideration of the health, safety, aesthetics and welfare of the public, surrounding property and the equities of such regulations, that the variance is in the best interest of the community. Except as provided in subsection (b) of this section, no variance may be granted hereunder except after a public hearing for which notice is provided to owners of real property within 500 feet in every direction of the tract subject to regulation of stadium lights for which a variance is sought. Such notice must be provided not less than ten days before the date set for hearing, to all such owners who have rendered said property for city roll taxes as the ownership appears on the last approved city tax roll.
- (b) A variance shall be permitted without the requirement for a public hearing for the replacement of luminaires that existed prior to May 24, 1999.

(Code 2001, § 1.1118; Code 2010, § 1.12.005)

Sec. 30-109. Hours for nighttime games.

All nighttime games must be concluded so that lights for the facility, other than lights for parking, must be turned off by 10:00 p.m. Monday through Saturday, except for Sunday evening, when evening or nighttime lighting is prohibited.

(Code 2001, § 1.1113; Code 2010, § 1.12.006)

Sec. 30-110. Parking.

An area providing off-street parking for the facility is required, three spaces for each player on any field, calculated for each field. Handicapped parking must be provided pursuant to federal and state regulations.

(Code 2001, § 1.1114; Code 2010, § 1.12.007)

Secs. 30-111—30-133. Reserved.

DIVISION 2. LIGHTING

Sec. 30-134. Measurement of lighting levels.

- (a) *Metering equipment.* Lighting levels shall be measured in footcandles with a direct-reading portable light meter.
- (b) *Method of measurement.* The meter sensor shall be not more than six inches above ground level in a horizontal position. The reading shall be taken only after the cell has been exposed long enough to provide a constant reading.

(Code 2001, § 1.1104; Code 2010, § 1.12.041)

Sec. 30-135. Prohibited lighting.

- (a) An unshielded light source, including bare bulbs, above 15 watts is prohibited, except for temporary holiday lighting.
- (b) The operation of searchlights is prohibited.
- (c) The use of high and low pressure sodium bulbs as a light source is prohibited.
- (d) The use of a partial cut-off light source is prohibited, except when used for building-mounted lighting, as provided in this article.

(Code 2001, § 1.1105; Code 2010, § 1.12.042)

Sec. 30-136. Glare.

Light sources shall be directed down and shall be of an indirect, diffused, or shielded type luminaire and so installed as not to produce harsh, bright light or direct illumination across the property line from a visible source of illumination of such intensity as to create a nuisance.

(Code 2001, § 1.1106; Code 2010, § 1.12.043)

Sec. 30-137. Height of poles.

No light pole, base, or combination thereof shall exceed 25 feet in height for the playing field area and 20 feet in height for parking areas.

(Code 2001, § 1.1107; Code 2010, § 1.12.044)

Sec. 30-138. Building-mounted lighting.

All building-mounted luminaires exceeding 15 watts shall be directed down with either a partial cut-off or full cut-off source and shall in no case constitute a nuisance as defined herein.

(Code 2001, § 1.1108; Code 2010, § 1.12.045)

Sec. 30-139. Spacing of poles.

Minimum spacing of standards shall be no less than two times the height of the standard and maximum spacing shall be no more than four times the height of the standard.

(Code 2001, § 1.1109; Code 2010, § 1.12.046)

Sec. 30-140. Horizontal lamp beam pattern.

Distribution shall be asymmetric with flux manager system, narrow or medium, with Hx, V angles for 50 percent maximum candela. For NFX and MFX distributions, refer to spill light criteria following this specification.

(Code 2001, § 1.1110; Code 2010, § 1.12.047)

Sec. 30-141. Unit.

Unit shall consist of an electro-polished and anodized spun aluminum standard reflector or optional heavy-duty reflector with shroud (HD) strengthened by a die-cast arm.

(Code 2001, § 1.1111; Code 2010, § 1.12.048)

Sec. 30-142. Optical chamber.

The optical chamber shall be sealed with weather-tight silicone gasketing to inhibit entrance of contaminants. Hinged lens frame is galvanized or stainless steel (SLR) and secured by four stainless steel spring clips. The lens is thermal, shock and impact resistant tempered glass.

(Code 2001, § 1.1112; Code 2010, § 1.12.049)

Sec. 30-143. Exemptions.

Lighting installed by a governmental agency, for public benefit on public rights-of-way, and parks shall be exempt from the provisions of this article.

(Code 2001, § 1.1115; Code 2010, § 1.12.050)

Sec. 30-144. Nonconforming lighting.

Luminaires installed prior to the adoption of this article shall be redirected or shielded such that the fixture no longer creates a nuisance, as defined herein. Shielding may be accomplished by louvers, baffles, visors, or shields placed on the luminaires, or any other method whereby the light therefrom does not constitute a nuisance, as defined herein.

(Code 2001, § 1.1116; Code 2010, § 1.12.051)

Sec. 40-288. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Adult means any individual 17 years of age or older.

Child means any individual under 17 years of age and who does not otherwise suffer from a medically determined disability where such disability interferes with the normal use of the individual's legs.

Helmet means properly fitted protective headgear that is not structurally damaged and that conforms to the standards of the American National Standards Institute, the American Society for Testing and Materials, the Snell Memorial Foundation or any federal agency having regulatory jurisdiction over bicycle helmets, as applicable, at the time of the manufacture of the helmet.

Medically determined means determined by a medical doctor.

Motor-assisted scooter means a self-propelled device with at least two wheels in contact with the ground during operation, a braking system capable of stopping the device under typical operating conditions, a gas or electric motor not exceeding 40 cubic centimeters, a deck designed to allow a person to stand or sit while operating the device, the ability to be propelled by human power alone, and is not a moped, motorcycle, or motor-driven cycle as defined by V.T.C.A., Transportation Code § 541.201. The term does not include an electric bicycle, a pocket bike or mini-motorbike as defined by V.T.C.A., Transportation Code § 551.351.

Parent means the natural or adoptive parent or court-appointed guardian or conservator of a child.

Public way or public property means real property owned, leased or controlled by a political subdivision of the state, a governmental entity or agency, or similar entity, or any property that is publicly owned or maintained or dedicated to public use, including, but not limited to, a path, trail, sidewalk, alley, street or highway, and a public park facility.

Wearing a helmet means the person has a helmet fastened securely to his head with the straps of the helmet securely tightened in the manner intended by the manufacturer to provide maximum protection.

(Code 2001, § 12.1901; Code 2010, § 12.06.001)

State law reference(s)—Similar provisions, V.T.C.A., Transportation Code § 551.352.

Sec. 40-289. Use restricted.

(a) *Restrictions.*

- (1) It is unlawful for any child to operate or ride a motor-assisted scooter on any path, trail, alley, street or highway within the city, except on paths and trails set aside for the exclusive operation of bicycles.
- (2) It is unlawful for a parent to allow or permit a child to operate or ride a motor-assisted scooter on any path, trail, alley, street or highway within the city, except on paths and trails set aside for the exclusive operation of bicycles.
- (3) It is presumed that a parent allowed a child to operate or ride a motor-assisted scooter in a restricted or prohibited area.

(b) *Exceptions.* This section shall not apply to a parent when the child in question suffers from a medically determined disability and such disability interferes with the normal use of the child's legs.

(c) *Penalty.*

-
- (1) A person who violates any provision of subsection (a) of this section, upon conviction, shall be fined in accordance with the general penalty provision found in section 1-7.
 - (2) The purpose of this section is to promote safety and discourage the use of motor-assisted scooters in unsafe areas. The courts may consider deferred dispositions under the Texas Code of Criminal Procedure, whenever the circumstances warrant deferred dispositions.

(Code 2001, § 12.1902; Code 2010, § 12.06.002)



AGENDA MEMORANDUM

DATE: November 18, 2025
TO: Parks Advisory Board Members
FROM: Timothy Hamilton, Parks and Community Services Director
SUBJECT: Discuss and adopt a new meeting schedule effective January 2026.

BACKGROUND/INFORMATION:

As per our Parks Advisory Board bylaws, our current every-other-month schedule includes November, January, March, May, July, and September dates that are in proximity to holidays (January, July, & September), and elections are always held on the first Tuesday in November. So, effectively, only two dates are free of potential scheduling challenges. Moving to December (this month) and every other month thereafter means meetings on February 3, 2026; April 7, 2026; June 2, 2026; August 4, 2026; and October 6, 2026. This appears to be less in conflict with holidays and other events and to be a sustainable pattern. A schedule of meetings is supposed to be adopted at the first meeting of the new board year (Oct. 1 - Sept. 30), which is this month, due to the election conflict.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Staff recommends approval of the presented meeting schedule through October 6, 2026.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Sandra Gibson, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 11/21/2025

Final Approval - 11/21/2025