

# PARKS AND RECREATION COMMISSION MEETING

## Minutes

December 8, 2021

### CALL TO ORDER – Roll Call and Determination of a Quorum

The Parks and Recreation Commission (P&R) met on the above date. Mayor Lee Pettle called the meeting to order at 6:00 p.m. All nominated and renominated commissioners were sworn in. Officers were elected. The meeting was turned over to Chairperson Kimberly Hinshaw. A quorum was reached.

### PARKS AND RECREATION COMMISSION MEMBERS AND ALTERNATES

<b>Parks and Recreation Commissioners</b>	
✓	1. Kimberly Hinshaw (Chairperson)
✓	2. Le Ann Turrentine (Vice Chairperson)
✓	3. Pier Burgess (Secretary)
	4. Cherie Ware
✓	5. Frank DaCosta
<b>Parks and Recreation Alternates</b>	
	1. Donna DaCosta
✓	2. Melanie Barnett Harris
✓	3. Paula Johnston Hutka
	4.

		5.
<b>Public Attendees</b>		
✓		Lee Pettle (Mayor)
✓		Luke Olson (City of Parker Administrator)

## **PUBLIC COMMENTS**

Notice is hereby given that the Parks and Recreation ( P&R ) Commission for the City of Parker will Meet on Wednesday December 8, 2021, at 6:00 p.m. at the Parker City Hall, located at 5700 E. Parker Road, Parker, Texas 75002. The meeting is open to the public.

## **INDIVIDUAL CONSIDERATION ITEMS**

### **1. WELCOME NEW MEMBER(S) ( Kimberly )**

New commissioners were introduced, Kimberly Hinshaw, Paula Johnston Hutka, Melanie Barnett Harris

### **2. ELECTION OF OFFICERS**

Chairperson – Kimberly Hinshaw

Vice Chairperson – Le Ann Turrentine

Secretary – Pier Burgess

### **3. APPROVAL OF PREVIOUS MEETINGS MINUTES ( Kimberly )**

Approval of previous meeting minutes postponed until they could be reviewed.

### **4. TREASURER POSITION**

It was noted that the need for a treasurer position is key to tracking the funding efforts of the P&R Commission. Actual costs for major events such as Parker Fest and Holidaze can be recorded and used for budgeting future events.

The City of Parker maintains a P&R Fund which currently has \$7500.00 in it. All money remaining at the fiscal year in October will be rolled over to the new year. The city provides reimbursements for expenses that are not donations. Request for reimbursements forms will be provided to the commission.

Questions about what expenses come out of the P&R fund were asked. Administrator Luke Olson will research these and get back to us.

### **5. PARK RULES**

Follow up of the status of the revised version of the park rules submitted to the council by Billy Barron (past Chairperson) was discussed. Administrator Luke Olson will follow up.

## 6. ANNUAL REPORT

Review of 2020 – 2021 Annual Report prepared by Bill Barron (past Chairperson) was postponed until further notice.

## 7. MEETING TIME

Suggestions for a more convenient meeting time and location were discussed. Virtual meetings are no longer an option. Meeting times can be changed if the City and Commissioners are given enough notice. Further discussion tabled for next meeting.

## 8. REVIEW OF PAST EVENTS

P&R events were a great success. There was a lot of good feedback. A variety of people came, all ages, ethnic backgrounds and some health challenges.

Parker Fest had more people than expected. Volunteers were eager to help out. Citizens and guests were amazed that the city did not charge for the activities. They were eager to donate. The vendors and were cheerful and the volunteers outstanding. The band really kept the festival hopping.

Holidaze was just as successful. Citizens are requesting the festival be held annually. Many new friends were made fostering a feeling of community spirit during a time of uncertainty. Again, the vendors , volunteers and sponsors were outstanding.

We are part of the "Keep Parker Beautiful" program which allows us access to opportunities for grants and funding for our preserve. Educational programs and conventions will give us incite about new ways we can improve our Preserve. The annual conference is in June. The Boy Scout volunteers that have come to Parker Cleanup Day is just one way we can earn points that go toward receiving grants to fund improvements.

P&R request that Mayor Pettle recognize the scout and his father for building the park billboards.

## 9. IDEAS FOR FUTURE EVENTS

Living Tree Program, Honor Veteran's Day picnic, Recycle Day, Takeback Day, Parker Bloom Day, 4<sup>th</sup> of July Picnic, Tree Lighting in the park, Pumpkin contest and walk, First Responders Appreciation

City council requests prior notice and budget consideration in event planning and funding requests.

## 10 TEEN PANEL

Suggestion to create a teen panel as part of the P&R Commission. Teens can volunteer to help with events and earn community service hours. They will learn team building skills and interact with the community first hand.

## ROUTINE ITEMS

## 11. FUTURE AGENDA ITEMS

Discussion of Tree Lighting Ceremony

Planning Spring Fundraiser – concert in the park

Volunteer search

**12. HANDOUTS**

Agenda for December meeting  
P&R meeting calendar  
Open Records Training Certification Class

**13. ADJOURN**

Chairperson Hinshaw adjourned the meeting at 7:30 p.m.



Minutes Approved on 9<sup>th</sup> day of March, 2022.

  
Chairperson Kimberly Hinshaw

Pier M Burgess  
Secretary Pier Burgess

Attest:

Patti Scott Grey  
City Secretary Patti Scott Grey