

**City of Bedford Parks and Recreation Board Minutes February 7, 2013**

**State of Texas §**  
**County of Tarrant §**  
**City of Bedford §**

**The Parks and Recreation Board of the City of Bedford met in a regular session at the Old Bedford School Meeting Room on February 7, 2013 with the following in attendance:**

- |                         |         |                    |         |
|-------------------------|---------|--------------------|---------|
| 1. Douglas Allbach      | Present | 7. Bill Nichols    | Present |
| 2. Jeannette Cook       | Present | 8. Andrea Sarnoff  | Absent  |
| 3. Linda Flemming       | Present | 9. Cathy Schneider | Present |
| 4. Charles Higginbotham | Present | 10. Dewey Tennant  | Present |
| 5. Doyle Lee            | Present | 11. Drenda Witt    | Present |
| 6. Lisa McMillan        | Present |                    |         |

City Council/Staff Representatives Present:

Jim Griffin - Mayor  
Jim Davisson – City Council liaison  
Mirenda McQuagge-Walden - Managing Director of Community Services  
Eric Valdez – Recreation Manager  
Don Henderson – Parks Superintendent

**CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by Jeannette Cook.

**NEW MEMBERS/OFFICER ELECTIONS**

**1. Introduction of newly appointed Parks and Recreation Board Members.**

Newly appointed Parks Board member Doyle Lee was introduced and welcomed by the Board. New member Andrea Sarnoff was not in attendance.

**2. Consider and act upon appointment of a chairperson, vice chairperson and secretary to the Parks and Recreation Board.**

Chairperson Jeannette Cook opened the floor for nominations for officer positions.

A nomination of Jeannette Cook for Chair was made by Bill Nichols, seconded by Douglas Allbach. There being no other nominations, Jeannette Cook was unanimously elected Chairperson.

A nomination of Bill Nichols for Vice-Chair was made by Drenda Witt, seconded by Charles Higginbotham. There being no other nominations, Bill Nichols was unanimously elected Vice Chairperson.

A nomination of Lisa McMillan for Secretary was made by Drenda Witt, seconded by Dewey Tennant. There being no other nominations, Lisa McMillan was unanimously elected Secretary.

**APPROVAL OF MINUTES**

**3. Consider approval of the following Parks and Recreation Board Minutes:**  
**a) December 6, 2012 regular meeting**

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A motion was made by Cathy Schneider, seconded by Lisa McMillan to approve the December minutes as written. The motion passed unanimously.

### **NEW BUSINESS**

#### **4. Discussion regarding joint utilization proposal from the HEB Independent School District.**

Mayor Griffin reported on a joint use opportunity between the City and HEB ISD for the renovation of the Central Pool. HEB ISD will provide funding to have the pool heated and covered and the restrooms/locker rooms renovated. HEB ISD will have use of the pool in the mornings and afternoons during the school year for high school swim practice. The pool is not expected to be used for swim meets. Renovations are expected to be complete by mid-September. Current City pool uses will remain. The City will fund the added utility and maintenance costs.

#### **5. Discussion and possible action on City of Bedford Naming/Sponsorship Policy.**

Mirenda McQuagge-Walden provided the Board with the City's policy for naming city facilities for reference. Councilman Turner plans to speak to the Board on this item at a later date.

#### **6. Discussion on Dog Park Construction.**

Staff reported that City Council approved moving forward with the Dog Park. Don Henderson projected that construction of the initial phase of the park would take approximately 60 days or more, depending on weather, work load, etc. The Board discussed holding a groundbreaking ceremony to let the community know that the Dog Park is moving forward and to get the word out on the park. It was agreed that the groundbreaking would take place on Saturday, February 23<sup>rd</sup> at 10 am at the site of the new Bark Park at Meadowpark. The Parks Department will put up a sign at the entrance of the dog park letting citizens know what is under construction. City Staff will provide notice of the groundbreaking in City news and social media and send invitations out to targeted "dog" related business and interested parties. Parks staff will move forward with construction as soon as possible.

#### **7. Discussion on Amending Ch. 86 Parks and Recreation of the City of Bedford Codes and Ordinances.**

Mirenda McQuagge-Walden distributed copies of Ch. 86 of the City Code or Ordinances to the Board. She noted that it had been many years since this chapter had been reviewed and asked the Board to review and provide recommendations for any changes or additions it may want in the Code. Specific recommendations by consensus of the Board included:

- A. Remove reference to "gun carriages" in Section 86-3(2)b.
- B. Continue with prohibition of hunting and firearms in parks as provided in Sec. 86-6(1), but request City to erect prohibition signs at all park entrances as per State Law.
- C. Amend Section 86-6(8) to add an exception for designated off leash areas or a dog park.
- D. Add a sub-section to Section 86-7 allowing for City Staff approval of marketing, advertising and signage for City approved events and authorized BRAC classes/instructors/users.
- E. Amend Section 86-8 regarding Park Hours so that the hours of park closure are 11:00 pm to 5:00 am, and correspond to the hours noted in 86-16(d).
- F. Amend Section 86-9 to allow for sell or consumption of alcoholic beverages in the BRAC and selected Park facilities upon approval of the City Manager, and for approved permitted special events. Remove reference to the Sotogrande clubhouse from this section.
- G. Amend Section 86-12 to provide an exemption from Permit requirement for organizations with a current facility lease for events in that facility, or for events that fall within the scope of an organizations current use/lease agreement.

City staff will incorporate recommended changes in a draft revision to the Code and provide it for Board review at the next meeting.

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The Board reviewed Dog Park rules and regulations from other local dog parks. While the majority of the rules are straightforward and similar from park to park, the Board made specific recommendations on regulations that would pertain to the Bedford Bark Park as follows:

- A. Park hours to be Dawn to Dusk, except when closed for maintenance. Parks Dept. will post a sign when park is closed for maintenance
- B. Set a maximum of two (2) dogs per person in Dog Park; all dogs to be vaccinated and licensed in their city of residence; no professional trainers/training activities allowed in park; no pinch collars; no aggressive dogs allowed.
- C. Children under 42 inches tall not allowed inside the Dog Park areas (small or large areas).
- D. Children 12 years of age and under must be accompanied by an adult at all times.
- E. No food or drinks allowed in park, with the exception of bottled water.
- F. No puppies under 6 months of age allowed in park.
- G. No animals other than dogs allowed in park.
- H. Wading pools not allowed in park.

City staff will take these specific Board recommendations, along with many of the other rules and regulations used at other parks, and draft a comprehensive set of rules and regulations for the Bedford Bark Park for final review by the Board at a later date.

### **8. Discussion on fundraising for the Dog Park.**

Lisa McMillan reminded the Board of the sponsorship levels the Dog Park Sponsorship Sub-Committee had presented to the Board last year and the final recommendations for sponsorship levels that were included in the presentation to City Council. The Board asked Staff to move forward with production of a Sponsorship brochure based on the sponsorship proposals previously discussed by the Board and presented to City Council. The sponsorship recommendations included Naming Rights, funding a "Piece of the Park", and Charter Community Sponsorships of various levels. Staff was also asked to develop a logo for the Bark Park. Recommendations for distribution of the sponsorship brochure included all residents with dog licenses, veterinarians and pet businesses (stores, groomers, kennels) in Hurst, Eules, Bedford and Colleyville, and people that expressed interest in Friends of the Dog Park.

### **9. Discussion on planning for Harris Ryals dedication.**

The Board discussed holding a formal naming ceremony for the Harris Ryals Park in late Spring and inviting family, friends and former co-workers of Mr. Ryals.

### **10. Discuss individual Park assignments:**

Board Members volunteered to report on the condition of individual parks each month as follows:

Bedford Trails – Charles Higginbotham  
Bedford Boys Ranch Park – Bill Nichols and Jeannette Cook  
Brook Hollow Park – Doyle Lee  
Carousel Park – Drenda Witt  
Central Park – Andrea Sarnoff  
Harris Ryals Park – Cathy Schneider  
Meadow Park Athletic Complex – Douglas Allbach  
Monterrey Park – Dewey Tennant  
Stormie Jones Park – Linda Flemming and Lisa McMillan

Reports on Individual Park assignments:

- a. **Bedford Trails** – looks good.

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- b. **Boys Ranch** – signs have been straightened; green paint on hockey rink looks good; south roof of pavilion to be fixed; prepping to paint concession building; light by gazebo out; why are the No Walking signs posted at the Harwood entrance to BBR
- c. **Brook Hollow** – all light working; park looks good; awning not lasting/should be removed and replaced with permanent fixture at later date
- d. **Carousel** –closed for extended period due to a drilling at water well site; is in horrible condition; questioned who is going to fix and replace park when through
- e. **Central** – no report
- f. **Harris Ryals** – walking trail looks nice; one light out by playground
- g. **Meadowpark** – looks good; awning need power washing; lots of stickers in grass areas
- h. **Monterrey** – park grass covered in stickers
- i. **Stormie Jones** – bollard lights are not all working; white fence on north side missing slats; shed roof is already fading or damaged; downed tree stump need to be removed

### 11. Staff updates on recreation programs.

- Volunteer banquet will be Friday, February 8, 2013 at the BRAC.
- Valentines Dance to be held on Saturday, February 9, 2013 at the BRAC.
- The City Expo will be held on March 2<sup>nd</sup>.
- The BRAC roof will be replaced in the coming months, prior to the start of summer day camps.

### NEXT MEETING

12. The next meeting of the Parks and Recreation Board will be held on Thursday, March 7, 2013.

### ADJOURNMENT

There being no further business, a motion was made by Lisa McMillan and seconded by Cathy Schneider to adjourn the meeting. Motion passed and the meeting was adjourned at 9:23 p.m.

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Jeannette Cook, Chairperson  
City of Bedford, Parks & Recreation Board