

**AGENDA
CITY OF BENBROOK
PARKS AND RECREATION BOARD
WEDNESDAY, AUGUST 11, 2021**

**BENBROOK CITY HALL
911 WINSOTT ROAD
BENBROOK, TEXAS 76126**

**PRE-MEETING WORKSESSION 7:00 P.M.
CENTRAL CONFERENCE ROOM, OPEN TO PUBLIC**

1. Roles and Responsibilities of the Parks and Recreation Board
2. Review and discuss items for regular meeting

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

- I. CALL TO ORDER
- II. OATH OF OFFICE FOR NEW BOARD MEMBERS
- III. CITIZEN COMMENTS ON ANY AGENDA ITEM
- IV. APPROVAL OF MINUTES
 - I. January 8, 2020 Minutes

Documents:

[PARKS JANUARY 8, 2020 MINUTES.PDF](#)

- V. SELECTION OF BOARD CHAIRPERSON
- VI. SELECTION OF BOARD VICE CHAIRPERSON
- VII. REPORTS FROM CITY STAFF
 - I. PB 1009
Parks and Recreation Department Overview

Documents:

[PARKS BOARD 1009 DEPARTMENT OVERVIEW.PDF](#)

- VIII. INFORMAL CITIZEN COMMENTS
State Law Prohibits Any Deliberation Of Or Decisions Regarding Items Presented In
Information Citizen Comments.
- IX. ADJOURNMENT

WORK SESSION

1. Discuss Master Parks Plan Update

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, JANUARY 8, 2020
AT 7:30 PM**

The regular meeting of the Parks and Recreation Board of the City of Benbrook was held on Wednesday, January 8, 2020 at 7:30 p.m. in the Council Chambers at 911 Winscott Road with the following Board Members present:

Amy Casey
William Dean
Marianne Daily
Leah Rodriguez
Gary Lindsay
Lizzy Sutton
John Adelman

Also Present: Bennett Howell, P.E., Public Services Director
Caroline Stewart, Assistant Planner
Jim Hinderaker, Assistant City Manager
Jim Wilson, City Council

I. CALL TO ORDER

Meeting called to order at 7:30 p.m. by the Chair, Lizzy Sutton.

II. CITIZEN COMMENTS ON ANY AGENDA ITEM

None

III. APPROVAL OF MINUTES – October 9, 2019

Regular Meeting – October 9, 2019

Motion by Mr. Adelman to approve the minutes of the October 9, 2019 meeting. Second by Ms. Casey. The Chair called the question.

Vote on the motion:

Ayes: Ms. Casey, Mr. Lindsay, Ms. Sutton and Mr. Adelman

Nays: None

Abstain: Mr. Dean, Ms. Daily and Ms. Rodriguez hadn't been sworn in.

IV. OATH OF OFFICE FOR NEW BOARD MEMBERS

Caroline Stewart swore in Ms. Casey, Mr. Dean, Ms. Daily, Ms. Rodriguez, Mr. Lindsay and Mr. Adelman.

V. SELECTION OF BOARD CHAIRPERSON

Motion by Ms. Casey to propose Ms. Sutton as the Board Chairperson. Second by Ms. Rodriguez. The Chair called the question.

Vote on the motion:

Ayes: Ms. Casey, Mr. Dean, Ms. Daily, Ms. Rodriguez, Mr. Lindsay, Ms. Sutton and Mr. Adelman

Nays: None

Abstain: None

VI. SELECTION OF BOARD VICE CHAIRPERSON

Motion by Mr. Lindsay to propose Mr. Adelman as the Board Vice Chairperson. Second by Mr. Dean. The Chair called the question.

Vote on the motion:

Ayes: Ms. Casey, Mr. Dean, Ms. Daily, Ms. Rodriguez, Mr. Lindsay, Ms. Sutton and Mr. Adelman

Nays: None

Abstain: None

VII. REPORTS FROM CITY STAFF

PB 1008 Parks and Recreation Department Overview

The City's Parks and Recreation Department includes one superintendent, seven (7) full-time employees, and two (2) part-time employees. They are a dedicated group of people who have the following skills:

- Landscape and irrigation maintenance;
- Cleaning restrooms;
- Painting;
- Carpentry;
- Plumbing;
- Electrical;
- Concrete and masonry;
- Welding;
- Installing park equipment;
- Maintaining baseball and soccer fields;
- Animal and pest control; and

- Trash duties

No vote was taken since the item was for information only.

VIII. INFORMAL CITIZEN COMMENTS

None

IX. ADJOURNMENT

Meeting adjourned at 7:45 pm followed by a work session to discuss Park elements of the Comprehensive Plan Update and Master Park Plan update.

APPROVED

Chair

_____, 2021



City of Benbrook

PARKS BOARD COMMUNICATION

DATE: 08/11/021	REFERENCE NUMBER: PB-1009	SUBJECT: Parks and Recreation Department Overview	PAGE: 1 of 1
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The City's Parks and Recreation Department includes one superintendent, seven (7) full-time employees, and two (2) part-time employees (these positions are currently open). They are a dedicated group of people who have the following skills:

- Landscape and irrigation maintenance;
- Cleaning restrooms;
- Painting;
- Carpentry;
- Plumbing;
- Electrical;
- Concrete and masonry;
- Welding;
- Installing park equipment;
- Maintaining baseball and soccer fields;
- Animal and pest control; and
- Trash duties

The associated presentation provides additional details of their roles and functions in the City.

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