

JUSTIN PARKS AND RECREATION ADVISORY BOARD
TUESDAY, NOVEMBER 2, 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.
5. Discussion regarding the Disc Golf location and parking.
6. Discuss Ballfield lighting at Community Park.

V. CONSENT

7. Consider and take appropriate action to approve Park Board minutes dated March 11, 2021 and 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 29th day of October, 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

November 2, 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

November 2, 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

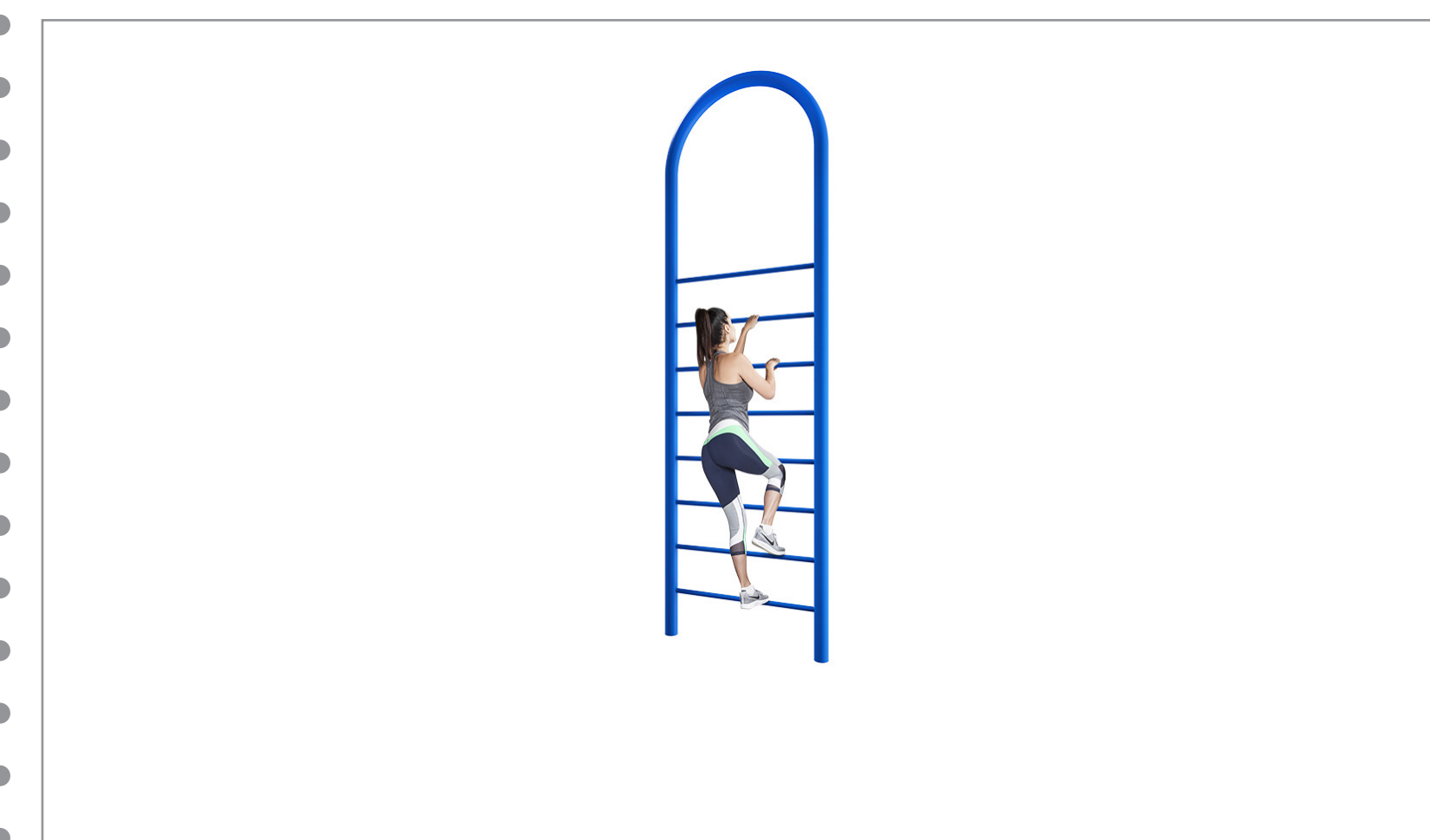


Pavilion 3: \$110,000.00

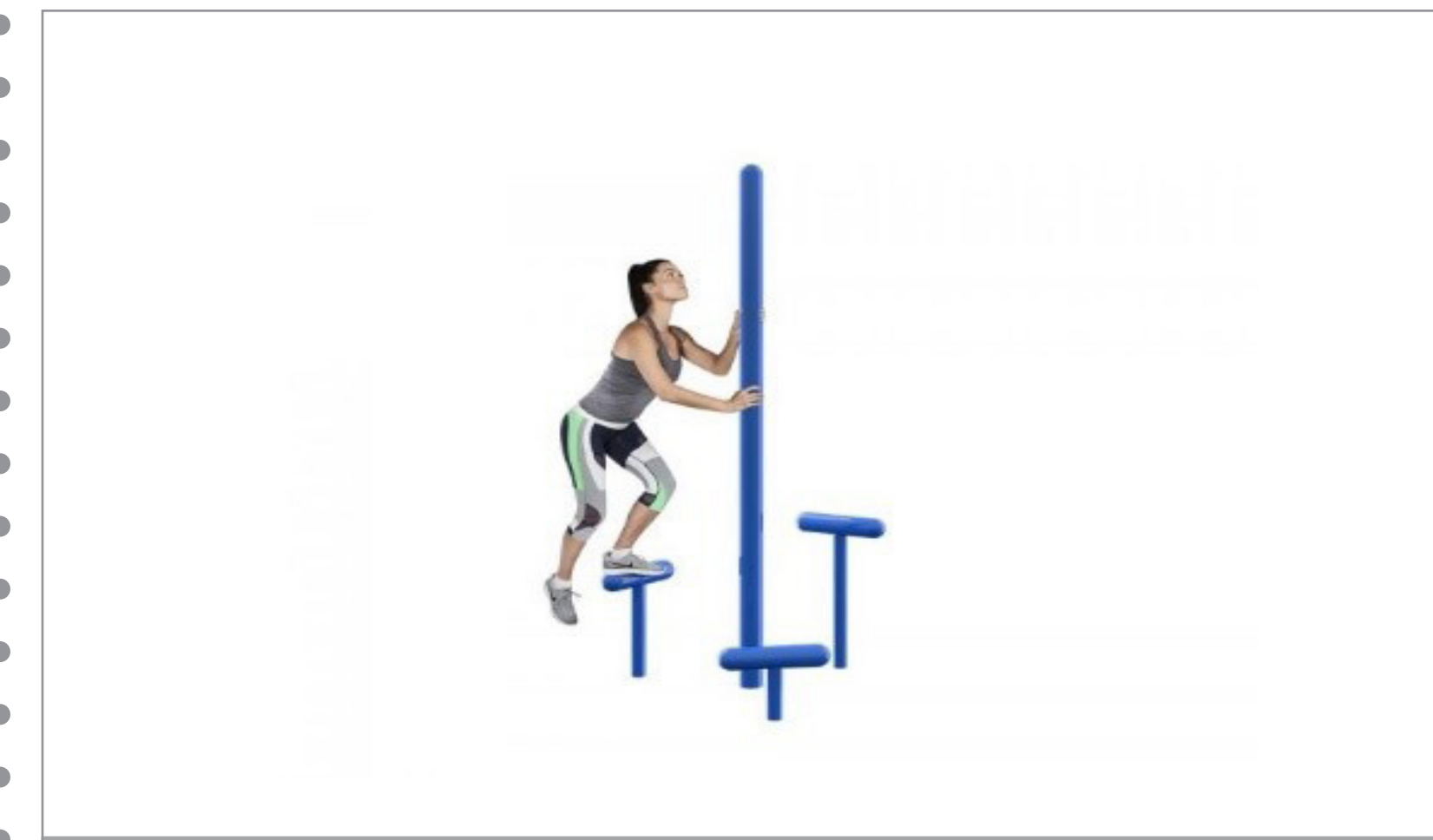
Covered pavilions expand opportunities for community and group gatherings. Additional seating and tables creates an opportunity for outdoor picnics community events and family gatherings. Aluminum structures come in a wide variety of shapes, sizes and opportunities.



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

November 2, 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

November 2, 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

November 2, 2021

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: #5

Title: Discussion regarding the Disc Golf location and parking.

Department: Administration

Contact: City Secretary, Brittany Andrews

Recommendation:

Background: Mayor Woodall received letters from homeowners regarding the parking and location of 2 holes for the Disc Golf course. She is asking for the Parks Board to discuss a potential solution for recommendation to City Council.

Staff met with Park Board Chair and discussed suggestions for the parking, and potentially relocating the holes that are causing the homeowners distress.

I have requested a meeting with a member of the Justin Disc Golf association as well as Park Board members to go over possible solutions, and will provide an update at the meeting.

City Attorney Review: N/A

Attachments: Citizen complaint letters

October 5, 2021

Tim Simmons
322 Hardeman Blvd
Justin, TX 76247

Re: Community Park

Mayor Elizabeth Woodall,

We, Tim and Ana Simmons of 322 Hardeman Blvd, hereafter referred to as "Homeowners," petition this council to act on behalf of our family and community as it relates to (1) the dirt area being used for parking at the west end of Hardeman Blvd where it meets the city park and (2) the location of holes 2 and 3 as they related to the homes in the community. As Homeowners in the adjacent home in conjunction with other nearby homeowners, we voice the following concerns with the aforementioned items:

- I. The appearance of the uneven and unprofessional parking area made of dirt affects the perceived value of the nearby homes in Hardeman Estates. All parking areas in the nearby park are done professionally and add value to the area. Having a dirt field for parking or a muddy area when it rains is not in the best interest of the nearby community.
- II. Although we respect the disc golfers and those associated with the sport and understand their attempts to be respectful of nearby homeowners, this dirt lot has attracted many more unnecessary and undesirable loiterers and drivers at different hours of the day. On multiple occasions drivers have pulled into the dirt making loud noises and idled their vehicles in the middle of the night. Police have been notified on multiple occasions and have requested that we continue to notify them if it happens, which is not a permanent solution.
- III. The added outsider vehicle traffic on our neighborhood street (Hardeman Blvd) has raised safety concerns for us parents who take our children on walks or bike rides throughout the community.
- IV. The location of holes 2 and 3 have created safety issues for 322 and 320 Hardeman. Discs from hole 2 are often accidentally thrown into both of these properties due to factors including human error and wind. Discs from hole 3 are often thrown into the property at 322 Hardeman. This is very concerning for multiple reasons as follows:
 - A. In 2012, a woman was hit by a disc nearly 300 feet away from a disc golf tee box. She lost 95% of her vision in that eye. This not only resulted in a permanent change in her life and health, but she also won a \$3M lawsuit against the city of Manhattan Beach, California.

- B. Many online sources as well as interviews with local Disc Golfers, including the designer of the Justin Community Disc Golf Course, have confirmed that a thrown Disc has the ability to kill an adult if hit in the temple or neck. Most of these sources have mentioned that a young child hit in the head by a disc would most likely result in permanent or fatal injuries.
 - C. As homeowners in a friendly Justin community, we should not be subject to quarantining our back yard as unusable during times when disc golfers are using the course. This may sound extreme, however this is what we have to do to ensure the safety of our family and guests as it is becoming less and less rare for discs to be thrown in the yards and/or back porches multiple times per week. This became even more real when our children were playing on our back porch the morning of June 13, 2021. Unfortunately we did not see that there were a couple of gentlemen playing the course at the time. At the time, our 4 year old was excited about a plane flying over and asked us to come see it. When we stepped out, a disc had just been thrown and if our children wouldn't have been moved out of the way by us, our son would have been hit in the head. The golfers were skilled players who regularly played this course. They were extremely kind and apologetic, but this doesn't change the fact that if it wasn't for our son calling us out to see a plane, this letter would have been drastically different.
 - D. In addition, when we deem our own property unusable during times when golfers are present (multiple times per week), these discs do end up in the yards of 320 and 322 Hardeman. As local citizens and members of the Justin community, we have tried our best to be courteous, polite, professional and kind with all of our neighbors including the city workers and visitors of our community park. The golfers that come to our front door and request their discs are often very polite and apologetic. On the other hand, we have had multiple golfers simply open our gates and help themselves into our yard to retrieve their discs without even asking permission. These instances have been reported to authorities and we have been told to add locks and "no trespassing" signs to our gates. With our dogs and family present, this is not something that we should not have to be worrying about. But due to the nature and layout of the disc golf course, if unfortunately is.
- V. Golfers reviews of the course found at <https://www.dgcoursereview.com/course.php?id=8369> with these concerns as follows:
- A. "Hole 3's tee is very close to people's backyards, which brings the barking and aggressive-looking dogs into play." And "Holes 2 and 3 are so close together and on several of my second shots on No. 2, I would have been in danger of being hit

by a drive from No. 3 had anyone else been playing. And I had not missed the mando.” - a clay last updated 6/27/20

B. “Holes 3-4 play so close to people's backyard. I am talking like the tee pad was literally five feet from their fence line. I would not be particularly happy if I were the homeowner. Like Dreadlock mentioned, the dogs in the backyard are mean and constantly bark.” - c_a_miller 11/15/2017

C. “Course Cons: backyards next to hole 3, in play on holes 2 or 3” - dreadlock86 4/22/2017

D. “Yell HEADS UP!!!! when your throw goes right on Hole 3.” - Jimbotten 3/19/2017

E. “One hole is really too close to peoples back yards” - Pizza God 7/15/2016

VI. The Justin Community Disc Golf Course has chosen to use 322 Hardeman as their address. When this address is put into Google Maps, the disc golf course is listed as “also at this location”. This has resulted in our receiving mail for the disc golf course and food deliveries that are ordered when people are playing the course. It is also listed as the address when you google Justin Community Disc Golf Course. Permission was not granted for this to occur.

It is not our opinion or desire to bring to your attention the negative aspects of this disc golf course and parking area without offering some viable solutions. We petition this council to:

- A. Remove the dirt parking area at the City Park that attaches to the West End of Hardeman Blvd. This was created for the disc golf community however the walking distance to hole one is not much closer than if the players utilize our pre-existing concrete parking lots near the baseball fields, hereafter referred to as “parking lot.” It should also be noted that the very nature of disc golfing requires walking abilities therefore utilizing the parking lot would not add undue hardship to the players and/or competitors.
- B. Relocate the Disc Golf Sign to the grass area closer to the parking lot with a professional map showing directions to Hole 1, and a clear list of Course Rules including but not limited to, no Smoking/Drinking (Public Park), No trespassing onto property of nearby residents, Park hours, No Foul Language use, No driving on Grass, etc.
- C. Erect removable pillars (similar to those near the baseball fields) at the West end of Hardeman Blvd to discourage traffic into the park or grass area from Hardeman. These pillars should have the ability to be removed for city officials and those permitted to cross onto the grass.

- D. Grass to be replanted where the current dirt lot is located after foreign dirt and rocks are removed.
- E. Holes 2 and 3 relocated to another area away from homes. Concrete Pads removed and Grass replanted.

We understand that there are costs involved in approving this petition, however we, the Homeowners, feel like the costs that we are paying is much higher than those being requested. Please consider our community and know that we are grateful for your consideration of this petition and for the hard work you put in regularly to govern the city we all call home.

Sincerely,

Tim Simmons
322 Hardeman Blvd
Justin, TX 76247

10/05/21

Ana Simmons
322 Hardeman Blvd
Justin, TX 76247

Re: Justin Community Park

Mayor Elizabeth Woodall,

I hope this letter finds you well. I wanted to first take a moment and thank you for helping make Justin a great place to live. We have called Justin home for almost 6 years. We have four kiddos and have been married 16 years. We enjoy serving our local community as well as a dear community in Uganda. We are both in career fields that serve and share a core value being solution-bases. We are not perfect people but, we have faith that there is a God who perfectly loves us.

I felt it necessary to share a bit about us to familiarize y'all with us.

As you know, our community park includes a disc golf course. It was introduced a few years after we bought our home. For quite some time, our family has done all we can to be supportive of the disc golf course and it's participants. We kindly give discs back weekly that end up in our yard. We have done our part in offering kindness and respect to those individuals. However, that same respect has not been reciprocated by some of the participants. We have given grace after grace, benefit of the doubt, and made excuses as to why people would not value others' families, property or space. Perhaps some golfers view us as "in their way" or "on their course", rather than seeing it as a shared community space in a neighborhood with all ages of people.

The reason for this letter and, our being willing to finally be vulnerable in sharing our story, comes from a deep and growing concern for the safety of our children and our overall neighborhood.

Yesterday, our son celebrated his 5th birthday. We got him a bike and he of course wanted to ride. At the time he started there were no disc golfers on the course. On the way back, one had arrived. Our son was headed home and we were on foot. My dad, husband and daughters were all there to celebrate.

The disc golfer was walking up to a tee box as our son was riding home. We yelled for our son to stop. We started running to intervene. The disc golfer saw us and continued to throw the disc missing our son. Thank God! However, the man then took another disc out and threw for a second time. Now our son was narrowly missed.

That is why I couldn't stay silent. My husband has written a letter as well regarding an even more dangerous event and the golfers.

At this time, we do not have the joy of using our backyard, front yard or going to the park. We have to make sure golfers are not out.

This includes, our own yard being off-limits for events or gatherings. If the kids are out playing, I have to bring them in as well as our dogs if a golfer arrives.

Another great concern is the dirt parking lot that was poured outside of our home. This is where the disc golfers park. We have had to call the police on a number of occasions because of people loitering past 10:00 pm.

We had no safety concerns prior to the disc golf course being here. There was a partition that prevented people from driving or parking in or on the park.

In addition when it rains the parking lot turns to mud and floods the park with mud and the curb in front of our home is covered in mud and dirt that is very difficult to remove.

We want not only for us but for our neighborhood to be a safe, beautiful and peaceful place to share.

I am proposing that we reconsider the location of the parking lot for the course and moving the Tee Boxes away from the homes.

Thank you for your time and service to this great community.

And a hearty thank you for all the work put into the Justin Fall Fest! It was wonderful to see everyone and our family thoroughly enjoyed it.

Many Blessings.

Sincerely,

Ana Simmons (for the Simmons Family)

Parks and Recreation Advisory Board

November 2, 2021

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: #6

Title: Discuss Ballfield lighting at Community Park

Department: Administration

Contact: City Secretary, Brittany Andrews

Recommendation:

Background: Councilman Mounce during a Council meeting suggested the ballfield lighting be discussed as a future agenda item.

During the 10/27 staff meeting it was presented that in order to change the ballfield lights over to LED would not only be a significant cost, but would require some additional engineering, replacing the actual poles, etc. and would far exceed the allocated funds. Council approved around \$30,000 for the ballfield lights in the FY 21/22 budget.

City Attorney Review: N/A

Attachments:

Parks and Recreation Advisory Board

November 2, 2021

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: #7

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:

MINUTES

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

Justin Parks and Recreation Committee – March 11, 2021

One or more members of the Parks and Recreation Advisory Board may participate in this meeting remotely in compliance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted March 13, 2020.

In accordance with Order of the Office of the Governor issued March 16, 2020 and March 19, 2020, the Justin Parks and Recreation Advisory Board will conduct the meeting scheduled at 6:00 p.m. on Thursday, March 11, 2021 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above. A recording of the meeting will be made and will be available to the public.

To view the zoom meeting follow the link:

https://us02web.zoom.us/rec/share/bceMeQUpSE11cRPrUDPEUADyYEC_PuksXDUHVHo9epCT0gcw8Ql1fK65OI0oNpGJ.uKFHN4_WlHi6vJHo

The Justin Parks and Recreation Committee convened into a regular meeting via telephonic the 11th day of March at 6:00 p.m., and notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Article 5 of the Texas Government Code, with the following members present and in attendance to wit: City Secretary, Brittany Andrews, and City Manager, Cori Reaume.

Justin Parks and Recreation Committee Members: Chair Alyssa Linenkugel, Member Michelle Wasik, and Member Kelly Stephan in attendance.

I. CALL TO ORDER

Invocation and Pledge of Allegiance

II. PUBLIC COMMENT

In an effort to allow the public the ability to participate in the public comment portion and not attend the meeting in person, the City will allow the following: The public may email their comment to the City Secretary by 5:00PM on Thursday, March 11, 2021 at bandrews@cityofjustin.com. The City Secretary will read the email to the Board during the public comment portion of the meeting. Please make sure to include your name and address, along with your comment pertaining to an item on the agenda, in the body of the email.

III. PRESENTATION

- Update on City Parks and potential improvements

Public Works Director, Josh Little presented on City Parks. He discussed the priorities the Parks Department has for the parks, and what plans are in place for current and future improvements.

IV. DISCUSSION / ACTION ITEMS

1. Discuss, consider and act on 2021 status report to consider potential improvements over the year at City Parks.

Board members discussed and agreed on several improvements they would like to see. Lighting, irrigation and plumbing at Community Park, coverings for bleachers and playground, restocking the fish at Tally pond, upgrading and maintenance on City Hall park playground, volleyball court and tennis court.

2. Discuss, consider and act on future meeting dates throughout 2021.

Board members agreed that monthly meetings were necessary and no action needed.

3. Discuss, consider and act on board recommendations to City Council regarding revisions to the Board, Commission, and Committee Policy Manual.

Members would like to recommend the manual be revised so that there is a larger pool for potential board members. The suggestion to extend the requirement from living in city limits, to within the city zip code. Members agreed to recommend this revision to City Council.

4. Discuss, consider and act on engaging local businesses to create partnerships used to enhance and facilitate community enrichment activities.

Member Linenkugel discussed that in conversation with several of our local businesses that they are willing to help and build partnerships to work toward a common goal. Members discussed that fundraising could help with some of their suggested park improvements.

5. Discuss, consider and act on future projects and events for 2021.

Each member took on a task of doing the research, preparing a presentation for City Council and gathering all the information to begin holding family activities in the parks.

6. Discuss, consider and act on potential future grants the city of Justin is eligible for and working towards obtaining year 2021-2022.

Members would like to look into grants for lighting at City Hall park and further into applying for a trails grant.

7. Discussion regarding an update on Justin Crossing Parkland dedication.

City Secretary, Brittany Andrews presented a brief update on the Parkland dedication funds. While the funds are not yet received, the board can begin to look back at options that were previously discussed and consider recommendations to present to City Council.

V. FUTURE AGENDA ITEMS

- Discuss City Events and where the Parks Board can contribute

VI. IMPORTANT DATES

Please visit the website for upcoming dates, and events. www.cityofjustin.com

VIII. ADJOURNMENT

Member Wasik made the motion to adjourn at 8:01PM

Passed and approved on the 2nd day of November 2021.

SEAL:

Brittany Andrews, City Secretary

MINUTES

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

Justin Parks and Recreation Committee – September 7, 2021

The Justin Parks and Recreation Committee convened into a regular meeting the same being open to the public the 7th day of September at 6:02 p.m. at the Justin Municipal Complex, and notice of said meeting giving the time, place, date and subject thereof having been posted as prescribed by Article 5 of the Texas Government Code, with the following members present and in attendance to wit: City Manager, Chuck Ewings City Secretary, Brittany Andrews, Councilmembers John Mounce and James Clark.

Justin Parks and Recreation Committee Members: Chair Alyssa Linenkugel, Members Stearns and Cuthbertson in attendance.

I. CALL TO ORDER

Invocation and Pledge of Allegiance by Mayor Pro Tem, Clark

II. 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.

III. DISCUSSION / ACTION ITEMS

1. Discuss Fiscal Year 2021-2022 Proposed Parks and Maintenance Budget.

City Manager, Chuck Ewings presented the proposed budget to Board Members. Chair, Alyssa Linenkugel asked about the \$30,000 for ballfield lights; are these just for the lights and if there are funds left over can they be used for other improvements. Chuck Ewings – yes, if there are funds left over they can be used for other projects.

2. Discussion regarding an update on new developments and park amenities.

Brittany Andrews spoke on the newer developments in town, and informed the board of their parks and amenities.

3. Discussion regarding updates related to Parks and Recreation programs and events scheduled for the remainder of the year.

Brittany Andrews presented the upcoming events to Board Members and answered few questions.

4. Discuss, and take action on recommending current applicants to City Council for appointment.

Commission member Cuthbertson moved to recommend the applicants to City Council for appointment.

Seconded by: Member Stearns

Aye vote: Members Linenkugel, Stearns, and Cuthbertson

Motion carries

5. Discuss Parks and Recreation Advisory Board vision, and define roles.

Members agreed to table the item until the new members are appointed.

IV. CONSENT

V. FUTURE AGENDA ITEMS

VI. ADJOURNMENT

Member Stearns made the motion to adjourn at 7:42 PM

Passed and approved on the 2nd day of November 2021.

SEAL:

Brittany Andrews, City Secretary