



# **DALLAS PARK AND RECREATION BOARD AGENDA**

**THURSDAY, NOVEMBER 15, 2018  
DALLAS CITY HALL  
1500 MARILLA STREET, ROOM 6FN  
DALLAS, TEXAS 75201  
214-670-4078**

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

RECEIVED

Rodney Schlosser, Chair  
Yolanda Williams, Vice Chair  
Harrison Blair  
Calvert Collins-Bratton  
Robb P. Stewart  
Taylor Toynes  
Sonya Woods

181043

2018 NOV -9 AM 10: 51

POSTED CITY SECRETARY  
DALLAS, TX

CITY SECRETARY  
DALLAS, TEXAS

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DALLAS PARK AND RECREATION BOARD  
ADMINISTRATION AND FINANCE COMMITTEE  
DALLAS CITY HALL, ROOM 6FS  
1500 MARILLA STREET, DALLAS, TEXAS 75201  
THURSDAY, NOVEMBER 15, 2018  
(8:30 A.M.)

AGENDA

CONSENT ITEM

**PARK BOARD AGENDA ITEM NO. 4** – Fair Park (7) – Authorize a 90-day contract extension with Platinum Event Services, Inc. to provide crowd management services at Fair Park for a period commencing on February 27, 2019 and terminating on May 26, 2019 – Estimated Annual Revenue: \$90,168.67

**PARK BOARD AGENDA ITEM NO. 5** – Fair Oaks Tennis Center (10) – Authorize the waiver of monthly court fees, paid to the City of Dallas from reopening of the tennis center for a period not to exceed six (6) months, by tennis professional, Donald M. Rains at Fair Oaks Tennis Center – Financing: Estimated revenue loss: \$13,410.00 and financial impact of \$4,500.00

ITEM FOR DISCUSSION

1. Proposed fee changes for Fair Park, Recreation Centers, Facility Rentals, Arboretum and Dallas Zoo



DALLAS PARK AND RECREATION BOARD  
ADMINISTRATION AND FINANCE COMMITTEE– PAGE 2  
DALLAS CITY HALL, ROOM 6FS  
1500 MARILLA STREET, DALLAS, TEXAS 75201  
THURSDAY, NOVEMBER 15, 2018  
(8:30 A.M.)

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

**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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 Park & Recreation

Public Notice

RECEIVED

Jesse Moreno, Chair  
Becky Rader, Vice Chair  
Barbara Barbee  
Timothy W. Dickey  
Jeff Kitner  
Paul Sims  
Bo Slaughter

181042

2018 NOV -9 AM 10:51

POSTED CITY SECRETARY  
DALLAS, TX

CITY SECRETARY  
DALLAS, TEXAS

DALLAS PARK AND RECREATION BOARD  
PLANNING AND DESIGN COMMITTEE  
DALLAS CITY HALL, ROOM 6FN  
1500 MARILLA STREET, DALLAS, TEXAS 75201  
THURSDAY, NOVEMBER 15, 2018  
(8:00 A.M.)

AGENDA

ACTION ITEMS

**PARK BOARD AGENDA ITEM NO. 6** – Elmwood Trail (1) – Authorize a professional services contract with Urban Engineers Group, Inc. for schematic design, design development, construction documents, procurement and construction observation phases for Elmwood Trail Phase Three, located north of the existing Elmwood Parkway Trail Phase One – Not to exceed \$238,815.00 – Financing: 2017 Bond Funds

**PARK BOARD AGENDA ITEM NO. 7** – Flag Pole Hill Park (10) – Authorize a professional services contract with Dunaway Associates, L.P. for schematic design, design development, construction documents, procurement and construction observation phases for the Flag Pole Hill Phase 1 Master Plan Implementation project located at 8015 Doran Circle – Not to exceed \$168,050.00 – Financing: 2017 Bond Funds

**PARK BOARD AGENDA ITEM NO. 8** – Kidd Springs Park (1) – Authorize an increase in the construction contract with A S Con, Inc. to provide additional erosion control on the dam, landscape and lighting modifications at Kidd Springs Park located at 700 West Canty Street – Not to exceed \$78,579.48, from \$726,578.00 to \$805,157.48 – Financing: 2006 Bond Funds

**PARK BOARD AGENDA ITEM NO. 9** – St. Augustine Park (5) – Authorize acquisition from KB Home Lone Star, LP of approximately 104,884 square feet tract of land (2.408 acres) consisting of vacant lots located at 1520, 1524, 1528, 1536, 1540, 1544, 1548, 1552, 1556, 1560, 1564, 1568, 1608, 1612, and 1616 Red Cloud Drive for incorporation into St. Augustine Park – Financing: No cost consideration to the City (approximate annual Operation and Maintenance Cost \$25,000.00)

**PARK BOARD AGENDA ITEM NO. 10** – Northaven Trail (13) – Authorize acquisition from Oncor Electric Delivery Company LLC for a tract of land containing approximately 30,000 square feet, located between Strait Lane and Inwood Road for the Northaven Trail Phase 2A Project – Not to exceed \$50,000.00 (\$44,211.00, plus closing costs and title expenses not to exceed \$5,789.00) – Financing: Capital Projects Reimbursement Funds

**PARK BOARD AGENDA ITEM NO. 11** – Meadowstone Park (8) – Authorize a ten-year, no cost, lease renewal agreement with Oak Cliff Bible Fellowship, for a tract of land containing approximately 143,750 square feet (3.3 acres) to be included as part of Meadowstone Park located at 2700 Meadow Stone Lane – Financing: No cost consideration to the City

**PARK BOARD AGENDA ITEM NO. 12** – Fair Park (7) – Authorize the rejection of the one proposal for construction of the Exterior Lighting Upgrades at the Fair Park Music Hall, received on September 28, 2018 – Financing: No cost consideration to the City (**deferred from November 1, 2018**)



# Park & Recreation

DALLAS PARK AND RECREATION BOARD  
PLANNING AND DESIGN COMMITTEE – PAGE 2  
DALLAS CITY HALL, ROOM 6FN  
1500 MARILLA STREET, DALLAS, TEXAS 75201  
THURSDAY, NOVEMBER 15, 2018  
(8:00 A.M.)

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

**PARK BOARD AGENDA ITEM NO. 13 – Fair Park (7) – Authorize Supplemental Agreement No. 1 to the design-build contract with Harrison, Walker & Harper, LP for the design and construction of Fair Park Facility Improvements for Music Hall, located at 909 First Avenue for (1) additional architectural and engineering design services and an increase in the early construction package for an elevator and Americans with Disabilities Act improvements in the amount of \$723,556.00; and (2) an increase in the early construction package to add exterior lighting in the amount of \$610,000.00 for a total amount not to exceed \$1,333,556.00, from \$930,303.00 to \$2,263,859.00 – Financing: Fair Park Improvements (C) Fund (deferred from November 1, 2018)**

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

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RECEIVED

AGENDA

DALLAS PARK AND RECREATION BOARD  
DALLAS CITY HALL

181041

2018 NOV -9 AM 10:51

1500 MARILLA STREET, ROOM 6FN  
DALLAS, TEXAS 75201

POSTED CITY SECRETARY  
DALLAS, TX

CITY SECRETARY  
DALLAS, TEXAS

THURSDAY, NOVEMBER 15, 2018 9:30 A.M.  
(Public Speakers sign in by 9:00 A.M.)

Robert Abtahi, President, District 15

Barbara A. Barbee, District 1  
Jesse Moreno, District 2  
Taylor I. Toynes, District 3  
Harrison Blair, District 4  
Yolanda F. Williams, District 5  
Timothy W. Dickey, District 6  
Sonya Woods, District 7

Bo Slaughter, District 8  
Becky Rader, District 9  
Robb P. Stewart, Vice President District 10  
Jeff Kitner, District 11  
Rodney Schlosser, District 12  
Calvert Collins-Bratton, District 13  
Paul Sims, District 14

**SPECIAL PRESENTATION**

1. Recognition of Park Staff who have completed professional certification for Park and Recreation Professionals
2. Speakers
3. Approval of Minutes of the November 1, 2018 Park and Recreation Board Meeting.

**CONSENT AGENDA (ITEMS 4 – 13)**

**ADMINISTRATION AND FINANCE COMMITTEE**

4. Fair Park (7) – Authorize a 90-day contract extension with Platinum Event Services, Inc. to provide crowd management services at Fair Park for a period commencing on February 27, 2019 and terminating on May 26, 2019 – Estimated Annual Revenue: \$90,168.67
5. Fair Oaks Tennis Center (10) – Fair Oaks Tennis Center (10) – Authorize the waiver of monthly court fees, paid to the City of Dallas from reopening of the tennis center for a period not to exceed six (6) months, by tennis professional, Donald M. Rains at Fair Oaks Tennis Center – Financing: Estimated revenue loss: \$13,410.00 and financial impact of \$4,500.00

**PLANNING AND DESIGN COMMITTEE**

6. Elmwood Trail (1) – Authorize a professional services contract with Urban Engineers Group, Inc. for schematic design, design development, construction documents, procurement and construction observation phases for Elmwood Trail Phase Three, located north of the existing Elmwood Parkway Trail Phase One – Not to exceed \$238,815.00 – Financing: 2017 Bond Funds
7. Flag Pole Hill Park (10) – Authorize a professional services contract with Dunaway Associates, L.P. for schematic design, design development, construction documents, procurement and construction observation phases for the Flag Pole Hill - Phase 1 Master Plan Implementation project located at 8015 Doran Circle – Not to exceed \$168,050.00 – Financing: 2017 Bond Funds

**DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 2****DALLAS CITY HALL****1500 MARILLA STREET, ROOM 6FN****DALLAS, TEXAS 75201****THURSDAY, NOVEMBER 15, 2018, 9:30 A.M.**

8. Kidd Springs Park (1) – Authorize an increase in the construction contract with A S Con, Inc. to provide additional erosion control on the dam, landscape and lighting modifications at Kidd Springs Park located at 700 West Canty Street – Not to exceed \$78,579.48, from \$726,578.00 to \$805,157.48 – Financing: 2006 Bond Funds
9. St. Augustine Park (5) – Authorize acquisition from KB Home Lone Star, LP of approximately 104,884 square feet tract of land (2.408 acres) consisting of vacant lots located at 1520, 1524, 1528, 1536, 1540, 1544, 1548, 1552, 1556, 1560, 1564, 1568, 1608, 1612, and 1616 Red Cloud Drive for incorporation into St. Augustine Park – Financing: No cost consideration to the City (approximate annual Operation and Maintenance Cost \$25,000.00)
10. Northaven Trail (13) – Authorize acquisition from Oncor Electric Delivery Company LLC for a tract of land containing approximately 30,000 square feet, located between Strait Lane and Inwood Road for the Northaven Trail Phase 2A Project – Not to exceed \$50,000.00 (\$44,211.00, plus closing costs and title expenses not to exceed \$5,789.00) – Financing: Capital Projects Reimbursement Funds
11. Meadowstone Park (8) – Authorize a ten-year, no cost, lease renewal agreement with Oak Cliff Bible Fellowship, for a tract of land containing approximately 143,750 square feet (3.3 acres) to be included as part of Meadowstone Park located at 2700 Meadow Stone Lane – Financing: No cost consideration to the City

Items 12 and 13 should be considered together.

12. Fair Park (7) – Authorize the rejection of the one proposal for construction of the Exterior Lighting Upgrades at the Fair Park Music Hall, received on September 28, 2018 – Financing: No cost consideration to the City (**deferred from November 1, 2018**)
13. Fair Park (7) – Authorize Supplemental Agreement No. 1 to the design-build contract with Harrison, Walker & Harper, LP for the design and construction of Fair Park Facility Improvements for Music Hall, located at 909 First Avenue for (1) additional architectural and engineering design services and an increase in the early construction package for an elevator and Americans with Disabilities Act improvements in the amount of \$723,556.00; and (2) an increase in the early construction package to add exterior lighting in the amount of \$610,000.00 for a total amount not to exceed \$1,333,556.00, from \$930,303.00 to \$2,263,859.00 – Financing: Fair Park Improvements (C) Fund (**deferred from November 1, 2018**)

**BRIEFINGS**

14. Sharrock Historic Site Master Plan,  
Louise Elam, Assistant Director
15. Samuell Farm and Trust Update,  
John Jenkins, Deputy Director

**DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 3**  
**DALLAS CITY HALL**  
**1500 MARILLA STREET, ROOM 6FN**  
**DALLAS, TEXAS 75201**  
**THURSDAY, NOVEMBER 15, 2018, 9:30 A.M.**

**ITEMS FOR INDIVIDUAL CONSIDERATION**

16. Sharrock Historic Site (3) – Authorize 1) adoption of the Master Plan for the un-named park land containing the Sharrock Niblo Historic Overlay site located at 6900 Grady Niblo Road and 2) approve the placeholder name for the park land as “Sharrock Family Homestead Park”, located at 6900 Grady Niblo Road – Financing: No cost consideration to the City
17. 2017-2018 Park and Recreation Department Annual Report – Authorize adoption of the Park and Recreation Board Annual Report for Fiscal Year 2018-2019 – Financing: No cost consideration to the City
18. 2018-19 Park Board Schedule – Authorize adoption of the proposed 2018 Park and Recreation Board Meeting Schedule – Financing: No cost consideration to the City
19. Director’s Performance Review 2017-18 – Closed Session to discuss the evaluation and duties of the Director of the Park and Recreation Department – Personnel (Section 551.074) of the Texas Open Meetings Act
20. Director’s Performance Review 2017-18 – Authorize adoption of the 2017-18 performance appraisal for the Park and Recreation Director – Financing: Current Fund

**OTHER/NON-ACTION ITEMS**

21. 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, Oak Lawn Park and Arlington Hall Conservancy, Senior Affairs Commission, 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
22. Staff Announcements – Upcoming Park and Recreation Department Events
23. Next Park and Recreation Board Regular Meeting: Thursday, December 6, 2018, at Dallas City Hall.
24. Adjournment



**DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 4****DALLAS CITY HALL****1500 MARILLA STREET, ROOM 6FN****DALLAS, TEXAS 75201****THURSDAY, NOVEMBER 15, 2018, 9:30 A.M.**

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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of Governmental Entities**

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Regular Meeting: Robert Abtahi, President, presiding

Present: Robert Abtahi, President; Robb P. Stewart, Vice President; Barbara A. Barbee, Harrison Blair, Calvert Collins-Bratton, Timothy W. Dickey, Jeff Kitner, Jesse Moreno, Susan Rader, Rodney Schlosser, Paul Sims, Ernest Slaughter, Taylor I. Toyne, Yolanda F. Williams, Sonya Woods - 15

Absent: NONE

President Abtahi called the meeting to order at 9:40 a.m.

Agenda Item 1. Public Speakers. NONE

Agenda Item 2. A motion by Barbara Barbee, seconded by Harrison Blair, to approve the minutes of the October 18, 2018 Park and Recreation Board Meeting, was carried. The vote was unanimous.

**CONSENT AGENDA (ITEMS 3 - 13)**

**ADMINISTRATION AND FINANCE COMMITTEE**

Agenda Items 8, 12 and 13 were pulled from Consent for Individual Consideration.

Agenda Item 3. Cedar Ridge Preserve (3) – A motion by Robb Stewart, seconded by Jeff Kitner, to authorize a twelve (12) month funding agreement with Dallas County Audubon Society, Inc. dba Audubon Dallas for Cedar Ridge Preserve in the amount of \$58,949.00 to provide services and programs within the City of Dallas for the period of January 1, 2019 through December 31, 2019 in an amount not to exceed \$58,949.00 – Financing: Current Funds, was carried. The vote was unanimous.

Agenda Item 4. Dallas Arboretum (9) – A motion by Robb Stewart, seconded by Jeff Kitner, to authorize a twelve (12) month funding agreement with Dallas Arboretum and Botanical Society, Inc. in the amount of \$394,098.00 to provide services and programs within the City of Dallas for the period of October 1, 2018 through September 30, 2019 in an amount not to exceed \$394,098.00 – Financing: Current Funds, was carried. The vote was unanimous.

Agenda Item 5. Texas Discovery Gardens (7) – A motion by Robb Stewart, seconded by Jeff Kitner, to authorize a twelve (12) month funding agreement with Texas Discovery Gardens in the amount of \$145,862.00 to provide services and programs within the City of Dallas for the period of October 1, 2018 through September 30, 2019 in an amount not to exceed \$145,862.00 – Financing: Current Funds, was carried. The vote was unanimous.

Agenda Item 6. Cedar Crest Banquet Facility (4) – A motion by Robb Stewart, seconded by Jeff Kitner, to authorize the renewal of the City's Concession Services Contract with IAMJ Enterprises, Inc., for the operation and management of the City's Cedar Crest Banquet Facility – Estimated Annual Revenue: \$4,000.00, was carried. The vote was unanimous.

Agenda Item 7. Runyon Creek Trail (8) – A motion by Robb Stewart, seconded by Jeff Kitner to authorize a one (1) year maintenance agreement with Runyon Springs Homeowners Association for the installation and maintenance of ornamental landscaping on the section of the Runyon Creek Trail, located at 6800 Rondo Drive and 1700 Duet Drive – Financing: No cost consideration to the City, was carried. The vote was unanimous.

**PLANNING AND DESIGN COMMITTEE**

Board Member Paul Sims recused himself from Agenda Item 8 and left the room for the vote.

DRAFT

Agenda Item 8. Matilda Trail (14) – A motion by Robb Stewart, seconded by Jeff Kitner, to authorize (1) a development and maintenance agreement with Lincoln LAG Ltd. and HEB Grocery Company, LP for the purpose of constructing the Matilda Trail, an enhanced sidewalk, hike and bike trail, and appurtenances, located at East Lovers Lane and Matilda Street; (2) the establishment of appropriations in an amount not to exceed \$30,000.00 in the Mowmentum Park Improvement Fund; (3) the receipt and deposit of endowment funds in an amount not to exceed \$30,000.00 in the Mowmentum Park Improvement Fund; and (4) execution of the development and maintenance agreement – Financing: Revenue: \$30,000.00, was carried. The vote was unanimous.

Mr. Sims reentered the room.

Agenda Item 9. Kidd Springs Family Aquatic Center (1) – A motion by Robb Stewart, seconded by Jeff Kitner, to authorize an increase in the contract with The Fain Group, Inc. for three family aquatic centers to include additional scope of work at the Kidd Springs Park family aquatic center, located at 807 West Canty Street in an amount not to exceed \$454,102.23 from \$14,776,735.00 to \$15,230,837.23 – Financing: Elgin B. Robertson Land Sale Funds

Agenda Item 10. Martin Weiss Loop Trail (1) – A motion by Robb Stewart, seconded by Jeff Kitner, to authorize a professional services contract with APM & Associates, Inc. for schematic design, design development, construction documents, procurement and construction observation phases for the Martin Weiss Park – Loop Trail Extension to Greenbelt project, located at 1111 Martindell Avenue in an amount not to exceed \$124,775.00 – Financing: 2017 Bond Funds, was carried. The vote was unanimous.

Agenda item 11. Dallas City Hall Medians (2) – A motion by Robb Stewart, seconded by Jeff Kitner, to authorize a professional services contract with Pacheco Koch Consulting Engineers, Inc. for schematic design, design development, construction documents, procurement and construction observation phases for Phase 2 of the Dallas City Hall Median Renovations project along South Akard and South Ervay Streets in an amount not to exceed \$107,000.00 – Financing: General Funds, was carried. The vote was unanimous.

Agenda Item 12. Fair Park (7) – A motion by Jesse Moreno, seconded by Harrison Blair, to defer this item to the next Park Board meeting on November 15, 2018, was carried by unanimous vote. This item would authorize the rejection of the one proposal for construction of the Exterior Lighting Upgrades at the Fair Park Music Hall, received on September 28, 2018 – Financing: No cost consideration to the City.

Agenda Item 13. Fair Park (7) – A motion by Jesse Moreno, seconded by Harrison Blair, to defer this item to the next Park Board meeting on November 15, 2018, was carried by unanimous vote. This item would authorize Supplemental Agreement No. 1 to the design-build contract with Harrison, Walker & Harper, LP for the design and construction of Fair Park Facility Improvements for Music Hall, located at 909 First Avenue for (1) additional architectural and engineering design services and an increase in the early construction package for an elevator and Americans with Disabilities Act improvements in the amount of \$723,556.00; and (2) an increase in the early construction package to add exterior lighting in the amount of \$610,000.00 for a total amount not to exceed \$1,333,556.00, from \$930,303.00 to \$2,263,859.00 – Financing: Fair Park Improvements (C) Fund.

## **BRIEFINGS**

Agenda Item 14. Park Rangers Update, was presented by Oscar Carmona, Assistant Director. Mr. Carmona introduced Troy Schinzel, Manager II who presented the briefing and introduced the Park Rangers to the Board.

Agenda Item 15. Smart Growth for Dallas Website Update was presented by Louise Elam, Assistant Director. Ms. Elam introduced Robert Kent, Trust for Public Land who briefed the Board.

Agenda Item 16. 2017 Bond Program – Land Acquisition and Partnership Match Funding Guidelines was presented by Louise Elam, Assistant Director

**OTHER/NON-ACTION ITEMS**

Agenda Item 17. 2017 NRPA Conference Reports by Board Members – Jesse Moreno will submit his written report to Mr. Becker. President Abtahi instructed that once all reports were submitted, Mr. Becker would share them with the Board.

Agenda Item 18. 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, Oak Lawn Park and Arlington Hall Conservancy, Senior Affairs Commission, 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

NONE

Agenda Item 19. Staff Announcements – Upcoming Park and Recreation Department Events

Oscar Carmona, Assistant Director, announced It's My Park Day will be held Saturday, November 3, 2018 from 9:00 a.m. to noon.

Barbara Barbee made a request of staff to investigate an incident of unauthorized tree cutting inside a fence at Kidd Springs Park.

Bo Slaughter wanted to thank Oscar Carmona for assistance with a matter that occurred with the Southern Ministers Alliance.

Agenda Item 20. Next Park and Recreation Board Regular Meeting will be held Thursday, November 15, 2018 at Dallas City Hall.

Agenda Item 21. President Abtahi adjourned the Board meeting at 12:25 p.m.

Anthony M. Becker, 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

**MEMORANDUM**

**DATE:** November 9, 2018  
**TO:** Robert Abtahi, President, and  
Members of the Dallas Park and Recreation Board  
**SUBJECT:** November 15, 2018 Park and Recreation Board Briefings

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On Thursday, November 15, 2018, the following briefings will be presented to the Dallas Park and Recreation Board:

- Sharrock Historic Site Master Plan,  
Louise Elam, Assistant Director
- Samuell Farm and Trust Update,  
John Jenkins, Deputy Director

Should you have any questions, please contact me at 214-670-4071.

A handwritten signature in cursive script, reading "Willis C. Winters".

Willis C. Winters, FAIA, Director  
Park and Recreation Department

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

**DATE:** November 15, 2018  
**COUNCIL DISTRICT:** 7  
**STAFF:** Daniel Huerta, (214) 670-8483

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**SUBJECT**

Authorize a 90-day contract extension with Platinum Event Services, Inc. to provide crowd management services at Fair Park for a period commencing on February 27, 2019 and terminating on May 26, 2019 – Estimated Annual Revenue: \$90,168.67

**BACKGROUND**

Fair Park regularly welcomes visitors during various events. To create a safe and pleasant experience during each event, it is incumbent upon the City to provide experienced crowd management personnel that can manage major public assemblies and be able to respond accordingly in the event of an emergency. As part of the crowd management contractor's responsibilities, the contractor shall formulate event security plans that are compliant with Homeland Security guidelines, provide emergency plans according to the requirements of each function and provide incident reports after each event. Events are produced by clients of Fair Park and require crowd management services. The event producers negotiate the services needed with the City's contracted crowd management service provider. The service contract provides for crowd management services which includes, but is not limited to security screeners, police services/traffic control, ushers, ticket takers, door security and paramedic services.

On February 27, 2013, the City authorized a 36-month services contract, with two one-year extensions, between the City of Dallas and Platinum Event Services, Inc., to provide crowd management services at Fair Park for non-City sponsored events and City sponsored events.

On January 25, 2018, the Park and Recreation Board authorized extending the contract with Platinum Event Services, Inc. to provide crowd management services at Fair Park for a period commencing on February 27, 2018 and terminating on February 26, 2019; contractor will pay 30.76% of gross sales, less sales tax to the City.

On October 24, 2018, the City Council awarded a contract for management and operations of Fair Park to Fair Park with a commencement date of January 1, 2019. To insure continuity, Fair Park First has agreed to extend the crowd management services agreement with Platinum Event Services, Inc. for a period of 90 days to allow for uninterrupted service to clients while insuring safe and secure events. Staff is requesting

that Park and Recreation Board authorize extending the contract with Platinum Event Services, Inc. to provide crowd management services at Fair Park for a 90-day period commencing on February 27, 2019 and terminating on May 26, 2019; contractor will pay 30.76% of gross sales, less sales tax to the City. The agreement will be assigned to Fair Park First.

**FISCAL INFORMATION**

\$90,168.67 – Estimated Annual Revenue  
Contractor will pay 30.76% of gross sales, less sales tax to City.

**COMMITTEE ACTION**

The Administration and Finance Committee will consider this request on November 15, 2018 and make a recommendation to the Park and Recreation Board on the same day.

This item does not require City Council approval.

**STAFF RECOMMENDATION**

Staff recommends approval.

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

**AGENDA DATE:** November 15, 2018  
**COUNCIL DISTRICT:** 10  
**STAFF:** John Jenkins, (214) 670-4073

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**SUBJECT**

Authorize the waiver of monthly court fees, paid to the City of Dallas from reopening of the tennis center for a period not to exceed six (6) months, by tennis professional, Donald M. Rains at Fair Oaks Tennis Center – Financing: Estimated revenue loss: \$13,410.00 and financial impact of \$4,500.00

**BACKGROUND**

Fair Oaks Tennis Center, located at 7501 Merriman Parkway, is one of five full-service tennis centers owned by the City of Dallas. The Park & Recreation Department utilizes a public/private partnership to manage and operate the City's tennis centers which operate year-round. The pro shop operations at Fair Oaks Tennis Center are managed by certified tennis professional, Donny Rains, through a contract with the City. The tennis professional is also responsible for managing, operating, staffing, programming and marketing the facility at his own expense. Programming includes tournaments, leagues, lessons, merchandising and concessions. Park and Recreation personnel maintain the grounds of Fair Oaks Tennis Center.

The onset of heavy rains in the month of September 2018 and into October 2018 created flooding and weather-related closures, significantly impacting the operations of Fair Oaks Tennis Center by damaging courts and accessories (e.g., nets, benches and fencing) beyond the ability to support play and damaging the pro shop, up to three feet of water in the pro shop, to the extent that the pro shop had to be closed to the public while being cleaned and remodeled. The tennis pro shop has been closed since September 21<sup>st</sup> and renovation is expected to be completed in late December 2018 at which time it is expected to reopen to the public.

The tennis center generates revenue through various sources, including individual reservations, league play, tournament reservations and merchandising all of which were impacted by the flooding and subsequent closure of Fair Oaks Tennis Center for repair and remodeling. The tennis pro also still is required to pay for alarm services, phone, internet and other monthly operating expenses.

The management agreement generates revenue to the City, specifically 50% of all individual court fee revenue and averages \$20,492 in City revenue annually. Current court fees are as follows:



Authorize the waiver of monthly court fees, paid to the City of Dallas from reopening of the tennis center for a period not to exceed six (6) months, by tennis professional, Donald M. Rains at Fair Oaks Tennis Center. Financing: Estimated revenue loss: \$13,410 and financial impact of \$4,500 - page 2

Singles: \$2.50

Doubles: \$2.50

Tournament: \$5.00

Fair Oaks averages City revenue of \$1,848 in October, \$1,203 in November and \$1,147 in December.

In consideration of lost revenue opportunities associated with individual reservations, league play, lessons and tournaments, all of which adversely affect Donny Rains to operate as a small business on behalf of the City, the department recommends waiving court fees during the first six months upon reopening Fair Oaks Tennis Center and paying a stipend of \$1,500 per month for the period of closure, retro back to October 1, 2018, to help offset monthly business expenses.

### **FISCAL INFORMATION**

The City would incur an estimated revenue loss of \$13,410 from November 1, 2018 to April 30, 2019 as well as a cost of \$4,500 for the total stipend payments retro back to October 1, 2018.

### **COMMITTEE ACTION**

The Administration and Finance Committee will review this item on November 15, 2018 and provide a recommendation to the full Board the same day.

### **STAFF RECOMMENDATION**

Staff recommends approval.

### **ATTACHMENTS**

Tennis professional's requests for relief  
Photos

**From:** Lawrence, John  
**Sent:** Thursday, November 08, 2018 8:45 AM  
**To:**  
**Subject:** FW: Park Board  
**Attachments:** image002.png; Fair Oaks Flood Closure.pdf

Attached is the request for financial assistance, fee waiver and stipend, for closure during the recent flooding.



**John Lawrence**  
*Sr. Park Manager*  
**City of Dallas | DallasCityNews.net**  
Park and Recreation Department  
Office address  
Dallas, TX 75201  
O: 214-670-8520  
[john.lawrence@dallascityhall.com](mailto:john.lawrence@dallascityhall.com)



**From:** Donny Rains  
**Sent:** Wednesday, November 07, 2018 9:55 AM  
**To:** Lawrence, John <[john.lawrence@dallascityhall.com](mailto:john.lawrence@dallascityhall.com)>  
**Subject:** Re: Park Board

Good morning John,

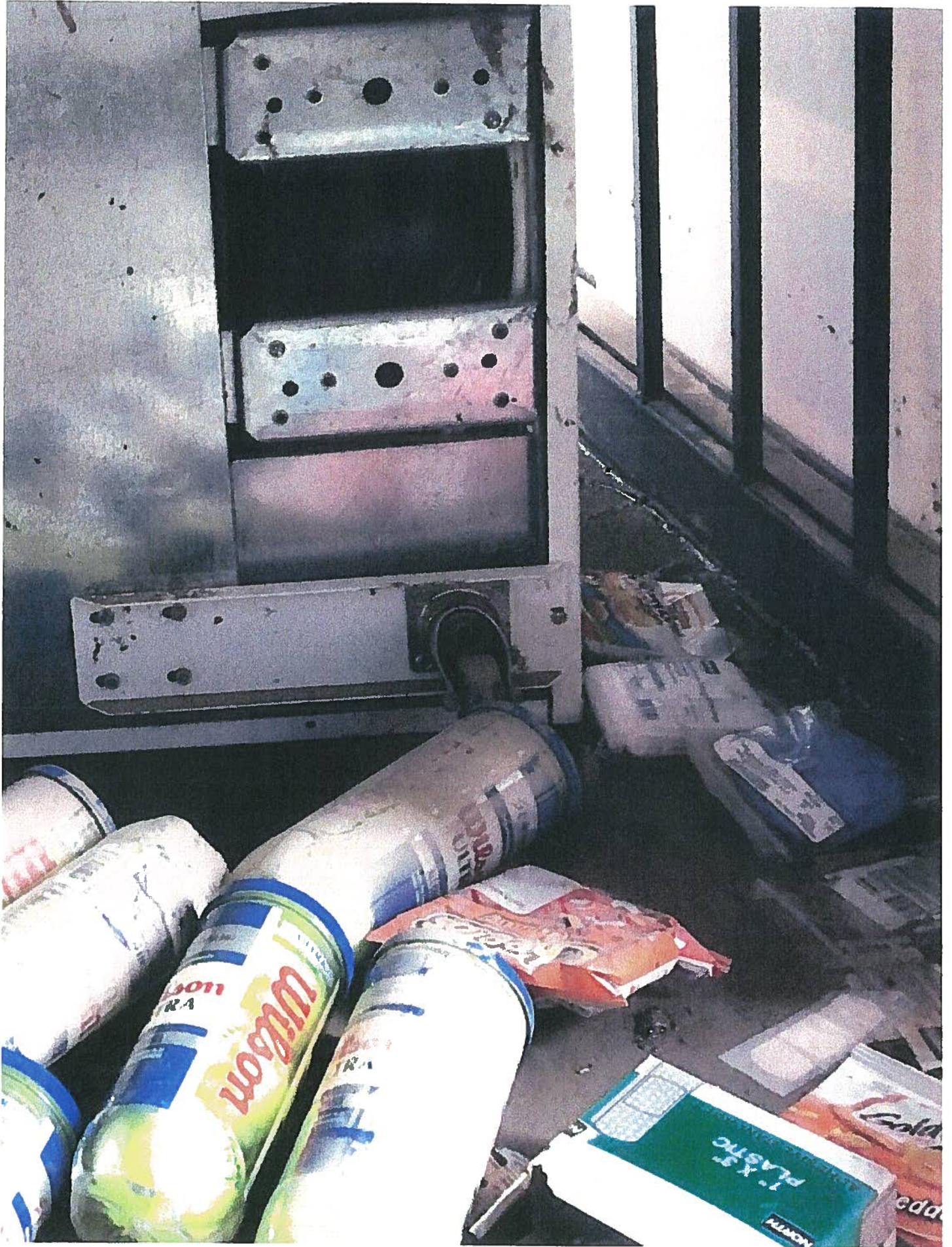
I just sent you an attachment with revenue numbers from 2017 for the same time period that we've been closed due to flooding. Since this event occurred on September 21st I have lost an estimated \$50,000 in revenue. My business is struggling to stay afloat. Because we have been closed for this long I have lost all of my staff, except for my daytime shop manager. Clients are relocating to other facilities while we are closed, but I am hoping the sooner we re-open the more will come back to regularly play at Fair Oaks. I am working feverishly to schedule events for 2019, although this closing has caused many issues with tournament organizations that I work with. The major issue is I do not have the funds to completely refund to big events that I had scheduled for October. I'm hoping the shop can re-open by December, as I still have a full December schedule. The loss of revenue from this closure will take months, possibly year(s) to recuperate from. I am hopeful events and leagues will come back to Fair Oaks in the spring. However, as the city has experienced in the past, when a facility has completely shut down it is hard to convince those events and leagues to return in fear another shut down might occur and disrupt their schedules. Any consideration to support my business by the city would be greatly appreciated during this tough time. I have been in this business for the last 35 years and have seen its ups and downs. For the most part I've always been prepared for the worst times. But I am fearful the duration of this closure will continue for several more weeks. Thus, making re-opening the business more and more difficult. I know in the past the city has waived future court fees in certain conditions, I hope that is a possibility. I just spoke with the contractor this morning, he informed me that I will not have access to the building until the project is complete and the city has signed off on it. He estimates another 6-7 weeks weather permitting of course before the building is accessible. Rains Tennis Works

Inc still has expenses, taxes, monthly alarm fees, insurance, etc and I am also asking for a some type of stipend to keep my business afloat.

Regards,  
Donny Rains







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

**AGENDA DATE:** November 15, 2018  
**COUNCIL DISTRICT(S):** 1  
**STAFF:** Louise Elam, (214) 670-5275

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**SUBJECT**

Authorize a professional services contract with Urban Engineers Group, Inc. for schematic design, design development, construction documents, procurement and construction observation phases for Elmwood Trail Phase Three, located north of the existing Elmwood Parkway Trail Phase One – Not to exceed \$238,815.00 – Financing: 2017 Bond Funds

**BACKGROUND**

This action will authorize a professional services contract with Urban Engineers Group, Inc. for Elmwood Trail Phase Three. This contract will provide professional services for all phases of the project, including schematic design, design development, construction documents and construction observation services.

On May 9, 2018, a Request for Qualifications (RFQ) was issued for Engineering and Landscape Architecture Consulting Services for Park Site Development Projects in the 2017 Bond Program. The Projects included in this RFQ were considered "Simple Projects" which utilize the RFQ only selection process. Urban Engineer's Group, Inc. was selected as the most qualified consultant for this project.

**ESTIMATED SCHEDULE OF PROJECT**

Begin Design	January 2019
Complete Design	July 2019
Begin Construction	October 2019
Complete Construction	October 2020

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

This item has no prior action.

**FISCAL INFORMATION**

2017 Bond Funds - \$238,815.00



**M/WBE INFORMATION**

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<b>Contract Amount</b>	<b>Category</b>	<b>M/WBE Goal</b>	<b>M/WBE%</b>	<b>M/WBE \$</b>
\$238,815.00	Architecture & Engineering	25.66%	95.73%	\$237,315.00
This contract exceeds the M/WBE goal.				

**PROCUREMENT INFORMATION**

In accordance with Administrative Directive 4-5, Urban Engineers Group, Inc. was selected by the Request for Qualifications process and identified as the most qualified consultant, due to their previous programming, public input and schematic design work for previous phases of the Elmwood Parkway Trail, the most recent completed in 2016 which extended the trail from just north of Illinois Avenue south to Kiest Park.

**OWNER**

**Urban Engineers Group, Inc.**

Faisal Syed, P.E., President

**COMMITTEE ACTION**

The Planning and Design Committee will consider this item on November 15, 2018 and will present a recommendation to the Park and Recreation Board on the same day.

Information about this item will be provided to the Quality of Life, Arts and Culture Committee on December 10, 2018.

This item will be scheduled for City Council approval on December 12, 2018.

**STAFF RECOMMENDATION**

Staff recommends approval.

**MAP**

Attached

**BID AGENDA APPROVAL COVER SHEET**

**Project Meets BID Requirements** **Total M/WBE 95.73%**

**Prime:** Urban Engineers Group **Agenda Date:** 11/14/2018  
**Project:** Elmwood Trail Phase 2 Elmwood Blvd to Dart Station **Prime Vendor #:**  
**Total Local:** \$237,315.00 **Total Non-Local:** \$1,500.00  
**Local** **Review Date:** 10/5/2018

Sub Vendor #	Vendor Name	Cert. #	Dollar Amount	Percent
	Urban Engineers Group	HFDB11738N01018	\$167,305.00	70.0563%
	Dal-Tech Engineering	WFWB10017Y0219	\$32,010.00	13.4037%
	APM & Associates	BMMB65246Y0619	\$25,000.00	10.4684%
	MS Dallas Reprographics	WFWB34506Y0719	\$2,800.00	1.1725%
			0.0000%	0.0000%
			0.0000%	0.0000%
			0.0000%	0.0000%
			<b>\$227,115.00</b>	<b>95.1008%</b>
			\$10,200.00	4.2711%
			\$237,315.00	99.3719%

Non-Local Sub Vendor #	Vendor Name	Cert. #	Dollar Amount	Percent
	SM Architects	NMDB78073Y0819	\$1,500.00	0.6281%
			0.0000%	0.0000%
			<b>\$1,500.00</b>	<b>0.6281%</b>
			\$0.00	0.0000%
			\$1,500.00	0.6281%
			<b>\$238,815.00</b>	<b>100.0000%</b>





**CITY OF DALLAS  
CONTRACTOR'S AFFIDAVIT  
SCHEDULE OF WORK AND ACTUAL PAYMENT FORM**

Project Name: Elmwood Trail Ph2 (Elmwood Blvd to DART Station/Park) Bid/Contract #: N/A

- Instructions:**
- Column 1 List type of work to be performed by Prime and list for subcontractors.
  - Column 2 City of Dallas Vendor Number for Prime and Subcontractors/Suppliers (if none, register online: [www.dallascityhall.org](http://www.dallascityhall.org)). ALL Plans and Subcontractors/Suppliers must be registered with the City of Dallas.
  - Column 3 List name of firm, MWBE Certification Number (if applicable).
  - Column 4 List firm's contact name, address, telephone number.
  - Column 5 List address of firm's office or business location. **Participate:** African Indian, Native American, Hispanic, Native Hawaiian, Non-Hispanic Asian, Non-Hispanic Black, Non-Hispanic Pacific Islander, Non-Hispanic Other, Non-Hispanic White.
  - Column 6 Indicate firm's location as Local (within Dallas county limits), Non-Local (Outside Dallas county limits).
  - Column 7 Indicate dollar amount of value of work for the Prime contractor, subcontractors, and suppliers.
  - Column 8 Indicate percentage of total contract amount.
  - Column 9 Indicate total payments to date.
  - Column 10 Indicate payments during current pay period.

Type of Work	City of Dallas Vendor Number	Firm Name & MWBE Certification (if applicable)	Firm Address, City, State, Zip	Firm Type	Value of Work (\$)			Percent (%)	Payments to Date (\$)	Payment this Period (\$)
					L	N	T			
Project Management, Civil Engineering	511462	Urban Engineers Group, Inc. NCTRCA # HFOB1173BN00918	Faisal Syed, PE, PTOE 187 Turtle Creek Blvd., Suite A, Dallas, TX 75207 (214) 252-1600	H	167,305.00		70.06%			
Surveying Support	262063	Dat-Tech Engineering, Inc. NCTRCA # WPFVW10017Y0219	Wayne Barton, PE 17400 Dallas Parkway, Ste. 110 Dallas, TX 75227 (972) 250-2727	W	32,010.00		13.40%			
Structural Engineering Services	265684	APM & Associates, Inc. NCTRCA # BMMBS24BY0018	Anthony Oulior, PE 100 North Central Express, Ste 100, Dallas, TX 75201 (214) 749-4888	B	25,000.00		10.47%			
Geotechnical Support	338366	Furgo USA Land, Inc. NCTRCA # BMMBS24BY0018	Che-Hung (Chris) Tsai, Ph.D., PE 2880 Virgo Lane, Dallas, TX 75228 (972) 484-8301	NON	10,200.00		4.27%			
TOLR Inspections		SM Architects, PLLC NMD876073Y0018	Roger Stephens 207 West Main Street, Mesquite, TX 75148 (972) 285-2630	N	1,500.00		0.63%			
Reproduction	VS00002516	JMS Dallas Reprographics, Inc. NCTRCA # WPFVW3450BY0719	Daphne Beal 1130 Dragon St #110, TX 75207 (214) 521-7000	W	2,000.00		1.17%			
<b>Total Bid Amount:</b>									\$ 238,815.00	\$ -

[Note: Totals and Percentages will automatically calculate.]

The undersigned intends to enter into a formal agreement with the subcontractors listed, conditioned upon being awarded the City of Dallas contract. If any changes are made to this list, the Prime contractor must submit to the City for approval a revised schedule with documented explanations for the changes. Failure to comply with this provision could result in termination of the contract, sanctions against the Prime contractor, and/or ineligibility for future City contracts.

Officer's Signature: [Signature] Title: Principal  
 Printed Name: Faisal Syed, PE, PTOE, Principal Date: October 2, 2018  
 Company Name: Urban Engineers Group, Inc.



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

**AGENDA DATE:** November 15, 2018  
**COUNCIL DISTRICT:** 10  
**STAFF:** Louise Elam, (214) 670-5275

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**SUBJECT**

Authorize a professional services contract with Dunaway Associates, L.P. for schematic design, design development, construction documents, procurement and construction observation phases for the Flag Pole Hill - Phase 1 Master Plan Implementation project located at 8015 Doran Circle – Not to exceed \$168,050.00 – Financing: 2017 Bond Funds

**BACKGROUND**

This action will authorize a professional services contract with Dunaway Associates, L.P. for schematic design, design development, construction documents, procurement and construction observation phases for the Flag Pole Hill - Phase 1 Master Plan Implementation project. The 2017 Bond Program included funding for this project.

On May 9, 2018, a Request for Qualifications (RFQ) was issued for Engineering and Landscape Architecture Consulting Services for Park Site Development Projects in the 2017 Bond Program. The Projects included in this RFQ were considered "Simple Projects" which utilize the RFQ only selection process. Dunaway Associates, L.P. was selected as the most qualified firm for this project.

**ESTIMATED SCHEDULE OF PROJECT**

Begin Design	January 2019
Complete Design	August 2019
Begin Construction	January 2020
Complete Construction	September 2020

**FISCAL INFORMATION**

2017 Bond Funds - \$168,050.00

**M/WBE INFORMATION**

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<b>Contract Amount</b>	<b>Category</b>	<b>M/WBE Goal</b>	<b>M/WBE%</b>	<b>M/WBE \$</b>
\$168,050.00	Architecture & Engineering	25.66%	25.74%	\$43,250.00
This contract exceeds the M/WBE goal.				

### **PROCUREMENT INFORMATION**

In accordance with the City of Dallas Administrative Directive 4-5 procurement guidelines, Dunaway Associates, L.P. was selected as the most qualified consultant for this project.

### **OWNER**

**Dunaway Associates, L.P.**

Tom Galbreath, President

### **COMMITTEE ACTION**

The Planning and Design Committee will consider this item on November 15, 2018 and will present a recommendation to the Park and Recreation Board on the same day.

This item will be scheduled for City Council approval on December 12, 2018.

### **STAFF RECOMMENDATION**

Staff recommends approval.

### **MAP**

Attached





**CITY OF DALLAS  
CONTRACTOR'S AFFIDAVIT  
SCHEDULE OF WORK AND ACTUAL PAYMENT FORM**

Project Name: Flag Pole Hill Phase 1 Improvements

Bid/Contract #:

**Instructions:**

Column 1: List type of work to be performed by Prime and 1st tier subcontractors.

Column 2:

City of Dallas Vendor Number for Prime and Subcontractors/Suppliers (if none, register online: [www.bids.dallascityhall.org](http://www.bids.dallascityhall.org)). ALL Prime and Subcontractors/Suppliers must be registered with the City of Dallas.

Column 3: List name of firm; M/WBE Certification Number (if applicable).

Column 4: List firm(s); contact name; address; telephone number.

Column 5: List ethnicity of firm(s) owner as B=African American; H=Hispanic; I=Asian Indian; N=Native American; P=Asian Pacific; W=Woman; NON=other than M/WBE.

Column 6: Indicate firm's location as L=local (within Dallas county limits); N=Non-local (Outside Dallas county limits).

Column 7: Indicate dollar amount of value of work for the Prime contractor, subcontractors, and suppliers.

Column 8: Indicate percentage of total contract amount.

Column 9: Indicate total payments to date.

Column 10: Indicate payments during current pay period.

Type of Work	City of Dallas Vendor Number	Name of Firm & M/WBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
Proj. Manager	V5000059194	Dunaway Associates	Tom Galbreath 550 Bailey Ave., Suite 400 Fort Worth, TX 76107 817.335.1121	NON	N	\$124,800.00	74.26%		
Notes:							0.00%		
Surveying	514273	Lim & Associates	Daniel Lim 1701 N. Market Street, Suite 310 Dallas, TX 75202 214.698.1888	P	L	\$22,500.00	13.39%		
Notes:							0.00%		
Geotech	000000583	Gorrondona & Associates	Jenell Strachan 7524 Jack Newell Blvd South Fort Worth, TX 76118	H	L	\$ 11,500.00	6.84%		
Notes:							0.00%		
Structural	90748	Charles Gojer & Associates, Inc	Berta Gojer 11615 Forest Central Dr., Suite 303 Dallas, Texas 75243	H	L	\$ 9,250.00	5.50%		
Notes:							0.00%		

Type of Work	City of Dallas Vendor Number	Name of Firm & M/WBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)
[Note: Totals and Percentages will automatically calculate.]									
						Total Bid \$	168,050.00	100.00%	\$ -

The undersigned intends to enter into a formal agreement with the subcontractors listed, conditioned upon being awarded the City of Dallas contract. If any

Officer's Signature: \_\_\_\_\_



Title: President

Printed Name: \_\_\_\_\_

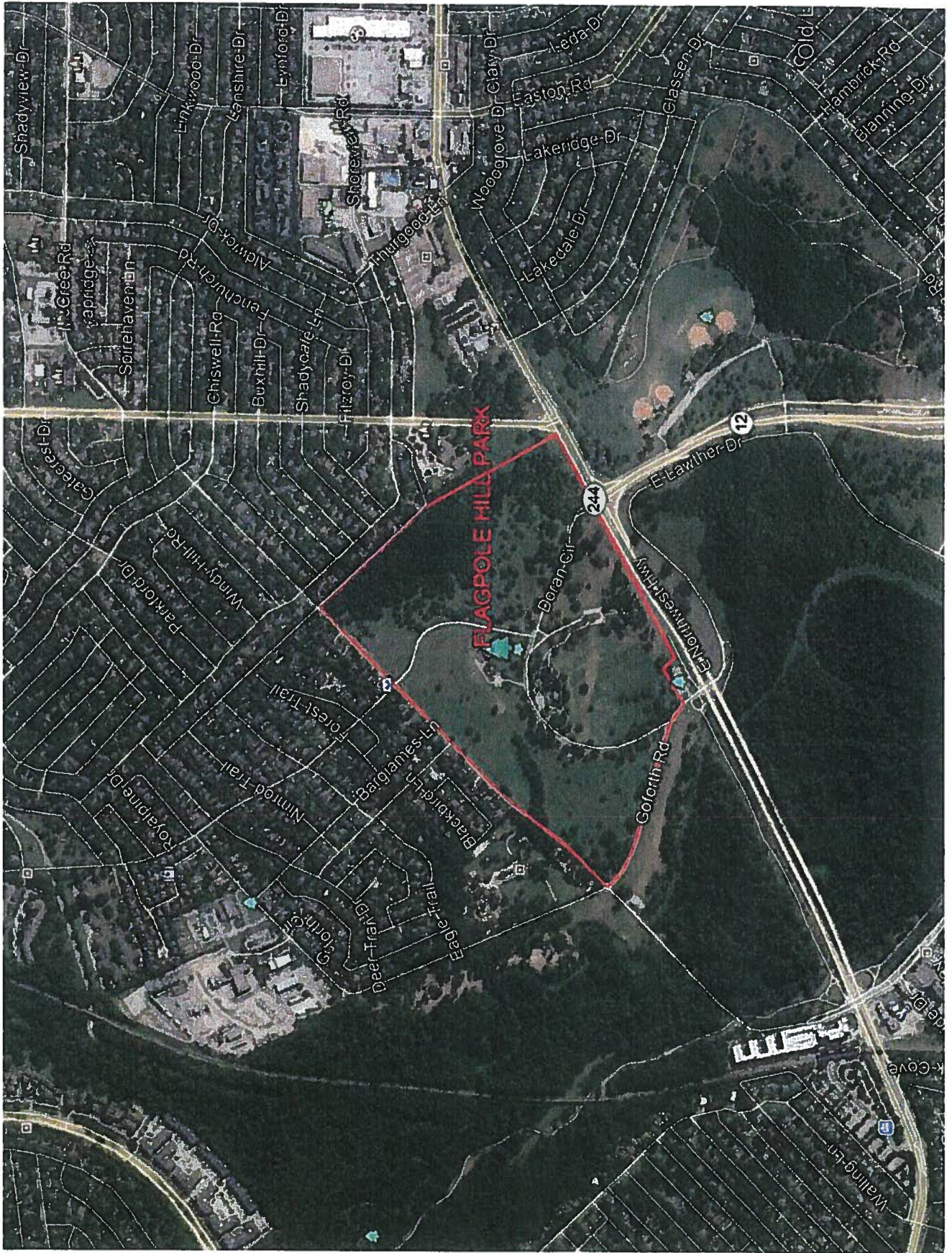
Tom Galbreath

Date: September 21, 2018

Company Name: \_\_\_\_\_

Dunaway Associates, L.P.







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

**DATE:** November 15, 2018  
**COUNCIL DISTRICT(S):** 1  
**STAFF:** Louise Elam, (214) 670-5275

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**SUBJECT**

Authorize an increase in the construction contract with A S Con, Inc. to provide additional erosion control on the dam, landscape and lighting modifications at Kidd Springs Park located at 700 West Canty Street – Not to exceed \$78,579.48, from \$726,578.00 to \$805,157.48 – Financing: 2006 Bond Funds

**BACKGROUND**

On September 27, 2017, City Council authorized a construction services contract for dam safety and shoreline improvements at Kidd Springs Park located at 700 West Canty Street with A S Con, Inc. by Resolution No. 17-1551.

This action will authorize Change Order No. 1 to the construction services contract with A S Con, Inc., in an amount not to exceed \$78,579.48, from \$726,578.00 to \$805,157.48, for an increase in the contract to include additional erosion control on the dam, landscape and lighting modifications.

This change order adds 30 working days to the contract time.

**ESTIMATED SCHEDULE OF PROJECT**

Began Construction	November 2017
Complete Construction	January 2019

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On September 7, 2017, the Park and Recreation Board authorized a contract with A S Con, Inc.

Information about this item was provided to the Quality of Life, Culture and Arts Committee on September 25, 2017.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)** (continued)

On September 27, 2017, City Council authorized a construction services contract for dam safety and shoreline improvements at Kidd Springs Park located at 700 West Canty Street with A S Con, Inc. by Resolution No. 17-1551.

**FISCAL INFORMATION**

2006 Bond Funds – \$78,579.48

Construction Contract	\$726,578.00
Change Order No. 1 (this action)	<u>\$ 78,579.48</u>
Total not to exceed	\$805,157.48

**M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<b>Contract Amount</b>	<b>Category</b>	<b>M/WBE Goal</b>	<b>M/WBE%</b>	<b>M/WBE \$</b>
\$78,579.48	Construction	25.00%	8.70%	\$6,838.20
This contract does not meet the M/WBE goal, but complies with good faith efforts.				
Change Order No. 1 - 24.04% Overall M/WBE participation				
There are no new subcontracting opportunities and the work being perform will be completed by existing vendors.				

**OWNER**

**A S Con, Inc.**

Ali Safdarinia, President

**COMMITTEE ACTION**

The Planning and Design Committee will consider this item on November 15, 2018 and will present a recommendation to the Park and Recreation Board on the same day.

This item will be scheduled for City Council approval on December 12, 2018.

**STAFF RECOMMENDATION**

Staff recommends approval.

Authorize an increase in the construction contract with A S Con, Inc. to provide additional erosion control on the dam, landscape and lighting modifications at Kidd Springs Park located at 700 West Canty Street – Not to exceed \$78,579.48, from \$726,578.00 to \$805,157.48 – Financing: 2006 Bond Funds – Page 3

**MAP**

Attached



**BID AGENDA APPROVAL COVER SHEET FOR CHANGE ORDERS AND SUPPLEMENTAL AGREEMENTS**

	\$	%	\$	%
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic	\$6,838.20	8.70%	\$193,538.20	24.04%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
<b>Total</b>	<b>\$6,838.20</b>	<b>8.70%</b>	<b>\$193,538.20</b>	<b>24.04%</b>



**CITY OF DALLAS  
CONTRACTOR'S AFFIDAVIT  
SCHEDULE OF WORK AND ACTUAL PAYMENT FORM**

*Overall*

**Project Name:** Kidd Spring Park Dam Safety / Improvements.

**Bid/Contract #:** \_\_\_\_\_

**Instructions:**

Column 1: List type of work to be performed by Prime and 1st tier subcontractors.

Column 2: City of Dallas Vendor Number for Prime and Subcontractors/Suppliers (if none, register online: [www.bids.dallascityhall.org](http://www.bids.dallascityhall.org)). ALL Prime and Subcontractors/Suppliers must be registered with the City of Dallas.

Column 3: List name of firm; MWBE Certification Number (if applicable).

Column 4: List firm(s); contact name; address; telephone number.

Column 5: List ethnicity of firm(s) owner as B=Black American; H=Hispanic; I=Asian Indian; N=Native American; P=Asian Pacific; W=Woman; NON=other than MWBE.

Column 6: Indicate firm's location as L=local (within Dallas county limits);

N=Non-local (Outside Dallas county limits).

Column 7: Indicate dollar amount of value of work for the Prime contractor, subcontractors, and suppliers.

Column 8: Indicate percentage of total contract amount.

Column 9: Indicate total payments to date.

Column 10: Indicate payments during current pay period.

Type of Work	City of Dallas Vendor Number	Name of Firm & MWBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
Notes:		Berumen Const.	Martin Berumen	L		\$193,538.20	24.00%		
Concrete.		HMMB57280N0414	1040 Blaylock Cir.				0.00%		
Notes:			Irving, Tx. 75061						
			469-955-4739				0.00%		
Notes:		Perfect Finish	Marcus Odell						
Irrigation.		Landscapc.	P. O. Box 2262	N		\$132,956.00	16.00%		
Notes:			Denton, Tx. 76202						
			888-645-4333				0.00%		
Notes:		Frontier Electric	Ted Doolan						
Electrical.			2516 Creek Crossing Road	L		\$14,027.00	2.00%		
Notes:			Mesquite, Tx. 75181						
			214-878-0876				0.00%		
Notes:									





**CITY OF DALLAS  
CONTRACTOR'S AFFIDAVIT  
SCHEDULE OF WORK AND ACTUAL PAYMENT FORM**

**Project Name:** Kidd Spring Park Dam Safety / Improvements.

**Bid/Contract #:** \_\_\_\_\_

**Instructions:**

Column 1: List type of work to be performed by Prime and 1st tier subcontractors.

Column 2: City of Dallas Vendor Number for Prime and Subcontractors/Suppliers (if none, register online: [www.bids.dallascityhall.org](http://www.bids.dallascityhall.org)). ALL Prime and Subcontractors/Suppliers must be registered with the City of Dallas

Column 3: List name of firm; MWBE Certification Number (if applicable).

Column 4: List firm(s); contact name; address; telephone number.

Column 5: List ethnicity of firm(s) owner as B=Black American; H=Hispanic; I=Asian Indian; N=Native American; P=Asian Pacific; W=Woman; NON=other than MWBE

Column 6: Indicate firm's location as L=local (within Dallas county limits); N=Non-local (Outside Dallas county limits).

Column 7: Indicate dollar amount of value of work for the Prime contractor, subcontractors, and suppliers.

Column 8: Indicate percentage of total contract amount.

Column 9: Indicate total payments to date.

Column 10: Indicate payments during current pay period.

Type of Work	City of Dallas Vendor Number	Name of Firm & MWBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
Notes:		Berumen Const.	Martin Berumen	L		\$6,836.20	25.00%		
Concrete.		HMMB3729010414	1040 Blaylock Cir.				0.00%		
Notes:		<i>HMMB3729010414</i>	Irving, Tx. 75061						
Notes:		Perfect Finish	Marcus Odell				0.00%		
Irrigation.		Landscape.	P.O.Box 2262	N			18.00%		
Notes:			Denton, Tx. 76202						
Notes:		Frontier Electric	880-645-4333				0.00%		
Electrical.			Ted Doolan			\$ 5,316.00			
Notes:			2516 Creek Crossing Road	L			1.00%		
Notes:			Mesquite, Tx. 75181						
Notes:			214-878-0876				0.00%		



Type of Work	City of Dallas Vendor Number	Name of Firm & MWBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)
Notes:		A S Con Inc.	Ali Safdarinia		L		0.00%		
General:		A S Con Inc.	15724 Golden Creek Road Dallas, Tx. 75248			\$66,425.28	58.00%		
Notes:			24-682-7743				0.00%		
Notes:							0.00%		
Notes:							0.00%		
Notes:							0.00%		
Notes:							0.00%		
Notes:							0.00%		
Notes:							0.00%		
Notes:							0.00%		
Notes:							0.00%		
Notes:							0.00%		
						Total Bid Amount: \$	78,679.48	100.00%	

[Note: Totals and Percentages will automatically calculate.]

The undersigned intends to enter into a formal agreement with the subcontractors listed, conditioned upon being awarded the City of Dallas contract. If any changes are made to this list, the Prime contractor must submit to the City for approval a revised schedule with documented explanations for the changes. Failure to comply with this provision could result in termination of the contract, sanctions against the Prime contractor, and/or ineligibility for future City contracts.

Officer's Signature: *Ali Safdarinia*  
 Printed Name: Ali Safdarinia  
 Company Name: A S Con Inc.

Title: President  
 Date: 08/22/2018



**Kidd Spring Park  
(700 W Cauty St)**

Mapscoc  
54 C

District  
1

September 7, 2017

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

**DATE:** November 15, 2018  
**COUNCIL DISTRICT(S):** 5  
**STAFF:** Louise Elam, (214) 670-5275

---

**SUBJECT**

Authorize acquisition from KB Home Lone Star, LP of approximately 104,884 square feet tract of land (2.408 acres) consisting of vacant lots located at 1520, 1524, 1528, 1536, 1544, 1548, 1552, 1556, 1560, 1564, 1568, 1608, 1612, and 1616 Red Cloud Drive for incorporation into St. Augustine Park – Financing: No cost consideration to the City (approximate annual Operation and Maintenance cost \$25,000.00)

**BACKGROUND**

This item authorizes the acquisition of sixteen lots consisting of 104,884 square feet tract of land (2.408 acres) consisting of vacant lots located at 1520, 1524, 1528, 1536, 1540, 1544, 1548, 1552, 1556, 1560, 1564, 1568, 1608, 1612, and 1616 Red Cloud Drive for addition to St. Augustine Park. This acquisition is being offered to the City at no cost. Accordingly, this acquisition is subject to Park and Recreation Board Policy No. 17: 09-03-1987, *Acceptance/Denial of Land Donations*.

The acquisition will: 1) prevent private development and thus provide additional protection of the existing adjacent parkland, namely, Prairie Creek and its riparian and forest habitat; 2) can provide, after future development, residents non-vehicular access to the remainder of the currently developed portion of St. Augustine Park; 3) can be developed with park amenities to directly serve residents.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

This item has no prior action.

**FISCAL INFORMATION**

No cost consideration to the City (approximate annual Operation and Maintenance cost \$25,000.00).

Authorize acquisition from KB Home Lone Star, LP of approximately 104,884 square feet tract of land (2.408 acres) consisting of vacant lots located at 1520, 1524, 1528, 1536, 1540, 1544, 1548, 1552, 1556, 1560, 1564, 1568, 1608, 1612, and 1616 Red Cloud Drive for incorporation into St. Augustine Park -- Financing: No cost consideration to the City (approximate annual Operation and Maintenance cost \$25,000.00) - Page 2

### **COMMITTEE ACTION**

The Planning and Design Committee will consider this item on November 15, 2018 and will present a recommendation to the Park and Recreation Board on the same day.

This item will be scheduled for City Council by the Department of Sustainable Development's Real Estate Office.

### **STAFF RECOMMENDATION**

Staff recommends approval.

### **ATTACHMENTS**

Maps  
Exhibits

# Exhibit A

Field Notes Describing Land  
To Be Acquired in Blocks 3/6714 and 4/6714  
From KB Home Lone Star LP

Being situated in the Solomon Carver Survey, Abstract No. 260, City of Dallas, Dallas County, Texas, and being all of Lots 1 through 13 (inclusive), Block 4/6714 and all of Lots 14 through 16 (inclusive) Block 3/6714 (Official City of Dallas Block Numbers) of the St. Augustine Park Estates No. 3 Addition, an addition to the City of Dallas recorded in Volume 72158, Page 1213 of the Deed Records of Dallas County, Texas, and being a portion of the property conveyed to KB Home Lone Star, LP by Special Warranty Deed recorded in Volume 2003223, Page 177 of the Deed Records of Dallas County, Texas and containing 104,884 Square Feet, or 2.408 Acres of land, according to the map or plat thereof.

This description is approved as to form.



Scott Holt, RPLS  
Survey Program Manager

8/17/2018  
Date:

# Park and Recreation Board Policy



Title: Acceptance/Denial of Land Donations  
No. 17: 09-03-1987

**City of Dallas**

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By Dallas City Charter, the Park and Recreation Board is empowered to review and officially accept donated property for park and recreation purposes. This policy is identified with respect to the process by which the Dallas Park and Recreation Board will evaluate all proposals for land donation.

## SCOPE

This policy is intended by the Dallas Park and Recreation Board to be the framework for review and acceptance or denial of all land properties offered in donation or transfer of title to the City of Dallas Park and Recreation Department. This includes, but is not limited to, those properties offered through developers and the "subdivision process" of dedication, individual offers of donation, floodway management areas or easements, transfers of title from other City departments, surplus City land sales or offers of use, estates and trusts, corporations and business organizations, philanthropic organizations, tax delinquent offers, and tax exempt or community organizations. Only with the appropriate review of all offers for land donation or transfer of title, as outlined herein, will consideration be given toward accepting or denying any land donations.

## POLICY

It shall be the policy of the Dallas Park and Recreation Board to accept or deny potential land donations or transfers of title based upon the guidelines set forth herein. It is the intent of this policy to insure the widest possible range for consideration of donations across the City of Dallas where such needs are consistent with the adopted program of park and recreation services, open space preservation and protection of natural resources.

## PROCEDURE

1. All potential donations and transfers of title shall be initially presented to the Park and Recreation Department staff for review. This review shall be coordinated for the department through the Planning and Research Division, with the involvement of other necessary department resources.
2. Staff shall review all proposed donations from the standpoint of the following
  - a. Is it in keeping with the Board adopted Long Range Physical Development Plan for Parks and Recreational Facilities?
  - b. Does it meet the standards as adopted for specific park classifications and equitable distribution across the City?
  - c. Does it provide linkage of existing parks, public or semi-public facilities or open space?

*Effective Date: September 3, 1987*

*Last Review Date: June 4, 2015*

# Park and Recreation Board Policy



Title: Acceptance/Denial of Land Donations  
No. 17: 09-03-1987

**City of Dallas**

- 
- d. Has it been identified through any other public plan for preservation such as the Dallas Natural Open Space Plan or the Dallas County Natural Open Space Plan?
  - e. Is it in support of any capital funded park land acquisition program?
  - f. Does it provide for the preservation of endangered natural open space, flora and fauna?
  - g. Does it expand upon existing park sites as may be desirable, or areas previously designated for park site acquisition?
  - h. Does it involve any displacement to Dallas citizens or relocation costs?
  - i. Does it have any potential liability problems or environmental hazards?
  - j. Does it have strong neighborhood or community support?
  - k. Is it of a manageable size and configuration so as to meet park and recreation needs, and not place an undue burden upon the department?
3. Careful consideration shall be given in each case to the budgetary cost impact both in the short range and long range.
  4. Each potential donation shall be evaluated based upon meeting the needs for programming, preservation, or other designated use now and in the future. In a timely manner the Board will be kept informed of all potential land donations that are under evaluation by the staff.
  5. Staff shall determine the property's acceptability or non-acceptability, based upon this policy, and notify the donor accordingly.
  6. All tracts of land deemed acceptable through donation or transfer shall be forwarded on to the Board for review and formal acceptance or denial.
  7. Any properties determined not to be acceptable by staff for donation may be appealed directly to the Board by the donor for review and reconsideration should the donor not agree with the staff's recommendation, or should the staff determine that the donation may be of a sensitive nature.
  8. The Board reserves the right to reject or approve any land donation that, in its sole opinion, is not in the best interest of the City or Park and Recreation Department, and/or inconsistent with the policy herein identified.

*Effective Date: September 3, 1987*

*Last Review Date: June 4, 2015*





# St. Augustine Park

Acquisitions

BLK 4/6714 Lts 1 through 13

BLK 3/6714 Lts 14 through 16



0 30 60 120 180 Feet  
1 in = 60 ft

August 16, 2018



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

**DATE:** November 15, 2018  
**COUNCIL DISTRICT(S):** 13  
**STAFF:** Louise Elam, (214) 670-5275

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**SUBJECT**

Authorize acquisition from Oncor Electric Delivery Company LLC for a tract of land containing approximately 30,000 square feet, located between Strait Lane and Inwood Road for the Northaven Trail Phase 2A Project – Not to exceed \$50,000.00 (\$44,211.00, plus closing costs and title expenses not to exceed \$5,789.00) – Financing: Capital Projects Reimbursement Funds

**BACKGROUND**

This item authorizes the acquisition Oncor Electric Delivery Company LLC of approximately 30,000 square feet tract of land (0.689 acres) located between Strait Lane and Inwood Rd, north of Northaven Road for the Northaven Trail Phase 2A Project. This acquisition is needed for the installation of a hike and bike bridge over Bachman Branch. The total consideration for this acquisition is not to exceed \$50,000.00 (\$44,211.00, plus closing costs not to exceed \$5,789.00). The consideration for this acquisition is based on an independent appraisal.

The City of Dallas and Dallas County are partnering to develop two miles of the proposed Northaven Trail Phase 2A from Cinderella Lane to Preston Road. The trail alignment for this project uses Oncor property. Bachman Branch creek crosses Oncor's property between Strait Lane and Inwood Rd. For the trail to cross the creek the City must install a hike and bike bridge. Oncor requires the City to purchase the land necessary to accomplish this. As condition of the sale, Oncor will retain a utility easement for its transmission tower, lines, and service.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

This item has no prior action.

Authorize acquisition from Oncor Electric Delivery Company LLC of approximately 30,000 square feet tract of land located between Strait Lane and Inwood Road for the Northaven Trail Phase 2A Project – Not to exceed \$50,000.00 (\$44,211.00, plus closing costs and title expenses not to exceed \$5,789.00) – Financing: Capital Projects Reimbursement Funds- Page 2

### **FISCAL INFORMATION**

Capital Projects Reimbursement Funds – \$50,000.00 (\$44,211.00, plus closing costs and title expenses not to exceed \$5,789.00)

### **OWNER**

**Oncor Electric Delivery Company LLC**

Jill L. Alvarez, Attorney-in-fact

### **COMMITTEE ACTION**

The Planning and Design Committee will consider this item on November 15, 2018 and will present a recommendation to the Park and Recreation Board on the same day.

This item will be scheduled for City Council by the Department of Sustainable Development's Real Estate Office on November 28, 2018.

### **STAFF RECOMMENDATION**

Staff recommends approval of this acquisition with the condition that this property is not officially dedicated as municipal parkland until such time the property is developed for its intended use.

### **ATTACHMENTS**

Maps  
Exhibits

# Exhibit A

## FIELD NOTES DESCRIBING A 30,000 SQUARE FOOT (0.689 ACRE) TRACT IN CITY BLOCK 6392 (UNPLATTED)

### JOHN C. MCCOY SURVEY, ABSTRACT NUMBER 913 CITY OF DALLAS, DALLAS COUNTY, TEXAS FROM DALLAS POWER & LIGHT COMPANY

**BEING**, a 30,000 square foot (0.689 acre) tract of land situated in the John C. McCoy Survey, Abstract No. 913, Dallas County, Texas; said tract being part of City Block 6392 (unplatted); said tract also being part of that certain tract of land described as "Part I" in Warranty Deed to Dallas Power & Light Company, filed July 19, 1950, recorded in Volume 3344, Page 503 of the Deed Records of Dallas County, Texas; said 30,000 square foot tract being more particularly described as follows:

**COMMENCING**, at a 5/8-inch iron rod with cap found in the north line of said Dallas Power & Light tract; said point also being the southeast corner of Lot 15, Block 10/6392 of Hockaday Square Addition No. 3, an addition to the City of Dallas recorded in Volume 39, Page 171 of the Map Records of Dallas County, Texas;

**THENCE**, South 89 degrees, 14 minutes, 30 seconds West, along the said north line of the Dallas Power & Light Company tract and the south line of said Lot 15, a distance of 27.38 feet to a 5/8-inch iron rod with "PACHECO KOCH" cap set for the **POINT OF BEGINNING**;

**THENCE**, South 00 degrees, 45 minutes, 30 seconds East, departing the said north line of the Dallas Power & Light Company tract and the said south line of Lot 15, through said Dallas Power & Light Company tract, a distance of 100.00 feet to a 5/8-inch iron rod with "PACHECO KOCH" cap set for corner in the south line of said Dallas Power & Light Company tract and the north line of Lot 4, Block 9/6392 of Hockaday Square Addition No. 5, an addition to the City of Dallas recorded in Volume 46, Page 141 of said Map Records; from which a 1/2-inch iron pipe found (controlling monument) bears North 89 degrees, 14 minutes, 30 seconds East, a distance of 518.68 feet;

**THENCE**, South 89 degrees, 14 minutes, 30 seconds West, along the said south line of the Dallas Power & Light Company tract, the said north line of Lot 4 and the north line of Lot 3, Block 9/6392 of Hockaday Square Addition No. 4, an addition to the City of Dallas recorded in Volume 39, Page 87 of said Map Records, at a distance of 170.99 feet passing the northwest corner of said Lot 4 and the northeast corner of said Lot 3, continuing in all, a total a distance of 300.00 feet to a 5/8-inch iron rod with "PACHECO KOCH" cap set for corner in the said south line of the Dallas Power & Light Company tract and the said north line of Lot 3; from which a 1/2-inch iron rod found (controlling monument), at the northwest corner of said Lot 3, bears South 89 degrees, 14 minutes, 30 seconds West, a distance of 111.13 feet;

**THENCE**, North 00 degrees, 45 minutes, 30 seconds West, departing the said south line of the Dallas Power & Light Company tract and the said north line of Lot 3, through said Dallas Power & Light Company tract, a distance of 100.00 feet to a 5/8-inch iron rod with "PACHECO KOCH" cap set for corner in the said north line of the Dallas Power & Light Company tract and the south line of Lot 9, Block 8/6392 of Hockaday Square, an addition to the City of Dallas recorded in Volume 31, Page 79 of said Map Records; from which a 1/2-inch iron pipe found at the northwest corner of said Lot 3 bears South 89 degrees, 14 minutes, 30 seconds West, a distance of 287.67 feet;



FIELD NOTES APPROVED:

*Dick 7/5/18*

# Exhibit A

**FIELD NOTES DESCRIBING A 30,000 SQUARE FOOT (0.689 ACRE) TRACT  
IN CITY BLOCK 6392 (UNPLATTED)  
JOHN C. MCCOY SURVEY, ABSTRACT NUMBER 913  
CITY OF DALLAS, DALLAS COUNTY, TEXAS  
FROM DALLAS POWER & LIGHT COMPANY**

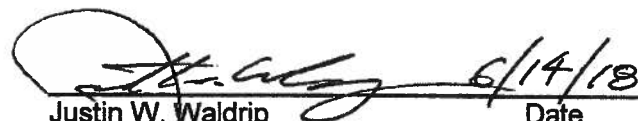
**THENCE**, North 89 degrees, 14 minutes, 30 seconds East along the said north line of the Dallas Power & Light Company tract and along the said south line of Lot 9 and the said south line of Lot 15, at a distance of 95.57 feet passing a 1/2-inch iron rod with cap found in the north line of said Dallas Power & Light Company tract and the said south line of Lot 9 and at a distance of 135.90 feet passing the southeast corner of said Lot 9 and the southwest corner of said Lot 15, continuing in all, a total distance of 300.00 feet to the **POINT OF BEGINNING**;

**CONTAINING**, 30,000 square feet or 0.689 acre of land, more or less.

Bearing system for this survey is based on the State Plane Coordinate System, North American Datum of 1983 (2011), Texas North Central Zone 4202. No projection, no scale.

(A survey plat of even survey date herewith accompanies this description.)

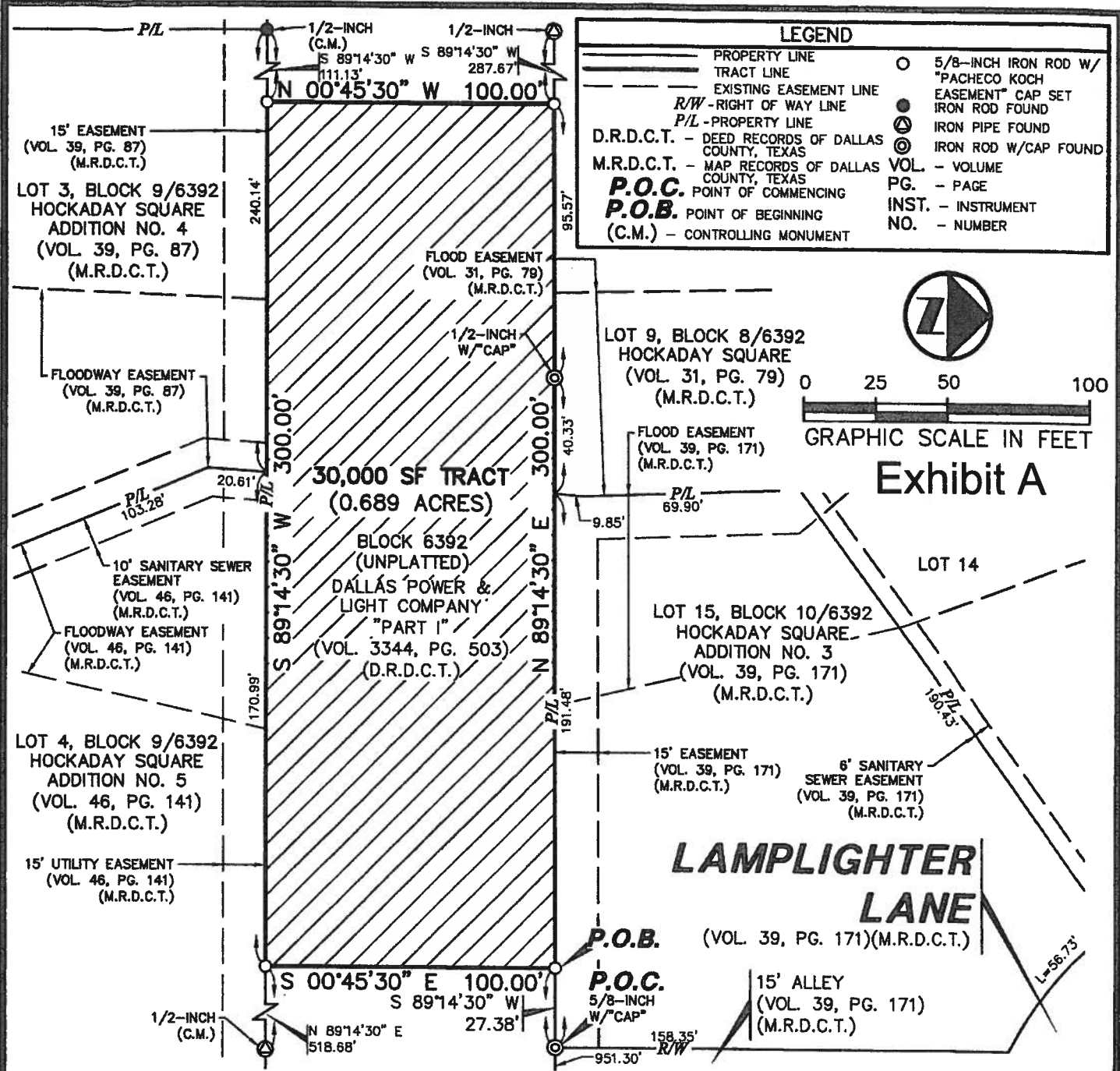
The undersigned, Registered Professional Land Surveyor, hereby certifies that the foregoing description accurately sets out the metes and bounds of the tract described.

  
Justin W. Waldrip Date 6/14/18  
Registered Professional Land Surveyor No. 6179  
Pacheco Koch Consulting Engineers, Inc.  
7557 Rambler Road, #1400, Dallas TX 75231  
(972) 235-3031  
TX Reg. Surveying Firm LS-100080-00



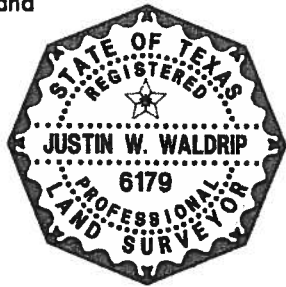
3085-15.341EX1.doc  
3085-15.341EX1.dwg CTP

CPHILLIPS 6/14/2018 4:42 PM M:\DWG-30\3085-15.341\DWG\SURVEY\C3D 2015\3085-15.341\EX1.DWG



The undersigned, Registered Professional Land Surveyor, hereby certifies that this plat of survey accurately sets out the metes and bounds of the tract described.

*Justin W. Waldrip* 6/14/18  
 Justin W. Waldrip  
 Registered Professional  
 Land Surveyor No. 6179



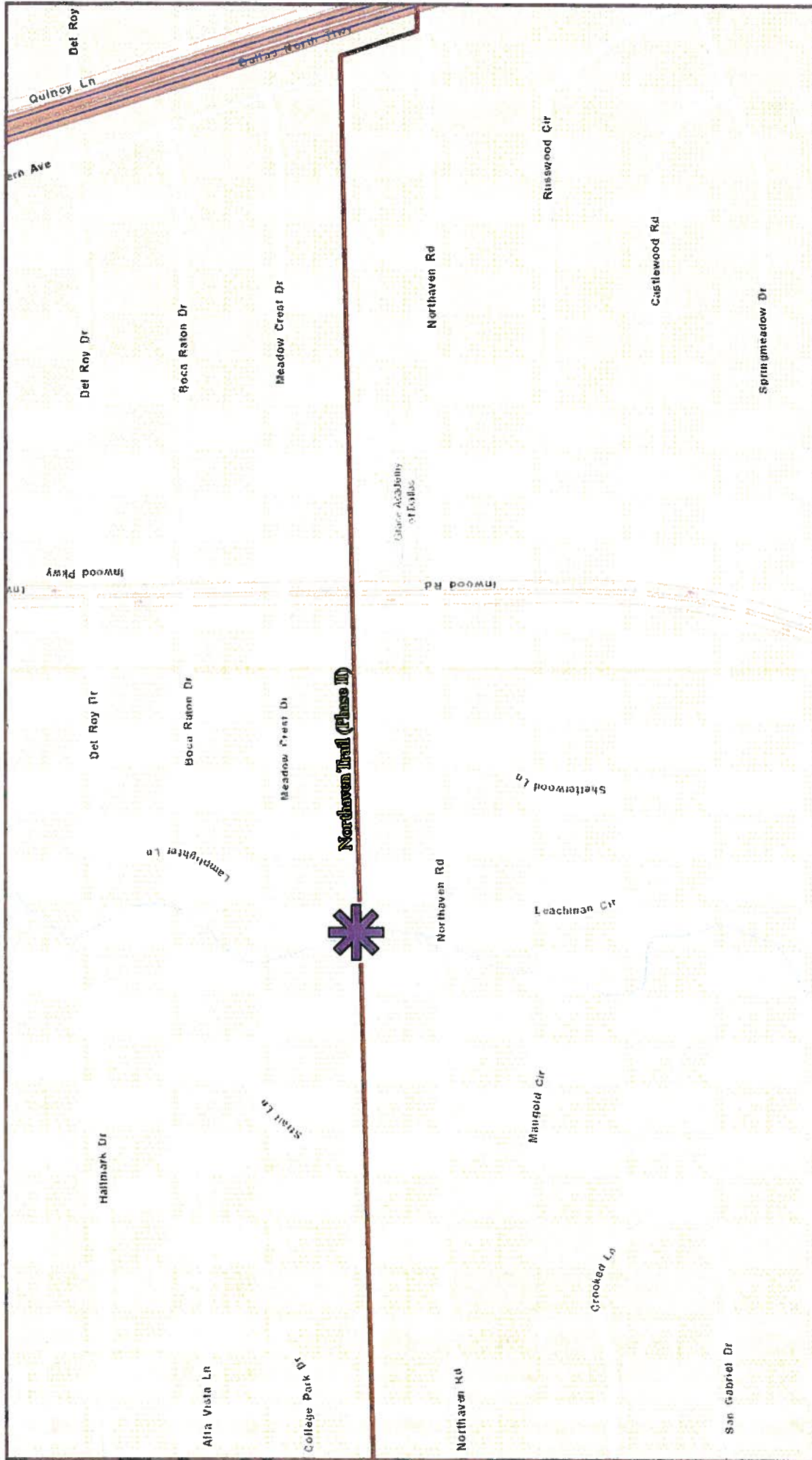
- NOTES:**
1. A metes and bounds description of even survey date herewith accompanies this plat of survey.
  2. Bearing system for this survey is based on the State Plane Coordinate System, North American Datum of 1983 (2011), Texas North Central Zone 4202. No projection, no scale.

## 30,000 SQUARE FOOT TRACT

PART OF CITY BLOCK 6932 (UNPLATTED)  
 JOHN C. MCCOY SURVEY, ABSTRACT NO. 913,  
 CITY OF DALLAS DALLAS COUNTY, TEXAS  
 FROM DALLAS POWER & LIGHT COMPANY  
 PAGE 3 OF 3

**Pacheco Koch**  
 7557 RAMBLER ROAD, SUITE 1400  
 DALLAS, TX 75231 972.235.3031  
 TX REG. ENGINEERING FIRM F-469  
 TX REG. SURVEYING FIRM LS-10008000

DRAWN BY	CHECKED BY	SCALE	DATE	JOB NUMBER
CTP	JWW	1"=50'	JUNE 2018	3085-15.341



Northaven Trail Phase 2A Oncor Acquisition

0 150 300 600 900 Feet  
1 in = 300 ft  
Dallas Park & Recreation



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

**DATE:** November 15, 2018  
**COUNCIL DISTRICT(S):** 8  
**STAFF:** Louise Elam, (214) 670-5275

---

**SUBJECT**

Authorize a ten-year, no cost, lease renewal agreement with Oak Cliff Bible Fellowship, for a tract of land containing approximately 143,750 square feet (3.3 acres) to be included as part of Meadowstone Park located at 2700 Meadow Stone Lane – Financing: No cost consideration to the City

**BACKGROUND**

This item authorizes a ten-year renewal of a no cost lease agreement for approximately 143,750 square feet (3.3 acres) of land for the benefit of Meadowstone Park. The current lease with Oak Cliff Bible Fellowship expires on November 30, 2018. The Park Board entered into the original lease on December 1, 2008 with the neighboring Oak Cliff Bible Fellowship in order to mitigate security issues as a result of the dense woodland to the east of the existing Meadowstone Park. Later, the Park and Recreation Department cleared the underbrush and constructed a walking trail on the lease property. This has improved visibility and use of the adjacent area by opening the space and incorporating it into the existing park.

The owner of the subject property, Oak Cliff Bible Fellowship, has agreed to lease the property to the Park and Recreation Department at no cost for an additional ten years.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On September 4, 2008, the Park and Recreation Board authorized a no cost ten-year lease agreement with Oak Cliff Bible Fellowship at Meadowstone Park.

**FISCAL INFORMATION**

No cost consideration to the City.

**OWNER**

Oak Cliff Bible Fellowship

Authorize a ten-year, no cost, lease renewal agreement with Oak Cliff Bible Fellowship, for a tract of land containing approximately 143,750 square feet (3.3 acres) to be included as part of Meadowstone Park located at 2700 Meadow Stone Lane – Financing: No cost consideration to the City – Page 2

**COMMITTEE ACTION**

The Planning and Design Committee will review this item on November 15, 2018 and will provide a recommendation to the full Park and Recreation Board on the same day.

This item will be executed by short form resolution.

**STAFF RECOMMENDATION**

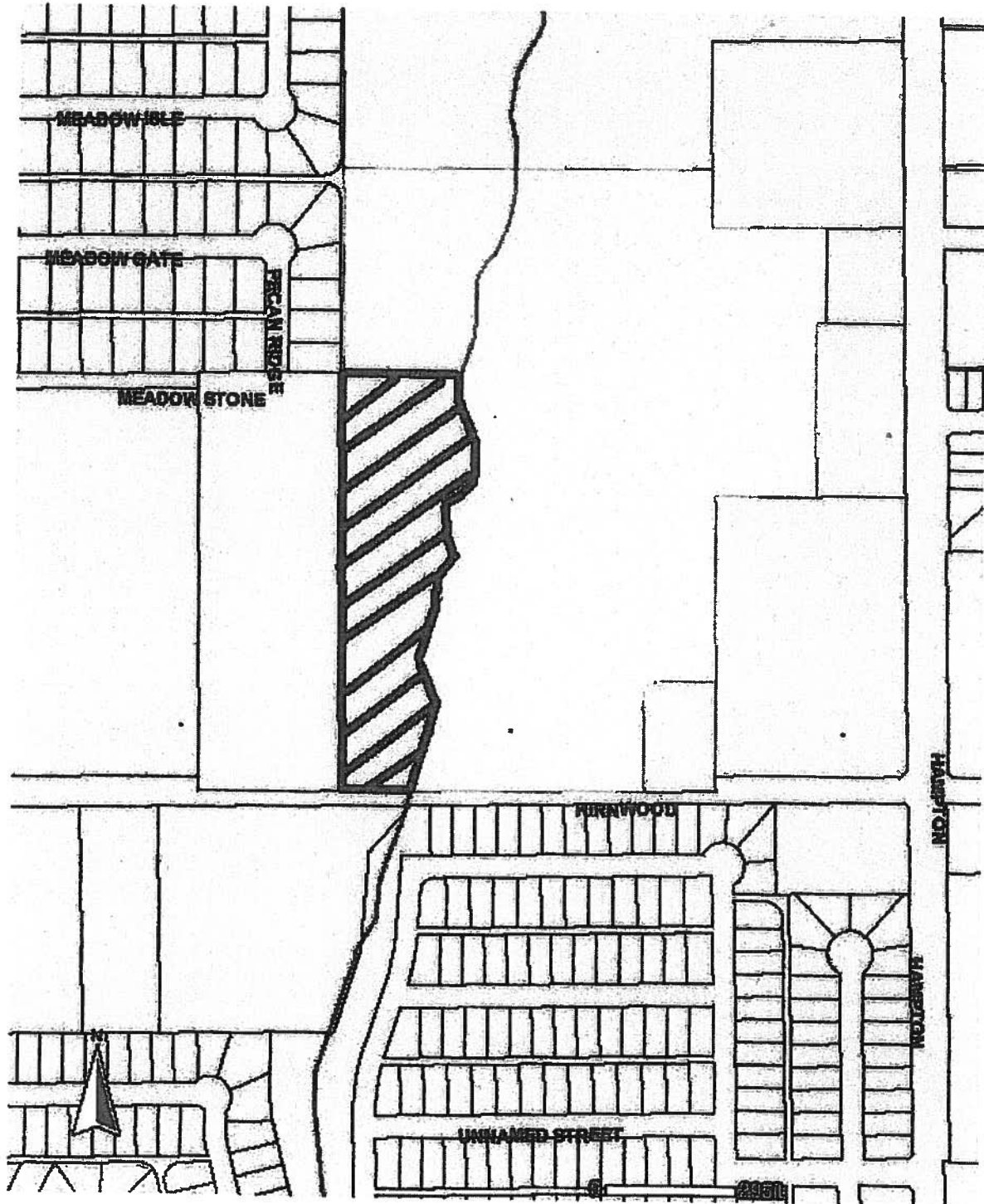
Staff recommends approval

**ATTACHMENTS**

Maps  
Exhibits



**Exhibit A**  
**Part of City Block 7555**  
**(approximately 3.3 acres)**



Lease Premises





**DALLAS PARK AND RECREATION BOARD  
AGENDA SHEET**

**DATE:** November 15, 2018  
**COUNCIL DISTRICT(S):** 7  
**STAFF:** Louise Elam, (214) 670-5275

---

**SUBJECT**

Authorize the rejection of the one proposal for construction of the Exterior Lighting Upgrades at the Fair Park Music Hall, received on September 28, 2018 – Financing: No cost consideration to the City (**item deferred on November 1, 2018**)

**BACKGROUND**

On September 28, 2018, one proposal was received for construction of the Exterior Lighting Upgrades at the Fair Park Music Hall. The response was received from 3i Contracting, LLC for a base price of \$1,180,404. This proposed amount is over the available funding. It is recommended that the one proposal be rejected.

On November 28, 2018, by separate action, the Music Hall exterior lighting is included in the scope of work for Supplemental Agreement No. 1 to the design build contract with Harrison, Walker & Harper, LP for City Council's consideration. The design build firm has provided a price for the scope of work that is within budget.

**PRIOR ACTION / REVIEW (COUNCIL, BOARDS, COMMISSION)**

On February 15, 2018, Park and Recreation Board approved electrical engineering contract for design of lighting and power distribution.

On March 28, 2018, City Council awarded an engineering contract to M.E.P. Consulting Engineers, Inc.

**FISCAL INFORMATION**

No cost consideration to the City

Authorize the rejection of the one proposal for construction of the Exterior Lighting Upgrades at the Fair Park Music Hall, received on September 28, 2018 – Financing: No cost consideration to the City

**COMMITTEE ACTION**

The Planning and Design Committee will review this item on November 1, 2018 and provide a recommendation to the full Board the same day.

The Park Board deferred this item on November 1, 2018 to the November 15, 2018 meeting.

This item will be scheduled for City Council approval on November 28, 2018.

**STAFF RECOMMENDATION**

Staff recommends approval

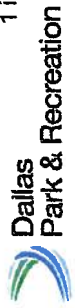
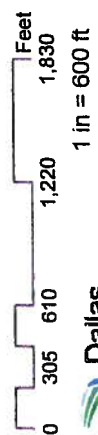
**MAPS**

Attached



District 7  
 Mapsco 46 K,P

**Fair Park Music Hall**  
 (909 1st Avenue)





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

**DATE:** November 15, 2018  
**COUNCIL DISTRICT(S):** 7  
**STAFF:** Louise Elam, (214) 670-5275

---

**SUBJECT**

Authorize Supplemental Agreement No. 1 to the design-build contract with Harrison, Walker & Harper, LP. for the design and construction of Fair Park Facility Improvements for Music Hall, located at 909 First Avenue for **(1)** additional architectural and engineering design services and an increase in the early construction package for an elevator and Americans with Disabilities Act improvements in the amount of \$723,556.00; and **(2)** an increase in the early construction package to add exterior lighting in the amount of \$610,000.00 for a total amount not to exceed \$1,333,556.00, from \$930,303.00 to \$2,263,859.00 – Financing: Fair Park Improvements (C) Fund **(item deferred on November 1, 2018)**

**BACKGROUND**

On June 27, 2018, City Council authorized a design-build services contract for pre-design and pre-construction services, an early construction package, and architectural and engineering services for the design and construction of Fair Park Facility Improvements for Music Hall located at 909 1st Avenue, African American Museum located at 3536 Grand Avenue and Aquarium Annex located at 1458 First Avenue in an amount not to exceed amount of \$930,303.00 by Resolution No. 18-0997. The original contract award included pre-design and pre-construction services and architectural and engineering services for the design and construction of the facility improvements at the Music Hall at Fair Park, African American Museum and Aquarium Annex. The original contract award also included an early construction package for the Music Hall in the amount of \$600,000.00 to address the needs for Americans with Disabilities Act (ADA) items and an ADA accessible elevator.

This action will authorize Supplemental Agreement No. 1 to the design-build contract with Harrison, Walker & Harper, LP. for **(1)** additional architectural and engineering design services and an increase in the early construction package for an elevator and ADA improvements at the Music Hall in the amount of \$723,556.00; and **(2)** an increase in the early construction package to add exterior lighting at the Music Hall in the amount of \$610,000.00, increasing the contract from \$930,303.00 to \$2,263,859.00.



Authorize Supplemental Agreement No. 1 to the design-build contract with Harrison, Walker & Harper, LP. for the design and construction of Fair Park Facility Improvements for Music Hall, located at 909 First Avenue for (1) additional architectural and engineering design services and an increase in the early construction package for an elevator and Americans with Disabilities Act improvements in the amount of \$723,556.00; and (2) an increase in the early construction package to add exterior lighting in the amount of \$610,000.00 for a total amount not to exceed \$1,333,556.00, from \$930,303.00 to \$2,263,859.00 – Financing: Fair Park Improvements (C) Fund – Page 2

## **BACKGROUND** (continued)

The design-build services contract will continue to assess, prioritize and provide design solutions for the following needs: (1) Music Hall at Fair Park: ADA improvements, water infiltration, roof leaks, new elevator, plumbing line repairs, carpeting and other repairs as identified by the assessment; (2) African American Museum: building sign, water infiltration, stage railing, carpeting, HVAC system, lighting, security and other repairs as identified by the assessment; (3) Aquarium Annex: exterior wall and window framing, ADA improvements, structural repairs, ceiling repairs, plumbing fixtures, HVAC replacement, fire alarm replacement, security system replacement and other repairs as identified by the assessment.

## **ESTIMATED SCHEDULE OF PROJECT**

Begin Construction	January 2019
Complete Construction	March 2019

## **PRIOR ACTION / REVIEW (COUNCIL, BOARDS, COMMISSION)**

On June 7, 2018, the Park and Recreation Board authorized a design-build services contract with Harrison, Walker & Harper, LP.

Information about this item was provided to the Quality of Life, Arts and Culture Committee on June 25, 2018.

On June 27, 2018, City Council authorized a design-build services contract for pre-design and pre-construction services, an early construction package, and architectural and engineering services for the design and construction of Fair Park Facility Improvements for Music Hall located at 909 First Avenue, African American Museum located at 3536 Grand Avenue and Aquarium Annex located at 1458 First Avenue by Resolution No. 18-0997.

On November 1, 2018, the Park Board voted to defer this item to the November 15, 2018 agenda.

## **FISCAL INFORMATION**

Fair Park Improvements (C) Fund - \$1,333,556.00

Original Design-Build Contract	\$ 930,303.00
Supplemental Agreement No. 1 (this action)	<u>\$1,333,556.00</u>
Total not to exceed	\$2,263,859.00

Authorize Supplemental Agreement No. 1 to the design-build contract with Harrison, Walker & Harper, LP. for the design and construction of Fair Park Facility Improvements for Music Hall, located at 909 First Avenue for (1) additional architectural and engineering design services and an increase in the early construction package for an elevator and Americans with Disabilities Act improvements in the amount of \$723,556.00; and (2) an increase in the early construction package to add exterior lighting in the amount of \$610,000.00 for a total amount not to exceed \$1,333,556.00, from \$930,303.00 to \$2,263,859.00 – Financing: Fair Park Improvements (C) Fund – Page 3

**M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<b>Contract Amount</b>	<b>Category</b>	<b>M/WBE Goal</b>	<b>M/WBE %</b>	<b>M/WBE \$</b>
\$1,333,556.00	Construction	25.00%	63.55%	\$847,520.00
This contract exceeds the M/WBE goal.				
This is a supplemental agreement. The overall M/WBE participation is 44.92%.				

**OWNER**

**Harrison, Walker & Harper, LP.**

Jordan Harper, Chief Executive Officer

**COMMITTEE ACTION**

The Planning and Design Committee will consider this item on November 1, 2018 and will present a recommendation to the Park and Recreation Board on the same day.

Information about this item will be provided to the Quality of Life, Arts and Culture Committee on December 10, 2018.

This item will be scheduled for City Council approval on November 28, 2018.

**STAFF RECOMMENDATION**

Staff recommends approval.

**MAPS**

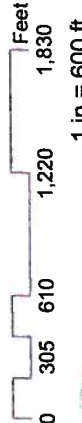
Attached



District  
7

Mapscop  
46 K,P

Fair Park Music Hall  
(909 1st Avenue)



Dallas  
Park & Recreation



**BID AGENDA APPROVAL COVER SHEET FOR CHANGE ORDERS AND SUPPLEMENTAL AGREEMENTS**

<b>Project Meets BID</b>	
<b>Requirements</b>	<b>Total M/WBE 63.55%</b>

**Prime:** Harrison Walker and Harper      Agenda Date: 11/14/2018  
**Project:** Music Hall Improvements SA #1      Prime Vendor #:      Review Date: 10/15/2018  
**Total Local:** \$178,240.00      Total Non-Local: \$1,155,316.00  
**Local**  
**Sub Vendor #**      Vendor Name      Cert. #      Dollar Amount      Percent  
                          GSR Andrade Architects, Inc.      HMMB60009Y0819      \$105,540.00      7.9142%  
                          Innovative Masonry      BMD42273Y0219      \$54,720.00      4.1033%  
                          Public Service Plumbing      WFWB99220Y0519      \$17,980.00      1.3483%  
                                              0.0000%  
                                              0.0000%  
                                              0.0000%  
                                              0.0000%  
**Total M/WBE**                     \$178,240.00      13.3658%  
**Non-M/WBE**                     \$0.00      0.0000%  
**Total Local**                     \$178,240.00      13.3658%

**Non-Local**  
**Sub Vendor #**      Vendor Name      Cert. #      Dollar Amount      Percent  
                          GST Manufacturing      WFWB5228Y0519      \$40,580.00      3.0430%  
                          Madden Electric      WFWB70846N0619      \$623,700.00      46.7697%  
                          Genesis Fire Protection      WFWB38892N0219      \$5,000.00      0.3749%  
**Total M/WBE**                     \$669,280.00      50.1876%  
**Non-M/WBE**                     \$486,036.00      36.4466%  
**Total Non-Local**                     \$1,155,316.00      86.6342%  
**Total Action**                     \$1,333,556.00      100.0000%  
**Total Contract (including)**                     \$2,263,859

**TOTAL M/WBE PARTIC**      This Action      Participation to Date

**BID AGENDA APPROVAL COVER SHEET FOR CHANGE ORDERS AND SUPPLEMENTAL AGREEMENTS**

	\$	%	\$	%
African American	\$54,720.00	4.10%	\$54,720.00	2.42%
Hispanic	\$105,540.00	7.91%	\$269,875.00	11.92%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$705,240.00	52.88%	\$692,260.00	30.58%
<b>Total</b>	<b>\$865,500.00</b>	<b>64.90%</b>	<b>\$1,016,855.00</b>	<b>44.92%</b>



**CITY OF DALLAS  
CONTRACTOR'S AFFIDAVIT  
SCHEDULE OF WORK AND ACTUAL PAYMENT FORM**

Project Name: Facility Interior & Exterior Improvements to Music Hall - Supplemental Agreement #1

Design/Build Contract No. PKR-2018-00006532  
Bid/Contract #: Resolution No. 18-0997

**Instructions:**

Column 1: List type of work to be performed by Prime and 1st tier subcontractors.

Column 2: City of Dallas Vendor Number for Prime and Subcontractors/Suppliers (if none, register online: [www.bids.dallascityhall.org](http://www.bids.dallascityhall.org)). ALL Prime and Subcontractors/Suppliers must be registered with the City of Dallas.

Column 3: List name of firm; M/WBE Certification Number (if applicable).

Column 4: List firm(s); contact name; address; telephone number.

Column 5: List ethnicity of firm(s) owner as B=African American; H=Hispanic; I=Asian Indian; N=Native American; P=Asian Pacific; W=Woman; NON=other than M/WBE.

Column 6: Indicate firm's location as L=local (within Dallas county limits); N=Non-local (Outside Dallas county limits).

Column 7: Indicate dollar amount of value of work for the Prime contractor, subcontractors, and suppliers.

Column 8: Indicate percentage of total contract amount.

Column 9: Indicate total payments to date.

Column 10: Indicate payments during current pay period.

Type of Work	City of Dallas Vendor Number	Name of Firm & M/WBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)	
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	
Design Build Construction Services	513339	Harrison Walker and Harper, LP	Randall Stanley 2510 S. Church St., Paris, TX 75461	NON	N	\$486,036.00	36.45%	\$		
<b>Notes: Original GMP + Supplemental Agreement #1 Music Hall Interior &amp; Exterior SOW</b>										
Architectural and Engineering Design & Coordination	249709	GSR Andrade Architects, Inc. HMMB6009Y0819	Robert Croysdale 4121 Commerce St. #1, Dallas, TX 75226 (214) 824-7040	H/M	L	\$ 105,540.00	7.91%	\$		
<b>Notes: Original GMP + Supplemental Agreement #1 - Music Hall Interior SOW</b>										
Division 04 - Masonry	399592	Innovative Masonry Inc. HUB-1810561412900	1224 Stinnett Place Desoto, Tx (972)-223-5189	B	L	\$ 54,720.00	4.10%			
<b>Notes: Supplemental Agreement #1 - Music Hall Interior SOW</b>										
Division 05 - Steel	512261	GST Manufacturing WFWB64559Y0317	4201 Janada St Haltom City, Tx 76117 (617)-520-2320	W	N	\$ 40,580.00	3.04%			
<b>Notes: Supplemental Agreement #1 - Music Hall Interior SOW</b>										



Type of Work	City of Dallas Vendor Number	Name of Firm & M/WBE Certification (if Applicable)	Contact Name Address, City, State, Zip & Tel. Number	Type of Firm	L or N	Value of Work (\$)	Percent (%)	Payments to Date (\$)	Payment this Period (\$)
Division 15 - Plumbing	516973	Public Service Plumbing - M/WBE-WFWB99220Y0519	5610 Dyer Street Dallas, TX 75206 (214)363-4477	W	L	\$ 17,980.00	1.35%		
Notes: Supplemental Agreement #1 - Music Hall Interior SOW									
Division 16 - Electrical	67307	Madden Electric - WBE-WFWB62897N0317	9870 North Poetry Lane, Terrell, Texas 75160 (214)221-0151	W	N	\$ 623,700.00	46.77%		
Notes: Supplemental Agreement #1 - Music Hall Interior & Exterior SOW <i>WFWB 70204010619</i>									
Division 21 - Fire Sup	49683	Genesis Fire Prot. M/WBE-WFWB38892N0219	330 W Simonds Rd Seagoville, Tx 75159 (972) 287-9836	W	L	\$ 5,000.00	0.37%		
Notes: Supplemental Agreement #1 - Music Hall Interior SOW									
Notes:					L		0.00%		
Notes:							0.00%		
Notes:							0.00%		
						Total Bid Amount:	\$ 1,333,556.00	100.00%	\$ -

[Note: Totals and Percentages will automatically calculate.]

The undersigned intends to enter into a formal agreement with the subcontractors listed, conditioned upon being awarded the City of Dallas contract. If any changes are made to this list, the Prime contractor must submit to the City for approval a revised schedule with documented explanations for the changes. Failure to comply with this provision could result in termination of the contract, sanctions against the Prime contractor, and/or ineligibility for future City contracts.



Officer's Signature: \_\_\_\_\_ Title: VP - Construction

Printed Name: Tim Glenn Date: October 11, 2018

Company Name: Harrison Walker and Harper, LP

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

**AGENDA DATE:** November 15, 2018  
**COUNCIL DISTRICT:** 3  
**STAFF:** Louise Elam, (214) 670-5275  
**MAPSCO:** 61 B, M

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**SUBJECT**

Authorize **1)** adoption of the Master Plan for the un-named park land containing the Sharrock Niblo Historic Overlay site located at 6900 Grady Niblo Road and **2)** approve the placeholder name for the park land as “Sharrock Family Homestead Park”, located at 6900 Grady Niblo Road – Financing: No cost consideration to the City

**BACKGROUND**

This item authorizes the adoption of the 2018 Park Master Plan for the Sharrock Niblo Historic Site. The Master Plan was commissioned by the Dallas Park and Recreation at the request of the neighborhood representatives from the area around the park land. The current Master Plan was finalized by Quimby McCoy Preservation Architects and Studio Outside Landscape Architects.

The future park site was originally obtained as a donation from Marlin Atlantis White Ltd. in December 2006. The original site donation was 25.58 acres and was followed in October 2008 by a donation of an additional 8.154 contingent acres. City Council designated 2.93 acres within the total 33.734 acres as The Sharrock-Niblo Historical Overlay District #143 in January 2013. This Historic Overlay District included the 1847 log cabin that was restored in December 2016 and a barn of the same vintage which is funded for restoration in the 2017 Bond program.

The site has been designated a State Historical Site and is listed on the National Register of Historic Places. Both honors are designated with plaques on the site placed June 2017.

This action would also approve “Sharrock Family Homestead Park” as a placeholder name for the park, per the Park and Recreation Board Park Naming Policy for placeholder names. The Sharrock family were the original 1846 settlers of this tract of land located in Southwest Dallas.

### **PRIOR ACTION/REVIEW**

The original professional services contract with Quimby McCoy Preservation Architecture, LLP was authorized by Council on September 13, 2006, by Resolution No. 06-2375, for an archaeological survey, historic structures report, Historic American Building Survey, park development plan and the preparation of a City of Dallas Landmark Designation report for Sharrock-Niblo Property located at the southwest corner of Grady Niblo Road and Kiwanis Road, in an amount not to exceed \$101,532.63.

On August 8, 2012, City Council authorized Supplemental Agreement No. 2 to the professional services contract with Quimby McCoy Preservation Architecture, LLP, for survey, landscape architecture and structural services for a construction document package for bidding for further State and National Historic Registry of the site at Sharrock-Niblo Park in an amount not to exceed \$74,385.00, from \$101,532.63 to \$175,917.63 by Resolution No. 12-1911.

On February 15, 2018, Supplemental Agreement No. 5 to the professional services contract with Quimby McCoy Preservation Architecture, LLP, in an amount not to exceed \$103,310, from \$229,206.63 to \$332,516.63, was approved for the third phase of the Park Master Plan; design, construction documents, procurement and construction administration phases for the disassembly/reassembly and new foundation for the historic barn structure at the future Sharrock-Niblo Park.

### **FISCAL INFORMATION**

No cost consideration to the City

### **COMMITTEE ACTION**

The Park and Recreation Board will consider this item on November 15, 2018.

This item does not require Council action.

### **STAFF RECOMMENDATION**

Staff recommends approval.

### **MAP**

Attached





# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
No. 11: 02-2009-01

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## I. Preamble

This policy is promulgated pursuant to Chapter XVII of the Dallas City Charter and Section 32-11 of the Dallas City Code. This policy applies to the naming of City of Dallas Parks, Recreation Centers and Components by the Dallas Park and Recreation Board and is not intended to limit the authority of the Dallas City Council in such matters. This policy is not applicable to, nor intended to alter or affect, current or future written agreements with the City that contain naming provisions, nor are such agreements required to comply with this policy, nor does this policy apply to testamentary gifts containing naming conditions.

Parks are a core asset of the City, adding open space, enrichment, activities, historical context, preservation, and natural beauty to the neighborhood, community, and region. It is not the intent of this policy to promote constant renaming of Parks, nor the systematic selling of naming opportunities for commercial purposes.

If an Official Naming or Renaming is deemed justified and appropriate, this policy will guide the Park and Recreation Board. Nothing in this policy confers any right to a particular name to any individual or entity and nothing in this policy requires the Board to accept a proposed name merely because it is not specifically prohibited by this policy. Instead the Board should, in each instance, use its collective judgment, guided by this policy, to determine what is best for the City of Dallas.

## II. Definitions

**"Park"** means, for purposes of this policy only, any real estate that is owned, managed, leased, or otherwise under the control of the Park and Recreation Department for purposes of providing park, recreation, or open space services and for which the City of Dallas has naming authority.

**"Recreation Center"** means a building or structure located within a Park, with the primary purpose of providing recreational programming and other community activities. Naming of Recreation Centers shall be pursuant to the provisions of this policy dealing with Recreation Centers and not as a Development Component of a Park. Both the Recreation Center and Recreation Center Components may be renamed pursuant to the Redevelopment Exception described in this policy.



# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
No. 11: 02-2009-01

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**“Official Name”** means a name given by the Park and Recreation Board and/or City Council on a long-term basis. All naming opportunities contained in this policy shall result in the Park, Recreation Center, or Component being **“Officially Named.”** Once an **“Official Naming”** has occurred a name can only be changed pursuant to the criteria set forth herein for renaming a Park.

**“Placeholder Name”** means a name that is temporary in nature and can be changed at any time. Parks that have not been Officially Named, are considered to have a **“Placeholder Name.”** A Placeholder Name may be replaced by another Placeholder Name prior to a Park’s being Officially Named. Unless specifically stated otherwise, the name given a Park when it is first accepted by the City of Dallas, shall be a Placeholder Name.

**“Board”** means the Park and Recreation Board of the City of Dallas, Texas.

**“Department”** means the Park and Recreation Department of the City of Dallas, Texas.

**“Director”** means the senior executive within the Department.

**“Exclusive Park Naming Opportunity”** means the opportunity for a donor to name a Park and all of its Development Components, including the right to pass the naming opportunity for one or more such Components back to the City or to a specific third party, or to leave such Components unnamed (in which case such Components shall remain unnamed, except pursuant to the Redevelopment Exception described in this policy).

**“Park-Only Naming Opportunity”** means the opportunity for a donor to name a designated Park, but not its Development Components. At this level of naming opportunity, the Development Components may be named separately by the City or other donors. Both the Park and Development Components may be renamed pursuant to the Redevelopment Exception described in this policy.



# Park and Recreation Board Policy



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“Center Naming Opportunity” means the opportunity for a donor to name a designated Recreation Center (but not its Recreation Center Components). At this level of naming opportunity, the Recreation Center Components may be named separately by the City or other donors. Both the Recreation Center and Recreation Center Components may be renamed pursuant to the Redevelopment Exception described in this policy.

“Park Component” means a facility or amenity within a Park including, but not limited to, a playground, sports field, pavilion, aquatics facility, bridge, or trail. Park Component does not include a Recreation Center.

“Recreation Center Component” means a sub-part within a Recreation Center including, but not limited to, a fitness center, gymnasium, or multi-purpose room.

“Component” means a Park Component, a Recreation Center Component, or both.

“Signatures of Residents” means signatures of residents living in the affected area which have been collected and verified in the manner prescribed for petitions in Dallas City Charter, Chapter IV, Section 12. Residents signature, zip code, and address must be on petition for verification purposes.

“Community Group” means an established, formally organized, and operating association of members of a community which is generally recognized in that community and conducts civic or charitable activities (e.g., a neighborhood association).

“Processing Fee” means all fees associated with the process of Renaming a Park, Trail (or portion thereof), Recreation Center, or Component; including public notices, replacing Park/Facility signage, etc.

**III. General Naming Policies. All naming opportunities provided in this policy are subject to the following requirements.**

# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
No. 11: 02-2009-01

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- A. Official Naming Duration** - The duration of an Official Name shall be deemed, in all cases, to be 60 years unless a shorter or longer period is specifically stated in the Board's naming or renaming official action. An exception to the 60-year duration policy may be granted by the Board for extraordinary circumstances, such as financial contributions which are, in the opinion of the Board, substantially greater than the prescribed values referenced in this policy.
- B. Duplicate Name** - The Board will not consider names which duplicate the identical name of another Park, Trail (or portion thereof), or Recreation Center.
- C. Placeholder Names** - Newly acquired or donated properties with no official naming request shall be given a placeholder name in conjunction with the Board agenda item accepting the donation, authorizing the purchase, transferring the title or authorizing the management of the property under a long-term use agreement with another entity. Geographical and street based names will be given priority when assigning placeholder names. The Director shall propose the placeholder name, subject to approval of the Board.
- D. Current Name** - The Board shall consider the history and longevity of the current name of the Park, Trail (or portion thereof), or Recreation Center, along with the value of the current name in the community, when considering the Official Naming or Renaming of a Park, Trail (or portion thereof), or Recreation Center.
- E. Renaming** - The Board may rename a Park, Trail (or portion thereof), Recreation Center, or Component originally named for a corporation or commercial entity should that corporation or entity cease to exist, regardless of the time since the naming of the Park, Trail (or portion thereof), Recreation Center or Component. In the event of a corporate merger or name change, the Board may consider a request to rename the Park, Trail (or portion thereof), Recreation Center, or Component accordingly, regardless of the time since the naming of the Park, Trail (or portion thereof), Recreation Center, or Component. The entity requesting the name change will be responsible for all associated costs (as previously stated in the Preamble, Section 1).

# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
No. 11: 02-2009-01

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- F. Renaming for Cause** - The Board may rename a Park, Trail (or portion thereof), Recreation Center, or Component (regardless of the time since its previous naming) that carries the name of an individual or corporation which has become linked to criminal activity, bad behavior, or otherwise become offensive to prevailing community standards to a degree that justifies, in the judgment of the Board, such renaming. No consideration will be given to rename a Park, Trail (or portion thereof), Recreation Center, or Component renamed for cause to the previously held name.
- G. Redevelopment Exception** - Any other provisions of this policy notwithstanding, the Board may rename a Park, Trail (or portion thereof), Recreation Center, or Component if, in the opinion of the Director, the Park, Trail (or portion thereof), Recreation Center, or Component has reached the end of its useful life or is otherwise in need of redevelopment, replacement, or rehabilitation.
- H. Accepting Donated Property** - The Department is not obligated to accept any property that does not meet the needs of the Park system. When considering whether to accept donated property or funding to build a new Park, Trail (or portion thereof), Recreation Center, or Components, Department staff will determine whether the proposed donation is consistent with the Department's need within the Park system.
- I. Level of Naming Opportunity** - To determine what level of naming opportunity is available, the percentage of the total project cost represented by a monetary contribution or property donation shall be calculated at the time of the property donation or monetary contribution and any subsequent change in value or project cost shall not alter what level of naming opportunity is available.
- J. Required Governmental Mitigation** - Donations made pursuant to required governmental mitigation do not qualify for naming opportunities under this policy.
- K. Park Board Authority** - The Board retains the authority, in its sole discretion, to determine if a proposed Naming or Renaming under this policy is in the best interest of the City of Dallas and all Naming and Renaming proposals are strictly subject to the due consideration and approval of the Board.

# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
No. 11: 02-2009-01

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## IV. Park Naming Policies

### A. Monetary Contribution and/or Donated Real or Personal Property

When a Park and/or Trail (or portion thereof) is eligible for Official Naming or Renaming, the Park Naming Opportunity shall be considered for a mutually agreed upon monetary contribution, real property donation, personal property donation, or a combination of the above; subject to approval of the Park and Recreation Board.

### B. Non-Financial Contribution

When a Park and/or Trail (or portion thereof) is eligible for Official Naming or Renaming, an established community group may ask the Board to Officially Name or Rename for (i) an historical figure, (ii) a state, local, or national leader, (iii) an individual or group, or (iv) an event or concept whose exceptional contributions to the betterment of the community and/or the Park system is worthy of such recognition.

1. The community group must provide an application with compelling information to the Board to consider the name change and the proposed name must comply with this policy.
2. To consider renaming a Park and/or Trail (or portion thereof) for an individual, the community group must present evidence to the Board that the request meets the following criteria.
  - a) The individual has been deceased at least 24 months or is 70 years of age or older and not a member of the Board or the Dallas City Council for the 24-month period preceding the request.
  - b) The individual contributed direct and significant service for the betterment of the community and/or the Park system for more than 25 years or two-thirds of the person's life span.
  - c) The request represents a consensus of the neighborhood as defined in paragraph 4 below.

# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
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3. Consensus of the neighborhood will be demonstrated as follows.
  - a) Provide at least 200 signatures of residents living within a ½-mile service radius, or 50% of residents living within the same radius (whichever is less), of a Mini-Park or Neighborhood Park in support of the Park name change.
  - b) Provide at least 600 signatures of residents living within a 2-mile service radius, or 50% of residents living within the same radius (whichever is less), of a Community Park in support of the Park name change.
  - c) Provide at least 1,000 signatures of City of Dallas residents from throughout the city in support of the Metropolitan, Regional, or Signature Park name change.
4. Park and Recreation staff will evaluate the name change request. Such evaluation may include but is not limited to the following.
  - a) Research the historical figure, event, concept, state, local or national leader, individual, or group to verify that the exceptional contributions are worthy of such recognition.
  - b) Check the validity and number of signatures provided and the process by which they were collected.
  - c) Post the requested name change at the affected Park for 45 days. During this time, public comments will be collected via mail, email, and website.
  - d) Conduct a community meeting and hold a non-binding poll of attendees to determine community interest in name change.
5. Any name selected under this Section is subject to the guidelines set out in Section III.

# Park and Recreation Board Policy



City of Dallas

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6. The Board will consider the request and will determine, by vote, to Officially Name or Rename a Park for an historical figure; a state, local or national leader; an individual or group; or an event or concept whose exceptional contributions towards the betterment of the community and/or the Park system is worthy of such recognition.
7. If the Board denies the request, it will not be reconsidered by the Board until at least one year after such denial.

## V. Recreation Center Naming Policies

### A. Monetary Contribution and/or Donated Real or Personal Property

When a Recreation Center is eligible for Official Naming or Renaming, the Center Naming Opportunity shall be considered for a mutually agreed upon monetary contribution, real property donation, personal property donation, or a combination of the above; subject to approval of the Park and Recreation Board.

### B. Non-Financial Contribution

When a Recreation Center is eligible for Official Naming or Renaming, an established community group may ask the Board to Officially Name or Rename a Recreation Center for (i) an historical figure, (ii) a state, local or national leader, (iii) an individual or group, or (iv) an event or concept whose exceptional contributions to the betterment of the community and/or the Park system is worthy of such recognition.

1. The community group must provide an application with compelling information to the Board to consider the name change, and the proposed name must comply with this policy.
2. To consider renaming a Recreation Center for an individual, the community group must present evidence to the Board that the request meets the following criteria.
  - a) The individual has been deceased at least 24 months, or is 70 years of age or older and not a member of the Board or the Dallas City Council for the 24-month period preceding the request.



# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
No. 11: 02-2009-01

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- b) The individual contributed direct and significant service for the betterment of the community and/or the Park system for more than 25 years or two-thirds of the person's life span.
  - c) The request represents a consensus of the neighborhood as defined in paragraph 4 below.
3. Consensus of the neighborhood will be demonstrated by providing at least 600 signatures of residents living within a 2-mile service radius, or 50% of residents living within the same radius (whichever is less), of the Recreation Center in support of the Recreation Center name change.
4. Park and Recreation staff will evaluate the name change request. Such evaluation may include but is not limited to the following.
  - a) Research the historical figure, event, concept, state, local or national leader, individual, or group to verify that the exceptional contributions are worthy of such recognition.
  - b) Check the validity and number of signatures provided and the process by which they were collected.
  - c) Post the requested change at the affected Recreation Center for 45 days. During this time, public comments will be collected via mail, email, and website.
  - d) Conduct a community meeting and hold a non-binding poll of attendees to determine community interest in name change.
5. Any name selected under this Section is subject to the guidelines set out in Section III.
6. The Board will consider the request and will determine, by vote, whether to Officially Name or Rename a Recreation Center for an historical figure; a state, local or national leader; an individual or group; or an event or concept whose exceptional contributions towards the betterment of the community and/or the Park system is worthy of such recognition.
7. If the Board denies the request, it will not be reconsidered by the Board until at least one year after such denial.

# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
No. 11: 02-2009-01

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## VI. Component Naming Policies

**A. Accepting Development Components** - The Department is not obligated to accept any Park Component or Recreation Center Component that does not meet the needs of the Park system.

1. When considering whether to accept a donated Component, funding to build a new Component, or funding to renovate a Component, department staff will determine whether the proposal is consistent with the department's need within the Park system.
2. The Department will also consider the cost to maintain the Component and the level of financial support from the donor to provide for the ongoing maintenance of the Component.

**B. Component Naming** - Component Naming or Renaming may be proposed, subject to Board consideration and approval, as a result of (i) a financial contribution that is at least 50% of the sum of the value of the design, purchase, and installation of a new Component, or (ii) 100% of the cost of any renovation of an existing Component, or (iii) some other financial contribution to the Park Department, unrelated to any specific Component, which the Board finds to be sufficiently substantial to merit a special naming opportunity for an unnamed Component. Under extraordinary circumstances, the Board may grant an exception to the specific contribution thresholds stated in this paragraph. Components must have a total aggregate value of \$25,000 to be considered and must meet Park and Recreation Department amenity/design standards.

**C. Submitting a Component Name** - When a donor has acquired a Naming or Renaming opportunity for a Component pursuant to this policy but specifically declines to submit a name to the Board for consideration, or fails for a period of 6 months to submit a name to the Board for consideration, the Component will be deemed eligible for Naming or Renaming until the Board approves a future proposal.

# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
No. 11: 02-2009-01

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## VII. Fair Park Naming Policies

**A. Fair Park Historical Significance** - Fair Park is an exposition park of historical significance, and it shall be the policy of the Board to establish guidelines for the review and approval of naming requests to ensure the historical integrity of Fair Park. Officially Named Fair Park facilities are not eligible for renaming until after 60 years following the date of the Official Naming. If there is a deed restriction or such name is of special historical or geographic significance, the facility is not eligible for Renaming.

**B. Present Names of Facilities** - The criteria set forth herein shall have no bearing on the present names of Fair Park facilities.

1. Fair Park has been designated as a City of Dallas Historic Overlay District, State Archeological Landmark, National Register Historic District, and National Landmark District. The addition of monuments, markers, sculptures, plaques, frescoes, reliefs, statuary, and structures is discouraged for placement in the park, unless replacing items originally constructed for the Texas Centennial in 1936.
2. Official Naming or Renaming requests should be submitted in writing, with all supporting attachments and petitions, to the Director with a copy to the Assistant Director of Fair Park. A requested Board committee agenda date will only be considered if it is at least 30 days after the date the request was received by the Director.
3. The request must be accompanied by any historical data, historical designations, restrictions, and a compelling justification relating to the Official Naming or Renaming of a facility or component.
4. Department staff will research the history of the request to authenticate the appropriateness and validity of the name request.
5. Requests for building markers or plaques to display the requested name will be considered if they have minimal visual impact to the exterior of the building and are consistent with the history and development of the Park as well as the restoration of existing buildings, art work, and landscapes, subject to the review of the Fair Park Task Force of the Dallas Landmark Commission, if applicable.

# Park and Recreation Board Policy



City of Dallas

Title: Park Naming  
No. 11: 02-2009-01

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6. The appropriate committee of the Board shall review the requests for compliance with the terms of this policy and will forward the request and associated materials to the Fair Park Task Force of the Dallas Landmark Commission for review.
7. If the Board denies the request, it will not be reconsidered by the Board until at least one year after such denial.
8. If operation of the structure under consideration for Official Naming or Renaming is regulated by a lease agreement with the Office of Cultural Affairs, approval from the Cultural Affairs Commission must also be obtained as a prerequisite to Board approval.
9. Any name selected under this Section is subject to the guidelines set out in Section III.
10. If appropriate, the Board will consider the request and will determine, by vote, whether to Officially Name or Rename a facility or component in Fair Park.

## **REFERENCES**

Dallas City Code, Chapter IV, Section 12

## **ATTACHMENT A**

**NON-FINANCIAL CONTRIBUTION PARK NAMING PROCESS**

The Dallas City Code

**CHAPTER IV. ELECTIONS AND REFERENDUMS**

**SEC. 12. PETITION REQUIREMENTS.**

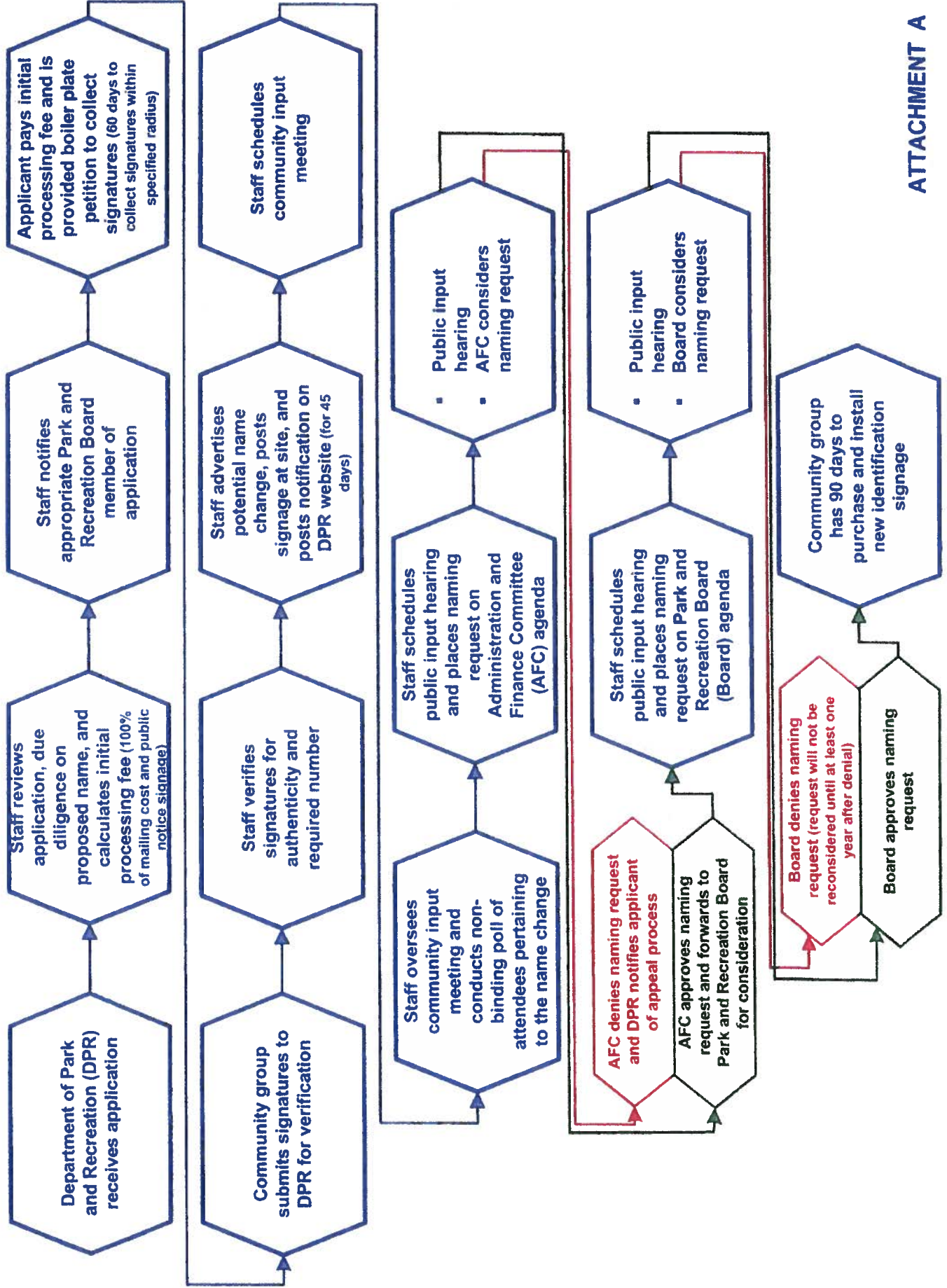
(a) To be valid, a petition submitted for the purpose of complying with an election process must comply with the Texas Election Code, as amended.

(b) Every person circulating a petition or page of a petition, other than a petition to place a candidate's name on the ballot, shall file with the city secretary an affidavit containing the person's name and address and a statement that:

- (1) the person circulated the petition;
- (2) the purpose was explained to each signer;
- (3) each signer freely provided all information required;
- (4) all statements contained in the petition are true; and
- (5) the person witnessed the affixing of each signature on the petition.

(Amend. of 4-2-83, Prop. No. 2; Amend. of 5-1-93, Prop. No. 6)

# NON-FINANCIAL CONTRIBUTION PARK NAMING PROCESS





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

**DATE:** November 15, 2018

**COUNCIL DISTRICT(S):** All

**STAFF:** John Jenkins, (214) 670-4073

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**SUBJECT**

Authorize adoption of the Park and Recreation Board Annual Report for Fiscal Year 2017-18 - Financing: No cost consideration to the City

**BACKGROUND**

Section 8-1.1 of the City Code requires each Board of the City of Dallas shall submit to the City Council an Annual Report. Attached is a draft of the Park and Recreation Board Annual Report for the period October 1, 2017 – September 30, 2018. The Park and Recreation Board is being requested to authorize submission of the Park and Recreation Board Annual Report to the City Council.

**FISCAL INFORMATION**

No cost consideration to the City.

**STAFF RECOMMENDATION**

Staff recommends approval.

**ATTACHMENT**

Prior to the meeting, a copy will be provided to the Board.



# Park and Recreation Board

Annual Report | FY 2017-2018  
October 1, 2017 – September 30, 2018



City of Dallas



Dallas Park & Recreation

**Park and Recreation Board**  
**Established by Dallas City Charter**  
**1905**

**Park and Recreation Department**  
**1500 Marilla Street, Ste. 6FN**  
**Dallas, TX 75201**  
**(214) 670-4100**  
**[www.dallasparks.org](http://www.dallasparks.org)**

## **Park and Recreation Board**

Place 15, Robert Abtahi, President  
Council District 1, Barbara A. Barbee  
Council District 2, Jesse Moreno,  
Council District 3, Taylor Toyne  
Council District 4, Harrison Blair  
Council District 5, Yolanda F. Williams  
Council District 6, Tim Dickey  
Council District 7, Sonya Woods  
Council District 8, Bo Slaughter  
Council District 9, Becky Rader  
Council District 10, Robb P. Stewart, Vice President  
Council District 11, Jeff Kitner  
Council District 12, Rodney Schlosser  
Council District 13, Calvert Collins-Bratton  
Council District 14, Paul Sims

**Park and Recreation Department Director**  
Willis C. Winters, FAIA

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## **Jurisdiction/Authorization**

The Park and Recreation Board is a quasi-legislative Board established by the Dallas City Charter, Chapter XVII.

In 1905, revisions to the City of Dallas Charter created a Park and Recreation Department to be administered by the Park and Recreation Director under the supervision of the Park and Recreation Board. The Board has fifteen members, the number equal to the number of members on the City Council. Each City Council member and the Mayor appoint a person to the Park Board. The Mayor appoints the Park Board President from among the confirmed Park Board members, subject to ratification by a majority of the City Council. The Park and Recreation Board members have jurisdiction over the control, management and maintenance of the public parks of the city, with power to acquire, in the name of the city, land for park purposes.

## **Mission**

To champion lifelong recreation and serve as responsible stewards of the city's parks, trails and open spaces.

## **Vision/Guiding Principles**

A comprehensive system of parks, trails, open spaces and recreational facilities that sustains, inspires and invigorates.

## **Subcommittees**

### **Administration and Finance Committee**

This subcommittee is responsible for providing recommendations to the full board and oversight of items pertaining to the financial, administrative and policy-making functions of the Park and Recreation Department.

*The committee consisted of Rodney Schlosser, Chair; Yolanda F. Williams, Co-Chair; Harrison Blair; Calvert Collins-Bratton; Robb P. Stewart; Taylor Toynes; Sonya Woods.*

### **Planning and Design Committee**

This subcommittee is responsible for providing recommendations to the full board and oversight of items pertaining to engineering, architectural, consultant and construction contracts, land acquisition, sale of park land, park development and master plans, development and inter-local agreements.

*The committee consisted of Jesse Moreno, Chair; Becky Rader, Co-Chair; Barbara A. Barbee; Timothy W. Dickey; Jeff Kitner; Paul Sims; Ernest "Bo" Slaughter.*

## **Ad Hoc Committees**

### **Employee Hearing Tribunal**

The Tribunal provides the final ruling for employees who appeal disciplinary actions which resulted in a demotion or discharge. No hearing tribunals were held in fiscal year 2017-2018.

### **Marketing Committee**

The Marketing Committee is responsible for vetting and oversight of the marketing consultant recommendations pertaining to marketing and providing recommendations to the full Board.

### **Director's Performance Review Committee**

The Director's Performance Review Committee is responsible for reviewing the annual performance of the Director as leader of the department and providing a recommendation to the full Board.

*The committee consisted of Robert Abtahi, Chair; Barbara A. Barbee; Becky Rader; Ernest "Bo" Slaughter; Yolanda F. Williams*

### Strategic Directions Identified in the Department's Strategic Plan for FY 2017-2018

- Ensure adequate park land to accommodate future growth
- Continue to implement the "Circuit Trail" to create a more connected and active community
- Use a community service area approach to better leverage recreation center resources and enhance the delivery of recreation programming
- Create a more financially sustainable park system
- Build and strengthen partnerships to create a more sustainable park system
- Promote the synergy between parks and economic development to enhance the recreational experience
- Improve marketing and communication to enhance park operations and user satisfaction
- Collaborate on the realization of the vision of the Trinity River Corridor as Dallas' premier open space
- Promote interpretation and education of the historic, cultural, and natural resources in parks
- Emphasize design excellence and sustainability in parks and facilities
- Elevate the environmental profile of the park system
- Ensure that staff capabilities match department needs
- Continue to enhance safety and security in all parks and facilities

### Strategic Plan Accomplishments

- ***Ensure adequate park land to accommodate future growth***
  - The first phase of the aquatics master plan implementation was initiated
  - Construction began for Pacific Plaza
  - Advocated for sufficient funding in capital improvement program to address needs. Bond program was approved, and final allocation was significantly higher than original recommendation
  - Received City Council approval of the park land dedication ordinance on June 27, 2018
  - Increased percentage of residents who live within a 10-minute walk of a park or open space to 60%
  - Approved two **Inter-Local Agreements with local school districts** that would allow the development of neighborhood parks on school campuses located within "park deserts" to address TPL's national Ten-Minute Walk initiative
    - ILA with Dallas Independent School District approved on February 14, 2018 – 25 school campuses identified
    - ILA with Richardson Independent School District approved on February 28, 2018 – 7 school campuses identified
- ***Continue to implement the "Circuit Trail" to create a more connected and active community***
  - Circuit Trail Conservancy was created and has led a successful fundraising effort of over \$20M and will provide match funding for bond program trail projects
  - Acquired easements and collaborated with Oncor to expand trails in utility rights-of-way
- ***Use a community service area approach to better leverage recreation center resources and enhance delivery of recreation programming***
  - Singing Hills Recreation Center replacement commenced. Fruitdale and Marcus Annex were reopened/repurposed for senior programming. Further, the Youth Boxing Center in North Lake Highlands was opened
  - Annual participation for the new senior division refocused on active and passive senior programming to serve a variety of recreation needs was 9,803 for FY17/18 (up from 9,159 in FY 16/17, and 1,989 in FY 15/16)



- ***Create a more financially sustainable park system***
  - Approved 2017-2019 department budget recommendation for City Council consideration
  - Awarded design contract for Aquatics Master Plan Phase II Implementation for four aquatic centers and six spray grounds
  - Awarded construction contracts for 3 new family aquatic centers at Kidd Springs, Lake Highlands North and Tietze Parks
  - Opened Regional Family Aquatic Centers at Crawford, Fretz Parks and Samuel Grand
  - Received approval by the Park and Recreation Board for the management agreement with Fair Park First on September 6, 2018
  - Approved \$2.3 million worth enhancements, including: the Senior Program, Zoo adjustment and MOUs with DISD and RISD
  - Received \$2.2 million in grants and donations
  
- ***Build and strengthen partnerships to create a more sustainable park system***
  - Received City Council approval of the Interlocal Agreements with DISD and RISD for 32 school sites to ensure sites are open and accessible for recreation use after school hours
  - Streamlined the partnership agreement process. New process has saved approximately 2 weeks
  - Received financial support by Jordan Spieth Family Foundation, The Lake Highlands Junior Women's League, The Lake Highlands Exchange Club, Lake Highlands Women's League and For the Love of the Lake to build the all-abilities playground at Flag Pole Hill Park
  - Strengthened the partnership with WellMed / Baylor Scott&White at the Juanita J. Craft Center
  
- ***Promote the synergy between parks and economic development to enhance the recreational experience***
  - Continued planning and investment in downtown parks (anticipated return of return-of-investment ROI 7:1)
  - Collaborated with TxDOT on the Southern Gateway Public Green Space project
  - Collaborated with Cienda Partners to develop conceptual plans for the deck park adjacent to the Dallas Zoo
  - Continued planning and coordination with stakeholder groups on the development of the Dallas Trail Network (anticipated 50:1 ROI)
  
- ***Improve marketing and communication to enhance park operations and user satisfaction.***
  - Branded a new logo for the Coves – the newly built regional aquatics centers
  - Incorporated new Park logo to website, marketing materials, vehicles and uniforms
  
- ***Promote interpretation and education of the historic, cultural, and natural resources in parks***
  - Redesigned and completed installation of updated Lagoon Informational signs identifying aquatic life and species
  - Created a major centerpiece display at EarthX that communicated the department's environmental and sustainability initiatives to a significant audience
  - Hosted and coordinated four BioBlitz events in parks, which utilized the i-Naturalist app and volunteer resources. The parks included Kiest Conservation Area, Emerald Lake, Crawford Memorial Park, and LB Houston Nature Area. A total of 169 participants made 4,223 verifiable observations, accounting for 860 species of flora and fauna
  - Hosted Oak Cliff Earth Day at Lake Cliff Park
  - Developed wayfinding and interpretive signage templates for soft surface trail heads and points of interest in the park system
  - Developed database of community partners and organizations to lead interpretive walks and programs throughout park system for a total of 13 programs held with a grand total of 264 participants

- ***Emphasize design excellence and sustainability in parks and facilities***
  - Received a Preservation Dallas award for the Juanita J. Craft Teen Technology Center
  
- ***Elevate the environmental profile of the park system***
  - Department implemented Park Maintenance and Operations' five-year major maintenance and equipment/fleet replacement schedules
  - Department executed three-year parking lot and athletic field maintenance schedules
  - Department developed Blackland Prairie land maintenance guidelines
  - Implemented feral hog trapping program
  
- ***Ensure that staff capabilities match department needs***
  - Supported Employee Advisory Committee (EAC) to improve communication internally and externally and resolve issues through a departmentally inclusive system
  - Authorized the Park Naming Policy
  - Completed Soar Like an Eagle Leadership Training for mid-level Managers in the department
  
- ***Continue to enhance safety and security in all parks and facilities***
  - Expanded park ranger program to increase visible surveillance and rules enforcement in parks. Park Ranger program staff increased by 2 positions and made 10,171 park visits in FY 17/18

**Summary of Recommendations**

The Park and Recreation Board held regular meetings on the first and third Thursdays of each month (July recess in accordance with Council Resolution 90-2673). The Board held 20 regularly scheduled meetings and one special called meeting during the fiscal year.

The Board considered authorizations and provided the following recommendations to the City Council:

Administrative Agreements	3
Change Orders	2
City Code/Ordinance Revisions	1
Comprehensive, Marketing and Strategic Plans	1
Concession Contracts	6
Construction Contract Awards	9
Development/Maintenance Agreements	18
Fee Authorizations	4
Funding Agreements	5
Grant Applications	4
Land Acquisitions	7
Master Plans	0
Memorandums of Understanding	3
Permit Requests	22
Plans and Specifications	6
Professional Services Contracts	15
Public Art Projects	9
Public Hearings	4
Purchasing	7
Policies	3
Resolutions	2
Trust Fund Reimbursements	0
Usage Agreements	12
<b>TOTAL</b>	<b>143</b>

**Goals for FY 2018-19**

The Park and Recreation Board is committed to serving the citizens of Dallas by continuing to provide management oversight through policies and legislative actions for the city’s parks and recreation facilities, programs and services.

The Board will complete planned actions in the coming year required to complete all Strategic Directions/Objectives.

**Strategic Directions Identified for FY 2018-2019**

- Ensure adequate parkland to accommodate future growth
- Continue to implement the "Circuit Trail" to create a more connected and active community
- Use a community service area approach to better leverage recreation center resources and enhance the delivery of recreation programming
- Create a more financially sustainable park system
- Build and strengthen partnerships to create a more sustainable park system
- Promote the synergy between parks and economic development to enhance the recreational experience
- Improve marketing and communication to enhance park operations and user satisfaction
- Collaborate on the realization of the vision of the Trinity River Corridor as Dallas' premier open space
- Promote interpretation and education of the historic, cultural, and natural resources in parks
- Emphasize design excellence and sustainability in parks and facilities
- Elevate the environmental profile of the park system
- Ensure that staff capabilities match department needs
- Continue to enhance safety and security in all parks and facilities



**DALLAS PARK AND RECREATION BOARD  
AGENDA SHEET**

**DATE:** November 15, 2018  
**COUNCIL DISTRICT(S):** All  
**STAFF:** John Jenkins, (214) 670-4073

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**SUBJECT**

Authorize adoption of the proposed 2018-2019 Park and Recreation Board Meeting Schedule - Financing: No cost consideration to the City

**BACKGROUND**

Sec. 8-2 of the Dallas City Code states each board shall determine the time and place of its meetings.

Sec. 2.1 of the Park Board Rules of Procedure states the Park Board shall meet in two legislative meetings per month or as the responsibilities of the Board necessitate. The Park and Recreation Board typically meet in regular session on the first and third Thursday of each month at 9:30 a.m. Some dates have been canceled, moved or adjusted.

This is a request for the Park and Recreation Board to authorize adoption of the proposed 2018-19 Park and Recreation Board Meeting Schedule. This item does not require City Council approval.

**FISCAL INFORMATION**

No cost consideration to the City.

**COMMITTEE ACTION**

This item will be considered by the full Park and Recreation Board.

**STAFF RECOMMENDATION**

Staff recommends approval.

**ATTACHMENTS**

2018-19 Proposed Park and Recreation Board Meeting Schedule





**DALLAS PARK AND RECREATION BOARD**  
**-PROPOSED - 2019 MEETING SCHEDULE**  
**DALLAS CITY HALL**  
**1500 MARILLA STREET - ROOM 6FN**  
**DALLAS, TEXAS 75201**

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January 3, 2019	No Scheduled Meeting
<b>January 10, 2019</b>	<b>REGULAR MEETING</b>
January 17, 2019	No Scheduled Meeting
<b>January 24, 2019</b>	<b>REGULAR MEETING (Retreat)</b>
January 31, 2019	5 <sup>th</sup> Week, No Meeting
February 7, 2019	No Scheduled Meeting
<b>February 14, 2019</b>	<b>REGULAR MEETING</b>
February 18-21, 2019	TRAPS CONFERENCE – El Paso
<b>February 28, 2019</b>	<b>REGULAR MEETING</b>
March 7, 2019	RECESS
March 14, 2019	RECESS
<b>March 21, 2019</b>	<b>REGULAR MEETING</b>
March 28, 2019	No Scheduled Meeting
<b>April 4, 2019</b>	<b>REGULAR MEETING</b>
April 11, 2019	No Scheduled Meeting
<b>April 18, 2019</b>	<b>REGULAR MEETING</b>
April 25, 2019	No Scheduled Meeting
<b>May 2, 2019</b>	<b>REGULAR MEETING</b>
May 9, 2019	No Scheduled Meeting
<b>May 16, 2019</b>	<b>REGULAR MEETING</b>
May 23, 2019	No Scheduled Meeting
May 30, 2019	5 <sup>th</sup> Week, No Meeting
<b>June 6, 2019</b>	<b>REGULAR MEETING</b>
June 13, 2019	No Scheduled Meeting
<b>June 20, 2019</b>	<b>REGULAR MEETING</b>
June 27, 2019	No Scheduled Meeting
July 4, 2019	RECESS
July 11, 2019	RECESS
July 18, 2019	RECESS
July 25, 2019	RECESS



**DALLAS PARK AND RECREATION BOARD**  
**-Proposed - 2019 MEETING SCHEDULE – PAGE 2**  
**DALLAS CITY HALL**  
**1500 MARILLA STREET - ROOM 6FN**  
**DALLAS, TEXAS 75201**

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<b>August 1, 2019</b>	<b>REGULAR MEETING</b>
August 8, 2019	No Scheduled Meeting
<b>August 15, 2019</b>	<b>REGULAR MEETING</b>
August 22, 2019	No Scheduled Meeting
August 29, 2019	5 <sup>TH</sup> Week, No Meeting
<b>September 5, 2019</b>	<b>REGULAR MEETING</b>
September 12, 2019	No Scheduled Meeting
<b>September 19, 2019</b>	<b>REGULAR MEETING</b>
September 24-26, 2019	NRPA - Baltimore
--September 29, 2019	Rosh Hashanah (Sunday – Tuesday)
October 3, 2019	No Scheduled Meeting
<b>October 10, 2019</b>	<b>REGULAR MEETING</b>
October 17, 2019	No Scheduled Meeting
<b>October 24, 2019</b>	<b>REGULAR MEETING</b>
October 31, 2019	5 <sup>th</sup> Week, No Meeting
<b>November 7, 2019</b>	<b>REGULAR MEETING</b>
November 14, 2019	No Scheduled Meeting
<b>November 21, 2019</b>	<b>REGULAR MEETING</b>
November 28, 2019	Thanksgiving Holiday
<b>December 5, 2019</b>	<b>REGULAR MEETING</b>
<b>December 12, 2019</b>	<b>REGULAR MEETING**</b>
December 19, 2019	No Scheduled Meeting
December 26, 2019	No Scheduled Meeting

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\*Texas Recreation and Park Society February 18, 2019 – February 22, 2019 (El Paso, Texas)

\*National Recreation and Park Association September 24, 2019 – September 26, 2019 (Baltimore, Maryland)

\*State Fair of Texas September 27, 2019 – October 20, 2019

\*\* If needed

**2019 PARK BOARD MEETING SCHEDULE**  
**PROPOSED**

**January 2019**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<b>1</b> New Year's Day - City Holiday	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b> PARK BOARD MEETING	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> M L King Day-City Holiday	<b>22</b>	<b>23</b>	<b>24</b> PARK BOARD MEETING	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>		

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
 COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**2019 PARK BOARD MEETING SCHEDULE**  
**PROPOSED**

<b>February 2019</b>						
<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
					<b>1</b>	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> PARK BOARD MEETING	<b>8</b>	<b>9</b>
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b> Presidents' Day - City Holiday	<b>19</b> TRAPS, EI Paso	<b>20</b> TRAPS, EI Paso	<b>21</b> TRAPS, EI Paso	<b>22</b> TRAPS, EI Paso	<b>23</b>
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b> PARK BOARD MEETING		

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
 COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**2019 PARK BOARD MEETING SCHEDULE**  
**PROPOSED**

**March 2019**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 Council Recess	7	8	9
10	11	12	13 Council Recess	14	15	16
17	18	19	20	21 PARK BOARD MEETING	22	23
24	25	26	27	28	29	30
31						

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
 COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**2019 PARK BOARD MEETING SCHEDULE  
PROPOSED**

**April 2019**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4 PARK BOARD MEETING	5	6
7	8	9	10	11	12	13
14	15	16	17	18 PARK BOARD MEETING	19 Good Friday / Passover begins	20
21 Easter Sunday	22	23	24	25	26	27 Passover ends
28	29	30				

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.



**2019 PARK BOARD MEETING SCHEDULE**  
**PROPOSED**

**May 2019**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<b>1</b>	<b>2</b> PARK BOARD MEETING	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b> Mother's Day	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b> PARK BOARD MEETING	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b> Memorial Day - City Holiday	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
 COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**2019 PARK BOARD MEETING SCHEDULE**  
**PROPOSED**

<b>June 2019</b>						
<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
						1
2	3	4	5	6 PARK BOARD MEETING	7	8
9	10	11	12	13	14	15
16 Father's Day	17	18	19	20 PARK BOARD MEETING	21	22
23	24	25	26	27	28	29
30						

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
 COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**2019 PARK BOARD MEETING SCHEDULE**  
**PROPOSED**

**July 2019**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b> Park Board Recess Per Resolution 90-2673 Passed August 22, 1990 Independence Day-City Holiday	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Park Board Recess Per Resolution 90-2673 Passed August 22, 1990	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b> Park Board Recess Per Resolution 90-2673 Passed August 22, 1990	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b> Park Board Recess Per Resolution 90-2673 Passed August 22, 1990	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>			

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
 COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**2019 PARK BOARD MEETING SCHEDULE  
PROPOSED**

**August 2019**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				<b>1</b> PARK BOARD MEETING	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> PARK BOARD MEETING	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**2019 PARK BOARD MEETING SCHEDULE**  
**PROPOSED**

<b>September 2019</b>						
<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
1	<b>2</b> Labor Day/Cesar E. Chavez Day - City Holiday	<b>3</b>	<b>4</b>	<b>5</b> PARK BOARD MEETING	<b>6</b>	<b>7</b>
8	<b>9</b>	<b>10</b>	<b>11</b> September 11 <sup>th</sup> Remembrance Day	<b>12</b>	<b>13</b>	<b>14</b>
15	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b> PARK BOARD MEETING	<b>20</b>	<b>21</b>
22	<b>23</b>	<b>24</b> NRPA Baltimore	<b>25</b> NRPA Baltimore	<b>26</b> NRPA Baltimore	<b>27</b> State Fair of Texas (Opening Day) 9/27-10/20	<b>28</b>
29 Rosh Hashana	<b>30</b> State Fair of Texas					

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
 COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**2019 PARK BOARD MEETING SCHEDULE**  
**PROPOSED**

**October 2018**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<b>1</b> State Fair of Texas	<b>2</b> State Fair of Texas	<b>3</b> State Fair of Texas	<b>4</b> State Fair of Texas	<b>5</b> State Fair of Texas
<b>6</b>	<b>7</b> State Fair of Texas	<b>8</b> Yom Kippur State Fair of Texas	<b>9</b> State Fair of Texas	<b>10</b> PARK BOARD MEETING State Fair of Texas	<b>11</b> State Fair of Texas	<b>12</b> State Fair of Texas
<b>13</b> State Fair of Texas	<b>14</b> State Fair of Texas Columbus Day	<b>15</b> State Fair of Texas	<b>16</b> State Fair of Texas	<b>17</b> State Fair of Texas	<b>18</b> State Fair of Texas	<b>19</b> State Fair of Texas
<b>20</b> State Fair of Texas	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b> PARK BOARD MEETING	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b> Halloween		

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.



**2019 PARK BOARD MEETING SCHEDULE**  
PROPOSED

**November 2019**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					<b>1</b>	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> PARK BOARD MEETING	<b>8</b>	<b>9</b>
<b>10</b>	<b>11</b> Veterans Day	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b> PARK BOARD MEETING	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b> Thanksgiving Day - City Holiday	<b>29</b> Day after Thanksgiving Day - City Holiday	<b>30</b>

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**2019 PARK BOARD MEETING SCHEDULE  
PROPOSED**

<b>December 2019</b>						
<b>Sunday</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
1	2	3	4	5 PARK BOARD MEETING	6	7
8	9	10	11	12 PARK BOARD MEETING ???	13	14
15	16	17	18	19	20	21
22 Hanukkah begins	23	24	25 Christmas day - City Holiday	26 Kwanzaa begins	27	28
29	30	31				

NOTE: BOARD MEETINGS START AT 9:30 AM - BOARD MEETINGS ARE HELD AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.  
COMMITTEE MEETINGS START AT 8:30 AM - AT DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN, DALLAS, TEXAS 75201. LOCATIONS SUBJECT TO CHANGE.

**DALLAS PARK AND RECREATION BOARD  
AGENDA SHEET**

**DATE:** November 15, 2018

**COUNCIL DISTRICT(S):** All

**STAFF:** John Jenkins, (214) 670-4073

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**SUBJECT**

Authorize adoption of the 2017-18 performance appraisal and salary increase for the Park and Recreation Director - Financing: Current Funds

**BACKGROUND**

An annual review of the Park and Recreation Director's performance is due with consideration of a salary increase. President Abtahi commissioned a five-member committee to meet and review the Director's annual performance.

On November 15, 2018, the Committee will present to the Park and Recreation Board its recommendation for approval and the official rating of the Director's performance of the past twelve months. Any merit rating that results in a salary increase will be financed from current General Funds.

**COMMITTEE-OF-THE-WHOLE**

On November 6, 2018, the Director's Performance Review Committee met to discuss the Director's 2017-18 performance evaluation.

On November 15, 2018, the Park and Recreation Board will discuss adoption of the 2017-18 performance appraisal as recommended by the Performance Review Committee, for the Park and Recreation Director.

**FISCAL INFORMATION**

Current Funds