

**MINUTES**

On December 12, 2018, the Parks and Recreation Board met at 1:30 p.m. in City Hall at 601 S Buchanan Street, Room 306 for a Regular Meeting.

<b>VOTING MEMBERS</b>	<b>PRESENT</b>	<b>NO. MEETINGS HELD SINCE APPOINTMENT</b>	<b>NO. OF MEETINGS ATTENDED</b>
Mr. Rob Chafin	No	49	37
Mr. Terry Easterling	Yes	43	36
Mr. George DeCoux	Yes	33	28
Mr. John Ingerson	Yes	17	12
Ms. Terry Price	No	17	12
Mr. Brian Jennings (resigned)	No	9	5
Mr. Matt Sanders	Yes	9	8
Mr. Gerald Malkuch	Yes	9	8
Mr. George Veloz II	No	9	7
Mr. Mubashir Subhani	No	9	6
Mr. Luke Austin	Yes	9	5

Also in attendance were:

MICHAEL KASHUBA	DIRECTOR OF PARKS AND RECREATION
PAT WESTBROOK	ASSISTANT DIRECTOR OF PARKS AND RECREATION
KEVIN WILDE	PARK SUPERINTENDENT
JOSLYN HARNEY	SENIOR SERVICES COORDINATOR
LINDA PITNER	FORMER SENIOR SERVICES COORDINATOR
CHARLES HUDSON	ATHLETIC SUPERVISOR
SHELLEY GALLAGHER	RECREATION SUPERVISOR
GEORGE PRIOLO	GM OF GOLF OPERATIONS
KELLY RAMOS	MARKETING COORDINATOR
KELSEY SARGENT	SPECIAL EVENTS COORDINATOR
JAN MUNCH-SOEGAARD	TENNIS PRO
BILL WILLIAMS	PARK MAINTENANCE SUPERVISOR
KEVIN STARBUCK	ASSISTANT CITY MANAGER
SHERYLENE MORRIS	RECORDING SECRETARY

**ITEM 1:** Public Comments. No public comments.

**ITEM 2:** Call to Order and Approval of Minutes from Meeting held November 14, 2018. Chairman, Mr. George DeCoux, established a quorum and called the regularly scheduled meeting of the Parks and Recreation Board to order at 1:30 p.m. Motion was made by Mr. Terry Easterling, seconded by Mr. Gerald Malkuch and unanimously carried to approve such minutes as written.

**ITEM 3:** The Parks and Recreation Board Will Discuss or Receive Reports on the Following Current Matters or Projects. Michael Kashuba, Director of Parks and Recreation, announced that John Ingerson has been reappointed to the board and a new board member, Bob Altman will be added to the board to replace Brian Jennings. Michael introduced Joslyn Harney as the new Senior Services Coordinator and that Kelly Ramos, Marketing Coordinator, has accepted a job opportunity with NASA. Michael also announced that Thompson Pool has officially closed and will not be reopened in the 2019 season and that a press release at 3:30 p.m. today to inform the public. Parks and Recreation is also partnering up with Public Health to bring obesity awareness to the community. Copy of this report is on file with the City Parks and Recreation Department.

**ITEM 4:** Present and Discuss an Update on the Asset Management Plan. Collin Chung, representative of Kayuga who has been hired to do the Asset Management Plan for the Parks & Recreation Department, updated the Park Board on the purpose of this plan due to aging assets, limited resources and limited budgets, what are we trying to do, what are the outcomes, information and decisions we need to make in order to make recommendations to the Park Board and the City Council. Copy of this Presentation is on file with the City Parks and Recreation Department.

**ITEM 5:** Present, Discuss an Update on the Parks Department Real Estate Study. Michael stated that members of the Park Board and City Council would be getting a brief survey on the Real Estate Study asking questions on possible development options that are acceptable and agreed upon by both groups. Copy of this report is on file with the City Parks and Recreation Department.

**ITEM 6: Present, Discuss and Consider Action on a Contract for the Operation of the Amarillo National Tennis Center.** A recommendation for a new contract with Jan Munch-Soegaard with the Amarillo National Tennis Center for a nine month period that will be presented to the City Council. During that nine month period, the city will work with Jan, the Amarillo Tennis Association and other donors in looking at increasing revenues, extending play and forming a subcommittee to include two Park Board members. Motion was made by Mr. Terry Easterling and seconded by Mr. John Ingerson to approve the contract for the Amarillo National Tennis Center and to form a subcommittee. Copy of this Presentation is on file with the City Parks and Recreation Department.

**ITEM 7: Present and Discuss an Update on Park Agreements.** Linda Pitner reviewed a summary of Park Agreements with school districts, Botanical Gardens, Wonderland, Kids Inc. and others as well as related issues and concerns. Copy of this Presentation is on file with the City Parks and Recreation Department.


**ITEM 8: Present and Discuss the Creation of a Golf Task Force.** Michael stated that the City Manager had requested a Golf Task Force Subcommittee be formed in order to bring recommendations to the Board on marketing, pricing structure and current and proposed golf operations. Michael presented a list of the Golf Task Force Subcommittee that included two Park Board members one past and present, City Staff and other citizens involved in the golfing community. Copy of this Presentation is on file with the City Parks and Recreation Department.

**ITEM 9: Present and Discuss Potential Partnership Opportunities with Starlight Ranch.** Michael stated that Starlight Ranch would like to partner with Parks and Recreation on sand volleyball leagues and tournaments. Starlight Ranch would install the courts, maintain them and Parks and Recreation would administrate the programming of the leagues/tournaments, scheduling and officials. Starlight Ranch would fund everything and receive revenue from concessions and the city would get the revenue from the programming. Copy of this Presentation is on file with the City Parks and Recreation Department.

**ITEM 10: Present and Discuss the Recently Approved Resolution Authorizing the Amarillo Convention and Visitor Council to bid on Hosting the 2023 Texas Recreation and Park Society Institute and Expo.** The Amarillo CVC resubmitted a bid to host the 2023 Texas Recreation and Park Society (TRAPS) Institute and Expo that was approved by the City Council. This event would involve around 1,000 participants and generate approximately \$500,000 in revenue. If the city is chosen to host this event, this will go back to the Council for a contract. Copy of this Presentation is on file with the City Parks and Recreation Department.

**ITEM 11: Adjournment.** There, being no further business, Motion was made by Mr. John Ingerson and seconded by Mr. Matt Sanders to adjourn the meeting at 2:50 p.m. This meeting was recorded and all comments are on file with the City Parks and Recreation Department.

ATTEST  
  
Sherylene Morris, Board Secretary

  
George DeCoux, Chairman