



City of Colleyville

Parks and Recreation Advisory Board Agenda

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Monday, April 1, 2013
6:00 p.m.

Colleyville Public Library
110 Main Street
2nd Floor Meeting Room

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
January 7, 2013
- 3. REGULAR AGENDA ITEMS**
 - 3a** Recreation, Athletics, Tennis, and Seniors' Reports
 - 3b** Parks Operations and Capital Improvement Status Report
 - 3c** Update on the Colleyville Senior Center Rebranding Study
 - 3d** Update of Future Park Plans
 - 3e** Discussion on items for future agendas
- 4. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA**
- 5. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards March 29, 2013 by 5:00 p.m.

Kathy E. Moore
Administrative Assistant

Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the Administrative Assistant at least 48 hours in advance at 817.503.1180, and reasonable accommodations will be made to assist you.



City of Colleyville

Parks and Recreation Advisory Board Minutes

City Hall
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Monday, January 7, 2013
6:00 p.m.

Colleyville Public Library
110 Main Street
2nd Floor Meeting Room

1. CALL TO ORDER

Chairperson Suzanne Hughes called the meeting of the Parks and Recreation Advisory Board to order on January 7, 2013 at 6:01 p.m.

ROLL CALL

Present: Chairperson Suzanne Hughes, Board Members Ken Llewellyn, Charles Bethards, Carel Tornes, Kathryn Wheat and Brett Oliver. City staff: Library, Parks and Recreation Director Mary Rodne, Park Superintendant Tim Hightshoe, Recreation Manager Lisa Escobedo, and Administrative Assistant Kathy Moore

Absent: Board Member Thomas Parker and Michelle McGarry

2. APPROVAL OF MINUTES

October 8, 2012

Board Member Brett Oliver moved to approve the October 8, 2012 minutes as written. Kathryn Wheat seconded the motion. The motion carried with a unanimous vote.

3. REGULAR AGENDA ITEMS

3a Introduction of new Parks and Recreation Advisory Board members

Parks and Recreation Board Chair Suzanne Hughes introduced Carel Tornes, a new member to the Board. New member, Michelle McGarry, was unable to attendance this meeting.

3b Election of a Parks and Recreation Advisory Board Chairperson and Vice-Chairperson

Ken Llewellyn made a motion that Suzanne Hughes continues as the Board Chairperson. Kathryn Wheat seconded the motion. The motion carried with a unanimous vote.

Carel Tornes made a motion that Ken Llewellyn be reappointed as Vice-Chair of the Parks and Recreation Advisory Board. Kathryn Wheat seconded the motion. The motion carried with a unanimous vote.

3c Discussion and consideration of appointment of representatives to serve on subcommittees

The members of the Parks and Recreation Advisory Board recommend Kathryn Wheat to serve on the Park Land Dedication Committee for a one-year term ending December 2013. Carel Tornes made a motion and Brett Oliver seconded the motion. The motion carried with a unanimous vote.

The members of the Parks and Recreation Advisory Board recommend Suzanne Hughes to serve on the Colleyville Tree Board for a two-year term ending December 2014. Kathryn Wheat made a motion and Brett Oliver seconded the motion. The motion carried with a unanimous vote.

The members of the Parks and Recreation Advisory Board recommend Carel Tornes to serve on the Colleyville Tree Board for a two-year term ending December 2014. Brett Oliver made a motion and Ken Llewellyn seconded the motion. The motion carried with a unanimous vote.

3d Recreation, Athletics, Tennis, and Senior Reports

Lisa Escobedo, Recreation and Special Events Manager updated the Board on Recreation, Athletics, Tennis and the Senior Center activities for the months of October through December. Noted highlights for the Recreation Department included Colleyville Clean Sweep, Haunted Trail and the Holly Colley Holiday event; The Senior Center hosted their annual Health Fair and Holiday Party.

3e Parks Operations and Capital Improvement Status Report

Tim Hightshoe, Parks Superintendant gave an update on the Parks and Recreation CIP Project for Pleasant Run Trail, noting that it is still under design. Additionally, he updated the Committee on other miscellaneous projects preformed by the Parks Department. He informed the Board that we have had some staffing changes; the Parks Supervisor position is currently open and the Park Ranger position has been filled.

3f Approval of the updated Bylaws for the Parks and Recreation Advisory Board

Suzanne Hughes gave the Board an overview of the new bylaw format, noting that our current bylaws were incorporated into the new format. Additionally, the approval by the Board to change to quarterly meetings was updated on this draft. Discussion

ensued; Kathryn Wheat made a motion to approve the current bylaw draft, as presented to the Board. Carel Tornes seconded the motion. The motion carried with a unanimous vote. The updated bylaws will be forwarded to City Council.

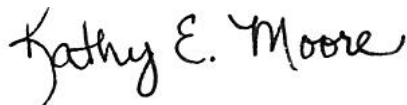
4. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA

There were no citizen comments/presentations regarding items not on the agenda.

5. ADJOURNMENT

Kathryn Wheat moved to adjourn the meeting at 6:24 p.m. Brett Oliver seconded the motion. The motion carried with a unanimous vote.

Minutes taken and prepared by:

A handwritten signature in black ink that reads "Kathy E. Moore". The signature is written in a cursive, flowing style.

Kathy E. Moore
Administrative Assistant



City of Colleyville Parks and Recreation Advisory Committee Agenda Briefing

City Hall
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Agenda Number 3a

Agenda Date 04/01/2013

Number 3a

Type Regular Agenda Items

Department Parks and Recreation

Title

Recreation, Athletics, Tennis, and Senior Reports

Explanation

Recreation

- Winter/Spring classes began on January 7
- The Daddy Daughter Dance was held at the Colleyville Center on February 8, with over 200 in attendance
- The Candy-Free Hoppin' Good Egg Hunt was held at the Colleyville Public Library on March 23, with approximately 500 in attendance

Athletics

- Baseball, girls softball, soccer, and lacrosse spring seasons are underway
- The Girls Spring 2013 volleyball league began practice on March 25, with 151 girls forming 17 teams; this is our highest number of teams to date

Tennis

- 32 youth and adult tennis classes were offered January through March
- The tennis program had 47 class participants from January through March. Private lessons had 66 individual lessons and 36 participants for drills
- Spring Tennis Leagues started February 20 with 17 teams from various leagues, generating \$4113 in revenue and is the largest number of teams to play out of Colleyville

Senior Center

- The senior Prom was held on February 15 with 46 participants
- AARP Free Tax Help began on February 5 and will be offered until April 9. We assisted 136 patrons through March, with 58 residents and 78 non-residents
- The Seniors took a short trip to Covenant Christian Academy on March 22 to attend a theatrical production of *Oliver*, there were 14 participants

Attachments



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Agenda Number 3b

Agenda Date 04/01/2013

Number 3b

Type Regular Agenda Items

Department Parks and Recreation

Title

Parks Operations and Capital Improvement Status Report

Explanation

Parks and Recreation CIP Projects

- Pleasant Run Trail (Bogart Drive to Mission Lane) - under design with Schrickel, Rollins and Associates

Miscellaneous Parks Projects

- Tennis Courts 1 and 2 were resurfaced, with the addition of quick start lines added to both courts
- Batting cages installed behind field 6 at City Park; donated by the Colleyville Baseball Association
- Installation of bat and helmet racks at City Park Softball Fields; purchased by the Colleyville Girls Softball Association
- Painting of specified practice soccer fields
- Demolition and removal of the pole barn at L.D. Lockett Park
- Mowing contract active on all facilities
- Transition repair at field 4 to minimize injuries

Items of Interest

- April 20 – Colleyville Clean Sweep
- April 27 - Texas Junior Anglers
- Adjustment to rental registration form at Reagan Park to include batting cage

City Council Items

January 15, 2013 - Announcements, Proclamations and Presentations

Recognition of Board and Committee members for years of service

Parks and Recreation Advisory Board

Tevon Taylor – 2010 – 2012

Debbie Abitz – 2008 – 2012

Park Land Dedication Committee

Tevon Taylor – 2011 – 2012

Colleyville Tree Board

Debbie Abitz – 2011 – 2012

January 15, 2013 - Resolution: Reading and Public Hearing – Resolution R-13-3588

Consideration of appointment to the Park Land Dedication Committee - Kathryn Wheat

January 15, 2013 - Resolution: Reading and Public Hearing – Resolution R-13-3589

Consideration of appointments to the Colleyville Tree Board – Suzanne Hughes and Carel Tornes

February 19, 2013 - Announcements, Proclamations and Presentations

Proclamation in recognition of the Grapevine-Colleyville Youth Football Association (GCYFA) standings in the 2012 playoff games

February 19, 2013 - Consent: Reading and Public Hearing – Resolution R-13-3597

Approval of an amendment to a Professional Service Agreement with Schrickel, Rollins and Associates, Inc. for the design of a portion of the Pleasant Run Trail between The Village and Bogart Drive, to add the design of improvements to Pleasant Run Road

March 19, 2013 - Announcements, Proclamations and Presentations

Employee Years of Service-Second Quarter Fiscal Year 2013

Five Years of Service: Daniel Held-Parks Department

Ten Years of Service: Alfred Marroquin-Parks Department

Ten Years of Service: Mary Rodne-Library and Parks and Recreation Director

Attachments



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Agenda Number 3c

Agenda Date 04/01/2013

Number 3c

Type Regular Agenda Items

Department Parks and Recreation

Title

Update on the Colleyville Senior Center Rebranding Study

Explanation

This item is presented to allow staff the opportunity to update the Parks and Recreation Advisory Board members on the progress of the Colleyville Senior Center rebranding study.

Attachments



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Agenda Number 3d	Agenda Date 04/01/2013	Number 3d
Type Regular Agenda Items		
Department Parks and Recreation		
Title		
Update of Future Park Plans		

Explanation

This item is to update the Parks and Recreation Advisory Board members on future park plans and the availability of funds from the Colleyville Economic Development Corporation (CEDC) for L.D. Lockett Park.

Attachments



City of Colleyville Parks and Recreation Advisory Committee Agenda Briefing

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Agenda Number 3e	Agenda Date 04/01/2013	Number 3e
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Type Regular Agenda Items

Department Parks and Recreation

Title

Discussion on items for future agendas

Explanation

This item is for discussion of potential future agenda items.

Attachments