



**Parks Board 2017-2018**

Jason Mangum, Director of Parks & Recreation  
Randy Troxell, Assistant Director of Parks & Recreation  
Shane Mize, Recreation Superintendent  
Barry Hamilton, Parks Superintendent  
Pamela Andrews, Board Member  
J.R. Atkins, 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  
Loveless Mitchell, Board Member  
Victoria Porter, Board Member  
Buddy Snyder, Board Member  
Llarance Turner, Chairman

**PARKS BOARD MEETING AGENDA  
JUNE 7, 2018**

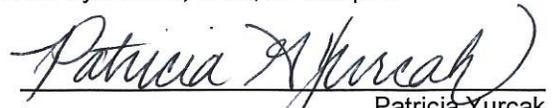
Notice is hereby given of a **Parks Board Meeting** to be held on the above date, at **7:00 p.m.** at the **City Hall Council Chamber, 1522 Texas Parkway, Missouri City, Texas, 77489**, for the purpose of considering the following agenda items.

1. **CALL TO ORDER**
2. **CONSIDER THE APPROVAL OF MAY 3, 2018 MEETING MINUTES**
3. **PUBLIC COMMENTS**
4. **CONSIDER RECOMMENDATION FOR ZEPHYR HOUSE PARKLAND DEDICATION**
5. **PARKS ASSESSMENT PRESENTATION**  
*Karen Rogers, M2L Associates, Inc.*
6. **DISCUSSION OF DEPARTMENTAL VOLUNTEER OF THE YEAR AWARD**
7. **DISCUSS AND CONSIDER RECOMMENDATION FOR “TRIBUTE TO TENNIS” ART PIECE AT RECREATION & TENNIS CENTER**  
*Buddy Snyder, Parks Board Member*
8. **STAFF REPORTS**
  - a. *Parks Projects: Assistant Director of Parks & Recreation Randy Troxell*
  - b. *Parks Operations: Parks Superintendent Barry Hamilton*
  - c. *Recreation: Recreation Superintendent Shane Mize*
9. **DIRECTOR’S UPDATE**  
*Jason Mangum, Director of Parks & Recreation*
10. **BOARD REPORTS**
11. **ITEMS FOR NEXT AGENDA**
12. **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 **June 7, 2018**, agenda of items to be considered by the Missouri City Parks Board was posted on the City Hall bulletin board by **June 4, 2018**, at 4:00 p.m.

  
\_\_\_\_\_  
Patricia Yurcak  
Parks & Recreation Department



## Parks Board 2017-2018

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Victoria Porter, Board Member  
Buddy Snyder, Board Member  
Llarance Turner, Chairman

# PARKS BOARD MEETING MINUTES MAY 3, 2018

## ATTENDEES

**Parks Board members in attendance:** Pamela Andrews, J.R. Atkins, Diane Giltner, Don Johnson, Thomasine Johnson, Adrian Matteucci, Vice-Chair Sharman McGilbert, Loveless Mitchell, Victoria Porter, Buddy Snyder, and Chairman Llarance Turner.

**Absent:** Brian Merchant.

**Staff in attendance:** Recreation Superintendent Shane Mize, Parks Superintendent Barry Hamilton, Assistant City Attorney James Santangelo, Media Relations Specialist Cory Stottlemeyer, Senior MCTV Producer Clifford McBean, Recreation Specialist Monica Parsons, and Administrative Assistant Tricia Yurcak.

### 1. CALL TO ORDER

Chairman Turner called the meeting to order at 7:05 p.m.

### 2. CONSIDER THE APPROVAL OF APRIL 5, 2018 MEETING MINUTES

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

There were no **PUBLIC COMMENTS.**

### 4. OVERVIEW OF CITY MVP OF THE YEAR AWARD

**Cory Stottlemeyer, Media Relations Specialist**

Media Relations Specialist Stottlemeyer presented the agenda item and provided an overview of the City's Municipal Volunteer Program, which was initially launched in 2011 by the previous city manager. During fiscal year 2017, the volunteer of the year award was added. All members of the MVP are eligible for the volunteer of the year award. The Board discussed the details of the program. Media Relations Specialist Stottlemeyer stated that any employee can nominate a volunteer for the MVP of the Year award.

### 5. DISCUSSION OF DEPARTMENTAL VOLUNTEER OF THE YEAR AWARD

The Board discussed the item, including the possibility of if the City would even consider a separate award for the Parks & Recreation Department. Chairman Turner stated that he would have a conversation with upper level management about the item and report back to the Board next month.

### 6. CONSIDER RECOMMENDATION FOR CITY LIMEBIKE PROGRAM

Recreation Superintendent Mize presented the agenda item, providing a refresher overview of the service and potential drawbacks.

Board member T. Johnson asked what would happen if someone broke the LimeBike or got hit while on a LimeBike. Assistant City Attorney Santangelo stated that likely users would sign a waiver before using the service. Board member D. Johnson stated that the City's transportation is not set up for bicycle transportation.

Board member Porter suggested discussing with the company a way to lock bikes so that bike litter would be lessened, and there was more control on the recreation side. The Board discussed the item and many members stated the service did not seem to be viable, since the City does not have a lot of connectivity, and not enough information was provided by the company to make a positive recommendation.

Chairman Turner entertained a motion to recommend rejecting the LimeBike service at this time. Board member D. Johnson made a motion. Board member Atkins seconded the motion. The vote was unanimous. **The motion passed.**

## **7. STAFF REPORTS**

### ***Parks Operations: Parks Superintendent Barry Hamilton***

Parks Superintendent Hamilton stated the monthly operations report was included in the agenda packet. No further questions were asked.

### ***Recreation: Recreation Superintendent Shane Mize***

Recreation Superintendent Mize announced the month's upcoming programs, including a Wiffleball Homerun Derby, Senior Casino Trip, Tots & Crafts, Breakfast Bingo, Family Fun Night at the Community Center Plaza including a ribbon cutting ceremony for the new Plaza beforehand, and Acrylic Painting Class.

He stated that revenue from the previous fiscal year to April 2017 was \$52,845, while the current fiscal year to April 2018 was \$76,812, showing a \$24,000 increase from the last year. Currently there are 1,457 total memberships at the Recreation & Tennis Center.

Recreation Superintendent Mize introduced Recreation Specialist Parsons, who originally worked at the Visitor's Center and has been taking over some of the previous recreation specialist's duties.

### ***MYC Update: Administrative Assistant Tricia Yurcak***

Administrative Assistant Yurcak stated that she had taken over as liaison for the Mayor's Youth Commission in March, and invited the Board to the end of year banquet on Thursday, May 17<sup>th</sup>.

## **8. BOARD REPORTS**

Board member Snyder presented an idea for art at the Recreation & Tennis Center. Assistant City Attorney Santangelo recommended tabling discussion and adding the topic as an item to the next agenda for considering a recommendation.

## **9. ITEMS FOR NEXT AGENDA**

Discussion and considering recommendation of the departmental volunteer of the year award; folk art for parks to be presented by Board member Snyder.

## **10. ADJOURN**

With no further items to discuss, Chairman Turner adjourned the meeting at 8:36 p.m.



**Texas  
Engineering  
And  
Mapping Co.**

May 18, 2018

Missouri City Development Services Department  
1522 Texas Parkway  
Missouri City, Texas 77489

RE: *Zephyr House*

The owner of the proposed plat of Zephyr House is requesting the approval of payment of cash in lieu of providing parkland according to Sec 82-174(e)3 of the City of Missouri City's subdivision ordinance.

*Amount of cash payment.* To the extent that subsection (e)(2) of this section is not applicable, the dedication requirement shall be met by a payment of cash in lieu of land at a price set from time to time by the city council; sufficient to acquire land and provide for adjacent streets and utilities for a neighborhood park to serve the park zone in which such development is located. Such price shall be computed on the basis of \$1,400.00 per dwelling unit. Cash payments may be used only for acquisition or improvement of a neighborhood park located within the same zone as the development.

The proposed plat of Zephyr House, included with this letter, is proposing one residential lot (one dwelling unit). The owner is agreeable to providing the cash payment of \$1,400 per dwelling unit instead of providing additional parkland (*cash payment in lieu of dedication of land*). In this case the payment will be in the amount of \$1,400.

If you have any questions, please feel free to contact me at 281-491-2525.

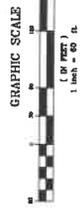
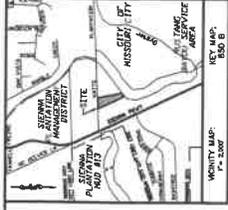
Sincerely,

Ryan Moeckel  
Platting Manager  
Texas Engineering and Mapping Company

*T.E.A.M. Works For You!*

12718 Century Drive Stafford, Texas 77477 (281) 491-2525 / 491-2535 - FAX

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This is to certify that the Planning and Zoning Commission of the City of Missouri City, Texas, has approved this plat and the addition of streets shown hereon, and that the same are in accordance with the provisions of the City of Missouri City as shown herein and entered the records of the plat this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_ MAYOR, MISSOURI CITY, TEXAS

I, LAUREN WINDOM, COUNTY CLERK IN AND FOR FORT BEND COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORDATION IN MY OFFICE ON \_\_\_\_\_ 2016, AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ IN PLAT NUMBER \_\_\_\_\_ OF THE PLAT RECORDS OF SAID COUNTY. WITNESS MY HAND AND SEAL OF OFFICE, AT NEWHOLD, TEXAS, THE DAY AND DATE LAST SORE WRITTEN.

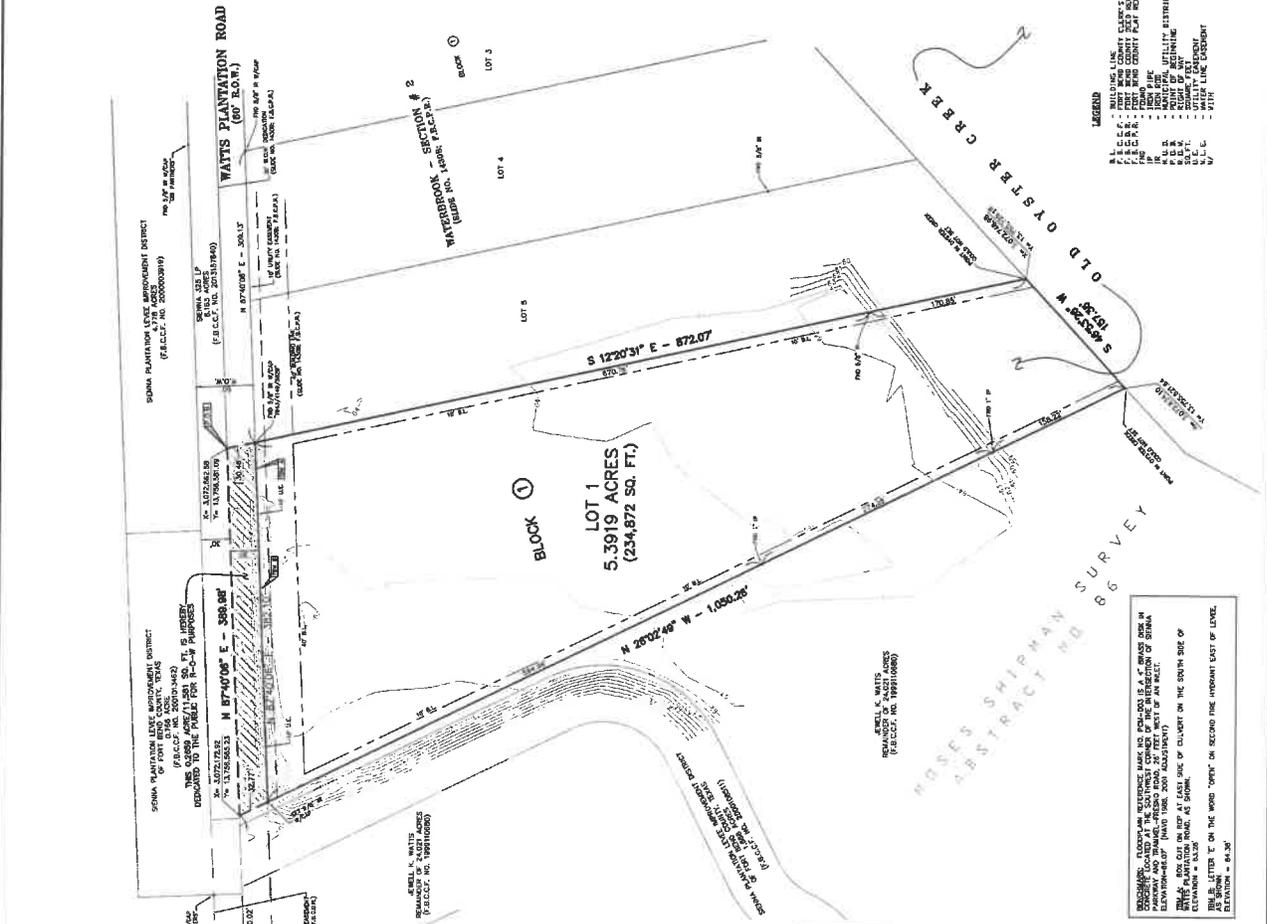
\_\_\_\_\_ COUNTY CLERK  
FORT BEND COUNTY, TEXAS

# ZEPHYR HOUSE

1 BLOCK - 1 LOT  
1 SUBDIVISION OF 5.3919 ACRES  
IN THE MATTHEW SHERMAN TRACT,  
ABSTRACT NO. 86,  
CITY OF MISSOURI CITY,  
FORT BEND COUNTY, TEXAS

~ OWNER ~  
THOMAS A. CAMPBELL AND SHAVON G. CAMPBELL  
1400 Westmore Street, Unit 3108  
Houston, Texas 77056  
Phone: 281-461-1100  
Email: tom@campbellshavon.com  
MAY 17, 2016

~ SURVEYOR ~  
TEXAS ENGINEERING AND SURVEYING COMPANY  
18710 Coakley Drive  
Houston, Texas 77057  
Phone: 281-461-1100  
Email: texes@tesurvey.com  
MAY 17, 2016



- LEGEND**
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STATE OF TEXAS, COUNTY OF FORT BEND

WITNESSE OUR HANDS IN \_\_\_\_\_ County, Texas this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

By: \_\_\_\_\_ Thomas A. Campbell  
De: \_\_\_\_\_ Shavon G. Campbell

STATE OF TEXAS

COUNTY OF \_\_\_\_\_

CHERYL WINDOM, CLERK OF OFFICE, IN AND FOR THE STATE OF TEXAS

My Commission Expires \_\_\_\_\_ 2016.

I, Shavon G. Campbell, do hereby certify that the foregoing plat was prepared by me or under my direct supervision and that I am a duly licensed Professional Surveyor in the State of Texas. I am a member in good standing of the Surveying Board of the State of Texas and I am duly licensed to practice as a Professional Surveyor in the State of Texas. I am a member in good standing of the Surveying Board of the State of Texas and I am duly licensed to practice as a Professional Surveyor in the State of Texas. I am a member in good standing of the Surveying Board of the State of Texas and I am duly licensed to practice as a Professional Surveyor in the State of Texas.

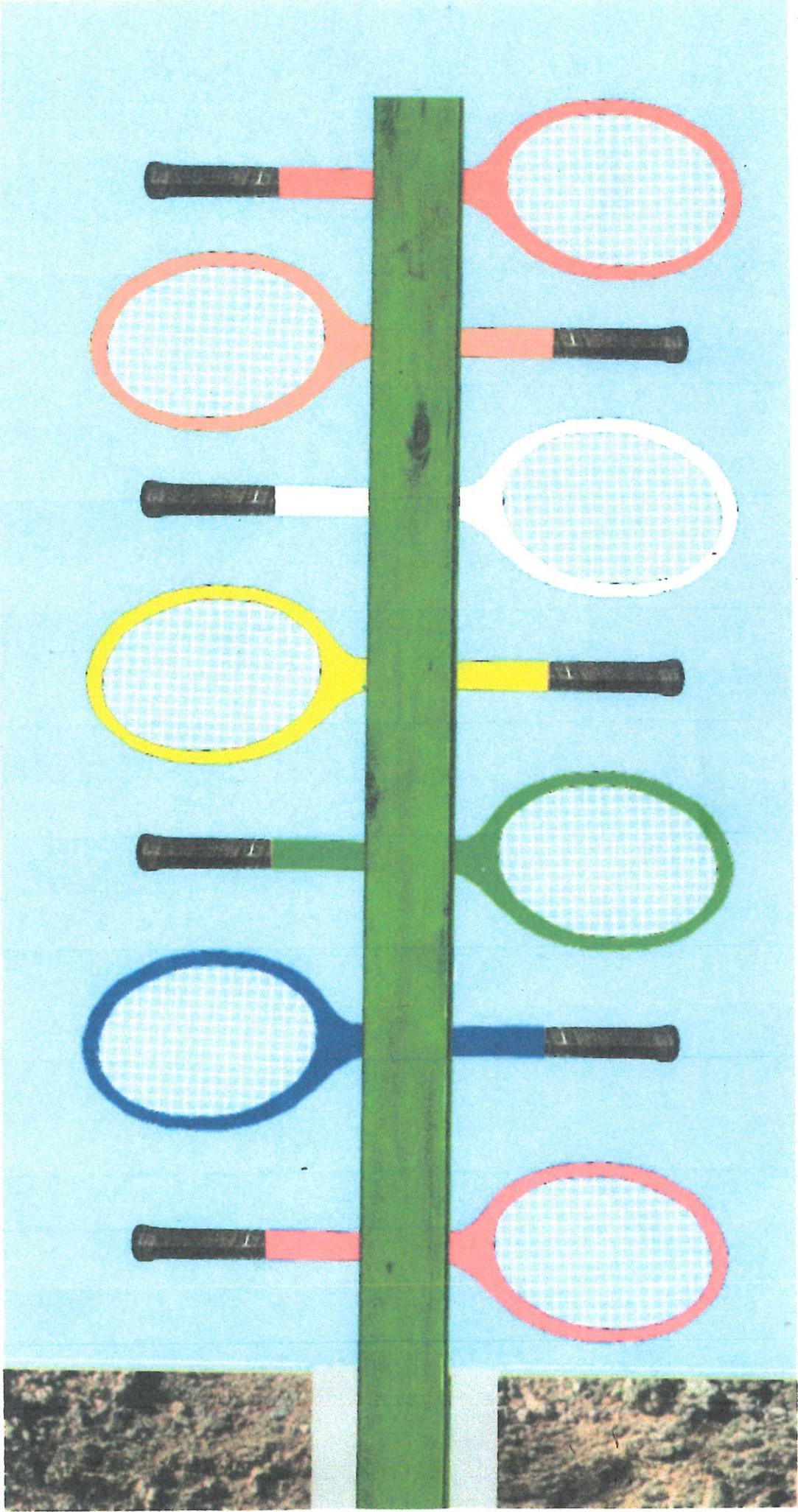


Shavon G. Campbell  
12345  
Houston, Texas 77001  
Phone: 281-123-4567  
Email: shavon@campbell.com

**NOTES:**

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“Tribute to Tennis”

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**Missouri City Parks & Recreation  
Parks Operations Report  
May 2018**

**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
- Inspected all playgrounds for ants and weeds
- Completed monthly playground inspections
- Finish-mowed park properties as needed
- Monthly playground inspections

**Operations / Projects / Logistics**

- Unclogged a drinking fountain at Pavilion 4 of Community Park
- Checked all banners and signs used for Juneteenth
- Filled ruts and low spots at Roane Park
- Repaired a storm drain line leak at Hunters Glen Park
- Built barrel holders and prepared barrels for installation
- Replaced trash barrels at Independence and Hunters Glen Parks
- Placed Mother's Day event signs
- Staff attended City's 'Respectful Workplace' training
- Cleaned up the front of City Hall to prepare for National Day of Prayer
- Began and completed preparations, performed clean up and beautification work on Protector's Plaza for Fallen Officers' Memorial Ceremonies
- Public Service week activities
- Performed a tractor mowing cycle
- Cleaned and organized Parks storage and bays
- Striped the lighted field for lacrosse at Hunters Glen Park
- Put out banners for Police Week
- Replaced multiple trash barrels and holders at StaMo Sports Complex
- Provided logistical support for Family Fun Night
- Removed the Mother's Day Cake Decorating Event signs
- Repaired chains on swings at Quail Green West and Roane Parks
- Repaired a broken fence section at StaMo Sports Complex
- Repainted the "splashes" and performed pre-opening maintenance on the sprayground at Hunters Glen Park
- Replaced a broken toilet seat at Hunters Glen Park
- Attended City's Active Shooter training
- Provided and loaded supplies for the Fire Station 3 Open House
- Rearranged, then later put back, lobby furniture for an event at the Visitor's Center
- Completed work for the American Legion Memorial at American Legion Park
- Replaced multiple trash barrels and holders at various parks
- Repaired the nets on the tennis courts at McLain Park
- Replaced a broken toilet seat in the ladies restroom at Roane Park
- Repaired canopies

- Opened the sprayground at Hunters Glen Park
- Replaced missing railing pickets on the tower at Buffalo Run Park
- Setup the old courtroom for an interview panel and for police testing
- Setup the auditorium for a finance training class
- Provided logistical support for the American Legion Memorial at American Legion Park
- Put out signs for Juneteenth
- Moved the lacrosse goals from Hunters Glen Park to Ridgeview Park
- Retied the windscreens at the Recreation and Tennis Center
- Worked on repairing the sports field lights at StaMo Sports Complex
- Began installation of gates at Buffalo Run Park
- Installed 4 benches at Buffalo Run Park

### **Forestry / Horticulture**

- Tree Farm maintenance
- Pruned, chipped, and mulched Hunters Glen Park
- Prepped and presented for a Missouri City Green meeting
- Buffalo Run Park trailblazing
- Performed landscaping at the Public Safety Headquarters
- Gave a HGAC grant presentation
- Public Service week activities
- Watered trees
- Planted 12 trees at Hunters Glen Park
- Pruned all trees along Hunters Trail south and Fire Station #3
- Landscaping at Fire Station 3
- Mulched at American Legion Park
- Attended City's Active Shooter Training
- Watered trees
- Pruned, chipped, fertilized, and mulched all trees at American Legion Park, removed a dead tree on south end, and picked-up litter along north shore and water canal.
- Did troubleshooting for City Hall irrigation
- Applied herbicide treatments at the Parks Maintenance building
- Jonathan assisted Recreation Division by being on Recreation Manager interview panel
- Parks facility landscaping
- Herbicide treatments at Oyster Creek Trail & Independence Park
- Performed landscaping at City Hall
- Cleared Public Safety Headquarters fence line
- Assisted with Memorial Day program

# PARKS & RECREATION

DEPARTMENTAL REPORT: MAY 2 - MAY 15, 2018

## Recreation

### Program Turnout

- It was a full bus for our latest **Senior Casino Trip** to Delta Downs on Tuesday, May 8th, with 52 attendees!
- 23 tots and parents joined us for **Tots & Crafts** on Wednesday, May 9th, with this session's theme being Mother's Day! **Tots & Crafts** offers crafts to the little ones and a light breakfast for the parents every other Wednesday of the month. The next date is scheduled for May 23rd.

### Current & Upcoming Programs/Events

- Join us from 7 - 9 pm on May 18th for the last **Family Fun Night** before summer break at the new Community Center Plaza! The evening will include live music to get you in the summer spirit, Legos, food trucks and inflatable Twister!
- Missouri City is building a skatepark and we'd love your input! Join us for the second **Skatepark Public Input Meeting** on Thursday, May 24th from 6 - 7:30 pm at the Recreation & Tennis Center. Skatepark designers will share their concepts based on the feedback from residents in the first public input meeting in February.

### Tennis

- The **Mother's Day Ladies' Doubles Social Tournament** on Thursday, May 10th had 44 registered players. From 9 am - 12 pm, players enjoyed a great game, lunch, and good times with fellow mothers!
- We are so grateful to Missouri City Community Tennis Association President, Gloria Dial, and Vice President Miguel Meusz, for purchasing and donating 13 score cards for our tennis courts!
- Congrats to two of our Junior Tennis players, Jasmine and Jastine Escamos, for advancing to the Little Mo Regionals in Dallas! More details on the following page.
- Last weekend's USTA Tournaments helped our Junior Tennis players shine! Jastine and Jasmine Escamos won 1st place in their divisions, while Anna Soto earned runner-up in hers. Congrats to our all stars!

### Facility Rentals

- **The Multi-Purpose Room at the Rec Center hosted 3 events for a total of 125 people:**
  - ◊ Including a birthday party and organization meetings.
- **The Community Center Auditorium hosted 3 events for a total of over 600 people:**
  - ◊ Including a gala, birthday party and anniversary party.
- **Park Pavilions had 24 reservations** for a variety of gatherings.
- **Athletic Fields had 40 reservations** for various sport practice and league games.



Our generous donors of 13 new score cards for the Rec Center tennis courts



On May 10th, we hosted a farewell party for Brian Barker who has served our department for 5 years, most recently as recreation specialist of facilities, fitness and athletics. We wish Brian the best in his new adventure at Odessa Parks & Recreation!

## Parks

### Parks & 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.
- Completed weekly softball field prep for Tuesday night games.
- Unclogged a drinking fountain at Pavilion 4 of Community Park.
- Filled ruts and low spots at Roane Park.
- Repaired a storm drain line leak at Hunters Glen Park.
- Built barrel holders and prepared barrels for installation.
- Replaced trash barrels at Independence and Hunters Glen Parks.
- Set out Mother's Day Cake Decorating event signs.
- Began preparations for the Fallen Officers' Memorial Ceremony.
- Began a tractor mowing cycle.

- Striped the lighted field for lacrosse at Hunters Glen Park.
- Set out banners for Police Week.
- Began work for American Legion Memorial at American Legion Park.

### Forestry & Horticulture

- Performed Tree Farm maintenance.
- Pruned, chipped, and mulched trees at Hunters Glen Park.
- Prepared and presented at a Missouri City Green meeting.
- Buffalo Run Park trailblazing.
- Performed landscaping at Public Safety Headquarters.
- Watered trees.
- Presented for HGAC grant.

## PARKS & RECREATION

### TENNIS HIGHLIGHTS MAY 2018



Congratulations to our Junior Tennis players for their performance at the 2018 Arlington Little Mo Sectionals!

Jastine and Jasmine Escamos both advanced to compete at the Little Mo Regionals in Dallas from May 25th - 28th.

*Little Mo is a yearlong circuit that offers competitive tennis tournaments at Sectional, Regional, National and International levels for talented, high performance Junior Tennis players.*



**The Adaptive Tennis End of Season** celebration on was a success! Cajun Pits donated hot dogs and buns, Tennis Express donated shirts and hats and Racquet Pro also donated hats. Each of our tennis players received participation medals, and notable guests in attendance were Tennis Director Willie Salvador, Director of Parks & Recreation Jason Mangum, Recreation Superintendent Shane Mize, Arc Fort Bend Representatives Margo Pasko and Bill Caldwell, and Missouri City Councilmember Jerry Wyatt.



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# PARKS & RECREATION

DEPARTMENTAL REPORT: MAY 16 - MAY 29, 2018

## Recreation

### Program Turnout

- **Senior Breakfast & Bingo** on May 17th brought in 70 players. The next **Senior Bingo Night** will be on June 21st beginning at 5:30 pm!
- Approximately 200 participants joined us for **Family Fun Night** at the Community Center's new Plaza on Friday, May 18th.
- 13 were in attendance for May's **Senior Foodies**, which was at Café East, where our foodies enjoyed an array of Chinese and Japanese cuisine.
- 10 were in attendance for the 2nd **Skatepark Public Input Meeting**, where residents had the opportunity to look over concepts designers created based on the first meeting in February, for Missouri City's future skatepark!
- **Tots & Crafts** had 31 participants on May 23rd. **Tots & Crafts** happens on alternating Wednesdays, and provides enriching crafts for little ones and a light breakfast and coffee for parents. Join the fun at the next session on June 6th.

### Current & Upcoming Programs/Events

- The next **Afternoon with an Expert** takes place on Friday, June 8th at 1:00 pm. Learn how to make your own magical fairy garden in your backyard!
- Join our next **Senior Field Trip** Tuesday, June 12th, in a nostalgic tour out west to the Hemi Hideout and Lone Star Pinball Museum! Check in begins at 8:00 am at the Rec & Tennis Center, with the bus leaving at 8:30 am, and returning at 4:00 pm. Trip cost is \$20 per person.
- Enroll your camper for our 6th Annual **Summer Day Camp**, including field trips to somewhere new each week! Camps are in weekly sessions, from June 11th to August 3rd. Registration packets are available at the Rec & Tennis Center.
- Join us for our annual **4th of July Celebration** at Buffalo Run Park, with the fun starting at 6:00 pm. Entry is free and the event will include family fun entertainment, food and beverages for purchase, and, of course, fireworks!

### Tennis

- Two of our **Junior Tennis** players, Jastine and Jasmine Escamos, played for King Daddy's Junior Team at the San Antonio Spring Sectionals on May 19th and 20th, and finished as finalists for the 14U Intermediate Division.
- Our Tennis program has two great annual events scheduled later this summer. Our **Wimbledon Mixed Tennis Social** will be on July 6th, while the **2nd Annual Pickledon Co-Ed Social Doubles Tournament** will be July 27th. More details to come!

### Facility Rentals

- **The Multi-Purpose Room at the Rec Center** hosted 3 events for a total of 180 people:
  - ◊ Including organization meetings for 4-H Club and AARP and a baby shower.
- **The Community Center Auditorium** hosted 3 events for a total of over 300 people:
  - ◊ Including Missouri City Dance and local voting.
- **Park Pavilions** had 32 reservations for a variety of gatherings.
- **Athletic Fields** had 36 reservations for various sport practice and league games.



Residents looking over our designers' skatepark concepts at the 2nd Skatepark Public Input Meeting



Our Junior Tennis players at the San Antonio Spring Sectionals

## Parks

### Parks & 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.
- Continued a tractor mowing cycle.
- Continued and completed work for the American Legion Memorial at American Legion Park.
- Replaced multiple trash barrels and holders at various parks.
- Provided logistical support for Family Fun Night on May 18th.
- Removed the Mother's Day Cake Decorating Event signs.
- Conducted monthly playground inspections.
- Repaired chains on swings at Quail Green West and Roane Parks.
- Repaired a broken fence section at StaMo Sports Complex.
- Repainted the "splashes" and performed pre-opening maintenance on the sprayground.
- Replaced a broken toilet seat at Hunters Glen Park.

- Performed clean-up and beautification work on Protector's Plaza in preparation for the Fallen Officers' Memorial.
- Provided and loaded supplies for the Fire Station 3 Open House.
- Rearranged, then put back in place the lobby furniture for an event at the Visitor's Center.
- Repaired canopies.
- Opened the sprayground at Hunters Glen Park.
- Replaced missing railing pickets on the tower at Buffalo Run Park.

### Forestry & Horticulture

- Planted 12 trees at Hunters Glen Park.
- Pruned all trees along Hunters Trail South and Fire Station 3.
- Landscaping at Fire Station 3.
- Mulched at American Legion Park.
- Watered trees.