

CITY OF HURST  
COUNTY OF TARRANT

STATE OF TEXAS

On the 20<sup>th</sup> day of January 2022, at 6:00 p.m., the Parks and Recreation Board of the City of Hurst, Texas, convened its Regular Meeting at the Hurst Public Library, 901 Precinct Line Road, Hurst, Texas, with the following members present to-wit:

|                  |   |  |
|------------------|---|--|
| Rod Robertson    | ) | Chairman   |
| Will Blackburn   | ) | Members  |
| Alan Neace       | ) |  |
| Leah Smith       | ) |  |
| Doris Young      | ) |  |
| Kyle Gordon      | ) | Executive Director of Community Services         |
| Hannah Ditgen    | ) | Community Services Management Assistant          |
| Kristie Weaver   | ) | Interim Assistant Director of Community Services |
| Chris Watson     | ) | Recreation Director                              |
| Jennifer Kashner | ) | Director of Senior Activities Center             |
| Eric Starnes     | ) | Director of Facilities & Project Management      |
| Amy Oden         | ) | Recreation Manager                               |
| Madison Seil     | ) | Recreation Manager                               |
| Kathleen Nahidi  | ) | Parks Administrative Assistant                   |

with the following members absent, Pat King and Bob Walker, constituting a quorum, at which time the following business was transacted:

- I. **Call to Order:** Rod Robertson called the meeting to order at 6:00 p.m.
- II. **Roll Call of Members:** Kathleen Nahidi conducted the Roll Call of Members.
- III. **Approval of Minutes:** Kyle Gordon, Executive Director of Community Services, reported that staff presented an incorrect statistic in the Director’s Quarterly Participation Report for the Recreation Division at the October 21, 2021, regular meeting. He noted that staff reported the Recreation Active Members as 5,195 Members; the correct number of Active Members was 1,732 for the fourth quarter of the 2020/21 fiscal year.

Will Blackburn moved to approve the corrected minutes of the October 21, 2021, regular meeting. Motion seconded by Alan Neace. Motion prevailed by the following vote:

AYES: Blackburn, Neace, Robertson, Smith, Young  
NO: None

- IV. **Staff Report:** Kyle Gordon introduced Jennifer Kashner as the Senior Activities Center Director. Ms. Kashner was promoted in May 2021.

**A. Director's Quarterly Participation Report:**

- 1. Recreation Division:** Chris Watson, Recreation Director, presented the following Recreation Division statistics for the first quarter of the 2021-22 Fiscal Year:

|                              |        |
|------------------------------|--------|
| Recreation Center Attendance | 19,174 |
| Recreation Active Members    | 1,831  |
| Classroom Programs           | 540    |
| Tennis Court Rentals         | 1,653  |
| Tennis Lessons               | 655    |

- 2. Senior Division:** Jennifer Kashner, Senior Activities Center Director, presented the following Senior Division statistics for the first quarter of the 2021-22 Fiscal Year:

|                                     |        |
|-------------------------------------|--------|
| Senior Activities Center Attendance | 11,056 |
| Number of Classes Offered           | 395    |
| Class Attendance                    | 4,751  |
| Fitness Center Participation        | 4,906  |
| Number of Members                   | 1,453  |

**B. Special Event Highlights:**

- 1. Recreation Division:** Amy Oden, Recreation Manager, presented a recap of recent events:
  - The *Movie in the Park* series presented the following movies: *Hocus Pocus* on October 29<sup>th</sup> - this event was moved indoors at the Recreation Center due to possible inclement weather, *Aladdin* on November 5<sup>th</sup> at Mayfair Park, and *Free Willy* on November 12<sup>th</sup> at Mayfair Park as well.
  - Staff held the *Dream Court Winter Coat Giveaway* on November 18<sup>th</sup> at Vivagene Copeland Park; this event is part of the Nancy Lieberman Foundation Grant.
  - The City hosted the annual *Christmas Tree Lighting* event on November 30<sup>th</sup> at the Hurst Conference Center. An estimated 8,500 participants enjoyed crafts, face painting, hot chocolate, train rides, and a picture with Santa Claus.
  - The *Pawliday Pics* and *Adaptive Santa Photos* events took place on December 4<sup>th</sup> at the Brookside Center.

Ms. Oden presented upcoming Special Events highlights:

- The annual *Daddy & Daughter Valentine's Ball* is scheduled for February 5<sup>th</sup> at the Hurst Senior Activities Center.
- A new event is scheduled for April 2<sup>nd</sup>; the City will offer a *Doggone Egg Hunt* at the Hurst Dog Park.

- The annual *Eggstravaganza* is planned for April 5<sup>th</sup> at Hurst Community Park.
- The *Adaptive Egg Hunt* will take place on April 8<sup>th</sup> at Central Park.

Chris Watson reported that the City was awarded two TAAF (Texas Amateur Athletic Federation) state tournaments for 2022. The City will host the *Men's 35 & Over Basketball Tournament* on February 26<sup>th</sup> - 27<sup>th</sup> and the *Men's 45 & Over Basketball Tournament* on April 9<sup>th</sup> - 10<sup>th</sup>.

**2. Senior Division:** Jennifer Kashner presented a recap of the Senior Activities Center events.

- Staff held the *Veterans Day Salute* on November 11<sup>th</sup>, with 100 participants.
- The annual *Thanksgiving Dessert Buffet* took place on November 16<sup>th</sup>; 127 participants enjoyed desserts and fellowship at the event.
- Staff hosted the *Holiday Dance* on December 17<sup>th</sup>, with 143 in attendance.
- The *New Year's Eve Black-Eyed Peas and Cornbread* event took place on December 31<sup>st</sup>, with 100 attendees.
- The monthly *Movies and Munchies* event returned on January 7<sup>th</sup>. This event offers a movie and free popcorn and drink. This month's event offered the movie: *The Mountain Between Us* with 40 attendees.

Ms. Kashner presented upcoming Special Events highlights:

- The *Valentine's Dance* is scheduled for February 11<sup>th</sup>.
- The *Business/Health Expo* is planned for March 23<sup>rd</sup>.
- The first *HSAC Talent Show* will take place on April 8<sup>th</sup>.

**C. Works in Progress:**

- 1. Dog Park:** Several Dog Park Improvements have been completed: gate closers at all pens, concrete drainage flumes, and additional flexamat to slow runoff and erosion. Parks began the Monthly Maintenance Program this month. Eric Starnes presented the schedule of the Monthly Maintenance Program.
- 2. Old Animal Shelter Demolition:** The old Animal Shelter will be demolished and replaced with additional Fleet Services gravel parking. The site will have a concrete wall around the perimeter that matches the Service Center wall.
- 3. Service Center Landscape Update:** Parks will update the landscaping around the Service Center perimeter wall and along Precinct Line.

4. **TXDOT Green Ribbon Grant Phase 4:** The landscape median project east of Bell Flight Blvd. is complete. The contractor will maintain landscaping until the end of March 2022.
5. **TXDOT Green Ribbon Grant Phase 5:** The City was awarded a Green Ribbon Grant to landscape the last median east of Bluebonnet Drive along the SH 10 corridor.
6. **Hurst Tennis Center Improvements:** Staff is reviewing the following improvements: replacement of the green masonry wall, roof replacement, exterior trim replacement, painting, replacement of cast stone sills, and additional storage.
7. **Senior Activities Center Repairs:** Staff repaired sealant and crack repairs on the exterior and interior of the building. The work includes cosmetic painting throughout the facility.
8. **Park Playground Replacement:** Staff is receiving quotes to replace the playground unit near the pavilions at Chisholm Park. Two playground surfaces need replacing, and Parks is working with the preferred vendors on quotes and installation.
9. **Citywide Landscape Update:** Winter storm Uri damaged and destroyed landscape throughout the City. The Parks Department has begun replacing dead Crepe Myrtles, Indian Hawthorns, and various trees. Landscape replacement is ongoing, and tree mitigation has started.
10. **Aquatics Center Repair:** Parks staff is working with the preferred vendors to repair a section of wall at Central Aquatics Center. Chisholm Aquatics Center repairs include repairing the yellow and blue slides and diagnosing and repairing a leak in the River Pool at Chisholm Aquatics.

**D. Staff Activities:**

1. **Staff Professional Development:** Chris Watson reported that Amy Oden earned the Certified Festival & Event Associate designation. This certification ensures safe and professionally managed special events as part of the Texas Festivals and Events Association Event Management Program. Mr. Watson also reported that Madison Seil, Recreation Manager, graduated with her Master's Degree in Public Administration from the University of Texas at Arlington. The Board congratulated Ms. Oden and Ms. Seil.

Kyle Gordon reported that Kristie Weaver received her Certified Parks and Recreation Executive certificate through the National Parks and Recreation Association. This award is a mastery-level certification. As of the meeting date, only 35 others in Texas have received this level of certification. The Board congratulated Ms. Weaver.

**V. Report of the Committee:****A. John Butler Memorial Senior Citizen's Banquet**

1. **Event Recap:** Chris Watson presented a recap of the John Butler Memorial Senior Citizen's Banquet. The event was held on December 11<sup>th</sup>, at the Hurst Recreation Center, with 450 in attendance. Mr. Watson reported that staff plans to move the 2022 Banquet to the Hurst Conference Center. The move would allow table service and meals cooked on site.
2. **Donation Schedule:** Mr. Watson reported that staff will distribute the Door Prize List and Donation Letters at the next Regular Meeting.

**VI. Communications:**

- A. **Senior Activities Center Marketing:** Jennifer Kashner presented the social media highlights for the Senior Activities Center. She noted the Senior Pipeline is a monthly publication offering all of the activities for each month during the year and presented several examples of recent posts.
- B. **Recreation Division Marketing:** Chris Watson presented the social media presence for Parks and Recreation. Mr. Watson displayed examples of recent social media posts and highlighted a positive letter staff received from a Pickleball Tournament player.

**VII. Unfinished Business:** None to discuss at this time.**VIII. New Business:**

- A. **Hurst Senior Activities Center Policy Updates:** Jennifer Kashner presented the Hurst Senior Activities Center Policy Updates. Ms. Kashner proposed adding language adopted by the Library Board and similar language in the Recreation policies to the current Hurst Senior Activities Center (HSAC) operational policies. Staff proposed the following addition to the personal conduct policy:

- Harassing HSAC staff or HSAC members (including, but not limited to, physical, sexual, or verbal abuse, invasion of personal space).

Ms. Kashner explained that membership applications and all instructor contracts now reference the Operational Policies. She showed the Board the updated verbiage.

Will Blackburn moved to approve the Senior Activities Center Policy Updates as presented. Motion seconded by Leah Smith. Motion prevailed by the following vote:

AYES: Blackburn, Neace, Robertson, Smith, Young

NO: None

**B. Hurst Recreation Center Policy Update:** Chris Watson presented the Hurst Recreation Center Policy Update. He noted that the current policy states that children five years of age and under must be supervised by a parent or guardian when at the Recreation Center. Mr. Watson shared survey results from surrounding cities showing their minimum age limit to be unsupervised. The following is the proposed change to the policy:

- Children nine (9) years of age and under must be supervised by a parent or guardian sixteen (16) years of age or older when at the Recreation Center.

Will Blackburn moved to approve the Recreation Center Policy Update as presented. Motion seconded by Leah Smith. Motion prevailed by the following vote:

AYES: Blackburn, Neace, Robertson, Smith, Young

NO: None

**IX. Informational Items:**

**A. Aquatics 2022 Season Preview:** Madison Seil, Recreation Manager, offered a preview of the 2022 Aquatics season. Ms. Seil presented the 2022 season-opening dates for Chisholm and Central Aquatics Centers, upcoming special events for the season, and recruitment efforts. Ms. Seil also reviewed the 2022 Aquatics employee pay rate increases; and the following fee increases that are required to offset the additional personnel expenses:

**Central Aquatics Center:**

|                   | Admission | Group Lesson | Private Lesson | Private Rental |
|-------------------|-----------|--------------|----------------|----------------|
| 2021 Resident     | \$4       | \$40         | \$60           | \$500          |
| 2021 Non-Resident | \$10      | \$50         | \$70           | n/a            |
| 2022 Resident     | \$4       | \$50         | \$70           | \$650          |
| 2022 Non-Resident | \$10      | \$60         | \$80           | n/a            |

**Chisholm Aquatics Center:**

|                   | Admission | Group Lesson | Private Lesson | Private Rental |
|-------------------|-----------|--------------|----------------|----------------|
| 2021 Resident     | \$4       | \$40         | \$60           | \$650          |
| 2021 Non-Resident | \$10      | \$50         | \$70           | n/a            |
| 2022 Resident     | \$6       | \$50         | \$70           | \$850          |
| 2022 Non-Resident | \$12      | \$60         | \$80           | n/a            |

**Season Passes, valid at either facility:**

|      | Resident Individual | Resident Family | Non-Resident Individual | Non-Resident Family |
|------|---------------------|-----------------|-------------------------|---------------------|
| 2021 | \$25                | \$100           | \$75                    | \$300               |
| 2022 | \$50                | \$125           | \$100                   | \$325               |

\*Family of 5; additional family members pay the individual rate

Ms. Seil indicated that revenues fell within the subsidy ranges outlined in the Resource Allocation Study.

**B. Signage Improvement Program:** Kristie Weaver presented the Signage Improvement Program. She noted that the facility, parks, and median signs have a mixture of logos, colors, and branding. With the 2019 City rebranding, Ms. Weaver indicated that a phased replacement program is in the works beginning with the Mid-Cities median sign that was damaged. Park rule sign updates are in the works as well. All signs will meet the updated branding colors, logo, and tagline.

**C. Lightning Detection System:** Kristie Weaver reported that the City is considering a Lightning Detection System for the four parks including, Chisholm Park, Central Park, Hurst Athletic Complex, and Hurst Community Park. The lightning alerting system will alert participants and visitors during operating hours with one 15-second blast of a horn, signaling suspension of all activities. The strobe light will begin flashing and remain flashing until safe conditions return. Ms. Weaver reviewed the cost, funding, and timeline of installation.

**X. Board Member and Citizen Comments:** Will Blackburn inquired about the process of determining which parks offer restroom facilities. Kyle Gordon responded that the City’s Master Plan identifies park amenities based on park classification. Neighborhood Parks typically serve one neighborhood and usually do not warrant a restroom. In contrast, Community Parks typically serve a group of neighborhoods or portions of a city and offer activities such as ballfields. Mr. Blackburn inquired what steps to take to request a restroom at a park. Mr. Gordon reviewed the process to address an issue in the upcoming budget.

Rod Robertson asked if the meetings would continue on a quarterly basis. Kyle Gordon responded that the meetings will stay quarterly at this time.

Doris Young reviewed issues that she had encountered at the John Butler Memorial Senior Banquet. Kyle Gordon reported that the Banquet is moving to the Hurst Conference Center, which should help resolve these issues.

**XI. Adjournment:** Doris Young moved to approve the motion to adjourn the meeting. Motion seconded by Will Blackburn. Motion prevailed by the following vote:

AYES: Blackburn, Neace, Robertson, Smith, Young

NO: None

Rod Robertson adjourned the meeting at 7:03 p.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2022

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
RECORDING SECRETARY