

**NOTICE OF MEETING
CEDAR HILL PARKS AND RECREATION BOARD MEETING
WEDNESDAY, MAY 20, 2020
7:00 P.M.**

MINUTES

SUPPLEMENTAL NOTICE OF MEETING BY TELEPHONE CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, the Park & Recreation Board for the City of Cedar Hill, Texas will conduct a Meeting by telephone conference at Wednesday, May 20, 2020 @ 7:00 pm in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") in an effort to slow the spread of the Coronavirus (COVID-19) pandemic. **This is an open meeting conducted by telephone conference. There will be no public access to a physical location.**

Park Board Members Present: Rick Cook, Chairman; Christopher Washington, ex-officio; Kiphani Allen; Neil Bolton; Marilyn Little; Clara McGinnis; Antoine Scott; L. Michelle Terrell.

Park Board Members Absent: David Robertson.

City Staff Present: William Ford, Parks and Recreation Director; Karen Tenary, Parks & Recreation Executive Secretary; Shawn Ray, Parks Superintendent; Carolyn Skeels, Recreation Superintendent; Shonda Johnson, Recreation Operations Supervisor.

Others Present: Marvin Hicks-Butler.

- I. **Call the Meeting to Order:** Rick Cook, Park & Recreation Board Chairman; called the meeting to order at 7:06pm.
- II. **Citizens Forum:** No Citizens present.
- III. **Review minutes from joint Park Board & CDC Board Meeting held on January 16, 2020.**
Marilyn Little made the first motion to approve minutes and Neil Bolton seconded motion and the motion carried unanimously.
- IV. **Review minutes from joint Park Board & Library Board Meeting held on February 19, 2020.** Neil Bolton made the first motion to approve minutes and Clara McGinnis seconded the motion, due to technical difficulties during the Zoom teleconference, second was not carried. Marilyn Little spoke noting an error and the error was corrected and written in by Rick Cook, Park & Recreation Board Chairman, without a new draft of minutes needed. Rick Cook, Park & Recreation Board Chairman asked the board if anyone wanted to make a motion to approve minutes with corrections made.
Neil Bolton made the first motion to approve minutes with corrections and Kiphani Allen seconded motion and the motion carried unanimously.

V. **Review minutes from Park Board Meeting held on April 15, 2020.** Neil Bolton made the first motion to approve minutes and Kiphani Allen seconded motion and the motion carried unanimously.

VI. **Receive Annual Girls Softball Reports from Cedar Hill All Sports Association.** Marvin Hicks-Bulter association president gave reports to the board concerning Girls Softball.

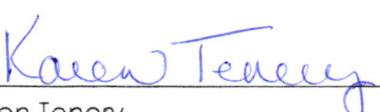
VII. **Consider Approval of Softball Facility Use Agreement Renewals with Cedar Hill Parks & Recreation.** Clara McGinnis made the first motion to approve the Softball Facility Use Agreement Renewals and Marilyn Little seconded the motion and the motion carried unanimously.

VIII. **Park Board to discuss nominating a sub-committee to define policies/procedures for managing unsolicited Park naming nominations.** Park Board held a discussion regarding nominating a sub-committee to define/procedures for managing unsolicited Park naming nominations. The board determined that the current ordinance the City has in place are sufficient and no sub committee is needed at this time.
The board will keep the letter that was presented regarding naming of a park on file. A letter of acknowledgment will be sent to Ms. Hickman thanking her for the her attendance at the board meeting where the letter was presented and to include advisement to her on when to submit naming requests to the City when park naming comes available. See attached letter.

IX. **Receive Staff Reports related to Parks and Recreation Programs, Events and Projects.** Shawn Ray & Carolyn Skeels gave reports to board on events and status of projects.

X. **Adjourn.** Rick Cook closed the meeting; adjourned at 8:15 pm.

 15 July 2020
Rick Cook
Park & Recreation Board Chairman

 7-15-2020
Karen Tener
Executive Secretary, Cedar Hill Parks & Recreation



PARKS AND RECREATION

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To our good friend Mrs. Traphene Hickman,

RE: Park Naming request & letter submission

The Parks and Recreation Advisory Board would like to take this opportunity to thank you for speaking during the Community Forum at the Parks/Library joint meeting held on February 16, 2020. At this meeting you submitted a letter from Margaret Nell Nutting Camp Cheek requesting to have a park named after her father. We sincerely appreciate you sharing with us this bit of Cedar Hill history. In her letter, Ms. Cheek relayed both her family ties to our community and the significant contributions her father made during the early days of youth sports in Cedar Hill including his significant role in organizing the first Little League Baseball team in Cedar Hill.

I personally want to thank you and Ms. Cheek for the letter and history of her family and the important role they played in getting boys and girls involved in sports in Cedar Hill. The Parks and Recreation Advisory board is always excited to hear how citizens have contributed to the growth and development of this great city.

Ms. Cheek's written request to have a park named after her father led to a robust discussion at the next Parks and Recreation Advisory Board meeting on April 15, 2020 with a decision to continue the discussion at our next meeting. At the May 20, 2020 board meeting, we included an agenda item to discuss nominating a sub-committee to define procedures for managing park naming nominations from the community. After another robust discussion, board members determined the procedures we have defined in compliance with the current Code of Ordinance (Sec. 15-27) "Naming of Parks" is sufficient for naming parks. When we have park facilities which require naming, our procedures include solicitation of proposed names from the community and processes for vetting those names. We concluded our current procedures are sufficient, and the board voted that no subcommittee to review those procedures is necessary at this time. We look forward to working with you and the rest of our residents when we solicit community input during the next park naming opportunity.

In closing, I want to take this opportunity to thank you and the Nutting family for all that you have done to make Cedar Hill a wonderful community with excellent parks and recreation venues.

Sincerely,

Rick Cook
Cedar Hill Parks and Recreation
Advisory Board Chairman