



Parks Board 2018-2019

Jason Mangum, Director
Randy Troxell, Assistant Director
Kevin Browne, Recreation Superintendent
Barry Hamilton, Parks Superintendent
Pamela Andrews, Board Member
J.R. Atkins, Board Member
Alan Atwater, Board Member
Diane Giltner, Board Member

Don Johnson, Board Member
Thomasine Johnson, Board Member
Adrian Matteucci, Board Member
Sharman McGilbert, Vice-Chair
Brian Merchant, Board Member
Victoria Porter, Board Member
Buddy Snyder, Board Member
Llarance Turner, Chairman

**PARKS BOARD MEETING AGENDA
FEBRUARY 7, 2019**

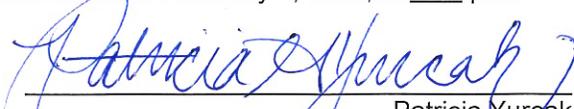
Notice is hereby given of a **Parks Board Meeting** to be held on February 7, 2019, at **7:00 p.m.** at the **City Hall Council Chamber, 1522 Texas Parkway, Missouri City, Texas, 77489**, for the purpose of considering the following agenda items. All agenda items are subject to action. The Parks Board reserves the right to meet in a closed session on any agenda item should the need arise, and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1. **CALL TO ORDER**
2. **CONSIDER THE APPROVAL OF DECEMBER 6, 2018 MEETING MINUTES**
3. **PUBLIC COMMENTS**
4. **DISCUSS SAFETY CONCERNS AT BUFFALO RUN PARK**
5. **DISCUSS SPONSORSHIPS FOR MAINTENANCE OF CITY ATHLETIC FIELDS**
6. **CONSIDER RENEWAL OF RECOGNIZED SPORTS ASSOCIATIONS**
7. **STAFF REPORTS**
 - a. *Parks Projects: Assistant Parks & Recreation Director Randy Troxell*
 - b. *Parks Operations: Parks Superintendent Barry Hamilton*
 - c. *Recreation: Recreation Superintendent Kevin Browne*
8. **DIRECTOR'S UPDATE**
Jason Mangum, Parks & Recreation Director
9. **BOARD REPORTS**
10. **ITEMS FOR NEXT AGENDA**
11. **ADJOURN**

In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending Parks Board meetings. To better serve you, requests should be received 24 hours prior to meetings. Please contact Maria Jackson, City Secretary, at 281.403.8686.

CERTIFICATION

I certify that a copy of the February 7, 2019, agenda of items to be considered by the Missouri City Parks Board was posted on the City Hall bulletin board on February 4, 2019, at 4:00 p.m.



Patricia Yureak
Parks & Recreation Department

I certify that the attached notice was removed by me from the City Hall bulletin board on the ____ day of _____, 2019.

Signed: _____ Title: _____



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**PARKS BOARD MEETING MINUTES
DECEMBER 6, 2018**

ATTENDEES

Parks Board members in attendance:

Pam Andrews, Alan Atwater, Diane Giltner, Don Johnson, Thomasine Johnson, Adrian Matteucci, Vice-Chair Sharman McGilbert, Victoria Porter, Buddy Snyder, and Chairman Llarance Turner.

Absent were: J.R. Atkins and Brian Merchant (excused).

Staff in attendance: Director of Parks and Recreation Jason Mangum, Parks Superintendent Barry Hamilton, Recreation Superintendent Kevin Browne, Assistant City Attorney James Santangelo, and Administrative Assistant Tricia Yurcak.

Others in attendance: Jana McMullen, William McMullen, Cathy Fontenot, Leanne Burnett, Donna Burnett, and Harold C. Eddy II.

1. CALL TO ORDER

Chairman Turner called the meeting to order at 7:03 p.m.

2. CONSIDER THE APPROVAL OF NOVEMBER 1, 2018 MEETING MINUTES

Board member D. Johnson motioned to approve the November 1, 2018 meeting minutes. Board member Andrews seconded the motion. The vote was unanimous. **The motion passed.**

3. PUBLIC COMMENTS

William McMullen, 2103 Quail Valley East, addressed the annual Snowfest parade. He stated that while he appreciated the canceling of the event he still wanted to mention that in the last couple of years there has been tossing of candy from floats to the children, and there were safety concerns, such as if a child steps in front of a vehicle to get candy. He also stated that he was unsure if the City had secured funds for Sta-Mo Park bathroom repairs and would appreciate more information regarding that. He added that Sta-Mo was able to have a successful winter league and he hopes they will be more successful in the spring with the City's help of getting the fields put back together.

4. CONSIDER RECOMMENDATION FOR NEWPOINT ESTATES PARKLAND DEDICATION

Director Mangum presented the agenda item. He stated the proposal was for a replat of Newpoint Estates. The location of the property is in Park Zone 12 on Darby Lane. The developer's proposal is to pay cash in lieu of parkland for a total of \$2800, due to the size of the subdivision and number of lots. He stated the City has no parkland in Park Zone 12 at this time but staff is hoping to purchase land that can be utilized in that area.

Chairman Turner brought up a concern of the proposal's fee being \$2800 for a subdivided lot instead of the required \$1400 per lot. Director Mangum stated there may have been an error in the original proposal letter or another circumstance, and that the Board could make a motion to approve the developer paying the required amount as specified in City Code. Board member Andrews made a motion to recommend accepting

cash in lieu of parkland. Board member T. Johnson seconded the motion. The vote was unanimous. **The motion passed.**

5. OFFICER ELECTIONS

Chairman Turner opened the floor for nominations. Board member D. Johnson nominated Board member Turner to continue as Chair. Board member Andrews nominated Board member Matteucci, who deferred. The vote for Chairman Turner was unanimous. **The motion passed.** Chairman Turner opened the floor for nominations for Vice-Chair. Board member Snyder nominated Board member Matteucci, who deferred. Board member Matteucci nominated Board member McGilbert. The vote was unanimous. **The motion passed.**

6. STAFF REPORTS

All reports were included in the agenda packet.
Buddy Snyder had a question of why the ping pong tables were moved to the Community Center. Recreation Superintendent Browne stated it was for the Family Fun Night event in November.

7. DIRECTOR'S UPDATE

Director Mangum stated that staff decided to cancel Snowfest this week due to safety concerns. Localized flooding between 3 and 4 inches. He thanked everyone who came to KaBOOM! Build Day November 10 and added the project was phase 1. He stated the department has replaced 5 playgrounds in the last 1.5 years, and 3 of them were funded through grants.

Board member Porter asked why the Snowfest event was not rescheduled. Director Mangum stated that we book vendors months in advance, and there are too many events during this time for it to be rescheduled. Staff did a cost analysis of what we'd be paying to cancel, and although we had to pay for the scaffolding of the snowhill since that was completed earlier in the week, and deposits paid for some of the vendors, the bulk of the \$45,000 budget will be saved.

8. BOARD REPORTS

Board member T. Johnson referred the Board to an article about fundraising for Freedom Tree Park. There will be no meeting in January since it is so close to the new year. Asked if Loveless Mitchell was still on the Board. Chairman Turner stated he resigned. Administrative Assistant Yurcak stated there will be a time to recognize him during the January 22 City Council Meeting.

Board member Giltner stated that Missouri City Green would be hosting an electronics recycling event on January 26 at the Public Safety Headquarters.

9. ITEMS FOR NEXT AGENDA

Sponsorships for City Maintenance.

10. ADJOURNMENT

With no further items to discuss, Chairman Turner adjourned the meeting at 7:29 p.m.

Ongoing Projects

Park Signage

CIP: A process to select parks and a location within the property for placement of a park name sign. Type of sign will also be determined. In the near future, this project will be bid out of construction and installation. Funds are limited, so not every park will be receiving a new sign in this first phase of construction. Preliminary discussions with TXDOT are underway to explore the options for a new sign for Mosley Park.

Skatepark

CIP: Construction is underway. Excavation and base preparation is completed, shaping of components, forming and pouring of several concrete features are underway. Updates will be provided as progress is made. Construction is expected to be complete in Spring of 2019.

Park Facilities Assessment

This document will help identify repair/replacement projects in our next CIP request cycle and Master Plan Update. Staff is currently working on Priority 1 items at several park locations.

Bicentennial Park

PZ 3: Park Assessment Priority 1 items for Bicentennial Park are being planned by Staff. Items for improvement include ADA access, area lighting, electrical panel replacement, repairs to playground border, playground surfacing, swing, benches and picnic tables, water meter connections and replacing the perimeter fencing.

Quail Valley North Park

PZ: Remaining part of this project is complete some minor grading, a playground sign and establish grass. Playground drainage repairs are planned to be completed by in-house staff.

American Legion Park

PZ: Parking lot Improvements

CIP: Pavilion, restrooms, electrical upgrades, water and sewer utilities. Kimley-Horn and Associates provided a conceptual master plan for the items mentioned. This plan shows placement of a restroom facility, pavilion, utilities and parking lot configuration. Staff is preparing a PSA to develop plans to bid out construction.

Herrin Tract

PZ: TBG was selected to begin a study of this undeveloped park property. The first phase in this process is Discovery and to develop a concept for development. A Final Plan was received and is under review by Staff. January 14, the plan was presented to City Council.

Independence Park

PZ: 2 Picnic Shelters, tables and accessible paths are installed. Grading around the pads and establishing grass is underway. Handicap parking for one shelter was installed and leaving the bar-b-q grills as the only remaining item for this project.

Roane Park

PZ: Staff is working on Phase II of the playground improvements. Updates will be provided as they develop.

Freedom Tree Park

CIP: Halff and Associates have been selected to revise the Freedom Tree Master Plan. Progress will be reported as it develops.

Gammill Park

BB: Maintenance staff has started work on Priority 1 items noted in the Park Assessment Plan. At Gammill Park repairs are underway. On that list are; bench and picnic table replacement, spring rider replacement and swing repairs.

Upcoming Projects

StaMo Sports Complex

CIP: Funding is available to make additional improvements at the Sports Complex. Concrete bleacher pads are planned to be installed on the fields without pads, new bleachers will replace the existing wood bench bleachers and one additional connector sidewalk will be constructed from the south parking lot. This may have to wait until the playing season is over.

Heritage Colony

PZ: Construct a DG trail around the drainage facility. More planning is needed on this project.

SKATEPARK PROGRESS
(as of the end of January 2019)



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Missouri City Parks and Recreation Parks Operations Report February 2019

Routine Maintenance

- Completed inspection of all park properties including playgrounds, park amenities and trails
- Litter collection completed at all park locations
- Weekly Softball Field preparation and mowing completed
- Continued herbicide applications along fence lines in right-of-ways, park areas and various city facilities
- Inspected all playgrounds for ants and weeds
- Completed monthly playground inspections
- Conducted monthly safety meeting

Operations / Projects / Logistics

- Removed and began storing all Christmas decorations
- Replaced the men's restroom sign on pavilion 1 at Community Park
- Replaced a photo cell for Oyster Creek Trail lights under Cartwright
- Raised flags from half
- Repaired lights in pavilion 2 at Buffalo Run Park
- Unclogged the drinking fountain at Gammill Park
- Removed the temporary waterline used for the Ultra 55 at Buffalo Run Park
- Retied downed windscreens at the Recreation and Tennis Center
- Completed the removal and storage of all Christmas decorations
- Began rehabilitation of ballfields at StaMo Sports Complex
- Repaired a tennis court security light at the Recreation and Tennis Center
- Lined soccer field 7 at Community Park
- Replaced an electrical contactor for the parking lot lights at Independence Park
- Leveled the ground around the new pavilions at Independence Park
- Conducted our monthly playground inspections
- Cleaned up the storage area
- Delivered all tractors to the garage for preventative maintenance
- Retied the windscreens at the Recreation and Tennis Center
- Saw cut drainage channels on the outflow crossing on Oyster Creek Trail
- Installed a sign in the playground at Community Park
- John Garcia attended TDA applicator recertification training
- Repaired trail and restroom lights at Hunter Glen Park
- Inspected all restroom pipes and backflow preventers for possible freeze
- Repaired lights in the pavilion 1 men's restroom
- Installed a new paver in Protectors Plaza at PSHQ
- Repaired lights on the tower at Buffalo Run Park
- Took down art at the Visitors Center to prepare for a new artist
- Set up and broke down the auditorium for Allen Owen's reception
- Barry Hamilton and John Garcia attended MS4 training
- All staff attended CAPRA accreditation training
- Cleaned off the pier at Independence Park and the road crossings on Oyster Creek Trail after the flood

- All staff attended the TRAPS East Region Workshop
- Hung a new artwork display in the Visitor's Center
- Repaired and cleaned up washouts around the pavilions at Independence Park
- Installed hay bales for erosion control at Buffalo Run Park
- All staff worked the Electronics Recycling Event
- Provided logistical support for the Pet Awareness Day
- Prepared all softball fields at StaMo Sports Complex for Softball Skills and Drills
- Repaired a security light on the back of the Parks Maintenance building
- Repaired a gate and a sink faucet at Buffalo Run Park
- Installed new grills at the pavilions in Independence Park
- Replaced large grills at pavilion of Community and Buffalo Run Parks
- Louis Warren and James Johnson attended P-Card training
- Constructed trash barrel holders
- Moved lacrosse goals from Ridgeview Park to Hunters Glen Park
- Repaired the playground border at Gammill Park
- Unclogged a drinking fountain at Buffalo Run Park
- Put out signs for Dad and Daughter Dance
- Set up the auditorium for the District B public meeting

Forestry/Horticulture

- Tree Planting Event prep & marketing
- Remove ball moss and trim crepes at PSHQ
- Pesticide treatment on Cartwright Rd medians
- Pesticide treatment at MacNaughton Park
- Tree Planting Event prep
- Kiamesha property prune
- Cartwright Rd, Lexington Blvd and Independence Blvd medians pesticide applications
- Chipped Christmas trees
- Removed fallen limbs from the Kiamesha lot
- Attended TRAPS East Region conference
- Buffalo Run Park tree removal and trail clear near main pavilion
- Tree Planting Competition site prep
- Electronic recycle event prep and logistical support

Missouri City Parks Board

Recreation Superintendent's Report – February 7, 2019

Recap of past events- December

Tennis:

- Junior tennis program December: **19** participants
- Toy Drive Mixed Doubles tournament, December 15: **48** participants
- Junior Tennis holiday break camp December 26-28: **2** participants

Seniors:

- Senior Holiday Party- December 13: **126** attendees
- Senior field trip December 15 (Alley Theatre): **28** attendees

Youth and Family Programs:

- Tots & Crafts- December 12: **3** participants
- Family Fun Night-Kids Only December 21: **27** participants

Revenue – December

- December Net Revenue 2017: \$21,956.40 vs. December Net Revenue 2018: \$19,466.50
Difference of: -\$2,489.90

Recap of past events – January

Tennis:

- Junior Tennis program – January: **46** participants
- Ladies Free Tennis Drills- January 11: **32** participants
- Outdoor pickle ball grand opening- January 12: **28** participants
- Ladies Doubles Tournament January 17: Rained Out

Seniors:

- How Does it Work- HCC Adult Education programs, January 8: **15** attendees
- Afternoon with an Expert- Fruit Tree Gardening January 9: **18** attendees
- Breakfast Bingo January 17: **85** participants
- Foodies @ Grimaldi's January 24: **18** attendees
- Book Club Introductory class January 29: **14** participants

Youth and Family Programs:

- Tots & Crafts January 9: **15** participants
- Family Fun Night January 11: **29** participants
- Tot Sports January 28 (Soccer): **19** participants

Athletics & Fitness:

- Softball clinic January 12: Rained Out
- Full Court Fridays: **78** participants in January
- Fit Expo January 19: over **150** participants/attendees
- Softball clinic January 26: **0** participants

Revenue – January

- January Net Revenue 2018: \$37,803.25 vs. January Net Revenue 2019: \$46,710.50
Difference of: \$8,907.25
- October 1, 2018 – February 1, 2019 Net Revenue: \$125,847.72
- Total memberships at Recreation & Tennis Center
 - 1,442 (the number was 1361 in November)

Upcoming Events and Programs- February

Tennis:

- Valentine's Tennis Tournament – Saturday February 16, 9:00 am
- friYAY Pickle Ball Mixer – Friday February 22, 6:30 pm
- Junior FUNDamental Team Challenge – Saturday February 23, 9:00 am
- Spring Break Tennis Camp – March 11 – 15. 9:00 am – 12:00 pm

Recreation and Athletics:

- Fencing – Mondays beginning February 4, 5:00-6:30 pm (RATC)
- Open Play Ping Pong – Tuesdays beginning February 5, 4:00-6:00 pm (RATC)
- Spring Lacrosse Clinics – Tuesdays 6:00-7:00 pm (Feb. 5 & 19, March 5 & 19, April 2) and Saturdays 9:00-10:30 am (March 2, April 6) Hunters Glen Park
- Soccer Skills – Wednesdays beginning February 5, 5:00-6:00 pm (RATC)
- Girls' Softball - registration closes Saturday February 9
- Dog Training Workshop – Saturday February 23, 10:30-11:30 am (Buffalo Run Park)

Seniors:

- Afternoon with an Expert – Downsizing made easy! Wednesday February 6, 11:00 am -12:00 pm (RATC)
- Senior Field Trip – Houston Museum of African American Culture and Buffalo Soldiers National Museum. Wednesday February 13, 10:00 am – 5:00 pm
- Mah Jongg - Learn to Play! Monday February 18, 7:00 pm (RATC)
- Bingo Night – Thursday February 21, 5:30 pm (RATC)
- Book Talk – Tuesday February 26, 10:00 – 11:00 am (RATC)
- Senior Foodies – Bernie's Burger Bus! Thursday February 28, 11:30 am

Youth and Family Programs:

- Tots and Crafts – Wednesday February 6 & March 6. 10:00 -11:00 am (RATC)
- Family Fun Night – Cupid's Carnival! Friday February 8, 6:00 – 8:30 pm (RATC)
- Tots Sports – Mondays February 18 & March 18. 2:00 – 3:00 pm (RATC)
- Spring Break programs- offered March 11-15 at RATC, more information on website!

Upcoming Special Events:

- Dad & Daughter Dance – Hollywood! Saturday February 9, 6:00 – 8:30 pm (Community Center)

Parks & Recreation

DEPARTMENTAL REPORT FOR JANUARY 9 - JANUARY 22, 2019

RECREATION

Participation Totals

- **Tots & Crafts** had a total of 15 participants.
- A total of 150 guests joined us at the Rec & Tennis Center for the **Fit Expo**. More details on the following page!
- **Full Court Friday** had a total of 23 participants and played 12 basketball games at the Rec & Tennis Center.

Tennis

- Parks & Rec has received an additional \$5,000 grant from USTA (United States Tennis Association) to resurface 6 tennis courts, in addition to \$10,000 grant received recently.
- A total of 33 players attended the **Free Tennis Drills** on Friday, January 11th hosted by King Daddy Sports.
- Session 1 of our **Spring Junior Tennis** lessons has begun and we have a total of 46 players enrolled.
- 25 joined us for our **Grand Opening** of the pickleball courts on Tennis Court 13 at the Rec & Tennis Center on January 12th!

RENTALS

Community Center Auditorium

Hosted **3 events** including a New Year party and a birthday party.

Multi-Purpose Rooms

Hosted **6 events** including organization meetings and a celebration.

Park Pavilions

Had **4 reservations** for various social gatherings.

Athletic Fields

Had **10 reservations** for various sport practice and league games.



Winning big at the January Fit Expo

PARKS

Park & City Facility Maintenance

- The Parks crew completed routine maintenance, including inspections, litter collection, and finish-mowing at all park properties, including playgrounds, park amenities and trails.
- A full update will be included in the next report!

Forestry

- A full update will be included in the next report!

UPCOMING HAPPENINGS

Electronic Recycling

Saturday, Jan 26 from 8 am - 12 pm
Public Safety Headquarters
Drop off your unwanted electronics!

Softball Skills & Drills

Saturday, Jan 26
Sta-Mo Sports Complex
Free skills and drills softball clinic - no experience required!

Tots Sports

January 28 from 2 - 3:00 pm
Rec & Tennis Center
Refreshments for parents and an intro to sports for kids.
No registration required!

Dad & Daughter Dance

Saturday, February 9 from 6 - 8:30 pm
Community Center
Save the date for this Hollywood-themed evening, which will make your little girl feel like a star!



Tennis Court 13 now is being enjoyed more, now that pickleball lines have been added



PARKS & RECREATION

JANUARY 2019 FIT EXPO



On Saturday, January 19th, the Missouri City Parks and Recreation Department hosted its third Fit Expo at the Recreation and Tennis Center. The Fit Expo is a fun way to highlight group fitness classes, fitness initiative programs and youth sport programs offered through the Recreation and Tennis Center.

The expo showcased 7 different fitness classes, 3 guest speakers, soccer & basketball skills and drills training and attracted an estimated 150 participants. Guest speakers included a neurologist, nutritionist, and pain relief specialist.

Participants also had the opportunity to learn about other fitness and health services offered in the Missouri City area through vendors who specialize in essential oils, supplemental nutrition, Tai Chi, and more. A healthy and versatile menu was provided throughout the day by Cajun Pits.

