



# City of Denton

City Hall  
215 E. McKinney St.  
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## Parks, Recreation, and Beautification Board Minutes

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After determining that a quorum of the City of Denton, Texas, **Parks, Recreation, and Beautification Board** is present, the Chair of the Board thereafter convened into an open meeting on Monday, September 9, 2019, at 6 p.m. in the Civic Center, Denton, Texas.

**Present:** Frances Punch, Alana Presley Taylor, David Shuck, Kent Boring, George Ferrie, Denona Lee, and James Emerich

**Absent:** None

**Staff Present:** Gary Packan, Director, Drew Huffman, Parks Superintendent, (Eddie) Ferdinand Valdez, Management Analyst, Glenn McLain, Landscape Architect

**Denton Parks Foundation:** Brooke Moore, Executive Director

**Guests:** None

Chair Punch called the meeting to order at 6pm and welcomed the new Park, Recreation and Beautification Board members.

### 1. ITEMS FOR CONSIDERATION

#### A. Consider approval of the minutes of August 5, 2019.

Punch requested to eliminate the “Patrick Park” name in the minutes, and moving forward, not to include a new name of a park that has not been approved through the naming policy.

Chair Punch requested a motion to approve the Parks, Recreation and Beautification Board meeting of July 1, 2019. Ferrie motioned, and Shuck seconded. Motion passed (7 - 0).

#### B. Consider recommending approval of an agreement with the Parks Foundation and the City of Denton, Texas to allow the Parks Foundation to raise funds on behalf of the Parks and Recreation Department; authorizing the City Manager or his designee to execute the Parks Foundation Agreement; and providing an effective date.

Packan reviewed the approval of an agreement with the Parks Foundation and the City of Denton.

Punch commented of a public hot topic regarding Parks Foundation transparency and competing with other local organizations for funds. Moore responded how the Parks Foundation will

- Provide quarterly report
- Not compete with other organizations

There was a brief discussion regarding organizations finding sources for funds, and crowd sourcing for funds.

Ferrie asked when the ethics for Parks Foundation will be processed (Article VII). Packan confirmed the ethics has already been adopted. Moore gave an example of transparency and working with other non-profit organizations and how Parks Foundation can support other non-profit organizations.

Emerich wanted clarification the timeline for the agreement. Moore explained the agreement is a three-year timeline, and currently in the second year.

Boring asked about the Naming Policy and how it is tied in with raising funds and donations. Packan explained the possible timeline the naming policy will go to Council, Public Hearing, and how the Naming Policy is tied with raising funds.

Chair Punch requested a motion recommending approval of an agreement with the Parks Foundation and the City of Denton, Texas to allow the Parks Foundation to raise funds on behalf of the Parks and Recreation Department. Shuck motioned, and Ferrie seconded. Motion passed (7 – 0).

**C. Receive an informal report regarding the update on the construction improvements roundabout on Bonnie Brae St and Scripture St, and McKenna Park.**

Packan reviewed the construction improvements roundabout on Bonnie Brae St, Scripture St, and McKenna Park.

Emerich asked about the minimum width of the trail. Huffman responded the width of the trail at least 10 feet wide.

There was a group discussion regarding trail in the park, the materials used for the trails, possibly adding a fitness area, fencing, the old parking lot and what it will be converted to, and shade. Huffman explained shade structure for playgrounds.

Punch asked about the parking situation. Packan responded that the parking situation is still in a work-in-progress and explains how the City is communicating with the church of possibly using their parking space as additional parking for park patrons.

Taylor asked why City Council did not choose the option to move the playground on the other side of the water tower. Packan explained how there could be issues digging on the other side of the water tower which could endanger the trees, and how the neighbors wanted the playground to be out in the open for better visibility. Also, Packan explained there will be trees and structures for shade. Taylor asked if there will be shade for the benches. Huffman explained how the benches are placed to nearby trees to provide shade.

Lee asked about fencing. Packan explained the type of fencing that will be used and the location on the PowerPoint slide where it will be installed.

Lee asked if the trails will be part of the Master Plan. Packan explained the trails will be part of the Master Plan and adds the department created a trail concept map.

Punch asked where the trails will connect with Rayzor Ranch. Packan pointed out where the trail connects on the PowerPoint.

**D. Receive an informal report regarding the Park Design Guidelines and Standards Plan for the Parks and Recreation Department.**

Packan and McLain reviewed the Park Design Guidelines and Standards Plan for the Parks and Recreation Department.

- There was a group discussion regarding the different types of park classification.

Emerich asked how these guidelines and standards will be used. Packan and Huffman explained how these guidelines would be used within the department to apply best practice standards, and a guideline to developers the requirements to build future parks.

Shuck asked how the information was collected for the guidelines and standards. McLain explains how the information was gathered from multiple people and sources such as the National Recreation and Parks Association (NRPA). Packan commented on how the guidelines and standards is a work in progress. Packan further explains how this will be included in the Master Plan and a timeline when the Master Plan will be completed early in 2020. Huffman gives an example of how the guidelines and standards will be used to upgrade older playground equipment. McLain commented on how the standards will help fulfill the 10-Minute Walk, meet national standards, and encourage various types of parks and amenities throughout the City.

Taylor would like to see more sustainability options in the guidelines and standards. Huffman explained how this document would constantly be changing and evolving within the next ten (10) years to meet future standards. Packan suggested to include a sustainability section that can be added to the guidelines and standards.

#### **E. Hold a discussion and vote on the election of a new Parks, Recreation and Beautification Board Vice Chair.**

Punch nominated Alana Presley Taylor as Vice Chair. No one else nominated a Board Member.

Chair Punch requested a vote to elect Alana Presley as the Vice Chair.

- The Parks, Recreation and Beautification Board members were in favor (7-0) for Alana Presley Taylor as Vice Chair.

## **2. CONCLUDING ITEMS**

Requests:

- Punch – Include a speaker in the next Parks, Recreation and Beautification Board meeting to speak about adaptive recreation
- Taylor – Would like more information about budget updates
- Valdez – Include in the next meeting recognizing Gary Barber and Ben Huttash for their service as Parks, Recreation and Beautification Board members

Punch asked the new Park Board appointees to introduce themselves and their background. In addition, everyone in the meeting (including PARD staff, board members, and Parks Foundation) introduced themselves to the newly appointed Parks, Recreation and Beautification members.

Packan gave a brief update about:

- KDB merged with the Parks and Recreation Department
- Updates on Bond Program
- Updates on Dog Park
- Updates on Amphitheater

Huffman gave a brief update about:

- Dog Park and estimation when it will open.
- Dallas and Teasley
- Eagle and Elm
- Restrooms
- Sustainability
  - There was a group discussion about LEDs and light replacement.
  - Use of goats at Lake Forest Park.

Punch asked updates regarding the G. Roland Vela Soccer Complex grand opening. Packan responded of the approximate number of people that showed up to the grand opening event. In addition, Packan commented on the positive comments that was received from the public. Punch asked if a bilingual sign has been installed in the playground area. Packan comments the sign is still in the works.

Chair Punch requested a motion to adjourn the meeting. Boring motioned, and Taylor seconded. Motioned passed (7 - 0).

Meeting adjourned at 8:00pm.



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FRANCES PUNCH  
CHAIR- PARKS, RECREATION AND BEAUTIFICATION BOARD  
CITY OF DENTON, TEXAS