

MINUTES  
PARK AND RECREATION BOARD MEETING  
MONDAY, JANUARY 10, 2005  
6:30 PM

The Board convened for their regular meeting at 6:30 PM at the Parks and Recreation Administration Office at 717 West Main Street, Arlington, Texas on January 10, 2005, notice of said meeting being posted as prescribed by Chapter 551, V.T.C.A., Government Code, with the following members and staff present, to wit:

**Members:**

Mrs. Sue Phillips	Chair	Place 3
Mr. Alvin Warren	Vice-Chair	Place 4
Mr. Charley Amos	Member	Place 6
Ms. Candace Halliburton	Member	Place 11
Mr. Joseph Way	Member	Place 10
Mr. Val Gibson	Member	Place 1
Mr. James Maibach – arrived at 6:39 p.m.	Member	Place 7
Mr. Glenn Troutman	Member	Place 9
Mrs. Caron Montgomery	Member	Place 5
Ms. Laura Capik	Member	Place 2
Mr. Jowel Rodriguez	Youth Member	

**Staff:**

Pete Jamieson	Director of Parks and Recreation
Jennifer Fadden	Assistant Director – Enterprise Programs
Jennifer Chadwell	Administrative Assistant to the Director
Bill Gilmore	Assistant Director-Community Programs
Gordon Robertson	Parks Planning Manager
Matt Young	Assistant Director- Park Operations
Evonne Sandas	Director of Golf
Mark Claburn	Tierra Verde Golf Club Superintendent
Greg Durante	Golf Programs Manager

Also attending were

- Cliff Mycoskie, representing the Ear, Nose, and Throat Specialists of Arlington and,
- Steven Smith and Angie Brown representing the Community Gardens of Arlington (CGA)

**I. CALL MEETING TO ORDER**

Chairwoman Sue Phillips called the regular meeting to order at 6:37 PM.

**II. NOVEMBER 8, 2004 REGULAR MEETING MINUTES**

Chairwoman Phillips asked for approval of the minutes. Mr. Warren made a motion to approve the minutes of the November 8, 2004 board meeting and Mr. Troutman seconded the motion. The motion passed unanimously.

**III. RECOGNITION**

Spotlight Employee

Ms. Sandas introduced Mr. Claburn, Tierra Verde Golf Club Superintendent. Mr. Claburn provided the Board with a Power Point presentation detailing his work history and his current areas of responsibility. Mr. Claburn also announced that Tierra Verde Golf Club recently received the National Environmental Leader in Golf award from the Golf Course Superintendents' Association of America and Golf Digest.

Mr. Maibach arrived for the meeting at 6:39 p.m.

#### IV. ITEMS FOR ACTION

A. Comments from Citizens (about Items for Action) – No discussion.

B. Items for Action

- i. Renaming of Bob Duncan Community Center – Ms. Fadden made a presentation to the Board in regards to the proposed name change of Bob Duncan Community Center to Bob Duncan Center. The purpose of the proposed name change is to make the center more marketable as a rental facility. Mr. Maibach made the motion to approve the proposal. Ms. Capik seconded the motion. The motion passed unanimously.
- ii. Beer Sales at City of Arlington Golf Courses – Ms. Fadden made a Power Point presentation detailing competitiveness and financial forecasts for beer sales at Lake Arlington and Chester W. Ditto Golf Courses. Statistics were based on the survey results of 278 Golf customers. These surveys indicated that a majority of our customers favor beer sales at these facilities. As an alternative, Meadowbrook Golf Course would remain an alcohol-free course. It is staff's opinion that beer sales at our facilities would enhance tournaments, increase rounds production and merchandise sales by an estimated \$225,000 per year.

In other discussion, Mrs. Phillips inquired as to the financial difference between 3<sup>rd</sup> party vendors and city staff providing this service. Projections showed a significant revenue increase for the City by allowing employees to undergo liquor licensing/training and a decrease in liability. Projections included a \$69,206 net income if staff managed this service rather than a 3<sup>rd</sup> party vendor. Any liquor servers will need to be 18 years of age or older.

Mrs. Phillips requested information regarding crime statistics at Tierra Verde and other liquor selling golf courses in the Metroplex. A survey of other cities and Tierra Verde showed absolutely no claims or incidents. Staff will be meeting with Sherrod Elementary and Oakridge School to receive their input on this issue. The City will also submit a request to rezone these areas from residential or agricultural. Mr. Gibson made the motion to approve the proposal. Mr. Way seconded the motion. The motion carried unanimously.

- iii. Lake Arlington Golf Course Proposed Pipeline – Ms. Fadden requested the Board's approval on the proposed Lake Arlington Golf Course pipeline. The City of Arlington is drafting an agreement with the West Fork Pipeline Company, L.P. which has agreed to all outlined terms and conditions. A one-time cash payment (\$50,000) will go into the Golf fund for tournament pavilions at Lake Arlington and Ditto Golf Courses. Mr. Way made the motion to approve the proposal. Mr. Troutman seconded the motion. The motion carried unanimously.
- iv. Community Project Guidelines – Mr. Robertson presented the newly drafted community project guidelines and a project application to the Board and asked for their endorsement. Mr. Troutman made the motion to approve the proposal. Ms. Capik seconded the motion. The motion carried unanimously.
- v. Harold Patterson Sports Center Request for Proposal – Mr. Robertson presented the Board with copies of a draft request for proposal for retail development at the Harold Patterson Sports Center. Scoring criteria to evaluate each proposal have been assigned. Ms. Halliburton complimented staff for the clear and concise writing of the proposal. The proposal will be advertised in numerous places and eight groups have already requested information.

Ms. Montgomery requested that item 5.5 be changed from "west side only" to "entire

building". Ms. Montgomery also requested that an additional bullet be added to this section to clearly state that all utilities be placed underground. Ms. Halliburton informed staff that she would like to see one central exit and entry location to the parking lot. Ms. Montgomery requested that the Request for Proposal be made available both electronic and as hard copy and be emailed to Park Board members. Staff concurred with changes and requests. Mr. Amos made the motion to approve the proposal. Ms. Halliburton seconded the motion. The motion carried unanimously.

- vi. Community Garden Project at Bob Cooke Park – Mr. Robertson and representatives of Community Gardens of Arlington (CGA) sought the Board's approval for development of a Community Garden at Bob Cooke Park. The Board's Acquisition and Development Committee met on December 13, 2004 to discuss the project. Mr. Robertson introduced Steven Smith and Angie Brown of C.G.A. Ms. Brown provided a slideshow presenting the C.G.A. mission and an overview of plans for developing the garden. The C.G.A.'s long-term goal is to have more than one community garden maintained by community members and gardeners.

The proposed location would be adjacent from the Arlington Police station and next to Hugh Smith Recreation Center. Mr. Way stated that he would look into potential United Way funding to assist in this endeavor. Backup funding sources for the project would be provided by private citizens and smaller businesses. Mr. Gibson made the motion to approve the proposal. Ms. Capik seconded the motion. The motion passed unanimously.

- vii. Doctor's Office (Vandergriff Park) Zoning/Substitute Landscaping Plan – A rezoning request for a new Doctor's office that runs along the southeast end of Vandergriff Park will be submitted Wednesday, January 12, 2005. Mr. Mycoskie presented the Board with a detailed planning map outlining the placement of the office and plans for maintenance, irrigation, tree placement, and placement of a run-off area. Included in the proposal was an additional donation of land to the Parks Department. Mr. Robertson told the Board that, although staff supports this development, the Parks and Recreation Department would recommend not to accept the land donation due to current maintenance issues and the overall value of the proposed property. Mr. Maibach informed Mr. Mycoskie that they would need to place a wrought iron fence instead of a wood fence to receive the zoning authorization. Mr. Maibach clarified the Board's approval on the proposed landscaping plan given the following criteria will be met:

- That a 10 foot buffer space, would be allowed provided that an extra 16 trees (minimum) as well as an irrigation system be installed and maintained by the Doctor's Office. The doctor's office will be responsible for the cost of any water used for irrigation.
- That there will be a wrought iron fence placed along the back of the Doctors Office.
- That the Parks and Recreation Department not accept the land dedication

Mr. Maibach made the motion to approve the proposal. Mr. Way seconded the motion. The motion passed unanimously.

## **V. ITEMS FROM CITIZENS**

\* included in the "Community Garden Project at Book Cooke Park" section.

## **VI. SCHEDULED INFORMATION REPORTS**

- a. Planning Work Plan Report – Mr. Robertson informed the Board that the Bad Koenigshofen

contractor (Frank Dale Construction Company) has been hired. Mr. Robertson reported that the Harold Patterson, Red Kane, Gene Schrickel, and playground construction projects are all scheduled to start in the next few weeks.

- b. Operations Maintenance Report – Mr. Young presented the Board with an outline of the current park certification process. Mrs. Phillips asked if there was a state-wide competition for park staff. Mr. Young explained the Park Rodeo and qualifications and competitions for Parks staff.
- c. Customer Service Report – No discussion
- d. Monthly Calendar – No discussion

## **VII. PARD INFORMATION ITEMS**

- a. Bond Program Update – Mr. Robertson updated the Board on citizen committee project recommendations for the May 2005 Park Bond program.

## **VIII. PARB COMMITTEE REPORTS**

### Planning and Policies – Caron Montgomery, Chair

Ms. Montgomery reported from the Planning and Policies Committee and introduced Mr. Robertson to discuss Item for Action IV – Community Project Guidelines.

### Acquisition and Development – Alvin Warren, Chair

Mr. Warren reported from the Acquisition and Development Committee that the Committee met on December 13, 2004 to discuss the Community Garden Project at Bob Cooke Park. Mr. Warren introduced Mr. Robertson to discuss Item for Action VI – Community Garden Project at Bob Cooke Park.

### Operations and Maintenance – Charley Amos, Chair

Mr. Amos reported from the Operations and Maintenance Committee that the Committee met on December 15, 2004 to discuss Beer Sales at City of Arlington Golf Courses. Mr. Amos introduced Ms. Fadden to discuss Item for Action II – Beer Sales at City of Arlington Golf Courses.

## **IX. ITEMS FROM PARB MEMBERS**

- a. Reports from Liaisons to Advisory Boards – No discussion
- b. Reports from Liaisons to Organizations – No discussion
- c. Board Members
  - 1) Linking with Organizations – No discussion
- d. Announcements – The Board was reminded that there would be a public hearing at 6:00 p.m. on January 12, 2005 at the Bob Duncan Center. Additionally, the Board was also reminded that there would be a special Board meeting on January 31, 2005 in the Board Room at 717 W. Main to review and approve the Bond package.
- e. Chair – No discussion

There being no further business, the meeting adjourned at 9:38 p.m.

**NOTE:** Taped recordings and minutes of all Parks and Recreation Advisory Board meetings are a matter of public record and are kept on file in the Parks and Recreation Administrative Office, 717 W. Main Street, Arlington, TX. Any Board member or interested party has the right to review these tapes and minutes at the Parks and Recreation Administrative Office.