



Parks & Recreation

285 Uptown Blvd.
Cedar Hill, TX
75104
O. 972-291-5130
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**MEETING MINUTES
PARKS & RECREATION BOARD
WEDNESDAY, NOVEMBER 19, 2025
7:00 P.M.**

Parks & Recreation Board Members Present:

Chair, Antoine Scott; Vice Chair, Neil Bolton; Rick Cook; Awnya Creque; Shannon Hart; Jacqueline Ivy; Traci Uncel-Martin; Ex-Officio Pam Rogers

Parks & Recreation Board Members Absent:

David Finfrock; Oscar Santos

City Staff Present:

Shawn Ray, Parks & Recreation Director; Josh McLellan, Parks Superintendent
Shonda Johnson, Recreation Superintendent; Karen Tenary, Parks & Recreation Executive Assistant;
Sophia Ensmann, Communications & Engagement Manager; Kaci Martin, Communications
Specialist – Parks & Recreation and Tourism

Others present: None

I. Call the meeting to order:

Vice Chair, Neil Bolton called the meeting to order at 7:01 p.m.

II. Review and approve minutes from Parks & Recreation board meeting held on September 17, 2025:

Rick Cook made a motion to approve the minutes of the October 15, 2025, meeting and Pam Rogers seconded the motion, and the motion carried unanimously.

III. Citizen's forum: None

IV. Receive briefing from the Communications Team:

Shawn Ray introduced Sophia Ensmann, Communications Manager, to the Board and then turned the floor over to her. Sophia introduced herself and the new Communications Specialist, Kaci Martin. She provided a brief presentation on the Communications Department, outlining its roles and responsibilities, and explained that the department will be handling all communications and media for the Parks & Recreation Department.





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V. Discuss Board engagement opportunities:

Shawn Ray reminded the Board that the representative from the Bear Creek Association attended the last meeting. He noted that the Association has declined to collaborate with the Board or host an event with their HOA in December. However, there may be opportunities to partner with Bear Creek in the spring. The Board discussed potential alternative engagement opportunities and asked where their support is most needed. Staff reported that a Sign-Up Genius is available for volunteer sign-ups for Holiday on the Hill in December, and that the department will also need volunteers for the Hispanic Heritage Fest.

VI. Parks and recreation newsletter related to programs, events, and projects:

Staff gave an overview of the key highlights from the newsletter to the board and noted upcoming events and programs with save the date information.

VII. Adjourn:

Chair, Antoine Scott adjourned the meeting at 7:46 p.m.

2025 REGULAR BOARD MEETINGS		Position	1.15.25	2.19.25	3.19.25	4.16.25	5.21.25	6.18.25	7.16.25	8.20.25	9.17.25	10.15.25	11.19.25
Board members		Chair	P	P	P	P	P	P	P	P	P	P	P
		Vice-Chair	P	P	P	P	P	P	P	P	P	A	P
		Board Member	P	P	P	P	P	P	P	A	P	P	P
		Board Member	P	P	P	P	A	P	P	P	P	P	P
		Board Member	P	P	A	P	P	P	P	P	P	P	A
		Shannon Hart	P	P	P	P	P	P	P	A	P	P	P
		Jacqueline Ivy	P	P	P	P	P	A	P	P	P	A	P
		Traci Uncel-Martin	P	A	P	P	P	P	P	P	P	P	P
		Oscar Santos	P	P	P	P	P	P	A	P	P	A	A
		Pam Rogers						P	P	P	A	P	P
		Ex-Officio											

Key: A = Absent, P = Present, PL = Present arrived late

Signature: 
Antoine Scott, Chair, Parks & Recreation Board

Date: 1-21, 2026

Signature: 
Karen Tenery, Executive Assistant, Parks & Recreation Department

Date: 1-21, 2026

