

# PARKS AND RECREATION COMMISSION MEETING

## MINUTES

May 10, 2023

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

The Parks and Recreation Commission met on the above date at the Parker City Hall, located at 5700 E. Parker Road, Parker, Texas 75002. The meeting was open to the public.

Chairperson DaCosta called the meeting to order at 5:01 p.m. and noted there was a quorum but suggested that we have an additional commissioner sworn in. Cyndy Lane was sworn in as a voting member for this meeting.

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

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

✓	1.	Lee Pettle - Mayor

## **PUBLIC COMMENTS**

No public comments were made.

## **INDIVIDUAL CONSIDERATION ITEMS**

### **1. APPROVAL OF MINUTES**

Pier motioned to accept the minutes for the month of April 2023. Cyndy seconded. The motion passed 4-0.

### **2. EARTH DAY RETRROPECTIVE**

The event was well attended. There were 40 volunteers, with most coming from the Jack and Jill Dallas organization. Volunteers were divided between Cherie at the wild flower garden and with Frank and Donna in other parts of the Preserve.

Volunteers were enthusiastic. For future events, more volunteer instruction in the tasks needed for the clean-up would be helpful. Instruction in how to work in teams would also make clean up more efficient.

Tools for the event were adequate. Workers could have used about nine more reaches. Lee suggested Gary Olsen at the City, would be a good contact and may be able to get items donated from Lowes.

Pictures will be posted on the city web site in the section called community. It was verified by Lee that if you are in a public place, we could use photos that have clear view of the person's face without breaking the law.

We would like to have 2 such clean ups per year, 1 for Earth Day and 1 for a Keep Texas Beautiful event or around ParkerFest. Kids who need community service hours would likely benefit.

### **3. WILD FLOWER BOARDER AND FENCE PLANTINGS**

The lawn service did a great job this in respecting the borders of the wild flower garden. Cherie is going to measure the perimeter and get an estimate of the cost for a concrete border. Costs are needed before this can be brought up to city council for approval.

The Gazebo was damaged recently, but was fixed this morning. Gary believes the damage is from people. The barn has some damaged boards as well. City is looking into a security camera solution.

#### 4. BENCH PLACEMENT

Frank created a mockup of the donor plaque for the new benches. Frank will reach out to Larkin Crutcher as an option to see if he could make the bench plaques.

The benches are constructed and waiting for placement. They are stored in Gary's shop. Frank created a map with potential locations for the benches. Bench positions can be tweaked per site conditions at the time of installation. The plaques will be attached to the benches before we place the benches in the Preserve.

It was suggested that we set the benches on gravel to keep them level and also for maintenance purposes. We will refer to Luke or Gary for guidance.

#### 5. SIGNAGE COMPLETION

Frank has the signs and hardware. He will install them as soon as weather permits.

#### 6. PARKERFEST PREPARATION

Lee provided more names of interested people and they have been added to Frank's list of participants.

Dates for the next ParkerFest subcommittee meeting were discussed. Cyndy made a motion that the committee meetings be held on Mondays at Christina's. The next meeting for the subcommittee will be Monday, May 15<sup>th</sup> at 4:30 pm at Christina's on 544. Donna seconded. The motion passed 4-0.

Frank met with Luke and Grant regarding a payment system. They are looking into setting up a special account, separate from the city account so we can use a square card reader. This would be a deposit account only. No checks would be written from this account. The money would be transferred at the end of the month into the Parks and Rec account to be used. Details are being worked out. The possibility of using the city portal to take master card is also being researched. City is looking into redoing the website to be more user friendly.

Frank will create information packet to give to potential donors.

#### 7. P&R GIVING DAY

Idea of a national giving day was discussed. We could create a day for the Parker P & R. We have to research a good date.

## ROUTINE ITEMS

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### 8. ATTENDANCE REQUIREMENTS

The question was raised, should we set up a policy to deal with commissioners that have not been attending meetings? An example might be, if one missed 3 unexcused meetings they would be suspended.

Melanie Harris is planning to resign from P&R since she has not been able to attend the meetings. Paula Hutka needs to be contacted as well regarding lack of attendance.

### 9. FUTURE AGENDA ITEMS

News Articles – Possible topics

Recent damage to park signage and barn.

Bench installation soon

ParkerFest Planning/scheduling. Next meeting date.

Wild Flower Garden-Thanks to the lawn maintenance crews

Earth Day success

### 10. OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

Continue to monitor expenses.

### 11. ADJOURN

The next Commission meeting is scheduled for June 14, 2023 at 5:00 pm. at Parker City Hall.

Chairperson DaCosta adjourned the meeting at 5:45 pm.

Minutes Approved on 18 day of July, 2023.



Chairperson Frank DaCosta

Pier M Burgess  
Secretary Pier Burgess

Attest:

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City Secretary Patti Scott Grey