

MINUTES
PARKS AND RECREATION COMMISSION MEETING

February 12, 2020

CALL TO ORDER – Roll Call and Determination of a Quorum

The Parks and Recreation Commission (PRC) met on the above date. Chairperson Barron called the meeting to order at 6:01 p.m. and noted there was a quorum.

PARKS AND RECREATION COMMISSION MEMBERS AND ALTERNATES

<u>Parks and Recreation Commissioners</u>	
✓	1. Billy Barron (Chair)
✓	2. Kimberly Hinshaw (Vice Chair)
✓	3. Cherie Ware (Secretary)
✓	4. Le Ann Turrentine
✓	5. Michael Slaughter
<u>Parks and Recreation Alternates</u>	
✓	1. Donna DaCosta
✓	2. Frank DaCosta
✗	3. Patti Cordina
✓	4. Rick Debus <i>arrived late</i>
<u>Public Attendees</u>	
✓	Pier Burgess, Gary Machado – Public Works Director, Parker

PUBLIC COMMENTS

INDIVIDUAL CONSIDERATION ITEMS

1. APPROVAL OF JANUARY 15, 2019 MINUTES [WARE]

Tabled.

2. DISCUSSION OF CITY SOCIAL MEDIA POLICY [BARRON]

Chair Barron shared update from City Administrator. Members of the P&R Commission should not create an semi-official social medias accounts. Private individuals can share the flyer or advertise on social medias accounts now owned or managed by city. Members did a quick review of Marketing Channels list –

will continue to add with suggestions. Will use same list for contacts when sending out request for volunteers.

3. DISCUSSION OF SPRING EVENT ASSUMING CITY COUNCIL APPROVAL [TURRENTINE]

- Per discussion at city council meeting, citizens from surrounding communities will not be excluded from event. However, advertisement will focus on Parker. Commissioner Turrentine is estimating 200 attendees for planning purposes.
- Ms. Burgess shared details on petting zoo scheduled for SpringFest. OBA Farms Mobile Petting Zoo will provide 10 animals in a 12x12 coral, along with a bounce house. Will schedule for 9:00 a.m. to 1:00 p.m. Contact is Brian Taylor. Ms. Burgess is donating the down payment for the zoo to the city.
- Generator / electrical outlets will be needed for bounce house and DJ. Mr. Machado took note and can facilitate.
- Chair Barron and Commissioner Turrentine have already discussed parking for event with City Administrator & Police. There will be no parking at church across Parker Road due to safety concerns.
- Food trucks scheduled to arrive 10:30. Any food vendors that have passed inspection by Collin County may operate in Parker.
- Commissioner Turrentine volunteered to be expense czar. Will be responsible for completing and submitting forms to city for expense checks to be cut and/or reimbursements to members. Commissioner Ware moved to accept Commissioner Turrentine in this role. Commissioner Hinshaw seconded, Barron & Slaughter voting for. Motion carried 4-0.
- Commissioner Hinshaw to donate water bottles & juice boxes for event.
- Discussion of either renting a tent or asking council members with tents to bring for set-up. Commissioner Turrentine to create a set-up layout for event.
- Mr./Mrs. DaCosta to coordinate volunteer sign up with Lovejoy students who may need community volunteer hours. Will need up to maximum of 20 for event.
- Commissioner Turrentine to update flyer, add city logo and send out to commission members.

4. PLANNING OF KEEP PARKER BEAUTIFUL CLEANUP EVENT [DACOSTA]

Commissioner Hinshaw will file an annual report with KTB and provide budget for year. Mr./Mrs. DaCosta to provide her with estimate on supplies needed so this info can be included in budget. Someone noted that doggie waste station needs bags refilled – Mr. Machado took note.

Commissioner Ware moved to approve the Community Service Form created by Mr. DaCosta. Commissioner Turrentine seconded, Barron, Hinshaw, Slaughter voting for. Motion carried 5-0.

5. CONSIDERATION AND/OR ANY APPROPRIATE ACTION/DISCUSSION OF BOY SCOUT PROJECT [DEBUS]

Mr. Debus will not have availability over next 3-4 months to coordinate activities with Boy Scouts. Asking Mr. DaCosta to assume lead role with this organization.

6. CONSIDERATION AND/OR ANY APPROPRIATE ACTION/DISCUSSION OF WILDFLOWERS. [WARE]

Chair Barron moved to ask city to be prepping former rose garden for wildflower planting. Commissioner Slaughter seconded, Hinshaw, Turrentine & Ware voting for. Motion carried 5-0. Mr. Machado said work will be done in two sessions – will till then let settle before tilling a second time. Will begin work as soon as possible. Planting can occur at any time. Mr. Debus will donate signage when needed asking preserve visitors to not walk in wildflower area while growing.

7. CONSIDERATION AND/OR ANY APPROPRIATE ACTION/DISCUSSION OF PARK FACILITY / IMPACT FEES. [BARRON]

Tabled.

8. CONSIDERATION AND/OR ANY APPROPRIATE ACTION/DISCUSSION OF MASTER PLAN [BARRON]

Tabled.

9. UPDATE ON PROGRESS OF TRAILS SUBCOMMITTEE [BARRON]

Tabled.

10. OPEN DISCUSSION

None

ROUTINE ITEMS

8. FUTURE AGENDA ITEMS

Next meeting scheduled for 2/12/20 at 6:00 p.m.

9. ADJOURN

Chairperson Barron adjourned the meeting at 7:31 p.m.



Minutes Approved on 11 day of March, 2020.

Chairperson Billy Barron

Commission Secretary Cherie Ware

Attest:



City Secretary Patti Scott Grey

Exhibit(s)

- Keep Parker Beautiful Cleanup Event Planning
- Community Service Acknowledgement

"Keep Parker Beautiful" Cleanup Event Planning

Parks & Recreation Commission Meeting 2/12/2020

Proposed Dates

- **Three events:** March 28, once in summer, once in autumn 9-11 am
- Consult the **City Calendar** to help determine next dates?
- Procedure for approval of remaining dates?

Promotion

- Leverage Cherie Ware's **Marketing Channels** spreadsheet
- **RSVP website:** <https://parkercleanup.rsvpify.com>
- **No signboards:** don't compete with SpringFest signage
- **Brochure** listing all cleanup dates for the year and how to participate
- Perhaps a **SpringFest KPB booth** themed for upcoming Earth Day

Material Support

- Republic Services offers a **dumpster** and free disposal
- **Trash bags, gloves**, possibly a few trash picker sticks
- A small **wagon** to cart larger debris
- **Push brooms** and leaf blower to clear walkways
- **Water bottles**, possibly snacks

Discussion Items

- Approval of a new **community service form**
- Associate this event with KAB's "**Great American Cleanup 2020**"



COMMUNITY SERVICE ACKNOWLEDGEMENT

This document certifies that the participant named below volunteered time and services to the City of Parker.

Date of Service _____

Participant Name _____

Service Activities _____

Hours Completed _____

Supervisor Name _____

Signature _____

Note that this form cannot be used to satisfy court-ordered community service hours.