

MINUTES

PARKS AND RECREATION ADVISORY BOARD MEETING – JANUARY 8, 2018
CITY COUNCIL BRIEFING ROOM

MEMBERS PRESENT:

Alexander (Sandy) McLachlan, Chair
Reginald Hurd, Vice-Chair (6:50 p.m.)
Leo Bell, Jr.
Don Johnson
Eugenia Rodgers

MEMBERS ABSENT:

Iris Allen (Excused)
Ed Priest

Timothy Hamilton, Parks Superintendent, Veronica Williams, Recreation Superintendent, and Pam Willis, Recording Secretary were city staff members in attendance. Bart Stevenson, Staff Liaison and Director of Parks and Recreation, was not present due to illness.

Chair McLachlan noted that there was a quorum present and began the public meeting at 6:30 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 due to illness.

Item #2 – Public Discussion Period:

None present.

Item #3 – Discuss and Consider Approval of Minutes:

Chair McLachlan asked if everyone had read the minutes. Board Member Johnson made a motion to approve the November 13, 2017 minutes as presented with a second from Board Member Bell. The motion passed with a unanimous 4-0 vote. Vice-Chair Hurd as well as Board Members Allen and Priest were not present for the vote.

Item #4 – Board Member Announcements:

Board Member Bell inquired if the parks department had any information for the Blues and BBQ event. He stated that he heard it was going to be in October, but not certain of a date. Board Member Johnson verified that the event would be in October. There would be a class for learning how to be a tasting judge for the BBQ. He explained that everyone would need to contact the Lions Club to participate.

Item #5 – Staff Reports:

- A. **Police/Park Ranger Report** – There was no Police Department representative at this meeting due to changes made within the department.
- B. **Recent and Upcoming Events and Programs** – Staff noted that the Christmas Tree Lighting on December 1, 2017 was a success. For recent events, the Board was informed of the following: Willy Wonka themed Daddy Daughter Dance on Saturday, February 10, 2018 from 6 p.m. to 9 p.m.; the State of the City Address being held at the Garden Hilton on Thursday, January 18, 2018; and, the Town Hall Meeting on Tuesday, January 23, 2018 at the D.L. Hopkins, Jr. Senior Center to discuss a possible new logo for the City.
- C. **FY18 Innovation Fund Projects** – Staff informed the Board that the Shade Structure for Harrington Park would be on the next Council Agenda with the goal to have it installed by opening day. It was announced that the Senior Center would be closed from Wednesday, January 31 – Tuesday, February 6, 2018 for the installation of the new flooring. Staff explained that installation for new security cameras for the library and recreation center would begin soon.

Item #6 – Discuss Potential Partnership Opportunities for Meeting with DISD Leadership:

Board Member Bell began discussion regarding opportunities for meeting with DISD leadership. He explained that there was no meeting date set and that it would probably take place in the spring. He had already spoken with the Board of Trustees at a previous meeting; need to speak with the Superintendents. He is curious about three (3) things: 1). Wi-Fi in the parks a project of the high school and where that stands; 2). Getting a school bus stop on Main at the Duncanville Fieldhouse for after-school programs. It was noted that the DISD has started their own after-school program; 3). Wondering if uniforms were coming back so that students could be easily identified in parks if needed. Ms. Williams, Recreation Superintendent, acknowledged that she was working on forming a Youth Action Council (YAC) at the recreation center wanting to get students involved from the district. Vice-Chair Hurd suggested partnering with them on programs such as public swim, tennis and basketball courts. It was discussed that Community programs like the performing arts, ballet, and dance could also be used to form a partnership connection riding with the theme "City of Champions".

Item #7 – Discuss City-wide Christmas Light Decorations:

This item was put on the agenda for Board Member Priest. Since he is absent, the item will be tabled until the next meeting in February.

Item #8 - Discuss Potential Changes to the Room Rental Policy at the Recreation Center and Senior Center:

Ms. Williams handed out to the Board a memo date 09/25/2017 to Duncanville Parks and Recreation Customers regarding the following changes effective January 1, 2018:

Policy Changes – All children under the age of 10 must be supervised by an adult, at least 18 years of age with a ratio of no more than one to ten.

Agreement Changes – All reoccurring rental reservations are limited to a period of 12 (twelve) months or 1 (one) year.

Rate Adjustments – A \$25 after-hours fee will be applied to rentals reserved after normal business hours. This fee will be charged per hour on any rental hours that fall outside of the posted times.

Ms. Williams also handed out the current "Facility Rental Request Form" and "Fee Schedule" for the Board to see. Chair McLachlan asked if the Alcohol Policy was in place for rentals. Staff replied that it was for the Duncanville Fieldhouse and Senior Center and was being requested. Staff explained that there were certain organizations that have had the same rental for a long period of time and having the rental period be 12 (twelve) months or 1 (one) year would break up the pattern and allow others to rent it. Now, a waiting list has been started for future/potential rentals. Ms. Williams inquired on the wait time between long rentals. The options were 1) month to month; 2) 3 months; 3) 6 months or 4) 12 months. Board member Johnson suggested checking the pros/cons of each of those and then decide. Chair McLachlan and Board Member Johnson both requested that Policy and Agreement changes be brought to the Board before they are approved by Council.

Item #9 – Adjourn Regular Meeting:

Motions for adjournment were received from Board Members Bell and Johnson. The meeting was adjourned at 8:05 p.m.


Pam Willis
Recording Secretary


Alexander (Sandy) McLachlan
Chairperson