



**NOTICE OF PARKS AND RECREATION BOARD MEETING
FOR THE TOWN OF CROSS ROADS
WEDNESDAY, MARCH 6, 2024 AT 6:00 P.M.
LOCATION: 1401 FM 424, CROSS ROADS, TEXAS**

Call to Order

1. Roll Call.
2. Citizen Input for Items ON and OFF the Agenda.
Please limit your comments to three minutes in duration, and you are restricted from passing your time or any portion of unused minute to another citizen for comment. The Board is restricted from discussing or taking action on items not posted on the agenda. Action on your statement may be taken only at a future meeting.
3. Announcements and Updates:
 - Chair announcements
 - Board Member announcements
 - Liaison announcements
4. Consider and approve Board Meeting Minutes from February 7, 2023
5. Report and discuss Parks and Rec Board finances.
6. Discuss and take appropriate action new volunteer for SEAT 4 – Laura Spurger.
7. Subcommittees.
 - a. Farmers and Artisan Markets discuss and take appropriate actions for 2024 Markets.
 - i. Summer Market Activities
 - b. Maintenance and Landscape – discuss and take appropriate action pertaining to park maintenance.
 - i. Trees maintenance
 - Bodark Tree
 - ii. Park maintenance/watering
 - c. Park improvements – discuss and take appropriate actions on park improvement projects.
 - i. Bathroom building – progress updates
 - ii. Dumpster enclosure styles – Plan, Players
 - iii. Playgrounds – 2 to 3 options with estimated cost intended to present to council for their decision
 - iv. Chainsaw Sculpture
 - d. Events -- discuss and take appropriate action pertaining to park events.
 - i. Eggstravaganza status update, issues
 - ii. Event schedule for 2024 and special events
 - e. Grants – discuss and take appropriate action pertaining to grants for park projects.
8. Request for future Agenda items for April's Board meeting.

Adjourn

Future Meetings and Events:
Schedule may change.

- *Municipal Development District Meeting – Thursday, March 14, 2024 at 6:00 p.m.*
- *Town Council Meeting – Monday, March 18, 2024 at 6:00 p.m.*
- *Town Council Meeting – Monday, April 1, 2024 at 6:00 p.m.*
- *Planning and Zoning Commission Meeting - Tuesday, April 2, 2024 at 7:00 p.m.*
- *Parks and Recreation Board Meeting - Wednesday, April 3, 2024 at 6:00 p.m.*

**A QUORUM OF COUNCIL MEMBERS MAY BE PRESENT.
NO ACTION BY THE TOWN COUNCIL WILL BE TAKEN AT THIS MEETING.**

CERTIFICATION:

I, the undersigned authority, do hereby certify that this Public Meeting Notice was posted on the official bulletin board, at the Town Hall of Cross Roads, 3201 US HWY 380, STE 105, Cross Roads, Texas on or before March 1st, 2024 by 5:00 p.m., in accordance with Chapter 551, Texas Government Code.

This facility is wheelchair accessible and accessible parking spaces are available. For requests, please contact Town Hall at 940-365-9693. Reasonable accommodations will be made to assist your needs. This facility is wheelchair accessible and accessible parking spaces are available.

Donna Butler

I certify that this notice was removed by me from the official bulletin board on the ____ day of _____, 2024.

_____, Title: _____



**MINUTES OF REGULAR PARKS AND RECREATION BOARD MEETING
FOR THE TOWN OF CROSS ROADS
WEDNESDAY, FEBRUARY 7, 2024 AT 6:00 P.M.
LOCATION: 1401 FM 424, CROSS ROADS, TEXAS**

Call to Order – 6:00 pm

1. Roll Call.

Paula Paus (Chair - Seat 6) – present
Stephanie Housewright (Vice Chair – Seat 1) – present
Dave Hancock (Secretary – Seat 3) – present
Ron Zohfeld (Seat 2) – present (arrived 6:03)
Erica Cook (Seat 5) – absent
Eric Martinez (Alternate Seat 2) – present
Damaris Combs (Seat 7) – absent
(Seat 4) – vacant
(Alternate Seat 1) – vacant
Board liaison (Ron King) – present

2. Citizen Input for Items ON and OFF the Agenda.

3. Announcements and Updates:

- a. Chair announcements
- b. Board Member announcements
- c. Liaison announcements
 - i. Updates from Town Council retreat
 1. Discussion on roads and infrastructure
 2. Discussion on finances and how money is spent
 3. Encouraging to see the year over year progress

4. Consider and approve Board Meeting Minutes from January 10, 2024.

- a. Stephanie motioned to approve
- b. Ron 2nd
- c. approved unanimously

5. Report and discuss Parks and Rec Board finances – none at this time

6. Discuss and take appropriate action replacing Vice-Chair – looking for anyone interested.

7. Subcommittees.

- a. Farmers and Artisan Markets discuss and take appropriate actions for 2024 Markets.
 - i. Dunn Farmin' is confirmed to return
 - ii. Form is updated – need approval from Town Secretary
 - iii. Need to start advertising as soon as possible
- b. Maintenance and Landscape – discuss and take appropriate action pertaining to park maintenance.
 - i. Trees maintenance – won't know state of trees until the start to bud out
 - ii. Park maintenance/watering

1. will defer to Billy on watering of the oak trees
2. bodark tree is not looking good. Will get tree expert out to take a look and see what actions need to be taken
- c. Park improvements – discuss and take appropriate actions on park improvement projects.
 - i. Bathroom building – Council wants to defer asking for funds until after dumpster is complete
 - ii. Dumpster enclosure
 1. Plans complete
 2. 2 bids confirmed, two backed out; will try to reengage with one of them
 3. Will look to local businesses for donation of materials; try to get volunteers to help with cinder block placements
 - iii. Playgrounds – 2 to 3 options with estimated cost intended to present to council for their decision.
 1. Follow up with 2 vendors that have reached out
 - iv. Chainsaw sculpture – recommendation is to move forward after completion of the dumpster
- d. Events -- discuss and take appropriate action pertaining to park events.
 - i. Eggstravaganza status update, issues
 1. Estimated 200 kids in 2023; multiple vendors. Spend of \$1000
 2. Goal is increase attendance with increased budget of \$2000
 3. Local church offered to allow the town to host the event at their location. Board is supportive of the idea and will move forward with working out the details
 - ii. Event schedule for 2024 and special events
 1. Looking to do a movie night in the park at the end of May (end of school year)
 2. Possibly schedule a bingo night in Oct/Nov timeframe
- e. Grants – discuss and take appropriate action pertaining to grants for park projects.

8. Request for future Agenda items for March's Board meeting.

Meeting adjourned – 6:54pm

CONFIRMATION

Paula Paus, Chairman

David Hancock, Secretary

Town of Cross Roads
Revenue and Expense Report
As of January 31, 2024

2/26/2024 9:10 AM

100 - General	Department Exper	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
410-Parks & Recreation - - - - -								
<u>Contractual Services</u>								
	410-53002 Advertising and Promotion	0.00	1,408.18	2,000.00	591.82	29.59%	0.00	607.25
	410-53035 Park Events	130.35	463.82	10,500.00	10,036.18	95.58%	801.25	9,895.16
	410-53110 Utilities	114.04	241.51	1,800.00	1,558.49	86.58%	549.18	1,114.54
	Total Contractual Services	244.39	2,113.51	14,300.00	12,186.49	85.22%	1,350.43	11,616.95
<u>Maintenance</u>								
	410-54030 Park Maintenance	1,107.00	1,230.00	7,000.00	5,770.00	82.43%	2,138.31	8,854.57
	Total Maintenance	1,107.00	1,230.00	7,000.00	5,770.00	82.43%	2,138.31	8,854.57
	Total Parks & Recreation	1,351.39	3,343.51	21,300.00	17,956.49	84.30%	3,488.74	20,471.52
	Total Expense	1,351.39	3,343.51	21,300.00	17,956.49	84.30%	3,488.74	20,471.52

Town of Cross Roads
Transaction Detail Report
1/1/2024 - 1/31/2024

2/26/2024 9:12 AM

100 - General

Account 100-410-53035

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
1/3/2024	1/3/2024	Amazon charges thru 12/31/2023 - Park events materials - markers, ornaments	Amazon Capital Services	1V71-M1F3-V7FG	12105	30.98	0.00	30.98
1/10/2024	1/10/2024	Printer 11-21-23 to 12-21-23 - Inv 020429579 CRPD / 020429584 Town - Parks Dept 200 copies at .0506	Xerox Corporation	020429579 CRPD	12116	10.12	0.00	41.10
1/22/2024	1/22/2024	4 week rental 1/17/24 to 2/13/24	Texas Johns	200501	12127	89.25	0.00	130.35
Total						130.35	0.00	

100 - General

Account 100-410-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
1/3/2024	1/3/2024	Water - CRPD / Parks to 12/15/23 - Parks	Mustang Special Utility District	Water service to 1	12109	40.27	0.00	40.27
1/10/2024	1/10/2024	various accts service to xx2764 - Parks	CoServ	service to 12-27-2	12117	73.77	0.00	114.04
Total						114.04	0.00	

100 - General

Account 100-410-54030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
1/29/2024	1/29/2024	CC charges to 01/09/2024 - Storage King	Elan Financial Services	CC chgs to 01-09-	12140	57.00	0.00	57.00
1/31/2024	1/31/2024	General Tree Work - Parks Dept - dead post oak, pruning, cleanup	MD Golden Tree	193696	12157	1,050.00	0.00	1,107.00
Total						1,107.00	0.00	

Town of Cross Roads
Transaction Detail Report
2/1/2024 - 2/26/2024

2/26/2024 9:19 AM

100 - General Account 100-410-53035

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
2/14/2024	2/14/2024	4 week rental - 2/14/24 to 3/12/24	Texas Johns	204743	12184	89.25	0.00	89.25
Total						89.25	0.00	

100 - General Account 100-410-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
2/6/2024	2/6/2024	CRPD and Parks Water service to 01/16/2024 - Parks acct 002-0077400-001	Mustang Special Utility District	CRPD and Parks W 12162		36.10	0.00	36.10
2/6/2024	2/6/2024	various accts service to 01-27-24 acct xx2764 - Parks	- CoServ	6 accounts service 12168		33.23	0.00	69.33
Total						69.33	0.00	

Town of Cross Roads

Balance Sheet

As of January 31, 2024

2/27/2024 3:21 PM

Account Type	Account Number	Description	Balance	Total
320 - Park Improvement Fund				
Assets				
	320-10000	Operating Cash Consolidated	90,387.68	
	320-10001	New Consolidated Fund	0.00	
	Total Assets		90,387.68	90,387.68
Liabilities				
	320-20100	Accounts Payable Consolidated	0.00	
	Total Liabilities		0.00	
Fund Balance				
	320-30100	Fund Balance	90,387.68	
	Total Fund Balance		90,387.68	
		Total Revenue	0.00	
		Total Expenses	0.00	
		Current Year Increase (Decrease)	0.00	
		Fund Balance Total	90,387.68	
		Current Year Increase (Decrease)	0.00	
		Total Fund Balance/Equity	90,387.68	
	Total Liabilities & Fund Balance			90,387.68