PARKS & BEAUTIFICATION COMMITTEE REGULAR MEETING

April 17, 2024 at 6:00 PM
Hewitt Community Services-Conference Room
103 N. Hewitt Dr, Hewitt, TX 76643

MINUTES

Members: Jerry Snider, Casey Lowrey, Vernon Bailey, Ryan A. NeGron, Nathan Rusterholtz, Tyler Green, Vacancy

Attendee Name	Absent	Present	Arrived
Jerry Snider	☐	☒	6:12 p.m.
Casey Lowery	☐	☒	5:59 p.m.
Vernon Bailey	☐	☒	5:51 p.m.
Ryan NeGron	☒	☐	
Nathan Rusterholtz	☐	☒	5:58 p.m.
Tyler Green	☒	☐	
Vacancy	☐	☐	

CALL TO ORDER

Mr. Lowery motioned to call the meeting to order at 6:13 pm. Mr. Bailey seconded the motion. All members present in favor. Motion passed.

REGULAR AGENDA ITEMS

1. Consider approval of minutes for the March 20, 2024, Parks and Beautification regular meeting.
   Mr. Lowery made a motion to approve the minutes for the March 20th, 2024, Parks and Beautification regular meeting at 6:16 pm. Mr Snider seconded the motion. Motion passed.

2. Discussion of park updates.
   Mr. Coleman recapped the agenda items from last month's meeting, including the purchase of toddler equipment, a slab poured on the new pavilion at Warren Park, and the installation of new disc golf signs.

Mr. Coleman discussed and explained that the construction of the new pavilion at Warren Park has been completed. Mr. Lowery asked if the pillars would remain metal or if plans were to surround them in brick to match the other pavilions. Mr. Coleman discussed that installing brick around the metal pillars and plumbing would be included in next year's fiscal budget. Mr. Coleman explained that the city purchased eight 8-foot-long picnic tables and several benches to place under the new pavilion. Mr. Coleman described installing the utility room and men's and women's restrooms. Mr. Bailey asked about the color theme within the parks. Mr. Coleman described the standard royal blue color widely used throughout Warren and Hewitt Park.

3. Discussion and possible action of park bylaws an appointing board positions.

Mr. Lowery asked if the members should make any corrections to the park bylaws at home or discuss them within the committee. Mr. Coleman suggested that any discussion concerning changes to the park by-laws should be done during the meetings so that everyone is aware and possibly vote to make or keep said changes. Mr. Coleman inquired about keeping the "beautification" part of the committee title, since the committee had not offered that in quite some time. Mr. Snider mentioned that it was put in there for grant purposes. Mr. Snider explained that to meet certain grant criteria, "beautification" has to be part of the title. Mr. Lowery suggested removing beautification from the title. The attending committee members voted to leave the title as is.

Mr. Coleman discussed in Section 1: Created; Compensation; Compensation there is verbiage indicating "nine" voting members and in 2005 that was revised to include "seven" voting members, so it should reflect that change. Mr. Coleman discussed that Section 2: Duties A. Recycle and Beautification should remain the same if the committee maintains "beautification" in the title. The attending members agreed.

Mr. Coleman discussed Section 5: Terms; Vacancies. He inquired if the committee would like to maintain the voting date of January 1st of every year or to proceed with voting during the next meeting in May. The committee members present suggested leaving the date and possibly voting on board positions during the next board meeting.

Mr. Rusterholtz asked about Section 2: Duties (3). He inquired if the date April 15th should remain the same or if they had the option to change it or leave it off. Mr. Coleman explained that he suggested the date should remain the same due to the city's budgeting approval process. The April 15th date allows for the committee to discuss proposed projects and forward to council for approval and then possibly make any changes the council deems necessary. It would give all parties time to discuss, change, and send back for possible approval. All committee members present agreed to leave the date April 15th.

Mr. Lowey suggested on Section 8. Meeting, the day of the week should be revised to reflect the current meeting day of every third Wednesday of each month at 6 pm vs. the second Thursday of each month at 7 pm. All committee members present agreed to revise the verbiage to read " held on the third Wednesday of each month, at 6 pm in the Community Services Conference Room."

Mr. Coleman discussed Section 12. Attendance. He suggested that attendance be kept and recorded. Mr. Lowery asked if there be some type of verbiage regarding absence is excused if on military duties. The committee agreed and Mr. Rusterholz made a suggestion to implement a portion from Austin's template regarding absences. To reads as follows, "A board member

who is absent for three consecutive regular meetings or one-third of all regular meetings in a "rolling" twelve month timeframe automatically vacates the member's position. This does not apply to an absence due to illness or injury of the board member, an illness or injury of a board member's immediate family member, active military service, or the birth or adoption of the board member's child for 90 days after the event. The board member must notify the staff liaison of the reason for the absence not later than the date of the next regular meeting of the board. Failure to notify the liaison before the next regular meeting of the board will result in an unexcused absence. All committee members present agreed to add verbiage to the city's park by laws Section 12. Attendance.

Mr. Coleman discussed Section 19. Disqualification from voting. He explained what the section meant. He explained that if a member shall disqualify themselves if they find they have a personal or monetary interest in the matter at hand. All committee members present acknowledged and agreed.

4. Discussion of park fees.
   Mr. Coleman discussed increasing the park fees for the upcoming fiscal year. Mr. Coleman explained the city decreased the Amphitheater fees to $100 per hour (2 hours min.) Mr. Coleman suggested increasing refundable deposits in all reservable areas to a flat rate of $80. Mr. Snider suggested an increase of smaller increments from the current rate of $20 per hour to approximately meet the max rate of $50 per hour with a 2-hour minimum. Mr. Coleman discussed that the increase would help offset the costs of on-call employees. Mr. Coleman discussed increasing pavilion rentals from $45 per hour for up to 150 attendees to $50 per hour and $60 per hour for over 150 attendees to $65 per hour for all pavilions. All committee members present agreed to the suggested fee increase.

5. Discussion of an additional crosswalk in Hewitt Park.
   Mr. Coleman discussed a second location at Hewitt Park to install a walkway over the drainage ditch. He discussed that the new location would be near where the old pillars used to be. He explained that during the drainage project, the pillars were removed. Mr. Rusterholtz suggested that the new location would benefit disc golf and allow golfers a safe place to cross.

6. Discussion of a kite festival fundraiser.
   Mr. Bailey discussed holding the kite/health fair around next year's Earth Day, Saturday, April 19th. Earth Day is on Tuesday, April 22nd, 2025. All committee members present agreed on the date and will discuss details at a later date.

7. Discussion of future agenda items.
   Mr. Coleman suggested leaving the discussion and possible action on park bylaws and appointing board positions. Mr. Bailey would like to further discuss the kite festival fundraiser. Mr. Rusterholtz would like to add a discussion of the public park interest form.

ADJOURNMENT

Mr. Lowery made a motion to adjourn the meeting at 7:02 pm and Mr. Green seconded the motion. Motion passed

Date Approved: May 15, 2024

Attest Linda Fish

Linda Fish, Administrative Assistant
General Services