

JUSTIN PARKS AND RECREATION ADVISORY BOARD
TUESDAY, OCTOBER 5, 2021
6:00 P.M.
415 NORTH COLLEGE STREET
JUSTIN, TEXAS 76247

I. CALL TO ORDER

Invocation and Pledge of Allegiance

II. PUBLIC COMMENT

- III.** 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.

IV. DISCUSSION / ACTION ITEMS

1. Discussion regarding updates on new developments and park amenities.
2. Discussion regarding the Fee in lieu of Parkland Dedication from the Justin Crossing Development.
3. Discuss Parks and Recreation Advisory Board objectives, and statement that defines the Board.
4. Discussion regarding options for fundraising.

V. CONSENT

5. Consider and take appropriate action to approve Park Board minutes dated September 7, 2021.

VI. FUTURE AGENDA ITEMS

VII. ADJOURN

I, the undersigned authority, do hereby certify that the above notice of the meeting of the Justin Parks and Recreation Committee 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 Street, Justin, Texas, a place of convenience and readily accessible to the general public at all times, and said notice posted this 28th day of September, 2021 by 6:00 p.m., at least 72 hours preceding the scheduled meeting time.

Brittany Andrews
City Secretary, Brittany Andrews

Parks and Recreation Advisory Board

October 5, 2021

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: #1

Title: Discussion regarding an update on new developments and park amenities.

Department: Administration

Contact: City Secretary, Brittany Andrews

Recommendation: Discussion only

Background: This update was provided at the September meeting. It will be a standing agenda item on future agendas to ensure you are getting the most up to date information on the developments as they relate to parks. Currently there are no updates to provide.

- **Justin Crossing** - Development is underway and going verticle. In the Development agreement a fee in lieu of parkland dedication was established because they could not meeting the Cities requirements. The fee of \$126,000 is to be paid to the City and used specifically for parks, and park improvements. This development will have a trail system extending to Reatta Ridge Park. In the future, the trail system will then extend north toward Bishop Park through the future municipal complex property located adjacent to Bishop Park.
- **The Preserve** - is a newly approved development located at Boss Range Road and FM 407. Proposed Development will include 4 neighborhood parks, open space, and a trail system that will facilitate and connect to Community Park in the South and lead to connections to the Timberbrook master plan trail system on the north. An amenity center is included with park equipment, pool, and pond. The developer has agreed to maintain parks and open space exceeding city requirements and to construct trails.
- **Reatta Ridge Phases 3 and 5** – A Preliminary Plat was approved by City Council in May 2021. These phases will include a Community Pool, 9 acres of public parkland, and reserved open space easement for Trail creek, walking trail and pedestrian bridge across trail creek for connection to existing and future trails.
- **Timberbrook** – Timberbrook is one of the Cities largest developments and wraps from FM 156 over to FM 407. The subdivision currently has constructed

amenities, such as playgrounds, trails, and an amenity center. Future phases will add to these, as well as encourage more open space.

City Attorney Review: N/A

Attachments:

Parks and Recreation Advisory Board

October 5, 2021

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: #2

Title: Discussion regarding the Fee in lieu of Parkland Dedication from the Justin Crossing Development.

Department: Administration

Contact: City Secretary, Brittany Andrews

Recommendation:

Background: In 2020 the parks board held meetings to discuss park improvements to implement using the Fees in lieu of Parkland Dedication the City received from the Justin Crossing Development.

While this has been discussed previously, there was not a final recommendation made to City Council and therefore no improvements made. Given there are new members, it seems prudent to allow this item to be re-addressed and gain a cohesive idea as to how the board would like to utilize these funds.

Previously, the board narrowed the improvements to include something that would be visual, that the residents could see and utilize. A pavilion, additional playground equipment and possibly some type of exercise equipment, etc. Included in your packet are the two Options reviewed last year.

Dorothy is aware this is being discussed and once the board has a few ideas, she will be able to draft a new price sheet with options for you. Further, the final recommendation will need to be presented to Council for approval.

City Attorney Review: N/A

Attachments: Dorothy's park improvement proposals

Playground + Master Plan

Pavilion + Picnic Area

Shaded Seating

This board shows three spending concept options for the 2020 Parks Board Budget of \$115,000.00. The options presented weighed out key factors such as available budget, project completion, community value, existing resources and impact. The concept options presented on this board do not include every parks project opportunity for the City of Justin, but only the opportunities that corresponded with the parameters listed above.

Each option includes a location, precedent images and a brief concept description. Options one through three were also given a community value score with five being the highest score possible.

Option 1: would have a high level of impact for a large and diverse user group. Improvements would benefit City wide events held at this park annually as well as for the daily user.

Option 2: would have a high level of impact for a large and diverse user group. Improvements would benefit a limited user group as these parks function more as neighborhood parks or do not have the existing infrastructure to accommodate a large user group.

Option 3: would have a high level of impact for a specific user group. Although this park is a community park with a large user group and the supporting infrastructure, only a specific set of users would benefit from the improvements in this option.



Option 1: includes a City Park master plan to organize lighting, walking trails, parking and new playground equipment and phasing. Playground equipment or a pavilion would initially be installed with other components as the budget allows.



Option 2: includes a new picnic pavilion, sized for approximately 20 users, located at either Reatta Park or Bishop Park. The project would include concrete pad, pavilion structure and some picnic tables and seating as the budget allows.



Option 3: includes new shade sails for the existing baseball and softball fields' bleacher seating at Community Park. Other maintenance items may be added as the budget allows.

community value



Playground / Surfacing

Pavilion / Shade Structure

Exercise Equipment



This board shows three spending options for the 2020 Parks Board Budget of \$130,000.00. The options presented weighed out factors such as available budget, project completion, community value, existing resources and impact. The concept options presented on this board do not include every parks project opportunity for the City of Justin, but only the opportunities that corresponded with the parameters listed above.



Stand Alone Play Station: \$28,000.00



Hardwood Mulch: \$10.00 per SF



Poured Rubber: \$25.00 per SF

Featured playground equipment is both play and art. A specialized piece creates a fun active space for families and kids that can be seen and engaging from a distance. Appropriate playground surfacing should be installed, either a wood fiber mulch or a poured-in-place rubber, to accommodate the



Pavilion 1: \$80,000.00



Pavilion 2: \$75,000.00

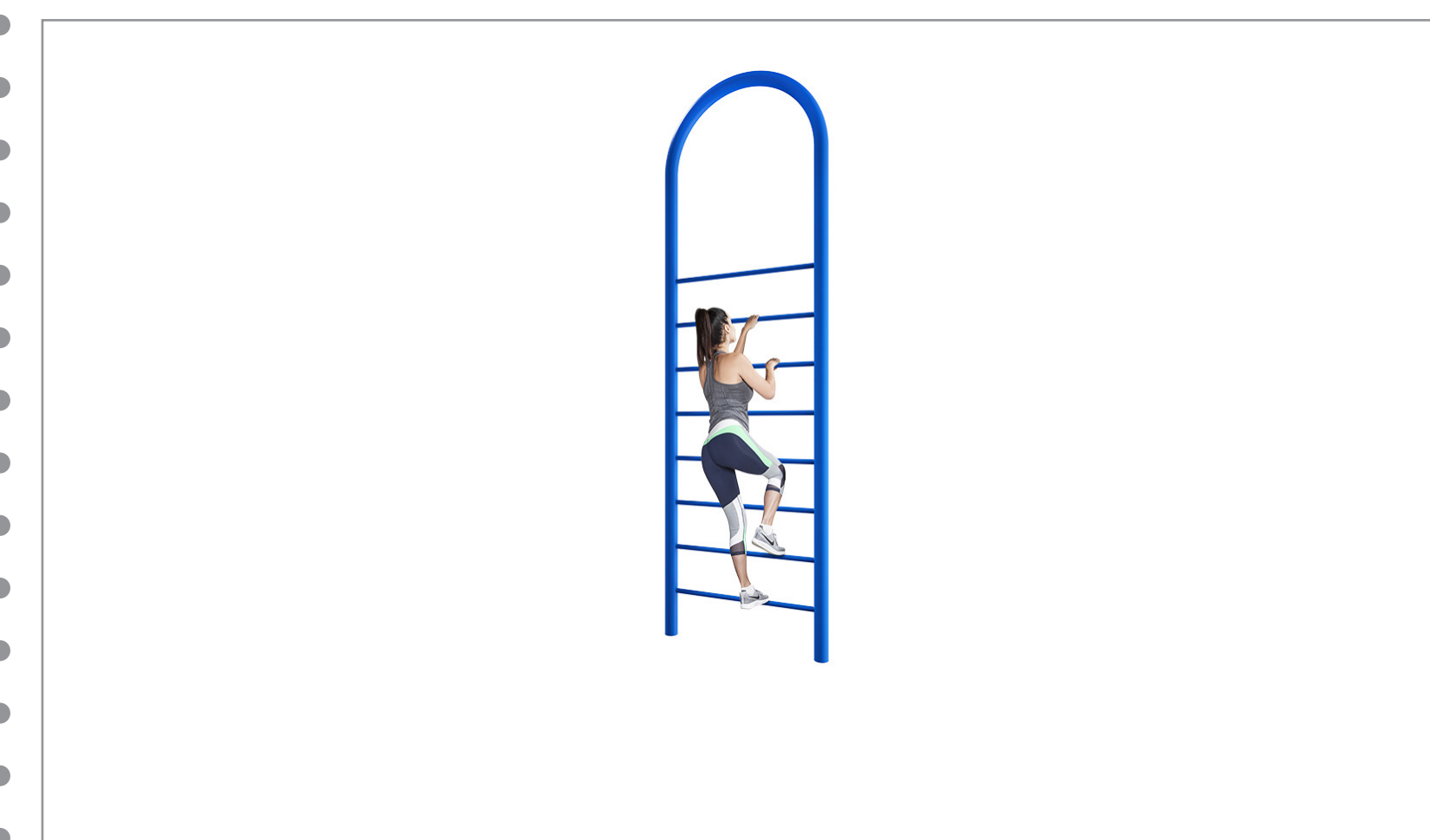


Pavilion 3: \$110,000.00

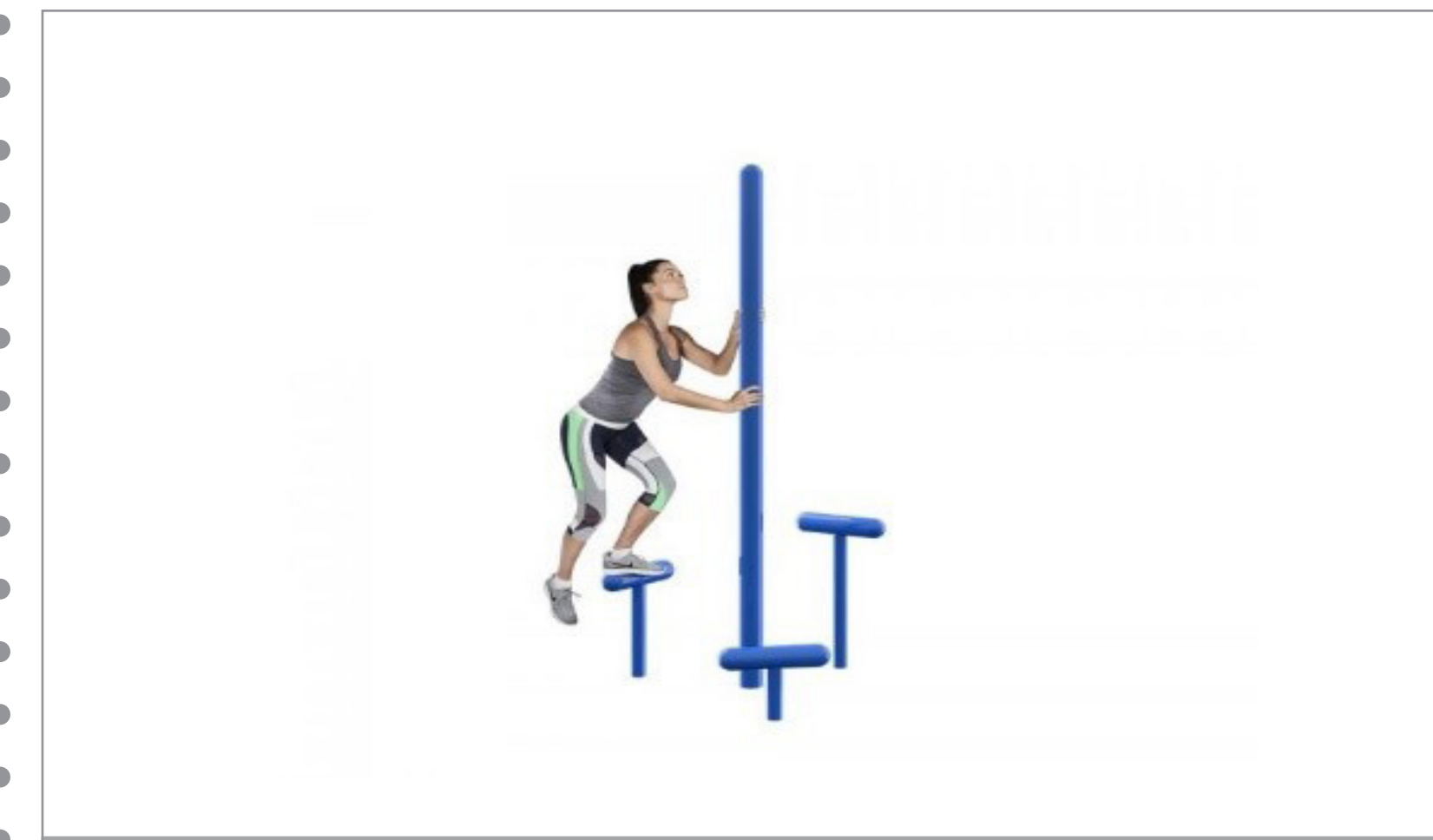
Covered pavilions expand opportunities for community and group gatherings. Additional seating and tables creates an opportunity for outdoor picnics community events and family gatherings. Aluminum structures come in a wide variety of shapes, sizes and opportunities.



Trekfit Circuit: \$44,500.00



Vertical Climb: \$ 2,000.00



Step Up: \$1,000.00

Outdoor fitness equipment is an active programming element that engages a wide array of users. Equipment can be installed along a trail at stations or clustered in a designated area. Appropriate surfacing should be installed to accommodate the different equipment .

Parks and Recreation Advisory Board

October 5, 2021

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: #3

Title: Discuss Parks and Recreation Advisory Board objectives, and statement that defines the Board.

Department: Administration

Contact: City Secretary, Brittany Andrews

Recommendation: Discussion only

Background: Mayor Woodall would like the board to come up with a vision statement, or objective that defines how you see the Parks Board. Last month, included in your packet were several examples for review.

Because members were aware of potentially 2 new appointments the item was tabled to a later meeting. Included are the examples from Septembers meeting.

City Attorney Review: N/A

Attachments:

Parks and Recreation Page statement examples:

Park and Recreation / Keep Sanger Beautiful Board

The board serves as a consulting, advisory and supervisory body to study and recommend policies relating to the operation, promotion, enlargement, future planning and such other matters involving city parks as may be referred to it by the City Council. The board consists of five (5) members. The Parks Board regularly meets on the Second Tuesday of each month at 6:00 PM in the Meeting Room of the Parks & Recreation and Community Development Building at 201 Bolivar Street.

Ponder Park Board

The Park Board was created to assist Council in making decisions concerning parkland in the Town of Ponder, both present and future.

Krum Park Advisory Board

The Park Advisory Board is appointed by the City Council to make recommendations and help establish policies for the City's park system. The board's goal is to enrich Krum's quality of life by protecting Krum's green space and providing for recreational opportunities for all our citizens.

Jacksboro Park Board

The Parks and Recreation Board is an advisory board, appointed by majority vote by City Council. Its purpose is to identify park and recreational needs of the city and assist in the planning process for parks, recreation facilities and programs. The P&R Board shall make recommendations to City Council for policies, programs, procedures, goals and objectives relative to the identified park and recreational needs. It will assist in the promotion of park use and recreational program participation and the recruitment of volunteers and solicitation of voluntary contributions.

Trophy Club Parks & Recreation Board

Overview

The Board exists to allow residents to play a more active role and to provide direct citizen input to the Parks and Recreation Director for the development of parks and recreational facilities with the Town.

Methodology

- Adopt and recommend additional rules to Council as necessary
- Advise and recommend the development of long-range capital improvement programs
- Advisory capacity to council
- Advisory capacity to parks and recreation director
- Annual reports to Town Council
- Cooperate with other governmental agencies, civic organizations and all citizens of the Town in the advancement of sound parks and recreation planning and programming
- Recommend to Town Council amendments to the Parks and Recreation Ordinance
- Review and recommend the proposed budget for the parks and recreation department
- Study and development of recreation areas

Projects

- Develop and recommend written policies and procedures to Town Council
- Recommend standards for areas, facilities, programs, and financial support
- Review the master planning guide and become familiar with such plan
- Solicit grants

Parks and Recreation Advisory Board – Mineral Wells

The Parks and Recreation Advisory Board recommends to the City Council regarding policies and projects affecting the City's Parks and Recreation Department. It is a five-member board with two-year terms. No City residency is required for membership. This board is active, but meets somewhat infrequently due to budget constraints.

Haslet Parks Board Overview

The charge of this board is to advise City Council regarding the planning and development of park and recreation facilities and programs. The board was established in 1988 which is codified in the city code as Chapter 1, Article 1.10, boards and commissions, Division 3. parks and recreation board, Sections 1.10.131-1.10.134. The board evaluates and makes recommendations to the City Council on matters concerning establishment, maintenance and operations of all parks within the City of Haslet. The board will also research and evaluate necessary regulations and or ordinances governing the use of such facilities. The board also evaluates programs that may be incorporated within the scope of parks and recreation.

Authority

The parks and recreation board is an advisory board to the City Council with no supervisory function and no rule making or quasi-judicial authority.

Parks and Recreation Advisory Board

October 5, 2021

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: #4

Title: Discussion regarding options for fundraising.

Department: Administration

Contact: City Secretary, Brittany Andrews

Recommendation:

Background: In September members agreed that some fundraising would be of benefit to address park related improvements, and other projects. Mayor Woodall would like the Parks board to come up with a veterans' memorial/ plaque to be placed in one of our parks to honor any deceased soldiers from Justin. Mayor mentioned that the local Rotary club might be interested in helping fund such a project. While this may take some planning and research, it could be a goal for the fundraiser. Another project that has been brought up by a few residents is to create a butterfly garden in the blank areas of Reatta Park. Keeping in mind that irrigation could be an issue, this too might be a fundraising project to consider.

Member, Tresha Stearns, with previous experience was able to look into the brick pavers and will be bringing samples to the meeting. Should the board decide to move forward, staff will work on addressing where the collected funds would go, and ensuring the board/boards have a table at the upcoming events, and future events in the City. If signage is desired for the tables, staff can look into options and pricing, and whether it is something that would need to go to Council.

First and foremost, as the board discussed in September, a goal needs to be decided upon before approaching the community and fundraising to ensure when engaging the community, they are fully aware of what it is they are contributing to.

City Attorney Review: N/A

Attachments:

Parks and Recreation Advisory Board

October 5, 2021

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: #5

Title: Consent minutes

Department: Administration

Contact: City Secretary, Brittany Andrews

Recommendation: Approve board minutes as presented

Background:

Because the board has not met regularly in quite some time, the minutes from previous meetings were not approved. As the Parks and Recreation Board, you are able to approve minutes, including previous ones. Therefore, staff have provided the minutes for the 2021 meetings thus far for approval.

City Attorney Review: N/A

Attachments: