



AGENDA
WATAUGA PARKS ADVISORY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
TUESDAY, FEBRUARY 3, 2026
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. Upcoming Parks & Community Services special events
Timothy Hamilton, Parks and Community Services Director
2. 2025 Holiday of Lights 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 December 2, 2025, Parks Advisory Board Meeting minutes

ACTION ITEMS

1. Discuss citizens' issues/concerns regarding Capp Smith Park
Brian Teneyck, Assistant Director of Parks & Community Services

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 28, 2026, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey
City Secretary





AGENDA MEMORANDUM

DATE: January 23, 2026
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 - 1/27/2026
Final Approval - 1/28/2026

Approved as to form for inclusion on Agenda



Watauga Parks & Community Services

Upcoming Special Events

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

December 5, 2026 – Hometown Christmas – 5-8pm

@ Capp Smith Park

December 12, 2026 – 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: January 23, 2026
TO: Parks Advisory Board Members
FROM: Timothy Hamilton, Parks and Community Services Director
SUBJECT: 2025 Holiday of Lights Decorating Contest winners

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 2025 Holiday of Lights Decorating Contest winners

REVIEWED BY:

Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 1/27/2026
Final Approval - 1/28/2026

Approved as to form for inclusion on Agenda

2025 Holiday of Lights Decorating Contest

Griswold Award: Matthew Davis
6464 Ridglea Dr.
Watauga, TX 76148



Character Award: Timothy Dolan
6104 Brookside Ct.
Watauga, TX 76148



2025 Holiday of Lights Decorating Contest

Animation Award: Clinton Dukes
7209 Kary Lynn Dr. E
Watauga, TX 76148



Judges Favorite Award: Rodrigo Castro
6625 Starnes Rd.
Watauga, TX 76148



Best Block: no applicants



AGENDA MEMORANDUM

DATE: January 23, 2026
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. 02-03-26 - Parks Board

REVIEWED BY:

Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 1/27/2026
Final Approval - 1/28/2026

Approved as to form for inclusion on Agenda

Watauga Parks and Community Services Update

November 2025

Recreation

- Membership check-ins – 2,568 (Senior, Adult, Family, Youth, day passes), down 29 vs. November 2024
- Rentals – 40, down 1 vs. November 2024
- Special events – 4, up 2 vs. November 2024
- Watauga Karate 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 – only 1 held due to holidays & events
- Weekly Tarrant Area Food Bank Store – Monday, Wednesday, Friday @ 10:30am – 587 monthly participants from NE Tarrant County
- Special events – 11/04 Game Night, 11/18 Active Adult Dance
- Sponsors – Legacy Bank & Trust, Hallmark Homecare, Concho Heart Hospice, Nicole Anderson Insurance, Palm Primary Care, Keller Oaks Healthcare Center

Parks Division

- Citizen requests – 9, up 1 vs. November 2024
- Graffiti/vandalism incidents – 8, up 1 vs. November 2024
- Capital projects – Community Center AC replacement is underway (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



11/07/25 – Veterans Day Breakfast & Celebration

Watauga Parks and Community Services Update

December 2025

Recreation

- Membership check-ins – 2,912 (Senior, Adult, Family, Youth, day passes), up 330 vs. December 2024
- Rentals – 33, same vs. December 2024
- Special events – 2, same vs. December 2024
- Watauga Zumba is being added to our Preschool, 10 Feet Tall, Creative Connections, Homeschool PE, Zumba Gold, Legacy Krav Maga, Lunch Crunch, Watauga Karate, and Watauga Hula classes

Active Adults

- Thursday Nite Jamboree – Thursdays from 6-8pm @ the Active Adult Center – singers, musicians, and audience welcome to play or to listen – 23 average attendees
- Weekly Tarrant Area Food Bank Store – Monday, Wednesday, Friday @ 10:30am – 709 monthly participants from NE Tarrant County
- Special events – 12/02 Game Night, 12/09 Bingo Bash, 12/16 Community Dance
- Sponsors – Prolific Butcher Shop, Coco Shrimp, Legacy Bank & Trust, Hallmark Homecare, Encompass Healthcare, Nicole Anderson Insurance, BrightStar Care, Andy's Frozen Custard

Parks Division

- Citizen requests – 14, up 4 vs. December 2024
- Graffiti/vandalism incidents – 6, same vs. December 2024
- Capital projects – Community Center AC replacement is underway (planned completion March 2026), Park Vista Park design & construction plans under development, Food Truck Park design services & construction plans contract to go to City Council at 01/12/26 meeting

Staffing

- 0 current openings

Recognition/Event/Class Photos



"SWEET HEART"
VALENTINE'S DANCE
FEBRUARY 7
FAMILY DANCE
2:00 PM- 4:00 PM
DADDY/ DAUGHTER DANCE
6:00 PM- 8:00 PM

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PIECEMAKERS QUILTING CLUB

REGISTER HERE

*SPONSORED BY
PIECEMAKERS QUILTING CLUB



AGENDA MEMORANDUM

DATE: January 23, 2026
TO: Parks Advisory Board Members
FROM: Linda Proskey, City Secretary
SUBJECT: Consider action on approval of the December 2, 2025, Parks Advisory Board Meeting minutes

BACKGROUND/INFORMATION:

Draft Minutes from the December 2, 2025 Parks Board Meeting

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

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

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. MINUTES- December 2, 2025 -Draft

REVIEWED BY:

Sandra Gibson, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

Approved - 1/27/2026

Final Approval - 1/28/2026



**MINUTES
WATAUGA PARKS ADVISORY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
TUESDAY, DECEMBER 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

Arthur Miner	Mayor
Lovie Downey	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 member Ngoc Hillman recognized Mr. Kwan Won as an outstanding volunteer for the Active Adult Senior Center. Mr. Won has been a very active member of the food distribution program, and

he is also the incoming Vice President for the Active Adult Center. In recognition of his service and dedication, he was presented with a Volunteer Service Award.

2. Upcoming Parks & Community Services special events

Timothy Hamilton, Director of Parks and Community Services, presented a copy of the December 2025 calendar of community events to Park Advisory Board members. The calendar showed that the first event of the month would be on December 6, 2025—Hometown Christmas—and the last scheduled event of the month would be on December 13, 2025, Breakfast with Santa. In addition to the December calendar, a copy of Upcoming Special Events for the next year was presented to the Park Advisory Board. This calendar showed that the next scheduled event would be on February 7, 2026—Valentine’s Dance—Family Dance—Daddy/Daughter Dance, and the final upcoming event would be on November 7, 2026—Keep Watauga Beautiful Arbor Day.

3. August 2025 Yard of the Year and Spooktacular Yard Decorating Contest

Timothy Hamilton, Director of Parks and Community Services, acknowledged Gregory and Mary McMinnville, 6621 Memory Lane, as the 2025 Yard of the Year winners. The 2025 Spooktacular Award winners—Animation Award winner was Andrew Lee, 6056 Judy Drive; the Spookiest Award winner was Kristy Black, 6128 Skylark Lane; and the Judges’ Favorite Award winner was Chad Gilliam, 6805 Bluff View Drive.

PUBLIC COMMENT

There were no requests to speak during public comment.

PUBLIC TESTIMONY

There were no requests to speak during public testimony.

REPORTS

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

Brian Teneyck, Assistant 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 August, September, and October 2025. Recreation and rentals highlights included membership check-ins and rentals, which increased for both months compared to the previous year, with a slight decrease in October 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, Thrivent Financial Advisors, RL Insurance, ComForCare, Keller Oaks Healthcare, Jersey Mike’s, Encompass Home Health, Trusted Brokerage, Hallmark Homecare, Concho Heart Hospice, and Nicole Anderson.

The Parks Division reported totals for the months of August, September, and October: there were twenty-four citizen requests and twenty-seven incidents of graffiti or vandalism. There was one staff opening in August. There were two upcoming park projects mentioned: the Capp Smith Food Truck Plan, which will be presented to the EDC on December 16, and

Yampa Trail Park, which is underway with vendors considering playground equipment and park designs.

CONSENT AGENDA

1. Consider approval of the September 2, 2025, the Park Advisory Board Minutes

Chairperson Dunn entertained a motion. Layla Downey, Place 4, made a motion to approve the July 1, 2025, minutes as presented, and Darlene Chavious, Place 5, seconded the motion.

With no further discussion, Chairperson Andra Dunn called for a vote.

Ayes. 4 Dunn, Irving, Downey, Chavious
Nays 0
Abstain 0
Absent 0
The motion passes. 4-0-0

ACTION ITEMS

1. **Discuss and consider issues related to the use of motorized and/ electric scooters, bikes, hoverboards, etc., on park trails and skate parks.**

Timothy Hamilton, Parks and Community Services Director, presented the Park Advisory Board members with copies of the city ordinances that apply to the issues under discussion. The city's ordinances state items such as what is considered to be a motorized vehicle, the appropriate speed for the vehicle, where vehicles can be used, acceptable park hours for operating the vehicle, appropriate age requirements, safety guidelines, and penalties for violations. Director Hamilton stated some provisions that other neighboring cities have adopted concerning the use of motorized and/or electric scooters, bikes, hoverboards, etc., for the Park Advisory Board members to consider.

No action was taken.

2. **Discuss and adopt a new meeting schedule effective January 2026.**

Timothy Hamilton, Parks and Community Services Director, presented a new meeting schedule that appears to be less in conflict with holidays and other events and to be a more sustainable pattern. Starting this month (December) and every other month thereafter, meetings will be held on February 3, 2026; April 7, 2026; June 2, 2026; August 4, 2026; and October 6, 2026. Director Hamilton presented the new meeting schedule to Park Advisory Board members for approval.

Kim Irving, Place 3 made a motion to approve the new meeting schedule as presented and Layla Downey, Place 4 second the motion.

With no further discussion, Chairperson Andra Dunn called for a vote.

Ayes. 4 Dunn, Irving, Downey, Chavious

Nayes 0

Abstain 0

Absent 0

The motion passes. 4-0-0

ITEMS FOR FUTURE AGENDA

There were no items for future agenda.

ADJOURNMENT

Chairperson Andra Dunn adjourned the meeting at 6:46 pm.

APPROVED: this _____ day of _____, 2026

SIGNED: this _____ day of _____, 2026

APPROVED:

Andra Dunn, Chairperson

ATTEST:

Kim Irving, Secretary



AGENDA MEMORANDUM

DATE: January 23, 2026
TO: Parks Advisory Board Members
FROM: Brian Teneyck, Assistant Director of Parks & Community Services
SUBJECT: Discuss citizens' issues/concerns regarding Capp Smith Park

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Capp Smith Park Issues & Concerns

REVIEWED BY:

Sandra Gibson, City Manager
Linda Proskey, City Secretary

Approved - 1/27/2026
Final Approval - 1/28/2026

Approved as to form for inclusion on Agenda



Parks Issues & Concerns Capp Smith Park

Summary of Citizen Feedback and
Staff Actions



Capp Smith Lake – Water Quality

Water looks unhealthy!

- Met with lake water maintenance contractor Blue Heron
- No algae present; the lake is in good health
- Monthly water testing conducted
- Water may stagnate during dry summer months, but quality remains good

Trash in Lake and Along Shoreline

When does this usually
happen?

- Shoreline cleanups
conducted on foot
- Staff will canvas
shoreline on Mondays
and Fridays
- Focus on spillways
after heavy rain events



Missing or Damaged Wall Stones

When will they get replaced?

- Original Pavestone bricks discontinued
- Leaning walls are being completely rebuilt
- A higher-strength adhesive is being used for repairs
- Possible reuse of bricks from a small wall to complete repairs
- Repair or replace 2026



Wildflower Area

What is going on with the wildflowers?

- Originally seeded in 2017
- Premature mowing by contractors in 2024
- Temporary fencing installed to discourage foot traffic
- Metal stakes added to identify mowing boundaries by contractor 2025
- Reseeded in January 2026



Park Lighting

The lights are out along the trail, but I'm not sure which one.

- All park lights have been numbered
- Improves efficiency in identifying outages
- Allows us to effectively communicate with the manufacturer



Empty Flower Beds

When will you add plants to the empty flower beds along Capp Smith park?

- Additional funding approved for new plants 2026
- Focus on natural grasses at Capp Smith Park
- Many beds lack irrigation
- Planting timing is critical for success with plan of April 2026



Motorized Vehicles on Trails

Issue presented at recent Parks Board meeting.

- Review of current applicable state laws
- Staff exploring options to limit unauthorized motorized vehicles
- Review of what our neighboring cities are doing



Questions?

Brian TenEyck

Assistant Director Parks & Community
Services

