



**MINUTES OF  
PARKS AND CLEAN CITY COMMITTEE MEETING  
April 12, 2010**

The Parks and Clean City Committee met on the above date at 6:15 p.m. with the following Committee members and City Staff present: Gladys Hardeman, Henry Johnson, Pearl Jones, Rodney Wright, Economic Development and Community Relations Director Venus Wehle. Absent: Donald Bailey and Dana Robinson.

**Opening Agenda:**

**A. Call to Order**

With a quorum present, Vice-Chair Pearl Jones called the meeting to order.

**B. Invocation**

Invocation was delivered by Board Member Henry Johnson.

**C. Pledge to Flags**

Pledges to the United States and Texas flags were recited.

**D. Introduction to Board: new city manager, Sheyi I. Ipaye, CPM**

Mr. Ipaye addressed the Board and gave thanks for their warm welcome. He presented a brief rundown of his background and experience.

**E. Consent Agenda:**

**1. Consider Minutes of the March 8, 2010 Parks and Clean City Committee meeting.**

A motion was made to accept the minutes of March 8, 2010 as presented by Board Member Gladys Hardeman seconded by Board Member Henry Johnson and **passed** as follows:

Ayes: Wright, Jones, Hardeman, Johnson  
Nays: None  
Absent: Bailey, Robinson

**F. Deliberation Agenda:**

**2. Discuss and consider selection of a Chair. (Venus Wehle, Director of Economic Development and Community Relations)**

A motion was made to select Pearl Jones as Chair by Board Member Gladys Hardeman, seconded by Board Member Rodney Wright and **passed** as follows:

Ayes: Wright, Jones, Hardeman, Johnson  
Nays: None  
Absent: Bailey, Robinson

**3. Discuss and consider selection of a Vice-Chair. (Venus Wehle, Director of Economic Development and Community Relations)**

A motion was made to select Henry Johnson as Vice-Chair by Gladys Hardeman, seconded by Rodney Wright and **passed** as follows:

Ayes: Wright, Jones, Hardeman, Johnson  
Nays: None  
Absent: Bailey, Robinson

**4. Discuss Griggs Park Grant. (Venus Wehle, Director of Economic Development and Community Relations)**

**a. Review of Scope**

Discussion was led by Vice-Chair Pearl Jones. She praised the attention to detail and tenacity by Venus Wehle, David Miller and the students at UTA in completing the Parks Master Plan completing the parks grant application and getting the city the grant award. Ms. Jones asked that her comments be put on record for a job well done by all. Mrs. Jones explained that there is a process to be followed and we must adhere to it.

**b. Review of specifications of grant**

Discussion was led by Venus Wehle. She explained the flow chart, budget and grant process.

A discussion took place in regards to the appraisal of the 3 acre tract of land that is to be donated by Mr. Meto Miteff. Venus Wehle informed the Board that she is getting quotes for appraisals and will give all the information to the city manger for his review and decision. As of today, the names of appraisers as committed by Mr. Meto Miteff have not been received by the City. Mrs. Jones informed the Board that all appraisal quotes are to be received soon and all businesses are to be informed that a submittal of a quote does not guarantee they will be awarded the job.

No action taken.

**5. Discuss and consider creating a Griggs Park Grant Advisory Committee. (Pearl Jones, Board Member)**

Discussion was led by Pearl Jones. The committee should be/responsibilities to include:

1. Be a diverse group of volunteers (5-7 persons); market to look for members.
2. Discuss, research and review the grant process.
3. Make the best decisions and recommendations for expending funds for improvements.
4. Be a committee that serves as a checks and balances.
5. Group is accountable to the Parks and Clean City Committee and ultimately the City Council.

Board member Gladys Hardeman suggested that the city look outside the Parks and Clean City Committee to find volunteers; she wants to be sure the city involves the citizens.

A motion was made to create a “Griggs Park Grant Advisory Group” by Board Member Rodney Wright seconded by Board Member Gladys Hardeman and **passed** as follows:

Ayes: Wright, Jones, Hardeman, Johnson  
Nays: None  
Absent: Bailey, Robinson

**6. Discuss and consider appointments to Griggs Park Advisory Committee. (Pearl Jones, Board Member)**

Discussion was led by Pearl Jones. The city should look for volunteers via the FOREST HILL NEWS, a suggestion box, flyers and posting information on the city’s website. The committee thanks Ms. Wehle for the suggested names, submitted via memo, for persons to serve on the Griggs Park Advisory Group. However, the committee strongly suggests that this advisory group be comprised primarily of persons from the community (be a citizen-driven group). And at this time, those names that were submitted as a recommendation will be taken into consideration at some later time once feedback is received from the citizens.

Recommendations to the Council for the “Griggs Park Advisory Group” should include:

- 1 - A citizen
- 2 - A citizen parent with a child/children
- 3 – A resident who lives near Griggs Park
- 4 - A member of the Youth Advisory Council
- 5 - A member of the Parks and Clean City Committee
- 6 - A member from another city board or committee
- 7 - The Mayor or an appointee from City Council

A motion was made to appoint the above named members to the Griggs Park Advisory Committee by Board Member Gladys Hardeman, seconded by Board Member Henry Johnson and **passed** as follows:

Ayes: Wright, Jones, Hardeman, Johnson  
Nays: None  
Absent: Bailey, Robinson

**7. Discuss ideas for creating a “Keep Forest Hill Beautiful” program.**

- a. Update on 2010 clean-up activity scheduled for June 12, 2010
- b. Adopt-A-Park: Mr. Robinson and Mr. Wright
- c. Clean-up Campaign: Mr. Johnson and Mrs. Hardeman
- d. Ordinance Liaison: Mr. Bailey and Mrs. Jones
- e. Senior Citizen Helpers: Pearl Jones
- f. Future project ideas: Pearl Jones

This item was tabled to the May 10<sup>th</sup> meeting.

**G. Adjournment**

With no further business to discuss, the Committee adjourned at 8:12pm.

Respectfully submitted,

Approval:

---

Venus Wehle, Director of Economic  
Development and Community Relations/  
Staff Liaison

---

Pearl Jones, Vice-Chair