



Parks and Open Space Board Meeting
May 23, 2017
7:00 p.m.
City Hall – 665 Country Club Road
Minutes

Call to Order

Chairman Rhoads called the meeting to order at 7:02 p.m.

Parks Board Members Present:

Chairman David Rhoads
Vice-Chairman Chris Vanhorn
Member Kenneth Patterson
Member Brenda Rizos

Staff Present:

City Manager Joni Clarke
Development Services Director Joe Hilbourn
Executive Assistant/Special Projects Coordinator
Cathey Bonczar

Parks Board Members Absent:

Member Bill Esposito
Alternate Member Joanne Doucet

City Council Liaison

Councilmember Tim Baney

Chairman Rhoads determined that a quorum was present and reminded all in attendance to silence their cell phones. The Board conducted the Pledge of Allegiance.

Regular Agenda

1. Consider approval of the minutes of the April 25, 2017 Parks and Open Space Board regular meeting.

MOTION: *A motion was made by Vice Chairman Vanhorn, seconded by Mr. Patterson to approve the minutes as presented. The motion passed unanimously by a 4 to 0 vote.*

2. Update on becoming a Tree City USA participant.

Parks Board Member Bill Esposito was not present at the meeting. City Manager Joni Clarke explained the requirements of becoming a Tree City USA participant. Ms. Clarke told the Board that she had met with Mr. Esposito to discuss the four standards necessary to qualify and the monetary requirements. The City was already doing many of the things needed for certification, and one of the City's Public Works employees were in training to become an arborist. Ms. Clarke felt that the City would be able to meet the financial requirements. The application was completed electronically,

and the deadline for filing was December 31, 2017. The Board agreed that there was value in applying and asked that this be placed on the agenda next month for further discussion.

3. Update on goals and clarification of the role of the Parks and Open Space Board.

Board Member Ken Patterson gave a presentation explaining the goals and objectives of the Parks and Open Space Board. He discussed the responsibilities of the Board, and the need for an organized list to manage projects. Mr. Patterson outlined a matrix that could be used to prioritize projects through the use of a score card system. Further documentation would be used to track the objectives, costs, impact on City staff, and the progress towards goals.

The board discussed annual events such as Founders Day, Service Tree Awards, and Country Christmas that could be added to the list along with other projects. Chairman Rhoads asked that this be placed on the next agenda to begin prioritizing projects, and asked the board to bring a list of ideas for consideration.

4. Update on future plans for the Lucas Community Park.

Development Services Director Joe Hilbourn advised the Board that City Council was in favor of moving forward with expanding the Community Park and had asked him to get an estimate of what it would cost per acre. Mr. Hilbourn stated that he would be receiving the appraiser information next week that the City could take to the homeowners. Mr. Hilbourn pointed out that the cost of purchasing one-half acre versus a full acre would be a consideration for the City as well as the homeowners. Acquiring one-half acre from each homeowner would almost double our existing park space.

5. Receive update regarding the East Winningkoff Trailhead project.

Development Services Director Joe Hilbourn stated that the bathroom foundation was completed with plumbing and water line in place. The concrete piers have not been poured due to the ground being too wet and the bathrooms were still six to seven weeks out.

6. Update on the Trail network and possible trail connections.

Using a map of the City, Vice Chairman Chris Vanhorn showed Board members the possible routes that could be considered. He noted that Texas Parks and Wildlife had grants available, and there were some smaller grants (\$15-20K each) that did not require matching funds. The material that would be used to build the trails was something that needed to be considered when applying for grants.

The Board discussed several ideas including how to connect the trails, if trailheads were needed, maintenance considerations, and access and parking.

Mr. Vanhorn advised that he had not contacted the City of Allen regarding a possible connection to their trail and asked if he could approach Allen Parks and Open Space Board to discuss interest. He also volunteered to use his membership with Texas Parks and Wildlife to look at what grants were open.

Mr. Hilbourn discussed locations where the City had right-of-way and easements and possible connections and potential use.

7. Discuss possible uses and updates to Orchard Gap Park

The Board discussed the difficulty in managing this space. The park is one-third acre and is still utilized, however it needed attention. The pavilion and some of the playground equipment is in bad shape, and vandalism continues to be a problem. The Board discussed several options including the approximate \$15,000 it would cost to restore the park. Mr. Hilbourn stated that the pavilion was scheduled to be taken down.

Questions arose regarding how much interest the neighborhood has in using the park. The Board suggested that Joe touch base with the neighbors first to let them know what's going on, determine if there is any interest in maintaining the park vs leveling it, and determine if they would be willing to help in minimize the vandalism. The Board asked for this to be placed on the next agenda for further review.

8. Discuss Fiscal Year 17/18 Parks Board budget

The Board discussed and was in favor of the City conducting a fall clean-up event. Development Services Director Joe Hilbourn will add this to the budget for next year. Board Member Rizos commented that the fall clean up may not generate the same number of volunteers that turned out for the spring event, and suggested we take pictures of the total bags collected so people see the volume of trash collected. The Board briefly reviewed the budget sheet and asked staff to bring back the detail sheet showing the breakdown to the next meeting.

7. Adjournment.

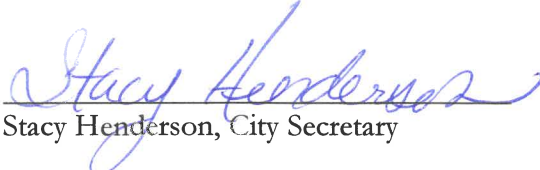
***MOTION:** A motion was made by Mr. Vanborn, seconded by Mr. Patterson to adjourn the meeting at 8:23 pm. The motion passed unanimously by a 4 to 0 vote.*

APPROVE:



David Rhoads, Chairman

ATTEST:



Stacy Henderson, City Secretary

