



City of Denton

City Hall
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Denton, Texas 76201
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Parks, Recreation, and Beautification Board Minutes

After determining that a quorum of the City of Denton, Texas, **Parks, Recreation, and Beautification Board** is present, the Chair of the Board thereafter convened into an open meeting on Monday, February 4, 2019, at 6 p.m. in the Civic Center, Denton, Texas.

Present: Frances Punch, Gary Barber, Ben Huttash, Kent Boring and David Shuck (arrived after meeting started)

Absent: Alana Presley Taylor, and George Ferrie

Staff present: Gary Packan, Director, Laura Behrens, Assistant Director, Drew Huffman, Parks Superintendent, Heather Gray, Parks Business Manager, Jason Barrow, Athletics Manager, Adam Shorter, Recreation Supervisor, Cathy Avery, Aquatics Manager, Eddie Valdez, Management Analyst, Glen McLain, Landscape Architect, Larry Chan, Construction Projects Manager, Tim Fisher, Director of Water

Guests: UNT students: Alyssa Iniquez, Zoie Waddell, Jasmin Moorner, CHC Development: Rory Maguire and Rian Maguire

Chair Punch called the meeting to order at 6pm.

1. ITEMS FOR CONSIDERATION:

A. Consider approval of the Parks, Recreation and Beautification Board meeting of January 7, 2019.

Boring motioned to approve the Parks, Recreation and Beautification Board meeting minutes of January 7, and Barber seconded. Motion passed (4-0)

B. Consider recommending approval of the adoption of an ordinance, in accordance with Chapter 26 of the Texas Parks and Wildlife Code, of the non-park use of a part of Southwest Park for the purpose of installing and maintaining water transmission lines for the City's Allred Road to John Paine Road water transmission project and for the existing water transmission line parallel to Bonnie Brae Street; providing for a notice by the City of Denton of non-park use for installation and maintenance of water transmission lines and reservation of easement in the event of sale of park; and providing an effective date.

Huffman gave a presentation regarding the Southwest Park easement and introduces Fisher.

- Presents water transmission line in the power point presentation
- Based on the survey area of dedication it is 2.755 acres

- Amount will cost approximately \$44,996.25
- Acquisition of a twenty five (25) foot wide easement for a water transmission line

Boring asked if there will be issues expected from the public hearing. Fisher confirms there are no expected issues. Fisher further explains the benefit to having the water line to serve the development around the area. The property appraisal was seventy five cents (.75) per square foot and the easement will be based on fifty (50%) of the value.

Barber asked if the easement allow for any structures. Fisher respond there are limitations in this easement that will not allow a structure within the easement.

Fisher comments the Water Department will supply two manufactured taps for future use of Southwest Park. Packan asked about the value of the installation of the taps. Fisher responds the taps consist of the fittings, valves, and appraised value of \$3,800 each.

Packan asked if we can install a fence around the area. Fisher comments only a fence crossings can be installed. Packan asked about the depth of the water line. Fisher responds five feet.

Barber motions the installation of the water transmission line and recommendations. Boring seconds the motion. Motion passed (4-0).

Packan summarizes next steps.

- The easement will be publicized three weeks in a row for a public hearing for City Council in the March - April timeframe.

C. Receive a report from staff, hold a discussion, and provide staff a recommendation the development of land located at the corner of Carnegie Ridge Road and Ridglea Court currently known as “Patrick Park”.

Huffman Reviews Patrick Park presentation

- Concept Plan
- Glenn McClain designed Patrick Park
- Developers agreement
 - Sidewalks
 - Pavilion slab
 - Six trees
 - Water Meter
 - Grading
 - Hydra Mulch
 - Stabilizing the banks
- City of Denton provide
 - Additional trees
 - Irrigation
 - Pavilion
 - Playground

- Estimated cost to develop the park

Boring asked how many residents live in the area within a 10 minute walk to the park. Maguire was not sure how many residents live in the area but clarifies there is approximately two hundred twenty five (225) family lots in Carnegie Ridge subdivision. Barber asked if there are other parks in the area. Huffman shows areas in the presentation where the private and public parks are located.

Packan notes of a discussion in a previous Park Board meeting in November of 2018, about City of Denton installing additional trees, irrigation, and including the cost associated of \$10,000 – \$15,000. Packan further explain future plans to install a pavilion, and playground.

Maguire reviews the developer's current stage in the project. Also, Maguire summarizes that most of the park grading is done.

- Finalize grading
- Finalize sidewalks
- Finalize pavilion pad
- Hydro mulch stabilization
- Water taps
- Irrigation

Boring has concerns the park not meeting the needs of the City as a whole. Huffman explains the characteristics of Patrick Park similar to Milam Park which has basics amenities and doesn't have parking. People who lives near Milam Park usually walk to the park.

- Packan clarifies that Patrick Park is characterized as a neighborhood park similar to Sequoia Park. Sequoia Park have minimal amenities and street parking and the neighbors in Sequoia are happy with the park. Packan further explains Patrick Park will meet the needs of the people who live in the area and is not intended as a destination park like Quakertown Park.

Boring asked if there will be parking. Maguire confirms there will be street parking.

Packan comments the developer had a recent public meeting with the neighborhood near Patrick Park. McGuire comments the success of the public meeting. McGuire adds there was a good turnout of residents that expressed interest of the park and playground.

Shuck asked the vision of the park. Packan explains in the last Park Board meeting concerning Patrick Park, Park Board wanted to consider the playground and pavilion at a later date. Packan further explains there is \$260,000 dollars of development fees that could be used for the playground and pavilion. Barber asked if the money can be used for other projects. Huffman and Packan explain it can only be used for that area. Packan further explains the 915/916 money can only be used for park development.

Boring comments there could be better use of the money and not make a decision now. Packan gives examples of how the money can be used.

Barber comments he is supportive of having the park developed to meet the needs of the neighborhood.

Punch asked if Patrick Park will follow the naming policy guidelines. Packan explains the naming policy will be presented to City Council on February 26. Packan explains further if the naming policy passes, Patrick Park and Rayzor Ranch will go through the naming policy procedures.

Barber motions with the development of the land, and recommendations with current and future activities. Boring seconds the motion. Motion passed (5-0).

D. Receive a report, hold a discussion, and provide staff a recommendation on the design and construction of the new North Lakes Park Tennis Center.

Packan reviews the North Lakes Tennis Center

- Introduces Barrow, Shorter, Chan, and McClain for this project
- Was part of the 2014 Bond Program at \$3.695 million
- Attracts tourism and tournaments
- Enhance City identity
- Displays location of the new Tennis Center in the PowerPoint presentation
- Community and Focus group feedback from the PowerPoint presentation
 - Approximately 65 people showed up to the meeting
 - Councilman Hudspeth was present in the meeting
- Seating arrangements
- Rendering designed by USTA
 - Potential grant of \$100,000 if twelve (12) or more courts were built
- Facility design
 - Full build out (not proposing)
 - 18 full size courts
 - 8 pickleball courts/ 10u courts
 - Semi-permanent nets can be adjusted to give flexibility use of the space
 - Explains 2014 Bond program requirements
 - 12 full size courts
 - Pro Shop
 - Proposed build out (phased)
 - Starting with 10 courts
- Reviews parking lot with 70 spaces
 - The parking lot will not accommodate everyone at full build out (12 tennis courts)
 - Recycle Center will need to be relocated for future parking access
 - Airfield for additional parking
- After vacating Goldfield Tennis Center

- Existing tennis courts could be converted as dedicated pickleball courts
 - Each tennis court could accommodate up to four (4) pickleball courts
- Work with Public Art Commission to add a sculpture
- Pro Shop design and restrooms
- There will be no shade structures due to the expense
 - Presents areas in the presentation for possible future shade structures
- Estimated cost and available funding

Barber asked clarification for the cost of two tennis courts at \$250,000. Packan clarifies the cost from a third party construction company quote

- One court cost approximately \$154,000
- Includes slab, extension cables, nets, fencing, lights, surfacing, and gates
- Two courts would cost approximately \$308,000

Shuck asked if there will be a retail space in the new center. Packan confirms there will be limited retail space in the Pro Shop.

Boring asked if there will be a concession. Packan confirms there will be limited concessions in the pro shop.

Packan reviews the cost to build the new tennis center, and the available funding balance of \$3.695 million to construct the new tennis facility.

- Barber asked for clarification about the previous bond packet (from the 2014 bond packet booklet) availability of \$3,444,000. Packan clarifies there was additional money from another bond program of \$250,000 that was added on top of the \$3,444,000.

Packan explains the project timeline to build the new center.

- Present to City Council March 19, but could possibly be sooner (Moved to February 26)
- Estimating 8-9 months for the design process
 - Chan confirms the timeline
- Construction could start early of next year
- Packan reviews the construction phasing
 - Gives us alternates and flexibility of cost

Boring has concerns about parking since the new dog park will be built, and asked if a side walk can be installed for a pathway from the airfield parking lot of the dog park to the tennis center. Packan confirms the sidewalk already exist and shows the sidewalk on the presentation. Packan also shows areas in the PowerPoint presentation where the additional parking will be located for future tournaments.

Shuck comments that the phase approach with ten (10) courts should be a good start to attract and accommodate future tournaments.

- Barrow agrees that the more courts we have is good for the economy. Barrow further explains, Dr Walker from UNT has research showing that the more courts

we have, the more likely USTA will choose Denton as a tournament host site. It brings in people from out of town to spend money in Denton. Currently, we have four tournaments a year.

Shuck comments there are concerns from staff at the Goldfield Tennis Center of players not checking-in properly. Packan explains the current tennis center does not have proper fencing. Packan further explains the new tennis center will be fenced around the perimeter of the facility which would be easier to keep track of players coming in. In addition, there will be security cameras facing the courts.

Huttash has concerns about how bonds are proposed and voted on.

- Behrens clarifies that all municipalities vary in bond programs and also can vary in 5, 10, 15, or 20 year bond. Bond programs depend on two factors, the need, and the finance of the bond program. Behrens further explains bond programs are usually in discussion for capital improvements (streets, new buildings, roads, etc.). The City of Denton currently has the Blue Ribbon Program that requires fifty (50) residents to participate in the program. The Blue Ribbon program decides which projects to move forward for the public to vote on the bond.

Huttash has concerns about the tennis center bond. Behrens clarifies the original tennis bond was in 2004, and the current bond is 2014. Behrens explains the bond cycle election and how we receive feedback.

Huttash asked for clarification on how the City decides on how many courts are to be built. Behrens confirms it is a mixture of the 2008 Master Plan, and the 2014 bond program to assess what was needed to be built.

Boring asked how to make-up the overage in cost. Packan confirms that City Council will be presented with different cost options, and possibly find additional funding to make up the additional overage in cost. Packan explains further that the cost could be different (higher or lower) depending on the bid process.

Shuck has concerns of the lack of the new restroom being built in the new tennis center. Packan explains the restrooms situation and where they are located in the PowerPoint presentation when there are large tournaments.

Barber asked if Hotel Occupancy Tax (HOT) funds can be used for the new Tennis Center. Gray explains HOT funds can only be used for improvement to existing facilities, and are not eligible for the construction of new facilities. Gray further explains, per Texas law, HOT funds can be used for soccer, softball, baseball, and football fields.

Shuck motions with the design and recommendations of the new North Lakes Park Tennis Center. Barber seconds the motion. Motion passed (5-0).

E. Receive a report from staff, hold a discussion, and provide staff a recommendation of proposed updates to the Naming Policy Guidelines for City Buildings, Facilities, Land, or any Portion Thereof.

Gray reviews the naming policy

- City wide policy not only used for the Parks and Recreation Department
- Criteria for individual and organization
- Purchasing naming rights
 - Including donations
- Procedures and process for naming
 - Two park board members will be part of the ad hoc Naming committee
- Current Naming Policy Amendments
 - Approved by the Legal Department
 - Part of the redline attachment
 - Drafted a resolution
- Will be presented to council in Feb 26

Punch asked about how often the term date is updated for the naming policy. Gray explains it is up to City Council to determine the term. There is currently not a set term date in the policy. Packan explains the time limit can also vary depending on the donation, and the agreement that will be made between all parties.

Shucks asked about examples of current facilities that were named. Packan explain Goldfield Park was built in 1987 and a donation was made for the amount of \$7,500 for naming rights of the facility without term limits. Packan further explains this is why there should be a term limit for naming rights.

Huttash asked about the process of naming Patrick Park. Gray explains it is up to Council to approve the naming of that park. Packan confirms when a request is made to name a park, it is up to the ad hoc committee, and City Council to approve the naming request.

Shuck wants clarification on what the donation from the naming rights will be designated for. Gray confirms the donation will be designated to the facility in which it is named. Packan comments we should probably add extra verbiage in the naming policy of how and what the donation can be used for.

Huttash motions with the proposed updates to the Naming Policy Guidelines and recommendations. Boring seconds the motion. Motion passed (5-0).

2. CONCLUDING ITEMS:

Shuck comments he would like more updates of current projects.

- Packan confirms we can send more detailed updates of projects in the Monday emails.

- Boring agrees and would like detailed updates of current projects as well. Boring explains there were updates today in Facebook related to Industrial Park that didn't clarify the result of the project.
- Barber also comments he would like more updates of the American Legion Hall (ALH).

Punch asked about the Park Board member absenteeism policy and how to go about communicating when someone plans to be absent. Boring reviews the absentee policy on the Park Board, Affirmation of Qualifications, in the Park Board folder.

- Affirmation of Qualification – The unexcused absence of any board, commission or committee member from more than three (3) regularly called and scheduled meetings of the board, commission or committee of which he or she is a member in any one (1) year or lack of attendance at fifty (50) percent of the number of regular meetings in a year, unless such absence is excused.
- Packan comments we can include a reminder in the Park Board email regarding absenteeism, so that board members can respond to the email if they plan on being absent.

Packan provides updates of the Master Plan.

- Sending out the survey postcard next month for 10,000 residents
- The postcard will have the QR code to access the survey
- The first (kickoff) subject matter expert group meets this week
- Skate Park Planning Focus Group meeting is scheduled next week
 - Receive as much information to understand the needs of the group
- Forestry Master Plan will be going out to City Council in February
 - Will be integrated in the Parks and Recreation Master Plan
- Would like feedback from Park Board in the next meeting scheduled in March or April

Barber motioned and Huttash second to adjourn the meeting. Motion passed (5-0). Meeting adjourned at 8:04pm.