Parks & Recreation Advisory Board

NOTICE OF MEETING

REGULAR SESSION AGENDA
Parks & Recreation Advisory Board
5:30 PM – Thursday, January 23, 2025
Chandor Gardens, 711 W Lee Avenue
Weatherford, TX 76086

Joe Hartnett, Vice Chair
Doreen Dromgoole, Member
Kindra Lucia, Member
Kathe McDonald, Member
Kathy Wylie, Member
Rich Zimmer, Member
Calynn Mullins, Member
Jaycob Kirkpatrick, Director of Parks, Recreation & Special Events
Sin Kroll, Board Secretary

In accordance with Chapter 551 of the Texas Government Code, this agenda has been posted on the official bulletin board at Weatherford City Hall and posted on the City website at http://www.weatherfordtx.gov within the required time frame. The Agenda Packet has also been posted on the City of Weatherford website at www.weatherfordtx.gov/agendas. All meetings of the Weatherford City Council, Municipal Utility Board, and other boards/commissions/committees of the City of Weatherford are open to the public. Public participation and written comments are invited on all open session business items.

The Mayor/Chair requests that all electronic devices be silenced and phone conversations taken outside the Council Chambers. Weatherford City Hall is wheelchair accessible and special parking is available on the south side of the building. If special accommodations are required, please contact the City Secretary at 817-598-4202 a minimum of 24 hours in advance.

The City Council, Municipal Utility Board, and other boards/commissions/committees of the City of Weatherford, as allowed, reserve the right to enter into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney on any posted agenda item as authorized by Texas Government Code, Section 551.071. Unless a Work Session Agenda, or otherwise indicated, action may be taken on any of the following agenda items.

1. CALL TO ORDER & ANNOUNCEMENT OF A QUORUM

2. PLEDGES OF ALLEGIANCE TO THE UNITED STATES & TEXAS FLAGS

3. APPROVAL OF THE MINUTES

3.a. Consider approval of the minutes of the Parks and Recreation Advisory Board meeting Regular Session held July 25, 2024.
(Jaycob Kirkpatrick, Director of Parks, Recreation and Special Events)
Minutes.pdf

4. REGULAR AGENDA ITEMS

4.a. Consider the appointment of a Chair and Vice Chair to the Parks and Recreation Advisory Board.
(Jaycob Kirkpatrick, Director of Parks, Recreation, and Special Events)
Suggested Action: Staff seeks board direction.

5. STAFF REPORTS

5.a. Update on programming, events, and projects.
(Jaycob Kirkpatrick, Director of Parks, Recreation, and Special Events)
Suggested Action: Update on programming, events, and projects.
FY25 Q1 Report.pdf

6. ANNOUNCEMENT OF FUTURE MEETING DATE

6.a. The next scheduled meeting will be on April 24, 2025 at 5:30 p.m. at the Chandor Gardens, 711 W Lee Avenue
Weatherford, TX 76086.
(Jaycob Kirkpatrick, Director of Parks, Recreation, and Special Events)

7. CITIZEN COMMENTS ON NON-AGENDA ITEMS

Residents may address the Council/Board/Commission/Committee regarding an item that is not listed on the agenda. Residents must complete a speaker card and turn it in to the Secretary five (5) minutes before the start of the meeting. The Rules of Procedure states that comments are to be limited to three (3) minutes. Speaker rules are posted at the back of the Council Chambers. The Texas Open Meetings Act provides the following: (a) If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to: (1) A statement of specific factual information given in response to the inquiry; or (2) A recitation of existing policy in response to the inquiry. (b) Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

8. ADJOURNMENT

CERTIFICATION
I certify that this Notice of Meeting was posted on _____ at _____ a.m. / p.m. as required by law in accordance with Chapter 551 of the Texas Local Government Code.

Posted By _____ *Title* _____

Date/Time Removed _____

MINUTES OF THE PARKS AND RECREATION ADVISORY BOARD REGULAR SESSION HELD JULY 25, 2024 IN THE CHANDOR GARDEN BUILDING, 711 WEST LEE AVE, WEATHERFORD, TEXAS.

1) CALL TO ORDER & ANNOUNCEMENT OF A QUORUM

Vice Chair Joe Hartnett called the meeting to order at 5:32 p.m. Present were: Vice Chair Joe Hartnett, Rich Zimmer, Kathe McDonald, Doreen Dromgoole and Kathy Wylie. City staff included: Director of Parks, Recreation and Special Events Jaycob Kirkpatrick and Board Secretary Sin Kroll. Absent: Chair Andy Hough.

2) PLEDGES OF ALLEGIANCE TO THE UNITED STATES & TEXAS FLAGS

Vice Chair Joe Hartnett led the pledges to the United States and Texas flags.

3) APPROVAL OF THE MINUTES

3.a) Consider approval of the minutes of the Parks and Recreation Advisory Board Meeting Regular Session held April 25, 2024.

On the motion of Rich Zimmer, second by Kathy Wylie, the board voted to approve the minutes as presented. Motion carried 6 – 0.

4) STAFF REPORTS

4.a) Update on programming, events, and projects.

Director of Parks Recreation and Special Events Jacob Kirkpatrick presented this item. Mr. Kirkpatrick gave an overview of the third quarter report. This update was for informational purposes and no action was required or taken.

5) ANNOUNCEMENT OF FUTURE MEETING DATE

5.a) The next scheduled meeting will be held October 24, 2024 at 5:30 p.m. at the Cherry Park Building, 300 S Alamo Street, Weatherford, TX 76086.

6) CITIZEN COMMENTS ON NON-AGENDA ITEMS

- Amy Beerwinkle, spoke in favor of building a community aquatic center.

7) ADJOURNMENT

On the motion of Rich Zimmer, second by Kathey McDonald, the board voted to adjourn the meeting at 5:52 p.m. Motion carried 6-0.

ATTEST: _____ Joe Hartnett Vice Chair

_____
Sin Kroll, Board Secretary

1858
WEATHERFORD
TRUE TEXAS
PARKS REC AND SPECIAL EVENTS

QUARTERLY REPORT

PARKS
RECREATION
SPECIAL EVENTS
AND FACILITIES

FISCAL YEAR 2025

Q1

October
November
December

Parks Rec. Special Events & Facilities Quarterly Report

| Oct - Dec. |

PARKS

Park staff, alongside Special Event employees, work diligently to prepare event sites. Eight separate events are held in October through December, including the longest-running event, Holiday in the Park that spans from the of end November through the entire month of December. Parks employees are responsible for all the set-up and breakdown of events and ensure their successful execution by maintaining the grounds.

- **Dec 11th Holland Lake received one of three trout restocking's that occur in the winter season.**

- **Love St. Park replacement of small climbing structure playground equipment .**
- **Cherry Park Playground closed starting Dec 9th for playground remodel, estimated completion time is early spring 2025.**

Staff Highlights

Parks staff ***Brent Matlock*** & ***Carl Wallace*** obtained their Texas Dep of Agriculture TDA licensing for pesticide application.

Farewell to ***Cindy Crump,*** senior groundskeeper at Chandor Gardens. We wish her the best in her retirement and thank her for five years of dedicated service and for helping train her predecessor. ***Cody Budwig*** was promoted to the senior groundskeeper position.



PARKS STAFF DESIGN A PHOTO OPT BOOTH FOR HOLDIDAY IN THE PARK

Horticulture & Chandor Gardens

- **Maintained weeding, fertilizing, seasonal plant changes and watering in all designated areas to include hanging baskets, downtown planters, City Hall, Heritage Park, Love St. Park, Mc Gratton Park, Cherry Park and pool, Marshall Park, South Main medians, Public Safety Building, Animal Control, Weatherford College roundabout medians and Weatherford Library.**
- **Replacement of dead plants off South Main median.**

- **Pumpkins used in fall decoration were donated to local farmers after the season.**
- **Seasonal maintenance of garden plant beds performed weed control, fertilizer and mulching.**
- **Winterized ponds & fountains .**
- **Cleared excess debris in back lot and trail.**
- **Repaired compromised irrigation lines.**
- **Planted over 2,000 tulips for a spring bloom.**

MASTER GARDENERS HELPED DECORATE THE CHANDORS PORCH AND BRIDGE FOR CHRISTMAS

Parks Rec. Special Events & Facilities Quarterly Report

|Oct - Dec.|

Recreation Highlights

Activities

- Fall Adult Softball League -28 teams
- Winter Adult Softball League -21 teams

Facility Reservations/Rentals

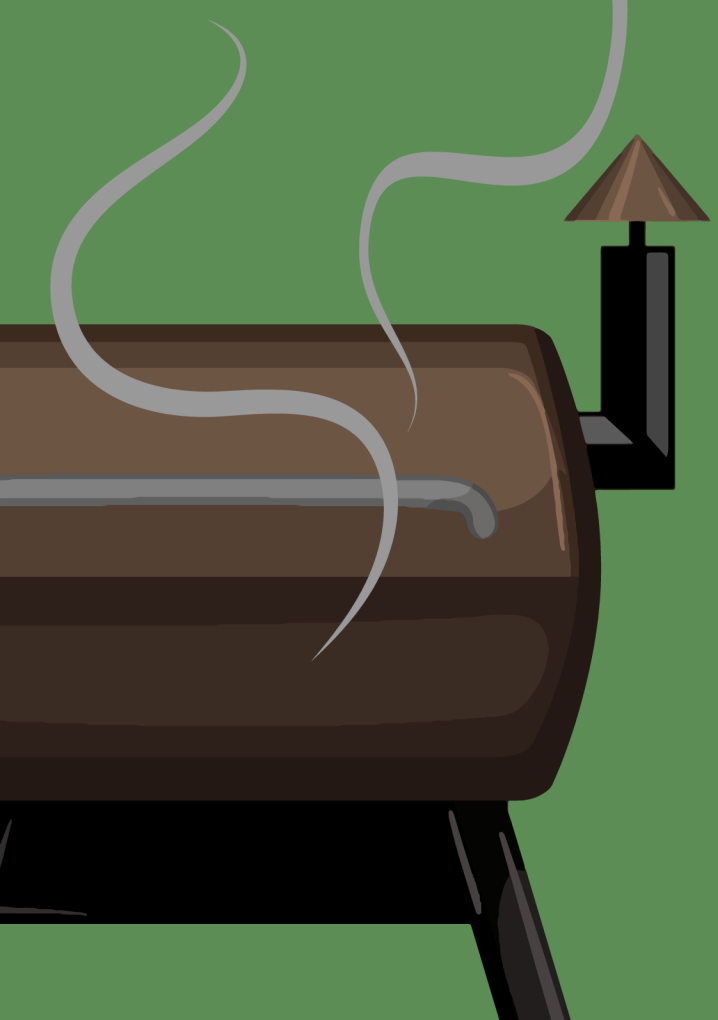
- Buildings -245
- Pavilions -50
- Camp Holland -20 Groups

Fields Rentals

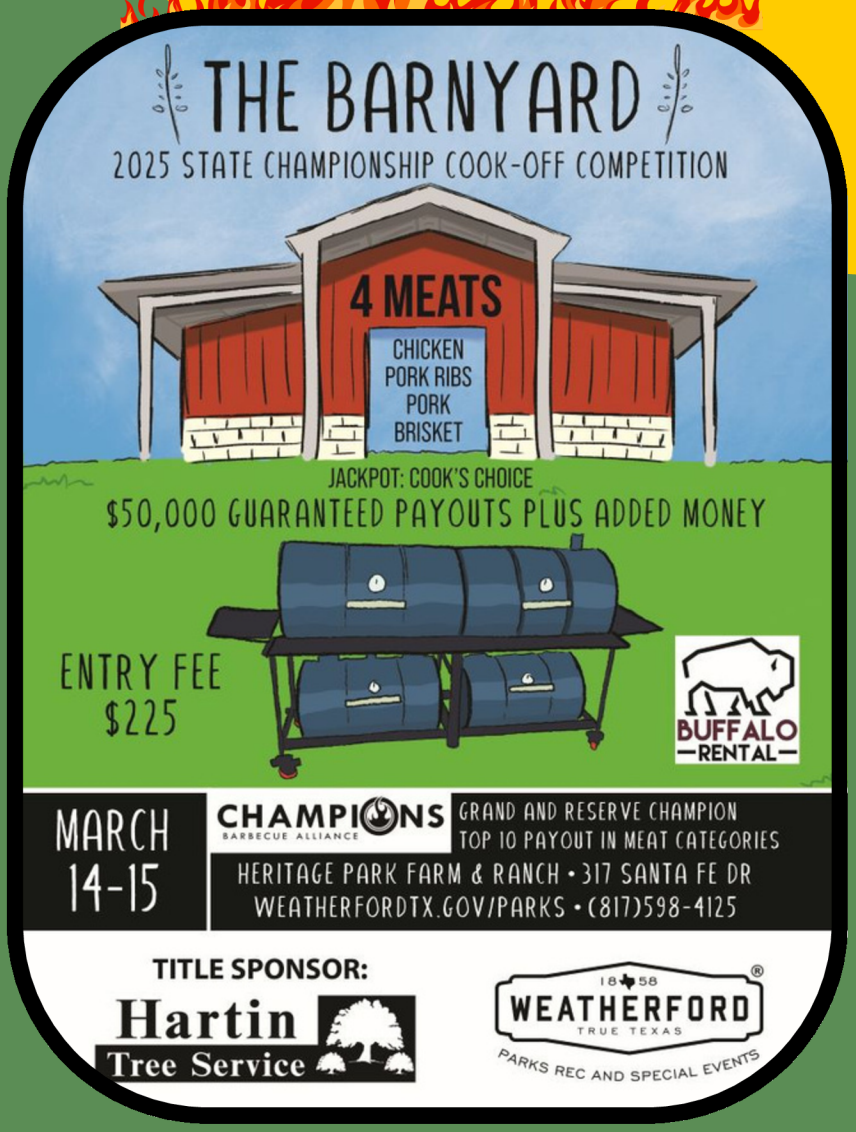
- Holland Lake -94
- Cartwright -21
- Mc Gratton -123

Tournaments

- Holland Lake -7 Slow Pitch/Fast Pitch



Preparation for the annual Barnyard BBQ Cook-Off competition is underway. Taking place on the second weekend of March, Champions BBQ Alliance will coordinate over 100 BBQ cooks to participate in the two-day event for the second consecutive year. Volunteers and Parks staff will host local community members to take part in the judging process for various food categories.



Parks Rec. Special Events & Facilities Quarterly Report

|Oct - Dec.|

Special Events

October 12th – *Monster Bash* est. 8,000 attendees, first year to incorporate a walkthrough haunted trail, zombie laser tag and extra kids activities.

October 18th – *Movies in the Park* est. 2,000 attendees featured the beloved 90's classic, *The Addams Family*.

October 24-26 – *Jack-O-Lantern Nights* est. 3,000 visitors. Event recipient of the 2024 *Excellence in Programming Special Event Award*, from the Texas Recreation and Park Society (TRAPS).



MONSTER BASH HAUNTED TRAIL



STAFF AT JACK-O-LANTERN NIGHTS

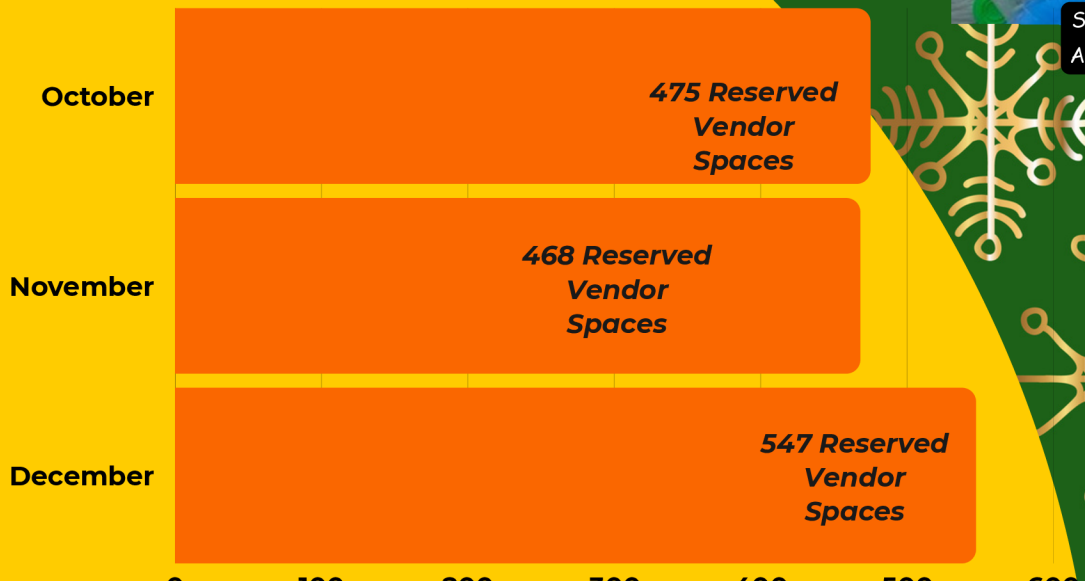
November 25 – Tree Lighting Ceremony est. 4,500 attendees enjoyed a holiday themed drone show, and tree lighting event. The event included a kids craft area, small petting zoo, photo opts, live music and food truck vendors.

November 25 – December 31st – Holiday in the Park – Pathway of Lights est.10,000+ visitors.



SNOW GLOBE FEATURE AND STAFF AT HOLIDAY TREE LIGHTING EVENT

FIRST MONDAY TRADE DAYS
MONTHLY BREAKDOWN



Each Month between 5-7K people attended FMTD

Parks Rec. Special Events & Facilities Quarterly Report

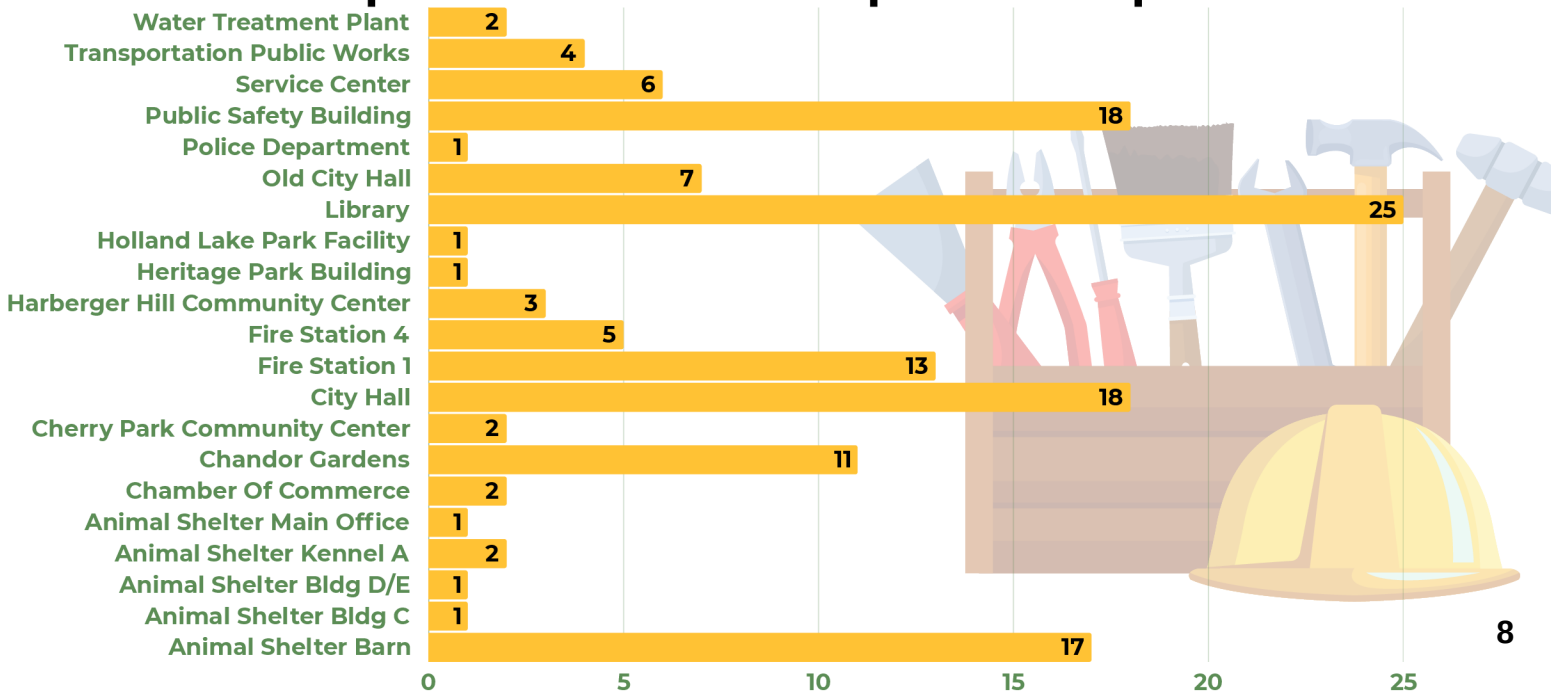
|Oct - Dec.|

Facilities

- Completed 141 service requests.
- Completed City Hall lower level renovations.
- Repaired glass railing at Public Safety Building.
- Completed annual load testing of the City Back-up generators.



141 Department Service Requests Completed



Parks and Rec Mission Statement

The Weatherford Parks, Recreation and Special Events Department is committed to enriching the quality of life through exceptional programs, parks and facilities while preserving the community's natural environment for the enjoyment of current and future citizens.



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PARKS REC AND SPECIAL EVENTS