

CITY OF HURST

COUNTY OF TARRANT

STATE OF TEXAS

On the 17th day of November 2011, at 6:00 p.m., the Parks and Recreation Board of the City of Hurst, Texas, convened in Regular Meeting at the Hurst Public Library, 901 Precinct Line Road, Hurst, Texas, with the following member's present to-wit:

Ralph Hurd)	Member
Pat King)	
Rod Robertson)	
Hank Williams)	
Carol Cole)	
Delbert Derrett)	Alternates
Karen Spencer)	
Allan Heindel)	Deputy City Manager
Chris Watson)	Recreation Director
Malaika Marion)	Assistant to the Deputy City Manager
Eric Starnes)	Project and Facilities Manager
Paige Lutz)	Senior Secretary

With the following member absent, Alan Neace and Howard Shotwell, constituting a quorum, at which time the following business was transacted:

- I. Rod Robertson called the meeting to order at 6:04 p.m.
- II. **Roll Call of Members:** Paige Lutz conducted the Roll Call of Members.
- III. **Approval of Minutes:** Ralph Hurd made a motion to approve the minutes of the October 20, 2011, regular meeting. Pat King seconded the motion.

AYES: Members – Hurd, King, Robertson, Williams, Derrett, Spencer, Cole

NOES: None

IV. **Staff Report:**

A. **Director's Report:**

1. **October Participation Report:** Chris Watson presented the following statistics for the month of October, 2011:

<u>October</u>		
Recreation Center		18,585
Tennis Center		1,060
Facility Rentals		120

Mr. Watson reported that attendance was down at the Recreation Center due to early voting. He noted a fourth straight month of increased participation in the Fall/Holiday classroom program. Fitness Center participation was steady, while Indoor Track participation was down possibly due to the Senior Center opening.

Mr. Watson reported that Tennis Center court rentals were up due to the favorable weather. Tennis lessons experienced a decrease as some instructors were out for vacations. Mr. Watson noted that lessons should pick up again as instructors reschedule missed lessons. Tennis leagues were up due to make-up matches from the previous month. Mr. Watson explained that the Junior Program was down due to instructors offering more private lessons. He reported that the tournament in October was part of a junior circuit which the City did not sponsor the previous October.

Mr. Watson reported that Facility Rentals continue to be strong with the Brookside Center up 5%. He noted that Park Pavilions were up 12% due to people enjoying the more favorable weather. Meeting Rooms were down slightly, but still very steady.

2. **Program Highlight:** Chris Watson reported that the November Program Highlight featured the Adult Men's Basketball League. He explained that the Recreation Center began offering Adult Basketball Leagues upon the completion of the Rec Center expansion in the year 2000. The City offers two spring leagues, one fall league, and one winter league. He explained that once the City had gained a foothold in area Basketball leagues, the leagues have operated at near capacity.

Photos of the State Tournaments were presented to the Board. Chris explained that since 2000 the City has hosted many TAAF State Basketball tournaments, and will once again host the 2012 Men's Six Feet & Under and Men's 35 & Older State Tournaments. One of the selling points that has enabled the City to successfully bid on state tournaments is having two gyms, side-by-side. Hurst is able to host larger tournaments in one location.

B. Special Events:

1. **2010-11 Chisholm Pond Fish Stocking Program:** The dates for the upcoming trout stockings at the Chisholm pond were displayed for the Board. Mr. Watson explained that the fish stocking program is a cooperative effort between the Texas Parks and Wildlife Department and the City of Hurst.
2. **Recreation Center Patron Appreciation Week:** Mr. Watson reported that the Recreation Center's annual "Patron Appreciation Week" was held October 17-27. He explained that during that week

healthy snacks and refreshments were provided for patrons. Several items were given away, including water bottles, cell phone holders and cup holder organizers. Patrons were also able to enter for daily prize drawings for gift cards, Healthy Hurst workout towels and apparel items. Approximately 2,900 patrons participated in the event.

3. **Campfire Stories Recap:** A recap of the 2011 Campfire Stories was provided to the Board. Chris Watson reported that over 400 patrons participated in the event. He mentioned that the storytellers were provided by the Tarrant Area Guild of Storytellers.
4. **Healthy Hurst “Walktober” Program:** Mr. Watson reported that the Healthy Hurst “Walktober” event recently concluded. This event takes place annually during the month of October. He stated that this year, 135 participants registered for the program and 76 of those qualified to receive a t-shirt.
5. **Santa’s Mailbox:** Mr. Watson reminded the Board that the Santa’s Mailbox program will be held from December 1st–11th. During those dates children can drop off their letters to Santa at the mailboxes located at the Recreation Center, the Library, and City Hall. Each child will receive a letter of reply from Santa.
6. **Christmas Tree Lighting Ceremony & Santa’s Workshop:** Allan Heindel reminded the Board that the 26th Annual Christmas Tree Lighting Ceremony and Santa’s Workshop is scheduled for Tuesday, November 29, 2011, 6:00 - 8:00 p.m., at the Hurst Conference Center. Kim Mesa, Recreation Manager, presented a layout of the event area and gave the details of where the program would take place. She noted that the Christmas tree is up at the Conference Center.

Ms. Mesa stated that the event will continue with the popular activities from past years, and will add new elements such as larger inflatables, and two snow hills. The veranda will be transformed into Santa’s Workshop. She explained that the area would offer a craft, photos with Santa, and cookies and punch.

Ms. Mesa reported that overflow parking will be directed to the TCC campus. A Christmas Trolley will provide transportation to the Conference Center.

Ms. Mesa reported that Committee Member, Steve Bowden, has been working with businesses located around the Hurst Conference Center. Liberty Bank will also host a booth during the event, offering hot apple cider and cookie decorating. The Black Eyed Pea is providing and serving coffee for the event.

Ms. Mesa presented photos of the Santa's Marketplace. The Marketplace will be located in Meeting Room 5. The items for sale will consist of Christmas ornaments and decorative items ranging from one to eight dollars.

Ms. Mesa reported that the fireworks display will be larger this year, and gave details of the firing locations. Ms. Mesa explained the "Plan B" inclement weather alternative. She stated that the event has been publicized in the *Where We Live* brochure, on the City Facebook page, with flyers, and in press releases in the Northeast Section of the *Fort Worth Star Telegram*.

C. Works in Progress:

1. **Brookside Parking Lot Resurfacing:** Eric Starnes reported that the resurfacing of the parking lot will take place in the near future.
2. **Chisholm Pond Drain Cover Repairs:** The rusted drain cover for the spillway will soon be replaced.
3. **Christmas Decoration Storage Expansion:** Renovation of the Parks storage building will be done in the near future to accommodate the Hurst Conference Center Christmas Tree and Library Expansion Holiday Decorations.
4. **Conference Center Landscape Maintenance:** Mr. Starnes reported that the Parks Department will now be responsible for the Hurst Conference Center landscape, irrigation, and fountain maintenance.
5. **Library Entrance Improvements:** Mr. Starnes reported that the canopy and landscape improvements at the Hurst Library entrance should be complete by mid to late November.
6. **Christmas Citywide Decorations:** Mr. Starnes reported that the Parks Department will install citywide holiday decorations by the end of November.

D. Staff Activities:

December Calendar: The calendar of events for December was included in the Board Members' packets. Chris Watson reviewed the calendar of events for December.

V. Report of the Committee:

A. John Butler Memorial Senior Citizens Banquet:

Door Prize List: Allan Heindel reminded the Board that the door prizes for the John Butler Memorial Senior Citizens Banquet are due on December 2, 2011.

Pat King requested that staff contact the Board Members to review their Committee assignments for the Senior Banquet. Allan Heindel stated that staff would contact the Board members and also review their assignments on the day of the Senior Banquet.

The Board requested that staff review the door prize list with members Pat King, Karen Spencer and Carol Cole prior to the Banquet.

VI. Communications: Various newspaper articles were distributed to the Board in their packets.

VII. Unfinished Business: None to discuss at this time.

VIII. New Business:

A. Prohibited Games and Activities Ordinance: Allan Heindel distributed the Prohibited Games and Activities Ordinance to the Board. He explained that the ordinance would prohibit the use of remote control vehicles in the parks.

Carol Cole made a motion to adopt the ordinance, Ralph Hurd seconded the motion:

AYES: Members – Hurd, King, Robertson, Williams, Derrett, Spencer, Cole

NOES: None

B. Playground Grant and Park Donation Fund: Allan Heindel presented photos of the playground equipment at Vivagene Copeland Park. He explained that due to the wear and tear of the present equipment it is recommended to purchase and install new equipment at the park. The City did receive a \$28,000 grant from a foundation for this playground.

After discussion, Pat King made a motion to approve the purchase and installation of new playground equipment at Vivagene Copeland Park. Ralph Hurd seconded the motion.

AYES: Members – Hurd, King, Robertson, Williams, Derrett, Spencer, Cole

NOES: None

C. Recreation Center Improvements Architectural Design Contract: Allan Heindel presented photos of the Recreation Center's south hallway and meeting rooms. He explained the improvements needed for the area

and reported that the architectural firm Davis and Davis had been recommended by a staff committee with positive references from the cities of Bedford, Carrollton, and Grand Prairie. He offered details of the proposed contract.

Carol Cole made a motion to approve the recommendation, Hank Williams seconded the motion.

AYES: Members – Hurd, King, Robertson, Williams, Derrett, Spencer, Cole

NOES: None

IX. Informational Items:

- A. Cottonbelt Trail System Update:** Eric Starnes presented photos of the 30 inch water line construction pit. He explained that the City cannot continue working on the trail until the line is completed and the pit is filled. He offered photos of the work in progress and stated that 4' of the riprap by the bridge had been removed. He explained that the next step is to have the area surveyed and offer a quit claim deed to the Lonesome Dove Home Owners Association.

Allan Heindel explained that the Hurst portion of the trail is currently closed, but Colleyville has opened their portion; However, the City of Colleyville will wait and have a joint dedication with the City of Hurst in the spring.

Eric Starnes reviewed the drainage issue at the trail through photos and explained the plan to create a swale to correct the problem. He reported that as part of the agreement with DART to build the trails that after the trail is completed the City of Hurst must maintain the DART right of way on both sides of the track. He noted that the Parks Department will maintain it.

- B. Recreation Center Emergency Repairs:** Eric Starnes reported that the exterior west wall of the Recreation Center has encountered structural damage. The recent rains have caused the conditions to worsen. He presented photos of the damage to the exterior wall and to the walls in Racquetball Court #3 inside the Recreation Center. Allan Heindel reported that issue has been deemed an emergency and an investigation is underway.
- C. Aquatics Centers 2012 Repair Plan:** Eric Starnes reported on the emergency repairs needed at the Aquatic Centers. Allan Heindel stated that waiting on the repairs would further damage the pools at the Central Aquatic Center. He noted that investing these dollars now at Central means that the structure will remain as it is for the foreseeable future. He stated that this project will be taken to Council at their next meeting.

D. Holiday Schedule: Allan Heindel reminded the Board that the Recreation Center and the Tennis Center will be closed on November 24 and 25th for the Thanksgiving holidays, and December 23-26th for the Christmas holidays, and on January 2nd for the New Year's holiday.

E. December Meeting Recommendation: Allan Heindel asked the Board to consider canceling the meeting in December due to the upcoming holiday schedule. He suggested considering the annual Senior Citizens Banquet to serve as the Board's meeting for the month of December.

Pat King made a motion to consider the Senior Citizen's Banquet as the December meeting, and to cancel the December 15th Regular Meeting. Ralph Hurd seconded the motion.

AYES: Members – Hurd, King, Robertson, Williams, Derrett, Spencer, Cole

NOES: None

X. Board Member and Citizen Comments: Carol Cole inquired as to the chair cleaning dates for the Brookside Center. Chris Watson stated that staff will investigate that information for the Board.

XI. Adjournment: Ralph Hurd made a motion to adjourn the meeting, and Hank Williams seconded the motion.

AYES: Members – Hurd, King, Robertson, Williams, Derrett, Spencer, Cole

NOES: None

Rod Robertson adjourned the meeting at 7:30 p.m.

APPROVED THIS THE _____ day of _____, 2011

APPROVED:

ATTEST:

CHAIRMAN

RECORDING SECRETARY