



**City of Whitehouse**

---

**PLANNING &  
ZONING  
PACKET**



## REGULAR PARKS & RECREATION COMMISSION MEETING AGENDA

January 9, 2018 – 6:00 p.m.  
Whitehouse City Council Chambers  
311 East Main Street  
Whitehouse, Texas 75791

*Citizens may address the Commission regarding any posted agenda item by filling out a speakers' card prior to the item being called. These presentations shall be limited to three minutes. The Chair, at his discretion, may reasonably extend the time limit.*

### A. CALL TO ORDER AND ROLL CALL

### B. PRAYER

### C. PLEDGE OF ALLEGIANCE

### D. PRESENTATIONS

### E. COMMUNITY INTEREST

*This section of the agenda shall allow any member of the Commission or the City Manager the opportunity to discuss minor, non-action items such as recognitions, scheduling, and upcoming civic events that are not listed on this agenda and which require no action by the Commission.*

1.

### F. PUBLIC FORUM

*Citizens have an opportunity to address the Commission, which has no obligation to respond in any manner to comments or questions asked of them by the speaker. Any response by a member of the Commission is limited by Texas Law to a statement of specific factual information, a recitation of existing policy, or a proposal to place the subject on the agenda for a future Commission meeting.*

### G. CONSENT AGENDA

*This section shall provide for items that require action by the Commission, but where no discussion is anticipated. By a single motion, second and affirmative majority vote, items under this section are approved without further discussion or action.*

1. Withdraw items from the Consent Agenda

*Any Commission member may request the removal of any item from the Consent Agenda, in which case the item shall be discussed and voted upon separately.*

2. Minutes of Parks and Recreation regular meeting on December 12, 2017

### H. OTHER ACTION ITEMS / PUBLIC HEARING

1. Parks

a. City Park

1) Halloween in the Park

2) Fall Fest

- 3) Music in the Park
- 4) Movie in the Park
- b. Splash Park
- c. Gardenview Park
  - 1) Keep Whitehouse Beautiful Cleanup Day
- d. Sports Complex
2. Trails Project
3. Golf Tournament
4. Christmas Decorations
5. Grant Writing
6. Park Planning / Programs / Capital Improvement Projects – discussion only
7. Commission vacancies
8. Sports Commission

**I. ADMINISTRATIVE REPORTS**

1. Receive reports from Staff

**J. ADJOURN**

Posted City Hall Bulletin Board:

Date: 1.5.18



Susan Hargis - City Secretary

***In compliance with the Americans with Disabilities Act, the City of Whitehouse will provide for reasonable accommodations for person attending public meetings. To better serve attendees, requests should be received 48 hours prior to this meeting. Please contact the City Secretary's office at 903-839-4914 x \*224 or email [shargis@whitehousetx.org](mailto:shargis@whitehousetx.org) for further assistance.***

# Minutes



## REGULAR PARKS & RECREATION COMMISSION MEETING MINUTES

December 12, 2017 – 6:00 p.m.  
Whitehouse City Council Chambers  
311 East Main Street  
Whitehouse, Texas 75791

*Citizens may address the Commission regarding any posted agenda item by filling out a speakers' card prior to the item being called. These presentations shall be limited to three minutes. The Chair, at his discretion, may reasonably extend the time limit.*

### **A. CALL TO ORDER AND ROLL CALL**

Meeting called to order; no time stated.

Present: Brad Farr, Shane Davenport, Ginger Cardwell, Melissa Briscoe and Scott Dillingham.

Absent: None.

A quorum was present.

### **B. PRAYER**

Chairman Farr gave the invocation.

### **C. PLEDGE OF ALLEGIANCE**

Chairman Farr led the Pledge of Allegiance.

### **D. PRESENTATIONS**

None

### **E. COMMUNITY INTEREST**

*This section of the agenda shall allow any member of the Commission or the City Manager the opportunity to discuss minor, non-action items such as recognitions, scheduling, and upcoming civic events that are not listed on this agenda and which require no action by the Commission.*

1. Joint Meeting with City Council – January 11, 2018 (at The REC, 7:00 p.m.)

### **F. PUBLIC FORUM**

*Citizens have an opportunity to address the Commission, which has no obligation to respond in any manner to comments or questions asked of them by the speaker. Any response by a member of the Commission is limited by Texas Law to a statement of specific factual information, a recitation of existing policy, or a proposal to place the subject on the agenda for a future Commission meeting.*

No one spoke at this time.

### **G. CONSENT AGENDA**

*This section shall provide for items that require action by the Commission, but where no discussion is anticipated. By a single motion, second and affirmative majority vote, items under this section are approved without further discussion or action.*

1. Withdraw items from the Consent Agenda

*Any Commission member may request the removal of any item from the Consent Agenda, in which case the item shall be discussed and voted upon separately.*

2. Minutes of Parks and Recreation regular meeting on October 10, 2017

Melissa Briscoe made a motion to approve the minutes. Shane Davenport seconded the motion.

Ayes: Brad Farr, Shane Davenport, Ginger Cardwell, Melissa Briscoe and Scott Dillingham

Noes: None

MOTION PASSED.

## H. OTHER ACTION ITEMS / PUBLIC HEARING

1. Parks

a. City Park

1) Halloween in the Park

Event was a huge success. The businesses that participated are excited to take part again next year.

2) Fall Fest

3) Music in the Park

This needs to be in conjunction with another event.

4) Movie in the Park

The next possible movie will be in March.

b. Splash Park

Maintenance needs to be performed during the closed months.

c. Gardenvue Park

Keep Whitehouse Beautiful will be holding a cleanup day on January 20<sup>th</sup>. Volunteers are needed to help do light work.

d. Sports Complex

i. Survey Results

City Manager Aaron Smith explained the survey that was circulated and the results of it. Most respondents seemed for the most part satisfied. The number one request was more access to the park. Communication was next. The differences between baseball and softball fields were explained. The possibility of forming an advisory committee was discussed.

2. Trails Project

Mr. Smith is in communication with Union Pacific Railroad about the 'active' line in Whitehouse. The nature trail/mountain bike trail is in the process of being flagged for the actual trail. Once that is done, the trail will be cleared; the plan is to be complete about summer.

3. Golf Tournament

The last tournament did make money most of which benefitted 1<sup>st</sup> Tee. Chairman Farr explained the Commission's role with the providing the 1<sup>st</sup> Tee kit to the schools.

4. Grant Writing

Nothing new at this time.

5. Park Planning / Programs / Capital Improvement Projects – discussion only

Batting cages, bullpens and a playground at the Sports Complex are budgeted this year. The playground is geared for 2-5 year olds. Mr. Smith wanted to know if the Commission would be interested in waiting a year on the project to allow for more budgeting or for him to ask

Council to amend this year's budget to allow for older kids as well. Commissioners do believed the playground should include activities for older kids.

6. Commission vacancies

There are two vacancies. Both candidates must reside inside the city limits. Mike Anderson has expressed interest.

**I. ADMINISTRATIVE REPORTS**

1. Receive reports from Staff

No reports

**J. ADJOURN**

Meeting adjourned at 7:35 p.m.

---

Brad Farr, Chairman

ATTEST:

---

Gayla Springer, Parks Director