



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 4, 2016
6:00 p.m.

Colleyville Public Library
110 Main Street - 2nd Floor

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
January 11, 2016
- 3. REGULAR AGENDA ITEMS**
 - 3a** Election of Parks and Recreation Advisory Board Chair and Vice Chair
- 4. REPORTS**
 - 4a** Recreation, Athletics, and Senior Center Report
 - 4b** Parks update
- 5. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA**
- 6. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, April 1, 2016 by 5:00 p.m.

Heather Dowell
Parks Manager

A quorum of the Colleyville City Council and/or any other Colleyville Board, Commission, or Committee may be in attendance at this meeting.

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
100 Main Street
Colleyville, Texas
76034
817.503.1000
www.colleyville.com

Monday, January 11, 2016
6:00 p.m.

Colleyville Public Library
110 Main Street - 2nd Floor

1. CALL TO ORDER

Chairperson Michelle McGarry called the meeting of the Parks and Recreation Advisory Board to order on January 11, 2016 at 6:01 p.m. and called the roll.

Present: Board members Debra Minea, Leti Carson, Charles Bethards, Mitali Mandlekar, Ken Llewellyn, Ajit Purandare and Hillary Schwanbeck

City Staff: Library and Recreation Director Mary Rodne, Recreation and City Events Manager Lisa Escobedo, Parks Manager Heather Dowell, State Highway 26 Project Coordinator James Hubbard, and Administrative Support Specialist Rylee Truckenmiller were also present.

2. APPROVAL OF MINUTES

October 12, 2015

Charles Bethards moved to approve the October 12, 2015 meeting minutes contingent on the correction made to agenda item 3d, changing the word sport to spot. Leti Carson seconded the motion. The motion carried unanimously.

3. REGULAR AGENDA ITEMS

- 3a** Use of Voluntary Park Funds for the improvement of a portion of the practice fields at Pleasant Run Park in an amount not to exceed \$70,000

State Highway 26 Project Coordinator James Hubbard discussed the improvements to the eight and a half acres located on the northwest side of Pleasant Run Park, and used for soccer practices. Staff has worked with the Colleyville Soccer Association to improve this portion of the property. Hubbard would like to improve the four acres of lower, non-irrigated and lighted portion of the fields. The eastern portion of Pleasant Run Park is irrigated and level, he would like to have the money approved for the western portion.

The improvements are broken down into three sections: Section one is closest to Pleasant Run Road, it is relatively flat but has low areas that hold water and will require some minor grading. Section two is in need of the most work, it slopes relatively dramatically from west to east and is not very conducive to practice soccer. Section three is fairly level but has low areas that hold water. Hubbard stated the fields are non-irrigated, and the soil is very compacted. Therefore, when it rains these areas that hold water, will have standing water for a week and will remain saturated. It is very hard to overcome this situation without an irrigation system.

Hubbard purposed the steps needed to complete the project. Step one is a site survey to get elevations, so that a design for a grading and drainage plan for the property can be made. The project will still have a positive slope from east to west, and continue to drain into the facilities at Pleasant Run Road. After the design is finished; dirt work and soil preparation will take place with an amendment tilled into the top surface of the soil. Around the time of the amendment, the irrigation installation will begin, that will be tied into the central computer system at the office located on Bransford Road. Once the irrigation system is installed it will allow staff to establish the seed proposed, versus laying sod.

Hubbard stated the terms of cost of the project include: the survey, grading and erosion control at \$10,000, dirt work at \$20,000 and soil amendment. The irrigation system and the seeding, which brings the total estimate to \$85,000 - \$100,000. The estimate is largely dependent on the irrigation system. This project would cause the fields to be closed for a four month period from April to September. Staff recommends using funds from the Voluntary Park Fund as it was not budgeted in the annual operating budget. If approved an amendment would be taken forward to the capital improvement plan, in addition the Colleyville Soccer Association has agreed to contribute \$30,000 to the project cost.

Board member Ken Llewellyn asked if any of these improvements have been done previously. Hubbard responded that no improvements have been made to these fields. Board member Debra Minea inquired if the parking lot by Pleasant Run Park was owned by the City or church. Hubbard answered that it is City owned park land. Llewellyn asked if the fields were used by club teams. Hubbard stated that they are occasionally rented by club teams when the city is not in contract with the Colleyville Soccer Association. Llewellyn questioned if the fields are rented if it can be a source of revenue. Hubbard responded that it is a small revenue source.

Charles Bethards made a motion to approve the use of Voluntary Park Funds for the improvement of a portion of the practice fields at Pleasant Run Park in an

amount not to exceed \$70,000. Ken Llewellyn seconded the motion. The motion carried with a unanimous vote.

3b Legislative update

State Highway 26 Project Coordinator James Hubbard discussed the new Texas Open Carry law that became effective January 1, 2016. The law modified the current concealed to carry license law that had been in effect since 1995, it eliminates concealed/open distinction and creates the license to carry a handgun. Hubbard stated that as of January 1, 2016 a person with a concealed handgun license or a person who obtains a new license to carry a handgun, may carry a handgun in a concealed manner or openly in a belt or shoulder holster. The law also states that the rules and rights to where a license owner may carry are essentially where a concealed license holder has been able to carry, but the law does prohibit the right to carry in certain places. For example, it is a crime to take a gun onto the premises of a polling place or court. The court also prohibits a license holder from carrying a handgun into a governmental meeting, if the government gives notice that doing so is prohibited. On January 5, 2016 the Colleyville City Council approved Resolution R-16-3951, of which prohibits the open carry of firearms during public open meetings.

3c Discussion of future meeting dates

State Highway 26 Project Coordinator James Hubbard reviewed the dates per the bylaws of the Parks and Recreation Advisory Board. The meeting dates are set to be the first Monday of each quarter or as the board decides. Hubbard referred to the 2016 dates and instead of making last minute changes to the dates due to conflicts, Hubbard suggested making these changes now. The dates that were purposed for the upcoming year were April 4, July 18, and October 17, 2016. Chairperson Michelle McGarry discussed with the board the 2016 dates. The board decided to approve these dates, but will have a continued discussion of approving dates at each meeting.

Charles Bethards made a motion to approve the purposed future meeting dates of the Park and Recreation Advisory Board Meeting. Ajit Purandare seconded the motion. The motion carried with a unanimous vote.

4. REPORTS

4a Recreation Update

Lisa Escobedo, Recreation and City Events Manager updated the Board on Recreation and Special Events activities since the board had last met in October. Recreation began the winter and spring sessions last week and will continue through April. Escobedo stated that the Recreation Department has

started a new homeschool pre-engineering LEGO program, it is a six week program geared toward ages 5-12. In addition, Recreation will offer spring break camps which will include soccer, LEGO, and art.

Escobedo indicated that the youth sport associations had finished their fall seasons in November and December, and will begin their spring seasons in the next couple of months. Along with the associations, the City of Colleyville Girls' Volleyball leagues finished in November with 275 girls participating, the biggest league as to date. The spring league will start in March, with registration beginning February 1st. Tennis classes began last week and will continue through April, and the tennis leagues will begin in February.

Additionally, Escobedo explained the Senior Center offered an overnight excursion to Tunica, Mississippi and Memphis, Tennessee. This was a weeklong trip involving 46 seniors traveling to Graceland, various casinos, visiting museums and attending tours. This trip was very well received and patrons are already asking for another excursion. The Senior Center hosted their Annual Holiday Party on December 16th with 62 seniors that were registered for a night of catered dinner, pictures with Santa and a white elephant gift exchange. Escobedo stated upcoming events are The Winter Ball on January 29th, this is the annual daddy daughter dance, but includes mothers and sons alike. Bunny Brunch will be held on March 19th at the Colleyville Center and the Senior Center will be holding the AARP tax help starting February 2 through April 12.

4b Parks Update

State Highway 26 Project Coordinator James Hubbard updated the Board on the recent opening of the new playground at Pleasant Run Soccer Complex. There were three projects that the board approved last meeting using funds from the Voluntary Park Fund. One of the projects was flashing signs at two crosswalks. The signs are located at the intersection of the Cotton Belt Trail and Bransford Road and the other at the Cotton Belt Trail and Pleasant Run Road, these were finished about a week ago. Another item that was discussed at the last meeting was the fountain at Kimzey Park. The fountain was replaced promptly within two weeks after the October 12, 2015 meeting, along with the installation of new trash receptacles.

Hubbard also reported on ongoing projects: the Cotton Belt Trail phase III at John McCain and Highway 26 is still targeting a spring opening; L.D. Lockett Park is still in the works; the splash pad recirculation system has had the tanks and pumps installed and the city will run electricity to it. Staff will begin training on the system. Hubbard stated that an upcoming project for 2016 is the Park Master Plan, which has \$100,000 allocated to the project. The Park Master Plan has not been updated since 2011. Hubbard following the parks update, agreed with the board that they would vote in a new chair and vice chair at the next meeting on April 4, 2016.

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

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

6. ADJOURNMENT

A motion was made by Debra Minea and seconded by Leti Carson to adjourn the meeting. The motion carried with a unanimous vote. Chairperson Michelle McGarry adjourned the meeting at 6:43 p.m.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 4TH DAY OF APRIL 2016.

Minutes taken and prepared by:

*Rylee Truckenmiller
Administrative Support Specialist*



City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

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

Agenda Number 3a	Agenda Date 04/04/2016	Number
Type Regular Agenda Items		
Department Parks and Recreation Advisory Board		
Title		
Election of Parks and Recreation Advisory Board Chair and Vice Chair		

Explanation

The Parks and Recreation Advisory Board shall elect the Chair and Vice Chair, to lead the Board for a one-year term, with the term ending the first meeting in January, 2017 or until a successor is elected.

Attachments



City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

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

Agenda Number 4a

Agenda Date 04/04/2016

Number

Type Report

Department Parks and Recreation Advisory Board

Title

Recreation, Athletics, and Senior Center Report

Explanation

Recreation and City Events Manager Lisa Escobedo will provide a verbal update on second quarter recreation, athletics, and Senior Center accomplishments and activities.

Attachments



City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

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

Agenda Number 4b	Agenda Date 04/04/2016	Number
Type Regular Agenda Items		
Department Parks and Recreation Advisory Board		

Title

Parks update

Explanation

Parks Manager Heather Dowell will provide a verbal update on second quarter accomplishments and give an overview of ongoing and upcoming projects.

Attachments