



Missouri City Parks Board

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

Don Johnson, Board Member
Thomasine Johnson, Board Member
Leslie Mack, Jr., 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 THURSDAY, AUGUST 1, 2019

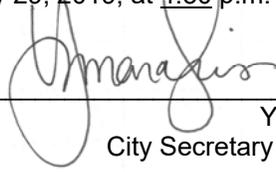
Notice is hereby given of a **Parks Board Meeting** to be held on Thursday, August 1, 2019, at **7:00 p.m.** at **City Hall Council Chamber, 2nd floor**, 1522 Texas Parkway, Missouri City, Texas 77489, for the purpose of considering the following agenda items. All agenda items are subject to action. 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. **WELCOME NEW BOARD MEMBERS AND STAFF UPDATE**
3. **CONSIDER APPROVAL OF THE JUNE 6, 2019 PARKS BOARD MEETING MINUTES**
4. **PUBLIC COMMENTS**
5. **OVERVIEW OF PARKLAND DEDICATION PURPOSE AND PROCEDURES**
6. **OVERVIEW OF PARK ZONE FUNDS**
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

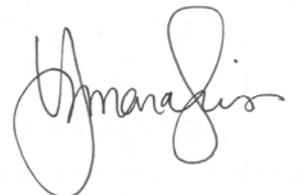
I certify that a copy of the August 1, 2019, agenda of items to be considered by the Missouri City Parks Board was posted on the City Hall bulletin board on July 29, 2019, at 4:30 p.m.



Yomara Frias
City Secretary Department

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

Signed: _____ Title: _____





PARKS BOARD MEETING MINUTES THURSDAY, JUNE 6, 2019

Attendees:

Board members in attendance: Diane Giltner, Don Johnson, Thomasine Johnson, Adrian Matteucci, Victoria Porter, Buddy Snyder, Vice-Chair Sharman McGilbert and Chairman Llarance Turner.

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

Staff in Attendance: Director of Parks & Recreation Jason Mangum, Assistant Director of Parks & Recreation Randy Troxell, Parks Superintendent Barry Hamilton, Recreation Superintendent Kevin Browne, Recreation Specialist Trey Samuel, Administrative Assistant Tricia Yurcak, and Assistant City Attorney James Santangelo.

Others in Attendance: Barry Brazil, Lorraine Brazil, and Leslie Mack Jr.

1. CALL TO ORDER

Chairman Turner called the meeting to order at 7:04 p.m.

2. CONSIDER APPROVAL OF MAY 2, 2019 MEETING MINUTES

Board member Snyder made a motion to approve. Board member T. Johnson seconded the motion. The vote was unanimous. **The motion passed.**

3. PUBLIC COMMENTS

Barry Brazil, of 5019 Newpoint Drive, stated his concerns about the Shipman's Cove development that affects his community of Newpoint Estates in regards to potential drainage issues.

4. CONSIDER RATIFYING APPROVAL OF APRIL 4, 2019 MEETING MINUTES

Board member D. Johnson made a motion to approve. Board member Giltner seconded the motion. The vote was unanimous. **The motion passed.**

5. CONSIDER RATIFYING RECOMMENDATION FOR SHIPMAN'S COVE PARKLAND DEDICATION

Vice-Chair McGilbert made a motion to ratify the recommendation. Board member D. Johnson seconded the motion. The Board discussed the Parks Board's role as a board. **The motion failed.**

Ayes: Board members Don Johnson, Thomasine Johnson, Vice-Chair Sharman McGilbert, and Chairman Llarance Turner.

Nays: Adrian Matteucci, Buddy Snyder, Diane Giltner, and Victoria Porter.

6. CONSIDER APPROVAL OF RECOGNIZED SPORTS ASSOCIATION RENEWALS

There were no pending renewals for recognized sports associations to approve.

7. OVERVIEW OF PARK ZONE 12 AND PARK ZONE FUNDS

Director Mangum stated there was approximately \$380,000 in Park Zone 12. Board member Matteucci referred to the 2015 Parks Master Plan and stated there was a call for a community-type park within Park Zone 12. However, the estimated cost range for acquiring land is between \$750,000 and \$3.75 million, and that study is outdated.

Director Mangum stated staff are working with the Legal Department to identify and get tracts of land deeded to the City so to acquire the parkland as identified in that action item of the master plan.

Board member Matteucci stated there seemed to only be two tracts of land left in Park Zone 12 that would fit the criteria for a park. The Board discussed other tracts in the park zone that have potential as parkland. Board member Matteucci stated that it would be beneficial if Board members could find out about land developments before they get to the Parks Board. Board members Matteucci, Porter, and Chairman Turner stated they would like to be more involved in pre-development meetings.

8. STAFF REPORTS

a. *Parks Projects: Assistant Director of Parks and Recreation Randy Troxell*

Board member Porter stated her concerns about Ridgeview and MacNaughton Park, particularly about the lawn, and stated concerns about children getting burns at the MacNaughton park. She asked if there is a way to shade the playground. Assistant Director Troxell stated that shade was something that staff could look into, though the height of the playground would provide challenges. There was discussion of mowing contracts; Director Mangum stated that many county areas are mowed by staff so that the Department can maintain a high level of standards, but the extra mowing may be impacted by budget cuts.

b. *Parks Operations: Parks Superintendent Barry Hamilton*

Parks Superintendent stated his report was in the agenda packet. There were no further questions.

c. *Recreation: Recreation Superintendent Kevin Browne*

Recreation Superintendent Browne provided an update about upcoming programs and the upcoming 4th of July Celebration.

d. *Mayor's Youth Commission: Administrative Assistant Tricia Yurcak*

Administrative Assistant Yurcak provided an update on the Mayor's Youth Commission banquet on May 16, which concludes the 2018-2019 including awards of recognition for members and scholarships for selected graduating members, offered by the Nichols family and an anonymous donor. She recognized and thanked Recreation Specialist Daniele Stewart, Parks Board member D. Johnson, Vice-Chair McGilbert and Chairman Turner, for their help throughout the year, and Board member Giltner for supporting the MYC members at the banquet.

9. DIRECTOR'S UPDATE

Director Mangum reminded the Board that July is National Park and Recreation month, and the Department has a calendar of activities throughout the month. July 1 just before our 4th of July celebration. We'll see many of you there, as well. We are continuing accreditation process and developing policies, procedures and plans and operating the best practices.

Director Mangum introduced Mr. Leslie Mack Jr., who is an incoming Board member. Mr. Mack stated he has two daughters who enjoy going to the park and he looks forward to serving and helping out with the City.

Director Mangum stated that Sta-Mo Sports Complex now has a new roof on the restroom and it has made a big difference. He stated the Parks Assessment is being used to check a lot of items off the Parks Assessment list with a lot of repairs going on to parks as well as restrooms to make sure they are safe and accessible.

10. BOARD REPORTS

Board member T. Johnson reported there will be an Independence Day boat parade at 2700 Lake Olympia at 9:00 a.m. on July 4th. She also reported about the Missouri City Farmer's Market and invited the Parks & Recreation Department to host a

free booth to inform visitors about program offerings. Board member Porter stated the KidFish event was a lot of fun to see all the families together. Board member Snyder commended staff on the Family Fest event in May. Vice-Chair McGilbert recommended signs about maintenance activity at McLain Park so that visitors over the weekend can have notice and go to another tennis court.

11. ITEMS FOR NEXT AGENDA

Review of parkland dedication process; potential tracts of land in Park Zone 12 to purchase; breakdown of current park zone funds.

12. ADJOURN

With no further items to discuss, Chairman Turner adjourned the meeting at 8:39 p.m.

Park Zone Funds

PZ Account	Park Zone Funds Available	Budgeted	Project	Available Bal.
PZ 2	\$ 74,934.23	\$ (73,480.00)		\$ 1,454.23
PZ 3	\$ 56,783.13	\$ (61,000.00)	Bicentennial Park	\$ 56,783.13
PZ 4		\$ -		
PZ 5	\$ 193,885.00	\$ (143,063.00)	Land Improvements	\$ 50,822.00
PZ 6	\$ 282,472.00	\$ (186,549.74)	American Legion Park	\$ 94,654.26
PZ 7	\$ 469,794.84	\$ (305,546.00)	Roane Park Concrete repairs, playground	\$ 164,248.84
PZ 8	\$ 306,730.00	\$ (235,000.00)	Land Improvements	\$ 71,730.00
PZ 10	\$ 380,456.10	\$ 86,000.00	Contractual Services (20K) Land Improvements (66K)	\$ 294,456.10
PZ 11		\$ -		
PZ 12	\$ 390,317.24	\$ (374,000.00)	Land Improvements	\$ 16,317.24
PZ 13	\$ 626.46			\$ 626.46

encumbered

Ongoing Projects

Park Signage

CIP: Bass Construction has been selected to begin constructing new park entrance signs. Locations selected are Community Park, Hunters Glen Park and American Legion Park. Updates will be provided as this project continues.

Park Facilities Assessment

This document will help identify repair/replacement projects in our next CIP request cycle and Master Plan Update. Staff is continuing to work on Priority 1-3 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, repairs to playground border, swing, benches and picnic tables, water meter connections and replacing the perimeter fencing. Surfacing in the playground has been upgraded.

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. Kimley-Horn has submitted construction plans which under review by Public Works and Building Codes. Upon plan approvals the project will be put out for bid. Updates will be provided throughout the construction process.

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.

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.

StaMo Sports Complex

CIP: [Update on improvements at the Sports Complex](#). Concrete bleacher pads and additional sidewalk construction work is complete. Installation of a new metal roof on the restroom building was completed the week of May 27. [Two sets of bleachers remain to be assembled and installed.](#)

Upcoming Projects

Heritage Colony

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



Missouri City Parks and Recreation Parks Operations Report July 2019

Routine Maintenance

- Inspected all park properties including playgrounds, park amenities and trails
- Litter collection completed at all park locations
- Weekly Softball Field preparation and mowing completed
- Herbicide applications along fence lines, in right-of-ways, park areas and various city facilities
- Finish-mowed park properties as needed
- Tractor-mowed park properties as needed
- Conducted monthly safety training
- Striped the lighted field for lacrosse at Hunters Glen Park

Operations / Logistics

- Repaired fences at American Legion, Quail Valley North, Mosley and Buffalo Run Parks and StaMo Sports Complex
- Removed graffiti at Buffalo Run and Quail Green West Parks
- Set up for, provided logistical support during and broke down after July 4th Celebration
- Repaired a commode at Community Park
- Took down July 4th signs
- Installed new benches at McLain and MacNaughton Parks
- Repaired lights on the tower at Buffalo Run Park
- Replaced damaged windscreens at the Recreation and Tennis Center
- Provided logistical support for a softball tournament at Community Park
- Repaired a drinking fountain at Ridgeview Park
- Repaired a leaking hose bib near the boat ramp at Buffalo Run Park
- Painted over graffiti in the restroom at StaMo Sports Complex
- Cleaned up debris in ditch along Court Road
- Prepared new trash barrels for use
- Replaced boards in the amphitheater at Community Park
- Power washed a storage shed at StaMo Sports Complex
- Began replacement of the drinking fountain in the softball complex at Community Park
- Repaired lights on pavilion 1 of Community Park
- Set up the old courtroom for testing
- Loaded a trailer with supplies for the Fire Station 4 open house
- Replaced missing rail pickets on the tower at Buffalo Run Park

Recreation Superintendent's Report – August 4, 2019

Recap of past events- June

Tennis:

- Junior tennis summer camp – 66
- Introduction to Pickle Ball – 15
- Introduction to Tennis – 27

Recreation and Athletics:

- Lacrosse clinics – 5
- Softball clinics - 8
- Full-Court Fridays - 55
- Open Play Pickle Ball (M-W-F) - 254
- HIIT (M-W)- 54
- U-Jam (T-TR-S) - 101
- Gentle Yoga (W-F) - 69
- Yoga (W-S)- 54
- Open Play Ping Pong – 17
- Senior Strength – 201
- Beginner Archery - 13

Seniors:

- Afternoon with an Expert: Memorial Hermann Orthopedic Surgery - 12
- Bingo Night - 82
- Senior Foodies: Ailing's – 15
- Acrylic Painting – 15
- Mah-Jongg – 15
- Senior Field Trip: Skeeters Game - 26

Youth and Family Programs:

- Summer Day Camp weeks 1-3: 116

Special Events:

- Fit Expo - 65

Revenue – June

- June Net Revenue 2018: \$59,037.12 vs. June Net Revenue 2019: \$45,483.69
Difference of: (\$13,553.43)
- October 1, 2018 – June 30 2019 Net Revenue: \$352,677.71
- Total memberships at Recreation & Tennis Center: 1,437 (the number was 1,350 in May)

Recap of past events- July (#s as of July 26)

Tennis:

- Junior tennis summer camp – 43
- Introduction to Tennis – 26

Recreation and Athletics:

- Lacrosse clinics – 20
- Softball clinics - 13
- Full-Court Fridays - 10
- Open Play Pickle Ball (M-W-F) - 297
- HIIT (M-W)- 72
- U-Jam (T-TR-S) - 64
- Gentle Yoga (W-F) - 68
- Yoga (W-S)- 8
- Open Play Ping Pong – 13
- Senior Strength – 176
- Basketball Skills and Drills camp – 10
- Tai Chi demo - 11

Seniors:

- Afternoon with an Expert: Dementia Live with Avenues of Fort Bend - 11
- Breakfast Bingo - 92
- Senior Foodies: Cheddar's – 19
- Acrylic Painting – 11
- Mah-Jongg – 8
- Casino Trip: Delta Downs - 48

Youth and Family Programs:

- Summer Day Camp weeks 4-7: 135

Special Events:

- 4th of July - estimated 5,000+

Revenue – July

- July Net Revenue 2018: \$34,485.24 vs. July (through July 28) Net Revenue 2019: \$40,216.83
Difference of: \$5,731.59
- October 1, 2018 – July 28, 2019 Net Revenue: \$392,894.54
- Total memberships at Recreation & Tennis Center: 1,457 (the number was 1,437 in June)

Forestry/Horticulture

- Spray & weed trim mulch circles at MacNaughton North
- Spray & weed trim mulch circles at Oyster Creek Trail south
- Tree pruning at 90A monument
- July 4th Event assistance
- Community Park tree pruning and mulch
- 90A chipping
- Weed control at Roane, Oyster Creek, and Ridgeview Parks
- Forest clearing at Mosley Park
- Weed control and filled water bags on new trees
- Finished Community Park mulching
- Watered new trees
- Sprayed weeds at 7 parks
- Cleared fence line vegetation at Hunters Trail
- Started forest clearing at Independence Blvd

DEPARTMENTAL REPORT FOR JULY 7 - 21, 2019

RECREATION

Participation Totals

- 10 participants came to July 9's **Lacrosse Clinic**.
- 10 participants came to July 10's **Softball Clinic**.
- 15 participants came to July 12's **Full Court Friday**.
- **Breakfast Bingo** had 92 in attendance and 3 sponsors.
- **Summer Day Camp** had 78 in attendance.

Tennis

- Our annual **Pickleball** Adult Co-Ed Doubles Social Tournament **PICKLEDON** had 16 participants.
- The **Wimbledon Mixed Tournament** had 30 participants.
- There were 12 participants at **Intro To Tennis**.
- **Tennis Camp Sessions 6 & 7** had a total of 7 students.

RENTALS

Community Center Auditorium

Hosted **2 events**, including a baby shower and Open Mic event for a total of over 500 people.

Multi-Purpose Rooms

Hosted **4 events**, including a Missouri City Green meeting and baby shower.

Park Pavilions

Had **over 20 reservations** for a variety of social gatherings.

Athletic Fields

Had **over 20 reservations** for various sport practice and league games.

PARKS

Park & City Facility Maintenance

- Inspected all park properties including; playgrounds, park amenities and trails
- Litter collection completed at all park locations
- Performed weekly maintenance on the softball fields at Community Park for Tuesday and Thursday night games
- Cleaned the drain filters at Hunter Glen Park sprayground
- Finish mowed park properties as needed
- Tractor mowed as needed
- Herbicide applications along fence lines, in right-of-ways, park areas and various city facilities
- Repaired a commode at Community Park
- Took down July 4th signs
- Installed new benches at McLain and MacNaughton Parks
- Repaired lights on the tower at Buffalo Run Park
- Replaced damaged windscreens at the Recreation and Tennis Center
- Provided logistical support for a softball tournament at Community Park
- Repaired a drinking fountain at Ridgeview Park
- Repaired a leaking hose bib near the boat ramp at Buffalo Run Park
- Painted over graffiti in the restroom at Sta-Mo Sports Complex

Forestry

- Community Park tree pruning and mulch
- 90A chipping
- Weed control at Roane, Oyster Creek, and Ridgeview Parks
- Forest clearing at Mosley Park
- Weed control and filled water bags on new trees

UPCOMING HAPPENINGS

Teen Pickleball

Monday, August 5, 1:00-2:30 pm
Recreation & Tennis Center

Acrylic Painting Class

August 6-September 3, 9:00-11:00 am
Recreation & Tennis Center

Tai Chi: Free Demo

Tuesday, August 6, 11:30 am

Afternoon with an Expert

Wednesday, August 7, 12:00-1:00 pm

Senior Mystery Trip

Thursday, August 8, 8:30 am-5:30 pm
Recreation & Tennis Center

Senior Bingo Night

Thursday, August 15, 5:00-7:00 pm
Recreation & Tennis Center





4th of July Celebration 2019

On Thursday, July 4th, Missouri City hosted the inaugural 4th of July Celebration. The event took place at Thurgood Marshall High School and areas surrounding Buffalo Run Park. Over 5,000 people were estimated in attendance. Guests were able to enjoy a wide variety of free activities, entertainment, and food for purchase.

H-E-B sponsored the Fireworks Show and distributed fans to keep attendees cool. Houston METRO provided free shuttles from the Fondren Park and Ride location offering a convenient drop off close to the event site.



Entertainment was free for attendees and included a variety of inflatables, oversized tricycle track, oversized bubble pool, a patriotic Monster Mural, live music performance, and much more!

Missouri City would like to send a special thank you to the Parks and Recreation, Communications, Public Works, Fort Bend ISD, Fire, Police, and Fort Bend EMS teams for providing their services to provide a safe, family fun event for all to enjoy.

