

**AGENDA  
CITY OF BENBROOK  
PARKS AND RECREATION BOARD  
WEDNESDAY, AUGUST 14, 2019**

**BENBROOK CITY HALL  
911 WINSCOTT 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 - February 13, 2019

Documents:

[PARKS MINUTES 02.13.19.PDF](#)

III. REPORTS FROM CITY STAFF

- I. PB 1004

Approve Revised Concessionaire Agreement for Benbrook Stables

Documents:

[PB 1004 STABLES.PDF](#)

- II. PB 1005

Project Updates

- Shade Structures
- Baseball/Softball Field Project

Documents:

[PB 1005 PROJECT UPDATES.PDF](#)

IV. 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, FEBRUARY 13, 2019  
AT 7:30 PM**

The regular meeting of the Parks and Recreation Board of the City of Benbrook was held on Wednesday, February 12, 2019 at 7:30 p.m. in the Council Chambers at 911 Winscott Road with the following Board Members present:

Amy Casey  
Carol Hafer  
Dana McCallum  
Karen Henderson  
Gary Lindsay  
Lizzy Ward  
John Adelman

Also Present: Bennett Howell, P.E., Public Services Director  
Caroline Stewart, Assistant City Planner

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES – NOVEMBER 14, 2018**

Regular Meeting – November 14, 2018

Motion by Ms. Casey to approve the minutes of the November 14, 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

Abstain: Ms. Ward, Mr. Adelman

**III. OATH OF OFFICE FOR NEW BOARD MEMBERS**

The oath of office was administered by Caroline Stewart, Notary, to Carol Hafer, Place 2, Karen Henderson, Place 4 and Lizzy Ward, Place 6.

**IV. SELECTION OF BOARD CHAIRPERSON**

Motion by Ms. McCallum to nominate Karen Henderson as Chair. Second by Mr. Lindsay.

By unanimous vote, Karen Henderson was selected Chair.

## V. SELECTION OF BOARD VICE CHAIRPERSON

Motion by Ms. McCallum to nominate Lizzy Ward as Vice Chair. Second by Ms. Casey.

By unanimous vote, Lizzy Ward was selected Vice Chair.

## VI. REPORTS FROM CITY STAFF

PB 1003      Recommend Shade Structure Colors for Park  
Equipment

Mr. Bennett Howell, Director of Public Services, presented the report that City Council requested 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 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.



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 and the Board also wanted to choose a backup color in case the first choice was discontinued.

### **South Benbrook Park**

Motion by Ms. Ward to recommend a sky blue colored shade structure and sky blue pole for the first choice for South Benbrook Park. Second by Ms. McCallum.

Motion by Mr. Adelman to recommend sand colored shade structure and sky blue pole for the backup for South Benbrook Park. Second by Ms. Casey.

Vote on the motion:

Ayes: By unanimous vote, sky blue shade structure and sky blue pole is the first choice and sand shade structure and sky blue pole is the backup for South Benbrook Park.

Nays: None

Motion carried: 7 – 0

### **Twilight Park**

Motion by Ms. Casey to recommend an aquamarine colored shade structure and blue pole for the first choice for Twilight Park. Second by Ms. Ward.

Motion by Ms. McCallum to recommend tree frog colored shade structure and spring green pole for the backup for Twilight Park. Second by Ms. Ward.

Vote on the motion:

Ayes: By unanimous vote, aquamarine shade structure and blue pole is the first choice and tree frog shade structure and spring green pole is the backup for Twilight Park.

Nays: None

Motion carried: 7 – 0

### **Timber Creek Park**

Motion by Ms. Casey to recommend a lilac colored shade structure and light green pole for the first choice for Timber Creek Park. Second by Ms. McCallum.

Motion by Ms. Hafer to recommend sand colored shade structure and light green pole for the backup for Timber Creek Park. Second by Mr. Adelman.

Vote on the motion:

Ayes: By unanimous vote, lilac shade structure and light green pole is the first choice and sand shade structure and light green pole is the backup for Timber Creek Park.

Nays: None

Motion carried: 7 – 0

## VII. ADJOURNMENT

Meeting adjourned at 7:50 pm.

**APPROVED**

\_\_\_\_\_  
Chair

\_\_\_\_\_, 2019



# City of Benbrook

## PARKS BOARD COMMUNICATION

DATE: 08/14/19	REFERENCE NUMBER: PB-1004	SUBJECT: Approve Revised Concessionaire Agreement for Benbrook Stables	PAGE: 1 of 2
-------------------	------------------------------	---	-----------------

### BACKGROUND

The Corps of Engineers has some new staff in their Real Estate Division and they reviewed the previous agreement approved by the Parks Board on November 14, 2018 and the new Real Estate Contracting Officer preferred certain contract language used in previous agreements. The substantive changes are shown below:

Page 1

**WHEREAS, ~~Steven and Molly Thomson, Triple T Ranches, Inc.,~~ doing business as Benbrook Stables, and wholly owned by Steven and Molly Thomson,** (hereinafter referred to as "CONCESSIONAIRE"), have requested permission to use a portion of CITY lease property on Benbrook Lake as shown on **EXHIBIT A** and **EXHIBIT B** as attached hereto and made a part hereof, to operate ~~a horse stables, and other improvements; an equestrian business on the property using the horse stables and other structures/facilities which have previously been approved, or may hereafter be approved, by the CITY and the Real Estate Contracting Officer (hereafter defined);~~ and

Page 5

That said business shall be ~~initiated and~~ operated in a manner consistent with current practices conducted on the effective date of this agreement. New business shall be initiated in a manner satisfactory to the CITY and Real Estate Contracting Officer.

#### Facilities

, commencing on the effective date of this instrument, and thereafter  
~~Inasmuch as all structures/facilities now or hereafter constructed on the property have been constructed without Government assistance, such structures/facilities will continue to be the property of CONCESSIONAIRE shall conduct such of the permitted activities, as the CITY and Real Estate Contracting Officer shall at any time specify. CONCESSIONAIRE will pay property taxes on such structures/facilities, and will be able to sell rights to remove such structures/facilities to third parties as part of its ongoing business.~~

Page 7

That the CONCESSIONAIRE shall not sell, ~~store, or~~ dispense, or permit the sale, ~~storage, or dispensing~~ on the said Facilities of any alcoholic beverages, or permit to be installed or operated any devices or conduct any activities thereon, except where such devices and activities are legally

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

DATE: 08/14/19	REFERENCE NUMBER: PB-1004	SUBJECT: Approve Revised Concessionaire Agreement for Benbrook Benbrook Stables	PAGE: 2 of 2
-------------------	---------------------------------	---	-----------------

authorized and then only after receipt of written approval by the Real Estate Contracting Officer, or permit to be installed or operated any devices or conduct any activities thereon which, in the opinion of the CITY are contrary to good morals or are otherwise objectionable. Concessionaire may store, consume or dispense alcoholic beverages for personal use, and Concessionaire may allow customers to bring and dispense alcoholic beverages during their contracted events, however, such customers may not sell alcoholic beverages at any time.

**RECOMMENDATION**

Staff recommends that the Parks Board approve the revised Concessionaire Agreement for Benbrook Stables.





# City of Benbrook

## PARKS BOARD COMMUNICATION

DATE: 08/14/19	REFERENCE NUMBER: PB-1005	SUBJECT: Project Updates	PAGE: 1 of 2
-------------------	------------------------------	-----------------------------	-----------------

### Project Updates

#### Park Shade Structures

On February 13, 2019, the Parks Board approved the colors for the new shade structures to be constructed at South Benbrook Park, Timber Creek Park and Twilight Park. The shades have been installed by Parks staff and have been well received by the public.



South Benbrook Park



Timber Creek Park

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

DATE:  
08/14/2019

REFERENCE  
NUMBER:  
PB-1005

SUBJECT:  
Project Updates

PAGE:  
2 of 2



Twilight Park

### Baseball/Softball Field Project

Construction is scheduled to be completed by the end of January 2020.



New Softball Field



New Baseball Field