



MINUTES FOR PARKS AND RECREATION BOARD MEETING FOR THE TOWN OF CROSS ROADS

WEDNESDAY, NOVEMBER 1, 2023 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) – Here
Stephanie Housewright (Vice Chair – Seat 1) - Here
Dave Hancock (Secretary – Seat 3) – Here, late
Ron Zohfeld (Seat 2) – Here
Erica Cook (Seat 5) - Here
James Knicker (Seat 4) – not present
Damaris Combs (Seat 7) – Here
Vicki Hill (Alternate Seat 1) – not present
Eric Martinez (Alternate Seat 2) – Here
Ron King (Board liaison) – Here

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.

None present

3. Announcements and Updates:

- a. Chair announcements – Paula would like to focus on getting committees filled up
- b. Board Member announcements – none at this time
- c. Liaison announcements
 - i. Board retreat went well
 - ii. Design of dumpster area was well liked and want to move forward
 - iii. Council would like to move forward with the idea doing the tree carving with the dead tree
 - iv. Need to update the market vendor form to include sales tax ID
 - v. Council approved the final design of bathroom; will now go out to RFQ

4. Welcome our new members – all feel welcome

5. Consider and approve Board Meeting Minutes from Oct 4, 2023

- a. Changes needed to previous minutes
 - i. change title of document to include “Minutes”
 - ii. Change spelling of Ron’s last name to “Zohfeld”
- b. RZ – motion

- c. EC – 2nd
 - d. All approved
- 6. Report and discuss Parks and Rec Board finances.
 - a. Review of 2023-2024 Parks budget
 - b.
- 7. Discuss and take appropriate action replacing Vice-Chair – looking for anyone interested – none at this time.
- 8. Subcommittees.
 - a. Restructure the committees: Market, Improvement, Maintenance, Events, Advertising(?)
 - i. Review of current committees
 - ii. Board to come to Dec meeting with selections for what they would like to do
 - b. Farmers and Artisan Markets discuss and take appropriate actions for 2024 Markets.
 - i. Ideas to get more customer traffic: signage, advertising, more vendors, additional attractions like games for kids.
 - ii. 380 Rotary Club Cinco de Mayo event May 4th 2024
 - 1. Board is good with moving
 - iii. Proposed Veteran's and First Responder's Day with November Market
 - 1. Cross Roads PD and Little Elm Fire will both provide personnel
 - 2. CRVAC will take over planning for event
 - c. Maintenance and Landscape – discuss and take appropriate action pertaining to park maintenance.
 - i. Trees
 - 1. Getting quotes for tree carving for dead tree on south entrance
 - 2. Table discussion for next meeting so board can bring ideas
 - ii. Park maintenance/watering
 - 1. Need to schedule work days in early spring
 - 2. Possibly plant pansies around the sign
 - d. Park improvements – discuss and take appropriate actions on park improvement projects.
 - i. Bathroom building – design has gone out for estimates
 - ii. Dumpster enclosure styles – approved and will get quotes
 - iii. Playgrounds – 2 to 3 options with estimated cost intended to present to council for their decision
 - e. Events -- discuss and take appropriate action pertaining to park events.
 - i. Winter fests
 - 1. Stephanie and Erica to coordinate and set up
 - 2. Need working day to set up Christmas decorations
 - ii. Event Survey discussion – table for next meeting
 - f. Grants – discuss and take appropriate action pertaining to grants for park projects.
- 9. Review, discuss, update Parks Strategy document
- 10. Request for future Agenda items for October's Board meeting.
 - a. Decision on designs for tree carving in park
 - b. Review estimates for dumpster design/quotes

Adjourn – 7:22 pm

CONFIRMATION

Paula Paus

Paula Paus, Chairman

David Hancock

David Hancock, Secretary