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### Missouri City Parks Board

Jason Mangum, Director  
Randy Troxell, Assistant Director  
Kevin Browne, Recreation Superintendent  
Barry Hamilton, Parks Superintendent  
J.R. Atkins, Board Member  
Claudia Iveth Garcia, Board Member  
Diane Giltner, Board Member  
Raj Joseph, Board Member  
Llarance Turner, Chairman

Don Johnson, Board Member  
Thomasine Johnson, Board Member  
Leslie Mack, Jr., Board Member  
Mary Ross, Board Member  
Susan Dierker, Board Member  
Brian Merchant, Board Member  
Victoria Porter, Board Member  
Buddy Snyder, Vice-Chair

## PARKS BOARD MEETING AGENDA THURSDAY, AUGUST 6, 2020

Notice is hereby given of a **Parks Board Meeting** to be held on Thursday, August 6<sup>th</sup>, 2020, at **7:00 p.m.** at: **City Hall Council Chamber, 2<sup>nd</sup> 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.

Due to the COVID 19 Disaster and the Center for Disease Control's recommendation regarding social distancing measures, the Parks Board members, City Staff members, and members of the public were not physically present during this meeting. The meeting was made possible through the cloud-based video conferencing platform Zoom.

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### NOTICE REGARDING PUBLIC PARTICIPATION

Due to the COVID 19 Disaster and the Center for Disease Control's recommendation regarding social distancing measures, the public will not be allowed to be physically present at this meeting.

The meeting will be available to members of the public and allow for two-way communications for those desiring to participate. Any person interested in speaking on any item on the agenda must notify the City by one of the following methods **before 4:00 p.m. on the day of the Parks Board meeting**:

1. Email or call the Parks and Recreation Department at [sydney.andrews@missouricitytx.gov](mailto:sydney.andrews@missouricitytx.gov) or 281-403-8638; or,
2. Submit a "Public Comment Form" to the Parks and Recreation Department from the following webpage: <https://bit.ly/39pw73Q>.

**The request must include the speaker's name, address, email address, phone number and the agenda item number.**

To livestream the meeting, the public may access the following link:  
<https://www.missouricitytx.gov/780/MCTV>.

To access the meeting agenda packet in PDF format, the public may access the following link:  
<https://www.missouricitytx.gov/812/Parks-Board>.

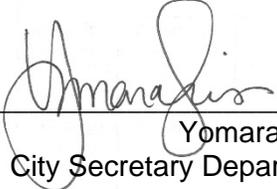
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1. CALL TO ORDER
2. CONSIDER APPROVAL OF THE JUNE 4, 2020 PARKS BOARD MEETING MINUTES
3. PUBLIC COMMENTS
4. REVIEW PARKS BOARD VETERANS MEMORIAL PAVER PROOF
5. REVIEW POLICY PARD-O-003, RELATING TO CONCUSSION PROTOCOL
6. STAFF REPORTS
  - a. *Parks Projects: Assistant Parks & Recreation Director Randy Troxell*
  - b. *Parks Operations: Parks Superintendent Barry Hamilton*
  - c. *Recreation: Recreation Superintendent Kevin Browne*
7. DIRECTORS REPORT  
*Parks and Recreation Director: Jason Mangum*
8. BOARD REPORTS
9. ITEMS FOR NEXT AGENDA
10. 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 6, 2020, agenda of items to be considered by the Missouri City Parks Board was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on August 3, 2020, at 11:30 a.m.



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Yomara Frias  
City Secretary Department



## Missouri City Parks Board

Jason Mangum, Director  
Randy Troxell, Assistant Director  
Kevin Browne, Recreation Superintendent  
Barry Hamilton, Parks Superintendent  
J.R. Atkins, Board Member  
Claudia Iveth Garcia, Board Member  
Diane Giltner, Board Member  
Raj Joseph, Board Member  
Llarance Turner, Chairman

Don Johnson, Board Member  
Thomasine Johnson, Board Member  
Leslie Mack, Jr., Board Member  
Mary Ross, Board Member  
Sharman McGilbert, Board Member  
Brian Merchant, Board Member  
Victoria Porter, Board Member  
Buddy Snyder, Vice-Chair

# PARKS BOARD MEETING MINUTES THURSDAY, JUNE 4, 2020

Notice is hereby given of a **Parks Board Meeting** to be held on Thursday, June 4<sup>th</sup>, 2020, at **7:00 p.m.** at: **City Hall Council Chamber, 2<sup>nd</sup> 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.

Due to the COVID 19 Disaster and the Center for Disease Control's recommendation regarding social distancing measures, the Mayor, City Council, City Staff members, and members of the public were not physically present during this meeting. The meeting was made possible through the cloud-based video conferencing platform Zoom.

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## NOTICE REGARDING PUBLIC PARTICIPATION

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1. Email or call the Parks and Recreation Department at [sydney.andrews@missouricitytx.gov](mailto:sydney.andrews@missouricitytx.gov) or 281-403-8638; or,
2. Submit a "Public Comment Form" to the Parks and Recreation Department from the following webpage: <https://bit.ly/39pw73Q>.

**The request must include the speaker's name, address, email address, phone number and the agenda item number.**

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**Attendees:** Diane Giltner, Don Johnson, Vice-Chair Buddy Snyder, Victoria Porter, Thomasine Johnson, Raj Joseph, Mary Ross, Claudia Yvette Garcia, Brian Merchant, Chairman Llarance Turner and J.R. Atkins.

**Absent were:** Leslie Mack Jr. and Sharman McGilbert

**Staff in Attendance:** Assistant Director Randy Troxell, Parks Superintendent Barry Hamilton, Administrative Assistant Sydney Andrews, MCTV Producer Douglas Penalba and Assistant City Attorney James Santangelo.

**Others in Attendance:**

**1. CALL TO ORDER**

Chairman Turner called the meeting to order at 7:00 p.m.

**2. CONSIDER APPROVAL OF THE MAY 7, 2020 PARKS BOARD MEETING MINUTES**

Vice-Chair Snyder made a motion to approve the May 7, 2020 minutes. Board Member Merchant seconded the motion. **The vote was unanimous. The motion passed.**

**3. PUBLIC COMMENTS**

There were no public comments.

**4. DISCUSSION AND PRESENTATION OF THE VETERANS MEMORIAL PROJECT**

Administrative Assistant Andrews presented the Veterans Memorial Project. Documents of the paver order form and final view of the project was provided in the packet. Also, the packet included a flyer with the link to order a paver online. Pavers for the project can be paid for by cash, card, or check made out to the Missouri City Parks Foundation. She stated if Parks Board wanted to purchase a paver for the Veterans Memorial they could use the form provided in the packet, split the overall cost up between the members, and work with her to have a paver at the Veterans Memorial. Chairman Turner stated he did buy a brick paver and strongly encourages board members to participate in this project. Board Member Giltner stated purchasing a paver as a board would be a great idea. Vice-Chair Snyder asked when the project will start being built. Administrative Assistant Andrews stated the plans for the project are currently still in the design phase and being reviewed with the City Engineering Department. She stated she would follow up with Director Mangum to provide the building schedule to the board. Chairman Turner agreed with Board Member Giltner that purchasing a paver from Parks Board is a great idea and stated to the board if anyone wants to donate towards the paver to contact Administrative Assistant Andrews for payment. Board Members Giltner, Ross, Joseph, T. Johnson and Atkins will work on designing the paver for Parks Board. Parks Board will purchase an 8x8 brick paver with clip art totaling \$575. Chairman Turner stated any donation contribution would be appreciated and to turn in the donation by the first live meeting. Administrative Assistant Andrews will send a reminder out to the board about the donation before the first live meeting.

**5. DISCUSSION OF THE REDESIGN AT STA-MO PARK**

Parks Superintendent Hamilton presented the Sta-Mo Conceptual Site Plan to the board. The plan was provided in the packet for the board to review. He stated the department hosted a community meeting to get ideas from the public of what they might want to see at Sta-Mo Park. After taking the public input ideas and working with the designer the department came up with a multi-use design for the park. The sports facility will not be dedicated to any leagues, it will be used for community use. Chairman Turner made positive comments on the design and stated that this new facility will be heavily used due to the new development being built right by the park. Board Member D. Johnson, Giltner, Joseph, and Porter all made positive comments as well.

## 6. STAFF REPORTS

**a. *Parks Projects: Assistant Parks & Recreation Director Randy Troxell***

The report was provided in packet. Assistant Director Troxell highlighted projects like American Legion Park, The Parks Facilities Assessment, and Mosley Park. He explained that American Legion's parking lot has now been completed, security lights have been put up, the pavilion has been installed and the restrooms have been delivered and put in place for installation. Assistant Director Troxell stated the project should be close to completion in July weather allowing. Mosley Park is getting prepared to have some parking lot work done and obtain a new sign through the Park Signage Project.

**b. *Parks Operations: Parks Superintendent Barry Hamilton***

The report was provided in packet. Parks Superintendent Hamilton highlighted that the department did replace all park rule signs with old logo and all pavilion signs that had wrong numbers so, everything is now up to date. Board Member D. Johnson asked about the park sign being taken down at Ridgeview. Parks Superintendent Hamilton stated that the Ridgeview sign will be replaced as well. Board Member D. Johnson also commented on the pruning of the trees stating it was beautiful. Vice-Chair Snyder questioned about the American Legion project being pushed to be finish in July. Parks Superintendent Hamilton responded due to COVID19 the supply chain had been pushed back. Assistant Director Troxell also stated that the project still has three weeks of work to accomplish.

**c. *Recreation: Recreation Superintendent Kevin Browne***

The report was provided in packet. Administrative Assistant Andrews stated if the board had any questions for Superintendent Browne she would make note of them and follow up with the board next week.

## 7. DIRECTORS REPORT

***Parks and Recreation Director: Jason Mangum***

Administrative Assistant Andrews stated if the board had any questions for Director Mangum she would make note of them and follow up with the board next week.

## 8. BOARD REPORTS

Board Member D. Johnson questioned has the Parks Board recognized the Nichols Family for all they have done for Missouri City. Chairman Turner commented that Parks Board hasn't directly honored the Nichols Family. Administrative Assistant Andrews, Board Member D. Johnson, and Atkins will work together to find something to honor the Nichols' Family from the Parks Board. Board Member Porter asked if the parks were open. Parks Superintendent Hamilton stated that parks are still closed. Board Member Giltner shared that Missouri City Green is in the process of planning for Parks and Recreation Month in July an "Around the Parks in 31 Days" event for families to get out and explore the parks. Board Member T. Johnson made a suggestion to do something as a board for Juneteenth and the Freedom Tree. She suggested sending out the history of the Freedom Tree to the public. Administrative Assistant Andrews will work with Board Member T. Johnson on creating a post on Juneteenth on behalf of the Parks Board. Parks Board will take a picture in front of the Freedom Tree in Missouri City, TX on Tuesday, June 9<sup>th</sup> at 6:00 p.m. Chairman Turner stated if there is a parkland dedication scheduled for July the board will meet and if not the July meeting will be canceled.

## 9. ITEMS FOR NEXT AGENDA

There were no items stated for next agenda.

## **10. ADJOURN**

With no further items to discuss, Chairman Turner adjourned the meeting at 7:55pm.

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Missouri City, TX PROOF  
MCTX PARKS BOARD 07/30/2020



**IN HONOR OF  
THE PROUD  
MILITARY SERVICE  
OF OUR VETERANS  
MCTX PARKS BOARD**

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**MISSOURI CITY**  
PARKS FOUNDATION

**IN HONOR OF  
THE PROUD  
MILITARY SERVICE  
OF OUR VETERANS  
MCTX PARKS BOARD**



## PARKS & RECREATION DEPARTMENT POLICIES AND PROCEDURES

<b>Subject</b>	Concussion Protocol	<b>Reference Number</b> PARD-O-003
<b>Section</b>	Operations/Programs & Events	<b>Effective Date</b> 3/25/2020
<b>Applicability</b>	All Administrative and Full-Time Parks & Recreation Personnel	<b>Supersedes Policy Dated</b> n/a
<b>Director Approval</b>		<b>Signature Date</b>

**Purpose:** The City of Missouri City Parks and Recreation Department recognizes that concussions and head injuries can result from contact in sports and have serious consequences if not properly evaluated and treated. This following policy has been put in place to help educate and establish a plan of action for coaches, volunteers, staff, and any authorized third-party program using Department facilities (referred to as Agents of Missouri City Parks and Recreation Department herein) and parents/guardians for any participant that suffers or suspected of suffering a concussion during a sporting event.

**Authority:** Missouri City Parks and Recreation Director has the authority from the City Manager for the administration of the Parks and Recreation Department.

**Department Policy:**

It shall be the policy of the Missouri City Parks and Recreation that all Agents as well as parents/guardians of players will be familiar with the symptoms and signs of concussion and be prepared to take appropriate action as outlined below in responding to such incidents.

“When in doubt, sit them out!” Youth players are particularly vulnerable to the effects of concussion. Once considered little more than a minor “ding” on the head, it is now understood that a concussion has the potential to result in death, or short- and long-term changes in brain function. A concussion is a brain injury that results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside

Effective Date 3/25/2020	Supersedes Reg. Dated N/A	Reference Number PRCS-O-003	Page 1 of 3
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the skull as a result of a blow to the head or body. Symptoms include (but are not limited to) transient confusion, disorientation, impaired consciousness, dysfunction of memory, loss of consciousness, seizures, irritability, lethargy, vomiting, headache, dizziness, or fatigue. Continued participation in any sporting event following a concussion can lead to worsening concussion symptoms, as well as increased risk for further injury to the brain and even death.

The well-being of the players is of paramount concern during a sporting event. Agents and parents/guardians are being asked to make all efforts to ensure that concussed players do not continue to participate. Thus, Agents and parents/guardians should all be looking for signs of concussion in all players and any suspected concussed player should immediately be removed from play.

All Agents will be familiar with and will receive a copy of this Policy as well as the Concussion Recognition Tool 5. Parents/guardians will be provided a copy of this Policy as well as the informational Concussion Recognition Tool 5. These documents should be reviewed by parent/guardian before the player will be allowed to participate in a sporting event.

Role of coaches, volunteers and staff: (Agents) Coaches, volunteers and staff will NOT be expected nor will they be trained to “diagnose” a concussion. Diagnosis is the job of a qualified health care provider. Agents are being asked to use their best judgment in observing the signs, symptoms and behaviors associated with concussions. If an Agent observes questionable signs, symptoms, or behavior, he/she must remove the player from the sporting event for further evaluation and notify the player’s parent/guardian and fill out the appropriate Injury Report form. Agents are not permitted to allow a player to resume activity until the Missouri City Parks and Recreation Department receives a written statement from a qualified health care provider indicating that the player is cleared to resume participation in the sporting event.

Role of Officials: Officials will NOT be expected to “diagnose” a concussion. Officials are being asked to use their best judgment in observing the signs, symptoms, and behaviors associated with concussions. Officials will not be asked to give what could be perceived as a medical opinion. If an official observes questionable, signs, symptoms, or behavior, the official should notify the Agent, and the player should be removed from the sporting event. Officials are not responsible for the sideline evaluation or management of the player after he/she is removed from play.

Role of Parents/Guardians: Like Agents, parents/guardians will NOT be expected to “diagnose” a concussion. However, parents/guardians are being asked to become familiar with the signs, symptoms, and behaviors associated with concussions. Parents/guardians will be asked to review the Concussion Recognition Tool 5. Parents/guardians will be expected to comply with this Policy and support the determination made by the Agents to remove a player from a sporting event.

Effective Date 3/25/2020	Supersedes Reg. Dated N/A	Reference Number PRCS-O-003	Page 2 of 3
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It is the parent/guardian's obligation to have the player evaluated by a qualified health care provider and to obtain from that provider a written statement that clears the player to resume participation in the sporting event.

NOTE: Qualified health care providers should be one of the following; physician, physician's assistant, registered nurse, licensed practical nurse, physical therapist, or athletic trainer.

Mandated Course of Action:

1. Remove player from the sporting event.
2. Notify parent/guardian.
3. Any player suspected of having a concussion should be evaluated by a qualified health care provider as soon as practicable.
4. Before a player will be allowed to resume participation in a sporting event, the parent/guardian of the player must obtain a written statement from a qualified health provider and return to the Missouri City Parks and Recreation Department indicating that the player is cleared to resume participation in the sporting event.

NOTE: Athletes with continued concussion symptoms are at significant risk for recurrent, cumulative and even catastrophic consequences of a second concussive injury. Such risks are minimized if the athlete is allowed time to recover from the concussion and return to play decisions are carefully made. No athlete may return-to-sport or other at-risk participation when symptoms of concussion are present and recovery is ongoing. These guidelines shall be applied to all sports related activity.

Compliance: Any Agent that disregards the safety and well-being of a youth sport(s) participant as it relates to concussions may be suspended indefinitely from coaching and/or have their privileges to Department facilities revoked.

NOTE: This policy is applicable to Missouri City Parks and Recreation Department teams, leagues, programs and events, as well as any authorized third-party organizations that use Department facilities.

We strongly suggest taking one of the following courses on concussions.

<http://www.cdc.gov/headsup/youthsports/training/index.html>

or

<http://nfhslearn.com/courses/38000>

Effective Date 3/25/2020	Supersedes Reg. Dated N/A	Reference Number PRCS-O-003	Page 3 of 3
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# CONCUSSION RECOGNITION TOOL 5<sup>©</sup>

To help identify concussion in children, adolescents and adults



**FIFA**<sup>®</sup>

Supported by



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## RECOGNISE & REMOVE

Head impacts can be associated with serious and potentially fatal brain injuries. The Concussion Recognition Tool 5 (CRT5) is to be used for the identification of suspected concussion. It is not designed to diagnose concussion.

### STEP 1: RED FLAGS – CALL AN AMBULANCE

If there is concern after an injury including whether ANY of the following signs are observed or complaints are reported then the player should be safely and immediately removed from play/game/activity. If no licensed healthcare professional is available, call an ambulance for urgent medical assessment:

- Neck pain or tenderness
- Double vision
- Weakness or tingling/burning in arms or legs
- Severe or increasing headache
- Seizure or convulsion
- Loss of consciousness
- Deteriorating conscious state
- Vomiting
- Increasingly restless, agitated or combative

#### Remember:

- In all cases, the basic principles of first aid (danger, response, airway, breathing, circulation) should be followed.
- Assessment for a spinal cord injury is critical.
- Do not attempt to move the player (other than required for airway support) unless trained to do so.
- Do not remove a helmet or any other equipment unless trained to do so safely.

If there are no Red Flags, identification of possible concussion should proceed to the following steps:

## STEP 2: OBSERVABLE SIGNS

Visual clues that suggest possible concussion include:

- Lying motionless on the playing surface
- Slow to get up after a direct or indirect hit to the head
- Disorientation or confusion, or an inability to respond appropriately to questions
- Blank or vacant look
- Balance, gait difficulties, motor incoordination, stumbling, slow laboured movements
- Facial injury after head trauma

## STEP 3: SYMPTOMS

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- Headache
- "Pressure in head"
- Balance problems
- Nausea or vomiting
- Drowsiness
- Dizziness
- Blurred vision
- Sensitivity to light
- Sensitivity to noise
- Fatigue or low energy
- "Don't feel right"
- More emotional
- More Irritable
- Sadness
- Nervous or anxious
- Neck Pain
- Difficulty concentrating
- Difficulty remembering
- Feeling slowed down
- Feeling like "in a fog"

## STEP 4: MEMORY ASSESSMENT

(IN ATHLETES OLDER THAN 12 YEARS)

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**Failure to answer any of these questions (modified appropriately for each sport) correctly may suggest a concussion:**

- "What venue are we at today?"
- "Which half is it now?"
- "Who scored last in this game?"
- "What team did you play last week/game?"
- "Did your team win the last game?"

### **Athletes with suspected concussion should:**

- Not be left alone initially (at least for the first 1-2 hours).
- Not drink alcohol.
- Not use recreational/ prescription drugs.
- Not be sent home by themselves. They need to be with a responsible adult.
- Not drive a motor vehicle until cleared to do so by a healthcare professional.

The CRT5 may be freely copied in its current form for distribution to individuals, teams, groups and organisations. Any revision and any reproduction in a digital form requires approval by the Concussion in Sport Group. It should not be altered in any way, rebranded or sold for commercial gain.

**ANY ATHLETE WITH A SUSPECTED CONCUSSION SHOULD BE IMMEDIATELY REMOVED FROM PRACTICE OR PLAY AND SHOULD NOT RETURN TO ACTIVITY UNTIL ASSESSED MEDICALLY, EVEN IF THE SYMPTOMS RESOLVE**

# Park Projects Update

June - July 2020

## Ongoing Projects

### 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 and the Contractor (Bass Construction) held a Pre-Construction Meeting December 19<sup>th</sup>. Bass Construction was given the OK to start construction.

Work began on January 20, 2020. Estimated completion for this project is late spring of this year. February progress; grading, parking lot forms set and scheduled for pouring on Tuesday March 3<sup>rd</sup>., selection of colors for the pavilion and restroom building will take place the first week of March. Underground sewer lines are being scheduled for early March. April, concrete was poured for park entrance, parking lot and pavilion. May, the parking lot was completed, pavilion was completed, restroom building was delivered and placed, utilities were connected, security lighting and lighting around the Memorial circle were installed. **June and July, roadway in and parking lot completed, Pavilion and restroom facility installation was complete, sidewalks and landscaping completed. A few details on the final punch list are being attended to by the Contractor. Overall, the Project is complete. In-house staff workers will be completing a few landscape tasks in August along with maintaining the newly installed landscape. Unfortunately due to COVID 19 guidelines for public safety, the restroom facility will remain close until further notice.**

Project Plan



January



# Park Projects Update

American Legion cont.

February



March



April



May



June



# Park Projects Update

American Legion cont.

July



## 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.](#)

## Mosley Park

**PZ:** Staff is planning to have the parking lot resurfaced and striped. In addition, plans to construct and install a new park sign are in the beginning phase. Quotes have been received for a new Mosley Park sign. The items is scheduled to be on the April 20<sup>th</sup> City Council Meeting. Parking lot resurfacing are upcoming in the next month or so. City Council approved the request to construct additional park entrance signs at the last meeting in April. Bass Construction will be preparing to begin construction in June.



## Park Signage Project

**PZ:**

**CIP:** [A Contract was approved and signed in late June for 3 additional park signs. Those parks receiving new sign designs are Independence Park, Mosley Park and Roane Park. As of the end of July, final drafts are being submitted for approval. Updates will be provided next month.](#)

# Park Projects Update

## First Colony Trail Improvements

- PZ:** Trail improvements to the First Colony Trail has started at Double Tree and will progress east to Cedar Springs. This first Phase will see 1,115 feet of concrete surface replacing the DG surface. The second phase will continue another 600 feet from Cedar Springs to the Trail Head along Crosslakes.



## 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.

## Monthly Report

**June, 2020**

### **Park Maintenance - weekly**

Inspected all park properties including; playgrounds, park amenities and trails  
Litter collection completed at all park locations  
Leveled the surfacing at all playgrounds  
Weed sprayed as needed  
Finish mowed as needed  
Tractor mowed as needed  
Dragged the infields at the softball complex in Community Park  
Leveled the surfacing at all playgrounds  
Weed sprayed as needed

### **Other Items**

Raised flags from half after Memorial Day  
Repaired a picnic table in pavilion 1 at Ridgeview Park  
Replaced caution tape at all playgrounds  
Repaired irrigation on softball fields of StaMo Sports Complex  
Worked with contractor on a window repair in the Little League Complex at Community Park  
Repaired fencing at StaMo Sports Complex  
Completed repairs and painting street sign frames  
Repaired the door on the library box at MacNaughton Park (twice)  
Completed replacement of two benches and repaired the fence at Hunters Trail Park  
Replaced rotten timbers in the amphitheater and repaired the bridges on the disc golf course at Community Park  
Replaced missing pickets in the railing of the tower at Buffalo Run Park  
Dragged the infields of the softball fields at StaMo Sports Complex  
Repaired down lights on the concession stand in the Little League Complex at Community Park  
Inspected all buildings and structures for wasp nests  
Removed a broken slide and repaired a fence at Buffalo Run Park  
Performed our monthly safety training  
Repaired benches and trash barrels at Community Park  
Spread topsoil on new plantings at Mosley Park  
Filled a void at the Recreation and Tennis Center  
Installed a water line at American Legion Park  
Began installation of a new water line at Buffalo Run Park  
Repaired fences at Quail Green West Park and StaMo Sports Complex  
Removed the tattered foul ball nets in the Little League Complex at Community Park  
Conducted our monthly playground inspections  
Provided logistical support for a PPE/Food Handout  
Removed graffiti from the skatepark at Community Park  
Began installation of a quick connect at the American Legion Park  
Replaced missing ties on the windscreens at the Recreation and Tennis Center  
Repaired the deck at Freedom Tree

### **Forestry/Horticulture**

Prune & chip Hunters Glen Park  
Trail blaze along Buffalo Run Park trails east

## **Monthly Report**

Herbicide spraying at Community, Buffalo Run and Mosley Parks  
Ridgeview prune, chip, spray, fertilize  
Hedge trimming Parks & Fleet landscapes  
Fire Station 5 plant replacement  
Rec Center landscaping  
Storm damage clean up  
Water trees  
City Hall landscaping  
Repaint OCT south signs  
Hunters Trail Park prune, chip, mulch and fertilize

## Monthly Report

**July, 2020**

### **Park Maintenance - weekly**

Inspected all park properties including; playgrounds, park amenities and trails  
Litter collection completed at all park locations  
Leveled the surfacing at all playgrounds  
Weed sprayed as needed  
Finish mowed as needed  
Tractor mowed as needed  
Dragged the infields at the softball complex in Community Park  
Leveled the surfacing at all playgrounds  
Weed sprayed as needed

### **Other Items**

Completed installation of a quick connect at the American Legion Park  
Installed a quick connect at the Kiamesha lot  
Installed a new gate at American Legion Park  
Repaired bricks around the playground at Lexington Village Park  
Trimmed trees and box bladed around the community garden at Buffalo Run Park  
Recapped bulkheads at Buffalo Run Park  
Provided logistical support for the Park Clean-up event at American Legion Park  
Replaced a backflow preventer at Community Park  
Began repairs on the irrigation in the LL complex at Community Park  
Replaced trash barrels and stands as needed  
Performed our monthly safety training  
Replaced the backflow preventer for the soccer fields at Community Park  
Packed chemicals for disposal  
Pressure washed pavilions at Community and Buffalo Run Parks  
Lowered flags to half for John Lewis  
Raised flags from half for John Lewis  
Repaired a water leak in pavilion 1 at Community Park  
Replaced a lamp in pavilion 2 at Community Park  
Conducted our monthly playground inspections  
Box bladed portions of Hunters Glen Trail  
Repaired the fence at Hunters Trail Park  
Removed posts and a sign at American Legion Park  
Picked up branch piles at Community Park and Hunters Glen Trail

### **Forestry/Horticulture**

American Legion Landscape  
Mosley Park clean up



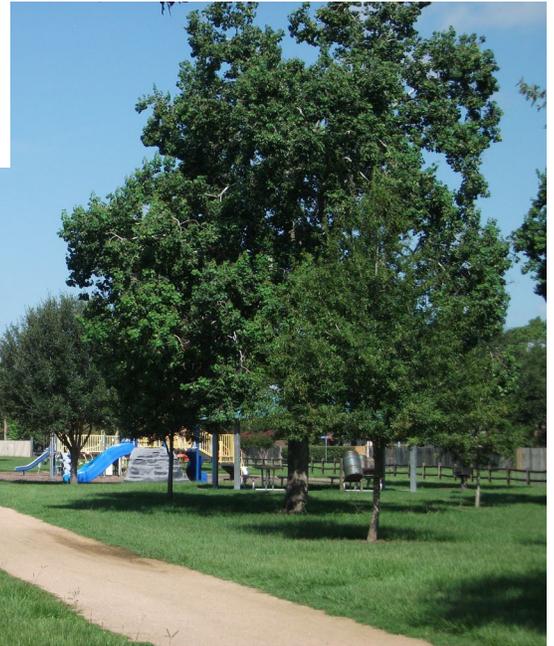
### New Plantings & Features

A significant portion of June & July went into installing the new American Legion Park Landscape. All work was done in-house, and included: landscape design, material acquisition, drainage and soil improvements, plant installation, mulching, and grass seeding. The landscape features several native grasses, trees, and succulents. The front entrance of Fire Station #5 was re-landscaped in a similar style to the of the American Legion Park landscape. Finally, all the Edible Arbor Trail signs were replaced and frames re-painted to give the trail a fresh look.



## Tree Pruning & Landscape Maintenance

All trees adjacent to the walking trail at Ridgeview Park were pruned. All trees at Hunter Trail Park and select trees along Hunters Trail were pruned. 3 dead trees were also removed at these locations. On-going landscaping was conducted at the high-impact areas of City Hall and Tennis & Recreation Center. A large portion of time was also spent on new tree watering and weed & pest control.



## Outreach & Education

The Golden Tree Award was presented to HEB on June 15<sup>th</sup>, during the city council meeting. HEB received this award for their many contribution to both Parks & Rec Department and Missouri City Green events and programs.

*From Previous Event*

**\*\*Missouri City Edible Earth Day \*\***

**March 5**



For the Missouri City Edible Earth Day event, we provided assorted fruit for their trail. The community walked the trail used fruit for projects.

**Apples = stamps**  
**oranges= detox water**  
**lemons = lemonade; pears & bananas=eating.**

It was a really nice event to have a table set up & talk to customers about HEB & our locally grown produce offerings. We had a table to welcome everyone!



## **Recreation Superintendent's Report – July 2020**

### **Tennis:**

- Junior Tennis Summer Camp – 6 participants
- Ridgepoint HS Tennis program – 8 participants

### **Recreation:**

- Fitness classes being offered virtually to members at normally scheduled times
- Fitness room reservations – 831
- Acrylic painting – 12
- Summer Day Camp (virtual) – 40
- Summer Day camp Activity Box - 8

### **Special Events:**

- 4<sup>th</sup> of July – cancelled
- Park Cleanup: American Legion Park – 26 volunteers
- Drive Up Movie- 25 cars registered
  
- Revenue: June 2019: \$ \$45,483.69 vs. Revenue June 2020: \$6,096.18,
- Revenue: July 2019: \$ \$44,071.83 vs. July 2020: **\$(3,961.50)**
- Revenue FY20: October 1, 2019-July 31, 2020: \$188,222.42