

Council Liaison
Mark Gongora
Chairman
Chris Peltier
**Parks & Recreation
Director**
Megan Mainer



Commission Members
Bill Ahlstrom
Clara Dannhaus
Bonnie McDaniel
Jaime Moreno
Terry Roberts
Steven Sebok

**CITY OF ANGLETON, TEXAS
PUBLIC NOTICE OF A PARKS AND RECREATION BOARD MEETING
MONDAY, NOVEMBER 9, 2020, 5:30 P.M.
120 S. CHENANGO STREET ANGLETON, TEXAS 77515**

NOTICE IS HEREBY GIVEN PURSUANT TO V.T.C.A., GOVERNMENT CODE, CHAPTER 551, THAT THE PARKS AND RECREATION BOARD FOR THE CITY OF ANGLETON WILL CONDUCT A MEETING, OPEN TO THE PUBLIC, ON MONDAY, NOVEMBER 9, 2020, AT 5:30 P.M., AT THE CITY OF ANGLETON COUNCIL CHAMBERS LOCATED AT 120 S. CHENANGO STREET ANGLETON, TEXAS 77515.

In accordance with an Order of the Office of the Governor issued March 16, 2020, the Parks and Recreation Board Meeting of the City of Angleton, Texas will conduct the meeting scheduled at Monday, November 9, 2020, at 5:30 P.M., at The City of Angleton Council Chambers located at 120 S. Chenango Street Angleton, Texas 77515 and will be live-streamed on Facebook live at <https://www.facebook.com/cityofangleton/> to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The City will follow the minimum recommended health protocols as set forth by the Texas Health and Human Services.

AGENDA

1. Declaration of a quorum and call to order.
2. Approve the minutes from regular held meeting on October 12, 2020.
3. Discussion and possible action on Bates Park field #5 lighting fundraiser.

RECREATION

4. Discussion on Recreation Division updates.
 - a. ADA Doors
 - a. Pool Exterior Doors
 - b. Pool Slide
 - c. RFP for Angleton Recreation Center Roof
 - d. Youth Advisory Committee Update

PARKS

5. Discussion on Parks Division updates.
 - a. Lakeside Park Design Development
 - b. Welch Park Demolition
 - c. Municipal Pool Demolition
 - d. Disc Golf 18 Hole Installation
 - e. Park Patrol
 - f. Park Neighborhood Watch Program
 - g. Park Restroom Standardization
 - h. Additional Projects
6. Discussion and possible action on User Fees and Obligations under Chapter 17 of the Angleton Code of Ordinances.
7. Discussion and possible action on Park Memorial policy.
8. Discussion and possible action on Naming Rights policy.
9. Discussion and possible action on Bates and Dickey Parks renaming.
10. Adjournment

CERTIFICATION

I, Megan Mainer, Parks and Recreation Director, do hereby certify that this Notice of a Parks and Recreation Board Meeting was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times and to the City’s website, www.angleton.tx.us, in compliance with Chapter 551, Texas Government Code. The said Notice was posted on the following date and time: Friday, November 6, 2020, by 5:30 p.m. and remained so posted continuously for at least 72 hours proceeding the scheduled time of said meeting.

/s/ Megan Mainer

Megan Mainer
Parks & Recreation Director

In compliance with the Americans with Disabilities Act, the City of Angleton will provide reasonable accommodations for persons attending City meetings. The facility is wheelchair accessible and accessible parking spaces are available. To better serve you, please send your requests in advance. Please contact the City Secretary at 979-849-4364, extension 2115 or email faguilar@angleton.tx.us.



**CITY OF ANGLETON, TEXAS
AGENDA ITEM SUMMARY FORM**

MEETING DATE: 11/9/2020

ITEM # 2

PREPARED BY: Megan Mainer

AGENDA ITEM TITLE: Approve the minutes from regular held meeting on October 12, 2020.

AGENDA ITEM SECTION: (choose one below)

Ceremonial Presentation

Consent Agenda

Regular Agenda

Public Hearing

Executive Session

BUDGETED AMOUNT:

N/A

FUNDS REQUESTED:

N/A

FUND:

N/A

EXECUTIVE SUMMARY:

Approve the minutes from regular held meeting on October 12, 2020.

ATTACHMENTS (Attachment description):

20201109 Minutes

RECOMMENDATION: Staff recommends the Parks & Recreation Board approves regular held meeting on October 12, 2020.



**CITY OF ANGLETON
PUBLIC NOTICE OF A PARKS AND RECREATION BOARD MEETING
MONDAY, OCTOBER 12, 2020, 5:30 P.M.
120 S. CHENANGO STREET ANGLETON, TEXAS 77515**

THE FOLLOWING REPRESENTS THE ACTIONS TAKEN BY THE PARKS AND RECREATION BOARD IN THE ORDER THEY OCCURRED DURING THE MEETING. THE PARKS AND RECREATION BOARD, CONVENED IN A REGULAR MEETING ON MONDAY, OCTOBER 12, 2020, AT 5:30 P.M. IN THE ANGLETON CITY HALL COUNCIL CHAMBERS, 120 S. CHENANGO, ANGLETON, TEXAS.

1. Declaration of a quorum and call to order
With a quorum present, Parks and Recreation Chair Chris Peltier called the Parks and Recreation Board Meeting to order at 5:38 P.M. Chairman Chris Peltier and Members Bill Ahlstrom, Clara Dannhaus, Bonnie McDaniel, Terry Roberts, and Jamie Moreno were present. Steven Sebok was absent.

2. Approve the minutes from special meeting on September 8, 2020 and regular held meeting on September 14, 2020.
Board Member McDaniel and seconded by Board Member Roberts, the Parks and Recreation Board approved the minutes from special meeting on September 8, 2020 and regular held meeting on September 14, 2020. The motion passed on a 6-0 vote. Steven Sebok was absent.

3. Discussion and possible action on Parks and Recreation bus wrap.
Board Member McDaniel gave direction on the bus wrap to involve children and seniors, colorful and festive, and tasteful while still including the logo. Board Member Moreno would like Angleton landmarks, resembling a skyline but an Angleton concept.

RECREATION

4. Discussion on Recreation Division updates.
 - a. ADA Doors
The Recreation Doors will be completed in October.
 - b. Pool Exterior Doors
Recreation staff is working with the Project Manager to be bid.
 - c. Pool Slide

Recreation staff is working with the Project Manager to be bid.

d. RFP for Angleton Recreation Center Roof

The RFP is now closed with three bids, the lowest bid is more than anticipated, staff is looking at utilizing the recreation fund balance to complete the project but will still need additional funds.

d. Youth Advisory Committee Update

Staff is working with the Randall law office to see if a youth board member can be added to the parks and recreation board and will keep the board updated if feasible.

5. Discussion on Parks Division updates.

a. Lakeside Park Design Development

b. Welch Park Demolition

Demolition of the Buildings is now complete, and materials are hauled off, staff is now working on taking down the backstops, poles, and fencing.

c. Municipal Pool Demolition

Staff has received three quotes on the demolition of the pool and will proceed with the lowest quote once funding has been solidified.

d. Disc Golf 18 Hole Installation

No report

e. Park Patrol

No report

f. Park Neighborhood Watch Program

No report

g. Park Restroom Standardization

No report

h. Additional Projects

Bates Park (Kings Field) Field has now installed Soccer/ Football goal combos, staff is going to roll out the field for better use, the former tennis court will become a parking lot and striping to follow.

6. Discussion and possible action on Texas Parks & Wildlife Grants.

Megan Mainer, Parks and Recreation Director, provided an update on TPW grants that may be eligible for Lakeside Park amenities like the boating access grant and recreational trails grant. The grants required matching funds and since this was a planned budgeted project the application may receive favor. Staff plans to apply for the TPW Local Parks Small Community Recreation grant for Dickey and Bates Park improvements. Upon a motion Board Member McDaniel moved that staff proceed with applying for grants and seconded by Board Member Dannhaus. The motion passed on a 6-0 vote. Steven Sebok was absent.

7. Discussion and possible action on Parkland Dedication Ordinance revisions.

Megan Mainer, Parks and Recreation Director, presented the revisions of the Parkland Dedication Ordinance and provided information on the impact on the developer and

- park system. The Board recommended that Board members would like to keep reviewing and making recommendations to be presented at the next meeting and then move to the Planning and Zoning Board.**
8. Discussion and possible action on Park Memorial policy.
Parks and Recreation Director voiced the revisions and opened to the board for input. The Board did not have any more revisions. The policy will go to the Senior Angleton Leadership Team brought back to the board for approval when completed.
 9. Discussion and possible action on Naming Rights policy.
Parks and Recreation Director provided a copy of a Naming Rights policy for city facilities and sub facilities. The board had concerns with which entity is responsible for damaged to park amenities or memorials that are named after individuals. The board suggested a process be incorporated within the policy for keeping up with families who have facility and sub facility naming rights. Staff will report back to the board with revisions at the next meeting.
 10. Discussion and possible action on American Legion partnership.
Staff has met with the American legion and the donation of the land behind the American Legion post to redevelop the municipal pool and develop a park on the south side of town. Staff would apply for a grant with TPW and use the land donation as a matching grant. Staff is waiting for a proposal.
 11. Discussion and possible action on Municipal Pool renaming.
Based on the outcome of the American Legion Partnership may be a factor in the naming of the park or park amenities.
 12. Discussion and possible action on Bates and Dickey Parks renaming.
Staff brought to the board that combining the two names of the parks will make gaining grants easier, bring awareness to both parks that are adjacent to each other and consider it a regional park. The board wants staff to reach out to the founding family that the parks are named after to see if the are okay with combining the names of the parks.
 13. Adjournment
Chris Peltier adjourned the meeting at 7:04 P.M.

These minutes were approved by Parks and Recreation Board on this the 30 day of November 2020 upon a motion by Parks Board Member, seconded by Parks Board Member. The motion passed on a 6-0 vote.

CITY OF ANGLETON, TEXAS

Chris Peltier
Chairman

ATTEST:

Megan Mainer, CPRP
Parks & Recreation Director



**CITY OF ANGLETON, TEXAS
AGENDA ITEM SUMMARY FORM**

MEETING DATE: 11/9/2020

ITEM # 3

PREPARED BY: Megan Mainer

AGENDA ITEM TITLE: Approve the minutes from regular held meeting on October 12, 2020.

AGENDA ITEM SECTION: (choose one below)

Ceremonial Presentation

Consent Agenda

Regular Agenda

Public Hearing

Executive Session

BUDGETED AMOUNT:

N/A

FUNDS REQUESTED:

N/A

FUND:

N/A

EXECUTIVE SUMMARY:

AGSA would like to hold a community event/fundraiser at Bates Park on January 16, 2021 to attract potential families interested in registering to play with AGSA in the Spring season and to raise money to fund the purchase and installation of lights on Field #5 at Bates Park. Activities at the proposed event will include the sale of BBQ plates in a drive thru fashion out of the concession stand, market style vendors including food trucks, crafts, and baked goods, softball clinic hosted by the Angleton High School Softball team and coaches, softball competitions, AGSA raffle tickets, AGSA registration,

COVID-19 protocol will be in place and include the following:

- Vendors will be given a 20' x 20' space with 20' space in between each booth. Foot traffic will be controlled to one direction with separate areas for entrance and exit to control social distancing. Masks will be required in the vendor market area.
- All athletes will be required to wash their hands before attending clinics. Dugouts will be controlled to avoid crowding.

AGSA has had COVID protocols in place since reopening in August. We have held two large tournaments, attracting over 350 attendees, along with daily practices and games. Since

August only one AGSA athlete COVID case has been reported to AGSA and we followed our protocols in place to control and prevent further spread to other members. AGSA will enforce all State and local mandates and recommendations to ensure this event is safe for all who wish to attend.

ATTACHMENTS (Attachment description):

AGSA LIGHT UP FIELD 5 FUNDRAISER and AGSA Mass Gatherings Application

RECOMMENDATION: Staff recommends the Parks & Recreation Board approves the AGSA fundraiser.



AGSA LIGHT UP FIELD 5 FUNDRAISER
JANUARY 16, 2021
BATES PARK, ANGLETON, TX

AGSA would like your consideration to hold a community event/fundraiser at Bates Park on January 16, 2021. This event has two goals, to attract potential families interested in registering to play with AGSA in the Spring season and to raise money. Monies raised at this event will directly fund purchasing and installing lights on Field #5 at Bates Park. Below are some of the activities we would have at this event.

- **Sales of BBQ plates**
 - Prepared plates sold out of the concession stand
 - Will have a drive thru option also (See traffic pattern map)

- **Vendors Market** (Food trucks, crafts, bake sales, etc.)
 - 20' x 20' vendor spaces (With 20' space in between each booth)
 - Foot traffic will be controlled to one direction with separate areas for entrance and exit to control social distancing. Masks will be required in the vendor market area.

- **Softball clinic hosted by Angleton High School Softball team and coaches**
 - All athletes will be required to wash their hands before attending clinics
 - Dugouts will be controlled to avoid crowding

- **Softball skills and drills competitions for adults and kids**

- **AGSA Raffle ticket sales booth**

- **AGSA Registration booth**

AGSA has had COVID protocols in place since reopening in August. We have held two large tournaments, attracting over 350 attendees, along with daily practices and games. Since August only one AGSA athlete COVID case has been reported to AGSA and we followed our protocols in place to control and prevent further spread to other members. AGSA will enforce all State and local mandates and recommendations to ensure this event is safe for all who wish to attend.

Thank you for your consideration,
Ian Patin
AGSA Vice President

**CITY OF
ANGLETON**
Mass Gathering
Application

Event Name: ABSA LIGHT UP FIELD 5 FUNDRAISER

Mass Gathering Permit Application

To be filed at least 45 days before the mass gathering date.

***** Form must be complete in its entirety. Incomplete forms will be rejected.**

PROMOTER

Promoters Name: IAN PATIN
Company: ANGLETON GIRLS SOFTBALL ASSOCIATION
Primary Phone: (979) 482-4627 Secondary Phone: () -
Address: 700 BATES PARK RD. ANGLETON, TX. 77515
Email Address: ianpatin23@gmail.com

Name of the Event: AGSA LIGHT UP FIELD 5 FUNDRAISER

SUBMIT FINANCIAL STATEMENT THAT REFLECTS THE FUNDS BEING SUPPLIED TO FINANCE THE MASS GATHERING AND EACH PERSON SUPPLYING THE FUNDS.

PROPERTY

Property Owner Name: CITY OF ANGLETON Phone: -
Address: 121 S. VELASCO ST.
Email Address: -

The 911 address of the property on which the event will be held: 700 BATES PARK RD.

SUBMIT CERTIFIED COPY OF THE AGREEMENT BETWEEN PROMOTER AND PROPERTY OWNER.

Description of location (consider attaching a diagram and/or area map):

BATES PARK

Address of mass gathering: 700 BATES PARK RD.

Dates of proposed gathering: JANUARY 16, 2021

EVENT INFORMATION

Event time from: 8:00 am/pm on 1/16/21 until 5:00 am/pm on 1/16/21

Expected number of attendees: 200+

Maximum # of persons the promoter will allow to attend: -

Will alcohol be served at the event? Yes No

Will minors be attending the event? Yes No

If minors will be attending the event, provide a description of the promoter's preparations for supervising minors who may attend the event.

THIS WILL BE A FAMILY EVENT. MINORS SHOULD BE ACCOMPANIED BY ADULTS. STAFF WILL BE MONITORING ALL AREAS OF EVENT.

Performers:

Name and address of each performer who has agreed to appear at the mass gathering:

N/A

Name and address of each performer's agent: N/A

N/A **SUBMIT A DESCRIPTION OF THE TERMS OF THE AGREEMENT BETWEEN THE PROMOTER AND THE PERFORMER**

HEALTH AND SANITATION COMPLIANCE:

Following the minimum standards of the Texas Administrative Code, Title 25, Section 265.3 (water supply, toilet facilities, vector control, solid waste facilities, noise control, food sanitation, medical and nursing care and final site clean-up)

Describe the water supply, meeting minimum standards noted above:

ALL WATER IS FROM EXISTING CITY WATER SUPPLY

Describe the Toilet facilities, meeting minimum standards noted above:

PUBLIC RESTROOMS ONSITE. 4 WOMENS, 4 MENS

Describe Vector Control, meeting minimum standards noted above:

CITY MAINTAINS VECTOR CONTROL ANNUALLY IN CONCESSION AREA.

Describe the steps taken to ensure minimum health/sanitation standards will be maintained during the gathering, including the names of the solid waste haulers and liquid waste haulers, with their phone numbers and specify the frequency that the solid and liquid waste will be picked up:

ALL COVID PROTOCOLS WILL BE FOLLOWED. MOBIL HANDWASHING STATIONS FROM BCSS WILL BE THROUGHOUT THE EVENT.

Describe Noise Control, meeting minimum standards noted above, ensuring that noise levels from the event do not exceed 70 decibels measured at the perimeter of the mass gathering site:

NO PERFORMERS. NO ACTIVITIES SHOULD EXCEED 70 DECIBELS.

Food and Beverage Services:

The promoter must attach a list of all permitted mobile food vendors and temporary food service vendors, including vendors providing bar services.

The promoter shall ensure all temporary food service permit applications are submitted to the City Health Authority at least ten (10) days before the event. All food vendors must hold a City Food Vendor Permit.

Food and Beverage Safety Requirements – All vendors will be subject to fire and health inspections and must meet the minimum standards noted above.

Describe the steps taken to ensure the physical health/safety of the persons attending:

ALL ACTIVITIES WILL BE CONDUCTED IN A SAFE MANNER. ALL COVID PROTOCOLS WILL BE FOLLOWED.

Describe the preparations taken to provide adequate medical/nursing care to include the total number of Emergency Medical Personnel and their qualifications, including a copy of a contract between the promoter and ambulance service indicating the number of ambulances, emergency first aid stations and emergency personnel to be on site at the mass gathering and a written plan for evacuation of sick or injured persons to be approved by the City Health Authority, meeting the minimum standard for medical and nursing care noted above:

AAEMC HAS AGREED TO HAVE A UNIT AVAILABLE ON SITE WHEN NOT IN SERVICE.
STAFF WILL HAVE FIRST AID AVAILABLE

Final Site Clean Up Plan

The promoter must include a site clean-up plan for returning the site to its pre-event condition, meeting the minimum standards for final site clean up noted above.

SECURITY AND PUBLIC SAFETY COMPLIANCE:

Following the minimum standards of the Texas Administrative Code, Title 37, Chapter 1, Subchapter L, Section 1.161-1.169,

Describe the method promoter will use to ensure maximum number of attendees is not exceeded:

THIS IS AN OUTDOOR EVENT SO NO MAX. WE WILL FOLLOW GOVERNOR'S
PROTOCOLS FOR OUTDOOR EVENTS.

Describe the preparations you will take to provide traffic control and physical security, including a copy of a contract or agreement between the promoter and the City of Angleton Police Department and/or Brazoria County Sheriff's Department listing the exact number of off-duty police officer and deputies to be on site at the mass gathering, submitting a security plan and how security will be handled for the event:

STAFF WILL HANDLE TRAFFIC CONTROL WITHIN THE PARK. IF ADDITIONAL
TRAFFIC CONTROL IS NEEDED FOR PUBLIC ROADWAYS, APD HAS
AGREED TO ASSIST.

Describe the steps you will take to ensure that the mass gathering will be conducted in an orderly manner:

THIS EVENT WILL BE ADVERTISED AS A FAMILY EVENT. NO ALCOHOL
WILL BE SOLD, PROVIDED OR CONSUMED AT EVENT. STAFF WILL
BE PRESENT IN ALL AREAS TO ENSURE ACTIVITIES ARE SAFE.

SUBMIT PLAN TO ADDRESS HAZARDOUS CONDITIONS, INCLUDING, BUT NOT LIMITED TO EVACUATION, CANCELLATION OR DELAY OF THE MASS GATHERING.

Identify the locations on the grounds where promoter or representative will be available at all times during the event:

ORGANIZER'S BOOTH WILL BE NEXT TO CONCESSION BUILDING

If applicable, provide a copy of contract with licensed company or individual providing fireworks or pyrotechnic display. Must be permitted and approved by Fire Marshal.

COMPREHENSIVE SCALED SITE PLAN MUST BE SUBMITTED SHOWING THE COMPLETE LAYOUT OF THE PROPERTY, INCLUDING THE FOLLOWING:

INFORMATION THAT MUST BE SHOWN ON THE SITE PLAN

1. Tents, identified with description of use and size;
2. Generators (marked with "G");
3. Access points, including ingress and egress from each area, tent, lounge, etc.;
4. Location of emergency medical services personnel;
5. Location of each emergency aid station (marked with red+);
6. Location of promoter's headquarters;
7. All stage locations with description of use and size;
8. All food preparation and food service locations;
9. All water supply locations, marked with blue "W";
10. All hand-washing and drying facilities that will have running water;
11. All solid waste collection locations;
12. Location of each toilet, labeled "Men" or "Women" and a description of the type of toilet;
13. Location of any hazards on the property such as streams, ponds, steep or uneven terrain;
14. Location and number of officers providing traffic control;
15. Location and capacity of on-site parking, including location and capacity of parking for recreation vehicles;
16. Routes for ingress/egress for attendees;
17. Routes for emergency access ingress/egress;
18. Location and description for traffic control signage; and
19. Locations for lighting.

INDEMNIFICATION PROVISION

THE PROMOTER AGREES TO INDEMNIFY AND HOLD THE CITY OF ANGLETON, ITS OFFICIALS, OFFICERS, EMPLOYEES AND AGENTS HARMLESS FROM ALL COSTS, EXPENSES (INCLUDING REASONABLE ATTORNEY'S FEES) AND DAMAGES TO PERSONS OR PROPERTY ARISING DIRECTLY OR INDIRECTLY AS A RESULT OF THE MASS GATHERING.

Information True and Correct

The undersigned promoter affirms that all of the information provided or to be provided by the promoter is true and correct.

Promoter: JAN PATIN
By: [Signature] JAN PATIN
Signature Printed Name
Title: VICE PRESIDENT
Date: 10/23/20

WHEN APPLICATION IS COMPLETE, TURN APPLICATION AND ALL REQUIRED DOCUMENTS IN TO THE CITY MANAGER AT 121 S. VELASCO, ANGLETON, TEXAS.

FOR OFFICE USE ONLY:

Angleton Police Department:

Approved or Denied

By:
Name: _____
Signature: _____ Date: ___/___/___
Notes: _____

Angleton Health Authority:

Approved or Denied

By:

Name: _____

Signature: _____ Date: ___/___/___

Notes: _____

Angleton Fire Marshal:

Approved or Denied

By:

Name: _____

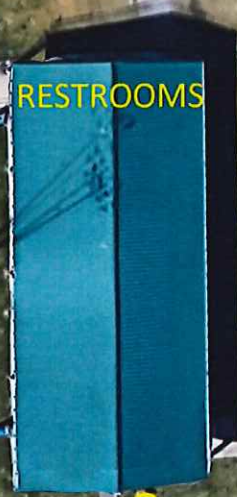
Signature: _____ Date: ___/___/___

Notes: _____

DRIVE THRU PICK UP ORDERS



RESTROOMS



CONCESSIONS



SOFTBALL ACTIVITIES



SOFTBALL ACTIVITIES



SOFTBALL
ACTIVITIES

SOFTBALL
ACTIVITIES

VENDOR AREA - 20' X 20' SPACES W/ 20' DISTANCE BETWEEN EACH BOOTH



ENTER

EXIT

DRIVE THRU PICKUP TRAFFIC

PARKING





**CITY OF ANGLETON, TEXAS
AGENDA ITEM SUMMARY FORM**

MEETING DATE: 11/9/2020

ITEM # 4

PREPARED BY: Geri Gonzales

AGENDA ITEM TITLE: Discussion on Recreation Division updates.

AGENDA ITEM SECTION: (choose one below)

Ceremonial Presentation

Consent Agenda

Regular Agenda

Public Hearing

Executive Session

BUDGETED AMOUNT:

N/A

FUNDS REQUESTED:

N/A

FUND:

N/A

EXECUTIVE SUMMARY:

ADA Doors - NABCO completed the project on 10/20/2020.

Pool Exterior Doors – RFQs for this project were due on 10/23 by 5PM, but no bids were received. Two vendors that did not put in RFQs for the project have contacted staff with interest in bidding. Staff can receive these two proposals for review despite missing the deadline due to no bids being submitted formally. Staff are working with the city projects manager on this project.

Pool Slide - RFQs for this project were due on 10/23 by 5PM, but no bids were received. Lorraine Construction expressed interest to staff on creating an RFQ post bidding process. Lorraine Construction can be considered due to no bids being submitted formally by the deadline. Staff are working with the City’s Project Manager on this project.

RFP for Angleton Recreation Center Roof – Staff have reviewed three RFQs with the city project manager. Staff met with Jaco on 11/5/2020 and expressed concerns with existing service. Staff will allow Jaco to submit a competitive bid before taking RFQs to ABLC for consideration if bids exceed the Recreation Center’s fund balance.

Youth Advisory Committee – Staff has been given a directive to consider a youth position for Parks Board as a means for youth consideration and input regarding parks and recreation. Legal staff referenced the creation ordinance from 1965 that states, “City council shall appoint a city park and recreation board, consisting of seven members, who shall be residents of the city, owning real property within the city and who shall not be employees of the city.” Legal staff has suggested that we look at the provisions of the original ordinance to determine suggestions and changes regarding Parks and Recreation Board and do an amending ordinance to add those new provisions, including appointment of a youth member to the board for council to consider.

ATTACHMENTS (Attachment description):

NA

RECOMMENDATION:

NA



**CITY OF ANGLETON, TEXAS
AGENDA ITEM SUMMARY FORM**

MEETING DATE: 11/9/2020

ITEM # 5

PREPARED BY: Stewart Crouch

AGENDA ITEM TITLE: Discussion on Parks Division updates.

AGENDA ITEM SECTION: (choose one below)

Ceremonial Presentation

Consent Agenda

Regular Agenda

Public Hearing

Executive Session

BUDGETED AMOUNT:

N/A

FUNDS REQUESTED:

N/A

FUND:

N/A

EXECUTIVE SUMMARY:

Lakeside Park Design Development – Clark Condon has completed 100% of the design documents and discussed the overall design and refined costs with the Development Angleton Working Group on November 4. A walk through of the site will be scheduled for staff and boards to attend before the next Joint Meeting tentatively scheduled for December 8 with City Council, ABLC and the Parks and Recreation Board.

Welch Park – Continue to work backstop removal into schedule, should be able to complete this by end of year. Contacting utilities contractor for quotes on pole removal.

Municipal Pool – Received 3 quotes for demolition of pool and buildings, Matula, Sorrell and Vernor Material. This will be an item on the 10-Year CIP and Capital Outlay plan.

Disc Golf 18 Hole Installation – The course is installed and scheduled the grand opening December 12. Tee post signs are still being developed by an Eagle Scout and will be installed by November 14.

Park Patrol – Staff is working with PD for increased park patrol as addressed in our strategic plan.

Park Neighborhood Watch Program – Staff is working with PD on a neighborhood watch program as addressed in our strategic plan and may need to have a specific focus for areas located around city parks.

Park Restroom Standardization – Staff is using Lakeside automated fixtures and B.G. Peck partitions, paint color and flooring as park restroom standards.

Additional Information

Bates Park – Power washed and completed parking lot striping for new soccer field.

Dickey Park - Relocated hole #14 on disc golf course in preparation for new sand volleyball court.

Freedom Park – Striping work started November 2, tree planting November 6. Repaired two water leaks inside the park grounds. Removed three small trees that died.

ATTACHMENTS (Attachment description):

NA

RECOMMENDATION:

NA



**CITY OF ANGLETON, TEXAS
AGENDA ITEM SUMMARY FORM**

MEETING DATE: 11/9/2020

ITEM # 6

PREPARED BY: Stewart Crouch

AGENDA ITEM TITLE: Discussion and possible action on User Fees and Obligations under Chapter 17 Section 45 of the Angleton Code of Ordinances.

AGENDA ITEM SECTION: (choose one below)

Ceremonial Presentation

Consent Agenda

Regular Agenda

Public Hearing

Executive Session

BUDGETED AMOUNT:

N/A

FUNDS REQUESTED:

N/A

FUND:

N/A

EXECUTIVE SUMMARY:

Staff is working with Angleton Athletic Sports Association agreements for the new year. One issue has come up regarding tournaments at City facilities. Staff would like direction from the Parks and Recreation Board regarding interpretation of Chapter 17 of the Angleton Code of Ordinances under Section 45.

ATTACHMENTS (Attachment description):

Sec. 17_45. ___ User_fees_and_obligations

RECOMMENDATION:

NA

Sec. 17-45. - User fees and obligations.

- (a) The members of each athletic team using any city park for league play will sign a co-sponsorship agreement with the City of Angleton Parks and Recreation Department. Agreements will be signed prior to marketing distribution and prior to registration. Co-sponsorship agreements are valid for one season only and must be renewed every season unless an annual contract has been approved by city council. This agreement includes tournaments that are included in the schedule under subsection (f) and that involve only teams in the league.
- (b) The sponsor, organizer, or person using any city park for tournament play, other than a tournament described in subsection (a), will deliver to the parks and recreation director at least two weeks prior to such tournament beginning, the following fees (fees not received two weeks in advance will be denied or not considered):
 - (1) Two hundred dollars per tournament day without lights.
 - (2) Two hundred fifty dollars per tournament day with lights.
 - (3) A deposit of \$100.00 per tournament for cleaning. The cleaning deposit under this subsection does not excuse any person from the responsibility for clean-up under subsection (d). The deposit will be applied to the cost of clean-up, if any, and the balance, if any will be refunded. The person or group paying the deposit will be responsible to the city for any additional cleaning cost under subsection (d).
 - (4) Any organization using a city building, structure, office space, or equipment [shall] be responsible (while in use by them) for all repairs and routine maintenance deemed necessary by the parks and recreation board and/or city code enforcement officer. If the requests for upkeep are not taken care of within a reasonable amount of time, the parks and recreation board has the authority to order the parks and recreation director to notify any such organizations that the facility and/or equipment will no longer be made available for their use.
 - (5) Any organization that has not submitted a co-sponsorship agreement prior to marketing distribution and prior to registration is expelled from future use of city facilities until arrangements have been made with the parks and recreation director.
 - (6) The organization using a city facility shall not be responsible for damages caused exclusively by natural disasters.
- (c) Any athletic team, other than league or tournament teams who are included under subsections (a) or (b), wishing to use any city park for practice or games, will pay per usage \$15.00 an hour including lights, or \$5.00 an hour without lights to the parks and recreation department. Payment must be made at least one week prior to desired use. Payments submitted without at least one week's notice will be void and usage denied. Practices or games that are not able to be held due to inclement weather, will be issued a refund, by check, or rescheduled if available, when the responsible party contacts the recreation specialist within the first business day. Athletic teams will be contacted by the parks and recreation department staff if practices or games need to be cancelled due to fields being too wet or unsafe to play on.
- (d) Any league, team, group, or person using a city park under this section 17-45, and failing to leave it clean of litter to the satisfaction of the parks and recreation department, will pay a fee of \$20.00 for every hour used to clean the facility. Failure to make such a payment will be grounds to bar such league, team, group, or person from use of the facility until the fee is paid. Each league, group, person, or team will be responsible for the litter of all persons using the facility during the league's, group's, person's, or team's designated hours.
- (e) During seasonal play, each league shall be responsible for mowing and maintaining the fields used and the immediate surrounding areas. The parks and recreation director is authorized, but not required, to arrange for the city to mow a field or fields for a league in exchange for a fee.
- (f) Each league shall submit a schedule of field use to the parks and recreation director at least two weeks prior to the first game of the season. The schedule shall include all games, practices and

tournaments for the entire season. Leagues that have submitted their schedules and paid the fees hereunder shall have first priority for field use during the season. The schedules shall be submitted for approval to the city parks and recreation board, which will resolve conflicts in schedules. If a schedule is submitted after the two-week deadline, consideration will be denied and agreement void.

(Code 1965, § 15-39; Ord. No. 2180, §§ 3, 4, 7-18-89; Ord. No. 2214, § 2, 5-15-90; Ord. No. 2243, § 2, 3-19-91; Ord. No. 2002-O-4B, § 2, 4-16-02; Ord. No. 2005-O-01D, § 2, 1-25-05; Ord. No. 2011-O-2B, §§ 2, 3, 2-8-11; Ord. No. 2014-O-2B, § 2, 2-25-14)



**CITY OF ANGLETON, TEXAS
AGENDA ITEM SUMMARY FORM**

MEETING DATE: 11/9/2020

ITEM # 7

PREPARED BY: Megan Mainer

AGENDA ITEM TITLE: Discussion and possible action on Park Memorial policy.

AGENDA ITEM SECTION: (choose one below)

Ceremonial Presentation

Consent Agenda

Regular Agenda

Public Hearing

Executive Session

BUDGETED AMOUNT:

N/A

FUNDS REQUESTED:

N/A

FUND:

N/A

EXECUTIVE SUMMARY:

Staff was directed to develop a park memorial policy to structure various types of park memorials including trees and benches.

ATTACHMENTS (Attachment description):

Park Memorial Policy

RECOMMENDATION:

Staff recommends Parks and Recreation Board approve the Park Memorial Policy as presented.



**City of Angleton
Parks and Recreation
Parks Memorial Policy**

Policy Number PR -##

Revised Date:

Effective Date:

Review Date:

PURPOSE

This Parks Memorial Policy for the City of Angleton Parks and Recreation ("Policy") is hereby adopted by the unanimous written consent of the Parks and Recreation Board of Directors 'Article II. Sec. 17-17:17-35'.

POLICY

The City of Angleton, pursuant to the authority granted in Article II, Sec 17-17:17-35 of the Angleton, Texas Code of Ordinances Chapter 17, the Board with the authority to promulgate rules and regulations for Parks and Recreation memorials; and Board desires to establish a method for the community to place personal memorials within the community; in the event of a conflict between the terms of the this Policy and any previously adopted regulations and/or policies regulating the access and production of records as set forth herein, this Policy shall control;

The City's Parks and Recreation Department shall consider and confirm reservations in the following priority:

- A. Memorial Request
- B. Types of Memorials
- C. Plaques
- D. Installation

1. Memorial Requests:

- a. Memorial requests can only be submitted for a loved one who has passed away and must be in writing to the Angleton Parks and Recreation Director. All requests must have the written consent of the family involved. The request should provide all information requested on the Memorial Application and must include the type of memorial (see below), and preferred location.

2. Types of Memorials:

- a. Bench - The style and type of the bench is a Champion Bench – Premium Wood Grain TBN-154 (black frame, recycled walnut slats), or other bench approved by Parks and Recreation Department, that is consistent with other standard benches installed in the City of Angleton Parks. At the applicant's request, the bench can have a cast bronze plaque TPQ-02 mounted on the bench with memorial wording. (Plaque specifications and wording choices detailed below). Benches will be installed adjacent to common area/park sidewalks or trails.
 - b. Tree - A 30-gallon tree from the approved tree list found on the memorial application maybe selected by the applicant. The tree's exact location will be determined by city staff to conform to surrounding area landscaping. These trees are selected for their durability. Trees will only be installed where adequate irrigation and spacing is present. Donors will be notified once a tree has been planted and will be made aware of its location. The city cannot guarantee a specific planting date.
3. Plaques:
- Plaque requests can only be made in conjunction with a bench.** Standalone plaques are not permitted. A standard plaque style has been chosen by Angleton Parks and Recreation staff for bench memorials. Plaque specifications are:
- a. Bench plaques are approximately 8" w x 2" h in size, bronze, has up to three lines of text and 18 characters/spaces maximum per line and will be mounted on the front of the bench.
 - b. Specific wording for a plaque is required. Additional inscriptions, religious symbols, and extraneous content is not permitted. Inscriptions will appear in the following format:

IN MEMORY OF / IN LOVING MEMORY / IN HONOR OF
BOB SMITH
7/5/1942–1/7/2010
4. Installation:
- Parks and Recreation staff, or designated vendor, will be responsible for the final site selection and installation of the memorial. The date of the tree planting and installation or bench installation cannot be guaranteed. Requests are processed in the order they are received. Trees are planted between November 1 and March 1 due to climate conditions. Benches may be installed at any time during the year.
5. The applicant will be responsible for the cost and installation of the memorial. Parks and Recreation staff will provide the requesting applicant the cost of the memorial, with installation, and the applicant will be responsible for paying the City of Angleton. Full payment is required prior to ordering any memorial.
- 6. Angleton Parks and Recreation Department holds ultimate ownership over all memorials, and it is prohibited for applicants to decorate, personalize, or add adornment to any memorials.**

7. Please note, the city will not replace or be responsible for trees that become damaged or die.
8. Special maintenance requests for specific benches will not be granted except in cases of safety concerns, or damage. If a memorial bench is vandalized or damaged by an act of God, the Parks and Recreation Department will make every effort to repair the bench within the limits of its available funding. If the bench cannot be repaired or replaced, and if the bench is a hazard or is unsightly, the Parks and Recreation Department may remove the bench.
9. In the event that a memorial plaque is stolen from a bench, the donor will be given the option to purchase a replacement. Written efforts will be made and documented to contact the donor. If the donor cannot be reached, the Angleton Parks and Recreation Department reserves the right to forego replacement, move or abandon the plaque, bench or other marker. Angleton Parks and Recreation Department is not responsible for any theft of memorials.
10. Any memorial which is installed without the approval of the Angleton Parks and Recreation Department may be removed at the expense of the party who installed the memorial.
11. All benches will be installed and maintained by the Parks and Recreation Department Staff or contractors. Memorial benches will remain in place for the duration of the structure's lifespan. At the end of this period, the Parks and Recreation Department may at its own discretion replace or remove the bench.
12. Angleton Parks and Recreation Department reserves the right to relocate the bench for safety, environmental, or land management reasons. In the event that this occurs, the donor will be notified of the new location of the bench.
13. The Parks and Recreation Board of directors requires a minimum of thirty (30) business day to review and follow-up on all memorial requests.



**CITY OF ANGLETON, TEXAS
AGENDA ITEM SUMMARY FORM**

MEETING DATE: 11/9/2020

ITEM # 8

PREPARED BY: Megan Mainer

AGENDA ITEM TITLE: Discussion and possible action on Naming Rights policy.

AGENDA ITEM SECTION: (choose one below)

Ceremonial Presentation

Consent Agenda

Regular Agenda

Public Hearing

Executive Session

BUDGETED AMOUNT:

N/A

FUNDS REQUESTED:

N/A

FUND:

N/A

EXECUTIVE SUMMARY:

Staff has developed a Naming Rights Policy for the Parks & Recreation Board consideration. The main reasons for developing this policy were to establish uniform procedures and criteria for the naming of City-owned facilities, including parks, specific facilities in parks, recreational areas, municipal buildings and city owned property throughout the City of Angleton.

ATTACHMENTS (Attachment description):

Angleton Naming Rights Policy

RECOMMENDATION:

Staff recommends the Parks & Recreation Board approve the Naming Rights Policy before it's brought to City Council for approval.



**City of Angleton
Parks and Recreation
Park Naming Policy**

Policy Number PR -##

Revised Date:

Effective Date:

Review Date:

PURPOSE

To establish uniform procedures and criteria for the naming of City-owned facilities, including parks, specific facilities in parks, recreational areas, municipal buildings, and city owned property throughout the City of Angleton.

OBJECTIVES

- Ensure that parks, city facilities, and specific amenities are easily identified and located.
- Ensure that given names to parks, city facilities, and specific amenities are consistent with the values and character of the area or neighborhood served.
- Encourage public participation in the naming, renaming, and dedication of parks, city facilities, and specific amenities.
- Advance the reputation of the City as well as increase the understanding and public support for its programs.

DEFINITIONS

Major Facility: Major City-owned buildings, parks and trails built for permanent use.

Sub-Facility: Minor City-owned structures within a Major Facility, including but not limited to swimming pools, pavilions, tennis courts, large water features, bridges, trail sections, or meeting rooms.

POLICY

General Naming Criteria and Guidelines.

To be considered a qualifying name, the proposed name must meet one of the following criteria:

- A. Be descriptive of geographic location, a significant natural feature in or near the facility, or an adjoining subdivision, street, or school.
- B. Commemorate historical events, groups or individuals that are of continued importance to the city, region, state, or nation.
- C. Individuals who are deceased and have a history of performing exceptional community service or contributions to the facility's best interest may be recognized with a named facility under the following conditions:
 - a. Involvement in a leadership role in civic organizations which are devoted to community improvement.
 - b. Assistance to the underprivileged as well as people with physical or intellectual disabilities.
 - c. Actively promoted and directed effective programs for youth or senior citizens within the community.
 - d. Actively promoted and directed community events and activities which have enriched the quality of life within the community.
 - e. Actively promoted and directed efforts to improve the aesthetic appearance and environmental quality of the community.
 - f. Led efforts to collect, promote and retain the historical heritage of the community.
- D. Individuals who made significant contributions to the acquisition or development of the facility.
 - a. If a facility is named to commemorate or honor an individual or group, the scale of the facility to be named should match the stature, characteristics, and contributions of the individual. The threshold for considering the naming of a facility after a donor, benefactor or group will include one or more of the following:
 - i. Land for most of the facility was deeded to the City.
 - ii. Contribution of a minimum of 50% of the capital construction costs associated with developing the facility.
 - iii. Provision of an endowment for at least 50% of a facility's estimated useful life for the continued maintenance and/or programming of the facility.
 - iv. The City Council may alter these guidelines if deemed necessary.
 - b. The City reserves the right to utilize criminal background checks as part of the vetting process to establish an honoree's good character.
- E. Recognize organizations involved in a public-private partnership with the City of Angleton that have made significant financial or capital contributions to the acquisition or development of the facility. This includes any Naming Rights Agreements approved by the City Council.
- F. Have historical, cultural, or social significance for future generations.
- G. Research indicates that the area around the facility, or the facility

itself, has been commonly named in an unofficial capacity by residents.

Restrictions on the Naming of Major Facilities and Sub-Facilities

Duplication of other facility names in the City will not be considered.

- A. To minimize confusion, facilities will not be subdivided beyond the level of sub-facilities for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways.
- B. Facility names that might be considered discriminatory or derogatory will not be considered.
- C. Facility names will not advocate a current political figure, political affiliation, ideology, or religion.

PROCEDURE

Guidelines for Naming Process

Naming of Major Facilities

- A. The naming process for a major facility will automatically be initiated with the City Council's approval for the design, construction, or acquisition of the facility.
- B. The City will utilize City Council to facilitate the naming of major facilities.
- C. A permanent name for the major facility should occur no later than the 50% completion mark in the construction or acquisition process.
 - a. Prior to the permanent naming of a major facility, the location will be referred to by its address or location designation until such a time as the major facility is given an official name.
- D. The City Council is to conduct the naming of a major facility according to the following steps:
 - a. The major facility naming process is initiated with the approval of the design, construction, or acquisition of the major facility.
 - b. The City Council will choose from a variety of sources for name recommendations (i.e. Council member, staff or donor recommendations, historical review of the site, recommendations from the Parks and Recreation Board, recommendations from previous owners, etc.). Names may be requested or suggested by citizens or groups by submission via the Mayor, City Council or City Manager.
 - c. Names may be submitted by the departmental owner of the major facility, executive management, the Mayor, or members of the City Council.
 - d. All names for major facilities will be approved by a majority City Council vote regardless of the source of the name's recommendation.

Naming of Sub-Facilities

- A. All requests for the naming or renaming of a sub-facility must be made in writing to the Director of the responsible department of the sub-facility, or to the City Manager. Written requests for the changing of a sub-facility's name should contain the following minimum information:
 - a. The proposed name.
 - b. Reasons for the proposed name.
 - c. Written documentation indicating community support for the proposed name (if applicable).
 - d. If proposing to name a sub-facility within a park, include a description/map showing the location of the sub-facility.
 - e. If proposing to name a sub-facility after an individual, group, donor, or benefactor, include documentation of that person or group's significance and good reputation in the City's, State's, or Nation's history. Please refer to the commemorative naming conditions for an individual found in this policy.
- B. Upon receipt of a naming request, the Director of the responsible department or City Manager will:
 - a. Review the proposed request for its adherence to the policies of the City of Angleton.
 - b. Ensure that supporting information has been authenticated, particularly when an individual's name is proposed.
- C. When deemed appropriate, the City Manager will recommend City Council review sub-facility renaming suggestions.
- D. City Council will have the prerogative of accepting or rejecting the final proposal.

Guidelines for Re-Naming Process.

- A. The renaming of major or sub-facilities is strongly discouraged. It is recommended that efforts to change a name be subject to the most critical of examinations so as not to diminish the original justification for the name or discount the value of the prior contributors.
 - a. Parks or other facilities named by deed restriction will not be considered for renaming.
 - b. Parks and facilities named after individuals will not be changed unless it is found that the individual's personal character is or was such that the continued use of the name for a facility would not be in the best interest of the community.
 - Exceptions may be granted for changes in use of facilities, facility demolitions, or confusion among park naming due to proximity.
- B. If it is decided that it is in the best interest of the City to rename a major or sub-facility, it must be renamed in accordance with the criteria and guidelines outlined in the procedures of this policy.

Plaques, Markers and Memorials.

- A. Plaques, pavers, and memorials may be incorporated into a facility or sub-facility during the design phase of the project. Plaques, pavers, and memorials that are incorporated into the design of a facility will be subject to the same oversight and controls inherent to the project.

- B. Plaques, pavers, and memorials added to a facility or sub-facility after its completion and opening will be designed and installed according to the City's Park Memorial Policy.

ACCOUNTABILITY

The City Council shall have the authority to name City-owned major facilities, as well as all City-owned sub-facilities, according to the procedure and criteria established by this policy.



**CITY OF ANGLETON, TEXAS
AGENDA ITEM SUMMARY FORM**

MEETING DATE: 11/9/2020

ITEM # 9

PREPARED BY: Megan Mainer

AGENDA ITEM TITLE: Discussion and possible action on Bates and Dickey Parks renaming.

AGENDA ITEM SECTION: (choose one below)

Ceremonial Presentation

Consent Agenda

Regular Agenda

Public Hearing

Executive Session

BUDGETED AMOUNT:

N/A

FUNDS REQUESTED:

N/A

FUND:

N/A

EXECUTIVE SUMMARY:

Staff would like to propose Bates and Dickey Parks be renamed to Bates Dickey Park. Since the parks are adjacent to each other, staff believes the parks should be programmed as one unit. This would allow the City to develop one master plan, solicit grant funding for one area, and develop it as a regional park serving residents and visitors outside of Angleton rather than two separate community parks which traditionally serve only the Angleton community.

Staff has attempted to reach out to family members to get feedback on a possible name change. Information collected is attached.

ATTACHMENTS (Attachment description):

Re_ Bates and Dickey Park Naming

RECOMMENDATION:

NA

Megan Mainer

From: Henry Munson <hwmunson@sbcglobal.net>
Sent: Sunday, October 25, 2020 4:29 PM
To: Megan Mainer
Subject: Re: Bates and Dickey Park Naming

A single name is probably best. Don't know where the Dickey name came from but I knew Jesse Bates as a school teacher and mayor and he wasn't very well liked; he just obtained the park from my grandfather while mayor. Seems like naming it for an historical figure that had significant achievements like Sasser, Bailey, or Snow would be more appropriate.

Sent from my iPad

On Oct 13, 2020, at 11:52 AM, Megan Mainer <mmainer@angleton.tx.us> wrote:

Mr. Munson,

The Parks and Recreation Board has discussed renaming Bates and Dickey Parks to Bates Dickey Park for the purpose of identifying it as one large/regional park. We believe it may help the community and visitors identify the park and all the amenities offered off our major thoroughfares. It will, also, help us master plan the area as one park rather than two separate areas. We wanted to reach out to family members to determine if this would be something you'd in support of or if you'd prefer they remain separate parks. We greatly appreciate any input in advance.

Megan Mainer

Parks & Recreation Director
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<image001.jpg>

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