

PARKS & RECREATION ADVISORY BOARD
AGENDA
REGULAR MEETING
May 3, 2017
CITY HALL COUNCIL CHAMBERS, 405 MUNICIPAL DRIVE
REGULAR SESSION - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES APPROVAL

- A. Consider approval of meeting minutes from April 5, 2017

IV. VISITOR/CITIZENS FORUM

At this time, any person with business before the Parks and Recreation Advisory Board may speak to the Board. All comments must be directed towards the Chair, rather than individual board members or staff. All speakers must limit their comments to subject matter relating to the board. No formal action can be taken on these items.

- A. Discuss and consider Grant Proposal for the Kennedale Youth Association presented by Derrick Kelly, Baseball Commissioner

V. REGULAR ITEMS

- A. Discuss and consider surrounding Cities rental policies and pricing for park rentals
- B. Discuss and consider the Park Board hosting a Concert in the Park
- C. Discuss and consider Park Board membership, organization, rules, regulations, power and duties

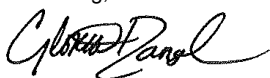
VI. REPORTS/ANNOUNCEMENTS

VII. ADJOURNMENT

In compliance with the Americans with Disabilities Act, the City of Kennedale will provide for reasonable accommodations for persons attending City Council meetings. This building is wheelchair accessible, and parking spaces for disabled citizens are available. Requests for sign interpreter services must be made forty-eight (48) hours prior to the meetings. Please contact the City Secretary at 817.985.2104 or (TDD) 1.800.735.2989

CERTIFICATION

I certify that a copy of the May 3, 2017, Parks & Recreation Advisory Board agenda was posted on the City Hall bulletin board next to the main entrance of the City Hall building, 405 Municipal Drive, of the City of Kennedale, Texas, in a place convenient and readily accessible to the general public at all times and said agenda was posted at least 72 hours preceding the schedule time of said meeting, in accordance with Chapter 551 of the Texas Government Code.



Gloria Rangel, Board Secretary



STAFF REPORT TO THE BOARD OF DIRECTORS

Date: May 3, 2017

Agenda Item No: MINUTES APPROVAL - A.

I. Subject:

Consider approval of meeting minutes from April 5, 2017

II. Originated by:

Gloria Rangel, Public Works Administrative Assistant

III. Summary:

IV. Recommendation:

Approve

V. Alternative Actions:

VI. Attachments:

1.	04.05.2017 PRB Mtg Mins	04.05.2017 PRB Mtg Mins.doc
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PARKS & RECREATION ADVISORY BOARD
Minutes
REGULAR MEETING
April 5, 2017
CITY HALL COUNCIL CHAMBERS, 405 MUNICIPAL DRIVE

I. CALL TO ORDER

Chairman David Deaver called the meeting to order at 7:00pm

II. ROLL CALL

Present: Azam Shaikh, Jeff Nevarez, David Deaver, Michael Chandler, Gary Swan **Absent:**

III. MINUTES APPROVAL

Consider approval of minutes from March 1, 2017 regular meeting. **Motion to:** Approve March 1, 2017 minutes **Action:** Approve. **Moved By:** Michael Chandler, **Seconded:** Azam Shaikh
Motion Passed Unanimously

IV. VISITOR/CITIZENS FORUM

- A. Sandra Lee, citizen spoke to advise the Park Board that her group Kennedale Unite will be having an event this weekend on Saturday April 8, 2017 at the Town Center Pavilion. She wanted to make sure they were Okayed to have the event minus police presence; this event has been approved and will be discussed extensively at our next meeting for any future events in May 2017.
- B. Danny Wilcox – Monofilament line recycling station is a program that recycles monofilament line to go back into the environment. The approximant cost is forty (\$40) to fifty (\$50) each recycling station. They would like to start out with one station and have some high school students or himself come out and empty the station each week. The City of Arlington has approved to have them put in, but Mr. Wilcox is waiting to hear a final number they will need and Kennedale can join in in the order to keep the cost down as low as possible. The Park Board would like to move forward and purchase one station as well as the signage that goes along with the station to show how it works.
- C. Eric Teddy would like the board to keep in mind his expansion idea to make the Disc Golf course and 18 hole course. We are acquiring land and there will be room for possibly expansion in the near future.
- D. DJ and Eric Ryals from the Kennedale Youth Association have brought the new Baseball Commissioner Derrick Kelly; he would like to grow this program and gets this program going. Mr. Kelly has implemented an online sign up rather than having members sit a storefront or restaurant to sign children up for baseball. Also the KYA board needs a place to hold a meeting on the last Sunday each month to hold a meeting no more than two hours per meeting. The Park Board will discuss a location for them at the next meeting. The KYA will be looking at the contract to see if there are any changes they would like made and they will contact City staff to set up a discussion to make any suggested changes.

V. REGULAR ITEMS

- A. Discussed having a concert in the park events. Jeff Nevarez would like to discuss hosting a Concert in the Park in early fall of 2017; he will be pulling together resources together with Laurie Sanders as far as funding goes. Mr. Nevarez would like for the Park Board to host the event for two local bands to get for free to attend in early fall. The Park Board could also ask for canned donations to give to the local food bank and/or church. The event will be held in Town Center. There would be no cost to the City. We will bring all resources together and have this as an item on the next several Park Board Agendas. The only issue is the sound system, a small sound system with lights, he has people that could run the system, but he just needs help getting someone to let us use their sound system or we may have to pay for the sound people and/or equipment. The City will need restrooms, security and clean up. This will mean overtime pay for City employees.

VI. REPORTS/ANNOUNCEMENTS

- A. Opening weekend for KYA baseball season will be held this Saturday April 8, 2017. The Kennedale High School band will be in attendance and the Kennedale High School Choir will be singing the National Anthem.
- B. Kid Fish, Bark in the Park, and National Kids in the Park Day will be held this year on Saturday May 20, 2017. The Fleniken's Island plaque dedication will also be held during this event.
- C. The Glenn of Village Creek development thirty-three (33) lots will be going into this development. Everything has run smoothly with the developers up to this point.
- D. Hilltop development is thirty-six (36) lots, they are installing utilities and they will be paying \$1200.00 per lot for park dedications fees
- E. The Falcon Crest subdivision had a final inspection and we are waiting for the items to be corrected so they can begin building. They will have a total of seven (7) lots

VII. ADJOURNMENT

Motion to: Adjourn **Action:** Adjourn. **Moved By:** Michael Chandler

The meeting was adjourned at 8:23pm

Approved:

David Deaver, Chairman

Attest:

Gloria Rangel, Park Board Secretary



STAFF REPORT TO THE BOARD OF DIRECTORS

Date: May 3, 2017

Agenda Item No: VISITOR/CITIZENS FORUM - A.

I. Subject:

Discuss and consider Grant Proposal for the Kennedale Youth Association presented by Derrick Kelly, Baseball Commissioner

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:

IV. Recommendation:

None

V. Alternative Actions:

VI. Attachments:



STAFF REPORT TO THE BOARD OF DIRECTORS

Date: May 3, 2017

Agenda Item No: REGULAR ITEMS - A.

I. Subject:

Discuss and consider surrounding Cities rental policies and pricing for park rentals

II. Originated by:

Gloria Rangel, Public Works Administrative Assistant

III. Summary:

- A. The City of Mansfield requires police presence on any event above 100 with a fee of \$40.00 per hour, no minimum listed
- B. The City of Everman requires police presence on any event above 50 with a fee of \$40.00 per hour, no minimum listed and each 25 additional guests will require additional officers
- C. The City of Arlington requires police presence on any event above 100 with a fee of \$45.00-\$60.00 per hour with a 3hr minimum
- D The City of Fort Worth does not exactly "require" police presence unless they deem it necessary, please see the attached email from the a City representative

IV. Recommendation:

None

V. Alternative Actions:

VI. Attachments:

1.	Mansfield park rental policy	COM rental policy.pdf
2.	Everman park rental policy	COE Rental policy.pdf
3.	Arlington park rental policy	COA rental policy.pdf
4.	City of Ft Worth Policy	COFW Park Rentals.htm
5.	City of Ft. Worth officer policy	COF officer information.msg

Rent the MAC! It's Easy and Affordable!



Rental Process

Book
Your Rental
Early!

1. Be age 21 or older.
2. Come in person to reserve your space at least 2 weeks in advance.
3. Present your MAC Card or purchase a MAC Card at time of booking your space.
4. Sign policies agreement.
5. A \$100 refundable damage deposit and all rental fees are due at booking.
6. Be on site for the duration of the rental period.
7. Have an awesome event!

Please review the rest of this brochure for rental pricing and additional information.



Operating Hours

Monday-Friday 9:00 am to 9:00 pm
Saturday 9:00 am to 4:00 pm

Non-operating Rental Hours

Saturday 4:00 pm to 9:00 pm
Sunday 9:00 am to 9:00 pm

Mansfield Activities Center
106 S Wisteria St
Mansfield, Texas 76063
(817) 728-3680
www.mansfieldparks.com



The MAC: Rent the Best!



The Mansfield Activities Center is the best location for your next birthday party, bridal or baby shower, wedding reception, family reunion or meeting.

Conveniently located in the heart of Mansfield, the MAC offers:

- Several multi-purpose rooms (varying sizes)
- Full warming kitchen
- Half or full gymnasium
- Tables & chairs

Things You Need to Know

- Rentals must be at least 1 hour during operating hours.
- Rentals must be at least 3 hours during non-operating hours.
- Please include set up and clean up time in rental time.
- Each renter will be in charge of their set up, tear down and clean-up.
- Alcohol is not allowed.
- MAC staff will be present during your reservation time and will be able to assist with cleaning supplies and any other needs that may arise.



All rentals are processed in person on a first-come, first-served basis.

Also...

- There is a \$25 cancellation fee if a reservation is canceled after a permit has been issued.
- Rentals may be required to have an off-duty officer present.
- Your deposit will be returned after the rental, as long as the room is clean and policies were followed.
- Limit of 2 reservations at one time.
- Rentals occurring during operating hours are taken up to 90 days in advance.
- Non-operating hours rentals are taken up to 1 year in advance.



Contact us at (817) 728-3680 during operating hours to check room availability.

RENTAL PRICES	RESIDENT HOURLY FEE <i>Proof of residency required</i>	NON-RESIDENT HOURLY FEE	CAPACITY	TABLES/CHAIRS
Pecan, Oak or Magnolia Rooms	\$30	\$35	49	6 tables, 49 chairs
Cypress Room	\$40	\$45	111	8 tables, 111 chairs
Pecan + Cypress Room	\$50	\$55	160	14 tables, 160 chairs
Kitchen	\$15	\$20	N/A	N/A
Half Court Gym	\$30	\$35	300	N/A
Full Court Gym	\$60	\$70	600	N/A
Round Tables	\$10/set of 6	\$10/set of 6	54" and 60" set available	54" and 60" set available

PAVILION RESERVATION POLICIES

Pavilions: The City of Everman has three (3) pavilions; One (1) at Johnson and two (2) 1 A and 2B at Pittman Park.

Reservation hours are from 9am to 9pm, Monday through Sunday.

Rate: Small parties of less than 50 guests are \$50.00 for a three hour minimum and \$15.00 for each additional hour. Parties of 50 guests and over have a flat rate of \$35.00 per hour there is a deposit of \$150.00 for all parties. The deposit will be refunded depending on damages and cleanliness.

An electric fee will be included for any Bounce Houses. This rate will be \$25.00.

NO WATER SLIDES OF ANY KIND.

Security Fee: Any event expecting 50 guests will be required to hire an off duty Everman Police Officer and each 25 additional guest will require an additional police Everman Police officer at a minimum of \$40.00 per hour per Officer needed to cover the time frame the event is reserved for.

City of Everman staff will be checking before and after each event.

City of Everman shall have the right to schedule City events, and all City programs/activities will have priority over any and all reservations.

The renter must be 21 years of age or older. Make rental request in person on written form which includes the name and address of the renter with supporting documentation including one form of ID , such as a Texas driver's license or state issued picture ID. Proof of residency will be required, determined by a current water bill. Resident includes anyone who lives within the City limits.

Reservations are only accepted up to 90 days in advance Reservations requested for a date more than 90 days in advance will be denied. Reservations will be considered on a first come first serve basis.

All rental reservation fees must be paid in full seven days prior to the requested date of activity. Reservations are not confirmed until the fees have been collected.

The renter must conduct all activities in a safe manner. Any activity that creates a nuisance such as loud noise is strictly forbidden. Any cost of repair to damage of the property will be the responsibility of the renter.

The clean-up of the pavilion area is the responsibility of the renter(s). Trash must be bagged and disposed of in the dumpster provided on the parking lot.

Any forms of alcoholic beverages are strictly prohibited as in accordance with City Ordinance. No glass containers are allowed.

CANCELLATION/CHANGE POLICY

All cancellations must be at least seven (7) days prior to the date of the rental in order to get a full refund. Fees will be forfeited if not done in this time.

Outdoor activities are subject to inclement weather. The City cannot take responsibility for the weather. It is the renter's responsibility to contact the City the next business day after a rain out to reschedule within one week. Full refunds may be issued due to poor weather conditions.

Set Up Requirements:

It shall be the responsibility of the person signing the rental agreement to be on-site for the entire duration of the rental and to comply with and enforce all City policies, rules, and regulations pertaining the pavilion and park usage.

Renter shall comply with all laws – federal, state and local – including all ordinances of the City of Everman and all rules, regulations, and requirements of the Parks, Police, and Fire Departments.

Renter is responsible for the set up and clean up of the facility and must include time needed for set up, decorations, and clean up in the requested rental time.

Decorations:

A limited number of picnic tables are available for use by the Renter. Renter requiring additional services/equipment other than which are normally provided by the facility must be furnished solely by the renter and are subject to the facility's approval. Renter agrees to assume all necessary expenses.

Renter shall not be permitted to nail, tack, screw, or otherwise physically attach materials to any part of the facility. Masking tape, painter's tape or scotch tape are preferred, if necessary. All decorative materials must be treated with flame proofing and meet the requirements of the City of Everman Fire Codes.

All decorations must remain inside area that is rented.

Chaperones and Security Requirements:

One chaperone (at least 21 years old) shall be required for every 25 minors (up to 18 years of age). Chaperones shall be present for the duration of the rental and shall not leave the area until all youths have vacated the immediate area.

The City of Everman staff will be notified that the expected attendance is or exceeds 100 people. All applications must be completed prior to the event and if over 100 people are expected to attend.

A rental may be shut down immediately by the City of Everman staff or Everman Police Department without refund of rental fees on the following conditions:

- a. If expected attendance exceeds maximum number stated by greater than 10%. All applications must state the maximum expected attendance.
- b. Breach of the Peace.

City of Everman staff shall reserve the right to determine whether police security shall be required during a scheduled activity and, in collaboration with the Everman Police Department, shall determine the amount of security required during the occupancy of the facility. If the renter refuses to assume the cost of such police security, then the rental shall be subject to cancellation.

Cleaning Requirements:

Renter agrees to leave the premises in as good or better condition than that which existed prior to their usage.

All trash must be bagged and disposed of properly.

All decorations must be removed.

City of Everman staff will be following up after each event.

Sales/Fundraising:

Commercial solicitation and transactions are prohibited.

2017 Price List

Park Reservation Rental - Fees for up to 199 people										
Reservation Location	Weekend / Holiday		Weekday		Pavilion Amenities					
	Half Day	Full Day	Half Day	Full Day	Electricity	Lighting	Restrooms	Handicapped Accessible	Grill	Number of Tables
BC Barnes Park Pavilion	\$45	\$90	\$45	\$90	no	no	no	yes	yes	3
Bob McFarland Park Pavilion	\$45	\$90	\$45	\$90	no	yes	no	yes	yes	2
Bowman Springs Pavilion	\$80	\$140	\$50	\$100	yes	yes	yes	yes	yes	6
Brantley Hinshaw Park Pavilion	\$45	\$90	\$45	\$90	no	no	summer	yes	yes	3
California Lane Park Pavilion	\$70	\$120	\$45	\$90	yes	yes	summer	yes	yes	2
Carl Knox, Jr. Park Pavilion	\$45	\$90	\$45	\$90	no	no	no	yes	yes	3
Cravens Park Pavilion	\$100	\$170	\$70	\$140	yes	yes	yes	yes	yes	6
Don Misenhimer Park Pavilion	\$70	\$120	\$45	\$90	yes	yes	summer	yes	yes	2
Fish Creek Neighborhood Park Pavilion	\$45	\$90	\$45	\$90	yes	yes	no	yes	yes	4
Founders Plaza	Fees and bookings: customers send reservation request (nature of event, date, time, attendance, etc.) to the Special Events Coordinator at Kristy.Sheikh@arlingtontx.gov									
Gene Schrickel, Jr. Park Pavilion	\$45	\$90	\$45	\$90	yes	yes	no	yes	yes	4
George Stevens Park Pavilion	\$45	\$90	\$45	\$90	no	no	no	yes	yes	6
Howard Moore Park Pavilion#	\$45	\$90	\$45	\$90	no	no	no	yes	yes	4
JW Dunlop Park North Pavilion	\$45	\$90	\$45	\$90	no	no	yes	yes	yes	4
JW Dunlop Park South Pavilion	\$45	\$90	\$45	\$90	no	no	yes	yes	yes	4
Levitt Pavilion	Fees and bookings: customers send reservation request (nature of event, date, time, attendance, etc.) to the Special Events Coordinator at Kristy.Sheikh@arlingtontx.gov									
Meadowbrook Park Pavilion	\$100	\$170	\$70	\$140	yes	yes	portable	yes	yes	9
Mary & Jimmie Hooper Park Pavilion	\$45	\$90	\$45	\$90	yes	yes	no	yes	no	2
Parkway Central Park Pavilion	\$45	\$90	\$45	\$90	yes	yes	no	yes	yes	4
Randol Mill Park Pavilion	\$70	\$120	\$45	\$90	no	yes	portable	yes	yes	6
Richard Greene - use determined by events at Ballpark and Stadium	Fees and bookings: customers send reservation request (nature of event, date, time, attendance, etc.) to the Special Events Coordinator at Kristy.Sheikh@arlingtontx.gov									
Richard Simpson Pavilion	\$70	\$120	\$45	\$90	no	yes	yes	yes	yes	9
River Legacy Park - Elm Grove Pavilion*	\$100	\$170	\$70	\$140	yes	yes	yes	yes	yes	8
River Legacy Park - Raccoon Run*	\$80	\$140	\$50	\$100	no	yes	yes	yes	yes	8
River Legacy Park - Legacy Pavilion*	\$250	\$400	\$150	\$300	yes	yes	yes	yes	yes	14
SJ Stovall Park Pavilion	\$250	\$400	\$150	\$300	yes	yes	yes	yes	yes	20
Vandergriff Park Pavilion	\$100	\$170	\$70	\$140	yes	yes	yes	yes	yes	12
Veterans Park Pavilion***	\$100	\$170	\$70	\$140	yes	yes	yes	yes	yes	18
Veterans Bandshell***	\$100	\$170	\$70	\$140	yes	yes	yes	no	no	0
Webb Community Park Pavilion	\$45	\$90	\$45	\$90	no	no	yes	yes	yes	2

Weekend & Holiday Pavilion Reservation Hours for half day rentals are 8 am - 2 pm or 4 pm - 10 pm. Full day rental hours are 8 am - 4 pm. Weekday Reservations may be any 6 hour period, beginning no later than 4 pm.

*Pavilion reservations at River Legacy Park should be made only if they do not conflict in size or use of amplified sound. Only one sound permit per time period, and no more than one large (200+) rental per time period.

JW Dunlop Pavilions reserved for any 6 hour period starting and ending between 8am and 6pm

***Veterans Pavilion and Bandshell or the JW Dunlop Pavilions *should not be reserved* for the same time by separate groups if amplified sound will be had at either event.

#Howard Moore Pavilion during pool season is full day only and renter must purchase a minimum of 10 pool passes. Contact (817) 459-5473 for details.

2017 Price List

Additional Fees		
Purpose	Attendance	Additional Fee
Advertising Permit (per vendor, per event, per day)	N/A	\$50
Alcohol Sales Permit¹ (per vendor, per day, per event)	N/A	\$100
Alcohol USE PERMIT	N/A	\$50
Amplified Sound Permit¹ (loud sound, i.e. bands, dj's, stereos, drums, brass, etc.) No amplified sound may be permitted at Richard Simpson, Bowman Springs, Stovall Park, or Vandergriff Park	N/A	\$50
Commercial Photography/Filming Permit¹ (2 hour minimum)	1-199	\$50 per hour
General Use Permit (Open Space where a pavilion is not present)	1-199	\$100
Large Events (requires 45-day notification)	Over 500 Mass Gath.	Sliding Scale - Contact Reservations Manager
Merchandise/Concession Sales Permit¹ (per vendor, per event, per day)	N/A	\$100
Police Officer Security - required on all groups over 200 (\$45.00-\$60.00 per hr./per officer/3 hrs. min.)	SLIDING SCALE	Varies
*Restrooms - ADA Handicapped unit cost (each)	SLIDING SCALE	\$75
*Restrooms - Standard unit cost (each)	SLIDING SCALE	\$55
Sliding Scale Participant Fee¹ (charged in addition to pavilion rental fee)	200-299	\$100
	300-399	\$200
	400-499	\$300
Temporary Amenity Permit¹ (bounce house, per house)	N/A	\$25
Temporary Amenity Permit (entertainment services such as piñatas, video game trucks, petting zoo, pony rides, etc.) Petting zoos are only permitted at Veterans Park and Stovall Park	N/A	\$50
Tent/Awning Permit¹ (per unit)	N/A	\$100
Use of Trails (must have a pavilion reservation - required for all walk/run events)	N/A	\$100
Parks with walk/run events	N/A	\$400
Unless otherwise noted, fees are per day/per location/per vendor ¹ May Require Insurance, power generator, and/or Heath Department Permits No alcohol or amplified sound permits allowed at Richard Simpson or Bowman Springs Pavilions.		

Lake Activity Room on Lake Arlington (maximum room capacity is 80)
Weekend & Holiday rentals - full day only 9am - 11pm \$400 including \$100 cleaning/damage deposit
Weekday rentals - full day or half day 9am - 4pm or 4pm - 11pm. Half day \$200, Full day \$300 including \$100 deposit
Alcohol allowed inside building only - may not be taken out into park. No bands or DJs. No smoking inside facility 65 chairs, 15 buffet-style tables (size 6'x3') . Kitchen with appliances including sink, refrigerator, 2 microwaves, 2 restrooms, fireplace Cleaning supplies provided.

Meadowbrook Recreation Center
Rental Fee: \$80/hour with a three hour minimum plus a \$250 damage deposit. No rentals past midnight.
No alcohol in or outside of building No smoking in the building 160 chairs 50 banquet style tables (6'x2.5') Kitchen includes a microwave, ice machine, 2 restrooms/dressing rooms Cleaning supplies provided

Any and all prices are subject to change without notice. Please contact (817) 459-5473 for more information on the most current prices.

2017 Price List

Portable Restrooms/First Aid/Police Security

Number of Attendees	Regular Restrooms Required	Price Per Unit	ADA Accessible Restrooms Required	Price Per Unit	Total Restrooms Required	Total Fee	Number of First Aid Staff Required	Number of First Aid Stations Required
200-499	2	\$55	1	\$75	3	\$185	1	1
500-999	4	\$55	2	\$75	6	\$370	2	1
1000-1999	6	\$55	4	\$75	10	\$630	4	2
2000+	TBD	\$55	TBD	\$75	TBD	TBD	TBD	TBD

POLICE SECURITY

- All events over 200 people are required to have police security.
- The Director, in consultation with the Arlington Police Department, reserves the right to require security at any event of any size on a case by case basis.
- When required, security shall be one (1) officer per 100 attendees over 200 or as otherwise needed as determined by the Director, and must be on site for the duration of the event, with a 3 hour minimum.
- The Department shall make any and all necessary arrangements for police security, with the understanding that the rental group shall be responsible for all such expenses to be paid at the time the services are rendered, at \$45 per hour per officer or \$60 per hour per officer on holidays.

*Veterans Park Xeriscape Garden Weddings

Under Facility Lists, choose Veterans Park and then VP Garden Area

Block the requested time (including set up and clean up) plus an hour before and after as a buffer.

Example: customer states they will be there only for an hour at 3pm with no decorations. I would block from 2-5pm.

Cost is \$100, no time restraints

***No more than 25 People**

***No chairs (exceptions can be made for a couple of chairs for elderly or handicapped)**

***No tables or other equipment**

***Stay on paved surfaces (not on grass or flower beds)**

***Ceremony only - no receptions**

***No alcohol, amplified sound, etc.**

***Minimal decorations are ok. Tape or tie, no staples, tacks, ground stakes, etc. ALL tape, ties and decorations must be removed after.**

***Area is not roped off to public. Public will still be allowed to walk through the garden, but they are always very respectful!**



STAFF REPORT TO THE BOARD OF DIRECTORS

Date: May 3, 2017

Agenda Item No: REGULAR ITEMS - B.

I. Subject:

Discuss and consider the Park Board hosting a Concert in the Park

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:

Talk more about how we can have this event and stay within a reasonable budget. Get more information from Park Board members about getting a sound system for the event. There is a quote attached for the portable restrooms just to give an idea on cost.

IV. Recommendation:

None

V. Alternative Actions:

VI. Attachments:

1.	PRB price quote	Concert in the park RR Three Stall Flyer.pdf
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The Royal Restrooms Three-Stall Unit is perfect for accommodating larger groups of people and minimizing restroom wait time. This restroom unit is a preferred choice for large weddings and business remodels and may be combined with additional Royal Restrooms to serve events such as festivals and fundraisers. The Three-Stall Unit is also ideal for serving those in need during emergency situations, disaster relief efforts, or in any case where power and water sources are not readily available.

The Royal Restrooms Three-Stall Unit includes one male restroom furnished with a sink, toilet, and urinal and two female restrooms each furnished with a sink and toilet. Whether used for a special event or emergency situation, Royal Restrooms provide individuals with the comforts of home in clean, private, and spacious stalls featuring:

- Flushing Porcelain Toilets
- Sinks with Running Water
(Hot water optional)
- Vanities and Mirrors
- Soap and Hand Towels
- Air Conditioning or Heat
- Low Level Outdoor Lighting
- Occupancy Light Indicators
- Dual Handrails and Low Entry Platforms
- Rugs, Pictures, and Flowers
- The Famous Royal Restrooms Mints

The unique design of Royal Restrooms gives them the mobility to go virtually anywhere. The Three-Stall Unit is completely self-contained and is operable using a 110 volt outlet or generator for the lights and heat or air conditioner. (Unit pulls a maximum of 20 amps.) Water is supplied by a spigot and garden hose or a 125 gallon, on-board fresh water holding tank. The unit houses a 450 gallon on-board waste holding tank.

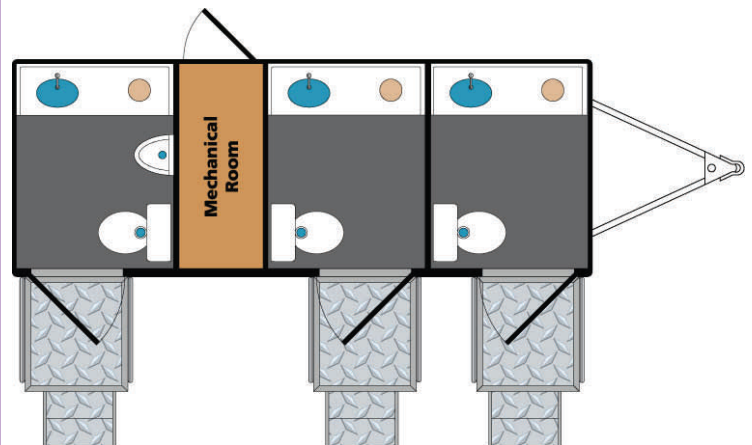
Rental options include daily, weekly, and long-term rentals, generators, additional fresh water holding tanks, and restroom attendant. (Exterior plants in photo are not included in rental.) Pricing and availability may be obtained by contacting your local Royal Restrooms office.

www.RoyalRestrooms.com

Three-Stall Unit



**Weddings • Special Events • Festivals
Emergency Situations • Business Remodels
Disaster Relief**



Unit Dimensions

Length: 20' (including trailer tongue)

Width: 12' (stairs down)

Height: 10' 6" (from ground to top of A/C unit)

Licensed and Insured



STAFF REPORT TO THE BOARD OF DIRECTORS

Date: May 3, 2017

Agenda Item No: REGULAR ITEMS - C.

I. Subject:

Discuss and consider Park Board membership, organization, rules, regulations, power and duties

II. Originated by:

III. Summary:

IV. Recommendation:

V. Alternative Actions:

VI. Attachments:

1.	PRB Ordinance	ARTICLE II. PARKS AND RECREATION BOARD.docx
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ARTICLE II. - PARKS AND RECREATION BOARD^[2]

Footnotes:

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Editor's note— Ord. No. 523, § 1, adopted July 11, 2013, amended article II in its entirety to read as herein set out. Former article II, §§ 16-10—16-19, pertained to similar subject matter. See Code Comparative Table for complete derivation.

Sec. 16-10. - Creation and purpose.

There is hereby created and established a parks and recreation board. Such board shall be officially designated as the Parks and Recreation Board of the City of Kennedale, Texas. The board shall provide recommendations and advice to the city council on policies, projects, and other matters pertaining to parks, recreation, public space, and community events in the City of Kennedale.

(Ord. No. 523, § 1, 7-11-13)

Sec. 16-11. - Membership.

- (a) Appointed by a majority vote of the city council, this board shall consist of five (5) regular members designated by Places 1 through 5. Appointments shall take place in October of each year, with Places 1, 3, and 5 appointed in odd numbered years and Places 2 and 4 appointed in even numbered years. The terms for each place shall be two (2) years. Members must meet the following qualifications:
 - (1) Be a registered voter of the city;
 - (2) Shall have resided in the corporate limits of the city for at least one (1) year; and
 - (3) Shall continue residency in the city during the term of office.
- (b) The city council shall appoint a replacement to fill any vacancy for the unexpired term of the member whose place has become vacant.
- (c) The city council shall have the authority to remove any member at any time, with or without cause.

(Ord. No. 523, § 1, 7-11-13; [Ord. No. 556, § 1, 10-13-14](#); [Ord. No. 610](#), § 1, 10-17-16)

Sec. 16-12. - Organization, rules, and requirements.

- (a) By November of each year, the membership shall determine, by simple majority vote, a chair and a vice chair. The terms of the chair and vice chair shall be one (1) year. It will be the duty of the chair to preside over meetings and to assist in setting meeting agendas. If the chair is absent the vice chair shall assume the duties of that office.
- (b) Members of the board shall meet at least ten (10) times per year, on a regular day and time selected by its members. The chair may call special meetings as necessary.

- (c) The board shall conduct meetings and govern its proceedings according to the city council's adopted rules of order, abide by the Texas Open Meetings Law, and shall keep a record of its proceedings, including votes and attendance, and shall submit these records to the city secretary's office.
- (d) Members of the board shall not take any action unless a quorum is present. A quorum shall consist of four (4) members. Each member, including the chair, is entitled to one (1) vote, and action of the board shall require a majority of those members present.
- (e) The city manager shall designate a city employee to serve as staff liaison to the board.
- (f) Members of the board shall receive one dollar (\$1.00) for each regular meeting attended as compensation for the performance of their duties, but no compensation shall be paid for special meetings. In addition, members may receive reimbursement of authorized expenses attendant to the performance of their duties.

(Ord. No. 523, § 1, 7-11-13; Ord. No. 531, § 3, 9-12-13; [Ord. No. 556, § 2, 10-13-14](#).)

Sec. 16-13. - Powers and duties.

- (a) This board is advisory only and shall not have any decision-making authority.
- (b) The board shall have the following duties:
 - (1) To make studies and project plans for the improvement and acquisition of public parks and open spaces with a view of park development and extension, and to recommend all matters for the development and advancement of the city parks and open space facilities, layout and appearance, and to perform the duties of advance planning for future acquisition and development of potential park and open space lands;
 - (2) To aid and assist the city in the procuring of financial and other aids and assistance for the city from the state and federal governments and their agencies for each and all of the purposes herein enumerated;
 - (3) To act with and assist all other municipal boards, governmental agencies, regional associations and especially the city council in formulating proper plans for municipal park and open space development;
 - (4) To plan and recommend the location, plan, and extent of city parks, playgrounds, and other public grounds and public improvements, for the location and planning of public buildings, schools and other properties, and of recreational facilities, including those public and privately owned improvements for water, lights, sanitation, sewer disposal, and drainage;
 - (5) To recommend general rules and regulations governing use of parks, open spaces, community, recreational facilities and buildings;
 - (6) To recommend plans for improving, developing, expanding and beautifying the parks and public buildings in or adjacent to the city and to cooperate with the city council and other agencies of the city in advising, establishing, locating, improving, selecting, expanding and maintaining the public parks, playgrounds and lakes for public recreation;
 - (7) To recommend programs and community events to the city council, to originate, plan and coordinate recreation programs and community events for all segments of the population, throughout all seasons of the year. Efforts by the board should be made to assure that all recommendations will utilize existing facilities and organizations to provide recreational, leisure, and community event activities to the citizens. The board should concern itself with the possibilities of gaining cooperative use of noncity-owned facilities and implementing proven programs to attract participants for recreational activities.
 - (8) To accomplish these duties, the board may establish subcommittees as necessary. Any subcommittee shall be chaired by a parks and recreation board member, and an unspecified

number of community volunteers may be chosen by the commission as working subcommittee members.

(Ord. No. 523, § 1, 7-11-13)

Secs. 16-14—16-19. - Reserved.