

**Minutes of Haltom City
Parks and Recreation Board
Haltom Recreation Center
October 2, 2007**

Call to Order

Present: Ike Cowell, Britt Ford, Howard Hoyle, Roland Kuhleman, Richelle Rhoades, and Paul Strong

Absent: Steve Mylius

Staff: Tom Henry, Christi Pruitt, and Charles Russell

Guests: None

Approval of Minutes

Howard made a **Motion** to accept the Minutes from the September 4, 2007 meeting. Roland seconded and the Motion passed.

Unfinished Business

A. Haltom Halloween Planning

Christi distributed a flyer about the Recreation Center's Halloween event and told the Board members that the information would be on the City's website and newsletter. She also provided a planned layout of activities. The adult gym will be used for the inflatable activities and bounce houses, as well as the ring toss game using large soda bottles. The latter proved very popular and the sodas will be used as prizes for the game. Christi has moved the story time activity into the youth gym where it will be before and after the costume contest. The aerobics rooms will be used for games and activities for the younger children.

Christi has arranged for volunteers from Haltom High School. The HHS Student Council has been asked to staff the refreshment booth and the proceeds from food sales will be donated to their group. Other student volunteers will assist with the bounce houses, face painting, etc. Parks Board members have been asked to mingle with the participants and assist where needed.

The costume contest has been modified to have all of the contestants in an age group appear together for the judges rather than individually. City Council members and Parks Board members will be asked to judge the contest. Christi has also added an additional age group. The costume contest winners will receive a trophy, a Halloween basket, and a Toys R Us gift card.

There will be a table set up to advertise the Recreation Center programs. There will also be raffles for adults to win monthly fitness center passes and for children to win a

gift card. Trick or treat bags will be given to the children and will contain small items and flyers from Parks and Recreation, as well as, from other City departments. Christi noted that she intends to start decorating the Recreation Center next week.

Paul asked if the Fire Board has committed to attending this year's event. Yes, and she has also contacted the Police Department about the children's identification program. Paul also inquired about security for the event. Christi will contact PD about security. She said that there would be a volunteer meeting held at 4:30 p.m. on October 17.

B. Recreation Center Updates

Tom briefed that an electrical contractor had come out and looked at moving the gym light switches into the Control Room. The cost was higher than anticipated and they recommended the less expensive route of replacing the standard light switch with key switches. A discussion followed on light switches for the gyms.

Tom also told the Board that the glass company that had recommended replacing the window panes in the adult gym with tempered glass had not submitted a bid as of yet. He said that the purchase and installation of the new play units in the parks was a higher priority. He is looking to get approval from the City Council for the funding. We have two bids for the play units: one with shade awnings and one without. Tom would like to see a sail-type shade as opposed to a "hip" style. He wants to go to City Council for the play units and then add the shade structures separately, based on the final colors chosen for the play units.

C. Parks Donation/Dedication Fund Projects

Haltom City is on the list to have the play units installed in December. The purchase of the units is on the City Council Agenda for the October 22, 2007 meeting. Tom expressed his concern about the graffiti damage and the theft of items from the parks. Metal tables and benches have been stolen due to the high prices for recycled aluminum. He would like to replace tables and benches, as well as, add other amenities to the parks.

One of the new play units would be added at Haltom Road Park and the other at Broadway Park. Ike asked how we are addressing the recurring graffiti on the section of Buffalo Ridge Park that lies east of Haltom Road. The problem is that the Parks Maintenance staff would remove or paint over graffiti and it would be tagged again the next day. The Police Department maintains that it does patrol that area. Parks Maintenance is hampered because the Police Department has to photograph and document the vandalism prior to its removal. Tom is considering a sealant for the concrete trail to make the graffiti easier to remove, but has not determined the cost of such an undertaking. The Police Department has given consideration to placing a camera near the area where the graffiti has been prevalent.

D. Proposed Changes to Fee Schedule

The only item that was of concern to the Parks Board was the change to the tournament fees. Tom gave the Parks Board members a draft of a Tournament Policy Letter. The proposed fees are \$25 per day per field for a City-sponsored tournament or one that the City co-sponsors and \$100 per day per field for any other tournament. Howard asked for a clarification in the policy on what defines a City-sponsored tournament. Paul wanted a clarification of the responsibility for marking fields before the tournament.

Britt made a **Motion** to accept the fee structure as proposed in the Tournament Policy Letter and the adoption of the Policy with the changes noted above. Howard seconded and the Motion passed.

E. Park Land Acquisition

Tom distributed possible land sites of ten acres or larger that could be considered for parks development. There are 44 potential sites. A majority of the sites are along the Loop 820 corridor and would be very expensive to purchase. After he had determined the sites that could be considered, he had to research the owner of the property. There is an 18-acre site of undeveloped property that he has looked at. The original plans for the Springlake Parkway property now owned by the City is no longer an option for use by the Parks and Recreation Department. Another possible site is owned by the Birdville Independent School District. It is off of Fossil Ridge Drive behind the Haltom High School. It is not a flat area, but parts of it could be used for soccer fields. Paul believes that the property is being reserved by BISD as a future school site.

Richelle asked about what would go on any land acquired for parks. Tom replied that a ten-acre or larger site could be used for a complex of four youth fields for either baseball or softball. Soccer fields could also be part of the facilities.

Tom distributed copies of the "4B" Sales Tax rules. He wants to use 4B Tax monies to acquire land and develop the site for parks or ball fields.

Discussion of grant monies followed. Tom told the Board that he has three bids for development of the Parks Master Plan. The bids will be reviewed and the bidders brought in to make presentations. He said that he would get the information to the Parks Board members. The Parks Master Plan needs to be completed or in work in order to make a funding grant application. He noted that the City Council and City staff are looking to expand parks through land acquisition or linkage with other organizations.

New Business

A. Trash At Broadway Park

Britt expressed his concern about the amount of trash at Broadway Park after Pee Wee Football games. The trashcans are full and so is the dumpster. Tom said that he had the trashcans redistributed along the football fields. Britt commented that the Pee Wee Football Association had done a good job of picking the trash up, but it blows out of the trashcans that are full. Britt wanted to know if the garbage contractor could empty the dumpster on Fridays. Tom replied that he had ordered and received additional drawstring liners for the trashcans at Broadway Park. Tom said that he would look at having a couple of Parks Maintenance workers empty the trashcans on Saturday afternoons.

Parks and Recreation Director's Report

Tom commented that Christi had done an excellent job of organizing the Halloween event.

There is going to be a meeting for planning the Christmas on Broadway event to be held 4 to 6 p.m. on Saturday December 1, 2007. The Department's main role will be to provide manpower for setup and recovery.

Tom noted that when the construction of the play units start that we will post a sign stating that the Parks Donation funds were being used.

He also informed the Board that we are purchasing polo shirts for the members. They will feature an embroidered logo on one Royal Blue shirt and one Hunter Green shirt. The Department is also purchasing polo shirts for the Recreation staff and T-shirts for the part-time recreation workers.

Howard asked if we had the lists of the Board of Directors for the three youth associations. We do for Pee Wee Football and Girls Softball, but Boys Baseball has not had their elections to date.

Adjourn

Howard made a **Motion** to adjourn. Roland seconded and the Motion passed.

Respectfully Submitted,

Charles N. Russell
Recreation Assistant II