

**AGENDA
CITY OF BENBROOK
PARKS AND RECREATION BOARD
WEDNESDAY, FEBRUARY 13, 2019
BENBROOK CITY HALL
911 WINSOTT ROAD
BENBROOK, TEXAS 76126
PRE-MEETING WORKSESSION 7:00 P.M.
CENTRAL CONFERENCE ROOM, OPEN TO PUBLIC**

1. Review and discuss items for regular meeting

**REGULAR MEETING 7:30 P. M.
COUNCIL CHAMBERS**

I. CALL TO ORDER

II. APPROVAL OF MINUTES

- I. Approval Of Minutes - November 14, 2018

Documents:

[PARKS MINUTES 11.14.18.PDF](#)

III. OATH OF OFFICE FOR NEW BOARD MEMBERS

IV. SELECTION OF BOARD CHAIRPERSON

V. SELECTION OF BOARD VICE CHAIRPERSON

VI. REPORTS FROM CITY STAFF

- I. PB 1003 Recommend Shade Structure Colors For Park Equipment

Documents:

[PB 1003 SHADE STRUCTURES 02.13.19.PDF](#)

VII. ADJOURNMENT

THIS FACILITY IS WHEELCHAIR ACCESSIBLE. FOR ACCOMODATIONS OR TO INFORM US OF INACCESSIBILITY TO THIS MEETING, PLEASE CONTACT BENNETT C. HOWELL, III, PUBLIC SERVICES DIRECTOR AT 817-249-6063. FOR SIGN INTERPRETIVE SERVICES PLEASE CALL 48 HOURS IN ADVANCE.

**BENBROOK PARKS AND RECREATION BOARD MEETING
MINUTES OF THE MEETING HELD
WEDNESDAY, NOVEMBER 14, 2018
AT 7:30 PM**

The regular meeting of the Parks and Recreation Board of the City of Benbrook was held on Wednesday, November 14, 2018 at 7:30 p.m. in the Council Chambers at 911 Winscott Road with the following Board Members present:

Amy Casey
Dana McCallum
Karen Henderson
Gary Lindsay

Also Present: Bennett Howell, P.E., Public Services Director
Jim Hinderaker, Assistant City Manager

I. CALL TO ORDER

Meeting called to order at 7:30 p.m. by the Chair, Karen Henderson.

II. APPROVAL OF MINUTES

Regular Meeting – January 10, 2018

Motion by Ms. Casey to approve the minutes of the January 10, 2018 meeting. Second by Ms. McCallum. The Chair called the question.

Vote on the motion:

Ayes: Ms. Casey, Ms. McCallum, Ms. Henderson and Mr. Lindsay

Nays: None

III. REPORTS FROM CITY STAFF

PB 1000 - Consider Benbrook Stable's Revised Concessionaire Agreement.

The Chair introduced the item and asked for a report from staff.

Bennett Howell, Director of Public Services, presented the following report: Steve and Molly Thomson are requesting a renewal of the Concessionaire Agreement for Benbrook Stables. The Thomson's have owned and operated the Benbrook Stables since 1999. Since 1999, the Thomson's have grown the business from 4 boarded horses and 2 rental

horses to over 40 boarded horses, 20 rental horses and 5 personal horses.

The daily feeding and care of stabled horses depends on the type of Horse Boarding Plan purchased by the horse boarder. Each Horse Boarding Plan includes shelter and either full or partial care of the horse; use of two illuminated riding arenas, two round pens, and wash rack; and unlimited use of over thirty miles of riding trails around Benbrook Lake. In addition to horse boarding, the Stables offer many horse related activities to the horse boarding customers and other guests; including, guided trail rides, riding lessons, horse shows, playdays, competitions, and educational equestrian seminars.

This coming year the Stables will offer overnight cabin rental to their customers. The cabins will be available for short-term rental (typically one or two days/nights, but in no case more than 7 days/nights) to anyone wanting to immerse himself or herself into the equestrian lifestyle. In addition to unlimited access to trail riding, guests will have the opportunity to experience firsthand life on an operating horse stable. Guests will be able to participate in all daily operations as well as working alongside staff as they feed and care for the horses and the Stables property.

The Stables also offer horse-themed social events such as weddings, birthday parties, anniversaries, high-school graduation & reunion parties, etc.

During the coming year, the Thomson's are proposing to implement a new grazing plan, repair the caretakers quarters, repair the round entrance sign and repair the corral announcer booth as the budget allows. After this, the Thomson's are proposing to make additional repairs to the existing structures and improve the landscaping around the facility.

The monthly lease fee to the City is 3% of the gross revenues and the term is for ten years with a five year extension.

Mr. Howell said the agreement, if approved, will go to the City Council for their approval and then to the Corps of Engineers for their approval.

Following discussion between the Board and Mr. Howell, the Chair called for a motion.

Motion by Ms. Casey to approve the Benbrook Stable's Concessionaire Agreement. Second by Ms. McCallum.

Vote on the motion:

Ayes: Ms. Casey, Ms. McCallum, Ms. Henderson and Mr. Lindsay
Nays: None

Motion carried: 4 – 0

PB 1001 - Consider Benbrook Marina's Revised Concessionaire Agreement.

The Chair introduced the item and asked for a report from staff.

Bennett Howell, Director of Public Services, presented the following report: The Benbrook Marina is requesting renewal of the Concessionaire Agreement with the City. The Marina is a full service marina that includes 100 covered and 35 uncovered boat slips, dry storage, fishing barge, courtesy dock, boat gas, live bait, picnic area and snacks.

The Marina ownership has submitted a 5-year plan to the City of what they want to accomplish over the next five years. Year 1 goals are as follows:

General Repairs and Clean Up

- Power wash all surfaces
- Trim trees and clear additional shoreline
- Define property lines better
- Patch all asphalt surfaces
- Continue to repair and patch all wood and metal areas

Improvements

- Repaint entire marina area inside and out as needed
- Increase security for boat owners
- Add grills to the picnic area
- Repair and/or replace picnic tables
- Repair and/or replace covered area
- Integrate additional security cameras into the current system

Marketing designed to increase awareness and interest

- Additional print advertising
- Promotional giveaways
- Annual holiday community gatherings (Memorial Day, 4th of July, Labor Day)

Years 2-5 include evaluating the viability of adding services such as RV storage, increasing the number of boat slips, expanding the picnic area and adding additional recreational activities.

The monthly lease fee to the City is 3% of the gross revenues and the term is for ten years with a five year extension.

Mr. Howell said the agreement, if approved, will go to the City Council for their approval and then to the Corps of Engineers for their approval.

Following discussion between the Board and Mr. Howell, the Chair called for a motion.

Motion by Ms. McCallum to approve the Benbrook Marina's Concessionaire Agreement. Second by Mr. Lindsay.

Vote on the motion:

Ayes: Ms. Casey, Ms. McCallum, Ms. Henderson and Mr. Lindsay
Nays: None

Motion carried: 4 – 0

PB 1002 – Recommend Shade Structures for Park Equipment.

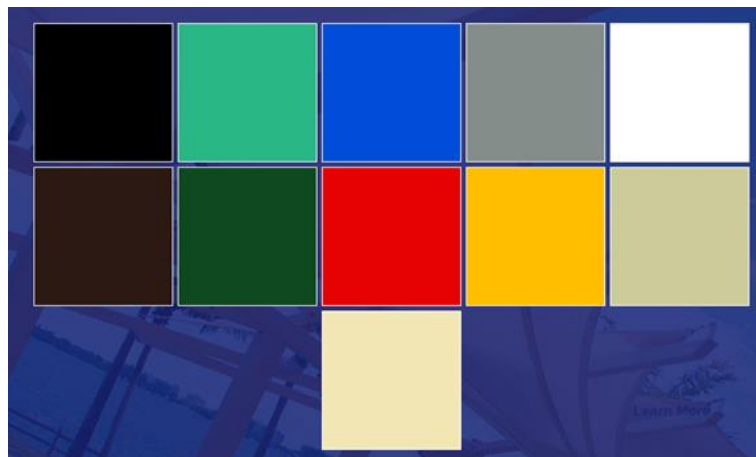
The Chair introduced the item and asked for a report from staff.

Bennett Howell, Director of Public Services, presented the following report: City Council requests the installation of shade structures over the park equipment at South Benbrook Park, Twilight Park and Timber Creek Park.

The shade structures will be canvas tops with steel support members similar to the one shown below. Parks staff will install the structures.



The shade structure color choices are shown on the palate below. The lighter colors are less susceptible to fading so staff recommends colors that are on the lighter side of the palate.



Following discussion between the Board and Mr. Howell, the Chair called for a motion. The Board wanted the option to have different color shade structures at each park, so a separate motion was needed for each structure.

South Benbrook Park

Motion by Ms. McCallum to recommend a blue colored shade structure for South Benbrook Park. Second by Ms. Casey.

Vote on the motion:

Ayes: Ms. Casey, Ms. McCallum, Ms. Henderson and Mr. Lindsay
Nays: None

Motion carried: 4 – 0

Twilight Park

Motion by Ms. Casey to recommend a sage colored shade structure for Twilight Park. Second by Mr. Lindsay.

Vote on the motion:

Ayes: Ms. Casey, Ms. McCallum, Ms. Henderson and Mr. Lindsay
Nays: None

Motion carried: 4 – 0

Timber Creek Park

Motion by Mr. Lindsay to recommend a beige shade structure for Timber Creek Park. Second by Ms. McCallum.

Vote on the motion:

Ayes: Ms. Casey, Ms. McCallum, Ms. Henderson and Mr. Lindsay
Nays: None

Motion carried: 4 – 0

IV. ADJOURNMENT

Meeting adjourned at 7:45 p.m. followed by a work session that included:

- Update of commercial development in the City
- Review Hike and Bike Trail System

APPROVED

Chair

_____, 2018



City of Benbrook

PARKS BOARD COMMUNICATION

DATE: 02/13/2019	REFERENCE NUMBER: PB-1003	SUBJECT: Recommend Shade Structure Colors for Park Equipment	PAGE: 1 of 2
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BACKGROUND

City Council requests the installation of shade structures over the park equipment at South Benbrook Park, Twilight Park and Timber Creek Park. The Parks Board previously selected the shade structure colors during the November 14, 2018 meeting, but the shade manufacturer has since discontinued some of the colors, requiring the Parks Board to select new colors based on the current color palate.

The shade structures will be canvas tops with steel support members similar to the one shown below. Parks staff will install the structures.



The shade structure color choices are shown on the palate below. The shade manufacturer said red and yellow colored fabrics will fade faster than the other colors and darker colors will not fade any faster than the lighter colored fabrics.

SUBMITTED BY:	DISPOSITION BY COUNCIL: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY:
CITY MANAGER		CITY SECRETARY
		DATE:

2018 Color Options

SHADE FABRIC COLORS



POWDER COAT COLORS

Gloss



Matte Metallic



RECOMMENDATION

Staff recommends that the Parks Board determine the colors of the shade structures for the park equipment at South Benbrook Park, Twilight Park, and Timber Creek Park.