

MEMORANDUM

February 8, 2019

TO: Parks and Recreation Board Members

FROM: Chris Tribble, Director of Community Services

SUBJECT: **Agenda Item Comments for the Parks and Recreation Board Meeting – Monday, February 11, 2019**

The regular Park Board meeting will begin at 6:00 p.m. at Southlake Town Hall, 1400 Main Street in the Council Chambers. Dinner will be served at 5:30 p.m.

Please advise staff if you are not able to attend this meeting (lcarpenter@ci.southlake.tx.us or 817.748.8184). Thank you.

REGULAR AGENDA

1. **Agenda Item No. 1. Call To Order**
2. **Agenda Item No. 2. Consent**
 - A. Approve minutes from the regular Parks and Recreation Board meeting held January 14, 2019. Please make any corrections to the minutes part of the motion for consideration.
 - B. Absence of Parks and Recreation Board Members – The Board will consider the absence of Park Board member Paul Venesky from the January 14, 2019 meeting. A copy of the Attendance Report is in your packet.
3. **Agenda Item No. 3. Public Forum**

This is the public's opportunity to address the Board about non-agenda items. During Public Forum, the Board will not discuss or take action on any item brought up at this time
4. **Agenda Item No. 4. Reports**
 - A. Southlake Youth Athletic Associations Reports – Representatives from Southlake's youth athletic associations have been invited to the meeting to present information related to their respective association. Dashboard

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participation statistics, by association, are included within your packet for review prior to the meeting.

5. **Agenda Item No. 5. Discussion**

- A. Parks & Recreation Update - This is a standing item on the agenda to allow staff to update the Board on Parks & Recreation related topics and upcoming activities and events. *No packet documents.*

OTHER ITEMS OF INTEREST

6. City Council Action – The following park and recreation-related action items were considered by City Council at the January 15 and February 5, 2019 Council meetings.

- Approved Resolution No. 80-054A, Revision of the Community Event Participation Policy.
- Approved final concept and contract with artist Michael Warrick for public art to be installed at the Zena Rucker Road and Tower Road intersection roundabout.
- Approved a one-year Facilities Utilization Agreement with Southlake Girls Lacrosse Association
- Approved the purchase of park maintenance equipment from Kubota Tractor Corporation for an amount not to exceed \$66,000.
- Approved the purchase of landscape and irrigation supplies from SiteOne Landscape Supply for an amount not to exceed \$130,000
- Approved a Professional Services Agreement with Schrickel, Rollins & Associates, Inc. for design services related to the Bicentennial Park Phase 3 Park Improvements and Bicentennial Water Tower Improvements, for an amount not to exceed \$120,000.

City Council agendas are posted on the City's webpage 6pm the Friday preceding the City Council meeting. You may sign up to receive a copy of the agenda at "Notify Me" tab at <http://www.cityofsouthlake.com/list.aspx>.

As always, we appreciate your commitment and service to the City.

Chris Tribble

STAFF CONTACT INFORMATION:

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Parks and Recreation Board
Meeting Date – February 11, 2019
Page 3 of 3

Telephone – (817) 748-8203

Facsimile – (817) 748-8027

1400 Main Street, Suite 210, Southlake, TX 76092

Chris Tribble, Director of Community Services, 817-748-8021, (ctribble@ci.southlake.tx.us)

Cassie Tucker, Strategic Operations Manager, 817-748-8036, (ctucker@ci.southlake.tx.us)

Kate Meacham, Deputy Director of Community Services, 817-748-8018; (kmeacham@ci.southlake.tx.us)

Jenni Lanier, Community Relations Manager, 817-748-8186; (janier@ci.southlake.tx.us)

Linda Carpenter-Elgin, Administrative Secretary, 817-748-8184; (lcarpenter@ci.southlake.tx.us)

PARK AND RECREATION BOARD MEETING
Monday, February 11, 2019
6:00 P.M.

LOCATION: **Southlake Town Hall**
Council Chambers
1400 Main Street
Southlake, Texas 76092

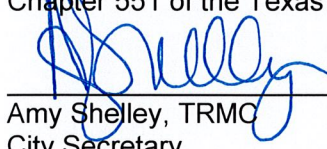
TIME: 6:00 P.M.

REGULAR AGENDA:

1. Call to Order
2. Consent
 - A. Approve minutes from the Parks and Recreation Board meeting held January 14, 2019
 - B. Absence of Parks and Recreation Board members
3. Public Forum
4. Reports
 - A. Southlake Youth Athletic Associations Reports
5. Discussion
 - A. Parks & Recreation Update
6. Adjournment

CERTIFICATE

I hereby certify that the above agenda was posted on the official bulletin boards at Town Hall, 1400 Main Street, Southlake, Texas, on Friday, February 8, 2019 by 6:00 p.m. pursuant to Chapter 551 of the Texas Government Code.



Amy Shelley, TRMC
City Secretary



If you plan to attend this public meeting and have a disability that requires special needs, please advise the City Secretary 48 hours in advance at 817.748.0016. Reasonable accommodations will be made to assist you.



PARKS AND RECREATION BOARD MEETING: JANUARY 14, 2019

LOCATION: Southlake Town Hall Executive Conference Room, 1400 Main Street, Southlake, Texas

TIME: 6:00 p.m.

PARKS AND RECREATION BOARD MEMBERS PRESENT: Chairman Tina Wasserman, Vice Chair Frances Scharli, Secretary Lori Palmer and Board Members Chad Bedwell, Mitch Hill, Kevin Craddock

PARKS AND RECREATION BOARD MEMBERS ABSENT: Paul Venesky

STAFF PRESENT: Assistant City Manager Ben Thatcher, Director of Community Services Chris Tribble, Deputy Director of Community Services Kate Meacham

REGULAR AGENDA

1. CALL TO ORDER

Chairman Tina Wasserman called the regular Parks and Recreation Board meeting to order at 5:59 p.m.

2. CONSENT AGENDA

2A. APPROVE MINUTES FROM THE REGULAR PARKS AND RECREATION BOARD MEETING HELD NOVEMBER 12, 2018

There were no corrections or changes to the November 12, 2018 Park Board meeting Minutes.

2B. ABSENCE OF PARKS AND RECREATION BOARD MEMBERS

Park Board members Lori Palmer, Chad Bedwell and Paul Venesky were absent at the November 12, 2018 meeting.

Consent Agenda items are considered to be routine and are enacted with one motion by the Board.

APPROVED

A motion was made to approve the Consent items (Minutes and absences of Park Board members Lori Palmer, Chad Bedwell and Paul Venesky from November 12, 2018 meeting) as presented.

Motion: Scharli
Second: Hill
Ayes: Craddock, Hill, Scharli and Wasserman
Nays: None
Abstain: Palmer, Bedwell (Absent 11/12/18 meeting)
Vote: 4-0
Motion carried.

3. PUBLIC FORUM

Chairman Tina Wasserman opened public forum. There being no one to speak, Chairman Wasserman closed public forum.

4. CONSIDER

There were no items for the Board to consider at this meeting.

5. DISCUSSION

5A. PARKS & RECREATION UPDATE

Director Chris Tribble presented the parks and recreation update, providing information about community events and activities. He informed the Board about changes in management of the Bob Jones Nature Center from Bob Jones Nature Center organization to the City of Southlake effective February 2019; a request for a girls lacrosse Facilities Utilization Agreement for City Council consideration January 15, 2019; Bicentennial Park Phase 3 improvements (enclosed tennis courts); improvements at Bob Jones Park playground and the Parkwood Drive (former senior center location) City property; and Champion Club memberships. Mr. Tribble responded to questions from the Board.

5B. CARILLON PARC STEERING COMMITTEE

Director Chris Tribble presented Item 5B. This is a standing item on the agenda to allow Carillon Parc Steering Committee Park Board representative Lori Palmer and Chris Tribble to update the Board on the Carillon Parc project. There was no activity to report at this meeting.

5C. SOUTHLAKE SPORTS COMPLEX CONCEPT PLAN

Director Chris Tribble presented Item 5C and responded to questions. Assistant City Manager Ben Thatcher also was available to address questions.

Director Tribble facilitated a discussion of the recommendations for the City's Sports Complex at 2100 Crooked Lane presented in the adopted 2030 Park Recreation and Open Space/Community Facilities (PROS-CF) Master Plan. The Board provided feedback to staff about their expectations for the facility's future use and design for each of the following recommendations.

- Synthetic Turf on Large Field – Keep on Master Plan
- New/Renovated Building – Eliminate building and repurpose space to obtain as many rectangular fields as possible; Park Board's concept for the park is not to limit fields for practice, but design so competition use of the fields is possible
- Pavilions & Shade Structures / Restroom – Favor centralized building for concessions, restroom, shade, maintenance & storage
- Playground – May be relocated/deleted
- Batting Cages – Two to four batting cages desired; at least one per field
- Multipurpose Sports Field Improvements – Increase size of multipurpose field
- Maintenance Building/Storage
- Park Entry Feature – Desire two park entrances; circular drives for drop-off, pick-up; also explore an overflow parking arrangement with church
- Trails & Parking Improvements – Shared parking with City Service Center; desire to maintain buffer on north side, but investigate road relocation that would still provide proper buffer; keep looped walking trail
- Landscape & Irrigation – Turf at least infield of baseball fields; if a well is needed, could it be located on Public Works property
- Skate Park – May be included in 2035 Master Plan, if additional land could be acquired
- Add Wall Ball walls to next Master Plan
- Plan around existing (new) sports lighting configuration
- Fencing along property line where determined
- Dog Park in southern park of City – Include in 2035 Master Plan

James Williams, Schrickel, Rollin and Associate, was present to answer questions and to receive Park Board comments and concepts for the Southlake Sports Complex.

6. ADJOURNMENT

APPROVED

A motion was made to adjourn the meeting at 7:19 p.m.

Motion: Scharli
Second: Craddock

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Ayes: Bedwell, Craddock, Hill, Palmer, Scharli and Wasserman
Nays: None
Abstain: None
Vote: 6-0
Motion carried.

Tina Wasserman, Chairman
Parks & Recreation Board

Chris Tribble, Director
Community Services Dept.

A video and audio recording of this meeting may be available upon request from the Office of City Secretary.

M E M O R A N D U M

January 24, 2019

TO: Parks and Recreation Board

FROM: Chris Tribble, Director of Community Services

SUBJECT: **Absence of Parks and Recreation Board Member(s) – Standing Agenda Item**

Action Requested: Park Board members excuse the absence of Park Board member Paul Venesky at the January 14, 2019 Park Board meeting.

Background Information: The “Absence Policy for Parks and Recreation Board” adopted July 12, 2004 and revised March 2, 2010, provides a mechanism for consideration of absences of Board members from regular or special Park Board meetings. This item is listed as a standing item on meeting agendas.

Financial Considerations: None

Strategic Link: N/A

**Citizen Input/
Board Review:** City Council approved the Policy Ordinance Review Committee (P.O.R.C.) revisions to the Parks and Recreation Board *Absence Policy* March 2, 2010

Park Board approved the Absence Policy at the July 12, 2004 meeting.

Legal Review: N/A

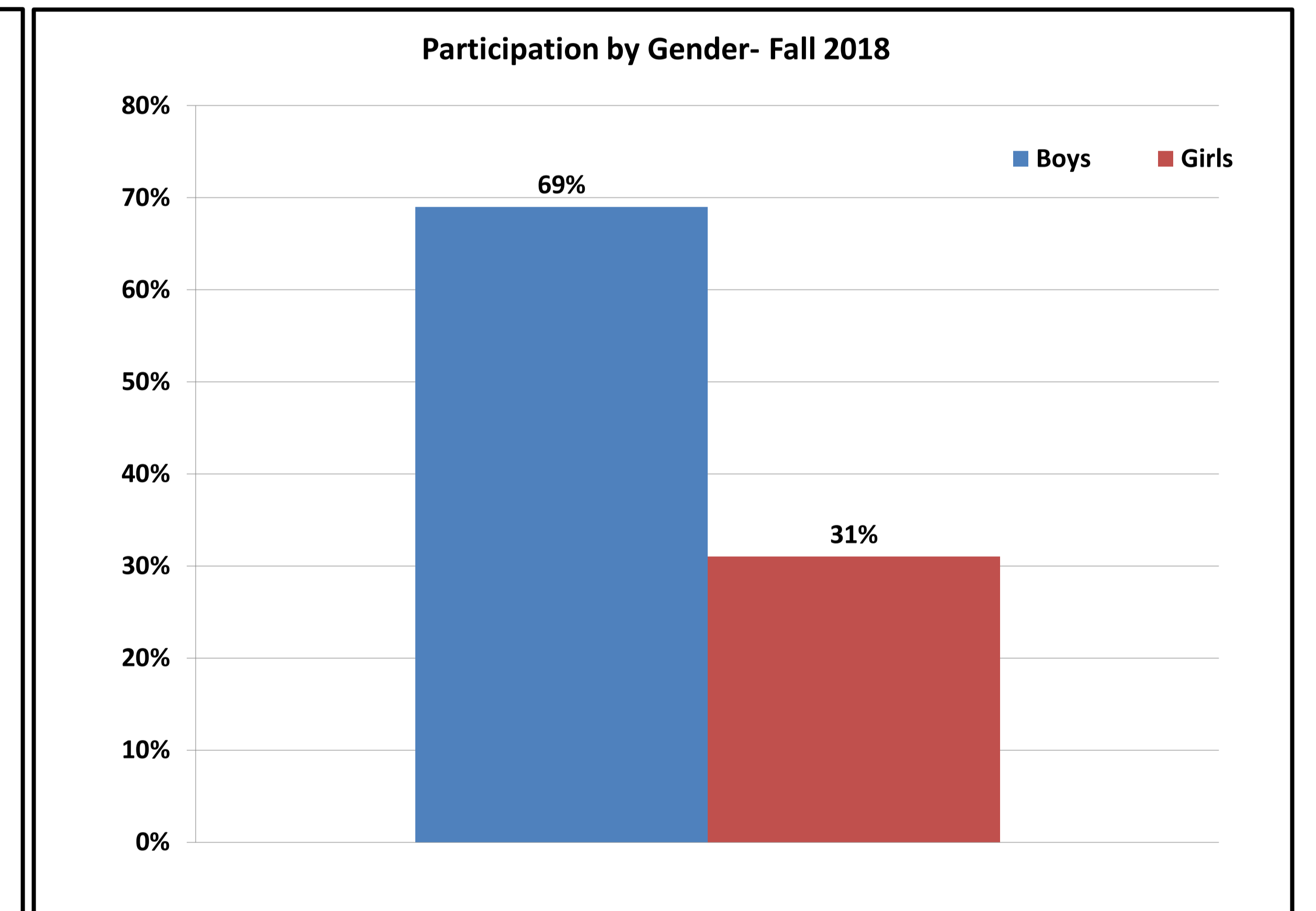
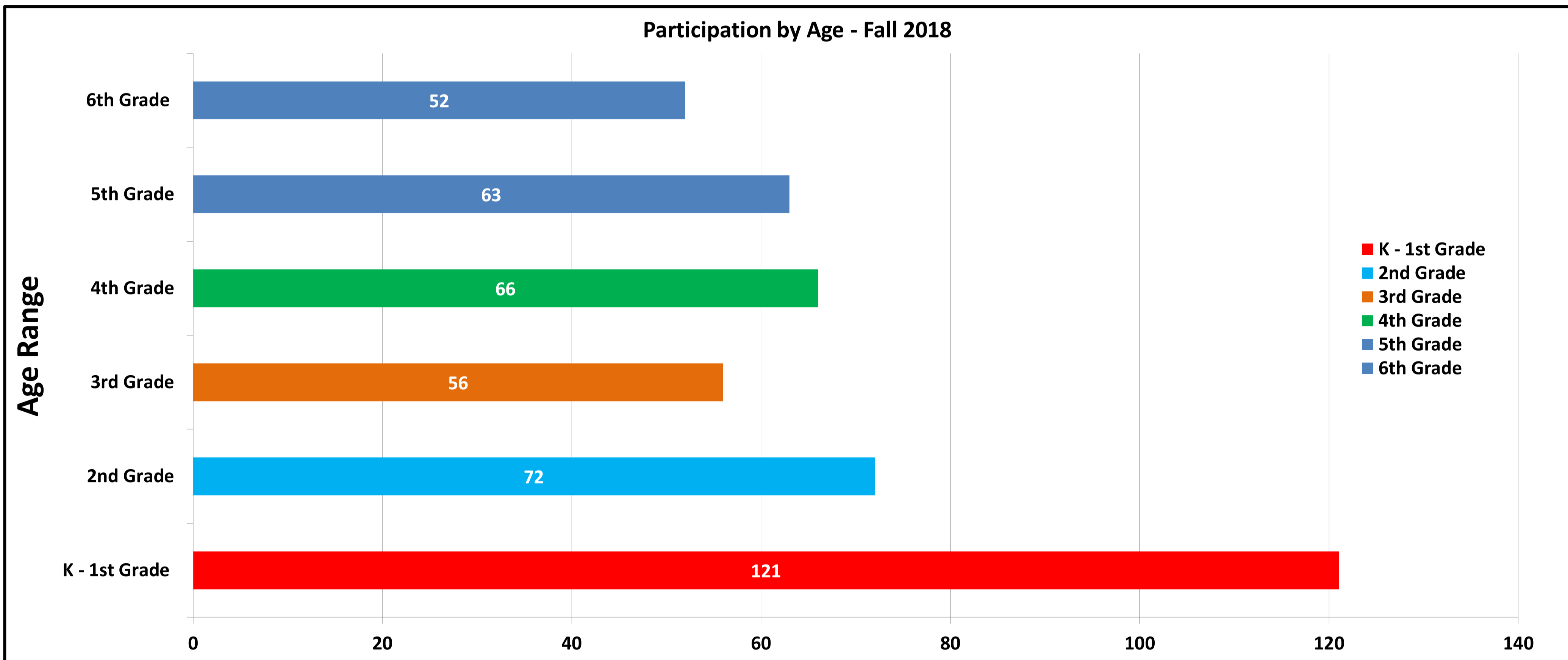
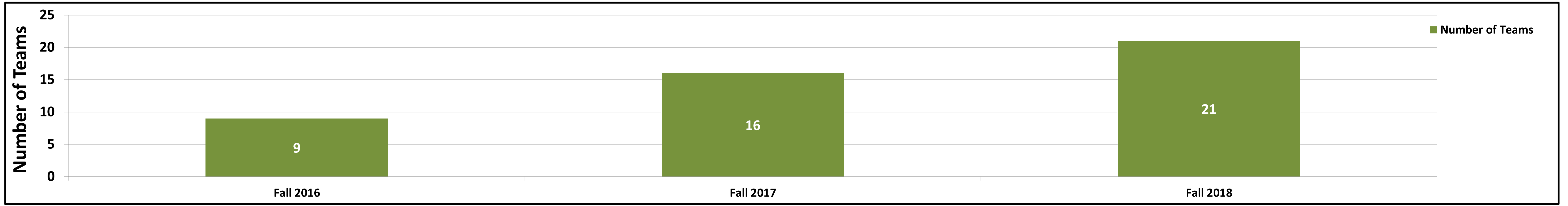
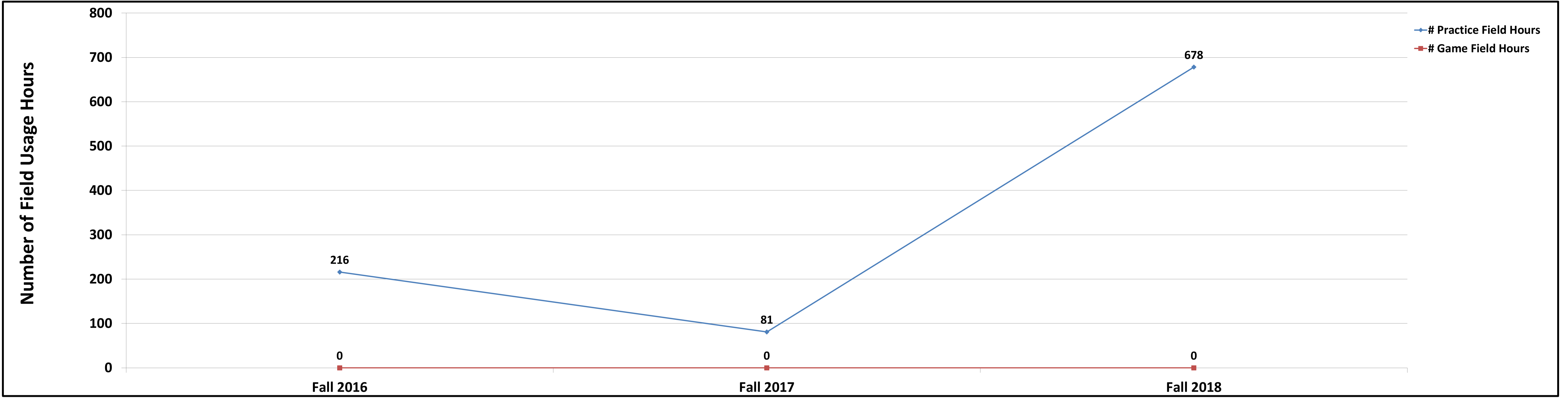
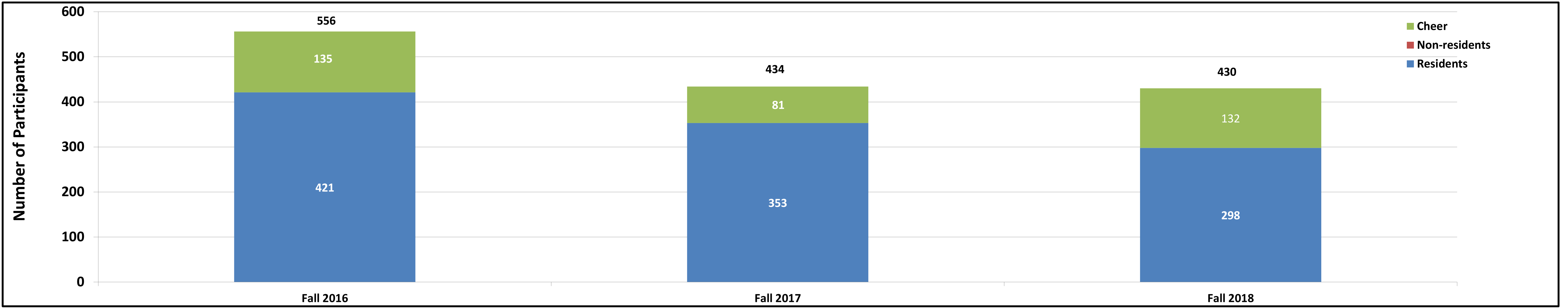
Alternatives: Any commentary as appropriate.

Supporting Documents: Attendance Log

Staff Recommendation: Park Board action to excuse the absence of Paul Venesky from the January 14, 2019 meeting.



Dragon Youth Football Association



Tournaments			
Year	DYFA	Outside Tournaments	Outside Camps/Clinics
Fall 2016	0	0	1
Fall 2017	0	0	1
Fall 2018	0	0	0
Total	0	0	1
Average	0.00	0.00	0.33

User Fees	
Year	User Fees
Fall 2016	\$ 1,260.00
Fall 2017	\$ 496.00
Fall 2018	\$ 1,728.00
Total	\$ 3,484.00
Average	\$ 1,161.33

Total Participants		
Year	Total Participants	Yearly Difference
Fall 2016	556	0
Fall 2017	434	-122
Fall 2018	430	-4
Total	1420	0
Average	473.33	0.00

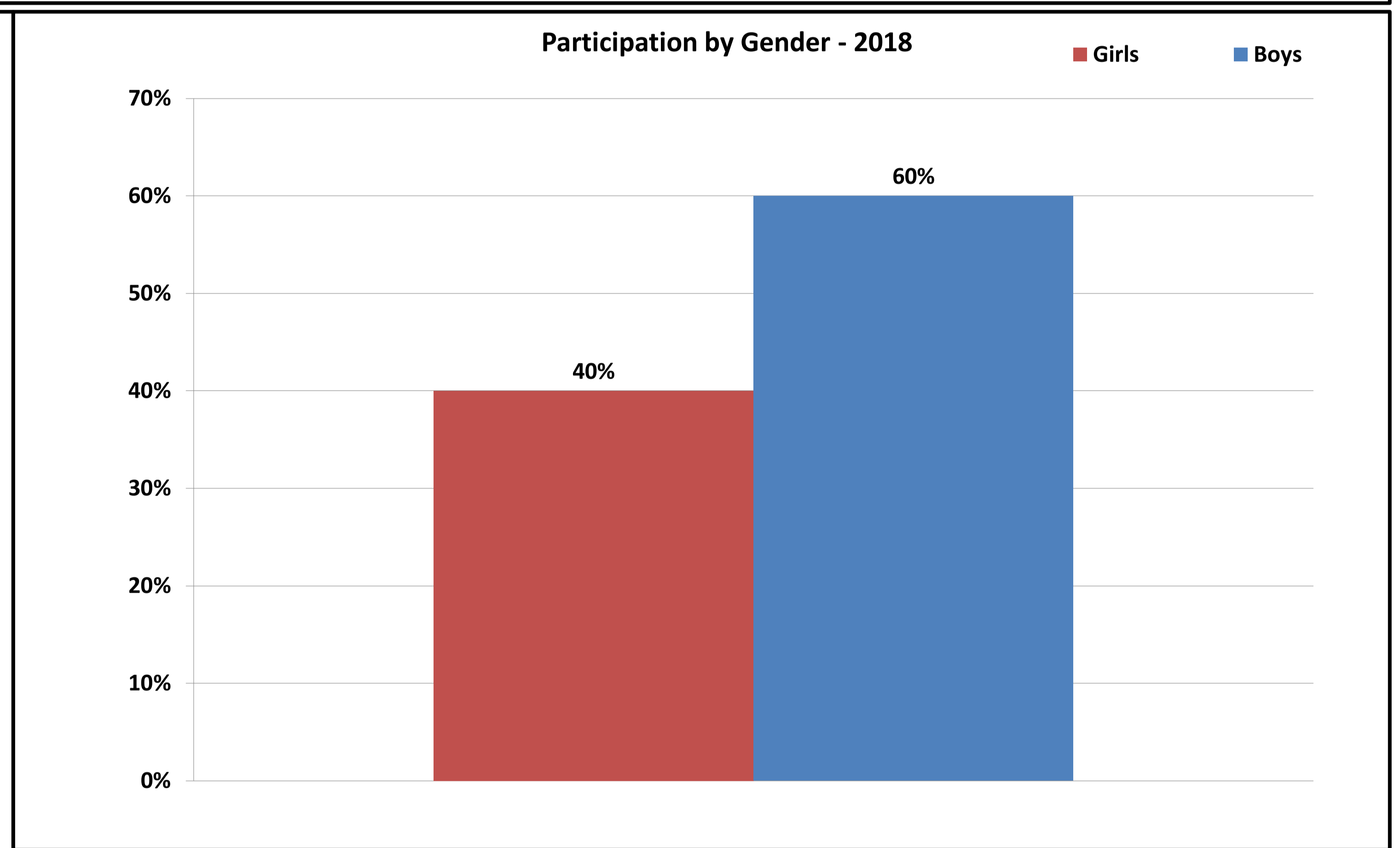
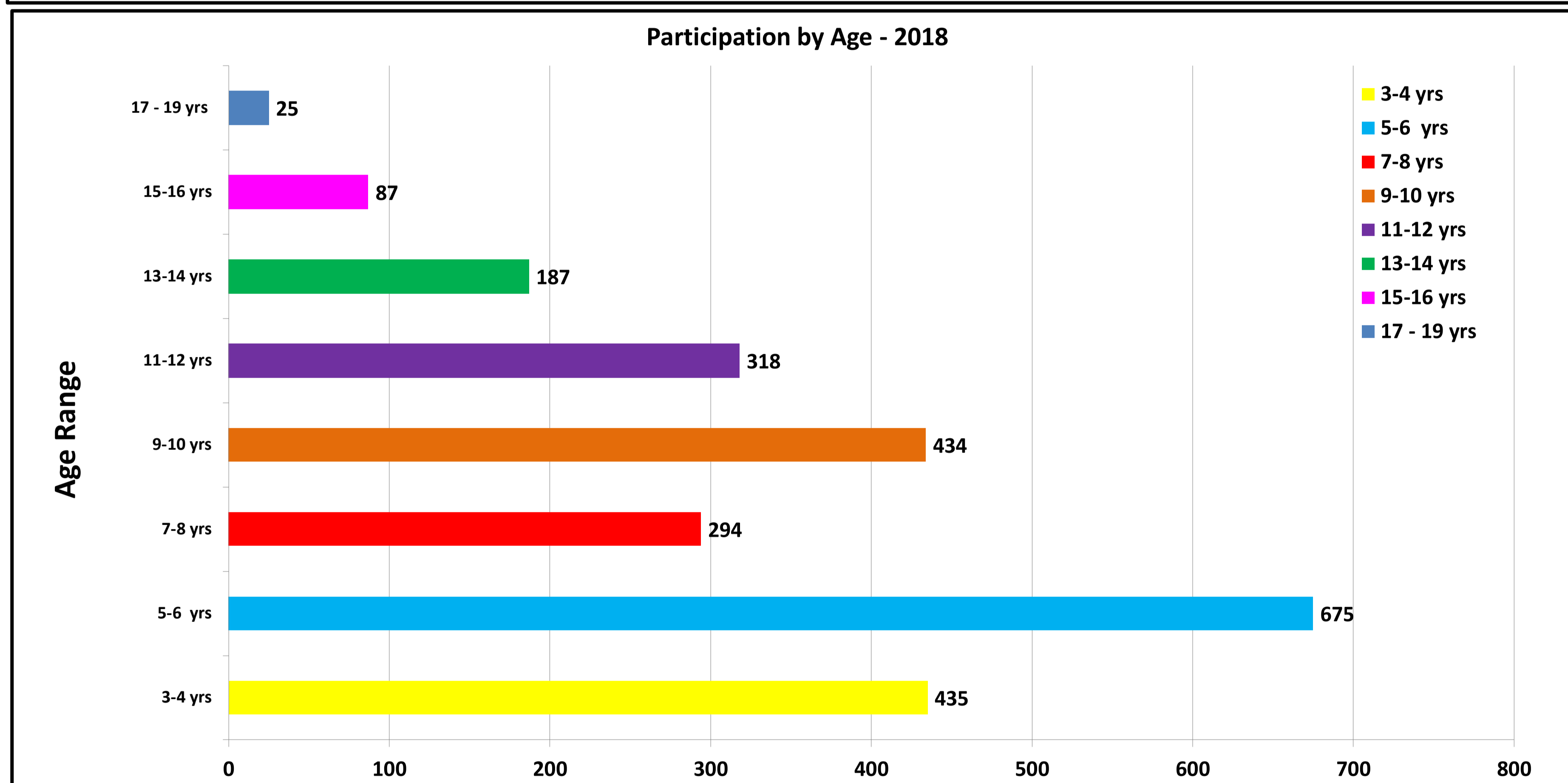
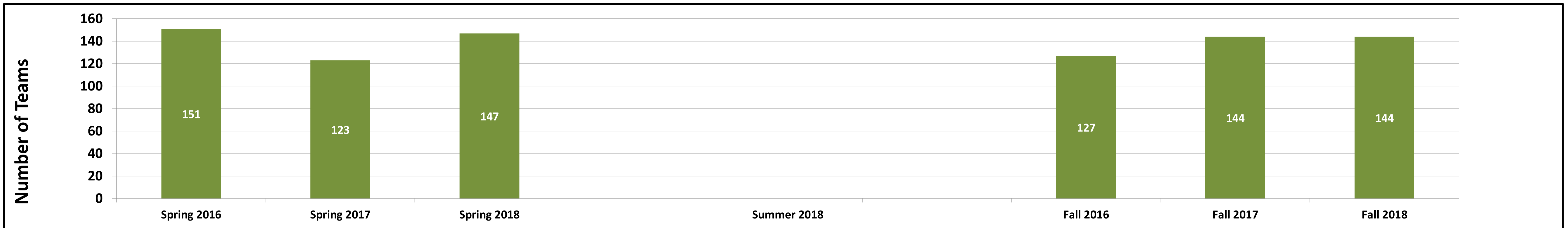
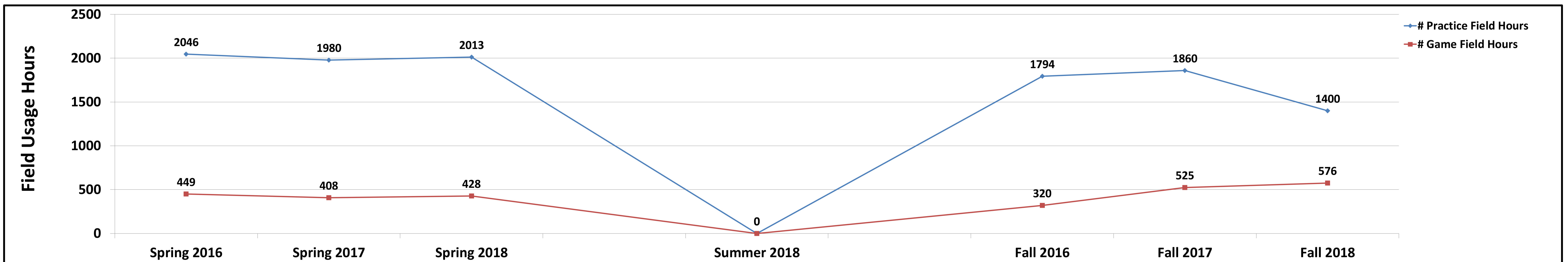
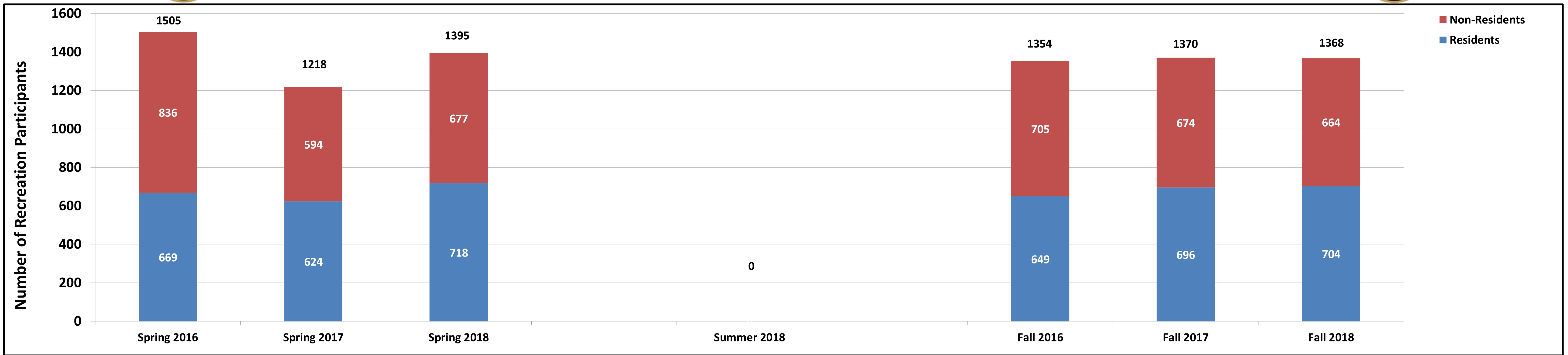
Violations			
Year	Spring	Summer	Fall
Fall 2016	0	0	0
Fall 2017	0	0	1
Fall 2018	0	0	0
Total	0	0	1
Average	0.00	0.00	0.33

Variations: Prior to 2016 reporting was only for participants/teams that utilized city facilities. 2016 Field Allocations: Bicentennial Park Open Space and Noble Oaks (offered Miracle Field and Bob Jones Amp.). 2017 Field Allocations: Noble Oaks (offered Bicentennial Park Open Space, Miracle Field, Bob Jones Amp. and Chesapeake Park). 2018 Field Allocations utilized Southlake Sports Complex. Payment received is only for 13 of 21 teams and the 144 players who utilized space. Overall total participation for Fall 2018 was 298 Football/132 cheer total 430.

Violations: No violations documented for Fall 2018 usage



Grapevine-Southlake Soccer Association



Camps, Clinics & Tournaments			
Year	GSSA	Outside Tournaments	Outside Camps/Clinics
2016	0	0	0
2017*	0	0	0
2018	1	0	1
Total	1	0	1
Average	0.33	0.00	0.33

*YTD

User Fees	
Year	User Fees
2016	\$15,672.00
2017*	\$15,840.00
2018	\$16,884.00
Total	\$48,396.00
Average	\$16,132.00

*YTD

Total Participants		
Year	Total Participants	Yearly Difference
2016	2,859	0
2017*	2,588	-271
2018	2,763	175
Total	8,210	
Average	2736.67	

*YTD

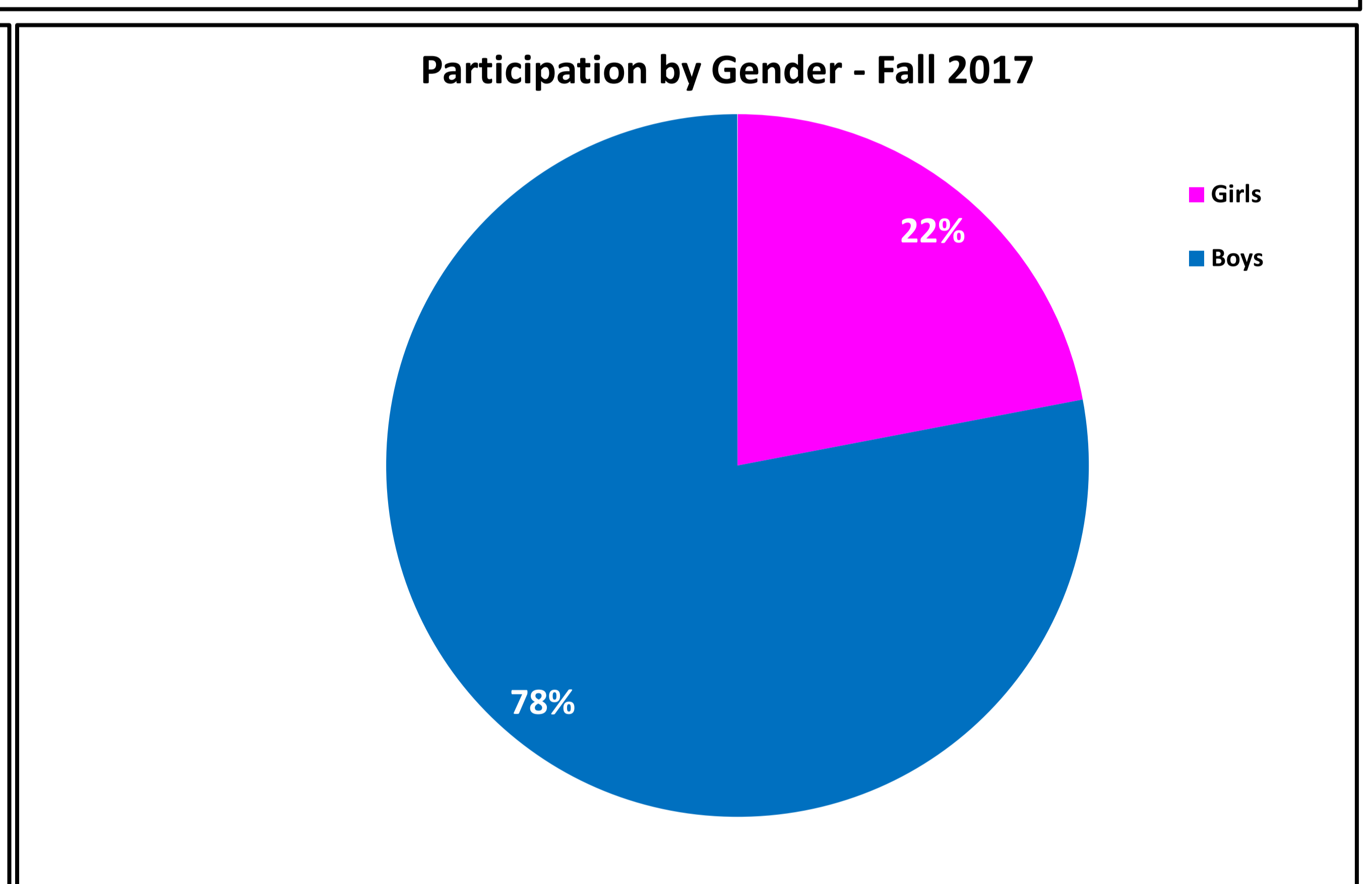
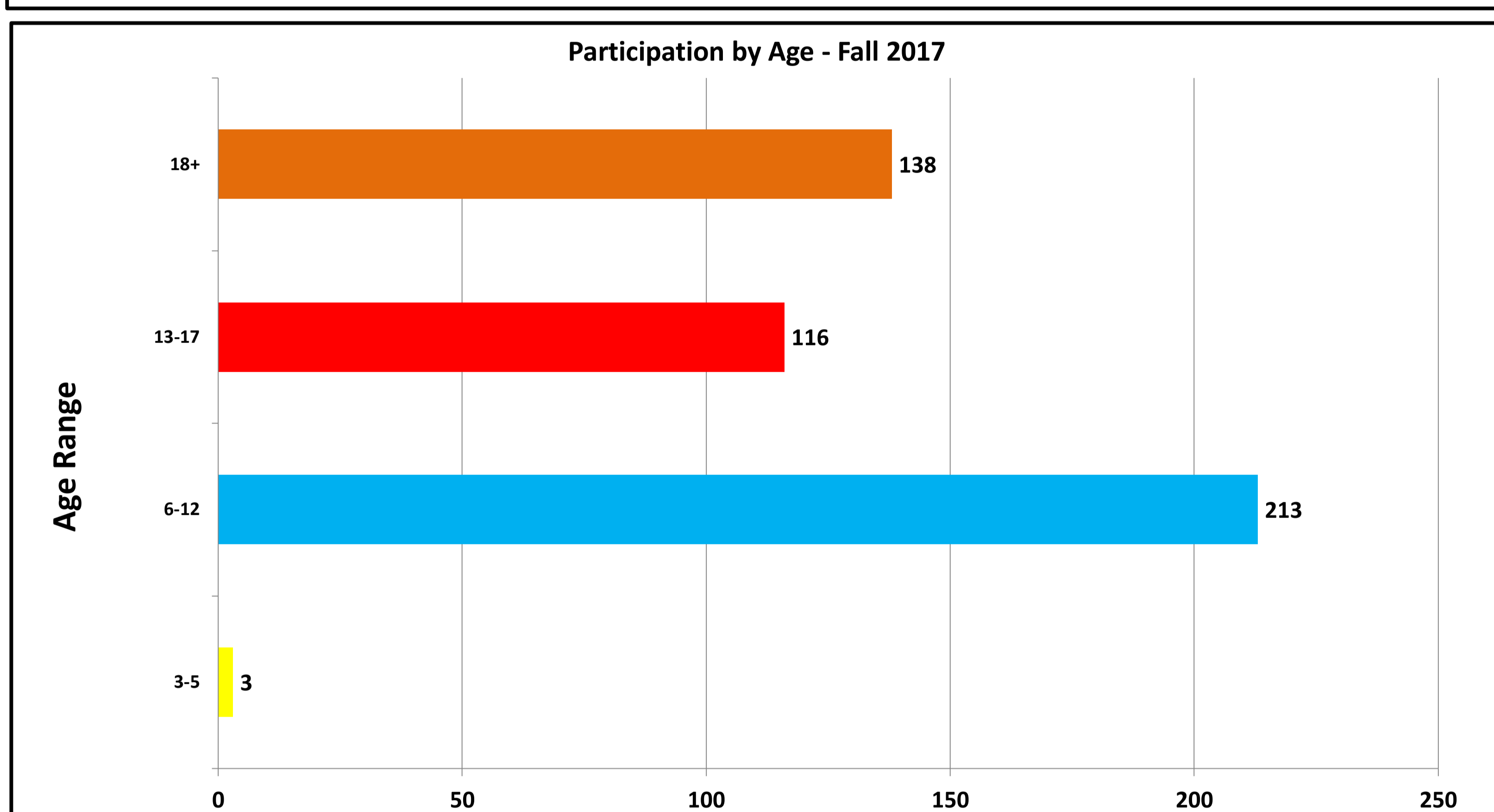
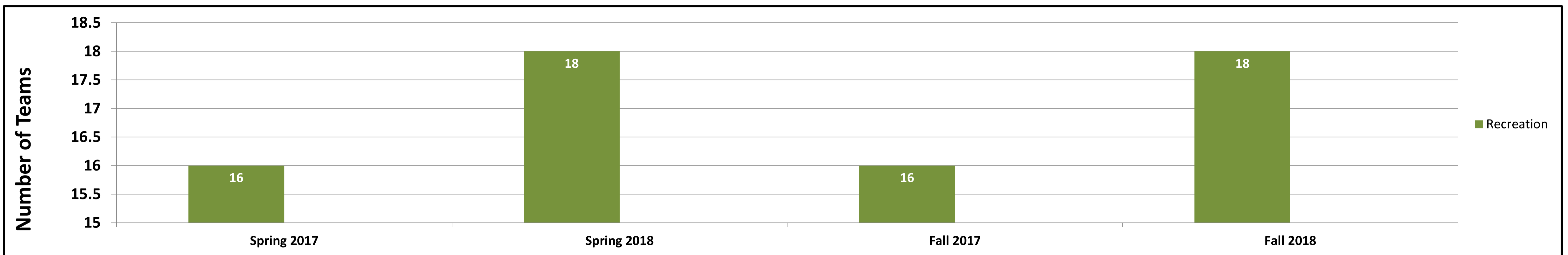
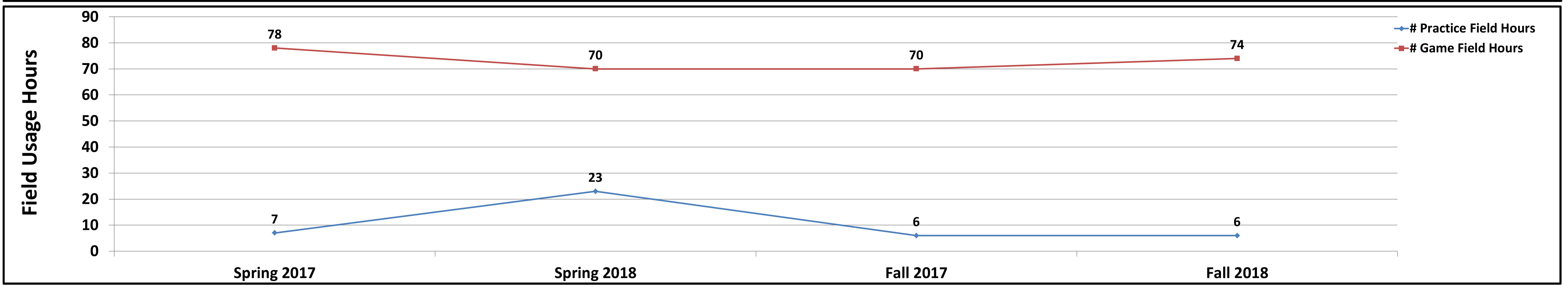
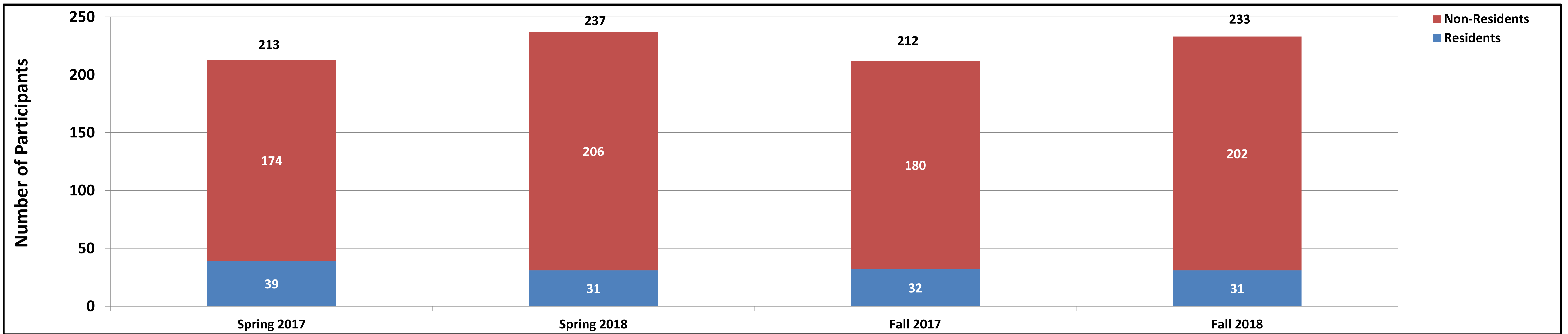
Violations			
Year	Spring	Summer	Fall
2016	0	0	0
2017*	0	0	1
2018	0	0	0
Total	0	0	1
Average	0.00	0.00	0.33

Variations: No data or records for Summer 2018

Violations: 1) Game schedule not submitted two weeks prior to start of season.



Miracle League of Southlake



Total Participants		
Year	Total Participants	Yearly Difference
2017	425	0
2018	470	45
0	0	0
Total	895	0
Average	447.50	0.00

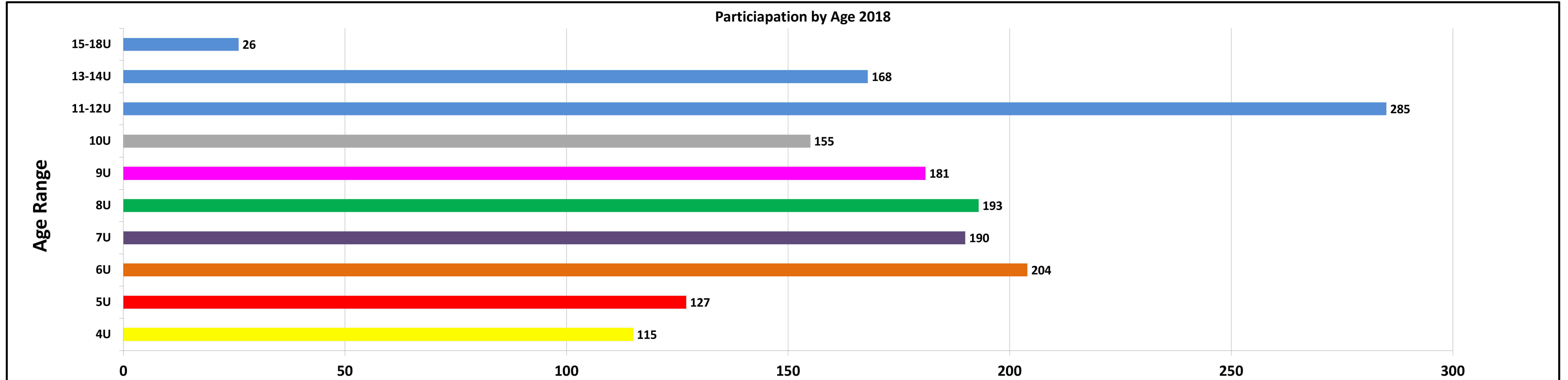
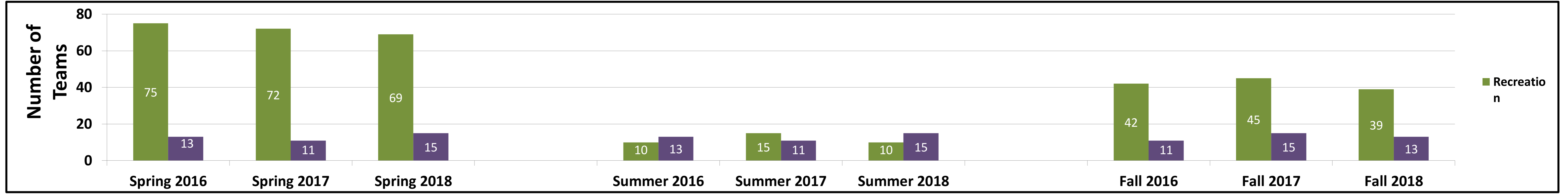
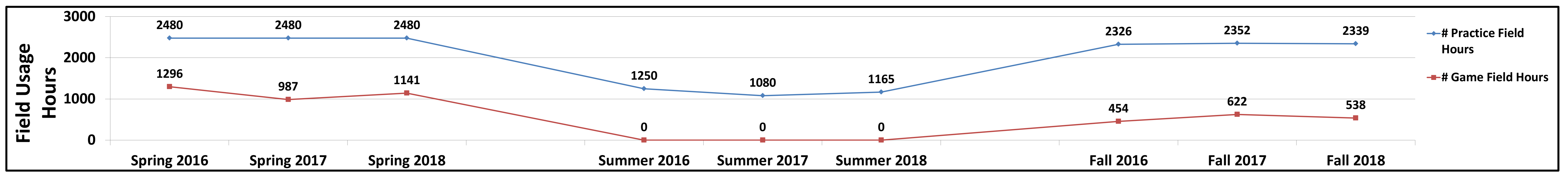
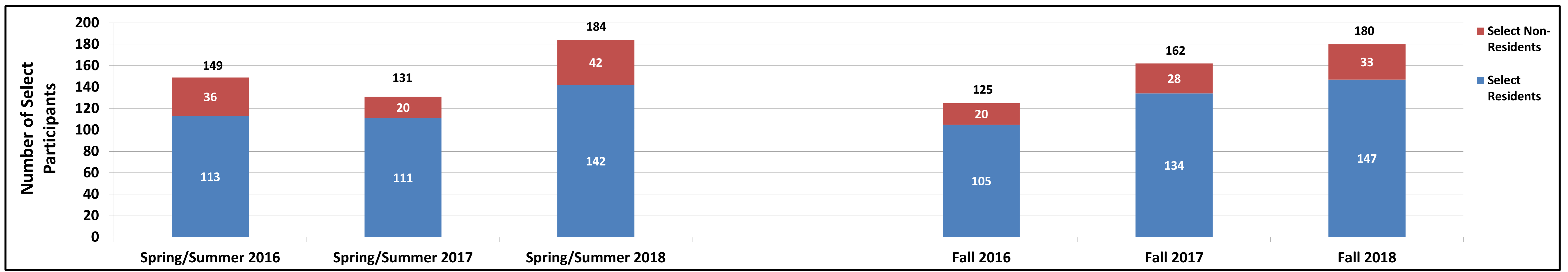
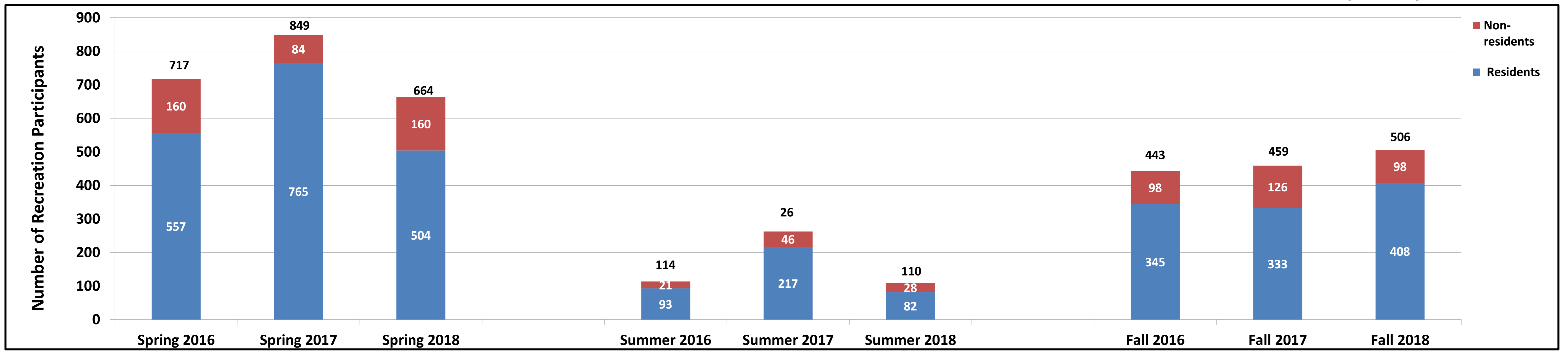
Violations			
Year	Spring	Summer	Fall
2017	0	0	0
2018	0	0	0
0	0	0	0
Total	0	0	0
Average	0	0	0

Variations: Spring 2018 practice varies, calendars we labeled practice specifically on dates calculated.

Violations:



Dragon Youth Baseball Association



Camps, Clinics & Tournaments			
Year	SBA Tournaments	Outside Tournaments	Outside Camps/Clinics
2016	1	1	1
2017	1	2	1
2018	1	1	1
Total	3	4	3
Average	1	1	1

*YTD

User Fees	
Year	User Fees
2016	\$22,219.00
2017	\$22,216.00
2018	\$23,951.00
Total	\$68,386.00
Average	\$22,795.33

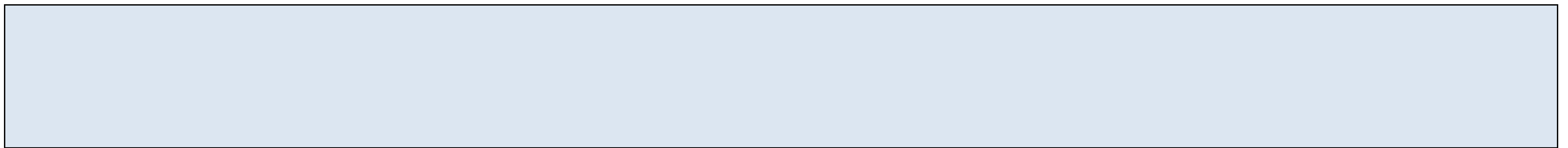
*YTD

Total Participants		
Year	Total Participants	Yearly Difference
2016	1,548	
2017	1,864	316
2018	1,644	-220
Total	5,056	
Average	1,685.33	

*YTD

Violations			
Year	Spring	Summer	Fall
2016	0	0	0
2017	3	0	2
2018	0	0	1
Total	3	0	3
Average	1	0	1

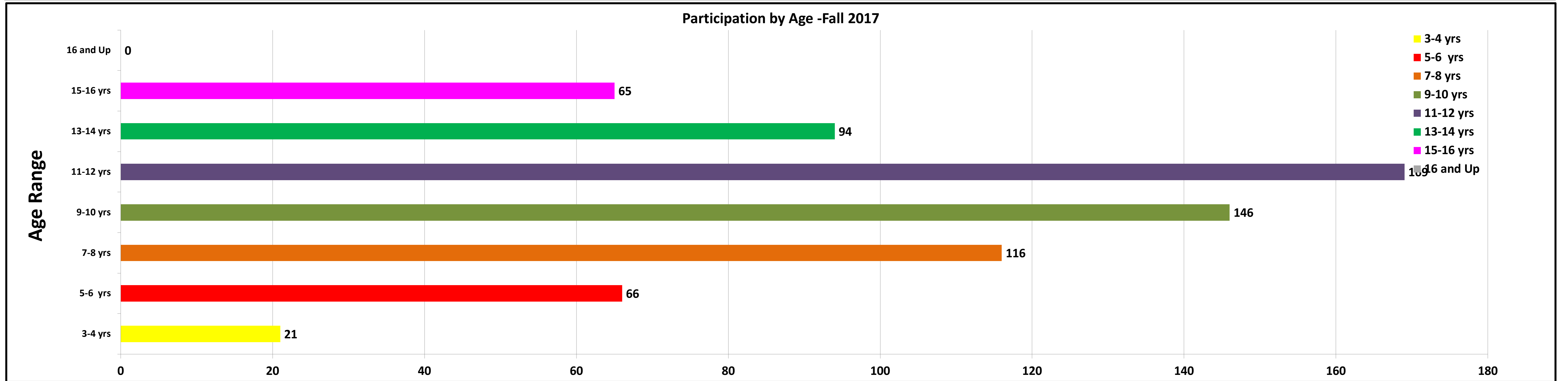
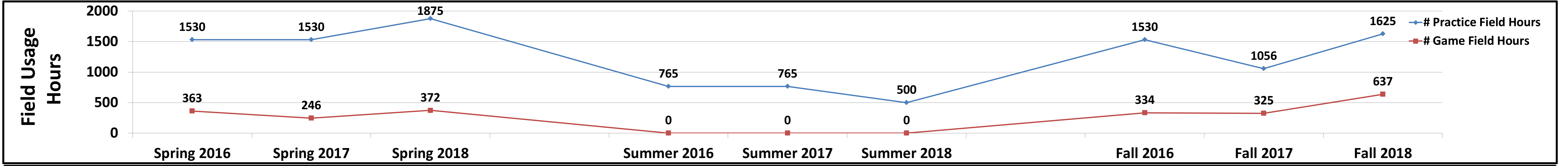
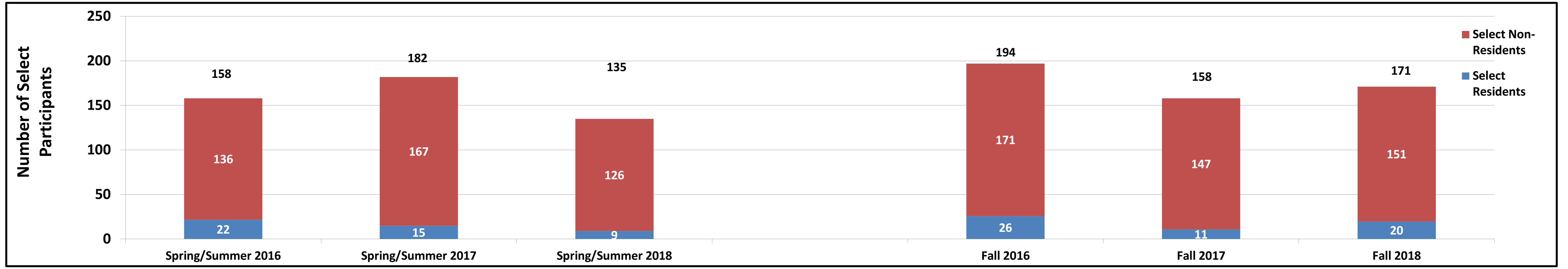
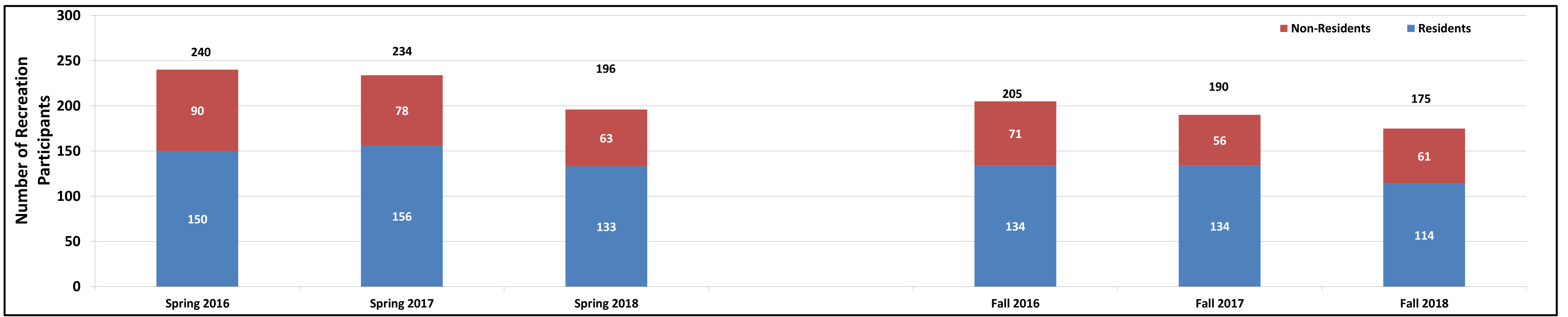
*YTD



Violations: 1) Game schedule not received two weeks prior to start of season. 2) Fall 2018 Roster and Payment not received within two weeks of the end of the season.



Southlake Girls Softball Association



Camps, Clinics & Tournaments			
Year	SGSA Tournaments	Outside Tournaments	Outside Clinics/Camps
2016	1	4	0
2017	2	3	0
2018	2	1	0
Total	5	8	0
Average	1.67	2.67	0.00

User Fees	
Year	User Fees
2016	\$ 11,940.00
2017	\$ 11,408.00
2018	\$ 10,177.00
Total	\$ 33,525.00
Average	\$ 11,175.00

Total Participants		
Year	Total Participants	Yearly Difference
2016	800	
2017	764	-36
2018	677	
Total	2,241	0
Average	747.00	0.00

Violations			
Year	Spring	Summer	Fall
2016	0	0	0
2017	0	0	1
2018	0	0	0
Total	0	0	1
Average	0.00	0.00	0.33

*YTD

*YTD

*YTD

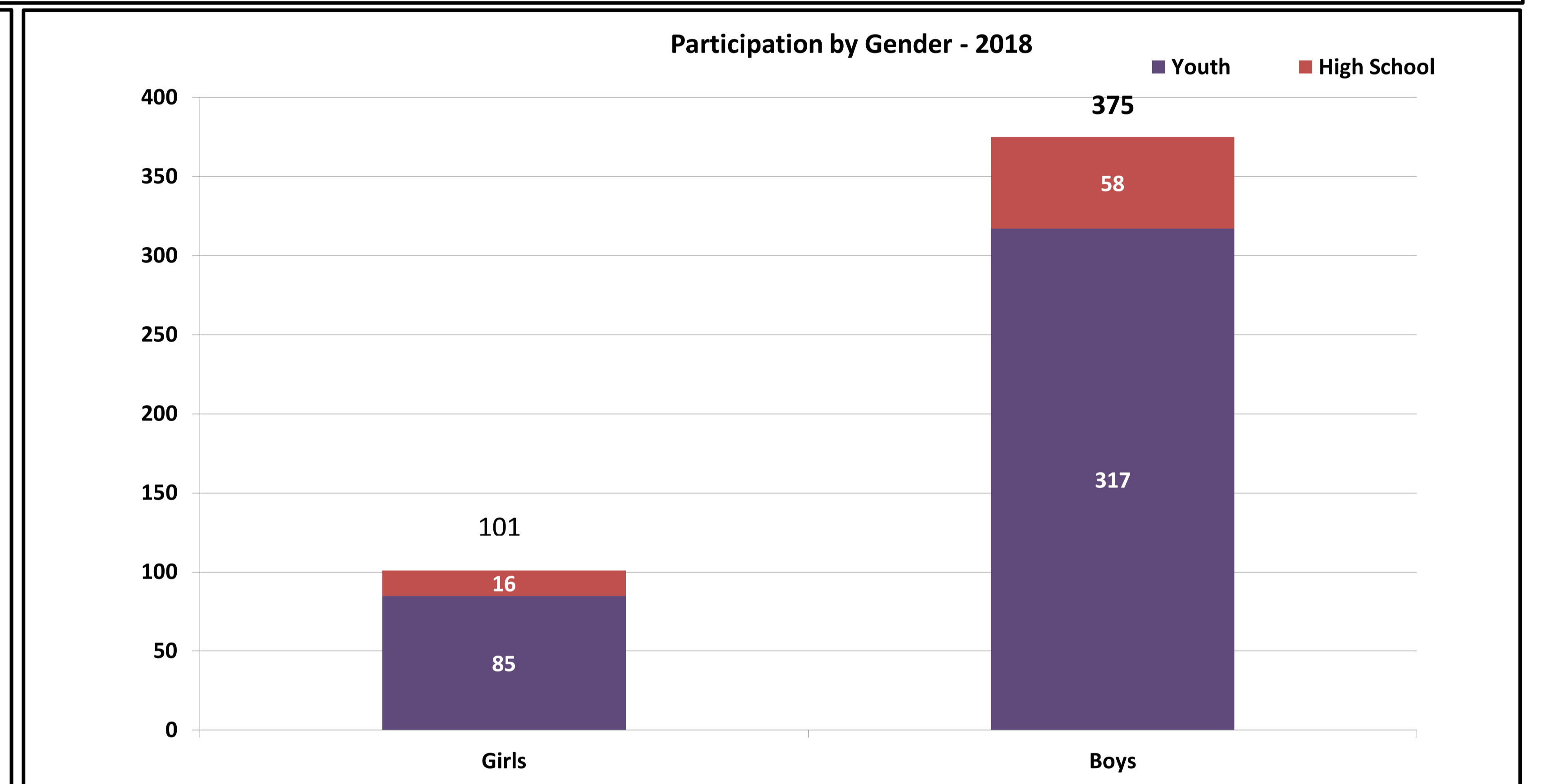
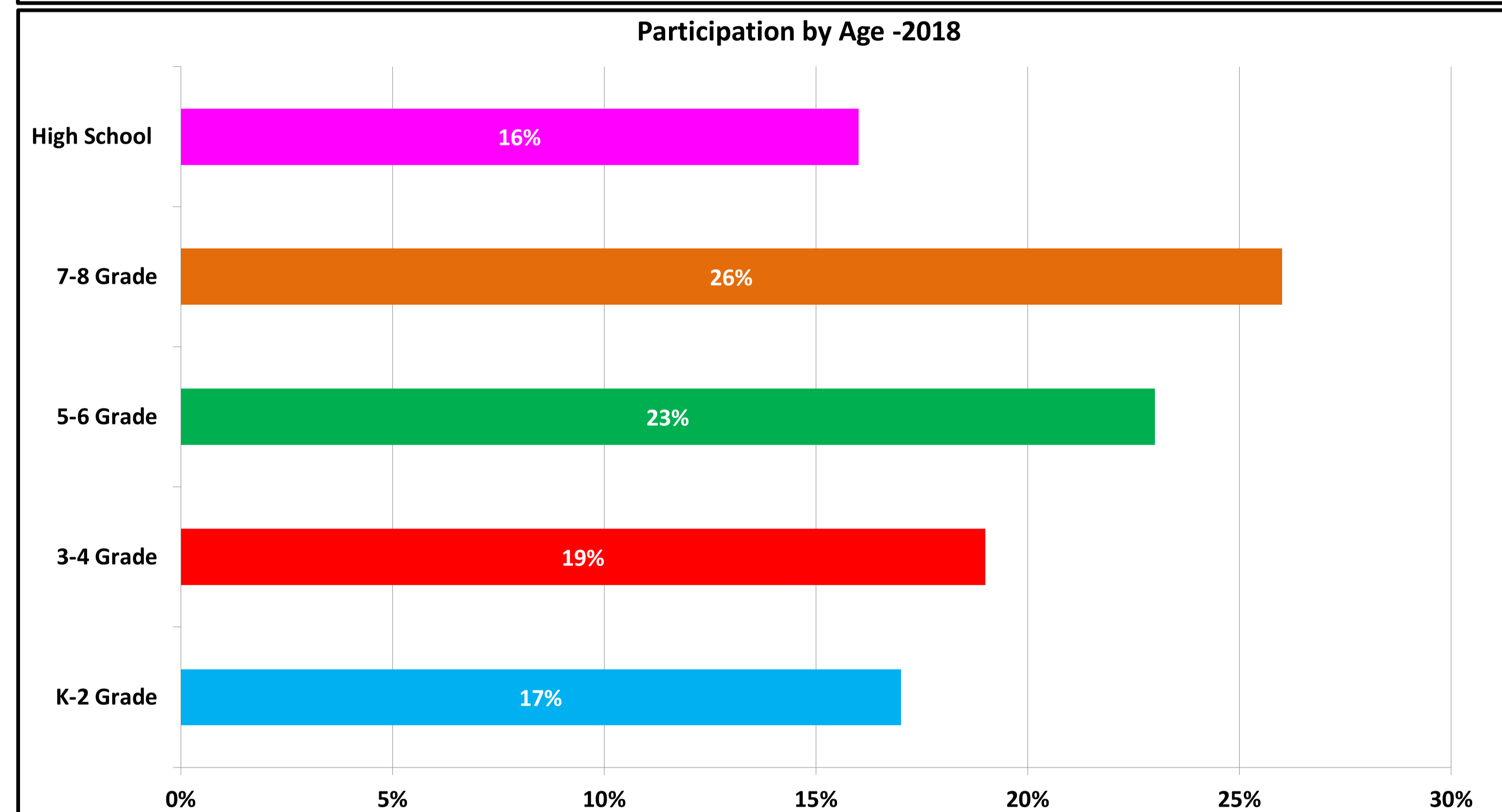
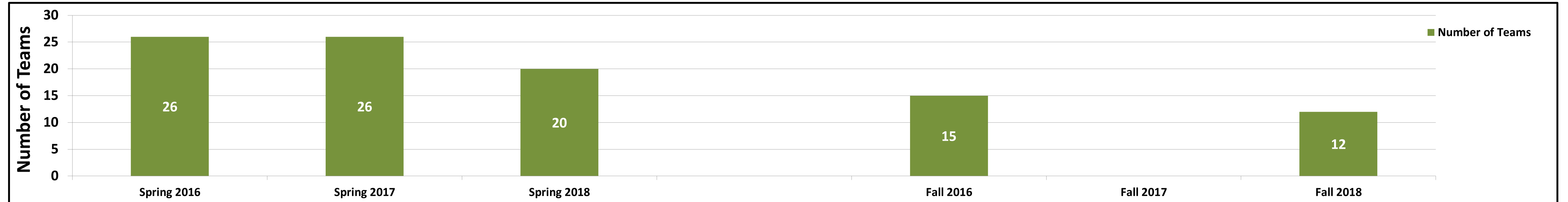
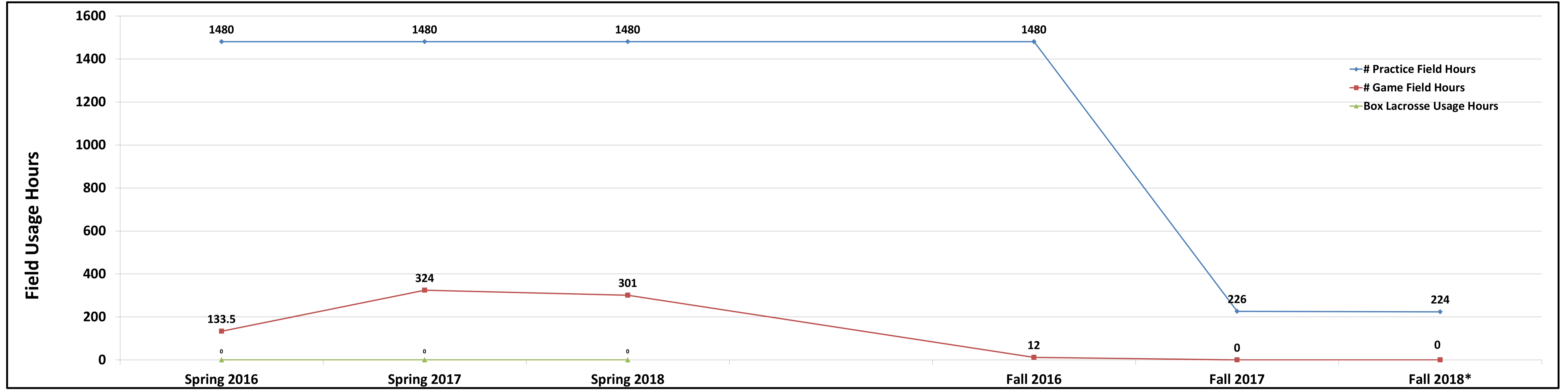
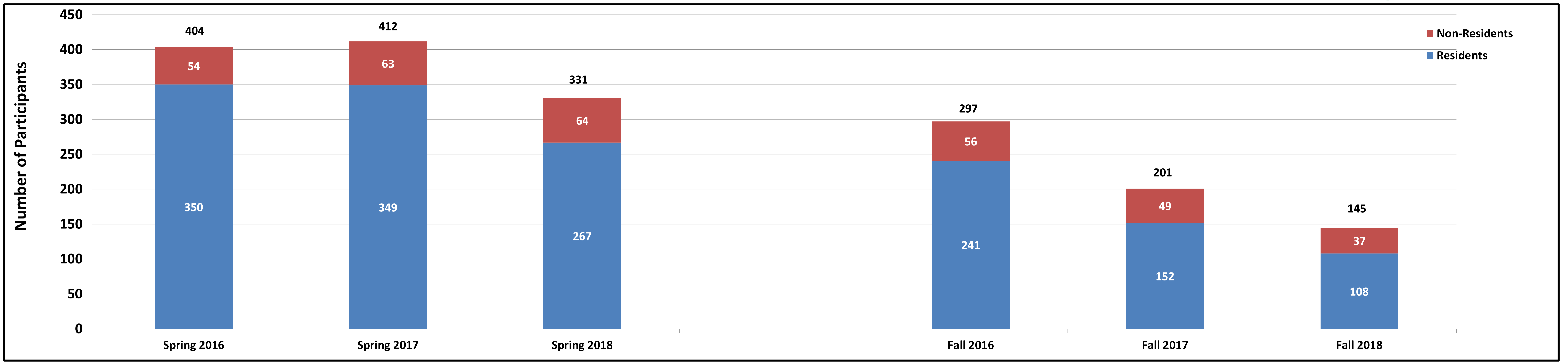
*YTD

Varations: Fall 2018 game hours varied due to amount or rainouts and make up dates needing to be rescheduled.

Violations: 1)Game schedule not submitted two weeks prior to start of season.



Southlake Carroll Lacrosse Association



Camps, Clinics & Tournaments			
Year	SCLA	Outside Tournaments	Outside Camps/Clinics
2016	1	1	4
2017	0	0	2
2018	0	1	6
Total	1	2	12
Average	0.33	0.67	4.00

User Fees	
Year	User Fees
2016	\$ 9,267.00
2017	\$ 7,916.00
2018	\$ 5,676.00
Total	\$ 22,859.00
Average	\$ 7,619.67

Total Participants		
Year	Total Participants	Yearly Difference
2016	701	0
2017	613	-88
2018	476	-137
Total	1,790	0
Average	596.67	0.00

Violations			
Year	Spring	Summer	Fall
2015	0	0	0
2016	0	0	0
2017*	3	0	0
Total	3	0	0
Average	1.00	0.00	0.00

Variations: Game fields were not used during Fall Season starting 2017. Practice fields at SSC were not utilized, only Bicentennial Park Hockey rink.

Violations: