

MINUTES  
**PARKS AND RECREATION COMMISSION MEETING**  
June 15, 2022

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

The Parks and Recreation Commission (PRC) met on the above date. Chairperson Hinshaw called the meeting to order at 4:07 p.m. and noted there was a quorum.

In the absence of Secretary Burgess, Commission Cherie Ware agreed to take the meeting minutes.

**PARKS AND RECREATION COMMISSION MEMBERS AND ALTERNATES**

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

**PUBLIC COMMENTS**

None

**INDIVIDUAL CONSIDERATION ITEMS**

1. APPROVAL OF MAY 2022 MINUTES [BURGESS/DACOSTA]

Commissioner Turrentine moved to accept the minutes. Donna DaCosta seconded, with Commissioners DaCosta, Turrentine, Hinshaw, Donna DaCosta & Ware voting for. Motion carried 5-0.

## 2. STATUS OF BOY SCOUT PROJECT Recognition at City Council [PETTLE]

Per Mr. Olson, multiple people have unsuccessfully attempted to reach Logan's parents to obtain information needed for recognition write up. City will notify the commission as soon as information is gathered. Mr. DeBus does have all Preserve signs printed and may be able to post signage in one location this week.

## 3. DISCUSSION OF PARK BUDGET REQUEST [ALL]

The "Wants & Needs" review meeting for the upcoming budget year is scheduled for July 12th from 2:00pm - 5:00pm. Parks & Rec will be scheduled early in the agenda list. Mr. Savage, Finance Manager, would like to review the expense list prior to the meeting date, if possible. Mr. Savage will provide Donna DaCosta the template form to use with expense descriptions.

Current budget year ends Sept. 30th. \$2,500 of the budget was transferred from the General Fund Account and is available for use.

## 4. STATUS OF FUTURE FUNDRAISER [TURRENTINE]

Tabled.

## 5. DISCUSSION OF JUNETEENTH (19TH) [HINSHAW]

Suggestion received from citizen Carol Hamilton to hold a Juneteenth city celebration. Commissioner Hinshaw has responded that the 19th falls on Father's Day this year, and the Commission did not have plans to mark this occasion. Ms. Hamilton is welcome to use the Preserve for a private event.

## 6. DISCUSSION OF NEEDS/WANTS FOR PRESERVE [ALL]

Commission discussed preliminary needs/wants list for next year budget preparation:

- park benches (8) - currently 8 locations with either missing benches or broken/inadequate benches
- picnic tables (2) - missing 2 picnic tables from the original eight
- wildflower seed
- permanent border for wildflower areas
- resurfacing the non-paved trail area near pond (probably with crushed granite)

Commission DaCosta moved to create a shared google sheet for commission to use in tracking various Preserve repairs requested, in progress or completed. Repairs needed to be communicated via email to Mr. Olson for review with the Public Works Director, Mr. Machado. Commissioner Ware seconded, with Chairperson Hinshaw, Commissioners DaCosta, DaCosta, and Turrentine voting for. Motion carried 5-0.

Commission discussed scheduling another meeting to further prepare the needs/wants list prior to the meeting scheduled on July 12th.

Mr. Olson recommended looking into items from one of the purchasing cooperatives of which Parker is a member:

- [Sourcewell](#)
- [Buyboard](#)
- [HGAC](#)

#### 7. NEWSLETTER INFO UPDATE [HARRIS]

Please submit any ideas or requests for inclusion in the city's July newsletter to Alternate Harris. The recent donation from the Parker Women's Club will be included in this issue.

#### ROUTINE ITEMS

#### 8. FUTURE AGENDA ITEMS

Holidaze tentative event date scheduled for Sunday, Nov. 27th.

#### 9. ADJOURN

Chairperson Hinshaw adjourned the meeting at 5:04 p.m.

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

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

\_\_\_\_\_  
Acting Commission Secretary Cherie Ware

Attest:

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