



City of Duncanville

**PARKS AND RECREATION ADVISORY BOARD MEETING
JANUARY 8, 2018
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
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
6.	DISCUSS POTENTIAL PARTNERSHIP OPPORTUNITIES FOR MEETING WITH DISD LEADERSHIP
7.	DISCUSS CITY-WIDE CHRISTMAS LIGHT DECORATIONS
8.	DISCUSS POTENTIAL CHANGES TO THE ROOM RENTAL POLICY AT THE RECREATION CENTER AND SENIOR CENTER
9.	ADJOURN REGULAR MEETING

POSTED: Friday, 1/5/18 DATE 12:00 p.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: January 5, 2018

SUBJECT: **Park Board Meeting**
Monday, January 8, 2018
Regular Meeting: 6:30 p.m.
City Council Briefing Room

1. **INTRODUCTION OF NEW BOARD MEMBER IRIS ALLEN**

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 November 13, 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

6. **DISCUSS POTENTIAL PARTNERSHIP OPPORTUNITIES FOR MEETING WITH DISD LEADERSHIP**

Discuss potential partnership opportunities with the DISD and the Parks and Recreation Department to be discussed in an upcoming meeting with school district leadership.

7. **DISCUSS CITY-WIDE CHRISTMAS LIGHT DECORATIONS**

8. **DISCUSS POTENTIAL CHANGES TO THE ROOM RENTAL POLICY AT THE RECREATION CENTER AND SENIOR CENTER**

Staff will discuss proposed changes to the room rental policy at the Recreation Center and Senior Center.

9. ADJOURN REGULAR MEETING

DATES TO REMEMBER

Next Board Meeting: February 12, 2018
February 10 – Daddy Daughter Dance

MINUTES

PARKS AND RECREATION ADVISORY BOARD MEETING – NOVEMBER 13, 2017 CITY COUNCIL BRIEFING ROOM

MEMBERS PRESENT:

Alexander (Sandy) McLachlan, Chair
Reginald Hurd, Vice-Chair
Leo Bell, Jr.
Don Johnson
Ed Priest
Eugenia Rodgers

MEMBERS ABSENT:

Iris Allen

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

Chair McLachlan noted that there was a quorum present and began the public meeting at 6:34 p.m.

Item #1 – Introduction of New Board Member Iris Allen and Recognition of Outgoing Board Leadership:

The item was postponed until the next meeting due to Board Member Allen's absence. Thanks from staff and other board members were expressed to Board Members Johnson and Bell for their service as Chair and Vice-Chair respectively.

Item #2 – Public Discussion Period:

None present.

Item #3 – Discuss and Consider Approval of Minutes:

Board Member Priest made a motion to approve the October 9, 2017 minutes as presented and Board Member Bell seconded. The motion passed with a unanimous 6-0 vote.

Item #4 – Boardmember Announcements:

Chair McLachlan expressed appreciation for the Arbor Day event and the city's commitment to trees as demonstrated by the 15 years of Tree City USA certification. He also noted the higher percentage of tree canopy that southern Dallas County enjoys when compared to northern Dallas County.

Item #5 – Staff Reports:

- A. **Police/Park Ranger Report** – There were no incidents to report specifically related to Parks. It was noted that the Police Department is still short staffed but taking steps to try fill the vacant positions.
- B. **Recent and Upcoming Events and Programs** – Staff noted that Boo Bash was a tremendous success. The credit card issue at the Recreation Center has been resolved and turned out to be between the credit card service company and Chase Bank. The board was reminded that the Christmas Parade and Tree Lighting would begin at 7pm on Friday, December 1, 2017.
- C. **FY18 Innovation Fund Projects** – Staff handed out a listing of all Innovation Fund/Parks Capital projects to include the Recreation Center cardio equipment replacement lease.
- D. **City Council Retreat/Bond Advisory Committee** – All were invited to volunteer if they so desired. At least \$30 million in possible bond projects were identified during the City Council retreat. Chair McLachlan and possibly Vice-Chair Hurd indicated their interest in volunteering for the Bond Advisory committee.

- E. **DISD Partnership Meeting with Superintendent** – Staff noted that a meeting in the summer had occurred with a couple of DISD School Board members, staff, and Board Member Bell to discuss opportunities for collaboration and partnership. A call to Superintendent Smith has been made to coordinate a meeting to further discuss these opportunities early in 2018. No response had been received yet.
- F. **Park Master Plan Approval** – Staff noted that the Park Master Plan approval by the City Council was on the November 21, 2017 City Council agenda. All were invited to attend the meeting and it was noted that Dunaway & Associates would be presenting this item.

Item #6 – Discuss Harrington Park Shade Project and Provide Recommendation on Colors:

Vendor color charts were handed out for review by the board. After some discussion, Board Member Priest made a motion to recommend royal blue for the canopy fabric and black for the posts. The motion was seconded by Board Member Bell and passed with a unanimous 6-0 vote.

Item #7 – Discuss Holiday Schedule for December 2017:

Staff briefed the board on the lack of pressing agenda items for December and noted that many other boards/commissions were taking a break in December to reduce conflicts with busy holiday schedules. Vice-Chair Hurd made a motion to cancel the December Parks Board meeting. The motion was seconded by Board Member Priest and passed with a unanimous 6-0 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 motion passed with a unanimous 6-0 vote. The meeting adjourned at 7:37 p.m.

Timothy Hamilton for Pam Willis
Recording Secretary

Alexander (Sandy) McLachlan
Chairperson