



AGENDA
WATAUGA PARKS DEVELOPMENT CORPORATION
REGULAR MEETING
TUESDAY, JANUARY 17, 2017
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
6:30 P.M.

CALL TO ORDER

CITIZEN'S OPEN FORUM

REPORTS FROM STAFF

1. Financial Report for the month of November 2016
Sandra Gibson, Director of Finance
2. Parks and Community Services Report for December 2016
Sal Torres, Director of Parks & Community Services

APPROVAL OF MINUTES

1. Minutes of Special Meeting of December 13, 2016

PUBLIC HEARING

1. Public Hearing to allow for citizen input regarding the proposed project for the purchase and installation of a playground structure to be located at BISD Park in an amount not to exceed \$28,000
 - a. Open Public Hearing-allow for staff comments
 - b. Public Comments
 - c. Close Public Hearing
2. Public Hearing to allow for citizen input regarding the proposed purchase and installation of a playground shade structure to be located at Foster Village Park in an amount not to exceed \$16,000
 - a. Open Public Hearing-allow for staff comments
 - b. Public Comments
 - c. Close Public Hearing

NEW BUSINESS

1. Discussion and action on approval to recommend the City Council declare the purchase and installation of a playground structure to be located at BISD Park a project in an amount not to exceed \$28,000
Sandra Gibson, Director of Finance, Treasurer
Sal Torres, Director of Parks & Community Services
2. Discussion and action on approval to recommend the City Council declare the purchase and installation of a playground shade structure to be located at Foster Village Park a project in an amount not to exceed \$16,000
Sandra Gibson, Director of Finance, Treasurer
Sal Torres, Director of Parks & Community Services

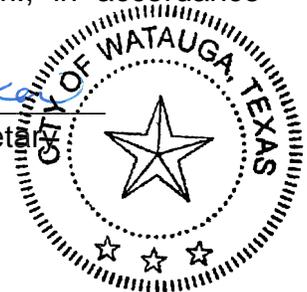
ADJOURNMENT

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825 OR FAX (817) 514-3625 FOR FURTHER INFORMATION.

I, Zolaina R. Parker, City Secretary for the City of Watauga, Texas, hereby certify that this agenda was posted at City Hall, 7105 Whitley Road, Watauga, Texas, on the official bulletin board on Wednesday, January 11, 2017 before 6:30 p.m., in accordance with Chapter 551 of the Texas Government Code.


Zolaina R. Parker, City Secretary



REPORT 1

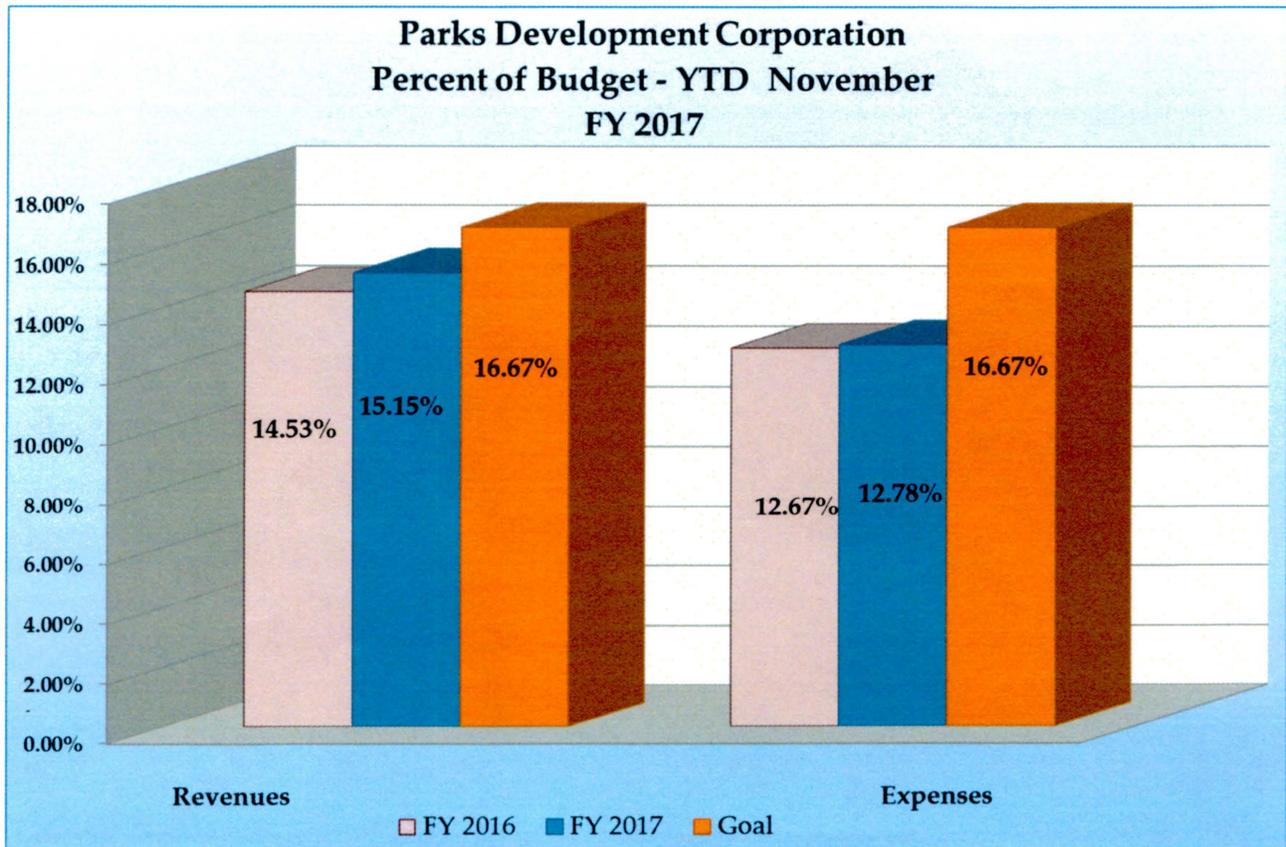


AGENDA MEMORANDUM

DATE: January 9, 2017
TO: Watauga Parks Development Board
FROM: Sandra Gibson, Director of Finance *S. Gibson*
SUBJECT: Financial Report for the Month of November, 2016

The attached report and below graph represent the results of transactions through November, 2016 which is the 2nd month of the fiscal year and 17% through the FY2016-17 budget.

The PDC sales tax distribution for the month of November, 2016 was \$59,385. Total year-to-date expenditures are \$95,607 which is 12.8% of the budget expended for the year.



CITY OF WATAUGA
 BUDGET TO ACTUAL COMPARISON
 FISCAL YEAR 2017
 For the period ending November 30, 2016 (1st Qtr.)

PARKS DEVELOPMENT FUND - 04

REVENUE:	<u>CURRENT BUDGET</u>	<u>11/30/2016 YTD ACTUAL</u>	<u>% USED</u>	<u>% REMAINING</u>	<u>11/30/2015 YTD ACTUAL</u>	<u>\$ CHG 17 vs 16</u>	<u>% CHG 17 vs 16</u>
SALES TAX	744,935	112,832	15 15%	84 85%	112,130	702	0 63%
INTEREST EARNINGS	1,000	179	17 93%	82 07%	115	64	-
INTEREST/ESCROW	-	-	-	-	-	-	-
CONTRIBUTIONS/OTHER	-	-	-	-	-	-	-
TOTAL REVENUE	\$745,935	\$113,011	15 15%	84 85%	\$112,245	766	0.63%
TOTAL EXPENDITURES	748,150	95,607	12.78%	87 22%	\$ 100,763	(5,156)	-5 12%
EXCESS REVENUE OVER (UNDER) EXPENDITURES	(\$2,215)	\$17,404			\$11,482	\$5,922	

100 00%

REPORT 2

**MONTHLY REPORT FOR PARKS DEPARTMENT- December 2016
12/1-12/31/2016**

Turf Maintenance ₁	Cycles per month	Crew (3) hours per month
Municipal Buildings ①	0	0
Park Grounds ⑦	0	0
Right of Ways ③	0	0
Undeveloped properties ③	0	0
Totals:	0	0

Sanitation ₂	Cycles per month	Man hours per mont
Capp-Smith	12	24
Foster Village	8	20
Parks-general	8	20
Recreation Center	1	1
Totals:	29	65

Landscape ₃	Sites per month
Fertilize	0
Plant installation	0
Irrigation checks	6
Irrigation repairs	0
Herbicide spraying	0
Trimming/pruning	0

Sports field maintenance ₄	Mowing cycles	Game preparation cycles
Baseball	0	0
Football	0	3
Kickball	0	0

Additional work completed

Remove excess trash from lake
 Monthly playground safety inspections and repairs completed as needed.
 Repaired fence panels at Capp-Smith park as needed.
 Removed graffiti and repaired vandalism damage as needed.
 Repaired lighting system at Capp-Smith.
 Minor repairs to electrical system at Capp-Smith.
 Treated Ant mounds as needed throughout city.
 Power washed pavilions at Capp-Smith park.
 Removed fountain and shipped to manufacture for repairs.
 Completed winterization on all parks equipment.
 Completed repairs/revisions to Parks Maintenance facility.
 Completed the construction of one steel rack for equipment storage.
 Installed new door lock mechanisms at Capp Smith Park.
 Winterized and insulated all park restroom facilities.
 Assisted recreation staff with Christmas tree lighting ceremony.

₁ Includes mowing, string trimming, edging, blowing, debris and trash removal.

₂ Cleaning of restroom facilities, emptying trash cans, and removal of loose trash on grounds.

₃ All work associated with horticulture

₄ Field maintenance includes mowing, clay surface repair/preparation, striping, base anchor repair, and pitching mound repair.

APPROVAL OF MINUTES
DECEMBER 13, 2016

AYES: Beierschmitt, Hill, Irving, Kessler
NAYS: None
ABSTAIN: Miner
ABSENT: Chauvin, Bowman

PUBLIC HEARING

1. Public Hearing to allow for citizen input regarding the proposed project for repairs to the retaining wall at Capp Smith Park in an amount not to exceed \$200,000, which includes all related costs

President Miner recessed the Special Meeting and opened the public hearing at 6:38 p.m. There were no citizens who came forward to speak. William Wendland, Consulting Engineer, Burgess and Niple provided a presentation on the proposed project.

President Miner closed the public hearing at 6:42 p.m., and reconvened the Special Meeting.

NEW BUSINESS

1. Discussion and action on approval to recommend the City Council declare repairs to the retaining wall at Capp Smith Park a project in an amount not to exceed \$200,000, which includes all related costs

Vice-Chairperson Beierschmitt made a motion to approve to recommend the City Council declare repairs to the retaining wall at Capp Smith Park a project in an amount not to exceed \$200,000, which includes all related costs. Director Hill, seconded the motion, which passed as follows:

AYES: Beierschmitt, Hill, Irving, Kessler
NAYS: None
ABSTAIN: Miner
ABSENT: Chauvin, Bowman

2. Discussion and action to declare the purchase and installation of a shade structure to be located at Foster Village Park a project in an amount not to exceed \$16,000; and setting a public hearing date on January 17, 2017 at 6:30 p.m., during the Regular Meeting of the Watauga Parks Development Corporation, to be held at City Hall-Council Chamber, 7105 Whitley Road, Watauga, Texas 76148

Director Hill made a motion to declare the purchase and installation of a shade structure to be located at Foster Village Park a project in an amount not to exceed \$16,000; and set a public hearing date on January 17, 2017 at 6:30 p.m., during the Regular Meeting of the Watauga Parks Development Corporation, to be held at City Hall-Council Chamber, 7105

Whitley Road, Watauga, Texas 76148. Director Irving, seconded the motion, which passed as follows:

AYES: Beierschmitt, Hill, Irving, Kessler
NAYS: None
ABSTAIN: Miner
ABSENT: Chauvin, Bowman

3. Discussion and action to declare the purchase and installation of a shade structure to be located at BISD Park a project in an amount not to exceed \$28,000; and setting a public hearing date on January 17, 2017 at 6:30 p.m., during the Regular Meeting of the Watauga Parks Development Corporation, to be held at City Hall-Council Chamber, 7105 Whitley Road, Watauga, Texas 76148

Director Kessler made a motion to declare the purchase and installation of a shade structure to be located at BISD Park project in an amount not to exceed \$28,000; and set a public hearing date on January 17, 2017 at 6:30 p.m., during the Regular Meeting of the Watauga Parks Development Corporation, to be held at City Hall-Council Chamber, 7105 Whitley Road, Watauga, Texas 761480. Director Hill, seconded the motion, which passed as follows:

AYES: Beierschmitt, Hill, Irving, Kessler
NAYS: None
ABSTAIN: Miner
ABSENT: Chauvin, Bowman

ADJOURNMENT

With there being no further business to conduct, President Miner adjourned the meeting at 6:47 p.m.

APPROVED: this 17th day of January, 2017

SIGNED: this 17th day of January, 2017

ATTEST:

APPROVED:

Leah Chauvin, Secretary

Art Miner, President

PUBLIC HEARING 1

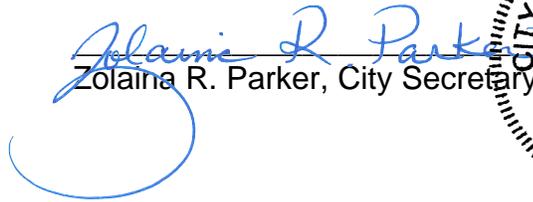


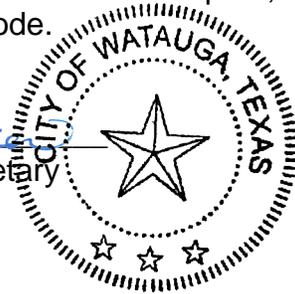
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Watauga Parks Development Corporation will hold a Public Hearing during the Regular Meeting on Tuesday, January 17, 2017 at 6:30 p.m., at City Hall-Council Chamber, 7105 Whitley Road, Watauga, Texas 76148. The purpose of the Public Hearing is to allow for citizen input regarding the proposed purchase and installation of a playground structure to be located at BISD Park in an amount not to exceed \$28,000.

Published on Friday, December 23, 2016 in the Fort Worth Star Telegram, Legal Notices Section.

I hereby certify that this notice was posted at City Hall, 7105 Whitley Road, Watauga, Texas, on Thursday, December 22, 2016 before 6:30 p.m., in accordance with Chapter 551 of the Texas Government Code.


Zolaina R. Parker, City Secretary



PUBLIC HEARING 2



NOTICE OF PUBLIC HEARING

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