



City of Colleyville Parks and Recreation Advisory Board Agenda

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

Monday, January 4, 2021
6:00 p.m.

Colleyville Senior Center
2512 Glade Road

1. CALL TO ORDER

2. APPROVAL OF MINUTES

September 14, 2020

3. REGULAR AGENDA ITEMS

3a Introduction of new Parks and Recreation Advisory Board members

3b Election of Chair and Vice Chair

3c Status update of FY21 Parks Capital Projects

3d Implementation of Master Plan update

3e Discussion of potential lecture series topics and public education efforts

4. REPORTS

4a Parks and Recreation Operations Report

5. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Thursday, December 31, 2020 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, September 14, 2020
6:00 p.m.

1. CALL TO ORDER

Chair Rich Hendler called the meeting of the Parks and Recreation Advisory Board to order on September 14, 2020 at 6:03 p.m.

Virtually: Chair Rich Hendler, Vice Chair Mitali Mandlekar, Board Members: Cliff LeBlanc, John Hillebrand, Justin Fairless, Ajit Purandare, Eric Presson, and Hillary Schwanbeck

City staff: Councilmembers Callie Rigney and Kathy Wheat, Assistant City Manager Adrienne Lothery, Parks & Recreation Director Lisa Escobedo and Administrative Secretary Joyceinne Williams

2. APPROVAL OF MINUTES

Board member Hillebrand moved to approve the July 6, 2020 minutes. Board member Schwanbeck seconded the motion. The motion carried unanimously.

3. REGULAR AGENDA ITEMS

3a Introduction of City Council Liaisons

Chair Hendler welcomed Councilmembers Rigney and Wheat and Assistant City Manager Lothery to the meeting.

Councilmembers Rigney and Wheat and Assistant City Manager Lothery introduced themselves to the Board. The board members reciprocated with introductions.

Chair Hendler spoke on the Board's previous discussion on the RFP for the Senior Center and asked for additional discussion by the Board. Chair Hendler also expressed the Board's appreciation for support of the RFP by the Council.

Several board members expressed their gratitude to the Council for progress on the connectivity trails and sidewalks project, the City's infrastructure improvements, preservation of the natural areas, and other improvements that contribute to quality enhancements to the Colleyville community.

The Board discussed their desire to maintain the natural areas and save the beautiful trees at the new John McCain & SH26 site. This would provide a beautiful natural park for the community.

3b Projects Update

Director Escobedo reported on parks projects:

- Landscaping at the Central Fire Station includes landscape of the entry and beds by the new parking lot medians and around the new Central Fire Station sign.
- The sand volleyball pit, located at City Park, was relocated due to an issue with sand blowing and additional lighting was added. Pickle ball courts will be added to this area.
- New landscaping was added at the entrance of McPherson Park and inside the park by the water tower and the windmill. Laser leveling on City Park baseball and softball fields 1, 2, 3, 8 & 9 is completed.
- Sparger Park POW Memorial, due to plant material being washed out with heavy rains, a rock garden and trees were installed in this location.
- A foot bridge was installed at the Nature Center.
- Sparger Park playground surface was completed with extra padding in the high fall area and added drainage.
- Nature Center & Reagan Park restrooms update, concrete slabs were poured and plumbing is in place. Project should be completed at end of October.
- City Park restrooms should be completed in October.
- All projects are on schedule.

4. REPORTS

4a. Parks and Recreation

Director Escobedo reviewed all ongoing parks and recreation projects and upcoming events. This information was provided in the agenda packet

Director Escobedo reported on the continued program cancellations due to COVID-19.

Landscaping at the roundabout at McDonwell School Road and Westcoat will be finished in the next few weeks.

Installation of the softball batting cages at City Park have begun and will continue into next fiscal year.

Demolition of the Park house and a future amenity replacement will be announced in the future.

Future plans for an improvement at the Overland Site and an amenity at the park will be discussed.

Construction of a restroom at the Pleasant Run practice fields will be discussed.

The current status for organized sports, softball, baseball and soccer opening day was last Saturday and they are hoping to finish their season by early November. Attendance is down on all three sports.

Volleyball was cancelled due to GCISD not allowing anyone to use their facilities.

Parks and Recreation Board suggested that a discussion on stormwater, which would include Public Works, should be included in an upcoming Parks Board meeting. Board member Presson suggested a staff ride to witness the debris that is in Little Bear Creek after a big rain.

Councilmember Wheat and Assistant City Manager Lothery reported Council is presently in discussion with Public Works on the drainage master plan and stormwater issues.

Next Scheduled Meeting: November 9th due to conflict with City Council meeting November 2.

Board member Fairless moved to adjourn the meeting, and Board member Presson seconded. Motion carried unanimously, Chair Rich Hendler adjourned the meeting at 6:53 p.m.

ADJOURNMENT

Minutes prepared by:

Joyceinne Williams
Administrative Secretary



City of Colleyville Tax Increment Financing District Board Agenda Briefing

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Agenda Number 3a	Agenda Date 1/4/2021	Number
Type Regular Agenda Items		
Department Parks and Recreation		
Title		

Introduction of new Parks and Recreation Advisory Board members

Explanation

The Parks and Recreation Advisory Board members appointed by City Council on November 17, 2020 will be introduced at this meeting.

Attachments



City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

City Hall
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Agenda Number 3b	Agenda Date 1/4/2021	Number
Type Regular Agenda Items		
Department Parks and Recreation		

Title

Election of Chair and Vice Chair

Explanation

The Parks and Recreation Advisory Board are to elect a Chair and Vice Chair.

Attachments



City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

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Agenda Number 3c	Agenda Date 1/4/2021	Number
Type Regular Agenda Items		
Department Parks and Recreation		

Title

Status update of FY21 Parks Capital Projects

Explanation

The attached 2021 Parks Projects will provide an overview of scheduled projects.

Attachments

1. 2021 Parks and Recreation Department Projects

2021 Projects



Information Technology	CIP Amount
Fiber Optic	\$300,000
Information Technology Total	\$300,000

Parks and Recreation	CIP Amount
City Park Pickleball Court	\$200,000
City Park Softball Shade Structure and Playground Improvements	\$300,000
Overland Park Amenity	\$100,000
Park Signage/Branding Program FY2021	\$50,000
Parks House Demo and Site Prep	\$20,000
Parkway Tree Removal and Replacement-2021	\$75,000
Parks and Recreation Total	\$745,000

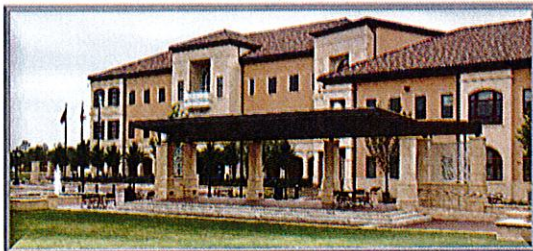
Sidewalks/Trails	CIP Amount
Annual Sidewalk/Trail Construction/Grant Match FY2021	\$500,000
Bransford Rd Trail (Field St to Cotton Belt Trail)-Construction	\$800,000
Cheek-Sparger Trail	\$125,000
John McCain Rd Trail-Construction	\$800,000
Misc. Concrete Rehabilitation-2021	\$400,000
Sidewalks/Trails Total	\$2,625,000



2021 Projects



Drainage	CIP Amount
Drainage Improvements FY2021	\$500,000
Flood Gates Upgrade	\$425,000
Drainage Total	\$925,000



Facilities	CIP Amount
Central Fire Station Interior Renovation	\$125,000
City Hall Interior Renovation	\$200,000
City Hall/Library - HVAC Replacement	\$327,600
Fire Station 2 AC Replacement	\$30,000
Fire Stations Bay Area Renovation	\$200,000
Improvements to Parks Building (on Bransford)	\$380,000
Justice Center - HVAC Replacement	\$300,000
Justice Center Exterior Safety Enhancements	\$450,000
Library 2nd Floor Replacement	\$125,000
Parking Facility Pavement Marking-2021	\$50,000
Pleasant Run Practice Fields New Restroom	\$300,000
Public Works Service Center Renovations	\$500,000
Senior Center Roof Replacement	\$120,000
Senior Center RFP Professional Services for Rehabilitation	\$65,000
Facilities Total	\$3,172,600



City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

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Agenda Number 3d	Agenda Date 1/4/2021	Number
Type Regular Agenda Items		
Department Parks and Recreation		

Title

Implementation of Master Plan update

Explanation

Parks and Recreation Director Lisa Escobedo will review the Parks Master Plan.

Attachments

1. Colleyville Parks and Recreation Advisory Board Capital Priority ranking-Tally

Capital Projects Priority Ranking

Park Board Ranking

Colleyville Parks, Recreation & Open Space Master Plan

Draft 5/16/2018

Please indicate a High Priority (3), Medium Priority (2), Low Priority (1), or Not Needed (0) for each item on the list. Please place a number in the far left column that indicates your priority for the proposed improvement. Rank each improvement. The priority ranking is for the level of importance of the improvements and not necessarily the order in which they will be developed. Thank you very much.

Priority Level	Item No.	Capital Improvement	Average	Park Board Average Rank
Capital Projects Rank - High (3), Medium (2), Low (1), or Not Needed (0).			Average	
	28	Pleasant Glade Tract (behind Senior Center) - Develop as a Neighborhood Park with playground, splash pad, picnic shelters, Pickleball courts, shaded fitness stations, tree planting for shade, parking, etc. (fills a gap of park land in the east) FY21	3.00	1
	40	Trails - Implement the Trails Plan Ongoing	3.00	1
	18	Kimzey Park - Add a restroom building	2.83	3
	39	Trails - Develop a trail between Sparger Park and the Colleyville Nature Center Design FY21	2.83	3
	43	Senior Center - Renovate Senior Center and add a multi-purpose program center (Park Board added this to replace items 36, 37 and 38) FY21	2.83	3
	10	City-Wide - All parks - Tree planting program to provide shade and improve tree canopy Ongoing	2.67	6
	12	CNC - Restroom Building Completed 2021	2.67	6
	13	CNC - Signage and wayfinding system Completed 2021	2.67	6
	23	L.D. Lockett - Clear out vegetation from drainage channel (in the 2018 CIP, causes backup of water and mosquito issues) Completed 2021	2.67	6
	8	City-wide - Provide accessible walkways to all playgrounds, picnic shelters, athletic fields and spectator areas to meet ADA guidelines Ongoing	2.50	10
	24	McPherson - Rock House interior renovation, upgrade lighting (to allow more flexibility to support programs - Does not work well now)	2.50	10
	29	Pleasant Run - Shade, restrooms and drinking fountain on practice field side FY21	2.50	10
	30	Pleasant Run - Develop trail system within park on north (practice fields) side to complete the loop (north of the practice fields to connect the Cotton Belt Trail to Pleasant Run Rd. where a new trail will be located)	2.50	10
	33	Reagan Park - New restroom building Completed 2021	2.50	10
	42	City Park - Splash pad near Kidsville (added by Park Board)	2.50	10
	19	Kimzey Park - Dredge pond (in the 2018 CIP already, but kept on the list to show early successes) Completed 2018	2.33	16
	5	City Park - Replace and enlarge shade shelters over spectator areas (current ones are faded and complaints of too small)	2.17	17
	7	City-wide - Consistent park signage system (including entrance signs, directional signs, park rules signs, and interpretive signs) Ongoing	2.17	17
	17	Dog Park - Identify a location and develop a dog park (no location identifies yet - Requested by many)	2.17	17
	2	City Park - Both Restroom/Concession Buildings - Repair building exterior grout and wainscot, update interiors, improve concession areas Completed 2020	2.00	20
	3	City Park - Small playground near ballfields with shade cover (convenience for small children) FY21	2.00	20
	20	Kimzey Park - Replace playground and improve drainage (playground is older and has drainage problems)	2.00	20
	25	McPherson - Pavilion/Restrooms renovations - painting and ventilation, additional electrical outlets	2.00	20
	26	McPherson - Upgrade Dairy Barn displays (interpretive signs are faded and unreadable) Interpretice Signage 2020	2.00	20
	41	Woodbriar Park - Replace playground and shelter, improve trail system	2.00	20
	6	City Park - Additional netting at ball diamonds for spectator safety (to provide safer environment for spectators) Completed 2019	1.83	26
	11	CNC - Expand paved trail system and safer stream crossing (couple of minor stream crossings to be made safer)	1.83	26
	22	L.D. Lockett - Playground and exercise stations (as originally planned)	1.83	26
	27	McPherson - Rehabilitate the two historic mud house barns (need work to last over the long term) Completed 2018	1.83	26
	34	Reagan Park - Install irrigation system Completed 2018	1.83	26
	14	CNC - Establish as an arboretum with labelled trees and horticultural display areas.	1.67	31
	16	CNC - Install benches along trails Ongoing	1.67	31
	32	Pleasant Run - Install accessible walk from overflow parking to park	1.67	31
	1	Athletic Fields - Upgrade turf on all fields Ongoing 2018-2020	1.50	34
	9	City-wide - Install Wi-Fi in the larger parks for convenience of park users and potential for mobile apps for park programs/interpretation)	1.50	34
	21	Kimzey - Install shaded outdoor fitness stations	1.33	36
	31	Pleasant Run - Upgrade landscaping in parking lot islands	1.33	36
	4	City Park - Install shaded outdoor fitness stations	1.17	38
	35	Reagan Park - Shade and dugouts at fields for players and spectators. Walkways to spectator areas. (fields are used for practice only for now)	1.17	38

Priority Level	Item No.	Capital Improvement	Park Board Average Rank	
Capital Projects Rank - High (3), Medium (2), Low (1), or Not Needed (0).			Average	
	36	Recreation Center - Develop a Recreation Center at the Senior Center site with kitchen, program space, gym, walking track, aerobics/dance rooms.	1.00	40
	15	CNC - Develop bird blinds	0.83	41
	38	Senior Center - Develop a new Senior Center Wing on the Recreation Center with meeting and program space, kitchen, computer lab, game room, craft room	0.83	41
	37	Recreation Center - Develop an indoor pool as part of the proposed Recreation Center	0.17	43



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Agenda Number 3e	Agenda Date 1/4/2021	Number
Type Regular Agenda Items		
Department Parks and Recreation		

Title

Discussion of potential lecture series topics and public education efforts

Explanation

This item provides for the discussion of potential lecture series topics and public education efforts.

Attachments



City of Colleyville Parks and Recreation Advisory Board Agenda Briefing

City Hall
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Agenda Number 4a

Agenda Date 1/4/2021

Number

Type Report

Department Parks and Recreation

Title

Parks and Recreation Operations Report

Explanation

Parks and Recreation Director Lisa Escobedo has prepared the attached report to update the Board on the operations of the department.

Attachments

1. Parks and Recreation Director Report

Parks & Recreation Advisory Board Meeting

January 4, 2021 (WebEx)

Recreation

- **Winter/Spring Recreation Classes** – began today with continued COVID protocols, such as taking temperatures and only allowing students in for class, no more than 10 per class, or amount to assure social distancing.
- **Winter Ball** – is scheduled for Friday, January 22. Due to COVID we will continue to monitor proper protocol and hope to begin registration on January 4 with a reduced number of participation.

Athletics

- **Canceled - Spring Volleyball League** which is due to start in late February has been canceled due to COVID-19 and GCISD not allowing anyone to use their facilities.
- **Youth Sports Associations (soccer, baseball & softball)** will begin in late January with tryouts.

Tennis

- **Spring tennis leagues** – have begun registering and games will begin at the end of February
- **Tennis Classes & Programs** – began today and will run through April. We anticipate a continued increase of participation due to COVID.

Senior Center

- **Fitness Classes** – Yoga, Jazzercise, and Line Dancing COVID protocols and sanitization.
- **Social activities** are still not allowed
- **Meals on Wheels** – curbside pick-up

Parks

- **City Park** - Installed an 8ft basketball goal
- **Roundabout(s) Landscape Design and Sculpture** – Westcoat & McDonwell School Road and Westcoat & John McCain
- **Central Fire Station Sign** – Landscape and irrigation has been installed
- **Senior Center** – Roof repairs

Upcoming Parks Projects:

- **City Park - Pickleball Courts**
- **Interpretive Signage** – McPherson Park & Nature Center
- **Senior Center** – RFP consultant for renovations
- **Improvements to Parks Building (Bransford Rd)**

2021 Meeting Dates:

- ✓ **January 4**
- **March 1**
- **May 3**
- **July 5 (Holiday) – July 12 (?)**
- **September 13**
- **November 8**