

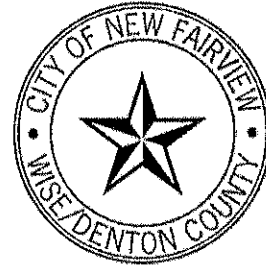


**City of New Fairview  
Parks and Recreation Board Regular Meeting  
999 Illinois Lane  
Tuesday, July 11, 2023, at 6:00 pm**

- 1. Call to Order and Determination of Quorum**
- 2. Pledge to the Flags.**
  - A. United States of America**
  - B. Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.**
- 3. Public Comment:** The Parks and Recreation Board invites persons with comments or observations related to parks and recreation issues, projects, or policies to briefly address the Board. Anyone wishing to speak should sign-in with the City Secretary before the beginning of the Parks and Recreation Board Meeting. In order to expedite the flow of business and to provide all citizens the opportunity to speak, there is a three-minute limitation on any person addressing the Board. State law prohibits the Parks and Recreation Board from discussing or taking action on any item not listed on the posted agenda.
- 4. Work Session:**
  - A. Receive, consider, and discuss the current park project.**
  - B. Receive, consider, and discuss a park landscape plan.**
- 5. New Business:** All matters listed in New Business will be discussed and considered separately.
  - A. Receive and consider approval of the minutes for the June 13, 2023, meeting.**
- 6. Board Announcements:** The Parks and Recreation Board members may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.
- 7. Adjournment**

I, the undersigned authority, do hereby certify the above notice of the meeting of the Parks and Recreation Board of New Fairview, is a true and correct copy of the said notice that I posted on the official posting place at New Fairview City Hall, FM 407, New Fairview, Texas, a place of convenience and readily accessible to the general public at all times, and on its website, said notice being posted this 7th day of July, 2023 at 5:00 PM at least 72 hours proceeding the meeting time.

*Susan Greenwood*  
Susan Greenwood, Assistant City Secretary



SEAL:

This facility is wheelchair accessible; parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at City Hall 817-638-5366 or fax 817-638-5369 or by email at [citysecretary@newfairview.org](mailto:citysecretary@newfairview.org) for further information.



**City of New Fairview**

**Parks and Recreation Board Regular Meeting**

**999 Illinois Lane**

**Tuesday, June 13, 2023, at 6:00 pm**

**State of Texas**

**County of Wise**

**City of New Fairview**

**THE PARKS AND RECREATION BOARD CONVENED INTO A PARKS AND RECREATION BOARD MEETING THE SAME BEING OPEN TO THE PUBLIC, THE 13<sup>TH</sup> DAY OF JUNE IN THE NEW FAIRVIEW CITY HALL AND NOTICE OF SAID MEETING GIVING THE TIME AND PLACE AND SUBJECT THEREFORE HAVING BEEN POSTED AS PRESCRIBED BY ARTICLE 5 OF THE TEXAS GOVERNMENT CODE WITH THE FOLLOWING MEMBERS PRESENT.**

**PARKS AND RECREATION BOARD MEMBERS**

**Place 1 Deborah Greene**

**Place 2 Jennifer Kozlowski**

**Place 3 Julie Burger**

**Place 4 John Rodriguez**

**CITY STAFF**

**John Cabrales Jr, City Administrator**

**Susan Greenwood, Court Administrator/Assistant City Secretary**

**Joshua W. Barnwell, City Operations Administrator**

1. Call to Order and Determination of Quorum (**meeting called to order by City Administrator John Cabrales Jr. at 6:04pm; Roll Call with the above-mentioned names.**)
2. **Pledge to the Flags**
  - A. United States of America
  - B. Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.
3. **Public Comment:** The parks and Recreation Bord invites persons with comments or observations related to city issues, projects, or policies to briefly address the Parks and Recreations Board. Anyone wishing to speak should sign-in with the City Operations Administrator before the beginning of the Parks and Recreations Board meeting. In order to expedite the flow of business and to provide all citizens with the opportunity to speak, there is a three-minute limitation on any person addressing the Parks and Recreations Board. State law prohibits the Parks and Recreations Board from discussing or acting on any item not listed on the posted agenda.
4. **Work Session:** None
5. **New Business:**

- A. Election of Chair and Vice Chair.

**Motion: Place 1 Deborah Greene nominates Place 3 Julie Burger for Chair.**

**Second: Place 3 Julie Burger**

**Vote: All in Favor**

**Result: Motion to appoint Julie Burger as Chair**

**Motion: Place 3 Julie Burger nominates Place 1 Deborah Greene for vice chair.**

**Second: Place 4 John Rodriguez**

**Vote: All in Favor**

**Result: Motion to appoint Deborah Greene as Vice Chair**

- B. Receive, consider, and discuss the duties of the board and other information contained in the Parks and Recreation binder.  
**John Cabrales Jr. discussed the duties of the board and other information provided to the Parks and Recreation Board. Mr. Cabrales discussed developing plans and programs, the Parks and Recreation Boards responsibilities. Mr. Cabrales also recommended the formation of policies and requisite maintenance. Mr. Cabrales informed the board members that they have no authority over financial activities,**

contracts, or management of staff, they are purely an advisory board. Mr. Cabrales further informed board members that Joshua W. Barnwell is the staff liaison for the Parks and Recreation Board, just as Brooke Boller is for the City Council. Mr. Barnwell is also responsible for the maintenance and upkeep of the parks. Mr. Cabrales is still looking for 1 more Place member and 1 alternate for the Parks and Recreation Board, applications are available online. Individuals must be a city of New Fairview resident and registered voter in the respective county. Terms are 2 years; meetings are once a month. Either Brooke or Susan will send packets and agendas via email. Please inform staff of your attendance so we can establish if a quorum will be had ahead of the meeting. Meetings will always be at city hall; the public are allowed to attend as well as speak. Minutes will be done for each meeting and the chair will sign the minutes.

**Place 3 Julie Burger:** Will we have anything to do with the Farmers Market.

**John Cabrales:** No, it has nothing to do with parks.

**Place 3 Julie Burger:** If we have ideas such as yard of the month, can we bring those ideas forth?

**John Cabrales:** Yes, we can discuss things like that.

**John Cabrales:** Decorum Policy, social media policy, please comment as an individual not as a board member. I recommend that issues or problems be discussed with staff, no major decisions will be made tonight.

C. Receive, consider, and discuss the current park project.

**John Cabrales Jr.** explained the park project at 150 Stewart St. in the Chisholm Hills Subdivision. In 2020 staff reached to explore applying for a grant for a park. The City landed a funds matching Grant from the Texas Department of Parks and Wildlife, the state will contribute \$150,000 and the city will match it with \$150,000, and a private developer will provide funds for the cost of the pavilion of approximately \$71,000. The park will be complete by the middle of July. On August 5<sup>th</sup> the city is looking to host a ribbon cutting with a back-to-school festival. Co serv was contacted and agreed to provide food and drink at no cost to the city. Working on getting Wise Care to provide free basic checkups, a barber to provide complimentary haircuts, and a church to donate school supplies. Mr. Cabrales would like to get a sponsor for an ice cream truck or snow cone truck.

**Place 3 Julie Burger:** All these are excellent Ideas.

**Place 1 Deborah Greene:** Likes the back-to-school idea.

**Place 3 Julie Burger:** If people want to donate school supplies can they.

**John Cabrales:** Yes, Donated items or money can be dropped off at City Hall. There are many kids from the Chisholm Hills subdivision that could benefit from this event. Mr. Cabrales discussed the tree project and how it can coordinate with schools to make it educational by bringing in an Arborist to work with and teach the children. The fire dept. could grill hot dogs and hamburgers for this occasion.

D. Receive, consider, and discuss park landscape plan.

**John Cabrales:** We must prepare a parks master plan, in doing so we must consider what type of trees to purchase based on the criteria set forth by the Texas Parks and Wildlife for our region. Examples would be Mexican plum, American elm, eastern cedar, etc. Staff will come back to the board with a landscape plant discussion and approval. We will not be able to fund everything that is on the plan, we must try and find sponsors and do it in phases as funding allows.

**Joshua W. Barnwell:** I believe our primary focus initially should be shading trees for the walking trail.

**Place 1 Deborah Greene:** The trail does not need flowering trees that make a mess, or cottonwood. Burrows are pretty trees.

**John Cabrales:** Any ideas to share with Joshua; we are hoping to have a preliminary plan by the next meeting.

**Place 1 Deborah Greene:** A wildflower area would be nice; there are only a few flowers listed here, are there anymore.

**John Cabrales:** We will find out from Texas Parks and Wildlife; we will need to provide water and shelter.

**Place 2 Jennifer Kozlowski:** We can get certified as a monarch butterfly city. If we do release. We can get grants and certifications for being a Monarch city.

E. Receive, consider, and discuss the current parks rules.

**John Cabrales:** the city has already adopted some park rules. I would like to have a discussion in a future meeting. Let's do some research from other cities on park rules, email the staff the link and we can discuss further. The park is already set up to protect children from predators as a child safety zone. No registered sexual offenders are allowed within 1000ft perimeter. You may go to our website to our GIS system, and it will show you the child safety zone parameters. Our deputies are unable to legally enforce our city ordinances.

6. **Board Announcements:** The Parks and Recreation Board members may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

**7. Adjournment:**

**Motion: Place Member 3 Julie Burger** Motions to Adjourn

**Second: Place member 4 John Rodriguez** 2nds the motion

**Vote:** All in Favor

**Result: Parks and Recreation Board adjourning the meeting at 7:28 pm.**

**MINTUES APPROVED ON THIS THE 11<sup>th</sup> DAY OF JULY 2023**



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**Julie Burger, Chair**

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**Susan Greenwood, Assistant City Secretary**

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