



# City of Colleyville Parks and Recreation Advisory Board Agenda

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

Monday, September 16, 2019  
6:00 p.m.

Colleyville Center  
5301 Riverwalk Drive

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**  
July 1, 2019
- 3. REGULAR AGENDA ITEMS**
  - 3a** Overview of five year CIP Parks projects
  - 3b** Update of Pedestrian Transportation Ad Hoc Committee
  - 3c** Discussion of a Pickle Ball Court
  - 3d** Colleyville Soccer Association Early History
- 4. REPORTS**
  - 4a** Parks and Recreation Report
- 5. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, September 13, 2019 by 5:00 p.m.

Joyceinne Williams  
Administrative Secretary

*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 DRAFT MINUTES

City Hall  
100 Main Street  
Colleyville, Texas  
76034  
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Monday, July 1, 2019  
6:00 p.m.

Colleyville Center  
5300 Riverwalk Drive

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## 1. CALL TO ORDER

Chair Rich Hendler called the meeting of the Parks and Recreation Advisory Board to order on July 1, 2019, at 6:14 p.m.

**Present:** Chair Rich Hendler, Vice Chair Mitali Mandlekar and Board Members: Hillary Schwanbeck, Cliff LeBlanc, John Hillebrand, and Eric Presson

Colleyville Soccer Association Nathan White and Patrick Dunagan

City staff: Mayor Richard Newton, Assistant City Manager Adrienne Lothery, Parks and Recreation Director Lisa Escobedo, and Administrative Secretary Joyceinne Williams

## 2. APPROVAL OF MINUTES

Upon the following corrections, Board Member Eric Presson moved to approve the April 29, 2019, minutes and Board Member Hillary Schwanbeck seconded the motion. The motion carried unanimously.

- Call to Order date should read April 29, 2019.
- Header date should read April 29, 2019.
- Statement of board member Cliff LeBlanc.

*"Board Member LeBlanc voiced his concern for the need of a valued assembly space, which may be lost in the review of the recreation center options. He was concerned that the options presented would mask the need of additional meeting space for recreation, which was key in the high value given to scoring of an updated center by the Parks Board."*

## 3. REGULAR AGENDA ITEMS

**3a Discussion of April 29, 2019, Parks and Recreation Advisory Board member's concerns**

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Mayor Newton spoke regarding the Board's concerns of the meeting that was held with Chair Hendler and members of the Colleyville staff.

Mayor Newton stated that after the February meeting there were several process changes and questions from the board members on how Council and staff interacted with the concerns of the Board. He expressed his intent to meet with the Board in February but he had an emergency. Since there was a new Chair elected by the Board, Mayor Newton decided to call for a meeting to clarify the process.

Vice Chair Mandlekar and Board Member Schwanbeck expressed their concerns on what was discussed at the meeting. The concerns were that there was no advance notice of the meeting, no written summary of the meeting, and they were concerned for transparency of other board members with the Council. The timing of the meeting during the masterplan discussion also raised a concern.

Mayor Newton stated that the Council took their concerns seriously and the purpose of his presence was to understand their concerns and resolve any issues. Mayor Newton also stressed, it is very important for the elected Council to communicate and be supportive of the Parks and Recreation Board. He stated that the Board's voice is critical to Council.

Mayor Newton explained that it is standard operating procedure for the Mayor to call a meeting at any time.

Board Member Hillebrand stated he felt the concern of the board members was mainly a result of the protocol of the meeting.

Mayor Newton stated that it was his understanding that proper procedure was followed by Chair Hendler in reporting to the Board what was discussed at the meeting and his intent was to address all further concerns and questions that the Board had regarding the meeting.

Mayor Newton explained the role of the Chair. The Chair has limited capabilities. The Chair manages and directs the meetings. The Board votes and makes the decisions. The Chair can't make the final decision.

Mayor Newton stated he felt this reaction may have been politically motivated but he wanted to address the concerns.

Chair Hendler stated that there was a misunderstanding of the purpose of the meeting with the Mayor and what was discussed at the meeting was reported to the Board.

Chair Hendler also stated the date change of the scheduled Board meeting in May to the last week in April, was to ensure that the Board's views of the masterplan projects were heard by Council before the budget was finalized.

Mayor Newton stated Chair Hendler was an excellent appointment, and his past board experiences are an attribute to his appointment. He wanted to ensure the Board's trust for Chair Hendler was not in question.

Mayor Newton stated that he has an open door policy and that anyone can call and set up an appointment to meet with him, if they have questions or concerns.

Board Member Hillebrand and other Board Members expressed that the Board is impressed with all of the positive changes the Council is making to improve the appearance of the City.

Board Member LeBlanc explained the change of a new Council, new chairman, attendance of staff at the meetings, and a new Parks and Recreation Director collectively has brought a positive way of handling the Board's issues and concerns.

### **3b. Discussion of proposed amendments to the Parks and Recreation Advisory Board Bylaws**

Mayor Newton stated he would not recommend the suggested bylaw changes to Council. All Colleyville Board bylaws were designed to be the same. Also, the proposed bylaw changes suggested a "conflict of interest" and after discussion with the Board, nothing warranted a "conflict of interest".

Board Member LeBlanc motioned not to approve the suggested amended bylaws. Board Member Presson seconded. The motion carried unanimously.

### **3c. Discussion of the Pedestrian Transportation Ad Hoc Committee**

Assistant City Manager Lothery updated the Board on the Pedestrian Transportation Ad Hoc Committee. The Board would follow up on previous discussion of the Sidewalk and Trails Committee. It will consist of three members from the Parks Board and four Colleyville citizens that will be appointed by the Council. The new committee will be tasked to focus on creating a map using the existing 2008 sidewalk plan, identifying where sidewalks and trails should occur and establish a priority for implementation.

Mayor Newton stated that the previous Sidewalk Committee's task was to regulate connecting the sidewalk policy to the map. This did not work because the map was old and needed to be updated. The Park Board is responsible for the

Trails Masterplan so the Council decided that one map is needed to include both the trails and the sidewalks.

Mayor Newton explained the difference in a sidewalk versus a trail. A trail is “intra” and a sidewalk is “inter”. A sidewalk is usually in a neighborhood and it allows you to get from Point A to Point B. A trail is a route that will get you to and from a point of interest.

Mayor Newton stated the Council is expecting the work of this committee to be completed before the end of the year.

A recommendation was made by the Board that Chair Hendler and Board Members Presson and LeBlanc participate on the Pedestrian Transportation Ad Hoc Committee.

Mayor Newton stated that the Council would make the final decision, as to whom would participate on the committee.

### **3d. History of the Youth Sports Associations**

Chair Hendler stated he had a vision of a display at the library and the goal would be to capture and formulate the history of early days of each of the sports associations in Colleyville and make it part of our history.

Mayor Newton suggested that a proposal should be given to the Historical Preservation Committee to see if they are interested. This task would require manpower.

Patrick Dunagan, Colleyville Soccer Association, stated remembering specific names and details regarding the 1975 Soccer Association that began in Colleyville could be a little challenging.

Chair Hendler suggested he would kick start the idea and come up with suggestions for a Colleyville Sports Hall of Fame, which will honor some of Colleyville's sports professionals.

### **3e. Approval to use Park Land Dedication funds for restrooms at Colleyville Nature Center and Reagan Park**

Director Escobedo explained the desire to use funds to construct new restrooms at Colleyville Nature Center and Reagan Park, which was indicated in the masterplan. Park land dedication fees are accumulated from new development fees. The funds can only be utilized for new construction for park development. Security cameras at the Nature Center will also be included in this project. Park land dedication fund balance is \$1.4 million. Staff has estimated \$800K for this project. The timeline

depends on an estimate from the architect and approval from Council. It will then be submitted for bids. Board Member LeBlanc questioned why this project was placed ahead of other priority projects submitted by the committee on the masterplan list. Assistant City Manager Lothery stated there are other sources of funding for park projects listed in the masterplan that were identified as a priority. This project meets the requirements of new construction which makes this funding available.

Board Member LeBlanc questioned if there is an opportunity to use any of this funding for purchasing land for trails. Assistant City Manager Lothery stated there are other funds that could be used to purchase land. The Park Land Dedication Committee and the Parks and Recreation Advisory Board would both need to approve utilization of these funds for the new construction.

Board Member Schwanbeck motioned to approve the funds contingent upon approval from the Park Land Dedication Committee. Vice Chair Mandlekar seconded the motion. The motion carried unanimously.

**3e. Discussion of a Pickle Ball court**

Moved to table until next agenda.

**4. Reports**

**4a. Parks and Recreation**

Summer classes and camps began in June and will continue through August. The programs have received excellent response and registration is going well as a result of the brochures mailed to residents. Spring Volleyball League ended on Saturday, May 11, with an end of the season tournament. Youth Sports Associations (soccer, baseball & softball), spring seasons finished in mid-May.

Sand Volleyball Leagues (Mon. & Wed.) finished in late May and early June because of rain. Summer Volleyball League has the largest numbers to date with 27 teams and 287 players. The league began the week of June 10, and will continue through August 3. Summer Tennis Leagues began in June and will run through the end of July. Assistant City Manager Lothery stated that there have been several complaints from tennis participants regarding sand on court 6. Director Escobedo is looking at options to address the concerns.

The Senior Center received the Circle of Hope Grant from the Colleyville Woman's Club in May. The Senior Center received \$2500 to purchase a new camera and accessories to take pictures of all the recreation classes and programs offered.

The entry sign at Glade & Heritage recently had a new landscape design and irrigation installed.

CBA & CGSA will have field maintenance boxes installed for the fall season. The boxes will contain rakes, tamps, dragging mats, etc. for the teams to help maintain the fields between practices and games. These boxes will be located at each field. These boxes were also wrapped with the logos of the designated association. This idea was driven by Colleyville Baseball Association.

City Park tennis court 3 has been resurfaced. Tennis court 4 and the basketball courts are scheduled to be resurfaced later this month. Perry Weather lightning detectors have been installed at both City Park & Pleasant Run Soccer Complex to replace the Thor Guard system. This system is utilized by GCISD and is directly connected to a weather station located at the top of Mustang Panther Stadium. The system will sound if lightning is detected within 10 miles and the strobe light will be activated. After 30 minutes of no lightning strikes, the system will sound 3 times to let participants know that it is clear to return to play.

City Park Baseball quad area, the back stops are being raised due to a lot of foul balls. In the middle area there is a green area that will be removed and a shade structure installed. Baseball score boards are being replaced. There will be shade coverings replaced throughout City Park. Grass will not grow behind the dugouts, planning landscape improvements. Updating and renovating City Park restrooms, and adding air conditioning to each restroom. Assistant City Manager Lothery added not to mention the Webb House landscaping and other projects that Director Escobedo is working on.

Chair Hendler asked if any progress has been made as to what is going to happen to the former parks office. Assistant City Manager Lothery stated there was a place holder on the list of 5 year CIP projects. No movement will be made until the Parks Board has further discussions. Park Maintenance building improvements are part of a facilities plan.

Director Escobedo introduced Patrick Dunagan and Nathan White from the Colleyville Soccer Association. Mr. Dunagan stated the Colleyville Soccer Association started in 1975. It is larger than Grapevine/Southlake and Hurst soccer associations. There are about 1550 participants (1100 soccer recreation and 350-375 baseball one season players). CSA has 35 competitive teams in the Evolution Program. Twenty-Five percent of the players are from Grapevine/Colleyville ISD. Grapevine/ Southlake Soccer Association requested information from CSA to propose a combination program. The association cited that Colleyville has a very successful program. The additional teams from Grapevine will practice on Grapevine's fields. Southlake would not allow competitive teams on their fields. Select teams do not play games in Colleyville. Therefore, this combination program will not affect the Colleyville soccer program.

**UPCOMING:** Next Scheduled Meeting: September 9, 2019

**ADJOURNMENT**

Board Member Eric Presson moved to adjourn the meeting, and Board Member John Hillebrand seconded. Motion carried unanimously. Chair Rich Hendler adjourned the meeting at 8:10 p.m.

Minutes prepared by:

Joyceinne Williams  
Administrative Secretary



# City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

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|-------------------------------------------------------|------------------------------|---------------|
| <b>Agenda Number</b> 3a                               | <b>Agenda Date</b> 9/16/2019 | <b>Number</b> |
| <b>Type</b> Regular Agenda Items                      |                              |               |
| <b>Department</b> Parks and Recreation Advisory Board |                              |               |

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## **Title**

Overview of five year CIP Parks projects

## **Explanation**

## **Attachments**



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|-------------------------------------------------------|------------------------------|---------------|
| <b>Agenda Number</b> 3b                               | <b>Agenda Date</b> 9/16/2019 | <b>Number</b> |
| <b>Type</b> Regular Agenda Items                      |                              |               |
| <b>Department</b> Parks and Recreation Advisory Board |                              |               |
| <b>Title</b>                                          |                              |               |
| Update of Pedestrian Transportation Ad Hoc Committee  |                              |               |

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## Explanation

## Attachments



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| <b>Agenda Number</b> 3c                               | <b>Agenda Date</b> 9/16/2019 | <b>Number</b> |
| <b>Type</b> Regular Agenda Items                      |                              |               |
| <b>Department</b> Parks and Recreation Advisory Board |                              |               |
| <b>Title</b>                                          |                              |               |
| Discussion of a Pickle Ball Court                     |                              |               |

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## Explanation

## Attachments



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|----------------------------------------|------------------------------|---------------|
| <b>Agenda Number</b> 3d                | <b>Agenda Date</b> 9/16/2019 | <b>Number</b> |
| <b>Type</b> Regular Agenda Items       |                              |               |
| <b>Department</b> Parks and Recreation |                              |               |

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## **Title**

Colleyville Soccer Association Early History

## **Explanation**

## **Attachments**



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|----------------------------------------|------------------------------|---------------|
| <b>Agenda Number</b> 4a                | <b>Agenda Date</b> 9/16/2019 | <b>Number</b> |
| <b>Type</b> Report                     |                              |               |
| <b>Department</b> Parks and Recreation |                              |               |
| <b>Title</b>                           |                              |               |
| Parks and Recreation Report            |                              |               |

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## Explanation

## Attachments