

Jacqueline Steinbacher, Vice Chair
Mark Allen, Member
Gary Foree, Member



Alwyn Dowell, Member
Marcus Gallegos, Member
Amy Shadowens, Member

Robin Amerine, Chair
CITY OF JUSTIN
PARKS AND RECREATION ADVISORY BOARD AGENDA
JUNE 9, 2026
415 NORTH COLLEGE AVE
JUSTIN, TEXAS 76247
6:00 PM

CALL TO ORDER

Convene into Session:
Invocation and Pledge of Allegiance
American Flag

Texas Flag: *"Honor the Texas Flag; I pledge allegiance to thee, Texas, one state, under God, one and indivisible"*

PUBLIC COMMENT

In order to expedite the flow of business and to provide all the citizens the opportunity to speak, the Park and Recreation Committee Chair may impose a three-minute limitation on any person addressing the board.

DISCUSSION ITEMS

1. Veterans Day Event: Discussion of Potential Partnership with Veteran Suicide Prevention Group (Presentation by Justin Merchantson)
2. Parks Design Manual Update
3. Peterson Pak Update
4. Discuss TPWD grant opportunities

ACTION ITEMS

5. Consider approving Park Board meeting minutes from the May 12, 2026 meeting; and take appropriate action.
6. Consider approving the change of date for the July 2026 Parks Board meeting from July 14th to July 7th; and take appropriate action.
7. Consider approving the Parks Design Manual; and take appropriate action.

FUTURE AGENDA ITEMS

8. Safety Fair

ADJOURN

I, the undersigned authority, do hereby certify that the above notice of the meeting of the City Council of the City of Justin, Texas, is a true and correct copy of the said notice that I posted on the official bulletin board at Justin Municipal Complex, 415 North College Ave, Justin, Texas, a place of convenience and readily accessible to the general public at all times, and said notice posted this 6/3/2026 by 5:00 p.m., in compliance with the Texas Open Meetings Act.

Ingrid Rex

City Secretaty



Parks and Recreation Advisory Board Coversheet
June 9, 2026
415 NORTH COLLEGE AVE
JUSTIN, TEXAS 76247

Agenda Item: 5. (ACTION ITEMS)

Title: Consider approving Park Board meeting minutes from the May 12, 2026 meeting; and take appropriate action.

Department: Administration

Contact: Bobby Johnston, Public Works Operations Manager

Recommendation:

Staff recommends approval of the May 12, 2026 Park Board minutes, as presented.

Background:

The Park Board shall review and approve minutes after each meeting, which shall be kept on file permanently with the City Secretary.

City Attorney Review: No

Attachments:

1. Parks and Recreation Advisory Board_05.12.2026 DRAFT

Jacqueline Steinbacher, Vice Chair
Mark Allen, Member
Gary Foree, Member



Alwyn Dowell, Member
Jason Palmer, Member

Robin Amerine, Chair

MINUTES

**State of Texas
County of Denton
City of Justin**

Justin Parks and Recreation Advisory Board Meeting - May 12, 2026

CALL TO ORDER

The Park Board meeting was called to order at 6:03 p.m. by Chair Robin Amerine. The Chair led the Pledge of Allegiance and the Pledge to the Texas flag.

Board Members Present: Park Board Members, Chair Robin Amerine, Vice Chair Jacqueline Steinbacher, Mark Allen, Gary Foree, and Alwyn Dowell.

City Staff: Liaison City Manager Jarrod Greenwood and Public Works Operations Manager Bobby Johnston

PUBLIC COMMENT

Resident Cathy with Timberbrook Peterson Park spoke regarding wind screens.

DISCUSSION ITEMS

1. Parks Design Manual Update

The Park Board discussed the Parks Design Manual updates. Dorothy representing Westwood provided a presentation to the Board.

2. Discussion and Update regarding Old Town Plan

The Park Board discussed the Old Town Plan.

3. Discussion of potential CIP/Budget items for FY 2026/2027

The Park Board discussed CIP/Budget items for FY 2026/27 with no changes.

4. 2026 Veterans Day Event

The Park Board discussed the Veterans Day event and established **Saturday, November 14, 2026**, as the event date. A representative from a veteran suicide prevention organization expressed interest in attending the next board meeting to discuss potential future partnership opportunities related to the event. An event committee was formed consisting of board members **Jacqueline Steinbacher** and

Jason Palmer. The committee will engage additional board members as needed to assist with planning and coordination.

5. Community time capsule to commemorate US 250th celebration

The Park Board discussed ideas for the community time capsule project, with Mr. Greenwood leading the discussion. Community-contributed time capsule items will be combined with those from the Justin Fire Department and incorporated into the new fire station currently under construction. The fire station is scheduled to open later this year, at which time the time capsule will be included as part of the project.

ACTION ITEMS

6. Consider approving Park Board meeting minutes and take appropriate action.

A motion was made by Park Board Member Steinbacher to approve the Park Board minutes for March 10, 2026, as presented. Motion was seconded by Park Board Member Dowell. Motion passed unanimously.

FUTURE AGENDA ITEMS

7. Earth Day potential partnership with Ace Hardware

This item was tabled to a date uncertain in September 2026.

ADJOURN

The Chair adjourned the meeting at 9:10 p.m.

Robin Amerine, Chair

Seal: