



City of Dallas

PARK AND RECREATION BOARD AGENDA

**THURSDAY, JANUARY 12, 2017
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
214-670-4078**

- 8:00 am: Administration and Finance Committee, Room 6FS**
- 8:00 am: Planning and Design Committee, Room 6FN (Cancelled)**
- 9:00 am: Park and Recreation Board, Room 6FN**
- 12:00 pm: Marketing Committee, Room 6FN**

RECEIVED

2017 JAN -5 PM 3:45

CITY SECRETARY
DALLAS, TEXAS



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

(NOTICE OF MEETING)
DALLAS PARK AND RECREATION BOARD
ADMINISTRATION AND FINANCE COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FS
DALLAS, TEXAS 75201
THURSDAY, JANUARY 12, 2017
(8:00 A.M.)

AGENDA

ACTION ITEMS

PARK BOARD AGENDA ITEM NO. 3 - Norbuck Park (10) - Consider an alcohol permit request for Tanna Wood, with Racing Systems, to serve alcohol at a the Too Cold to Hold 5K Run at Norbuck Park located at 400 N. Buckner, on Sunday, January 29, 2017 from 6:00 a.m. – 12:00 p.m. - Estimated Revenue: \$3,850 [This is a recurring event]

PARK BOARD AGENDA ITEM NO. 4 - Park and Recreation Department (All) – Consider acceptance and deposit of \$142,992 from the WellMed Charitable Foundation, in accordance with the Park and Recreation Board Sponsorship Policy, for the purpose of sponsoring annual registration cards and monthly program enrollment fees for seniors age 60 and over – Financing: Donation

NON-ACTION ITEMS

1. Cedar Ridge Preserve Annual Report
2. Dallas Arboretum and Botanical Garden Annual Report
3. Texas Discovery Gardens Annual Report

Public Notice

17 00 2 1

POSTED CITY SECRETARY
DALLAS, TX



(NOTICE OF MEETING – PAGE 2)
DALLAS PARK AND RECREATION BOARD
ADMINISTRATION AND FINANCE COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FS
DALLAS, TEXAS 75201
THURSDAY, JANUARY 12, 2017
(8:00 A.M.)


Dawna M. Ray, Secretary
Park and Recreation Board

- c: Dallas Park and Recreation Board Members
Willis C. Winters, Director, Park and Recreation Board
John D. Jenkins, Deputy Director, Park and Recreation Department
Christine Lanners, Assistant City Attorney
Rosa A. Rios, City Secretary

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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RECEIVED

2017 JAN -5 PM 3:45

CITY SECRETARY
DALLAS, TEXAS



Amy W. Monier, Chair
Sean Johnson, Co-Chair
Celina Barajas
Lawrence P. Hochberg
Paul Sims
Robb P. Stewart
Yolanda F. Williams

(NOTICE OF MEETING CANCELLATION)
DALLAS PARK AND RECREATION BOARD
PLANNING AND DESIGN COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, JANUARY 12, 2017
(8:00 A.M.)

The Planning and Design Committee meeting of the Dallas Park and Recreation Board on Thursday, January 12, 2017 at Dallas City Hall, 1500 Marilla Street, Room 6FN, Dallas, Texas 75201 at 8:00 a.m., has been cancelled.

A handwritten signature in blue ink, appearing to read 'Dawna M. Ray'.

Dawna M. Ray, Secretary
Park and Recreation Board

c: Dallas Park and Recreation Board Members
Willis C. Winters, Director, Park and Recreation Board
Louise Elam, Assistant Director, Park and Recreation Department
Christine Lanners, Assistant City Attorney
Rosa A. Rios, City Secretary

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

Public Notice

170018

POSTED CITY SECRETARY
DALLAS, TX



(NOTICE OF MEETING CANCELLATION – PAGE 2)
DALLAS PARK AND RECREATION BOARD
PLANNING AND DESIGN COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, JANUARY 12, 2017
(8:00 A.M.)

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MEMORANDUM

RECEIVED

2017 JAN -5 PM 3:46

CITY SECRETARY
DALLAS, TEXAS



DATE: January 5, 2017

TO: Max W. Wells, President, and
Members of the Dallas Park and Recreation Board

SUBJECT: Notice of Regular Meeting – Thursday – January 12, 2017 – 9:00 a.m.
Dallas City Hall – 1500 Marilla Street – Room 6FN – Dallas, Texas 75201

A Regular Meeting of the Dallas Park and Recreation Board is scheduled on Thursday, January 12, 2017 at Dallas City Hall, 1500 Marilla Street, Room 6FN, Dallas, Texas 75201 at 9:00 a.m. A copy of the agenda is attached.


Dawna M. Ray, Secretary
Park and Recreation Board

- c: Barbara A. Barbee, Park Boardmember, Council District 1
- Jesse Moreno, Vice President, Council District 2
- Marlon Rollins, Park Boardmember, Council District 3
- Lawrence P. Hochberg, Park Boardmember, Council District 4
- Yolanda F. Williams, Park Boardmember, Council District 5
- Celina Barajas, Park Boardmember, Council District 6
- Sean Johnson, Park Boardmember, Council District 7
- Raquel A. Rollins, Park Boardmember, Council District 8
- Susan Rader, Park Boardmember, Council District 9
- Robb P. Stewart, Park Boardmember, Council District 10
- Amy W. Monier, Park Boardmember, Council District 11
- Rodney Schlosser, Park Boardmember, Council District 12
- Lawrence S. Jones, Park Boardmember, Council District 13
- Paul Sims, Park Boardmember, Council District 14
- Willis C. Winters, Director, Park and Recreation Department
- John D. Jenkins, Deputy Director, Park and Recreation Department
- Christine Lanners, Assistant City Attorney
- Rosa A. Rios, City Secretary

Public Notice

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POSTED CITY SECRETARY
DALLAS, TX

RECEIVED

DALLAS PARK AND RECREATION BOARD AGENDA

DALLAS CITY HALL

2017 JAN -5 PM 3:15 1500 MARILLA STREET, ROOM 6FN

DALLAS, TEXAS 75201

CITY SECRETARY THURSDAY, JANUARY 12, 2017

DALLAS, TEXAS

(9:00 A.M.)

MEETINGS:

8:00 am: Administration and Finance Committee – Room 6FS

8:00 am: Planning and Design Committee – Room 6FN (Meeting Cancelled)

9:00 am: Park and Recreation Board – Room 6FN

12:00 pm: Marketing Committee – Room 6FN

(Public Speakers sign in by 8:30 a.m.)

1. Speakers
2. Approval of Minutes of the December 15, 2016 Park and Recreation Board Meeting

CONSENT AGENDA (ITEMS 3-4)

ADMINISTRATION AND FINANCE COMMITTEE – MISCELLANEOUS

3. Norbuck Park (10) - Authorize an alcohol permit request for Tanna Wood, with Racing Systems, to serve alcohol at a the Too Cold to Hold 5K Run at Norbuck Park located at 400 N. Buckner, on Sunday, January 29, 2017 from 6:00 a.m. – 12:00 p.m. - Estimated Revenue: \$3,850 [This is a recurring event]
4. Park and Recreation Department (All) – Authorize acceptance and deposit of \$142,992 from the WellMed Charitable Foundation, in accordance with the Park and Recreation Board Sponsorship Policy, for the purpose of sponsoring annual registration cards and monthly program enrollment fees for seniors age 60 and over – Financing: Donation

BRIEFINGS

5. Texas Open Meetings Act Briefing:
City Attorney's Office, City of Dallas
6. Tennis Centers Program Overview and Contract Status Update:
John Jenkins, Deputy Director, Park and Recreation Department
7. Dallas Park and Recreation Strategic Plan Update and 2017 Work Plan:
Ryan O'Connor, Senior Park Manager, Park and Recreation Department

DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 2
DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, JANUARY 12, 2017
(9:00 A.M.)

OTHER/NON-ACTION ITEMS

8. 2017 Bond Program Update
9. FY 2016-17 Budget Update
10. Committee Reports
11. Park and Recreation Board Members Liaison Reports: Audubon Dallas/Cedar Ridge Preserve, Cultural Affairs Commission, Dallas Arboretum and Botanical Society, Dallas Zoological Society, Downtown Dallas, Inc./Downtown Parks, Friends of Fair Park, The Friends of Katy Trail, Lee Park and Arlington Hall Conservancy, State Fair of Texas, Texas Discovery Gardens, The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, The Woodall Rodgers Park Foundation/Klyde Warren Park
12. Announcements – Upcoming Park and Recreation Department Events
13. Next Park and Recreation Board Regular Meeting: Thursday, January 26, 2017
14. Adjournment

A closed session may be held if the deliberation on any agenda item concerns one of the following:

1. Contemplated or pending litigation or matters where legal advice is requested of the City Attorney. Section 551.071 of Texas Open Meetings Act (T.O.M.A.)
2. The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.072 of the T.O.M.A.
3. A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the T.O.M.A.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the T.O.M.A.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the T.O.M.A.
6. Deliberations regarding Economic Development negotiations. Section 551.087 of the T.O.M.A.

DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 3
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DRAFT

Park and Recreation Board
Dallas City Hall
1500 Marilla Street – Room 6FN
Dallas, Texas 75201
December 15, 2016 – 9:00 A.M.

Regular Meeting: Max W. Wells, President, presiding

Present: Max W. Wells, President; Jesse Moreno, Vice President; Celina Barajas, Barbara A. Barbee, Lawrence P. Hochberg, Sean Johnson, Lawrence S. Jones, Amy W. Monier, Susan Rader, Marlon Rollins, Raquel A. Rollins, Rodney Schlosser, Paul Sims, Yolanda F. Williams – 14

Absent: Robb P. Stewart - 1

President Wells convened the regular meeting at 9:03 a.m. A quorum of the Board was present.

Agenda Item 1. Speakers:

1. Steve Zaccagnini regarding Pacific Plaza.
2. Ron Lusk regarding Pacific Plaza.
3. Jeff Jones regarding Pacific Plaza.
4. Charles Liesor regarding Pacific Plaza and Dallas 4P Park Foundation.
5. Kevin Sellers regarding Pacific Plaza
6. Ken Carter regarding Pacific Park.
7. Robert Kent regarding Pacific Plaza.

PARK AND RECREATION BOARD – ITEM FOR INDIVIDUAL CONSIDERATION

Agenda Item 11. Pacific Plaza (14) – A motion by Jesse Moreno, seconded by Barbara Barbee, to authorize the Park and Recreation Department to begin final negotiations with Pacific Plaza, LLC to enter into (1) a development agreement with Pacific Plaza, LLC, a Texas limited liability company wholly owned by Parks for Downtown Dallas (“PfDD”), for the design and construction of a public park currently named Pacific Plaza; and (2) an operating endowment agreement with Parks for Downtown Dallas which will assist in funding the annual operating and maintenance of Pacific Plaza - Financing: No cost consideration to the City, was carried. The vote was unanimous.

BACKGROUND

Pacific Plaza was identified as one of the three proposed core park sites in the 2004 Downtown Parks Master Plan, which was adopted by the Park and Recreation Board and City Council in 2004. Five tracts of land, totaling 3.4 acres, were purchased in partnership with the Trust for Public Land (“TPL”) between 2005 and 2008 for \$9.1M. The land is currently used as a surface parking lot with approximately 300 spaces leased to the Parking Company of America. This lease can be terminated without cause prior to the commencement of construction.

In 2013, the Park and Recreation Department updated the 2004 Downtown Parks Master Plan (with funding provided by The Belo Foundation and Maureen H. and Robert W. Decherd) and again identified Pacific Plaza to be developed for the citizens of Dallas. The Belo Foundation, which funded the development of Belo Garden in 2012, and the schematic and design development plan for Carpenter Plaza in 2015, was renamed Parks for Downtown Dallas in October 2015. Parks for Downtown Dallas has also funded the conceptual plan for the proposed Harwood Park in 2016.

For Pacific Plaza, Parks for Downtown Dallas funded schematic design and the Live Oak Street closure traffic study at a cost of \$476,000. Schematic design was undertaken by SWA, landscape architects, between March and October 2016, incorporating input from three public input meetings (two held on March 29, and one on September 22). The Park and Recreation Board approved the schematic design agreement with PfDD on June 2, 2016, and a final schematic plan was provided to the Park and Recreation Department in October 2016.

DRAFT

On December 7, 2016, Parks for Downtown Dallas offered to fund the construction of Pacific Plaza without any financial contribution from the Park and Recreation Department. Parks for Downtown Dallas has proposed to construct Pacific Plaza with no contribution from City of Dallas, including funding from a future bond program.

This agenda item action will authorize final negotiations for a development agreement with Pacific Plaza, LLC for the design and development of the proposed Pacific Plaza (bounded by Harwood Street, Bryan Street, N. St. Paul Street and Pacific Avenue) and an endowment agreement with Parks for Downtown Dallas to provide supplemental funding for the annual operation and maintenance of the park.

PROPOSED DEAL POINTS

- Parks for Downtown Dallas (PfDD) will undertake the design development phase and bring final construction plans to the Park and Recreation Board for approval. PfDD will fund entirety of the design development and construction documents phases.
- Construction will commence immediately after approval of construction documents by the Park and Recreation Board. PfDD will fund the project development cost of the park, estimated at \$15M.
- Estimated timeframe for completion of the project after approval of the development agreement is 24 months.
- There is no connection to, or contingency based upon future bond program match funding.
- PfDD will establish a \$1M permanent operating endowment for Pacific Plaza in a separate, discreet account within PfDD's existing financial structure. Income from the endowment will be available to help fund the annual operation and maintenance of Pacific Plaza. Establishment of this endowment will be part of the Pacific Plaza development agreement.
- PfDD will help raise other monies from the private sector to establish a second permanent endowment for Pacific Plaza to fund long-term capital improvements and capital repairs for the park as needed.

FISCAL INFORMATION

This action has no cost consideration to the City. Pacific LLC will provide 100% funding to develop Pacific Plaza.

CONSENT AGENDA (ITEMS 3-10)

ADMINISTRATION AND FINANCE COMMITTEE - MISCELLANEOUS

Agenda Item 3. Kiest Park (4) – A motion by Rodney Schlosser, seconded by Barbara Barbee, to authorize a five-year concession contract for the operation of food and beverage concessions at the Kiest Softball Complex – Elroy Johnson dba Glow Cones, most advantageous proposers of four – Estimated Annual Net Revenue: \$7,250, was carried. The vote was unanimous.

BACKGROUND

This contract will provide for the operation of food and drink concessions at Kiest Park and Kiest Softball Complex. This agreement will be used to provide a variety of food and beverage options, including hamburgers, hot dogs, popcorn, snacks, fruit, snow cones, and water, to name a few, to patrons attending various softball tournaments and league games, and special events held at Kiest Softball Complex.

Kiest is a 263.1 acre park, established in 1930. Leagues are held during the spring, summer, and fall at the outstanding state-of-the-art softball complex at Kiest Park. Several tournaments, including a national tournament, are also held throughout the year at Kiest Park.

DRAFT

Kiest Softball Complex has a permanent concession building with approximately 630 square feet and is equipped with a sink and built-in food prep tables. The concession building would be open to provide concessions when the complex is hosting tournament events, weeknight league play, and special events.

A four member committee from the following departments reviewed and evaluated the proposals:

- Business Development & Procurement Services (1)*
- Dallas Fire Rescue (1)
- Aviation (1)
- Park and Recreation (2)

*Business Development and Procurement Services only evaluated the cost.

The successful proposer was selected by the committee on the basis of demonstrated competence and qualifications under the following criteria:

- Revenue to the City 40%
- Overall approach, methodology and marketing 30%
- Capability and experience 20%
- Quality of food and service 10%

FISCAL INFORMATION

Estimated Annual Revenue: \$7,250

Estimated Five-Year Revenue: \$36,250
Kiest Park Trust Account

Agenda Item 4. Park and Recreation Department (All) – A motion by Rodney Schlosser, seconded by Barbara Barbee, to authorize the approval of a Sub-Grant Memorandum of Understanding (MOU) between the Dallas Parks Foundation (“DPF”) and the City of Dallas, through its Dallas Park and Recreation Department (“City”) for the purpose of implementing a junior angler program pursuant to a grant agreement between the DPF and the National Recreation and Parks Association (NRPA) – Financing: NRPA Junior Angler Program Grant Fund - \$50,499.00 was carried. The vote was unanimous.

WHEREAS, the City Charter provides for the Park and Recreation Board to approve agreements or contracts within the department for the acceptance of grants as it shall deem proper; and

WHEREAS, the City of Dallas Park and Recreation Department (City) and the Dallas Parks Foundation (DPF), desire to enter into a Memorandum of Understanding (MOU) for the purpose of implementing a junior angler program pursuant to the terms of the MOU; and

WHEREAS, DPF will purchase all materials, equipment and supplies as directed by the City.

WHEREAS, City will provide the staffing to support and implement the program.

Now, Therefore,

BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to enter into an MOU with DPF to confirm approval of the terms governing the acceptance and use of Fifty Thousand Four Hundred and Ninety Nine Dollars and No Cents (\$50,499.00) made available to DPF on behalf of the City for the implementation of a Jr. Angler/ Fishing Program for the youth of Dallas.

DRAFT

SECTION 2. That the President of the Park and Recreation Board and City Manager are hereby authorized to execute the MOU with DPF, after approval as to form by the City Attorney.

SECTION 3. That program implementation will be performed by City staff.

SECTION 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

Agenda Item 5. Fair Park (7) – A motion by Rodney Schlosser, seconded by Barbara, to authorize extending the food and beverage concession contract with Weiss Enterprises, Inc. to operate food and beverage service at the Automobile Building, for a period of six months, commencing on January 1, 2017 and terminating on June 30, 2017; concessionaire will pay 27% of gross sales less sales tax to the City and make improvements to the premises in an amount of \$4,000 - Estimated Annual Revenue: \$195,268 [This item was deferred on December 1, 2016], was carried. The vote was unanimous.

BACKGROUND

On April 11, 2007, the City authorized a five year concession services contract with two one-year options between the City of Dallas and Weiss Enterprises, Inc. to provide food and beverage services at the Automobile Building. Both renewal options were exercised and on April 16, 2014, a Supplemental Agreement was approved via an Administrative Action to further extend the contract on a month-to-month basis through December 31, 2014 in order to allow the City of Dallas additional time to explore its options for future food and beverage options at Fair Park's rental facilities.

On September 3, 2014, the Mayor's Fair Park Task Force briefed the City Council and the Park and Recreation Board on their recommendations for Fair Park that included (1) enhance access and connectivity with the community and city; (2) establish a community park on the south side of property, and (3) empower new organization as operational and marketing authority for Fair Park.

On September 18, 2014, the Park and Recreation Board was briefed on "The Future of Fair Park" which identified and addressed a number of issues related to a proposed change in governance. The briefing included an overview of campus members and service provider contracts, to include food and beverage concessions.

On November 6, 2014, the Park and Recreation Board authorized extending the contract with Weiss Enterprises, Inc. to operate food and beverage service at the Automobile Building for a period of one year, commencing on January 1, 2015 on a month-to-month basis, but in no event shall extend beyond December 31, 2015. The City has the right to assign, transfer or convey this Contract, as amended, in whole or in part, to another entity.

On May 7, 2015, the Park and Recreation Board passed and approved a resolution supporting the Mayor's Fair Park Task Force Report recommendations with some modifications. The Dallas City Council has not had further briefings or discussions on the subject, therefore, a long term agreement is not recommended due to the possible transfer of Fair Park management to a private not for profit group. Extending the concession services agreement with Weiss Enterprises, Inc. will allow for uninterrupted food and beverage service to clients through December 31, 2016, until more information is known on the future of Fair Park's operations.

On November 19, 2015, the Park Board authorized extending the contract with Weiss Enterprises, Inc. to operate food and beverage service at the Automobile Building for a period of one year, commencing on January 1, 2016 and terminating on December 31, 2016. Weiss Enterprises, Inc. will also make improvements to the premises in an amount of \$2,000. The City has the right to assign, transfer or convey this Contract, as amended, in whole or in part, to another entity.

DRAFT

Staff is seeking to Park Board authorization to extending the food and beverage concession contract with Weiss Enterprises, Inc. to operate food and beverage service at the Fair Park Automobile Building for a period of six months, commencing on January 1, 2017 and terminating on June 30, 2017; concessionaire will pay 27% of gross sales less sales tax to the City and will pay an additional amount of \$4,000 to a Fair Park Multi-Year Fund for improvements at Fair Park.

City Council has not made a determination on the future of Fair Park, therefore, a long term agreement is not recommended due to the possible transfer of Fair Park management to a private not for profit group. Extending the concession services agreement with Weiss Enterprises, Inc. will allow for uninterrupted food and beverage service to clients through June 30, 2017 until more information is known on the future of Fair Park's operations.

FISCAL INFORMATION

\$195,268 – Estimated Annual Revenue

PLANNING AND DESIGN COMMITTEE – MISCELLANEOUS

Agenda Item 6. Cedar Crest Trail (4) – A motion by Amy Monier, seconded by Rodney Schlosser, to authorize a hike and bike trail license agreement with Oncor and a trail easement with DART for use of Oncor property and DART property for construction, operation, and maintenance of a portion of the Cedar Crest Trail from Claude Street to Fayette Street - Financing: No cost consideration to the City, was carried. The vote was unanimous.

WHEREAS, the City and Oncor desire a license to use Oncor property to construct and maintain a public hike and bike trail; and

WHEREAS, the license as to the Property granted by this agreement will be non-exclusive, perpetual and irrevocable commencing on the Effective Date; provided, however, the License may be terminated by Oncor for Oncor related needs with one hundred and eighty (180) calendar days prior written notice to City; and

WHEREAS, on June 10, 2015, Resolution No. 15-1112 authorized Supplemental Agreement No. 10 to the Master Interlocal License Agreement with DART establishing a process for granting to City hike and bike trail easements consistent with City's Trail Network Master Plan on DART owned or controlled property; and

WHEREAS, the City desires a hike and bike trail easement to use DART property.

Now, Therefore,

BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the Park and Recreation Board and the City Manager are hereby authorized to execute a license agreement with Oncor for the joint use of Oncor right-of-way for a portion of the trail known as Cedar Crest Trail, from Claude Street to Fayette Street after approval as to form by the City Attorney's Office.

SECTION 2. That the Park and Recreation Board and the City Manager are hereby authorized to execute an easement agreement with DART for the use of DART right-of-way for a portion of the trail known as Cedar Crest Trail, from Claude Street to Fayette Street after approval as to form by the City Attorney's Office.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

DRAFT

Agenda Item 7. Kiest Park (4) – A motion to defer this item by Amy Monier, seconded by Sean Johnson, to authorize a recognition system, in accordance with the Park and Recreation Board Plaque Policy for the Kiest Park Memorial Tree Grove at 3080 South Hampton Road – Financing: No cost consideration to the City [Planning and Design Committee briefed on November 3, 2016], was carried. The vote was unanimous.

Agenda Item 8. Park and Recreation Department (All) – A motion by Amy Monier, seconded by Rodney Schlosser, to authorize approval of the proposed Dallas Park and Recreation Board *Interpretive Signage Policy* – Financing: No cost consideration to the City, was carried. The vote was unanimous.

Scope of Policy

It is sometimes the intent to install signs, panels, plaques and other structures which are primarily used to communicate information to residents and visitors about the historical and cultural environment of an area. Interpretive signage incorporates descriptive or narrative details to present historical information about a person, group of people, place, object or event to reveal new insights and understandings about that person, group of people, place, object or event by linking and referencing what visitors may already know with the new information presented.

Refer to the Park Naming Policy for the naming of parks, buildings, or components of parks and buildings. Refer to the Plaque Policy for Donation and Dedication Plaques.

This Interpretive Signage Policy does not apply to interpretation or identification of natural elements in the environment, botanical exhibits, zoological exhibits, wayfinding or directional signage. This Interpretive Signage Policy will apply to all parks except as exempted by separate agreement. Fair Park is exempted from this policy by Ordinance 27079, Fair Park Historical Overlay District.

- A. Historical and interpretive signs placed at a park site should interpret important events and/or people associated with the park and/or the history of the park where the sign is located. Historical and interpretive signs at a park should not be used to interpret events or people unrelated to the park site or events that took place in other parts of the city.
- B. Historical and interpretive signs can be in honor or recognition of an individual or group, but should not be used for the purpose of a memorial.
- C. Donors requesting the installation of historical or interpretive signs at a park shall bear the cost of design, manufacturing, installation (including the mounting structure), maintenance, repair and replacement of all plaques and/or signage (due to loss, damage, vandalism or deterioration).
- D. Historical and interpretive signs can be manufactured from cast bronze, aluminum or similar durable materials; engraved in glass, stone or a similar durable material as an applied sign; or engraved into a wall, or horizontal surface of a hardscape element.
- E. Wording on historical and interpretive signs should be as concise as possible to convey the message and the use of high-resolution photographs to help convey the message is encouraged. All photographs used on signs shall have permission secured for their use and include the proper credits from the party that holds the copyright, if applicable.
- F. Historical and interpretive signs shall be placed in a location where they are not easily damaged by landscape maintenance.
- G. The size of interpretive signs should be a maximum of 4 feet by 10 feet.

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- H. A drawing indicating the form, materials, size, content and wording of interpretive signs regarding historical or cultural content will be approved by the Park Board upon recommendation from the Planning and Design Committee. Any Board-requested revisions or modifications will be incorporated into the final design prior to its fabrication and installation. Signs which interpret natural elements in the landscape can be approved by the Director.
- I. It is recommended that interpretive signs include information that tells the visitor where they can find further details on the subject (example: QR code that provides a link to a website).
- J. Signage shall comply with all applicable codes and ordinances.
- K. Refer to Exhibit "A" for examples of interpretive signage.

Agenda Item 9. - Park and Recreation Department (All) – A motion with amendments by Amy Monier, seconded by Sean Johnson, to authorize approval of the proposed revised Dallas Park and Recreation Board *Plaque Policy* – Financing: No cost consideration to the City, was carried. The vote was unanimous.

Amendment: I. Donation Plaques C. Signage to recognize volunteer efforts shall be in accordance with the Park Beautification and/or Maintenance Agreement, subject to the revised prior committee actions.

Scope of Policy

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

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

I. Donation Plaques

- A. Plaques will be considered for donations greater than \$1,500 or equivalent contributions related to park furnishings or other permanent improvements to the park system.
- B. For plaques recognizing donations under \$25,000, the Director, or his/her designee will determine the appropriate quality, design, size and materials. For park furnishings (benches, trash receptacles, picnic tables, etc.) a 2"x5" plaque size is appropriate.
- C. Signage to recognize volunteer efforts shall be in accordance with the Park Beautification and/or Maintenance Agreement.
- D. Plaques for donations or donated items with a value greater than \$25,000 require Park Board approval upon recommendation from the Planning and Design Committee. Plaques for donations or donated items with a value less than \$25,000 require the approval of the Director or his/her designee in accordance with this policy and prior to such approval the Director or his/her designee shall notify the Park Board representative from the District in which the plaque will be located.

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- E. Plaques may also be part of a recognition system. A "recognition system" is defined as a framework that provides unification of multiple plaques, pavers, bricks, or other elements in certain location(s). Recognition systems require approval by the Park Board upon recommendation from the Planning and Design Committee. This approval may be combined with approval of plans and specifications for a larger project. Once a recognition system is approved by the Park Board, individual recognition system elements will be consistent with this policy.
- F. All stipulations and conditions regarding the plaque must be contained in a letter of agreement signed by the sponsoring party and the Director or his/her designee.
- G. Plaques may be given in honor or recognition of an individual or group and should not serve the purpose of a memorial. Refer to Exhibit A for examples of plaques which honor or recognize individuals.
- H. Sponsors shall bear the cost of design, manufacturing, installation (including the mounting structure), maintenance, repair and replacement of all plaques (due to loss, damage, vandalism or deterioration).
- I. Once the useful life of the donated item has expired or the item has been replaced, the plaque will be removed.
- J. For plaques that are installed as a requirement of a grant program, the rules of the grant are to be followed even in the event that they are in conflict with the stipulations of this policy. This action requires approval of the Park Board upon recommendation from the Planning and Design Committee.
- K. Recognition or commemorative elements associated with tree plantings or tree groves at park sites must comply with the provisions of this policy.
- L. Other recognition for significant contributions to the Park and Recreation Department will be in the form of certificates, resolutions, and other formats that the Board may determine to be appropriate. Annual award and recognition events, special mention at Board meetings, etc. are examples of how significant contributions may be recognized when a plaque is not considered appropriate.
- M. Building dedication plaques are covered under Section II of this policy.

II. Dedication Plaques

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

- A. Dedication plaques can be manufactured from cast bronze, aluminum or similar durable materials; engraved in glass, stone or a similar material as an applied sign; or engraved into the wall, glass or floor surface of the building.
- B. Dedication plaques will be placed inside or outside the building near the entrance or at a prominent location.
- C. Dedication plaques include the name of the facility in prominent letters, "City of Dallas" under the facility name, and the date of the dedication (year) in smaller font size below "City of Dallas."

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- D. The City Council seated at the time of approval of the plaque (prior to the dedication) will be listed on the left side, or top of the plaque with the Mayor, Mayor Pro Tem and Deputy Mayor Pro Tem listed at the top. The remaining Council Members will be listed alphabetically below the officers. In the event the approval of the plaque occurs after 1) the dedication of the project, or 2) the substantial completion of the project, and there has been a change in the membership of the City Council, then the Council Members seated at the time of the dedication, or substantial completion of the project, will be listed.
- E. The Park and Recreation Board seated at the time of approval of the plaque (prior to the dedication) will be listed on the right side, or bottom of, the plaque with the President and Vice-President listed at the top. The remaining Board Members will be listed alphabetically below the officers. In the event the approval of the plaque occurs after 1) the dedication of the project, or 2) the substantial completion of the project, and there has been a change in the membership of the Park and Recreation Board, then the Board members seated at the time of the dedication, or substantial completion of the project, will be listed.
- F. The City Manager and other appropriate staff will be listed in the area underneath the City Council, but not necessarily in the same column.
- G. The Park and Recreation Department Director, Assistant Director of Planning, Design and Construction and other appropriate staff will be listed under the Park and Recreation Board, but not necessarily in the same column.
- H. The architect, general contractor, and/or when applicable, the construction manager or design/build firm will be listed either under the City Council and Park and Recreation Board lists or in a separate column.
- I. It will be the option of the Park and Recreation Board to recognize individuals, groups, past Board or City Council Members, organizations, donors, other City departments or other funding agencies. This recognition can be either underneath the City Council and Park and Recreation Board lists, or as a separate column, depending on the nature of the list.
- J. A plaque may include an approved graphic or logo meaningful to the park site or project. The City of Dallas and Park and Recreation Department graphic logos are deemed approved.
- K. A drawing indicating the dedication plaque's form, materials, size and wording will be approved by the Park Board upon recommendation from the Planning and Design Committee. Any Board-requested revisions or modifications will be incorporated into the final design prior to its fabrication and installation.

Agenda Item 10. Twin Falls Park (3) – A motion by Amy Monier, seconded by Rodney Schlosser, to authorize approval of relocation of the public art project for Council District 3 from Glendale Park to Twin Falls Park located at 6300 South Polk Street, Dallas, TX 75232 and approve proposed location of a new public art commission in celebration of the life and contributions of Dallas Artist, Arthello Beck, Jr. – Not to exceed \$101,860 - Financing: 2006 Bond Funds, was carried. The vote was unanimous.

BACKGROUND

This action is for approval to relocate funding assigned to Glendale Park by the Park Board on June 20, 2013 and approved by Council Resolution #14-0664 on April 23, 2014 to Twin Falls Park at 6300 S Polk St. Dallas, Texas, 75232. The amount allocated for Glendale Park is \$101,860.00 (80% of this allocation is for the public art project-\$81,488.00 and 20% is for administrative costs to manage the project as allowed by the Dallas City Code, Chapter 2, Article X Public Art Program.)

The new location is Twin Falls Park, 6300 S Polk Street. The proposed site for the installation is attached.

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Agenda Item 2. A motion by Barbara Barbee, seconded by Raquel Rollins, for approval of the minutes of the December 1, 2016 Park and Recreation Board Meeting, was carried. The vote was unanimous.

NON-ACTION ITEM

Agenda Item 12. Recent Police Activity in the Park System, Rick Watson, Deputy Chief, Dallas Police Department, was deferred.

BRIEFINGS

Agenda Item 13. Daniel Huerta, Assistant Director, Park and Recreation Department and Robin Steinshnider, Aquatics Manager, Park and Recreation Department, presented DISD Aquatics Partnership Briefing.

Agenda Item 14. Daniel Huerta, Assistant Director, Park and Recreation Department and Robin Steinshnider presented Proposed Aquatic Facility Fees Briefing.

Agenda Item 15. Louise Elam, Assistant Director, Park and Recreation Department introduced Chris Jones, Principal, Pacheco Koch and Don Raines, Landscape/Urban Designer, presented Crawford Memorial Park Master Plan Briefing.

OTHER/NON-ACTION ITEMS

Agenda Item 16. Louise Elam, Assistant Director, Park and Recreation Department presented 2017 Bond Program Update and City Council Briefing on January 4, 2017.

Agenda Item 17. Committee Reports, no reports given.

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, Lee Park and Arlington Hall Conservancy, State Fair of Texas, Texas Discovery Gardens, The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, The Woodall Rodgers Park Foundation/Klyde Warren Park, no reports given.

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

Willis Winters: Future Park Board Briefings.
Oscar Carmona: Hamilton Park Pavilion Ribbon Cutting.

Agenda Item 20. President Wells announced the next Park and Recreation Board regular meeting on Thursday, January 12, 2017.

Agenda Item 21. President Wells adjourned the meeting at 12:33 p.m.

Dawna M. Ray, Secretary
Park and Recreation Board

Max W. Wells, 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.

**DALLAS PARK AND RECREATION BOARD
AGENDA SHEET**

DATE: January 12, 2017
COUNCIL DISTRICT(S): 10
STAFF: Daniel Huerta, 214-670-8483

SUBJECT

Authorize an alcohol permit request for Tanna Wood, with Racing Systems, to serve alcohol at the Too Cold to Hold 5K Run at Norbuck Park, located at 400 N. Buckner, on Sunday, January 29, 2017 from 6:00 a.m. – 12:00 p.m. - Estimated Revenue: \$3,850 [This is a recurring event]

BACKGROUND

The Park and Recreation Board has the authority by City Code (Sec.32-11.2(3) to approve alcohol consumption on park property. A request has been received from Tanna Wood, with Racing Systems, to serve alcohol at the Too Cold to Hold 5K event being held at Norbuck Park located at 400 N. Buckner on Sunday, January 29, 2017 from 6:00 a.m. to 12:00 p.m. The 5K Run will also include music, food and beverage. This is a recurring event with an estimated attendance of 1500.

The Alcoholic Beverage Permit Conditions document has been given to the event organizers who will be required to meet all of the conditions to include Naming the City of Dallas as an Additional Insured as specified by the City's Risk Management Office and restricting alcohol consumption to a designated enclosed area staffed by the Dallas Police Department.

Park and Recreation Board approval for issuance of an alcohol permit for Tanna Wood with Racing Systems is requested.

FISCAL INFORMATION

Event organizers will pay a \$250 alcohol permit fee, \$3,600 special event fee and a \$450 refundable cleanup deposit – Estimated Revenue: \$3,850.

COMMITTEE ACTION

The Administration and Finance Committee will consider this request on January 12, 2017 and will present a recommendation to the Park and Recreation Board on the same day. This item does not require City Council approval.

STAFF RECOMMENDATION

Staff recommends alcoholic beverage permit approval.

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

DATE: January 12, 2017

COUNCIL DISTRICT(S): All

STAFF: Crystal R. Ross, 214-670-8847

SUBJECT

Authorize acceptance and deposit of \$142,992 from the WellMed Charitable Foundation, in accordance with the Park and Recreation Board Sponsorship Policy, for the purpose of sponsoring annual registration cards and monthly program enrollment fees for seniors age 60 and over - Financing: Donation

BACKGROUND

On August 20, 2015, the Park and Recreation Board approved the Sponsorship and Marketing Revenue Policy. The policy's intent is to provide greater flexibility in generating sponsorship marketing revenue which would be deposited into a City of Dallas Park and Recreation Department multi-year fund to be solely distributed as detailed in the sponsorship agreement with a sponsor or corporate partner. Sponsorship agreements may not conflict with existing contracts for goods, services, or concessions.

This policy requires that on an annual basis, the Dallas Park and Recreation Board review and approve a list of all programs, events or other known activities with a sponsorship valuation in excess of \$50,000. Once approved, the Director or their designee may solicit sponsorship opportunities for the benefit of the Dallas Park and Recreation Department.

The WellMed Charitable Foundation and Dallas Park and Recreation Department's Senior Program Division share a common vision to enhance and increase senior programming at its 43 recreation center sites. This collaboration demonstrates a desire to work together in Dallas to help build exciting new programs for seniors throughout the Dallas area, and the desire to build a foundation for projects in the future. The WellMed Charitable Foundation's Board of Directors has approved a sponsorship opportunity that would allow the Dallas Park and Recreation Department to waive the 2017 annual Participant ID Card fee of \$10 per senior and the 2017 monthly program participant fee of \$5 for senior programs up to a cap of \$142,992 in 2017 based upon the provisions of this Sponsorship Agreement. The purpose of this sponsorship is to reduce financial barriers for participants engaged in the Senior Programs.

Authorize acceptance and deposit of \$142,992 from the WellMed Charitable Foundation, in accordance with the Park and Recreation Board Sponsorship Policy, for the purpose of sponsoring annual registration cards and monthly program enrollment fees for seniors age 60 and over - Financing: Donation - January 12, 2017 – Page 2

BACKGROUND (continued)

The Agreement will be subject to the following terms:

1. The sponsorship award letter provided on December 14, 2016 anticipates a funding period of January 1, 2017 thru December 31, 2017.
2. WellMed will fund the cost of the \$10 annual participant cards and \$5 monthly program fees not to exceed \$142,992 for the Active Senior and Adult Programs for seniors age 60 and over. Payment will be submitted within 21 days of approval.
3. City will agree to use the approved logo(s) of the WellMed Charitable Foundation on promotional and senior program marketing material during the period of January 1, 2017 thru December 31, 2017.
4. City will agree to submit quarterly participation reports as requested by the WellMed Charitable Foundation.

FISCAL INFORMATION

WellMed Charitable Foundation Sponsorship: \$142,992 (Donation)

COMMITTEE ACTION

The Administration and Finance Committee will consider this request on January 12, 2017 and will present its recommendation to the full Park and Recreation Board on the same day. This item does not require City Council approval.

STAFF RECOMMENDATION

Staff recommends approval.

MEMORANDUM



DATE: January 5, 2017

TO: Max W. Wells, President, and
Members of the Dallas Park and Recreation Board

SUBJECT: January 12, 2017 Park and Recreation Board Briefings

On Thursday, January 12, 2017, the following briefings will be presented to the Dallas Park and Recreation Board:

- Texas Open Meetings Act Briefing:
City Attorney's Office, City of Dallas
- Tennis Centers Program Overview and Contract Status Update:
John Jenkins, Deputy Director, Park and Recreation Department
- Dallas Park and Recreation Strategic Plan Update and 2017 Work Plan:
Ryan O'Connor, Senior Park Manager, Park and Recreation Department

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

A handwritten signature in cursive script, appearing to read "Willis C. Winters".

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

RECEIVED

2017 JAN -5 PM 3:46

CITY SECRETARY
DALLAS, TEXAS



Yolanda F. Williams, Chair
Paul Sims, Co-Chair
Celina Barajas
Lawrence P. Hochberg
Marlon Rollins
Rodney Schlosser
Robb P. Stewart

(NOTICE OF MEETING)
DALLAS PARK AND RECREATION BOARD
MARKETING COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, JANUARY 12, 2017
(12:00 P.M.)

AGENDA

1. Marketing Update

Dawna M. Ray, Secretary
Park and Recreation Board

- c: Dallas Park and Recreation Board Members
Willis C. Winters, Director, Park and Recreation Board
John D. Jenkins, Deputy Director, Park and Recreation Department
Daniel Huerta, Assistant Director, Park and Recreation Department
Christine Lanners, Assistant City Attorney
Rosa A. Rios, City Secretary

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

Public Notice

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POSTED CITY SECRETARY
DALLAS, TX



(NOTICE OF MEETING – PAGE 2)
DALLAS PARK AND RECREATION BOARD
MARKETING COMMITTEE
DALLAS CITY HALL
1500 MARILLA STREET, ROOM 6FN
DALLAS, TEXAS 75201
THURSDAY, JANUARY 12, 2017
(12:00 P.M.)

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

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

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

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), 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 a la vista."