



PARKS BOARD MEETING 08/06/24 AGENDA

City Hall, 120 El Chico Trl., Suite A, Willow Park, TX 76087

Tuesday, August 06, 2024 at 6:00 PM

CALL TO ORDER

DETERMINATION OF QUORUM

PUBLIC COMMENTS (Limited to three minutes per person)

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

APPROVAL OF MEETING MINUTES

1. Parks Board Meeting Minutes: May 07, 2024

AGENDA ITEMS

2. Discussion & Action: Purchase of Security Camera for Cross Timbers Park.
3. Discussion: Concept for Kings Gate Park improvements by Westwood Professional Services.

INFORMATIONAL

4. The Weatherford Mountain Bike Club and the City of Willow Park will be hosting a Ribbon Cutting by the Parker County Chamber of Commerce for the "Trinity Track" at **Kings Gate Park on Thursday, August 15, 2024 at 11:00 a.m.** All are invited to attend.

ADJOURNMENT

As authorized by Section 551.127, of the Texas Government Code, one or more Council Members or employees may attend this meeting remotely using video conferencing technology.

CERTIFICATION I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 120 El Chico Trail, Suite A, Willow Park, TX 76087, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: August 2, 2024 at/before 5:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

Toni Fisher

Planning and Development Director

The City Hall is wheelchair accessible and accessible parking spaces are available. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-441-7108, or by email at cdozier@willowpark.org. Requests should be made at least 48 hours prior to the meeting. This agenda is posted on the city's web site at www.willowpark.org



PARKS BOARD MEETING 05/07/24 MINUTES

City Hall, 120 El Chico Trl., Suite A, Willow Park, TX 76087

Tuesday, May 07, 2024 at 6:00 PM

CALL TO ORDER

Meeting called to order by Ex Officio, Lea Young at 6:00 p.m.

DETERMINATION OF QUORUM

Quorum confirmed.

PRESENT

David Wagner
James McKibben
Lea Young
Cynthia White

Barry Noggle, Alternate

ABSENT

Corey Tucker
Ever Gomez

Staff present: Toni Fisher, Planning & Development Director/Parks

PUBLIC COMMENTS (Limited to five minutes per person)

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

Catherine Weber, 616 Royal View Ct., Willow Park

APPROVAL OF MEETING MINUTES

1. Revised Park Board Meeting Minutes - May 02, 2023

Approved.

Motion made by Wagner, Seconded by McKibben.
Voting Yea: Wagner, McKibben, White.

Abstain: Noggle.

2. Parks Board Meeting Minutes - August 01, 2023

Approved.

Motion made by Wagner, Seconded by McKibben.

Voting Yea: Wagner, McKibben, White

Abstain: Noggle.

ITEMS TO BE CONSIDERED AND ACTED UPON

3. Discussion & Action: Elect Parks Board Chairperson & Co-Chairperson.

Nomination received for Ever Gomez for Chair.

Nomination received for David Wagner for Co-Chair.

Motion made by Wagner, Seconded by White.
Voting Yea: Wagner, McKibben, White, Noggle

NEW BUSINESS

Remainder of Meeting conducted by newly-elected Co-Chair, David Wagner.

4. Discuss past progress and future plans for Kings Gate Park.

Toni Fisher, Planning & Development Director, introduced Jakob Cooper as the new Parks Superintendent, who is a Public Works employee now shared part-time with the Parks Department for the City of Willow Park. She informed Parks Board of the conveyance of Kings Gate Park from Wilks Development in December 2023, and explained the involvement by Dorothy Witmeyer of Westwood Professional Services to help with the programming of Kings Gate Park, a proposal which is being presented to City Council next week. Lastly, Ms. Fisher informed the Board of the upcoming start of the Willow park Trail system at Kings Gate Park by the Weatherford Mountain Bike Club.

5. Presentation by Dorothy Witmeyer, Westwood Professional Services, regarding Kings Gate Park programming proposal.

Dorothy Witmeyer of Westwood Professional Services presented her proposal to the Board, explaining the desire for the City to fully plan the amenities for the park and their placement before making any decisions. This project will be based on the input from residents and the community during the creation of the Parks & Trails Master Plan completed in 2019.

6. Video & Presentation by Larry Colvin, President of Weatherford Mountain Bike Club, regarding Willow Park's "The Trinity Trail" and Beginner Skills Area in Kings Gate Park.

Trail Video: www.youtube.com/watch?v=yXJkWIeNP6g

Larry Colvin, President of Weatherford Mountain Bike Club, announced that the WMBC did a fundraiser for the Kings Gate Park trail, raising \$19,050, most of which was from Willow Park businesses and residents. He shared that WMBC and Shadow Johns of Shadow Trail Design are pinning the location of the single-track trail and kiosk locations on Saturday, May 18, 2024.

The Kings Gate Park trail is expected to provide three kiosks: one near the parking lot and one at each bridge crossing the Trinity. Once single-track is completed, WMBC will call out mountain bikers to "burn in" the trail by riding on it. Once WMBC is content with the design, they will begin to add elements of interest to the trail (rocks, bridges, etc.). The final phase of the project will then be determined, which is "the hub", an elevated portion of trail on which [kids] can meet and ride.

Mr. Colvin's closing thought: "Where can we build trails next?". This project is only related to the Kings Gate Park, which is city-owned property. Future trail expansion relies on existing and future hike and bike trail easements, which can be on public or private land, and some of which is already designated.

7. Discuss past progress and future plans for Cross Timbers Park.

Ms. Fisher informed the Board that Jakob Cooper weeded the Cross Timbers Park flower beds and refreshed them with about 66 bags of new mulch. She said that the Parker County Master Gardeners tend to the Demonstration Garden and they do a great job that is much appreciated. She also said that Jakob is also available to assist them to complete projects, as necessary, and that he will also maintain the schedule for the sprinkler system, as adjustments are needed.

8. Report from Cynthia White for Parker County Master Gardeners.

Cynthia White, Parks Board Member and lead for the Willow Park crew of the Parker County Master Gardeners, provided a brief report to the Board.

She indicated that the gardeners missed all work days in April due to rain, and provided goals for this year. The gardeners' goals are to try to get plants labeled for the Demonstration Garden to provide the educational opportunity for which it was intended. Ms. White also said that the gardeners intend to continue to replace

flowers, which their association pays for, while the City provides the mulch and water for their survival.

Ex-Officio Board Member, Lea Young mentioned that the help of the lawn maintenance crew for the beds, as well, but White said they used herbicides to kill the weeds which also killed some of the flowers, so she'd asked them to not use it again. Ms. Fisher stated that Cooper could assist them a couple of times per year to help to pull weeds. The Master Gardeners are scheduled for a workday this coming Thursday from 9-11, and Cooper is scheduled to stop by to meet them.

Ms. White also mentioned that, as was requested by Fisher, she intended to fill out an application for Master Gardeners Design Committee to create a flowerbed design for the Memorial Park and meet with City for expectations for fall plantings.

9. Discuss past progress and future plans for Memorial Park.

Ms. Fisher presented to the Board that the City is looking at different ideas for Memorial Park, its potential relocation, and the investment we're wanting to make on it. Ex-Officio Ms. Young expanded on the conversation, addressing the issue of no longer having water for the sprinklers at this park now that the old City Hall has been demolished. As to what will happen to 516 Ranch House Rd site: at this time, the City intends to retain the property, including the park, and noted that designated parkland must be taken to the voters to be sold.

Ms. Young proceeded to tell the Board that the City purchased the existing City Hall [in July 2023] and the acreage in front (to the south), and stated that Dorothy Witmeyer at Westwood Professional Services is also helping us design the expansion of the parking lot. When discussing the options for Memorial Park, it was proposed that Memorial Park could be relocated to the southwest corner of the City Hall frontage property, and the City has also contracted with Westwood for this possibly. Ms. Young stated that Staff would seek feedback from the Parks Board for fundraising ideas. She indicated that the park's visibility from the frontage road would gain more passer-by attention and be a striking and purposeful entrance for our City Hall and create a more formal, planned, and cohesive memorial park that will blend with the City Hall building. Because of this, it was recommended by Board member White that the Master Gardeners delay providing landscaping design suggestions for existing Memorial Park as its installation might then have to be removed.

Board member Wagner asked if Parker County ESD1 was [still] interested in the old City Hall site, and if the City was interested in selling any of its frontage since it was "prime real estate". Ms. Young stated that, although 516 Ranch House was a purchase consideration for the ESD, they have expressed that they are very happy with use of the Public Safety Building [they lease their space from the City], but if that ever did materialize, they liked the park and were not interested in taking it away. As to the frontage, Ms. Young stated that we will retain this land as it is required for the building's parking requirement. She also mentioned that TXDOT is planning on moving the exit entrance east, to Tricia Trail, and once the exit moves, it could open a possibility of adding another entrance to City Hall from the frontage.

10. Discuss past progress and future plans for Deer Park.

Ms. Fisher stated that Mayor Moss asked if we could allow for more parking at Deer (Naturescape) Park, and that she spoke to Ms. Witmeyer about that. It was discussed that, to avoid blocking the City's well, parking would need to be added to the park side or the entrance could be shifted to the east, but either scenario would require trees to be removed. There are no plans to do any improvements at this time.

ADJOURNMENT

As authorized by Section 551.127, of the Texas Government Code, one or more Council Members or employees may attend this meeting remotely using video conferencing technology.

Board Member and Co-Chair Wagner adjourned the meeting at 6:51 p.m.

MINUTES APPROVED:

Ever Gomez, Parks Board Chair

Date

David Wagner, Parks Board Co-Chair

CERTIFICATION I, the undersigned authority, does hereby certify that this Notice of a Meeting was posted on the bulletin board at City Hall, 120 El Chico Trail, Suite A, Willow Park, TX 76087, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: MAY 3, 2024 at/by 5:00 p.m. and remained so posted continuously for at least 72 hours before said meeting is to convene.

Toni Fisher

Planning and Development Director

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Item 2.

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PARKS DEPARTMENT AGENDA ITEM BRIEFING SHEET

Council Date: August 06, 2024	Department: Planning & Development Department/Parks	Presented By: Toni Fisher, Director
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AGENDA ITEM:

Discussion & Action: Purchase of Security Camera for Cross Timbers Park.

BACKGROUND:

On Wednesday, July 24, 2024, possibly between the hours of 1:00 and 5:00 p.m., the Cross Timbers Park restrooms were severely vandalized. The interior wall of the women’s restroom was spraypainted with vulgar graffiti and the commode seal was broken as an attempt to pull it from the wall. All interior walls, door, floor, sink, mirror, commode, and hand dryer of the men’s restroom were heavily spraypainted with more of the same. Fortunately, none of the damage was irreparable, but the Public Works department spent about \$100 and worked a total of 6 manhours for reparations before the restrooms could be reopened. Based on the content, and that most of the damage was in the men’s room, Willow Park Police Department believes that the perpetrators were likely young males of approximately 11-14 years of age.

Just two weeks prior, upon tending to the restroom maintenance, our Parks Superintendent found the toilet so clogged that he had to snake the line to clear it, and the entire sink was smeared with, what appeared to be blood. Additionally, he has had to clean feces smeared on walls in both restrooms several times before.

Unfortunately, these manners of disgust and disrespect are inherent to public restrooms. The restrooms at Cross Timbers Park are locked 7 p.m. to 7 a.m. and the park is surveilled by a security camera and the Willow Park Police Department 24/7; however, catching such vandalism is difficult since it takes place inside of the restrooms. Staff believe that adding a second camera on the roofline of the restrooms, giving a clear view of those who move in and out of the restrooms, and additional surveillance signage will help to deter this behavior and provide WPPD better opportunities for evaluation and identification of persons of interest. The addition of an additional camera will be at an estimated cost not to exceed \$3,000, funds which are available within the Parks Department’s current fiscal budget.

If you have any information on these or any crimes committed within the City of Willow Park, please contact the **Willow Park Police Department at 817-441-9747 or Emergency 911.**

STAFF RECOMMENDATION:

Staff recommends the purchase and installation of a second camera and signage for Cross Timbers Park.

RECOMMENDED MOTION: Motion to purchase a security camera for Cross Timbers Park.



PARKS DEPARTMENT AGENDA ITEM BRIEFING SHEET

Council Date: August 06, 2024	Department: Planning & Development Department/Parks	Presented By: Toni Fisher, Director
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AGENDA ITEM:

Discussion: Concepts for Kings Gate Park improvements by Westwood Professional Services.

BACKGROUND:

There has been much discussion about desired improvements to Kings Gate Park including restrooms, additional parking, more playground equipment, and sporting areas. On May 14, 2024, the Willow Park City Council approved a contract with Westwood Professional Services to formally program this park, rather than choose random projects and placement.

Attached is Westwood’s first and second rendering of potential programming for Kings Gate Park. The creation of these concepts took into consideration the 2019 Parks & Trails Master Plan and its community feedback, and the park’s current uses, demographics, and topography for the near 30-acre park space.

Westwood suggests that a new community survey be conducted before adopting any design since five years of growth and typical change in demographics can affect choices of interest for park amenities. This process would likely involve two town hall meetings.

The estimated cost for all improvements shown was not available at the time of publication but will be shared by City Staff at this meeting.

STAFF RECOMMENDATION:

N/A.

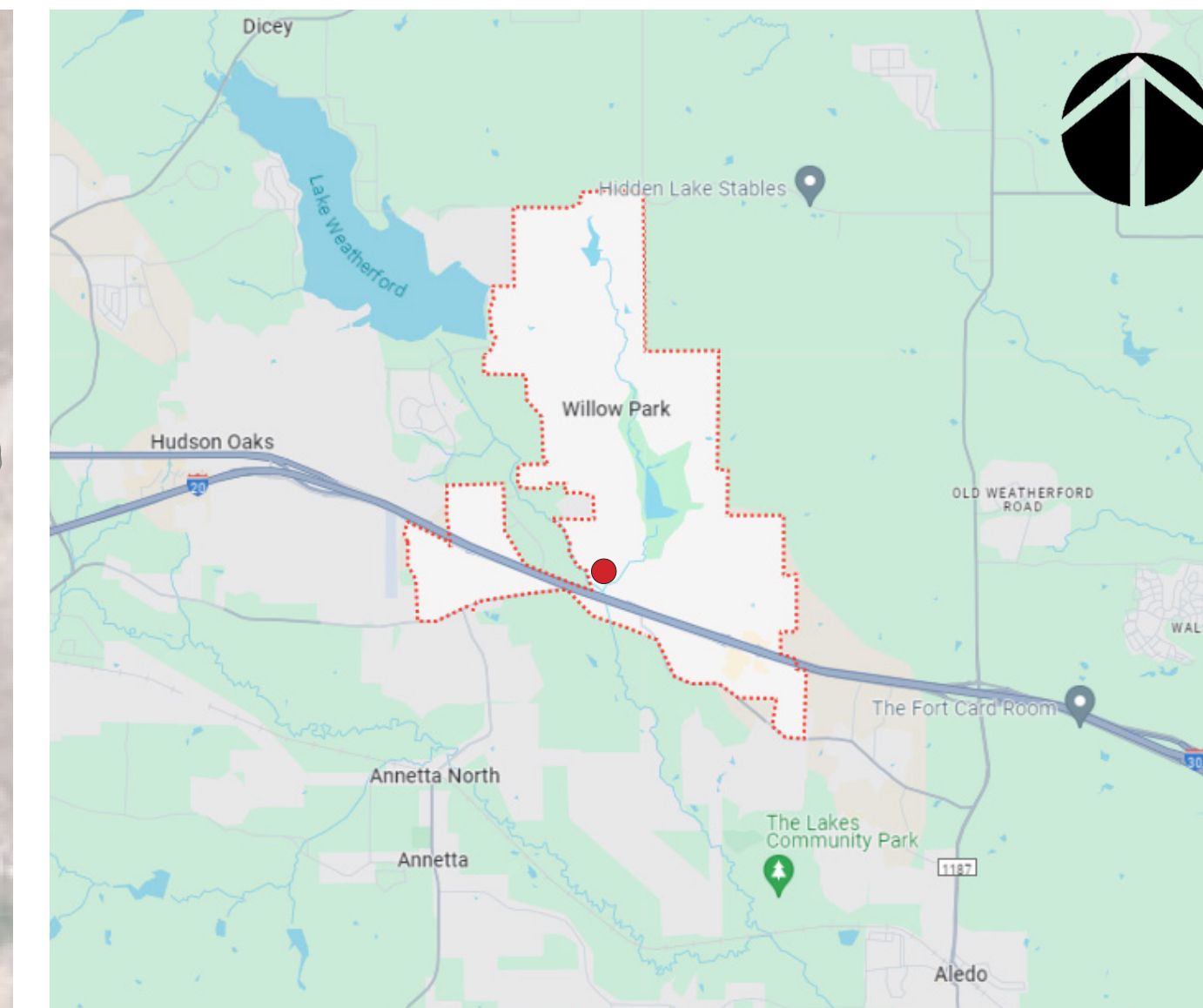
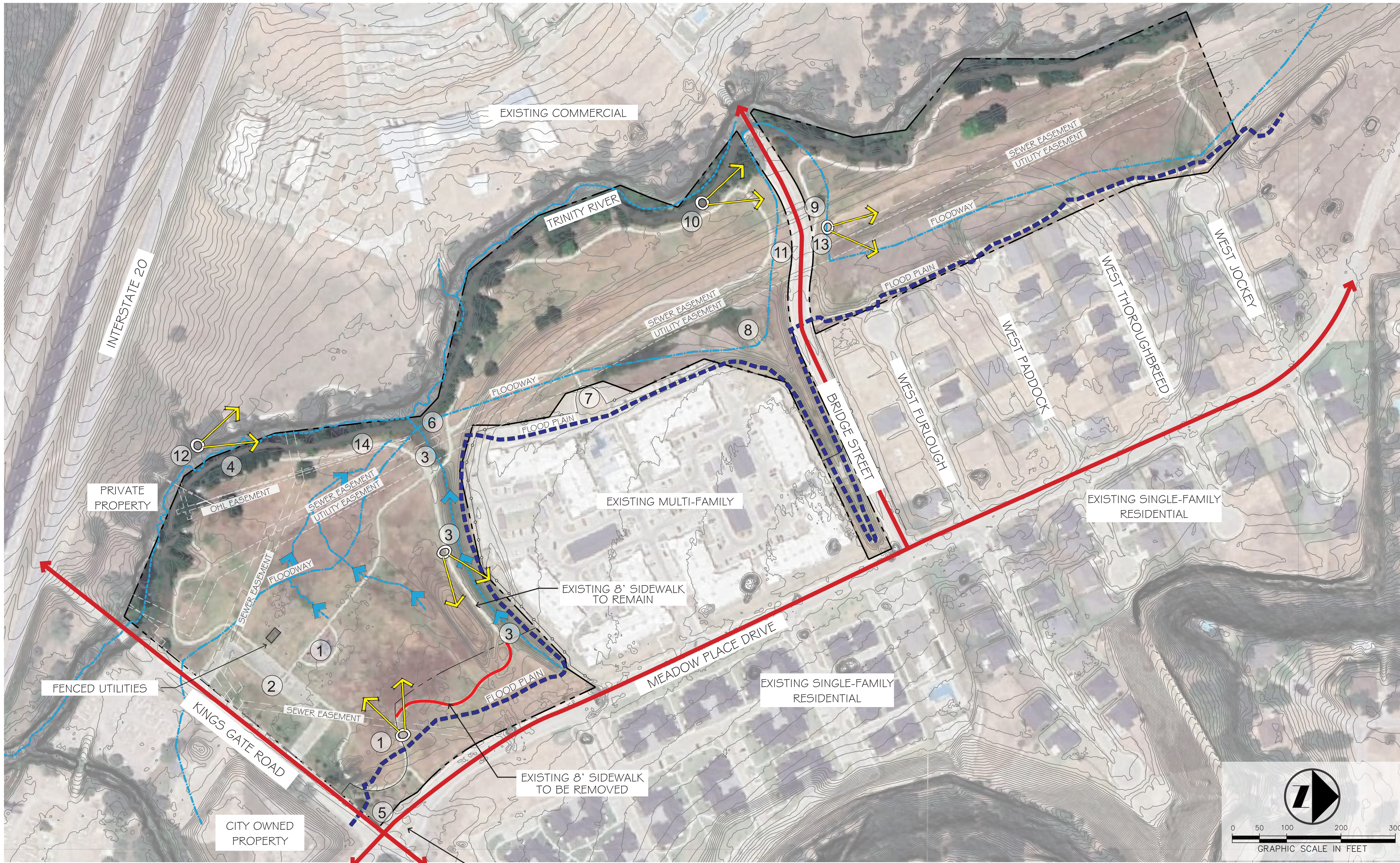
RECOMMENDED MOTION:

N/A.

July 2024

City of Willow Park - Kings Gate Park

Master Plan: Conceptual Design



EXISTING CONDITIONS LEGEND

- ① PLAYGROUND
- ② PARKING LOT (19 EXISTING SPACES)
- ③ DRAINAGE
- ④ FISH SCULPTURE
- ⑤ MONUMENT SIGN
- ⑥ HISTORIC LANDMARK
- ⑦ DOG PARK
- ⑧ DETENTION POND
- ⑨ OPEN SPACE
- ⑩ RETAINING WALL, DOG STATION & TRASH CAN
- ⑪ CROSSWALK & RAMPS
- ⑫ TRINITY RIVER CREEK
- ⑬ EXISTING FIELDS
- ⑭ GAS LINE SIGN



① SOCCER FIELDS & PLAYGROUND



② EXISTING PARKING LOT



③ EXISTING DRAINAGE SWALE



④ FISH SCULPTURE



⑤ ENHANCED NEIGHBORHOOD ENTRANCE



⑥ HISTORIC RACE TRACK WATCH TOWER



⑧ DETENTION POND



⑨ BRIDGE ST. WITH RIP RAP & DRAINAGE



⑩ RETAINING WALL, DOG STATION, TRASH CAN



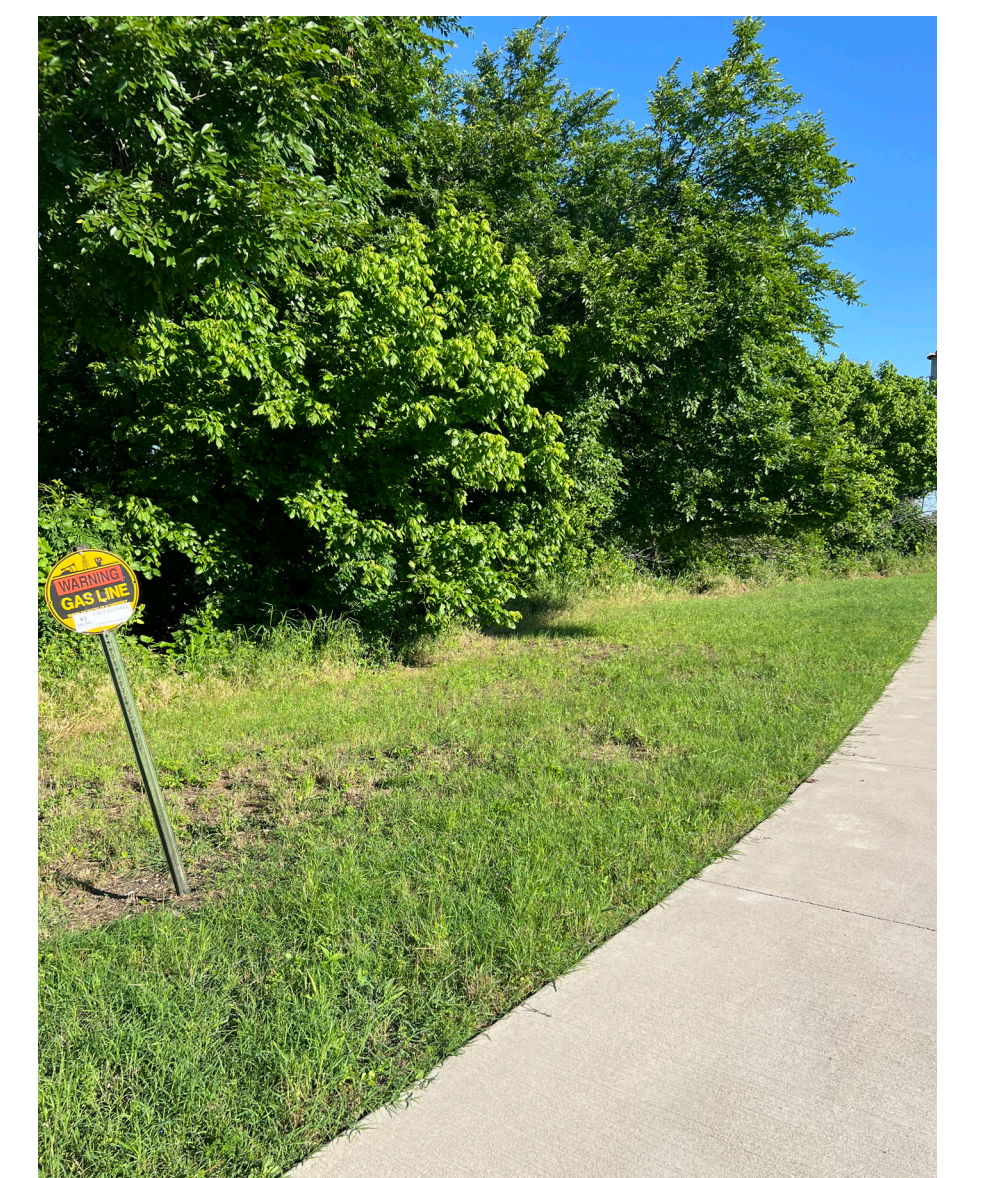
⑪ EXISTING CROSSWALK & RAMPS



⑫ EXISTING CREEK



⑬ EXISTING FIELDS



⑭ EXISTING GAS LINE

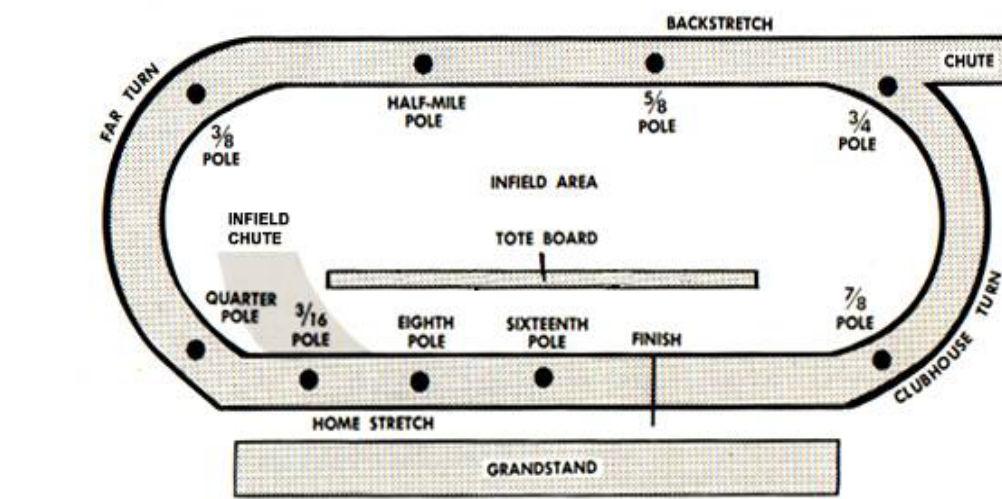


FORMERLY KNOWN AS TRINITY MEADOWS RACEWAY OR SQUAW CREEK DOWNS, KINGS GATE PARK WAS A PROMINENT AMERICAN RACING TRACK IN THE 1960S. ALTHOUGH IT HAS BEEN CLOSED FOR MANY YEARS, HISTORIC LANDMARKS STILL STAND WITHIN THE PARK.

THE PROVIDED AERIAL VIEW SHOWS THE LAYOUT OF THE OLD TRACK AND ITS CURRENT STATE. IN THE PARK'S DESIGN, SPECIFIC AREAS WERE CHOSEN TO HIGHLIGHT ITS HISTORIC SIGNIFICANCE AND OFFER EDUCATIONAL OPPORTUNITIES. ADDITIONALLY, THE BRANDING OF THE SITE EMPHASIZES THE OLD HORSE TRACK, CREATING A CONNECTION TO ITS PAST AND PRESERVING ITS EXISTING LANDMARKS.



Canterbury Park track layout



modified from: Chew, Peter. The Kentucky Derby: The First 100 Years. Boston: Houghton Mifflin Company. 1974. p 32.





- PROGRAMMING LEGEND**
- FORMAL PLAY COURTS *
 - FENCED DOG PARK
 - UNREGULATED SOCCER FIELDS
 - PLAYGROUND EXTENSION*
 - BOARDWALK
 - SEATING AREAS *
 - OPEN LAWN
 - WATER FEATURE



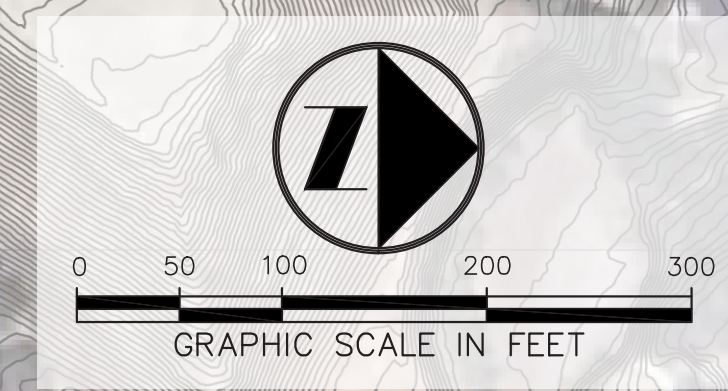
MASTER PLAN CONEPT LEGEND

- ① ADDITIONAL PARKING
- ② PLAYGROUND EXTENSION
- ③ GATHERING SPACE HUB
- ④ PICNIC AREA
- ⑤ RESTROOM
- ⑥ SPORTS COMPLEX (BASKETBALL & PICKLEBALL)
- ⑦ DOG PARK (OPTIONAL)
- ⑧ UNREGULATED SOCCER FIELDS
- ⑨ BOARDWALK CONNECTION
- ⑩ REST STOPS / NATURAL SEATING (LUEDER BLOCKS)
- ⑪ EXISTING HISTORIC LANDMARK (FAR TURN)
- ⑫ HISTORIC EXHIBIT
- ⑬ TERRACED LAWN
- ⑭ HISTORIC SEATING AREA / EDUCATIONAL EXPERIENCE
- ⑮ EVENT SPACE WITH SEATING & STATIONARY GAMES
- ⑯ ENHANCED SEATING AREAS
- ⑰ OPEN SPACE FOR COMMUNITY / GRAND LAWN
- ⑱ STORMWATER FEATURE
- ⑲ HISTORIC MONUMENT ENTRY SIGN
- ⑳ ENHANCED LANDSCAPING
- ㉑ ENHANCED PAVING
- ㉒ DISC GOLF
- ㉓ MOUNTAIN TRAIL KID TRACK
- ㉔ BERMS



MASTER PLAN CONEPT LEGEND

- ① ADDITIONAL PARKING
- ② PLAYGROUND EXTENSION
- ③ PICNIC AREA / GATHERING SPACE HUB
- ④ EVENT LAWN / PICNIC SPACE
- ⑤ RESTROOM
- ⑥ SPORTS COMPLEX (BASKETBALL & PICKLEBALL)
- ⑦ DOG PARK (OPTIONAL)
- ⑧ UNREGULATED SOCCER FIELDS
- ⑨ BOARDWALK CONNECTION
- ⑩ SIMPLE SEATING AREAS
- ⑪ EXISTING HISTORIC LANDMARK (FAR TURN)
- ⑫ HISTORIC EXHIBIT
- ⑬ TERRACED LAWN
- ⑭ HISTORIC SEATING AREA / EDUCATIONAL EXPERIENCE
- ⑮ EVENT SPACE WITH SEATING & STATIONARY GAMES
- ⑯ ENHANCED SEATING AREAS
- ⑰ OPEN SPACE FOR COMMUNITY / GRAND LAWN
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- ⑲ HISTORIC MONUMENT ENTRY SIGN
- ⑳ ADDITIONAL PARKING
- ㉑ ENHANCED PAVING
- ㉒ DISC GOLF
- ㉓ MOUNTAIN TRAIL KID TRACK
- ㉔ FOOD TRUCK SPACING
- ㉕ OPEN PLAY FIELD
- ㉖ BERMS



CONCEPT B MASTER PLAN
KINGS GATE PARK
CITY OF WILLOW PARK

SEATING AREAS



ENHANCED STORMWATER FEATURES



WILDFLOWER MEADOWS



SPLASH PAD



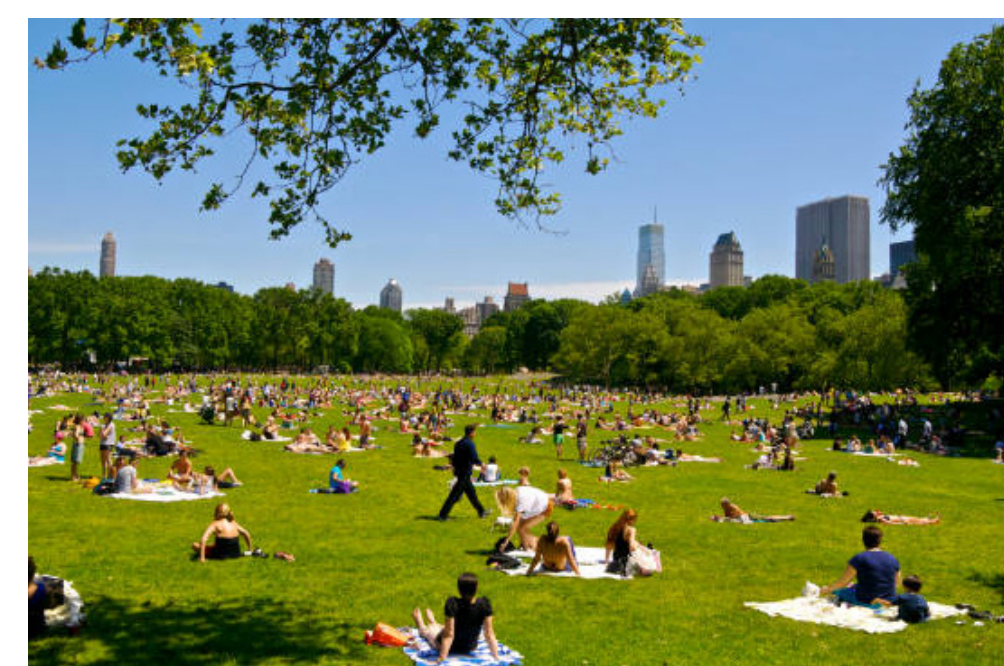
MULTI USE FIELD PLAY



PLAY STRUCTURE



GREAT LAWN



PAVILION



PRECEDENT IMAGERY
KINGS GATE PARK
CITY OF WILLOW PARK

AMPHITHEATER



RESTROOM



GATHERING SPACES



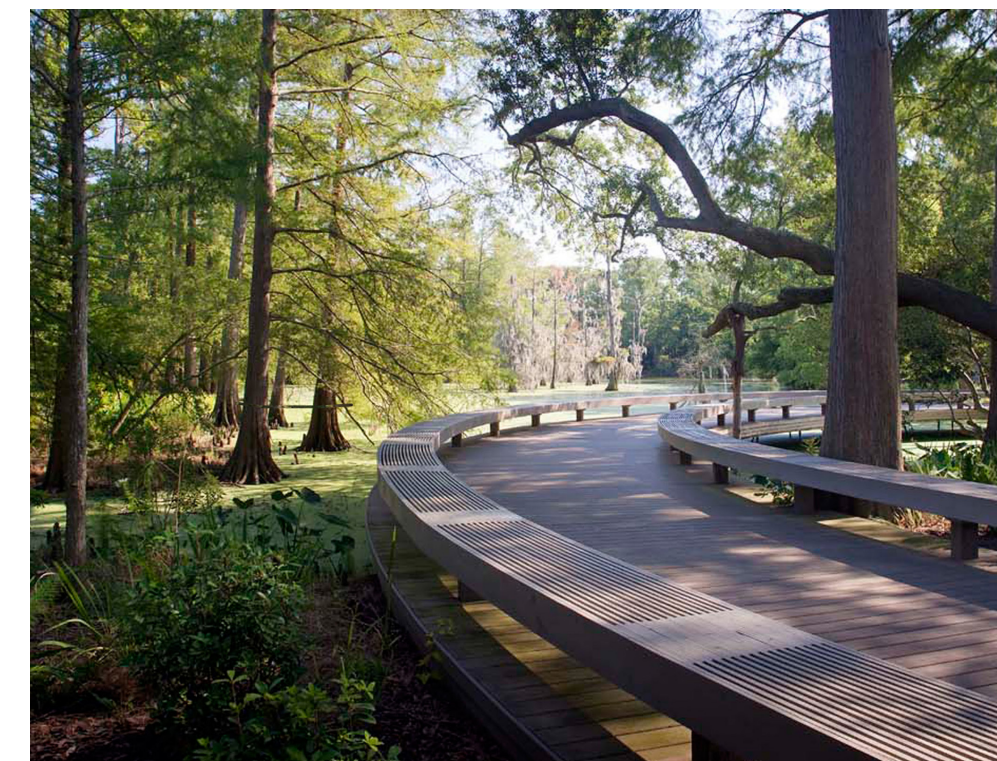
WAYFINDING



LAWN GAMES + DISC GOLF



BOARDWALK



SHADE STRUCTURES



SIGNAGE

