



DALLAS PARK AND RECREATION BOARD AGENDA

SPECIAL SESSION

FRIDAY, SEPTEMBER 22, 2017

DALLAS CITY HALL

1500 MARILLA STREET, COUNCIL CHAMBERS

DALLAS, TEXAS 75201

214-670-4078

- 8:00 am: Administration and Finance Committee, Room 6FS**
- 8:30 am: Planning and Design Committee, Room 6FN**
- 9:30 am: Park and Recreation Board, Council Chambers**

Rodney Schlosser, Chair
Vacant, Co-Chair
Barbara A. Barbee
Sean Johnson
Lawrence S. Jones
Jesse Moreno
Becky Rader
Marlon Rollins

RECEIVED

2017 SEP 15 PM 4:14

CITY SECRETARY
DALLAS, TEXAS

DALLAS PARK AND RECREATION BOARD
ADMINISTRATION AND FINANCE COMMITTEE
DALLAS CITY HALL ROOM 6FS
1500 MARILLA STREET,
DALLAS, TEXAS 75201
FRIDAY, SEPTEMBER 22, 2017 – SPECIAL SESSION
(8:00 A.M.)

AGENDA

ACTION ITEM

PARK BOARD AGENDA ITEM NO. 3 - Park Maintenance – (1,3,5,7,8,10,11,12) - Authorize a **(1)** five-year service contract for herbicide and algaecide pond treatment – Magnolia Fisheries, Inc. in the amount of \$249,000, and **(2)** a five-year service contract for fountain repair and maintenance – Lone Star Fountains, Inc. in the amount of \$26,900, lowest responsible bidders of three – Total not to exceed \$320,900 - Financing: Current Funds (subject to annual appropriations)

DISCUSSION ITEMS

1. Cypress Waters (Louise Elam)
2. Mobile Food and Truck Pilot Program (John Jenkins)
3. Park Naming Policy (John Jenkins)
4. Overview of Athletic Field Use and Reservations (Oscar Carmona, John Jenkins)
5. MoneyGram follow up (John Jenkins)

A quorum of the Dallas Park and Recreation Board may attend this meeting



DALLAS PARK AND RECREATION BOARD
ADMINISTRATION AND FINANCE COMMITTEE– PAGE 2
DALLAS CITY HALL ROOM 6FS
1500 MARILLA STREET
DALLAS, TEXAS 75201
FRIDAY, SEPTEMBER 22, 2017 – SPECIAL SESSION
(8:00 A.M.)

**Handgun Prohibition Notice for Meetings
of Governmental Entities**

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

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Amy W. Monier, Chair
Lawrence P. Hochberg
Paul Sims
Robb P. Stewart
Yolanda F. Williams

RECEIVED
2017 SEP 15 PM 4:14

CITY OF DALLAS
CITY HALL

DALLAS PARK AND RECREATION BOARD
PLANNING AND DESIGN COMMITTEE
DALLAS CITY HALL ROOM 6FN
1500 MARILLA STREET,
DALLAS, TEXAS 75201
FRIDAY, SEPTEMBER 22, 2017 – SPECIAL SESSION
(8:30 A.M.)

AGENDA

ACTION ITEM

PARK BOARD AGENDA NO. 4 – Three Aquatics Centers (2, 5, 11) – Authorize dedication plaques, in accordance with the Park and Recreation Board Plaque Policy, for three new family aquatic centers located at Crawford Park (375 S. Prairie Creek Road), Fretz Park (7000 Belt Line Road) and Samuell Grand Park (6200 E. Grand Avenue) – Financing: No cost consideration to the City

DISCUSSION ITEM

License Agreement Policy (Louise Elam)

A quorum of the Dallas Park and Recreation Board may attend this meeting



DALLAS PARK AND RECREATION BOARD
PLANNING AND DESIGN COMMITTEE – PAGE 2
DALLAS CITY HALL ROOM 6FN
1500 MARILLA STREET,
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**AGENDA – SPECIAL SESSION
 DALLAS PARK AND RECREATION BOARD
 DALLAS CITY HALL
 1500 MARILLA STREET – Council Chambers
 DALLAS, TEXAS 75201
 FRIDAY, SEPTEMBER 22, 2017 9:30 A.M.
 (Public Speakers sign in by 8:30 A.M.)**

RECEIVED
 2017 SEP 15 PM 4:14
 CITY SECRETARY
 DALLAS TEXAS

Robert Abtahi, President, District 15

- | | |
|--|--------------------------------|
| Barbara A. Barbee, District 1 | Vacant, District 8 |
| Jesse Moreno, District 2 | Becky Rader, District 9 |
| Marlon Rollins, District 3 | Robb P. Stewart, District 10 |
| Lawrence P. Hochberg, District 4 | Amy W. Monier, District 11 |
| Yolanda F. Williams, District 5 | Rodney Schlosser, District 12 |
| Vacant, District 6 | Lawrence S. Jones, District 13 |
| Sean Johnson, Vice President, District 7 | Paul Sims, District 14 |
-

1. Speakers
2. Approval of Minutes of the September 7, 2017 Park and Recreation Board Meeting

CONSENT AGENDA (ITEMS 3 - 4)

ADMINISTRATION AND FINANCE COMMITTEE

3. Park Maintenance – (1,3,5,7,8,10,11,12) - Authorize a (1) five-year service contract for herbicide and algaecide pond treatment – Magnolia Fisheries, Inc. in the amount of \$249,000, and (2) a five-year service contract for fountain repair and maintenance – Lone Star Fountains, Inc. in the amount of \$26,900, lowest responsible bidders of three – Total not to exceed \$320,900 - Financing: Current Funds (subject to annual appropriations)

PLANNING AND DESIGN COMMITTEE

4. Three Aquatics Centers (2, 5, 11) – Authorize dedication plaques, in accordance with the Park and Recreation Board Plaque Policy, for three new family aquatic centers located at Crawford Park (375 S. Prairie Creek Road), Fretz Park (7000 Belt Line Road) and Samuell Grand Park (6200 E. Grand Avenue) – Financing: No cost consideration to the City

ITEM FOR INDIVIDUAL CONSIDERATION

5. Lee Park (2) - Authorize: (1) removing the moratorium on park naming as approved by the Park Board on April 21, 2011 only for the park located at 3400 Turtle Creek Boulevard; and (2) removing the name "Robert E. Lee Park" as the official name and restoring the historical placeholder name of "Oaklawn Park" until the park is officially re-named pursuant to an updated park naming policy – total not to exceed \$40,000 – Financing: General Fund

DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 2
DALLAS CITY HALL - Council Chambers
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OTHER/NON-ACTION ITEMS

6. 2017 Bond Program Update (Louise Elam)
7. Strategic Plan Update (Ryan O'Connor)
8. Park and Recreation Board Members Liaison Reports: Audubon Dallas/Cedar Ridge Preserve, Cultural Affairs Commission, Dallas Arboretum and Botanical Society, Dallas Zoological Society, Downtown Dallas, Inc./Downtown Parks, Friends of Fair Park, The Friends of Katy Trail, Lee Park and Arlington Hall Conservancy, State Fair of Texas, Texas Discovery Gardens, The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, The Woodall Rodgers Park Foundation/Klyde Warren Park
9. Staff Announcements – Upcoming Park and Recreation Department Events
10. Next Park and Recreation Board Regular Meeting: The next Regular Park and Recreation Board Meeting is scheduled on Thursday, October 19, 2017
11. Adjournment

DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 3
DALLAS CITY HALL – Council Chambers
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DALLAS, TEXAS 75201
FRIDAY, SEPTEMBER 22, 2017, 9:30 A.M. – SPECIAL SESSION

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex. Govt. Code §551.089]

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DRAFT

Park and Recreation Board
Dallas City Hall
1500 Marilla Street – Room 6FN
Dallas, Texas 75201
September 7, 2017 – 9:30 A.M.

Regular Meeting: Robert Abtahi, President, presiding

Present: Robert Abtahi, President; Sean Johnson, Vice President; Barbara A. Barbee, Lawrence P. Hochberg, Amy W. Monier, Jesse Moreno, Susan Rader, Marlon Rollins, Rodney Schlosser, Paul Sims, Robb P. Stewart, Yolanda F. Williams - 12

Absent: Lawrence S. Jones - 1

President Abtahi convened the regular meeting at 9:39 a.m. A quorum of the Board was present.

Agenda Item 1. Speakers:

1. Michael King, Former Park Board Member, spoke about concerns regarding the process surrounding the removal of the Confederate Monuments.

Agenda Item 2. A motion by Sean Johnson, seconded by Jesse Moreno, to approve the minutes of the August 17, 2017 Park and Recreation Board Meeting, was carried. The vote was unanimous.

Agenda Item 3. Recent Police activity in the Park System was presented by Rick Watson, Deputy Chief, Dallas Police Department.

BRIEFINGS

Agenda Item 4. Summer Camp Recap was presented by Crystal Ross, Assistant Director, Park and Recreation

Agenda Item 5. 2017 Senior Summer Camp Program was presented by Crystal Ross, Assistant Director, Park and Recreation

Agenda Item 6. New Youth Boxing and Fitness Facility was presented by Crystal Ross, Assistant Director, Park and Recreation

CONSENT AGENDA (ITEMS 7 - 15)

ADMINISTRATION AND FINANCE COMMITTEE

Agenda Item 7. Flag Pole Hill Park (10) – A motion by Rodney Schlosser, seconded by Jesse Moreno, to authorize an alcohol permit request for Todd Bowen, with the Lake Highlands Exchange Club, to serve alcohol at Oktoberfest 2017, on Saturday, September 30, 2017, from 11:00 a.m. – 10:00 p.m. at Flag Pole Hill Park, located at 8100 Doran Circle - Estimated Revenue: \$1,500, was carried. The vote was unanimous.

Agenda Item 8. Luna Vista Golf Course (6), Tenison Golf Course (9) – A motion by Rodney Schlosser, seconded by Jesse Moreno, to authorize a five-year service agreement and extended warranty for the purchase of the Toro Site Pro irrigation system central computer and components at Luna Vista Golf Course located at 11223 Luna Road and Tenison Park Golf Course, located at 3501 Samuell Blvd from The Toro Company dba Toro NSN, sole source - Not to exceed \$16,778 - Financing: Current Funds, was carried. The vote was unanimous.

Agenda Item 9. Buckner Park (2) – A motion by Rodney Schlosser, seconded by Jesse Moreno with a correction to reflect the Estimated Revenue would be \$610, to authorize an alcohol permit request for Elizabeth Nelson, with Dallas Porchfest, to serve alcohol at the Porchfest event to be held at Buckner Park, 4550 Worth Street, on Saturday, October 7, 2017 from 12:00 p.m. to 8:00 p.m. Buckner Park - Estimated Revenue: \$1,500, was carried. The vote was unanimous.

PLANNING AND FINANCE COMMITTEE

Agenda Item 10. Dallas Arboretum (9) – A motion by Amy Monier, seconded by Robb Stewart, to authorize a professional services contract with GSR Andrade Architects, Inc. for improvements to the DeGolyer House and the Camp House and installation of new sidewalks along Garland Road at the Dallas Arboretum, located at 8525 Garland Road – Not to exceed \$72,100 – Financing: 2003 Bond Funds, was carried. The vote was unanimous.

Agenda Item 11. Bachman Lake Park (6) – A motion by Amy Monier, seconded by Robb Stewart, to authorize a construction contract for tree mitigation at Bachman Lake Park, located at 3500 West Northwest Highway with C. Green Scaping, LP, lowest responsible bidder - Not to exceed \$203,700 - Financing: Dallas Water Utilities (DWU) general funds, was carried. The vote was unanimous.

Agenda Item 12. Briscoe Carpenter Livestock Building (7) – A motion by Amy Monier, seconded by Robb Stewart, to authorize a dedication plaque, in accordance with the Park and Recreation Board Plaque Policy, for the new Briscoe Carpenter Livestock Center, located at 1403 South Washington Street in Fair Park - Financing: No cost consideration to the City, was carried. The vote was unanimous.

Agenda Item 13. Pleasant Oaks Recreation Center (5) – A motion by Amy Monier, seconded by Robb Stewart, to authorize approval of public art location near the entrance of the Pleasant Oaks Recreation Center, located at 8701 Greenmound Avenue - Financing: No cost consideration to the City (Artwork to be funded by 2006 Bond Program by future action.), was carried. The vote was unanimous.

Agenda Item 14. Runyon Creek Trail (8) – A motion by Amy Monier, seconded by Robb Stewart, to authorize application for an Urban Outdoor Recreation Grant in the amount of \$900,000 from the Texas Parks and Wildlife Department (TP&WD) for Development of the Phase 2 of the Runyon Creek Trail project, located at 1900 East Camp Wisdom Road – Financing: No cost consideration to the City, was carried. The vote was unanimous.

Agenda Item 15. Kidd Springs Park (1) – A motion by Amy Monier, seconded by Robb Stewart, to authorize a construction contract for Dam Safety and Shoreline Improvements at Kidd Springs Park, located at 700 West Canty Street with A S Con Inc., the lowest responsive and responsible bidder of six – Not to exceed \$726,578 – Financing: 2003 and 2006 Bond Funds, was carried. The vote was unanimous.

INDIVIDUAL CONSIDERATION

Agenda Item 16. Citywide – A motion by Sean Johnson, seconded by Barbara Barbee, to adopt the amendments to the *Aquatic Facilities Master Plan (2015 Update)*, was carried. The vote was unanimous.

Agenda Item 17. Lake Highlands North (10) – Authorize an alcohol permit request for Robin Norcross, with the Local Resident Realty, LLC, to serve alcohol at a Tailgate Party-Picnic at Lake Highlands North Park, located at 9940 White Rock Trail, on Friday, November 3, 2017, from 4:00 p.m. – 10:00 p.m. - Estimated Revenue: \$350. This request was withdrawn by the applicant. The Board took no action.

Agenda Item 18. Katy Trail (2) – A motion by Jesse Moreno, seconded by Robb Stewart, to authorize a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with Harwood Trailhead, LLC for the development, operation, and maintenance of a pedestrian sidewalk and landscape improvements for purposes of connecting to and providing public access from the adjacent street right-of-way to the Katy Trail, located at northern terminus of North Harwood Street - Financing: No cost consideration to the City, was carried. The vote was unanimous.

Agenda Item 19. Santa Fe Trail (2) – A motion by Jesse Moreno, seconded by Paul Sims, to authorize a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with IP Tenison, LP for the development, operation, and maintenance of a pedestrian sidewalk and landscape improvements for purposes of connecting to and providing access from an adjacent development to the Santa Fe Trail, located at 7440 La Vista Drive - Financing: No cost consideration to the City, was carried. Jesse Moreno presented an amendment to the motion that the developer would build a

shade structure at the access point, relocate the point of entrance, and add trail lighting along the path for safety. Rodney Schlosser motioned to call the question, seconded by Robb Stewart. The vote to call the question was carried by majority vote. The Park Board voted for the authorization with the amendments. The vote was carried by majority vote.

OTHER/NON-ACTION ITEMS

Agenda Item 20. An update on the Mayor's Task Force on Confederate Monuments was presented by Willis Winters, Director, Park and Recreation Department.

Agenda Item 21. An update on the Park and Recreation Department Hurricane Relief efforts was presented by Crystal Ross, Assistant Director, Park and Recreation Department.

Agenda Item 22. The Park and Recreation Board Members Liaison Reports regarding Audubon Dallas/Cedar Ridge Preserve, Cultural Affairs Commission, Dallas Arboretum and Botanical Society, Dallas Zoological Society, Downtown Dallas, Inc./Downtown Parks, Friends of Fair Park, The Friends of Katy Trail, Lee Park and Arlington Hall Conservancy, State Fair of Texas, Texas Discovery Gardens, The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, The Woodall Rodgers Park Foundation/Klyde Warren Park were as follows:

Jesse Moreno spoke about the Dallas Zoo greeting the Hurricane Harvey evacuees. He also spoke about Lee Park.

Barbara Barbee spoke about the upcoming plant sale at the Texas Discovery Gardens

Agenda Item 23. Staff announcements regarding upcoming Park and Recreation Department Events.

John Jenkins passed out updated information regarding the 1998 and 2003 Bond funds usage.

Agenda Item 24. Next Park and Recreation Board Regular Meeting scheduled for Thursday, September 21, 2017 was cancelled. A Special Session of the Park Board will be held Friday, September 22, 2017 at City Hall.

Agenda Item 25. A motion by Sean Johnson, seconded by Board Members, to adjourn the meeting, was carried. President Abtahi adjourned the Board meeting at 12:40 p.m.

Anthony M. Becker, Interim Secretary
Park and Recreation Board

Robert Abtahi, President
Park and Recreation Board

NOTE: For more information on discussion of any issue heard during this meeting, refer to the tape recording retained in the Park Department's Central File.

DRAFT

**DALLAS PARK AND RECREATION BOARD
AGENDA INFORMATION SHEET**

DATE: September 22, 2017
COUNCIL DISTRICT: 1,3,5,7,8,10,11,12
STAFF: John Jenkins - 214-670-4073

SUBJECT

Authorize a (1) five-year service contract for herbicide and algaecide pond treatment – Magnolia Fisheries, Inc. in the amount of \$249,000, and (2) a five-year service contract for fountain repair and maintenance – Lone Star Fountains, Inc. in the amount of \$26,900, lowest responsible bidders of three – Total not to exceed \$320,900 - Financing: Current Funds (subject to annual appropriations)

Total amount: \$320,900.00 Cost consideration to the City
Funding types: CURRENT FUNDS

Further information on the use of current funds or Community Development Block grant funds:
Fund: 0001, Dept.: PKR, Unit: 5131, Object: 3210 Amount: \$320,900.00

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis. This action includes a five-year service contract for herbicide and algaecide pond treatments and a five-year service contract for fountain repair and maintenance.

The awarded commercial applicator, Magnolia Fisheries, Inc., will treat 13 City ponds on an as needed basis with the use of TDA (Texas Department of Agriculture), CWA (Clean Water Act), Texas Commission of Environmental Quality (TCEQ), and EPA (U.S. Environmental Protection Agency) approved algaecides and herbicides as required and within the conditions of all federal and state permits for the treatment of water sites/ponds.

The awarded vendor, Lone Star Fountains, Inc., is an authorized service center for Aqua Master floating fountains and will provide quarterly inspection and maintenance and repair of five Aqua Master floating water fountains located in the City's ponds.

The fountains are programmed by Park & Recreation to operate daily. Each fountain is in operation a minimum of eight months per year, normally March through November. Hours of operation will vary according to the season. During the peak use times, the fountains will be in operation for 6 to 10 hours per day. 7 days a week.

SUBJECT: Authorize a (1) five-year service contract for herbicide and algaecide pond treatment and (2) a five-year service contract for fountain repair and maintenance – September 22, 2017 – Page 2

As part of the solicitation process and in an effort to increase competition, Business Development & Procurement Services (BDPS) used its procurement system to send out 117 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity's ResourceLINK Team sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

FISCAL INFORMATION

Current Funds - \$320,900 (subject to annual appropriations)

<u>Council District</u>	<u>Amount</u>
1	\$ 85,350.00
3	\$ 13,550.00
5	\$ 31,550.00
7	\$ 25,550.00
8	\$ 61,550.00
10	\$ 19,450.00
11	\$ 19,550.00
12	\$ 64,350.00
Total	\$320,900.00

M/WBE INFORMATION

The awardees have fulfilled the good faith effort requirements set forth in the Business Inclusion and Development (BID) Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended.

SUBJECT: Authorize a (1) five-year service contract for herbicide and algaecide pond and (2) a five-year service contract for fountain repair and maintenance – September 22, 2017 – Page 3

BID INFORMATION

The following bids were received from solicitation number BW1708 and were opened on June 30, 2017. This service contract is to be awarded by group to the lowest responsive and responsible bidders of each group.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Magnolia Fisheries, Inc.	217 North Coppell Road Coppell, TX 75019	Group 1 - \$294,000 Group 2 - No Bid
*Lone Star Fountains, Inc.	10883 Smoky Oak Trail Argyle, TX 76226	Group 1 - No Bid Group 2 - \$26,900
Solitude Lake Management, LLC	1320 Brookwood Dr. Suite H Little Rock, AR 72202	Group 1 - \$510,000 Group 2 - \$54,000

OWNERS

Magnolia Fisheries, Inc.
William Wingo, President
Jane Wingo, Vice President

Lone Star Fountains, Inc.
William Wingo, President
Stan Carter, Vice President

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance and Financial Management Committee will be briefed by memorandum regarding this matter on October 2, 2017.

SUBJECT: Authorize a (1) five-year service contract for herbicide and algaecide pond and (2) a five-year service contract for fountain repair and maintenance – September 22, 2017 – Page 4

COMMITTEE ACTION

The Park and Recreation Board Administration and Finance Committee will consider this request on September 22, 2017 and will present its recommendation to the full Park and Recreation Board on the same day.

STAFF RECOMMENDATION

Staff recommends approval of these service contracts.
Service Contract # PKR-2017-00002720

**DALLAS PARK AND RECREATION BOARD
AGENDA SHEET**

DATE: September 22, 2017
COUNCIL DISTRICT(S): 2, 5, 11
STAFF: Louise Elam (214) 670-5275

SUBJECT

Authorize dedication plaques, in accordance with the Park and Recreation Board Plaque Policy, for three new family aquatic centers located at Crawford Park (375 S. Prairie Creek Road), Fretz Park (7000 Belt Line Road) and Samuell Grand Park (6200 E. Grand Avenue) – Financing: No cost consideration to the City.

BACKGROUND

This action is for approval of dedication plaques for Aquatic Centers at Crawford Park, Fretz Park and Samuell Grand Park.

FISCAL INFORMATION

No cost consideration to the City.

COMMITTEE ACTION

The Planning and Design Committee will consider this item on September 22, 2017 and will bring a recommendation to the full Park and Recreation Board on the same day.

STAFF RECOMMENDATION

Staff recommends approval.

ATTACHMENTS

Maps
Rendering of Plaques
Park and Recreation Board Plaque Policy



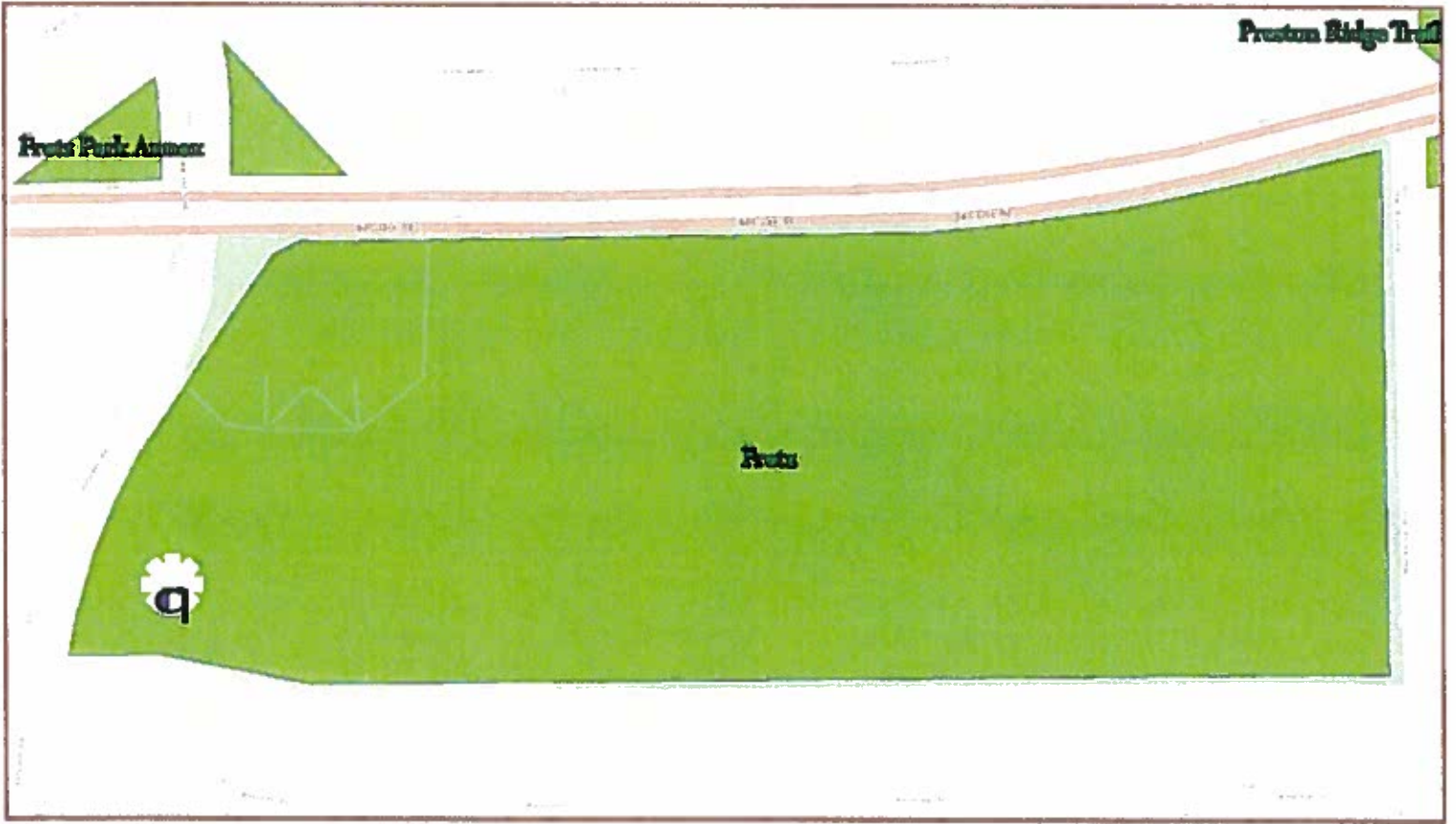
0 295 591 1180 1770 Feet
 September 22, 2017



Aquatic Center: Crawford Memorial Park
 (8700 Elam Rd)

MapNo
 59W

District
 5



0 65 130 260 390 feet
September 22, 2017



Aquatic Center: Fretz Park
(6994 Belt Line Rd)

Mapisco
15 H

District
11



0 155 310 620 930 Feet
September 22, 2017



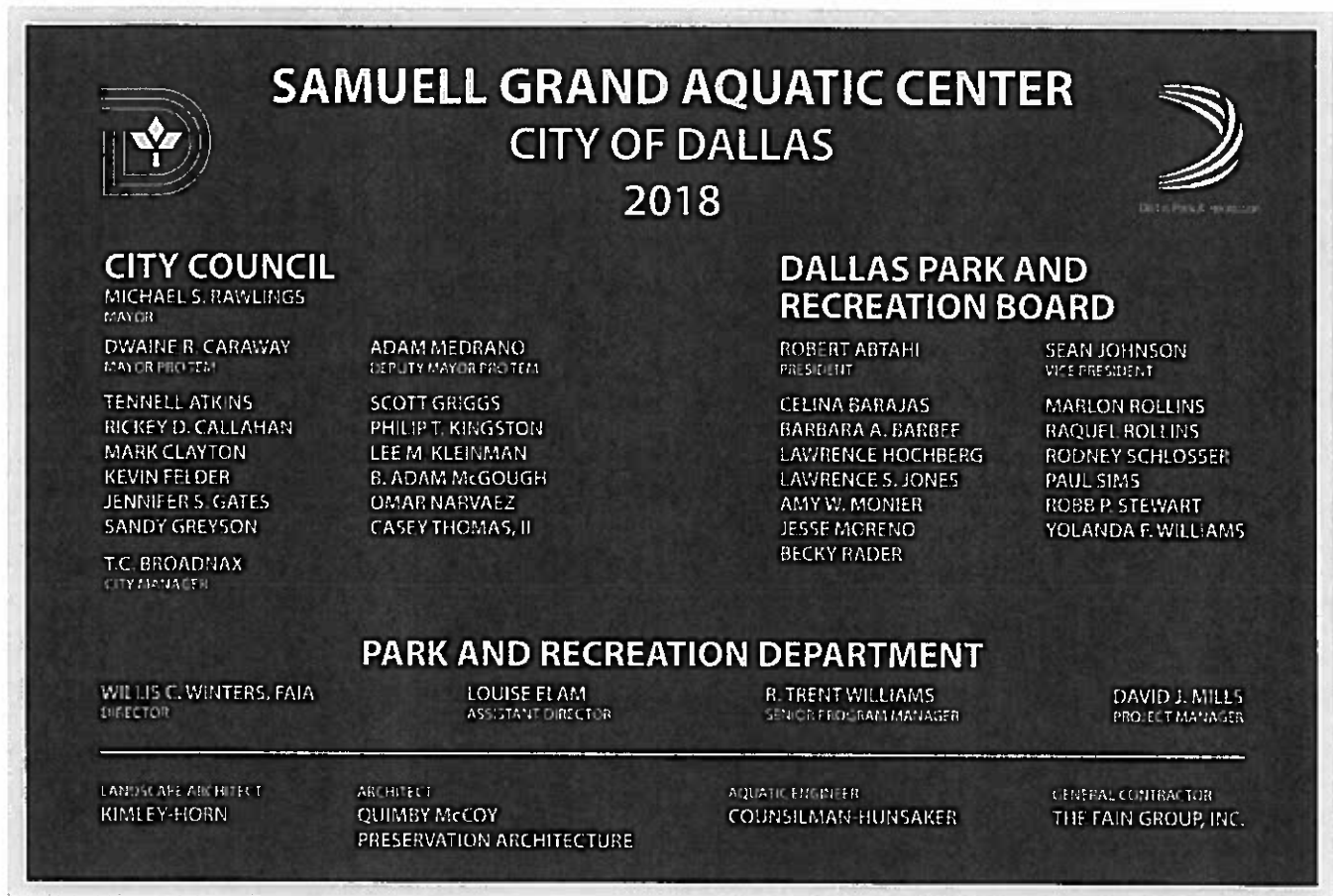
Aquatic Center: Samuel-Grand Park
(6200 E Grand Ave)

Mapsc0
47E

District
2

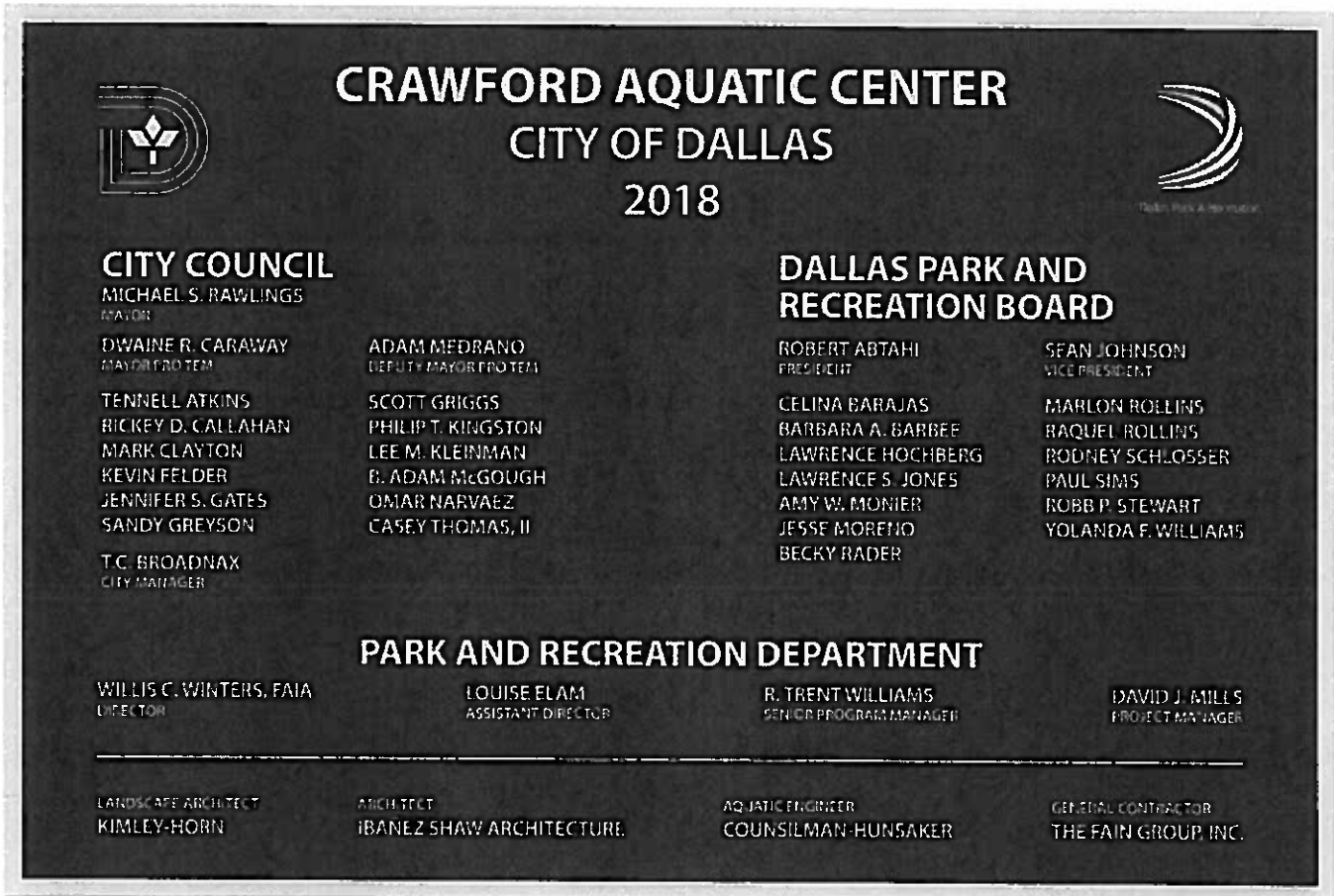
ACTION ITEM 4

BUILDING DEDICATION PLAQUE – SAMUELL GRAND AQUATIC CENTER



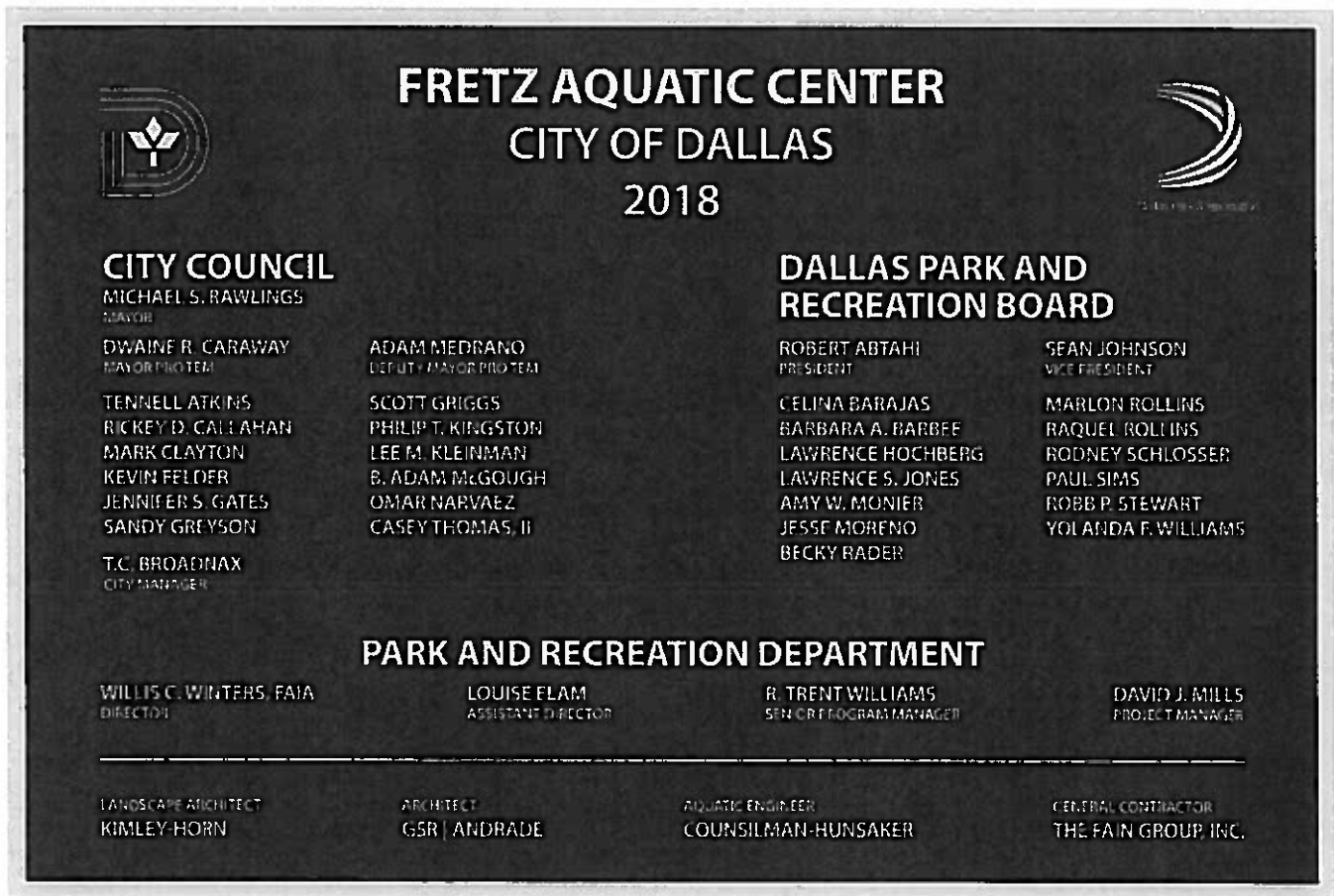
PLAQUE SIZE: 36" X 24"

ACTION ITEM 4
BUILDING DEDICATION PLAQUE – CRAWFORD AQUATIC CENTER



PLAQUE SIZE: 36" X 24"

ACTION ITEM 4
BUILDING DEDICATION PLAQUE – FRETZ AQUATIC CENTER



PLAQUE SIZE: 36" X 24"



City of Dallas

PARK AND RECREATION BOARD POLICY

Title: Plaque Policy

No. 11-21-96

Table of Contents

Scope of Policy

- I. Donation Plaques
- II. Dedication Plaques

Scope of Policy

It is the intent of the Park Board to provide parks and park facilities that are attractive, and user-friendly. From time to time, the opportunity arises to recognize groups or individuals for donating items or funding to provide furnishings and/or improvements in parks and park facilities. In order to ensure consistent, attractive, high quality plaques with appropriate content, this policy identifies the requirements and specifications for recognition plaques, or a recognition system; and building dedication plaques. This policy will apply to all parks except as exempted by separate agreement.

Fair Park is exempted from this policy by Ordinance 27079, Fair Park Historical Overlay District. Refer to the Interpretive Signage Policy for historical or interpretive plaques. Refer to the Naming Policy for the naming of parks, buildings, or components of parks and buildings.

I. Donation Plaques

- A. Plaques will be considered for donations greater than \$1,500 or equivalent contributions related to park furnishings or other permanent improvements to the park system.
- B. For plaques recognizing donations under \$25,000, the Director, or his/her designee will determine the appropriate quality, design, size and materials. For park furnishings (benches, trash receptacles, picnic tables, etc.) a 2"x5" plaque size is appropriate.



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- C. Signage to recognize volunteer efforts shall be in accordance with the Park Beautification and/or Maintenance Agreement.
- D. Plaques for donations or donated items with a value greater than \$25,000 require Park Board approval upon recommendation from the Planning and Design Committee. Plaques for donations or donated items with a value less than \$25,000 require the approval of the Director or his/her designee in accordance with this policy and prior to such approval the Director or his/her designee shall notify the Park Board representative from the District in which the plaque will be located.
- E. Plaques may also be part of a recognition system. A "recognition system" is defined as a framework that provides unification of multiple plaques, pavers, bricks, or other elements in certain location(s). Recognition systems require approval by the Park Board upon recommendation from the Planning and Design Committee. This approval may be combined with approval of plans and specifications for a larger project. Once a recognition system is approved by the Park Board, individual recognition system elements will be consistent with this policy.
- F. All stipulations and conditions regarding the plaque must be contained in a letter of agreement signed by the sponsoring party and the Director or his/her designee.
- G. Plaques may be given in honor or recognition of an individual or group and should not serve the purpose of a memorial. Refer to Exhibit A for examples of plaques which honor or recognize individuals.
- H. Sponsors shall bear the cost of design, manufacturing, installation (including the mounting structure), maintenance, repair and replacement of all plaques (due to loss, damage, vandalism or deterioration).

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- I. Once the useful life of the donated item has expired or the item has been replaced, the plaque will be removed.
 - J. For plaques that are installed as a requirement of a grant program, the rules of the grant are to be followed even in the event that they are in conflict with the stipulations of this policy. This action requires approval of the Park Board upon recommendation from the Planning and Design Committee.
 - K. Recognition or commemorative elements associated with tree plantings or tree groves at park sites must comply with the provisions of this policy.
 - L. Other recognition for significant contributions to the Park and Recreation Department will be in the form of certificates, resolutions, and other formats that the Board may determine to be appropriate. Annual award and recognition events, special mention at Board meetings, etc. are examples of how significant contributions may be recognized when a plaque is not considered appropriate.
 - M. Building dedication plaques are covered under Section II of this policy.

II. Dedication Plaques

It is the policy of the Park and Recreation Department to provide a dedication plaque in conjunction with the construction of all new Park and Recreation Department buildings, significant additions and other major projects.

- A. Dedication plaques can be manufactured from cast bronze, aluminum or similar durable materials; engraved in glass, stone or a similar material as an applied sign; or engraved into the wall, glass or floor surface of the building.

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- B. Dedication plaques will be placed inside or outside the building near the entrance or at a prominent location.
 - C. Dedication plaques include the name of the facility in prominent letters, "City of Dallas" under the facility name, and the date of the dedication (year) in smaller font size below "City of Dallas."
 - D. The City Council seated at the time of approval of the plaque (prior to the dedication) will be listed on the left side, or top of the plaque with the Mayor, Mayor Pro Tem and Deputy Mayor Pro Tem listed at the top. The remaining Council Members will be listed alphabetically below the officers. In the event the approval of the plaque occurs after 1) the dedication of the project, or 2) the substantial completion of the project, and there has been a change in the membership of the City Council, then the Council Members seated at the time of the dedication, or substantial completion of the project, will be listed.
 - E. The Park and Recreation Board seated at the time of approval of the plaque (prior to the dedication) will be listed on the right side, or bottom of, the plaque with the President and Vice-President listed at the top. The remaining Board Members will be listed alphabetically below the officers. In the event the approval of the plaque occurs after 1) the dedication of the project, or 2) the substantial completion of the project, and there has been a change in the membership of the Park and Recreation Board, then the Board members seated at the time of the dedication, or substantial completion of the project, will be listed.
 - F. The City Manager and other appropriate staff will be listed in the area underneath the City Council, but not necessarily in the same column.
 - G. The Park and Recreation Department Director, Assistant Director of Planning, Design and Construction and other appropriate staff will be listed under the Park and Recreation Board, but not necessarily in the same column.



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- H. The architect, general contractor, and/or when applicable, the construction manager or design/build firm will be listed either under the City Council and Park and Recreation Board lists or in a separate column.
 - I. It will be the option of the Park and Recreation Board to recognize individuals, groups, past Board or City Council Members, organizations, donors, other City departments or other funding agencies. This recognition can be either underneath the City Council and Park and Recreation Board lists, or as a separate column, depending on the nature of the list.
 - J. A plaque may include an approved graphic or logo meaningful to the park site or project. The City of Dallas and Park and Recreation Department graphic logos are deemed approved.
 - K. A drawing indicating the dedication plaque's form, materials, size and wording will be approved by the Park Board upon recommendation from the Planning and Design Committee. Any Board-requested revisions or modifications will be incorporated into the final design prior to its fabrication and installation.

OTHER POLICIES REFERENCED

Park Naming Policy

Interpretive Signage Policy

LEGAL REFERENCE

None

PRIOR ACTION

Initial Policy Approval: 11-21-1996

Revised: 12-5-1996

Revised: 12-17-2009

Revised: 04-01-2010

Effective Date: 12/15/16

Last Revision Date: 4/1/2010

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RESPONSIBLE DIVISION
Planning and Design

Exhibit A

Example of Signs Which Honor or Recognize Individuals



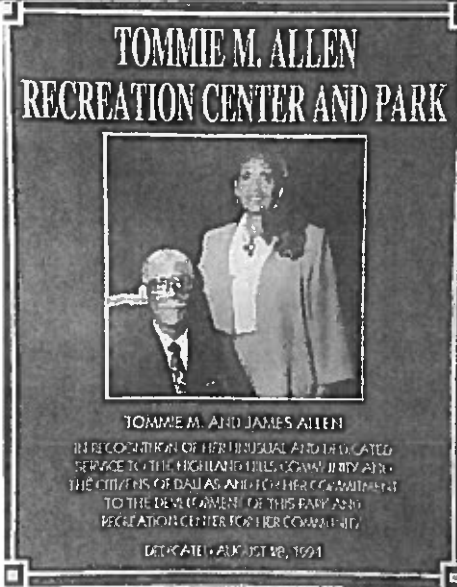


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**DALLAS PARK AND RECREATION BOARD
AGENDA SHEET**

DATE: September 22, 2017
COUNCIL DISTRICT: 2
STAFF: Willis Winters, 214-670-4071

SUBJECT

Lee Park (2) - Authorize: (1) removing the moratorium on park naming as approved by the Park Board on April 21, 2011 only for the park located at 3400 Turtle Creek Boulevard; and (2) removing the name "Robert E. Lee Park" as the official name and restoring the historical placeholder name of "Oaklawn Park" until the park is officially re-named pursuant to an updated park naming policy – total not to exceed \$40,000 – Financing: General Fund

FISCAL INFORMATION

Cost consideration to the City: \$40,000

COMMITTEE ACTION

No Committee action taken

STAFF RECOMMENDATION

Staff has no recommendation