

**FILED**

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STACEY KEMP  
COUNTY CLERK  
COLLIN COUNTY, TEXAS  
BY : AB DEPUTY

## **NOTICE OF MEETING**

### **COLLIN COUNTY PARKS FOUNDATION ADVISORY BOARD**

Notice is hereby given that the Collin County Parks Foundation Advisory Board will meet on **Thursday, March 17, 2022**, at **5:30 p.m.** at the **Collin County Engineering Conference Room, 4690 Community Ave, Suite 200, McKinney, TX 75071**, for the purpose of:

### **AGENDA**

1. Call to Order;
2. Approval of Feb 10, 2022, Minutes;
3. Introduction of New Member(s);
4. Elect 2022 officers: Chairperson, Vice-Chairperson, Secretary;
5. Review and discuss current projects funded through the Project Assistance Program;
6. Continued discussion of the possibility of partnering with cities as it relates to Open Space in their ETJ;
7. Continued discussion of updating the Master Trail Plan;
8. Continued discussion of setting aside funds from each Bond Sale for an operations budget;
9. Details for presentation for April's meeting;
10. Possible future agenda items;
11. Adjourn

### **CERTIFICATE**

I certify that the above notice of meeting was filed and posted with the County Clerk at the Collin County Jack Hatchell Administration Building, McKinney, Texas on the 14<sup>th</sup> day of March 2022, per the official time/date stamp of the County Clerk's Office.

Dawn Redwine

Stacey Kemp, County Clerk  
*Collin County, Texas*

By: *Ashley Bergerson*  
Ashley Bergerson *Deputy*

**Collin County  
Parks Foundation Advisory Board**

**Minutes  
February 10, 2022**

**Item No. 1** Call to Order;

Carson Underwood called the meeting to order at 5:45 PM with the following members present in person: Carson Underwood (21' Vice Chair), Bill Fraser, Ron Tykoski, Dollie Thomas, and David Bell; present via WebEx: Steve Bolen (21' Chair); absent: Chris Catullo; Collin County staff present in person: Tracy Homfeld and Dawn Redwine; Guests: none.

**Item No. 2** Approval of September 9, 2021 Minutes;

David made a motion to approve; second by Bill. Passed unanimously.

**Item No. 3** Elect 2021 officers: Chairperson, Vice-Chairperson, and Secretary;

Dawn stated that there was a clerical error on the agenda showing the election is for 2021 officers as opposed to 2022. Therefor this agenda item was tabled for the next meeting.

**Item No. 4** Review and approve amended Funding Agreement with Trinity Trails Preservation Association;

Dawn explained to the board that in the 2018 1<sup>st</sup> series of funding, Trinity Trails Preservation Association was awarded \$7,500 in grant money. A portion of that funding was to go to "Clearing work by contractor". However, the Association sent a request to the county to reallocate that part of the funding and use it for culverts and concrete bags instead. Once work was started on the trail, it was discovered that several of the re-routes would require crossing significant drainage channels and culverts were not included in their original request.

David made a motion to allow Trinity Trails Preservation Association to reallocate the funds from "Clearing work by contractor" to purchasing culvers and cement bags and to present to Commissioners Court for approval. Second by Dollie. Passed unanimously.

**Item No. 5** Review and discuss current projects funded through the Project Assistance Program;

A spreadsheet was provided to those present with updates of the 17 open bond projects and 2 that were paid in full and closed since the last board meeting.

The question was asked, "What would happen if the funding was too low for these projects once started since the price of materials has increased drastically recently? Could we set money aside in the future for open projects to request?"

Staff members answered that the award is a lump sum that is allotted to specific line items. If those items increased, the entity would need to reach out to the county/board to ask for a reallocation of funds. However, if the board were to vote to set money aside at the time that funding is available, that is a possibility.

**Item No. 6** Review and approve timeline for the Project Assistance Program, 2018 Bond Funding 4<sup>th</sup> Series (2022) (\$2 million);

A proposed timeline of dates was given to those present along with proposed Board Meeting dates for 2022.

David made motion to approve the timeline and to present to Commissioners Court for approval. Second by Carson. Passed unanimously.

**Item No. 7** Discuss and update 2022 Project Assistance Program application packets;

It was commented that the applications are pretty straightforward with good explanations of what is needed; however, more information needs to be given to the cities.

Some ideas for this were:

- Summarize the Executive Summary for the Parks Webpage
- Get the information to more places. Each city in Collin County already receives the application by mail along with any Non-Profit that has applied in the past.
- Look into sending the applications to MUDD districts. Reach out to their boards and see if they have interested in building trail connectors between the cities.
- Need marketing. Staff will contact IT or GIS departments to see if they can help with getting more information on our webpage with pictures and what the board is looking for and what they are not.
- Email the cities and invite them to meetings, especially April 2022 where the board plans to have an informational presentation about what they look for in applications when awarding funds.

Tracy gave some information on a scenario that could be considered with possible changes to the application information. She recently met with Farmersville and the Corp of Engineers to talk about Caddo Park, which closed when US 380 was widened 10+ years ago. Her understanding was that water was cut off to the park, which caused costly repairs to the bathrooms. There was disputes over who would pay for the repairs, which never were settled and eventually lead to the park closing. The Corp would like to re-open the park by repairing the restrooms, creating a trailhead, connecting nearby city trails and parking. However, they cannot accept money, therefore cannot apply for Bond Funds. They want Farmersville to apply for the Bond Funds and manage the project and the Corp will pay Farmersville and be the match. The park is not in the city limits, but it is in Farmersville's ETJ. If the Board wouldn't be in favor of a partnership like this, another option might be for the Board to allocate funds to the park, hire contractors and manage the project. The reason that County Staff had been invited to the meeting was to see if a partnership like this was something that the Parks Board would ever consider approving before they go through the work of the application process.

It was stated by a board member that most open space is currently unincorporated and so the idea of letting cities, or entities, create open space in the ETJs is appealing. The county staff has been asked to consult with their attorney to see if there is any legal objection to awarding bond money to areas outside of city limits.

It was asked for staff to send the park's location to the board and then table this discussion for the next meeting.

The board discussed changing the requirements for land acquisition applications to possibly do reimbursements as well if land was bought within a designated time period. The only reference that

staff found for the current requirements is in the application packet on page 5 under Payment of Funds. Staff will get legal consultation to see if this can be changed and then the board will discuss again once answered.

**Item No. 8**   Discuss updating Master Trail Plan;

The Master Trail Plan should be updated every 5 years, however it has not been updated since 2012. The county staff reached out to the consultant group that did the last Master Trail Plan to see if they could give an estimate of what the cost would be, and they told \$200,000-\$300,000. The board agreed this is a necessary expense and they would like to allocate funds to this project out of the 2022 Bond sale. It was then suggested that there be an operations budget within the Bond Funds after each sale that would be held aside for items such as marketing and updating the trail plan so that future boards do not have to allocate such a high amount every 5 years to have it updated.

It was asked if the board could award Bond Funds to cities to update their own Master Trail Plans and one of the veteran board members stating that it has been done in the past.

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

Vote 2022 Board positions.

Further discuss the possibility of partnering with cities to help with open space in ETJs.

Further discuss funding the Master Trail Plan.

Further discuss setting aside funds at each Bond Sale for an operations budget.

April meeting-Presentation for cities about the application process and what the board looks for when awarding funds.

**Item No. 10**   Adjourn

David made a motion to adjourn and second by Bill. The meeting adjourned by Carson at 7:06 PM