



JUSTIN PARKS & RECREATION ADVISORY BOARD & KEEP JUSTIN BEAUTIFUL COMMITTEE

APRIL 9, 2024 at 6:00 PM

415 NORTH COLLEGE ST
JUSTIN, TEXAS 76247

COMMITTEE MEMBERS:

Robin Amerine – Chair
Jacqueline Steinbacher – Vice Chair
Marcus Gallegos
Rachel Cristiano
Amy Shadowens

STAFF / COUNCIL LIAISON:

Kira Sedivy – Public Works
Dylan James – City Council

CALL TO ORDER

Invocation and Pledge of Allegiance

CONSENT ITEMS

1. Consider and take appropriate action to approve minutes dated January 9, 2024
2. Consider and take appropriate action to approve minutes dated February 13, 2024

Pages 1-3

Pages 4-5

PUBLIC COMMENT: To expedite the flow of business and to provide all the citizens the opportunity to speak, the Parks and Recreation Committee Chair may impose a three-minute limitation on any person addressing the board.

STAFF UPDATE

- A. Tree City USA application update

DISCUSSION / ACTION ITEMS

1. Discuss the recommendation list for new park development

Pages 6-12

FUTURE AGENDA ITEMS

ADJOURN

NEXT MEETING: MAY 14, 2024

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 City Hall, 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 **4th day of April, 2024 by 5:00 p.m.**, at least 72 hours preceding the scheduled meeting time.

Kira Sedivy

Public Works Administrative Coordinator

Parks and Recreation Advisory Board

April 9, 2024

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: #1 & #2

Title: Consent minutes

Department: Administration

Contact: Public Works Administrative Coordinator, Kira Sedivy

Recommendation: Approve board minutes as presented

Background: Minutes from the January 9, 2024 and February 13, 2024 meeting are included in the packet.

City Attorney Review: N/A

MINUTES

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

Justin Parks and Recreation Advisory Board – January 9, 2024

The Justin Parks and Recreation Advisory Board convened into a regular meeting the same being open to the public the 9th day of January at 6:00 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: Public Works Admin Staff Liaison, Kira Sedivy and Council Member Dylan James.

Justin Parks and Recreation Committee Members: Amerine, Steinbacher, Gallegos, Shadowens and Cristiano were in attendance.

CALL TO ORDER

Invocation and Pledge of Allegiance

Chair Amerine called the meeting to order at 6:00 pm

CONSENT ITEMS

1. Consider and take appropriate action to approve minutes dated November 14, 2023.

Member Steinbacher motioned to approve the minutes dated November 14, 2023.

Seconded by: Member Cristiano

Aye Votes: Members Amerine, Steinbacher, Gallegos, Shadowens and Cristiano

Motion Carries

PUBLIC COMMENT

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

No comment from the Public

STAFF UPDATE

None

DISCUSSION / ACTION ITEMS

1. Discuss and consider the availability of a Vision workshop for creating a recommendation list for future developers and developments.

Members will start working on a vision and recommendations list for future developments. City Council is working on a Chapter 52 rewrite so if board members could gather a list of recommendations we can try and get it to City Council before the rewrite is complete.

Member Gallegos motioned to hold a vision workshop during the February 13th meeting.

Seconded by: Member Steinbacher

Aye Votes: Members Amerine, Steinbacher, Gallegos, Shadowens and Cristiano

Motion Carries

FUTURE AGENDA ITEMS

None

ADJOURN

Motion to adjourn at 7:33 PM

SEAL:

Kira Sedivy

Public Works Administrative Coordinator

MINUTES

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

Justin Parks and Recreation Advisory Board – February 13, 2024

The Justin Parks and Recreation Advisory Board convened into a regular meeting the same being open to the public the 13th day of February at 6:00 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: Public Works Admin Staff Liaison, Kira Sedivy, Council Member Dylan James, Public Works Director Josh Little and Development Director Matt Cyr.

Justin Parks and Recreation Committee Members: Gallegos, Shadowens and Cristiano were in attendance.

CALL TO ORDER

Invocation and Pledge of Allegiance

Member Gallegos called the meeting to order at 6:01 pm

CONSENT ITEMS

None

PUBLIC COMMENT

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

No comment from the Public

STAFF UPDATE

None

DISCUSSION / ACTION ITEMS

1. Discuss and consider creating a Vision and Mission statement for the Parks Board.
Board members were advised by staff to table this until City Council creates a vision and mission statement for the city. This will allow Park board vision and mission statement to align with the city's.
2. Discuss the Parks Open Space Master Plan in preparation for meeting with the Consultant.
Matt Cyr presented a staff report regarding the Parks Open Space Master Plan. The plan is missing a list of projects and priorities from the Parks Board. Completing this list for the Master Plan will help the city in obtaining grants in the future for park improvements. If the Parks Board has feedback on any specific grants we would like development to look into please let Matt Cyr know.

FUTURE AGENDA ITEMS

None

ADJOURN

Motion to adjourn at 6:35 PM

SEAL:

Kira Sedivy
Public Works Administrative Coordinator

Parks and Recreation Advisory Board

April 9, 2023

Justin City Hall, 415 North College Street

Cover Sheet

Agenda Item: # 1

Title: Park Development Recommendation List

Department: Administration

Contact: Public Works Administrative Coordinator, Kira Sedivy

Recommendation: Discuss recommendations list for new park development

Background: Create and prioritize a recommendation list of park improvements for new developed parks to provide Development Director Matt Cyr. This will be added to our Parks Master Plan to assist with future developments and what the city would like to see in newly created parks.

City Attorney Review: N/A

PARK IMPROVEMENTS LIST

- Fence around basketball courts at City Hall and Reatta Park
- Remove Volleyball court and pour a concrete pad
- Install a covered structure on concrete pad over where volleyball court used to be
- Solar Lights at Dog Park in Timberbrook
- Add irrigation and create practice Soccer fields at Reatta Park (parking area will also probably be needed for this to happen)
- Bridge at spillway at Tally Pond (concrete piers from old bridge are still in place)
- Gravel pathway around perimeter of Tally Pond
- Replace gazebo at City Hall over picnic table area by playground
- Plant Trees at Community Park
- Shade structure over benches at dog parks in Timberbrook
- Shade structure over Reatta Park play structure

Future Park Development Wish List

1. Walking trails
2. Benches
3. Irrigation
4. Bathrooms
5. Shade structures over any play structures or swing sets
6. Lighting for parking areas and playgrounds (preferably solar)
7. Water source (water spigots)
8. Power outlets
9. Trees for shade throughout park especially along walking trails and near any seating
10. Multi use hard surfaces (tennis, pickleball, etc.)

City Hall Park

1. Remove Volleyball court and fill in with a concrete slab
2. Fence around basketball court
3. Replace gazebo over picnic table area by playground
4. Shade structure over play structure and swing set

Community Park

1. Trees to plant around the park to add shade (Live Oak)

Reatta Park

1. Fence around basketball court
2. Add Irrigation and grade large open area for practice soccer fields. (would also need to create a parking lot or parking spaces for off street parking)
3. Shade structure over play structures and swing set

Tally Pond

1. Bridge at spillway (concrete piers from old bridge are still in place)
2. Gravel pathway around the pond perimeter
3. Fishing Dock on west side of the pond
4. Gazebo on east side of the pond by the spillway

Timberbrook Dog Park

1. Solar lights in parking lot by dog parks
2. Shade structures over benches and entrances at both dog parks

Bishop Park

WAYFINDING SIGN EXAMPLES



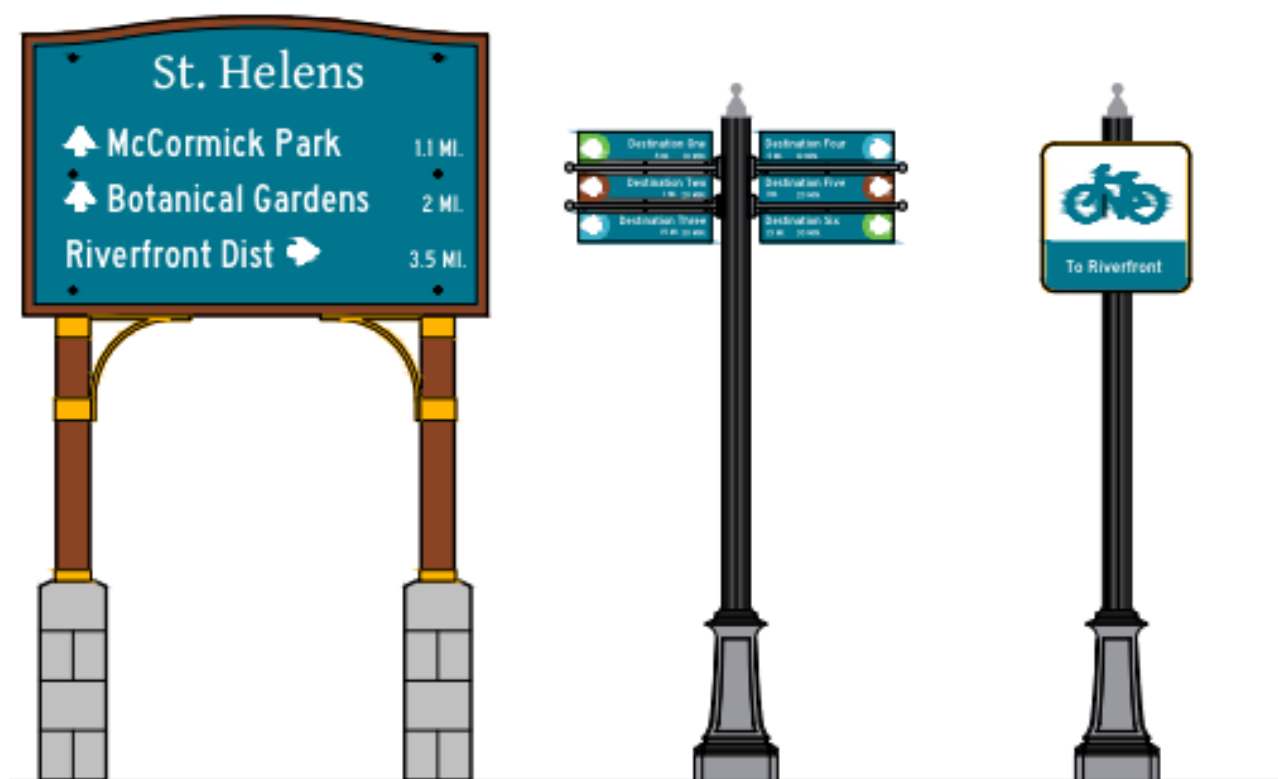




MAP
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TRAILHEAD
KIOSK

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KIOSK



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