

# PARKS AND RECREATION COMMISSION MEETING

## Minutes

April 13, 2022

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

The Parks and Recreation Commission (P&R) met on the above date. Chairperson Kimberly Hinshaw called the meeting to order at 4:02 p.m. She determined there was a full quorum.

### **PARKS AND RECREATION COMMISSION MEMBERS AND ALTERNATES**

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

|   |    |                                    |
|---|----|------------------------------------|
|   | 5. |                                    |
|   |    | <b><u>Public Attendees</u></b>     |
| ✓ |    | Lee Pettle – Mayor, City of Parker |

## **PUBLIC COMMENTS**

Notice is hereby given that the Parks and Recreation ( P&R ) Commission for the City of Parker met on Wednesday April 13, 2022, at 4:02 p.m. at the Parker City Hall, located at 5700 E. Parker Road, Parker, Texas 75002. The meeting was open to the public.

## **INDIVIDUAL CONSIDERATION ITEMS**

### **1. APPROVAL OF MINUTES ( Kimberly )**

The March 9, 2022 minutes were presented and distributed for review by the board. After review, Frank made a motion to approve the minutes and Pier second the motion. The minutes were approved 4-0. Cherie, did not vote. She was late to the meeting.

### **2. Keep Parker Beautiful - Volunteer Day Recap ( Frank )**

April 2, 2022 Frank and a group of volunteers met at the Preserve to clean up trash and other debris. The weather was perfect and the new grippers placed on the tools made clean up a little easier. The group was small but the clean up was successful. Frank logged the volunteer hours in the website which fulfilled our requirements for the Keep America Beautiful Program. Kimberly sent the fee necessary to be in good standing.

Note: We still need a reimbursement form from the city. Lee is working on obtaining request forms from the city. A possible process was discussed, that the request forms would be given to Luke or Grant with the City of Parker and also to the P&R treasurer to enter into the ledger. The person requesting the refund will follow up with the P&R treasurer to document and verify that the refund was made. Follow up is needed with the city to define this process.

It was noted that the Texas Parks and Wildlife Commission has recognized our Preserve. The Preserve is located in part of the vanishing Black Land Prairie. Studies showed that Maxwell Creek had its own microculture and ecosystem. The creek water has remained

clean and without pollutants which is essential for the wildlife living there. These features should be recognized as part of what makes our Preserve very special. Funding can be granted if we enhance our Preserve. Collin County rewards cities for enhancing greenspace and we finally qualify for some grants this year.

### 3. ENTRY SIGNS AND NOTIFICATIONS ( Frank )

Frank and Rick Debus presented the park signs to the city council on April 4<sup>th</sup>. They were readily approved. The orientation and locations of the signs were discussed. Frank motioned that at the location of the Preserve closest to Parker City Hall, the map side of the sign should be facing city hall parking lot. At the Preserve entry on Gray Lane, the map side of the sign should face the Preserve parking lot. Le Ann seconded the motion. The motion passed 4-0. Cherie was not there to vote.

Rick Debus will start the production of the signs now that the decision was made. He will also install the signs on the billboards. Frank noted that there was discussion of creating miniatures of the signage to be used in brochures and other fliers could be made. All time and materials for the mapping, fabrication of the signs has been donated by Rick Debus as well as time spent coordinating with Logan and his father in the creation of the billboard structures. It was suggested that he be recognized for his contributions.

Logan Donaghy and his father played a major role in the construction of the sign billboards. This was part of his boy scout project. P&R requests that he should be recognized by the city council for his dedication to building the bill boards for the signage in the Preserve. Frank made a motion recommending that the city officially recognize Logan for his hard work in producing the bill boards. Cherie seconded the motion. It passed 5-0.

Rick Debus spearheaded the Preserve signage project 3 years ago. He gave so much of his time and resources to this project. Rick had the aerial view of the Preserve made which Frank then used to create the map graphic design for the new signs. P&R wants recognition for Rick as well. Cherie made a motion to recommend that the city officially recognize Rick Debus for all his efforts, donations and time spent on the Preserve signage project.

Kimberly will confirm that all people that worked on this project be recognized. Frank's work and artistic talents are greatly appreciated. He shall be recognized as well.

Lee will prepare a proclamation for the city council. The council meeting will be on May 17<sup>th</sup>. Lee will let us know when the official recognition date will be.

### 4. WILDFLOWER UPDATE ( Cherie )

The wild flowers are coming up now. There are several varieties that will be blooming at different stages. Temporary plastic edging to mark the boundaries of the wild flower patches will be placed on Thursday of this week. A more permanent

solution is needed. Suggestions of boulders marking the edges would be a possibility. Further discussion is needed along with costs.

Reseeding the wildflower patch was discussed. It has been two years since it was last done. The Collin County Agriculture Department has a variety of seeds that are pollinator friendly at discounted prices to cities that have pollinator friendly programs. Seeds usually go on sale in September. Cherie will look into pricing at that time.

Investing in other blooming plants in the area of the wild flower patches was discussed. It was decided that waiting until pricing was more affordable is the best option.

##### **5. P & R FUND RAISING ( Le Ann )**

Le Ann is in the process of creating a slogan for the fundraising campaign. She requested we develop a wish list of items we want to enhance at the Preserve. Sturdy benches and fences were suggested. Money to prune the large trees and to refurbish the stone walkway extending from the gazebo to the wild flower patch would be on the list. Replacing donated items that have rotted or broken down was mentioned. Lee recommended that we keep the city council aware of our upcoming activities and goals by presenting to them at the next meeting as they are a very positive light at this time.

Lee also suggested that we contact Melanie about putting an article in the June issue of the Parker City newsletter.

Le Ann elected not to kick off the fundraising event at the Keep Parker Beautiful Event. It seemed an inappropriate time. More refinement of details and ideas are needed, maybe a committee meeting is needed.

##### **6. INVENTORY OF PRESERVES FURNITURE AND DONATED ITEMS.**

It was decided that our next meeting will be May 11, 2022 at the Preserve at 4:00 pm. An inventory will be done at that time.

##### **7. EARTH DAY**

The EarthEx Convention will be held at Dallas Convention Center this weekend. Kimberly has sent us the link via email. It will also be streaming online. Good ideas and lots of information can be had. Next year we might create an event with a possible tree planting ceremony.

##### **8. CITY OF PARKER BUDGET HEARINGS**

Lee informed us that the city council is in the process of setting up budget hearing for the year. It is our opportunity to create a wish list of those things we wish to accomplish in the Preserve. Part of next month's meeting will be to access the Preserve and create a list of needs and items we would like to see happen. From this, we can create a budget to present

to the council on behalf of P&R. P&R needs to distinguish what are maintenance items that are city responsibility versus wish list items. Cost estimates should be done for both.

## **ROUTINE ITEMS**

### **6. FUTURE AGENDA ITEMS**

Spring Event ( Le Ann )  
Planning, funding and organization discussion  
City News Letter ( Melanie )  
Melanie will be in charge of submitting articles to the newsletter. Email content will be submitted  
to Luke and Cindy Meyer ( Mayor ProTem ), regarding posting articles for the newsletter.  
The newsletter comes out quarterly. Contact Cindy Meyer for deadlines and further details.  
Start work on P&R budget.

Next meeting is scheduled for May 11, 2022 at 4:00 p.m. at the Parker Preserve. Meet at the city hall entrance.

### **8. ADJOURN**

Chairperson Hinshaw adjourned the meeting at 5.16 p.m.

Minutes Approved on \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Chairperson Kimberly Hinshaw

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Secretary Pier Burgess

Attest:

\_\_\_\_\_  
City Secretary Patti Scott Grey