



City of Duncanville

**PARKS AND RECREATION ADVISORY BOARD MEETING
NOVEMBER 13, 2017
CITY COUNCIL BRIEFING ROOM
203 E. WHEATLAND
REGULAR MEETING – 6:30 P.M.**

AGENDA

ITEM NO.	EXPLANATION
1.	INTRODUCTION OF NEW BOARD MEMBER IRIS ALLEN AND RECOGNITION OF OUTGOING BOARD LEADERSHIP
2.	PUBLIC DISCUSSION PERIOD
3.	DISCUSS AND CONSIDER APPROVAL OF MINUTES
4.	BOARDMEMBER ANNOUNCEMENTS
5.	STAFF REPORTS: A. POLICE/PARK RANGER REPORT B. RECENT AND UPCOMING EVENTS AND PROGRAMS C. FY18 INNOVATION FUND PROJECTS D. CITY COUNCIL RETREAT/BOND ADVISORY COMMITTEE E. DISD PARTNERSHIP MEETING WITH SUPERINTENDENT F. PARK MASTER PLAN APPROVAL
6.	DISCUSS HARRINGTON PARK SHADE PROJECT AND PROVIDE RECOMMENDATION ON COLORS
7.	DISCUSS HOLIDAY SCHEDULE FOR DECEMBER 2017
8.	ADJOURN REGULAR MEETING

POSTED Friday 11-10-17 DATE 5:00p.m. TIME

Pam Willis
PAM WILLIS, BOARD SECRETARY

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City of Duncanville

MEMORANDUM

TO: All Park Board Members

FROM: Bart Stevenson, Director of Parks and Recreation

DATE: November 10, 2017

SUBJECT: **Park Board Meeting**
Monday, November 13, 2017
Regular Meeting: 6:30 p.m.
City Council Briefing Room

1. **INTRODUCTION OF NEW BOARD MEMBER IRIS ALLEN AND RECOGNITION OF OUTGOING BOARD LEADERSHIP**
2. **PUBLIC DISCUSSION PERIOD:**
This time is available for those individuals who have signed in and wish to address the Park Board. We will follow our "Public Discussion Guidelines" during this agenda item.
3. **DISCUSSION AND CONSIDER APPROVAL OF MINUTES:**
Discussion will be held regarding the minutes from the October 9, 2017 meeting. Following discussion, the Board will consider approval of the minutes.
4. **BOARDMEMBER ANNOUNCEMENTS:**
Opportunity for Boardmembers to make announcements.
5. **STAFF REPORTS:**
 - A. POLICE/PARK RANGER REPORT
 - B. RECENT AND UPCOMING EVENTS AND PROGRAMS
 - C. FY18 INNOVATION FUND PROJECTS
 - D. CITY COUNCIL RETREAT/BOND ADVISORY COMMITTEE
 - E. DISD PARTNERSHIP MEETING WITH SUPERINTENDENT
 - F. PARK MASTER PLAN APPROVAL
6. **DISCUSS HARRINGTON PARK SHADE PROJECT AND PROVIDE RECOMMENDATION ON COLORS**
Staff will share with the Board plans for adding shade to the bleacher areas at the DBBI fields at Harrington Park. The Board will also provide a recommendation for colors of both the shade fabric and steel supports. This project will be considered and ultimately approved by the City Council.

7. **DISCUSS HOLIDAY SCHEDULE FOR DECEMBER 2017**

Staff and the Board to discuss the December 11, 2017 meeting for consideration of cancellation for the holidays.

8. **ADJOURN REGULAR MEETING**

DATES TO REMEMBER

Next Board Meeting: December 11, 2017 or January 8, 2018

Christmas Parade and Tree Lighting – December 1, 2017

MINUTES

PARKS AND RECREATION ADVISORY BOARD MEETING – OCTOBER 9, 2017
CITY COUNCIL BRIEFING ROOM

MEMBERS PRESENT:

Don Johnson Chair (late 7:05pm)
Leo Bell, Jr. Vice-Chair
Reginald Hurd
Alexander (Sandy) McLachlan
Ed Priest

MEMBERS ABSENT:

Eugenia Rodgers

Bart Stevenson, Staff Liaison and Director of Parks and Recreation and Timothy Hamilton, Parks Superintendent were city staff members in attendance.

Also in attendance was J.R. Phillips to observe.

Vice-Chair Bell noted that there was a quorum present and began the public meeting at 6:40 p.m.

Item #1 – Public Discussion Period:

J.R. Phillips was present as a landscape architect to observe.

Item #2 – Election of Chairperson:

The item was initially tabled until after Chairperson Johnson would arrive by a 3-1 vote. Once the item was readdressed, Chairperson Johnson and board member McLachlan were nominated. Chairperson Johnson withdrew his name from consideration and board member McLachlan was appointed Chairperson by a unanimous 5-0 vote.

Item #3 – Election of Vice Chairperson:

The item was initially tabled until after Chairperson Johnson would arrive by a 3-1 vote. Once the item was readdressed, board member Hurd was nominated. Board member Hurd was appointed Vice Chairperson by a unanimous 5-0 vote.

Item #4 – Discuss and Consider Approval of Minutes:

Board member Priest made a motion to approve the August 14, 2017 minutes as presented and Chair McLachlan seconded. The motion passed with a unanimous 4-0 vote.

Item #5 – Boardmember Announcements:

Vice-Chair Bell mentioned that there would be a Smokin' Blues & BBQ Volunteer training on October 10.

Item #6 – Staff Reports:

- A. **Police/Park Ranger Report** – There was not anyone present from the police. There was an observation/question about the effectiveness of the COPs utilization of empty squad cars.
- B. **Recent and Upcoming Events and Programs** – Staff noted that the Smokin' Blues and BBQ is scheduled for the upcoming weekend of October 13-14 and is again sponsored by the Lions Club who partnered with the Kansas City Barbecue Association for this event. Boo Bash is scheduled for October 27, 2017 from 7-10pm at the Library and Recreation Center. There is a \$10 charge for the Recreation Center side while the Library side remains free of charge.

- C. **FY18 Innovation Fund Projects** – Staff noted the following Innovation Fund projects were approved when the budget was passed by City Council: DBBI bleacher shade @ Harrington Park, controlled access gates @ Harrington Park, wooden field lighting pole replacement @ Lakeside Park, design consultant for Kidsville replacement playground and a splash pad @ Armstrong Park, replacement of antiquated irrigation controllers @ various locations, repaving of tennis court parking lot @ Armstrong Park, conversion of one tennis court to basketball @ Armstrong Park, exterior painting of the Senior Center, new floors @ the Senior Center.

Item #7 – Considering Recommending to the City Council Approval of the Park Master Plan:

Philip Neely from Dunaway Associates presented the draft Parks Master Plan document that was presented at a September 11, 2017 public input meeting. Chair McLachlan made a motion to recommend approval of the Parks Master Plan to the City Council and it was seconded by Vice-Chair Hurd. The motion was approved by a 5-0 vote.

Item #8 - Adjourn Regular Meeting:

A motion for adjournment was made by Board Member Priest; a second was received from Vice-Chair Hurd. The meeting adjourned at 8:09 p.m.

Timothy Hamilton for Pam Willis
Recording Secretary

Leo Bell, Jr.
Vice-Chair