

MINUTES

On December 7th, 2022 the Parks and Recreation Board met at 01:30 p.m. in the Parks and Recreation board room at 509 S. Johnson St, Amarillo, TX, 79101 for a Regular Meeting.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
Ms. Terry Price	Yes	56	49
Mr. Luke Austin	Yes	48	35
Mr. Robert Altman	Yes	39	37
Ms. Tiffany Podzemny	Yes	31	29
Mr. John Terry	Yes	1	1 ✓
Mr. Jeff Brain	Yes	21	19
Ms. Sherrie Ferguson	Yes	1	1 ✓
Mr. John Forbis	Yes	16	12
Dr. Eddy Sauer	No	16	8
Mr. Shelby Massey	Yes	10	10
Mr. Jason Tilery	No	16	3

ATTENDEES:

MICHAEL KASHUBA	DIRECTOR OF PARKS AND RECREATION
KRISTEN WOLBACH	ASSISTANT DIRECTOR OF PARKS AND RECREATION
MEGAN SMITH	RECORDING SECRETARY
BRYAN MCWILLIAMS	CITY ATTORNEY
LAURA STORRS	ASSISTANT CITY MANAGER
GEORGE PRIOLO	GENERAL MANAGER OF GOLF OPERATIONS
JAMES STOW	PARKS MAINTENANCE SUPERINTENDENT
ERIC ELLERSICK	CIP PROJECT MANAGER
KATHERYN MASSEY	BEAUTIFICATION AND PUBLIC ARTS COORDINATOR
LANDON MILLER	WARFORD ACTIVITY CENTER SUPERVISOR
JEFF WHITSELL	SENIOR SERVICE PROGRAM COORDINATOR
PEDRO SAUCEDO	PARK PROGRAM COORDINATOR
JERMAN SUASTE	ASSISTANT RECREATION COORDINATOR
CALLIE GORHAM	ATHLETIC ADMINISTRATIVE ASSISTANT

- ITEM 1

Call to Order

Chairman, Mr. Luke Austin, established a quorum and called the regular scheduled meeting of the Parks and Recreation Advisory Board to order at 01:33 p.m.
- ITEM 2

Public Comments

No public comments made.
- ITEM 3

Discuss and Consider Minutes

A motion was made by Mr. Bob Altman, said motion seconded by Mr. Jeff Brian, and unanimously carried to approve meeting minutes from September 14th, 2022, as written.
- ITEM 4

The Parks and Recreation Board will Discuss or Receive reports on:

a) 9th Street Update

Mr. Eric Ellersick, CIP Project Manager, updated the board on Selecting an engineer for drawings for the parking lot. There is a contract going through review and then it will be presented to City Council for approval. The archeological study has been completed and a final draft should be submitted soon. Once the final report is submitted on the archeological report it will be submitted to legal to review. If said report is approved the process will continue with the engineer creating drawings and submitting a bid.

b) Playgrounds Update

Mr. Ellersick updates the board about the project at Pleasant Valley. He states there has been issues regarding access to the existing structure location. To resolve these issues the playground location has been moved closer to the street to minimize the amount of concrete that will need to be installed for the sidewalk. Another issue they are currently dealing with is getting swings in for the park and a rope climber. They should be shipped, installed and ready to go by the 18th. of this month. The other two playgrounds, El Alamo and Will Rogers, have been pushed back to February. Mr. Ellersick informs the board that 3 different playground manufacturers they were using were not on “buy board” so he reached out to some that were used in the past and listed on “buy board”.

Mr. Ellersick presented a slide show presentation showing the ideas and options for upcoming playground ideas at East Park, John Stiff, West Hills, Thompson Park, and Stephan F Austin.

- John Stiff – Less traditional style plan for this park.
- West Hills – More of a traditional design.
- Thompson – presented boat shaped structure and dolphin springer ideas.
- Stephan F. Austin – presented rope climber and flowers. Mr. Shelby Massey expressed his concern of getting rid of the swings at the park. Park Board agreed better options will be needed. They would like to see swings installed as opposed to the proposed idea of the rope climb.

c) Department Divisional Updates

1) Administration

Mr. Michael Kashuba introduced Ms. Megan Smith as the new Office Manager.

2) Aquatics

No new updates

3) Amarillo Zoo

No new updates

4) Athletics

Ms. Kristen Wolbach introduced Callie Gorham as the new Athletic Administrative Assistant.

5) Beautification and Public Arts

Mr. Kashuba announced Ms. Katheryn Massey has resigned as the Beautification and Public Arts Coordinator effective the end of December.

Ms. Massey updated the board on the Mural Grant that opened November 9th. She has reached out to different businesses to apply for it. It is a matching grant for \$5000. All businesses are welcome to apply. Since 2018 over 65 Murals have been put up throughout the city of Amarillo. Ms. Katheryn Massey and Mr. Michael Kashuba also updated the board on these other projects they're currently working on including:

- Art pads – They both know of some artists in the area they may be good for some of these locations.
- Weld off – Using old park equipment and getting schools and businesses involved and having a welding competition.
- Bloomberg Grant – Up to a million-dollar grant due February 15th.

6) Capital Projects

Mr. Kashuba updates the board on Athletic Field lighting. Council approved \$7.55 million dollars for new lights to be installed at a lot of the athletic complexes.

- Light renovation has already begun at Martin Road Complex.
- Other locations that will also have new lights installed include:
 1. Southeast complex
 2. Rick Klein Complex and Soccer Fields
 3. John Stiff Complex and Soccer Fields
 4. Amarillo National Tennis Center
 5. El Alamo Complex
 6. River Road Complex
 7. Thompson Complex

7) Golf Operations

Mr. Priolo updated the board on the current metrics for both Comanche and Ross Rogers Golf Courses. This update includes a comparison of 2022 revenue generation to previous years. He also expressed the weather conditions have affected the numbers for these past few months when comparing them to the previous year's metrics.

8) Park Maintenance

Mr. Luke Austin asks Mrs. James Stow on a timeline for irrigation. Mr. Stow expresses his concerns on staff shortages and informed the board that Mr. Stow and Mr. Kashuba have been working with HR to rewrite the qualifications and job descriptions, even attempting to raise the rates on payroll so they can get more irrigators hired. Mr. Bob Altman inquires about the contracts for irrigation and Mr. Stow and Mr. Kashuba inform that properties must have the irrigation system fully operational before they can pass them over to be contracted. Mr. Shelby asked what percentage of the park in the summer will be able to have water and Mr. Stow informs him they are currently at 90% of coverage vs 50% last year.

9) Recreation and Special Events

Ms. Kristen Wolbach updated the board with upcoming events including:

- Breakfast with Santa – Saturday all slots have been filled
- Coding Classes
- Winter-Break Camps

10) Senior Services

Mr. Michael Kashuba introduces Mr. Jeff Whitsell as the new Senior Services Coordinator. Mr. Jess Whitsell informs the board of his goals for the future.

11) Tennis Operations

12) Warford Activity Center

ITEM 5

Discuss and Consider Award Recommendations on RFA #02-22 for Nonprofit Services for Amarillo Area Senior Services

Mr. Michael Kashuba informs the board that the council designated \$600,000 to be used for Senior Services Programs and of serving them. To be eligible you must be a 501C3 and they can only submit one application. Federal Standards state funding needs to be obligated no later than June 30th, 2024. (This is the deadline encase there will not be enough applicants, then they can plan to use this for Senior Service Programs internally). All applications were independently evaluated by 3 board members and 2 members of finance. Applicants were selected by:

1. Recommending award amount
2. Available funding
3. Meets guidelines
- Funding for 4 applicants was recommended to Council:
 1. Catholic Charities of Tx. Panhandle (Awarding full)
 2. Family Care Foundation (Awarding full)
 3. United Way (Rental assistance (Awarding full)
 4. Wesley Community Center (Awarding partial)

Mr. Robert Altman recommended the Award Recommendations to move to council, Ms. Tiffany Podzemny second said motion.

ITEM 6

Discuss and Consider Recommendation for New Warford Fee This item is to consider recommending to City Council the creation of a room rental fee for the new Game Room at the Warford Activity Center.

Ms. Wolbach presented to the board a presentation of the new game room at Warford. Ms. Kristen Wolbach also recognized Mr. Pedro Saucedo, Mr. Jerman Suaste, Ms. Callie Gorham, and Mr. Landon Miller on their efforts completing the game room.

- New proposed fee to charge \$75 per hour with a \$100 refundable deposit. (Private party with game room and party room)

Mr. Massey Recommended to move forward to council with the new price recommendation and Ms. Price second said recommendation.

ITEM 7

Future Agenda Items

ITEM 8

Adjournment Next Meeting – January 11th at 01:30 P.M.

Adjournment

There, being no further business, Motion was made by Mr. Bob Altman to adjourn the meeting, said motion was seconded by Ms. Tiffany Podzemny this meeting was adjourned at 03:39 p.m. This meeting was recorded, and all comments are on file with the City Parks and Recreation Department.

ATTEST:


Megan Smith, Board Secretary


Luke Austin, Chairman