

MINUTES

On August 9th, 2023 the Parks and Recreation Board met at 01:30 p.m. at the Parks and Recreation Board Room located at 509 S. Johnson Street Amarillo, TX, 79107 for a Regular Meeting.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
Ms. Terry Price	Yes	61	53
Mr. Luke Austin	Yes	53	39
Mr. Robert Altman	Yes	44	41
Ms. Tiffany Podzemny	Yes	36	34
Mr. John Terry	No	6	5
Mr. Jeff Brain	Yes	26	24
Ms. Sherrie Ferguson	Yes	6	6
Dr. Eddy Sauer	Yes	21	13
Mr. Shelby Massey	Yes	16	15
Mrs. Skylar Gallop	No	5	4
Mr. Josh Craft	No	1	0

ATTENDEES:

MICHAEL KASHUBA	DIRECTOR OF PARKS AND RECREATION
BECKI DRYER	ASSISTANT DIRECTOR OF PARKS AND RECREATION
JAMES STOW	ASSISTANT DIRECTOR OF PARKS AND RECREATION
MEGAN SMITH	RECORDING SECRETARY
GEORGE PRIOLO	GENERAL MANAGER OF GOLF OPERATIONS
AUSTIN FARLEY	AQUATICS SUPERVISOR
BERKELEY HILLIARD	ZOO CURATOR
CINDY PEREZ	BEAUTIFICATION AND PUBLIC ARTS COORDINATOR
JEFF WHITESELL	SENIOR SERVICES COORDINATOR
LANDON MILLER	WARFORD ACTIVITY CENTER SUPERVISOR

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 01:35 p.m.

ITEM 2

Public Comments

No comments were made.

ITEM 3

Discuss and Consider Minutes

A motion was made by Dr. Eddie Sauer, said motion seconded by Mr. Shelby Massey, voting aye were 8 members, voting no were none, carried to approve meeting minutes from June 14th, 2023, as written.

ITEM 4

4. A. The Parks and Recreation Board will Discuss or Receive Reports on the Following Current Matters or Projects:

a) Department Divisional Updates

1) Administration: Mr. Kashuba updates the board on the items as follows:

- a. The city has purchased 28 acres of land from 'Habitat of Humanity', and the Beautification Coordinator is planning a large Fall Clean-up Day on the property to get it all cleaned up. Mr. Kashuba shared some difficulties they are trying to overcome with the property and explains they are going to work with neighborhood planning and possibly put up an idea board so the community can express the wants and needs for the land.
- b. Work order software: Automated system that will automatically assign work orders to the correct department. It will track the project including the staff working on the order. This has already been approved by the Council.
- c. Digital Human: AI System that will assist customers when they call or go on the City Website. It will pull up the information that they need to help find the answers to their questions more efficiently. The program will also communicate in multiple languages. This was already approved by the Council.
- d. Restroom openings: The Council requested the neighborhood restrooms in the parks to open. There have been several restrooms that have been re-opened but due to them being closed for so long some of them have major issues that will have to be addressed. Mr. Kashuba expresses concerns about the current structure and budget for opening restrooms. Including making the restrooms ADA-approved, safe for people to use, if there is a way to close them at certain hours at night, manpower

to clean them, and much more.

- i. School Park restrooms will not be open at this time – Mr. Kashuba explains this will be something to discuss further with the schools.
 - ii. Neighborhood Park Restrooms are in the process of being opened.
 - o Various repairs and improvements are needed for restrooms in parks. The board and staff discuss the challenges faced by the Parks and Recreation Department, including a lack of awareness about park issues before COVID-19. The conversation also touched on homelessness, vandalism, and drug use in parks. Frustrations are expressed regarding decision-making processes and lack of communication between the park board and the council. The importance of educating the public about restroom closures was emphasized, as well as the need for clear guidance from the council to address park-related matters effectively.
 - o The board members express frustration over certain orders and provide insight into their interactions with the public.
 - o Staff mentioned ongoing conversations between the Parks Department and school district regarding agreements for park spaces.
 - o Mr. Austin suggested hiring third-party assistance to maintain the restrooms, expedite resolution, and explore cost considerations.
 - e. Flags in Parks for the Holidays.
 - o Groups or organizations that want to fly American flags in parks could be facilitated as a donation.
 - a. The biggest concern is making sure there is no visibility issue for traffic and pedestrians.
 - o It is limited to the standard Texas and United States Flag otherwise.
 - f. Budget Discussion: The Council requested a more itemized list of special event fees.
- 2) Aquatics: Ms. Dryer updates the board on the following:
- a. Staffing: The season started with 28 Lifeguards but ended with 38.
 - o 25 Cashiers
 - o 8 Managers
 - b. Thompson After-hours events
 - o Last 12 days of the season there was one every night.
 - c. Ms. Dryer also showed the board a slideshow of the daily revenues and temperatures.
 - o Average daily rev. \$3,494.01
 - a. Total Revenue \$223,616.43
 - i. 21.95% Concessions
 - ii. 78.025% Admissions
- 3) Amarillo Zoo: Ms. Berkeley Hilliard updates the board on the items as follows:
- a. Summer total numbers (June & July)
 - o Up \$25,000 from last Summer
 - a. Summer Camps: Revenue \$10,000.
 - i. 26 full day kids (June)
 - ii. 8 half day kids (June)
 - iii. 17 full day kids (July)
 - iv. 1 half day
 - o Programs: Presenting at libraries, daycares, and more.
 - a. Revenue for June \$4,300
 - b. Revenue for July \$2,175
 - i. Total \$6,475
 - o Admission Revenue \$93,000
 - b. Monkey pond
 - o 200 fish were added to the pond.
 - a. Next summer Ms. Hilliard said she may add a “feed the fish” program at the Zoo as additional revenue.
 - o Plants have also been added.
 - o Ms. Hilliard is looking into the filtration system to make sure it is working adequately.
 - c. Mr. Kashuba also informs the board that the fee increases for the Zoo are still being considered by the City Council.
- 4) Athletics: Mr. Stow updates the board that the Adult Softball League will begin in September.
- 5) Beautification and Public Arts: Ms. Cindy Perez shares a PowerPoint presentation with the board and updates them on the following items:
- a. Clean-up day
 - o Ms. Perez is planning a large clean-up on the new property purchased by the City of Amarillo.

- b. Bicycle tree sculpture: Donated by a local artist named Orville Ladehoff.
 - The sculpture will be moved and displayed at the Rick Klein Bike trails.
 - c. Pollinator Patch Sign: Finished design of the sign to be displayed at the pollinator patches.
 - These will be displayed and tried at the Rick Klein Trails.
 - a. The signs have QR Codes that will take them to the Parks & Recreation website. The website will inform the public about the pollinator patches. There will also be information on adopt-a-park and sign-up link for volunteers that are interested in cleaning up the parks.
- 6) Capital Projects: Mr. Stow updated the board on the following projects.
 - a. Progress of light installation projects.
 - Southeast Complex (completed)
 - Martin Road (completed)
 - Amarillo National Tennis Center (completed)
 - Thompson Park (In progress)
 - River Road (In progress)
 - Southwest complex (scheduled to start at a later date)
 - b. Court resurfacing
 - Amarillo National Tennis Center
 - a. Indoor courts (Completed)
 - b. Courts 3-6 (Completed)
 - c. 3 more courts will be completed at the end of the week.
 - Memorial Park courts: Currently in the process of being cleaned and prepped for resurfacing.
 - c. Playground Projects
 - Will Rogers (Completed)
 - El Alamo (Completed)
 - a. Still waiting for a final inspection to make sure all is up to code with ADA on sidewalks etc.
 - East Park, West Hills, and John Stiff are still in the plans.
 - d. 9th Street Trails
 - Engineers are finalizing the plan. Once the plans are approved, they will be posted to receive bids.
 - e. Fencing
 - The plans for Rick Klein have been approved by the City Council and awarded to a contractor. Materials have been ordered and the contractors should begin when materials arrive.
 - a. Expected start date: 10 – 12 weeks (will take at least 8 weeks to receive materials)
 - John Stiff Volleyball courts: Plan to get approvals for this location as well.
- 7) Golf Operations: Mr. George Priolo updates the board that they had lost two motors on the pumps at Arrowhead golf course, so the grass is brown but not dead. Each motor costs \$11,000 to repair just the motors. Mr. Kashuba explains when we received all the rain and flooding the pumps were turned off and when they were turned back on, they were not able to pump water properly due to some Asian clams blocking the irrigation heads and pipes. Mr. Priolo also updates the board on revenues and rounds of golf for the month of July this year versus last year.
 - FY22 YTD: Ross Rogers 39809, Comanche Trail 26199 rounds played.
 - Monthly Income (July): Ross Rogers \$433,236.90, Comanche Trail \$251,314.05
 - FY22 YTD Total income increase \$361,566.16.
- 8) Park Maintenance: Mr. Stow informs the Board, that staff are continuing with their regular mowing, cleaning, and maintaining splash pads etc. They're also working very diligently to get the restrooms opened throughout the parks. Other updates as follows:
 - a. Staffing: There are 44 full-time positions.
 - Only 38 positions are filled.
 - b. A transformer at McDonald Lake also stopped working and had to be replaced.
 - c. Mr. Kashuba and Mr. Stow also present pictures of some of the damages that have been caused to numerous locations. There have been multiple break-ins, graffiti, theft, and damage caused at the pools, parks restrooms, skate park, playgrounds, Amarillo National Tennis Center, sports fields, complexes, fences, and more.
- 9) Recreation and Special Events: Ms. Dryer shares a slide show with the numbers of attendance and annual revenue for the events as follows:
 - a. Hooked on Fishing: 6/24 – 26 attendees, 7/15 – 26 attendees.
 - b. Nerf Gun Wars: 6/30 – 12 attendees, 7/7 – 12 attendees.
 - c. Archery Camp: 7/8 - 11 attendees.
 - d. Smash Bros Competition: 6/15 – 10 attendees.

- e. Starlight Theatre: 9 bands, 7 food trucks.
 - f. Starlight Cinema: 50 attendees.
 - g. Summer Day Camps: Average 60 kids/week.
 - o 9 Field trips
 - a. Partnerships: High Plains Food Bank, Public Health Reset Program, Story Bridge, Fire Department, Transit, Zoo, Palo Duro Canyon, Snack Pack for Kids.
 - h. Harry Potter's Birthday: 250-300 attendees.
 - i. FY 2021-2022 Rev. \$28,202.
 - j. FY 2022-2023 Rev. \$42,031.
- 10) Senior Services: Mr. Whitsell gives the board a monthly YTD update on memberships and revenue. He also shares Senior Services has a new partnership with Silver & Fit. They are already in partnerships with Silver Sneakers and Renew Active.
- a. Upcoming events for Senior Services
 - o Cornhole Tournament
 - a. Currently had 8 teams signed up.
 - o Hooked on Fishing
 - b. Mr. Whitsell also shares they currently pop popcorn on Fridays for the Seniors. (50+ Members)
- 11) Tennis Operations: Mr. Stow informs the board of the following updates:
- a. Summer camps are winding down and the Amarillo National Tennis Center.
 - b. The proposed fee increases at ANTC are pending the City Council's approval.
- 12) Warford Activity Center: Mr. Miller updates the board on the following:
- a. Monthly membership sales: June total sales: \$3,645, July total sales: \$4,045
 - b. Warford Community Garden: June 478, July 586 (vegetable harvested)
 - o Proposed to move the community garden to the larger fenced-in area to expand community outreach. (Move date Oct. 6th.)
 - c. New and continued partnerships:
 - o PCHEA – Agreement completed for the '23-'24 school year.
 - a. \$20/hour gym use; \$3/person swim
 - b. Every Tuesday 1:00 pm-3:30 pm
 - o Brookdale Senior Living: Medi Park West – 1 hour of weekly private pool access with our water aerobics instructor
 - a. \$3/person with \$15 daily minimum
 - o Wesley Senior Citizen Program – 1 hour of weekly private pool access
 - a. \$3/person
 - o Public Health – Fall nutrition class scheduled for September 18th -November 14th.
 - a. Free class that includes an all-access membership to Warford for the duration of the class
 - b. Membership fees reimbursed through Public Health Grant
 - o Heal the City
 - a. Heal the City referral patients get free access to water aerobics classes.
 - b. Provides medical resources for up to 2 health fairs annually.
 - d. BNSF Youth Scholarship Opportunity: Free admissions: special events, the Amarillo Zoo, parties at the Warford Activity Center, Recreation Programs, Youth Athletic Programs.
 - o For participants between the ages of 5 – 15.
 - a. Applicants must submit a dance, film, literature, music, composition, or photography explaining the importance of Parks.

ITEM 5 Present, Discuss, and Consider Action to approve changes to the Warford Member Handbook. This item is to discuss and consider changes to the Warford Member Handbook including changes to facility hours of operations, rules and policies, membership information, services, and rentals.

A motion was made by Ms. Sherrie Ferguson, said motion was seconded by Mr. Shelby Massey, voting aye were 7 members, voting no were none, carried to approve said changes to the Warford Member Handbook.

ITEM 6 Present, Discuss, and Consider Action for Swimming Pool Fee Adjustments. This item is to discuss and consider recommending to the City Council new fee adjustments for the swimming pools.

The board members recommended charging \$5 admission at the Southeast Pool and Southwest Pool and raising to a \$7 admission at Thompson Pool.

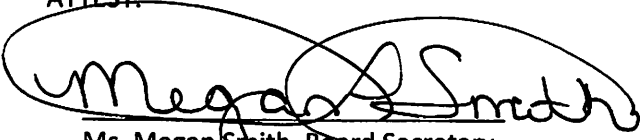
A motion was made by Mr. Bob Altman, said motion was seconded by Mr. John Terry, voting aye were 8 members, voting no were none, carried to take the said recommendation to the City Council.

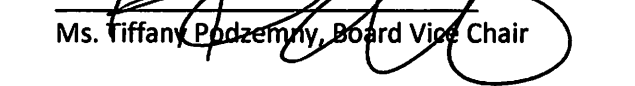
ITEM 7 Discuss Items for Future Agendas

ITEM 8 Adjournment

There, being no further business, Mr. Luke Austin adjourned the meeting at 04:19 p.m. This meeting was recorded, and all comments are on file with the City Parks and Recreation Department.

ATTEST:


Ms. Megan Smith, Board Secretary


Mr. Luke Austin, Board Chairman

Ms. Tiffany Podzemny, Board Vice Chair