

**Collin County  
Parks Foundation Advisory Board**

**Minutes  
July 9, 2015**

**Item No. 1** Call to Order

The meeting was called to order at 5:41 p.m. with the following members present: Nancy Joslin (Chair), Brian Dale, Mark Palmer, Larry Offerdahl, Ken Roberts, and Stephen Kallas. Members not present: Greg Myer, Ron Hodges, Nathan Barbera and Jerry Kezhaya. Collin County staff present: Jeff Durham and Teresa Nelson. Guests: none.

**Item No. 2** Approval of January 8, 2015, Minutes

The board took a moment to review the minutes. Ken made a motion to approve, second by Larry, which passed unanimously.

**Item No. 3** Staff update of a request by City of Celina to reallocate 2014 funding to a similar land acquisition project

Jeff informed the board that the City of Celina submitted a request for the board's consideration last month but due to lack of quorum the board did not review. Due to the time sensitivity, County staff accepted their submission and sought approval by Commissioners Court. The City was awarded \$300,000 toward the acquisition of land to be known as Light Farms Regional Park, and the City was unable to complete the transaction due to the death of a property owner who was to dedicate adjacent land. Therefore, the City submitted for reallocation to a tract of land (approximately 30 acres) adjacent to the Parks of Wilson Creek. The City was not seeking additional funding and their match equated to 3 to 1, with anticipated closing by late August. Commissioners Court did ask staff why the Parks Foundation Advisory Board did not review and were informed due to lack of a quorum.

**Item No. 4** Staff update about the City of Anna of their previously funded parks/open space projects, and any discussion or action

Jeff reminded the board that the City of Anna sent a staff member to the board's February meeting, which did not meet due to lack of a quorum. Jeff stated he has followed up three times since February and still has not received a response from City. In February the City had three outstanding projects, but they have since closed one and County has received a funding reimbursement request for one other. The third remaining project (N. Slayter Creek land acquisition) was awarded in 2012 and the City will not provide updates that have been recently sought. Jeff asked the board to consider rescinding the funds if the City does not secure the purchase in the coming month.

Larry made a motion for staff to inform City of a deadline of August 13 to have tracts under contract. The motion was second by Brian, which passed unanimously.

Lastly, Jeff informed the board that the City of Murphy (Murphy Central Park) project funded in 2011 (2<sup>nd</sup> Series) is complete, and came in under budget, with the county reimbursing the city \$233,395.60 leaving a balance of \$166,604. The County has allowed ample time for the City to submit use of the remaining funds and will be closing the project with the savings going back into the open space bond program.

**Item No. 5** Distribution of the current Guidelines and Instructions, and Application for the Project Funding Assistance Program for review and discussion

The Guidelines and Instruction, and Application for the Project Funding Assistance Program were placed in the board's packet for their review at their leisure.

**Item No. 7** Distribution of Application packets received for the Project Funding Assistance Program, 6<sup>th</sup> Series, 2007 Bond (\$2.3 million)

Nancy took a brief moment to explain the review process for the new member(s). She further explained about the submissions from the County (i.e. not requiring a match), however Jeff stated the board could certainly decide to not recommend a County project if they feel it's not meeting the criteria of the program. Jeff further explained the confidentiality of the application submissions, asking members to present their questions during the next few meetings and allow staff to seek the answer(s) from the applicant.

**Item No. 6** Discussion regarding attendance and responding to staff email

Jeff explained to the board that the meetings are monthly the 2<sup>nd</sup> Thursday and an email with the agenda packet is provided along with a request to respond whether members are available to attend. The emails are sent as a reminder and a response allows us to advise board members if there will not be a quorum. Nancy asked if "the day/time was an issue?" No one responded, other than the fact that the construction traffic can be an issue. Staff was asked to place on a future agenda to discuss if there is a need to change the time of the meetings.

**Item No. 8** Discussion of the email distribution of quarterly progress reports (if any) and discuss the status of funded projects through the Project Funding Assistance Program

The following provided progress reports:

City of Plano (Three Cities Trail), City of Plano (Cottonwood Creek Trail Connection), The Nature Conservancy (Parkhill Prairie), City of Murphy (Timbers Nature Preserve), City of Frisco (Taychas Trail Phase II), City of Allen (Molsen Farm Acquisition II), City of Allen (Watters Branch Community Park), City of Allen (Design of Cottonwood Creek Hike/Bike Trail), City of Allen (Six Cities Regional Trail), City of Wylie (Municipal Complex Trail), City of Allen (Construction Cottonwood Creek Hike/Bike Trail), City of Celina (Light Farms Regional Park), City of Plano (Three Cities Trail), City of Richardson (University Trail Phase II), City of Lavon (Community Sports Park), The Nature Conservancy (Parkhill Prairie), City of Frisco (Dominion Hike/ Bike Trail), Trinity Trails, City of Lavon (Eagle Pond Walking Trail), Town of New Hope (Town Park), City of Allen (Construction Cottonwood Creek Hike/Bike Trail), City of Allen (Design Cottonwood Creek Hike/Bike Trail), City of Plano (Three Cities Trail), City of Allen (Watters Branch Community Park Phase I), City of Allen (Molsen Farm Acquisition II), City of Plano (Plano Richardson Murphy Trail), City of Wylie (Municipal Complex Hike/Bike Trail), The Nature Conservancy (Parkhill Prairie).

**Item No. 9** Possible future agenda items

- Consider change of the meeting time to 6 p.m.

**Item No. 10** Adjourn

Brian motioned to adjourn, second by Ken. The meeting adjourned at 6:30 p.m.