

## MINUTES

PARKS AND RECREATION ADVISORY BOARD MEETING – DECEMBER 14, 2015  
COUNCIL BRIEFING ROOM, CITY HALL

### MEMBERS PRESENT:

Leo Bell, Jr. (Vice-Chairperson)  
Reginald Hurd  
Roderick Lee  
Alexander McLachlan  
Ed Priest  
Eugenia Rodgers

### MEMBERS ABSENT:

Don Johnson (Chairperson)

Members Mark David and Elaine Bell from the Senior Advocacy Board were present.

Bart Stevenson, Staff Liaison; Timothy Hamilton, Parks Superintendent, Recording Secretary Pam Willis and Kamecha Johnston, Park Ranger, and Lt. Stan Estell were City staff members in attendance.

Vice-Chairperson Bell noted that there was a quorum present and began the meeting at 6:30 p.m.

### Item #1 – Public Discussion Period:

No one was present to speak during the public discussion period.

### Item #2 – Discussion and Consider Approval of Minutes:

Vice-Chair Bell asked if everyone had read over the November 9, 2015 minutes. Everyone had. He requested a motion for the November 9, 2015. A motion was made by Board member Hurd to approve the November 9, 2015 minutes as written; seconded by Board member Priest. Minutes were approved as written. A vote was taken with 6 For; and 0 Against. Chairperson Johnson was not present for the vote.

### Item #3 – Staff Reports:

- A. **Park Ranger Report** – Vice-Chair Bell asked Officer Johnston to give her report. She reported that there were 343 directed patrols. There were 10 suspicious activity; 11 traffic stops; 8 citations and 2 unfounded shots fired at Lakeside Park.
- B. **Upcoming Events and Programs** – Timothy Hamilton stood in for Staff Liaison Stevenson until he came. Mr. Hamilton informed the Board that their next meeting would be on January 11, 2016. He reminded them that if they had topics that they would like to discuss to get them to Staff Liaison Stevenson. Mr. Hamilton announced that Winter Break Camp would be at the recreation center from December 21, 2015 – January 4, 2016. Mr. Hamilton reminded the Board that the City Offices would be closed on December 24 & 25, 2015 and January 1, 2016. Mr. Hamilton invited the Board members to participate with the Parks & Recreation department at the Father-Daughter Dance on February 6, 2016 with a Cinderella theme.
- C. **Update on FY16 Capital Projects** – Mr. Hamilton stated that the TRA had given approval to put the batting cage in at the Duncanville Boys Baseball (DBBI) field at Harrington Park. He also has contacted three (3) different playground suppliers for purchase of playground equipment for Harrington, Willow Run and Lakeside Parks. Also, Mr. Hamilton informed the Board that the back-up generator for the Library and Recreation Center was installed and working.

### Item #4 – Discuss the Senior Center with the Senior Advocacy Commission:

Vice-Chair Bell gave the floor to Mark David, Chairperson for the Senior Advocacy Commission. Mr. David commented that he had met with Mr. Stevenson regarding adding members to the Senior Advocacy Commission. Mr. David said that it was hard to accomplish anything with only five (5) Commission members. He also wanted to discuss changing the name of the Senior Center to the D.L. Hopkins, Jr. Activity Center. The word "senior" gives a negative connotation to those who are 50+ years and older. The Commission wanted to take the Center to a new level by adding "Activity"; a more positive aspect. He

brought copies of the flyer for an open house that the Activity Center would like to have on March 22, 2016. The flyer uses the D.L. Hopkins, Jr. Activity Center name. The Commission wants to put the flyer in the February water bills and handing the flyers out at Taste of Duncanville as advertisement for the "Activity Center". Board member Hurd asked if there would be confusion between Recreation Center and Activity Center. Mr. David didn't think so because at the present the Activity Center didn't have any exercise equipment and members would have to use the recreation center's equipment. Commission member Bell told the Board that she thought that the name change would increase membership. Board member Priest made a motion for Mr. Stevenson to please put this before Council on the January 19, 2016 agenda. The motion was seconded by Board member Hurd. A vote was taken regarding the name change and it was 6 for; 0 against. Mr. Stevenson said he would pursue the request.

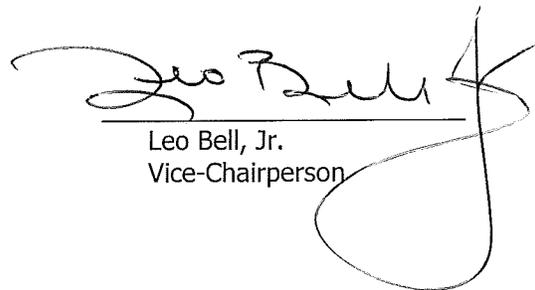
Item #5 – Workshop to Discuss the Budget Process and FY17 Budget:

Staff Liaison Stevenson began discussion by saying that the FY16 Budget is in full swing. The FY17 Budget would begin discussion in February 2016 if not sooner. He presented a slide presentation regarding Budget. It was presented that the Convention and Visitors Bureau was a fund used by Parks & Recreation that is funded out of hotel/motel tax. He also advised that anything special would be presented by a supplemental request. There is an Innovation fund for a one-time expenditure which is usually large in amount. Capital Improvement Projects (CIP) would probably go through the bond process which would be designated clearly after the approval of the City's Comprehensive Plan. Mr. Stevenson did suggest that the February meeting the Board look at projects for improvement such as parking at Harrington Park. Mr. Stevenson did encourage the Board to attend the next Town Hall Meeting that would be held on January 12, 2016 at the D.L. Hopkins, Jr. Senior Center. The topic of discussion is the Budget. Attending the meeting might bring new questions or comments for the Board to discuss.

A motion for adjournment was made by Board member Priest with a second made by Board member Hurd.

The meeting was adjourned at 8:04 p.m. unanimously.

  
Pam Willis  
Recording Secretary

  
Leo Bell, Jr.  
Vice-Chairperson