



**PARKS + RECREATION COMMITTEE  
JANUARY 13, 2020 AT 3:00PM  
CITY HALL CONFERENCE ROOM, 4<sup>TH</sup> FLOOR  
MEETING AGENDA**

**I. PUBLIC COMMENTS**

**II. CALL TO ORDER**

**III. ANNOUNCE MEMBERS IN ATTENDANCE (*Verify Quorum*)**

**IV. ADOPTION OF MEETING MINUTES**

- December 9, 2019

**V. COUNCIL ACTION**

**VI. NEW BUSINESS**

- Discussion: All Inclusive Playground Charrette, January 16 & 17 (*Jennifer Letourneau*)

**VII. OLD BUSINESS**

- Discussion: Potential Recreation Center Sites (*Jennifer Letourneau*)

**VIII. DEPARTMENT REPORTS**

- Meet New Staff Members (*Jennifer Letourneau*)
- Human Resources Report (*Jennifer Letourneau*)

**IX. ADJOURNMENT**



**PARKS + RECREATION COMMITTEE  
DECEMBER 9, 2019 AT 3:00PM  
CITY HALL CONFERENCE ROOM, 4<sup>TH</sup> FLOOR  
MEETING MINUTES**

**I. CALL TO ORDER**

The meeting of the Parks and Recreation Committee was called to order by Chairperson Guzman at 3:00 p.m. on December 9, 2019, in the City Hall Conference Room.

**II. ANNOUNCE MEMBERS IN ATTENDANCE**

Councilperson Valerie Guzman, Chair  
Councilperson Travis Holleman  
Councilperson Vondell Richmond  
Councilperson Richard Garrett  
Councilperson Stacey Streetman

Others in attendance: Jennifer Letourneau, Dan Carpenter, Michelle Austin, Brad Damron, James Barrineau, Wes Golden, Anna Richardson, Cassie Wheeler and Gretchen Curdy

**III. PUBLIC COMMENTS**

Gretchen Curdy asked to speak. She explained that she was hired as a lifeguard for Parks and Recreation Department three (3) weeks ago and has many years of previous experience working as a lifeguard. She brought a list of safety concerns and shared them with the Committee. She noted that the concerns were also shared with Wes Golden, the City's Health and Safety Manager, and he is working on addressing these issues. Her main objective is to make sure the pool is safe for the public.

**IV. ADOPTION OF MEETING MINUTES**

- November 12, 2019

Councilperson Stacy Streeman made a motion to adopt the minutes as presented. Councilperson Garrett seconded the motion. A voice vote was taken and the motion to adopt the minutes passed without objection.

**V. COUNCIL ACTION**

None

**VI. NEW BUSINESS**

None

**VII. OLD BUSINESS**

- Discussion: Recreation Center Site Criteria (*Jennifer Letourneau*)

- i. Location Matrix

- Jennifer Letourneau and Councilperson Streetman explained that weight was given to each item on the list based on the level of importance. This list will help determine the best location when identifying potential recreation center sites.

- ii. Council Ward Level of Service

- Jennifer Letourneau presented a page of the Parks and Recreation Master Plan to the Committee. Each city ward was assessed based on NRPA standards and population numbers provided by the Property Assessor of Montgomery County. The current park acreage for the wards versus the recommended park acreage was discussed.

- Councilperson Richmond inquired into the condition of the City's current recreation centers. Jennifer Letourneau mentioned several issues with the three recreation centers.

- Councilperson Garrett would like to see "proximity to schools" have more weight in the matrix. Councilperson Streetman pointed out that school-age children are not the only ones using the recreation centers.

- Councilperson Streetman would like to see the current centers up to date before land is purchased and a new center is built. Councilperson Richmond expressed his concerns with the staffing needs of a new center.

## **VIII. DEPARTMENT REPORTS**

- Meet New Staff Members (*Jennifer Letourneau*)

Jennifer Letourneau introduced James Barrineau to the Committee. He was recently promoted to Maintenance Manager.

- Project Update (*Jennifer Letourneau*)

Jennifer Letourneau updated the Committee on current and future projects including Red River East, the restrooms at the Exit 8 Complex, Swan Lake cart path, tree clean up in a few parks, Robert Clark Park, Billy Dunlop Park renovations and Sevier Station.

- Human Resources Report (*Jennifer Letourneau*)

Jennifer Letourneau reported on the open positions currently available including Recreation Programmer, Grounds Facility Maintenance Specialist, Office Manager, and Athletic Coordinator.

## **IX. ADJOURNMENT**

Councilperson Guzman made a motion to adjourn the meeting. Councilperson Streetman seconded the motion. A voice vote was taken. The motion to adjourn the meeting at 3:39 p.m. passed without objection.