



## **City of Abilene**

### **Parks and Recreation Board Agenda**

**Notice is hereby given of a meeting of the Parks and Recreation Board of City of Abilene to be held on March 18, 2025 at 8:30AM at City Hall, 555 Walnut Street, Council Chambers, Abilene, Texas, for the purpose of considering the following agenda items.**

#### **CALL TO ORDER**

#### **INVOCATION**

#### **PUBLIC COMMENTS**

Public Comments on Any Item on the Agenda

#### **MINUTES**

1. Minutes (Discussion and Action)

#### **EXECUTIVE SESSION**

2. Pursuant to Govt. Code Section 551.072, a governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person. Additionally, Section 551.087 allows a governmental body to discuss or deliberate on commercial or financial information that has been received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the City and with which there may be ongoing negotiations or deliberate the offer of a financial or other incentive to a business prospect. Further, Section 551.071 provides that a governmental body may seek advice from its attorney regarding a pending or contemplated litigation subject, settlement offer, or attorney-client privileged information. After discussion in executive session, any action or vote will be taken in public.

The Parks and Recreation Board of the City of Abilene will adjourn into executive session to discuss any of the matters listed below or listed in this Agenda, as authorized by the following Texas Government Code Sections:

1. Oscar Rose Park Tennis Facility

551.071 - Consultation with Attorney  
551.072 - Deliberations about Real Property  
551.087 - Economic Development

### **AGENDA ITEMS**

3. Habitat and Angler Access Program Grants (Discussion, Public Hearing and Possible Action)
  - Dock Improvements at Lake Fort Phantom and Lake Kirby
  - Estimated cost \$126,000 each location
  
4. Adoption of Camping Policy (Discussion, Public Hearing and Possible Action)
  - Purpose and Scope
  - Camping Duration, Capacity and Fees
  - Fire Regulations
  - Camping Behavior and Responsibilities
  - Enforcement and Violations
  - Permit Administration
  - Quiet Hours
  
5. Lake Kirby Arboretum (Discussion, Public Hearing and Possible Action)
6. Lake Kirby Softball Warmup Areas (Discussion, Public Hearing and Possible Action)
7. Parks Report (Discussion)
  - Purple Heart Trail Signs
  - Playground Repair
  - Winter Projects
  
8. Seniors Report (Discussion)
  - National Plant a Flower Day
  - Pool Tournament
  - Eldercise
  
9. Zoo Report (Discussion)
  - Animal Update
  - Upcoming Event

### **ADJOURNMENT**

#### ***Notice***

*In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests*

*should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.*

**CERTIFICATION**

*I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 14th day of March, 2025, at 3:10 p.m.*

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*Kaitlin Richardson, Deputy City  
Secretary, TRMC*

## PARKS & RECREATION BOARD MEETING

February 18, 2025

The Parks and Recreation Board held its monthly meeting on Tuesday, February 18, 2025 at 8:30 a.m. in Council Chambers at City Hall, 555 Walnut Street, Abilene, TX. Board members present were David Pittman, Gary Grubbs, Jack Hurd, and Leigh Black. Parks & Recreation staff present were Lesli Andrews, Director, Richard Rodgers, Assistant Director, Chris Gibson, Assistant Director, Ann Hall, Seniors Division Manager, Jesus Coronado, Parks Division Manager, Jesse Pottebaum, Zoo Director, Stanley Smith, Legal and Janina Aguero, Secretary.

David Pittman called the meeting to order at 8:30 a.m.

**Invocation:** David Pittman gave the invocation.

**Public Comment:** None.

**Acceptance of Minutes from January 21, 2025:** Gary Grubbs moved the minutes to be approved. Leigh Black seconded. With all in favor, the motion carried.

**Improvements at Lake Kirby Park:** Lesli Andrews presented the Board with some improvements requested by Wylie Fastpitch Softball Association at Lake Kirby Park. Lesli reviewed the request to construct a chain link fence on the Tee Ball field and the request to construct a batting cage, instead of concession improvements. Lesli discussed the chain link fence will be 100% funded by the league and the batting cage will be added using the 80/20 grant funds.

**Public Comment:**

- Marissa Black, President of Wylie Fastpitch, spoke in favor of this item.

Leigh Black moved to approve the improvements for the fence and batting cage additions. Jack Hurd seconded, with all in favor the motion carried.

**Adoption of Camping Policy:** Chris Gibson discussed expanding our policy and regulations for native camping. Chris talked about an increase of time to 72 hours and \$22 per day, with a max of three days will be allowed with this permit. Chris mentioned the policies will cover various rules, regulations and camping responsibilities.

**Public Comment:** None

Gary Grubbs moved to adopt the policies for native camping. Leigh Black seconded. One nay by Jack Hurd, due to more information requested on the quiet hours of the policy. Motion was not passed.

**Lake Fort Phantom Boat Ramp Improvements Projects:** Lesli Andrews discussed the presentation of the Fort Phantom master plan to City Council and the discussion of the Northwest and Southeast boat ramps. Lesli mentioned how the boat ramps are failing and need to be repaired and extended. Lesli mentioned the cost estimated around \$2.5 million dollars, depending on grant opportunities. Lesli talked about the scope of work for both ramps would include extension of ramp, parking lot repairs, site concrete work and addition of restrooms.

**Public Comment:** None

Jack Hurd moved to approve the boat ramp improvement projects at Lake Fort Phantom. Gary Grubbs seconded, with all in favor the motion carried.

**Parks Report:** Jesus Coronado gave the Parks Report. Jesus reviewed the remodel at the Will Hair concession stand due to a water heater leak. Jesus talked about the replacement of a broken spinner and tree replacement at Redbud Park, as part of winter projects being completed. Jesus reviewed the total number of labor hours 2453 and 173 work orders completed during the winter season.

**Seniors Report:** Ann Hall gave the Seniors Report. Ann introduced the new Adult Coloring Club, every Tuesday at 1pm in the Art Room. Ann talked about the upcoming Walking Soccer happening on February 21st at 1:30pm.

**Daddy Daughter Dance:** Ann Hall reviewed the attendance of the Daddy Daughter Dance 2025, selling 181 tickets at the door, for a total of 699.

**Zoo:** Jesse Pottebaum gave the Zoo Report. Jesse talked about the new porcupette born on January 24th and a male steenbok born on January 30th. Jesse mentioned the addition of the bison, Uno and Leoti. Jesse invited everyone to come out for Wild Days during March 8-16th, including live shows and wild experiences.

**Adjournment:** The meeting was adjourned at 9:07 am

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David Pittman, Parks Board Chairman

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Janina Aguero, Secretary



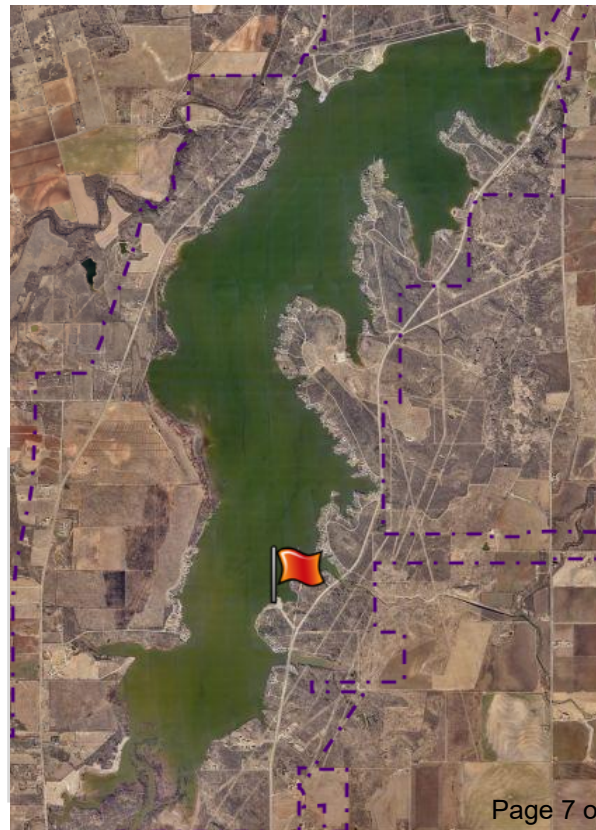
# Habitat and Angler Access Program Grants





# Lake Fort Phantom Hill

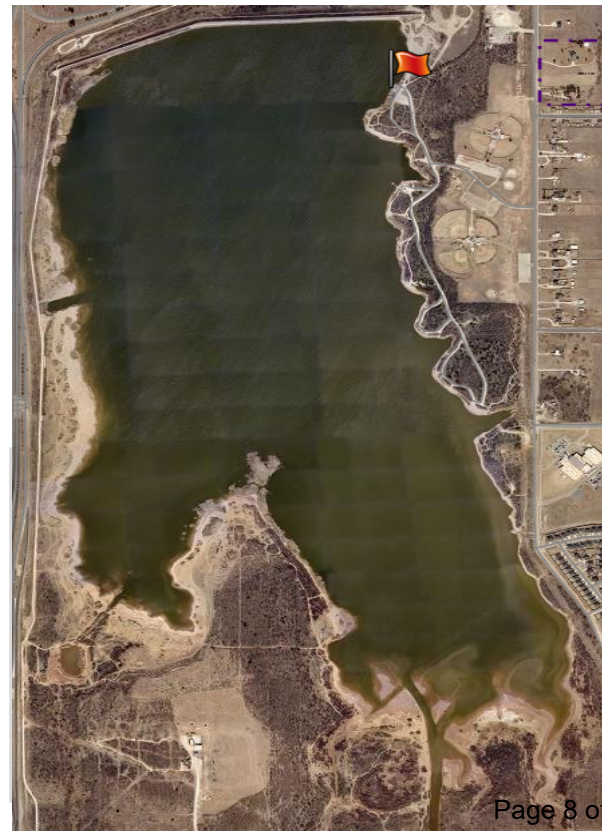
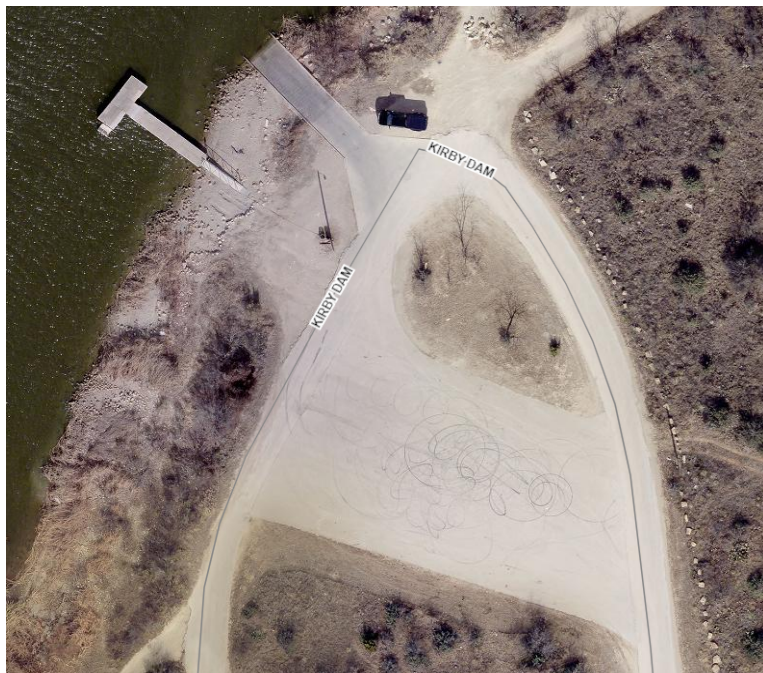
- Dock Improvements at Lake Fort Phantom Hill Southeast Boat Ramp
- Approximate Cost: \$126,000





# Lake Kirby

- Dock Improvements at Lake Kirby North Dock
- Approximate Cost: \$126,000



## City of Abilene Parks and Recreation

### Camping Policy

**Effective Date:** \_\_\_\_\_

**Adopted by:** City of Abilene Parks and Recreation Board

#### *Section 1: Purpose and Scope*

This policy establishes the regulations for **native camping** within designated camping areas managed by City of Abilene Parks and Recreation. The purpose of this policy is to provide a safe, sustainable, and enjoyable camping experience while protecting natural resources and ensuring public safety.

#### *Section 2: Definitions*

For the purposes of this policy, the following terms are defined as:

1. **Native Camping:** Camping by individuals in a natural, undeveloped setting for recreational purposes, where minimal facilities are provided.
2. **Designated Areas:** Specific locations within Johnson Park or Seabee Park set aside for camping.
3. **Permit:** Written authorization issued by the City of Abilene Parks and Recreation allowing to camp in designated areas for a specified period.
4. **Fire Area:** A designated space where campfires are allowed to be made, in accordance with fire safety guidelines.

#### *Section 3: Camping Duration, Allowance and Fees*

5. **Permitted Duration:**

Native camping is permitted for **up to 72 hours** in a designated camping area. Camp site check in begins at 10:00AM on first day listed on permit. Checkout is no later than 10:00AM on last day listed on permit.

6. **Permit Allowance:**

Each permit allows up to 8 individuals to camp in designated area utilizing up to 2 tents.

7. **Camping Fees:**

A fee of **\$22 per 24 hours (1 day)** shall be charged for camping in designated areas. Payment must be made at the time of applying for the camping permit and the total fee for 72 hours will be **\$66**.

**8. Non-Refundable Fees:**

Fees are non-refundable, regardless of early departure, site availability or any other reason.

**Section 4: Fire Regulations**

**9. Fire Areas:**

Campfires may only be created in **designated fire areas**. No fires are allowed outside these areas under any circumstances.

**10. Prohibited Fires:**

The use of open flames (such as campfires, bonfires, or fire pits) in areas not designated for such use is prohibited. Violators may be subject to penalties, fines, or eviction from the campsite.

**11. Fire Safety:**

- All fires must be attended at all times and completely extinguished before leaving the fire area.
- Gathering firewood from the campground or surrounding areas is prohibited.
- During periods of high fire risk, such as drought conditions, all open fires may be temporarily banned, as determined by [Fire Department or Local Authority].

**Section 5: Camping Behavior and Responsibilities**

**12. Leave No Trace:**

Campers must adhere to the principles of Leave No Trace, including packing out all waste, trash, and personal belongings.

**13. Noise Restrictions:**

Quiet hours will be enforced between **10:00 PM and 7:00 AM** to ensure the peaceful enjoyment of all campers.

Peace and quiet. It is an offense for any person to:

- disturb other persons in sleeping quarters or in campgrounds between the hours of 10 p.m. and 7 a.m.;
- cause, create, or contribute to any noise which is broadcast, or caused to be broadcast, into sleeping quarters or campgrounds, or which emits sound beyond the person's immediate campsite, between the hours of 10 p.m. and 7 a.m., whether by shouting or singing, by using a radio, phonograph, television, or musical instrument, or by operating mechanical or electronic equipment;

- use electronic equipment, including electrical speakers, at a volume which emits sound beyond the immediate individual camp or picnic site at any time without specific permission of the director or designee
- create a disturbance capable of negatively affecting other park users by causing excessive noise by any means. Specific allowable noise levels for specific parks or parts of parks may be established by written order of the director or designee.

**14. Wildlife and Environment Protection:**

Campers must refrain from disturbing wildlife, plants, or natural features. The removal or destruction of any plant or wildlife is prohibited.

**Section 6: Enforcement and Violations**

**15. Violations:**

Violations of any provisions of this policy, including exceeding the permitted camping duration, improper fire use, or failure to pay required fees, may result in immediate eviction from the park.

**16. Fines:**

Any individual who violates this policy may be subject to a fine of up to **\$100 per occurrence per day**. Additional penalties may apply for repeated violations or actions that pose a significant risk to public safety or the environment.

**17. Revocation of Permit:**

A camping permit may be revoked at any time if the permit holder is found to be in violation of this policy.

**Section 7: Permit Administration**

**18. Permit Application:**

Must be 18 years of age or older to apply and receive a permit. Campers must obtain a permit before setting up camp in any designated area. Permits are available from City of Abilene Parks and Recreation or its designated representatives and must be carried with the camper at all times during the stay.

**19. Authority:**

Permits will be verified and enforced by City Marshall and/or designated staff members of City of Abilene.

**Commented [GC1]:** Taken from **Texas Administrative Code**  
[TITLE 31](#) NATURAL RESOURCES AND CONSERVATION  
[PART 2](#) TEXAS PARKS AND WILDLIFE DEPARTMENT  
[CHAPTER 59](#) PARKS  
[SUBCHAPTER F](#) STATE PARK OPERATIONAL RULES  
 RULE §59.134 Rules of Conduct in Parks

***Section 8: Effective Date***

This policy shall take effect on March 1, 2025, and all camping activities governed by this policy must comply with the regulations set forth herein.

**Adopted by:**

Abilene Parks and Recreation Board

February 18, 2025

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[Signature of Authorized Official]

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[Title]

# City of Abilene Parks and Recreation

## Camping Policy

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- cause, create, or contribute to any noise which is broadcast, or caused to be broadcast, into sleeping quarters or campgrounds, or which emits sound beyond the person's immediate campsite, between the hours of 10 p.m. and 7 a.m., whether by shouting or singing, by using a radio, phonograph, television, or musical instrument, or by operating mechanical or electronic equipment;

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#### **15. Violations:**

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Abilene Parks and Recreation Board

February 18, 2025

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[Signature of Authorized Official]

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[Title]



# Camping Policy





# General Information

## Purpose and Scope

- This policy establishes the regulations for native camping within designated camping areas managed by City of Abilene Parks and Recreation.

## Camping Duration and Fees

- Up to 72 hours
- \$22 per day
- Maximum of 8 individuals up to 2 tents per permit

## Fire Regulations

- Fires allowed in designated fire areas only
- Use of open flames in areas not designated for such use is prohibited
- All fires must be attended
- Gathering firewood from the campground, park, or surrounding area is prohibited
- During periods of high risk, such as drought, all open fires may be banned
- All open fires prohibited during designated burn bans, as determined by local authorities





# General Information

## Camping Behavior and Regulations

- Leave no trace
- Noise restrictions (quiet hours between 10:00 PM to 7:00 AM)
- Wildlife and Environment Protection

## Enforcement and Violations

- Violations of any provisions of this policy may result in fines and/or eviction from the park
- Fines up to \$100 per occurrence per day and/or revocation of permit

## Permit Administration

- City of Abilene Parks and Recreation Issuer
- Verified and enforced by City Marshall staff and/or other designated City staff





# General Information

## Noise Restrictions:

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# Lake Kirby Arboretum



# Lake Kirby Arboretum



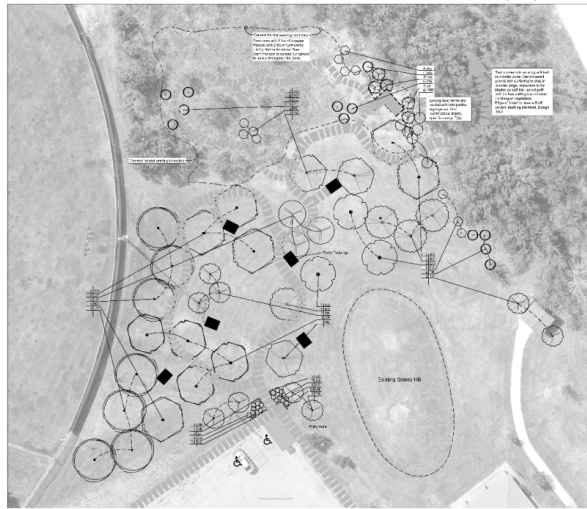
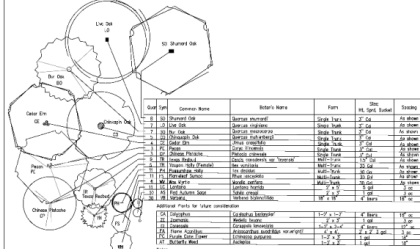
## TREE PLANTING

- A. Tree locations shall be staked prior to excavation for approval by Landscape Architect or Project Architect.
- B. Prior to excavation, all tree locations to have two bags of organic compost and 2 bags of fertilizer (particle size limited after receipt of soil analysis), non-biodegradable 4 in x 4 concrete disc area. Discs shall be 2 in x 4 in x 1/2 in thick. Discs shall be placed at equal intervals around the tree pit. In no case shall the distance from the root ball to the size of the pit be 12" inches.
- C. After excavation of tree pits, remove water, if tree pit does not drain adequately, notify Landscape Architect. **Do not excavate water table.** include the removal from the site of such rock or underground obstruction encroached at the cost of the Landscape Architect.
- D. In the event that rock or underground construction work or obstructions are encountered in any plant pit excavation work to be done under this schedule, alternate locations may be selected by the Landscape Architect or Project Architect. Where locations cannot be removed to a depth of not less than six (6) inches below bottom of root ball, when plant is properly set of the required grade.
- E. If planting soil does not fall within the pH range 5.5 to 7.0, soil limestone or aluminum sulfate to bring soil into the specified range.
- F. Backfill tree pits with a mixture of soil and organic compost and blending site soil. Add in cup of coffee grounds to top 6" of backfill. Lightly tamp every 6" to 8" in each end of pit. When pit is 2/3 full, water thoroughly and allow water to soak in. Complete back filling and form a 3" water retention basin around the outer edge of the tree pit. Fill retention basin with water and topsoil to soak in. **Water retention basin with water open.**

- G. Fill each water retention basin with 3" of soil disc material on tree trunk. Trunk force shall be visible.
- H. Trees shall be set to give the best appearance. All plants shall be set level with finished grade upon completion of planting operations. Subcontractors shall keep trees upright and plants until established. Preferred method of staking is SCOTLANDCHOICE.

- I. Thruing Pruning shall be limited to the minimum amount necessary to remove dead or injured limbs and branches. Thruing may not be done prior to delivery of plant material. Cuts over 2 1/4" in diameter shall be sealed with tree paint. Do not cut back terminal branches.

- J. Trees near paths shall be limped up as necessary for safety and security.
- K. IRRIGATION: Each tree and shrub tree will be irrigated by drip system. Spray irrigation is not allowed over lawn area or pollinator garden area. Each tree will have a ring of drip around the perimeter of the excavated tree, area to be under the mulch. Sprinkler and permeable to be used as best practice. No irrigation to be used in the pollinator garden.



**Texas 811**

**CAUTION!!!**

Excavator to call for locate at 1-800-832-8343 and find out the location of all existing utilities in the excavation.

**Shumard Oak**  
Quercus shumardii

Deciduous  
Red Fall Color  
Medium Borer  
Drought resistant  
After established

3/4" x 1/2" landscape sign, stock face with white letters. All trees, shrubs, plants to be set in an upright position with reference to 1/2" x 1/2" stake bar, 3/16" x 3 gauge thickness. Bar to be 3/16" long, bent 27° from top of bar at a 45° angle for mounting surface. Bar to have engraved text and not 1/2" from bottom. Sign to be 12" x 6" in size. Sign to be strong enough to show for concrete base at bottom of the sign enough to cover both boards and compact leveling level sign.

**Vista Planning & Design**

Site Planning  
Landscape Architecture  
E. Michael Morgan, AIA, AIA, LEED AP  
Vista Planning & Design, LLC  
1102 West 11th Street, Suite 101  
Abilene, Texas 79601  
817.252.2222  
www.vistaplanning.com

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**Kirby Lake Park Arboretum**  
Abilene, Texas



Exh  
Sheet number

**CITY OF ABILENE TEXAS**



# Lake Kirby Master Plan



## North Playscape Site

- ① Existing Playscape
- ② Wildflower Meadow
- ③ Arboretum Forest of Natives
- ④ Grassy Hill
- ⑤ Sand Pit With Climbing Logs
- ⑥ Grassy Hill with Overlook in Canopy
- ⑦ Hike & Bike Trail Head
- ⑧ Existing Restrooms To Be Rennovated
- ⑨ Path through Woods 0-5 yrs
- ⑩ Picnic Tables
- ⑪ Path to Lake Edge
- ⑫ Bird Blind





# Lake Kirby Softball Warmup Areas







# Parks Report





# Purple Heart Trail Signs





# Playground Drainage Repair





# Winter Projects Wrap Up



## Winter Crew Totals

- Work Orders Completed: 356
- Total Number of Labor Hours to Complete Work Orders: 5474
- 14 Winter Special Projects Completed





# Seniors Report





# National Plant a Flower Day



- March 20th
- 9:30 AM - 10:30 AM
- Room D





# Pool Tournament



- March 21st
- 9:00 AM
- Pool Room





# Eldercise



**Eldercise**  
in the Ballroom

Starting Mar 6<sup>th</sup>  
Thursdays 1 PM

Join us for a chair workout. Strengthen muscles. Improve posture, balance, agility, gait, & flexibility. Enjoy music & laughter with friends! You won't even know you're working out!



- Starting March 6th
- Thursdays at 1:00 PM
- in the Ballroom





CITY OF  
**ABILENE**  
T E X A S

## Animal Update: Fossa Male for Breeding (Lex)



## Zoobilation

SAVE THE DATE

# ZOOBILATION GALA

Saturday, April 26, 2025

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### ENTERTAINMENT SPONSOR

**\$10,000**

- Recognition near the stage
- Recognition on the program
- 1 Zoobilation table (8 tickets)
- Prime seating
- Premium wine at the table
- Social media recognition
- Opportunity for Zoo Curator/Vet/Keeper at your table

### GOLD

**\$10,000**

- 1 Zoobilation table (8 tickets)
- Prime Seating
- Premium wine at the table
- Social media recognition
- Donor Circle membership
- Opportunity for Zoo Curator/Vet/Keeper at your table

### SILVER

**\$6,000**

- 1 Zoobilation table (8 tickets)
- Premium wine at the table
- Social media recognition
- Premium membership
- Opportunity for Zoo Curator/Vet/Keeper at your table

### BRONZE

**\$3,000**

- 1 Zoobilation table (8 tickets)
- 8 Zoo Fun Packs (includes admission, carousel ride, giraffe encounter, and Safari Express train ride)

### PARTY TABLE

**\$2,000**

- 1 Zoobilation table (8 tickets)
- 4 Zoo Fun Packs (includes admission, carousel ride, giraffe encounter, and Safari Express train ride)

### INDIVIDUAL TICKET

**\$200**

