



**City of Dallas**

# **PARK AND RECREATION BOARD AGENDA**

**THURSDAY, JANUARY 21, 2016  
DALLAS CITY HALL  
1500 MARILLA STREET, ROOM 6FN  
DALLAS, TEXAS 75201  
214-670-4078**

**9:00 am: Administration and Finance Committee, Room 6FS  
8:30 am: Planning and Design Committee, Room 6FN  
10:00 am: Park and Recreation Board, Room 6FN**

**MEMORANDUM**

**RECEIVED**

2016 JAN 15 PM 12: 05



**DATE:** January 15, 2016  
**TO:** Members of the Administration and Finance Committee of the Dallas Park and Recreation Board:  
Rodney Schlosser, Chair; Raquel A. Rollins, Co-Chair  
Barbara A. Barbee, Lawrence S. Jones, Jesse Moreno, Susan Rader, Marlon Rollins  
**SUBJECT:** Notice of Meeting – Thursday – January 21, 2016 – 9:00 a.m.  
Dallas City Hall – 1500 Marilla Street – Room 6FS - Dallas, Texas 75201

A meeting of the Administration and Finance Committee of the Dallas Park and Recreation Board is scheduled on Thursday, January 21, 2016 at Dallas City Hall, 1500 Marilla Street, Room 6FS, Dallas, Texas 75201 at 9:00 a.m.

**AGENDA**

**ACTION ITEMS**

**PARK BOARD AGENDA ITEM NO. 3** – Park and Recreation Department (All) – Consider a three-year master agreement for litter maintenance service with the lowest responsive and responsible bidders of four – Good Earth Corporation in the amount of \$5,504,968 and T. Smith’s Lawn Service, LLC in the amount of \$2,608,751 – Total award not to exceed \$8,113,719 – Financing: Current Funds (subject to annual appropriations)

**PARK BOARD AGENDA ITEM NO. 4** – Park and Recreation Department (All) – Consider a three-year master agreement for grounds maintenance service with the lowest responsive and responsible bidders of two – Good Earth Corporation in the amount of \$1,942,533 and V. L. and I., Inc. dba Urban Landscaping & Irrigation in the amount of \$548,213 – Total award not to exceed \$2,490,746 – Financing: Current Funds (subject to annual appropriations)

**PARK BOARD AGENDA ITEM NO. 5** – White Rock Lake Park (9) – Consider an alcohol permit request for Tanna Wood, with Racing Systems to serve alcohol at the Annual Heart & Sole 5K Run being held at White Rock Lake Park located at 950 E. Lawther Road on Saturday, February 13, 2016 from 5:00 a.m. – 12:00 p.m. – Estimated Net Revenue: \$2,080

**NON-ACTION ITEMS**

1. Proposed revisions to Chapter 41 and 32 of the Dallas City Code to include the prohibition of smoking on park grounds – Financing: No cost consideration to the City [This item was deferred by the full Board on December 17, 2015; Committee discussion on January 7, 2016]
2. Park Partnership Agreement Update (continued)

MEMORANDUM – PAGE 2



**DATE:** January 15, 2016

**TO:** Members of the Administration and Finance Committee of the Dallas Park and Recreation Board:  
Rodney Schlosser, Chair; Raquel A. Rollins, Co-Chair  
Barbara A. Barbee, Lawrence S. Jones, Jesse Moreno, Susan Rader, Marlon Rollins

**SUBJECT:** Notice of Meeting – Thursday – January 21, 2016 – 9:00 a.m.  
Dallas City Hall – 1500 Marilla Street – Room 6FS - Dallas, Texas 75201

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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

"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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**"A quorum of the Dallas Park and Recreation Board may attend this Dallas Park and Recreation Board Sub-Committee meeting."**

**MEMORANDUM**

RECEIVED



**DATE:** January 15, 2016 JAN 15 PM 12: 05

**TO:** Members of the Planning and Design Committee of the Dallas Park and Recreation Board.  
Amy W. Monier, Chair; Sean Johnson, Co-Chair  
Celina Barajas, Lawrence P. Hochberg, Paul Sims, Robb P. Stewart,  
Yolanda F. Williams

**SUBJECT:** Notice of Meeting – Thursday – January 21, 2016 – 8:30 a.m.  
Dallas City Hall – 1500 Marilla Street – Room 6FN – Dallas, Texas 75201

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A meeting of the Planning and Design Committee of the Dallas Park and Recreation Board is scheduled on Thursday, January 21, 2016 at Dallas City Hall, 1500 Marilla Street, Room 6FN, Dallas, Texas 75201 at 8:30 a.m.

**AGENDA**

**ACTION ITEMS**

**PARK BOARD AGENDA ITEM NO. 6** – Elm Fork Greenbelt (6) – Consider a public hearing to be held on March 23, 2016 to receive comments on the proposed use of a portion of the Elm Fork Greenbelt located at 3123 Proctor Street, totaling approximately 67,592 square feet (1.552 acres) of land, by the Texas Department of Transportation for construction of improvements to State Highway 183/John W. Carpenter Freeway – Financing: No cost consideration to the City

**PARK BOARD AGENDA ITEM NO. 7** – Elm Fork Greenbelt (6) – Consider a public hearing to be held on March 23, 2016 to receive comments on the proposed use of a portion of the Elm Fork Greenbelt located at 10400 Wildwood Drive, totaling approximately 296,757 square feet (6.813 acres) of land, by the Texas Department of Transportation for construction of improvements to State Highway Loop 12/Walton Walker Boulevard – Financing: No cost consideration to the City

**PARK BOARD AGENDA ITEM NO. 8** – Joey Georgusis Park (3) – Consider the exchange of approximately 23.78 acres of land valued at \$577,967, being part of Joey Georgusis Park located at 4524 W. Davis Street, for 12.993 acres of land located at 1148 Pinnacle Park Boulevard valued at \$1,850,000 based on fair market value as determined by an independent fee appraisal – Financing: No cost consideration to the City

**BRIEFINGS**

1. Interpretive Signs for Seven Historical Parks in Dallas Briefing

**MEMORANDUM – PAGE 2**

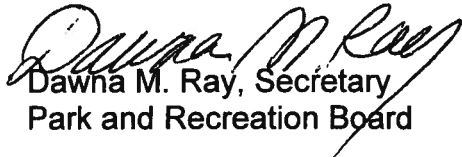


**DATE:** January 15, 2016

**TO:** Members of the Planning and Design Committee of the Dallas Park and Recreation Board:  
Amy W. Monier, Chair; Sean Johnson, Co-Chair  
Celina Barajas, Lawrence P. Hochberg, Paul Sims, Robb P. Stewart,  
Yolanda F. Williams

**SUBJECT:** Notice of Meeting – Thursday – January 21, 2016 – 8:30 a.m.  
Dallas City Hall – 1500 Marilla Street – Room 6FN – Dallas, Texas 75201

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Dawn M. Ray, Secretary  
Park and Recreation Board

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

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**"A quorum of the Dallas Park and Recreation Board may attend this Dallas Park and Recreation Board Sub-Committee meeting."**

RECEIVED

2016 JAN 15 PM 12: 05

CITY SECRETARY  
DALLAS, TEXAS

**MEMORANDUM**



**DATE:** January 15, 2016

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

**SUBJECT:** Notice of Regular Meeting – Thursday – January 21, 2016 – 10:00 a.m.  
Dallas City Hall – 1500 Marilla Street – Room 6FN – Dallas, Texas 75201

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A Regular Meeting of the Dallas Park and Recreation Board is scheduled on Thursday, January 21, 2016 at Dallas City Hall, 1500 Marilla Street, Room 6FN, Dallas, Texas 75201 at 10:00 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

**DALLAS PARK AND RECREATION BOARD AGENDA**

**DALLAS CITY HALL  
1500 MARILLA STREET, ROOM 6FN  
DALLAS, TEXAS 75201  
THURSDAY, JANUARY 21, 2016  
(10:00 A.M.)**

RECEIVED

2016 JAN 15 PM 12:05

CITY SECRETARY  
DALLAS, TEXAS

**MEETINGS:**

- 9:00 am: Administration and Finance Committee, Dallas City Hall, Room 6FS  
8:30 am: Planning and Design Committee, Dallas City Hall, Room 6FN  
10:00 am: Park and Recreation Board, Dallas City Hall, Room 6FN  
(Public Speakers sign in by 9:30 a.m.)
- 

1. Speakers

**MINUTES**

2. Approval of Minutes of the January 7, 2016 Park and Recreation Board Meeting

**CONSENT AGENDA (ITEMS 3 - 8)**

**ADMINISTRATION AND FINANCE COMMITTEE - MISCELLANEOUS**

3. Park and Recreation Department (All) – Authorize a three-year master agreement for litter maintenance service with the lowest responsive and responsible bidders of four – Good Earth Corporation in the amount of \$5,504,968 and T. Smith’s Lawn Service, LLC in the amount of \$2,608,751 – Total award not to exceed \$8,113,719 – Financing: Current Funds (subject to annual appropriations)
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5. White Rock Lake Park (9) – Authorize an alcohol permit request for Tanna Wood, with Racing Systems to serve alcohol at the Annual Heart & Sole 5K Run being held at White Rock Lake Park located at 950 E. Lawther Road on Saturday, February 13, 2016 from 5:00 a.m. – 12:00 p.m. – Estimated Net Revenue: \$2,080
6. Elm Fork Greenbelt (6) – Authorize a public hearing to be held on March 23, 2016 to receive comments on the proposed use of a portion of the Elm Fork Greenbelt located at 3123 Proctor Street, totaling approximately 67,592 square feet (1.552 acres) of land, by the Texas Department of Transportation for construction of improvements to State Highway 183/John W. Carpenter Freeway – Financing: No cost consideration to the City

**DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 2**  
**DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN**  
**DALLAS, TEXAS 75201**  
**THURSDAY, JANUARY 21, 2016**  
**(10:00 A.M.)**

**CONSENT AGENDA (CONTINUED)**

7. Elm Fork Greenbelt (6) – Authorize a public hearing to be held on March 23, 2016 to receive comments on the proposed use of a portion of the Elm Fork Greenbelt located at 10400 Wildwood Drive, totaling approximately 296,757 square feet (6.813 acres) of land, by the Texas Department of Transportation for construction of improvements to State Highway Loop 12/Walton Walker Boulevard – Financing: No cost consideration to the City

**PLANNING AND DESIGN COMMITTEE - MISCELLANEOUS**

8. Joey Georgusis Park (3) – Authorize the exchange of approximately 23.78 acres of land valued at \$577,967, being part of Joey Georgusis Park located at 4524 W. Davis Street, for 12.993 acres of land located at 1148 Pinnacle Park Boulevard valued at \$1,850,000 based on fair market value as determined by an independent fee appraisal – Financing: No cost consideration to the City

**NON-ACTION ITEM**

9. Recent Police Activity in the Park System:  
Rick Watson, Deputy Chief, Dallas Police Department

**BRIEFINGS**

10. Budget Workshop FY2016/17:  
John Jenkins, Deputy Director, Park and Recreation Department

**OTHER/NON-ACTION ITEMS**

11. Committee Reports
12. 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
13. Staff Announcements – Upcoming Park and Recreation Department Events
14. Next Park and Recreation Board Regular Meeting: Thursday, February 4, 2016



**DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 3**  
**DALLAS CITY HALL, 1500 MARILLA STREET, ROOM 6FN**  
**DALLAS, TEXAS 75201**  
**THURSDAY, JANUARY 21, 2016**  
**(10:00 A.M.)**

**COMMITTEE-OF-THE-WHOLE**

15. Director's Performance Review - Closed session to deliberate the evaluation and duties of the Director of the Park and Recreation Department – Section 551.074 of the Texas Open Meetings Act – 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 of employee
16. Director's Performance Review - Adoption of the 2015 performance appraisal and approval of a salary increase for the Park and Recreation Director – Financing: Current Funds
17. 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. Deliberations regarding Economic Development negotiations. Section 551.087 of the T.O.M.A.
6. Deliberations regarding Economic Development negotiations. Section 551.087 of the T.O.M.A.

"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."

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Regular Meeting: Max W. Wells, President, presiding

Present: Max W. Wells, President; Jesse Moreno, Vice President; Celina Barajas, Barbara A. Barbee, Lawrence Hochberg, Sean Johnson, Lawrence S. Jones, Amy W. Monier, Susan Rader, Marlon Rollins, Raquel Rollins, Rodney Schlosser, Paul Sims, Robb Stewart, Yolanda F. Williams – 15

Absent: None

President Wells convened the regular meeting at 10:01 a.m. A quorum of the Board was present.

Agenda Item 1. No Speakers.

### **MINUTES**

Agenda Item 2. A motion by Sean Johnson, seconded by Barbara Barbee, for approval of minutes of the December 17, 2015 Park and Recreation Board Meeting, was carried. The vote was unanimous.

### **CONSENT AGENDA (ITEMS 3 - 5)**

#### **PLANNING AND DESIGN COMMITTEE – CHANGE ORDERS**

Agenda Item 3. Arlington Park Recreation Center, Janie C. Turner Recreation Center, Marcus Recreation Center (2,8,13) – A motion by Amy Monier, seconded by Robb Stewart, to authorize an increase in the contract with DENCO Construction Specialists Corporation for structural repairs at three recreation centers to include: installation of retaining wall and installation of sealant at Arlington Park Recreation Center located at 1505 Record Crossing Road; reroute water line and cleanouts; installation of irrigation system at Janie C. Turner Recreation Center located at 6424 Elam Road; asbestos and lead-based paint abatement for new floor tile; underpin plumbing drains and installation of new downspout at Marcus Recreation Center located at 3003 Northaven Road; and other miscellaneous items – Not to exceed \$97,276, from \$389,600 to \$486,876 – Financing: 2003 Bond Funds (\$77,535) and 2006 Bond Funds (\$19,741), was carried. The vote was unanimous.

**WHEREAS**, on November 12, 2014, by Resolution No. 14-1978, DENCO Construction Specialists Corporation was awarded a contract for structural repair and miscellaneous work at Arlington Park Recreation Center located at 1505 Record Crossing Road; Janie C. Turner Recreation Center located at 6424 Elam Road; and Marcus Recreation Center located at 3003 Northaven Road, in an amount not to exceed \$389,600; and

**WHEREAS**, this action will authorize Change Order No. 1 to the contract with DENCO Construction Specialists Corporation for structural repairs and other miscellaneous items at three recreation centers: Arlington Park Recreation Center; Janie C. Turner Recreation Center; and Marcus Recreation Center, in an amount not to exceed \$97,275.80, increasing the original contract amount from \$389,600.00 to \$486,875.80.

**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 execute Change Order No. 1 to the contract with DENCO Construction Specialists Corporation for structural repairs and other miscellaneous items at three recreation centers: Arlington Park Recreation Center; Janie C. Turner Recreation Center; and Marcus Recreation Center, in an amount not to exceed \$97,275.80, increasing the original contract amount from \$389,600.00 to \$486,875.80.

**SECTION 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$97,275.80, as follows:

Arlington Park Recreation Center

(2003) Neighborhood Park and Recreation Facilities Fund  
Fund 6R05, Department PKR, Unit T007, Object 4310  
Activity RFSI, Program PK06T007, CT-PKR14019471  
Commodity 91200, Vendor VS0000062071 \$77,534.51

Janie C. Turner Recreation Center

(2006) Park and Recreation Facilities Improvement Fund  
Fund BT00, Department PKR, Unit T176, Object 4310  
Activity RFSI, Program PK06T177, CT-PKR14019471  
Commodity 91200, Vendor VS0000062071 \$7,549.53

Marcus Recreation Center

(2006) Park and Recreation Facilities Improvement Fund  
Fund BT00, Department PKR, Unit T223, Object 4310  
Activity RFSI, Program PK06T223, CT-PKR14019471  
Commodity 91200, Vendor VS0000062071 \$12,191.76

Total amount not to exceed \$97,275.80

**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.

**PLANNING AND DESIGN COMMITTEE – PLANS AND SPECIFICATIONS**

Agenda Item 4. Singing Hills Recreation Center (8) – A motion by Amy Monier, seconded by Raquel Rollins, to authorize proceeding with advertisement for construction procurement for a new building at Singing Hills Recreation Center located between Patrol Way and Crouch Road – Estimated Cost: \$4,200,000 – Financing: 2006 Bond Funds (\$3,200,000), Capital Construction Funds (\$900,000) and Recreation Program Funds (\$100,000), was carried. Marlon Rollins and Paul Sims voted nay.

**BACKGROUND**

Perkins+Will Architects has completed design services through construction documents services for the construction of a new recreation center building at the Singing Hills Recreation Center site. The site was prepared for construction, including all grading, utilities and road and parking paving, by means of an earlier contract in 2014. It was decided in 2014 to separate the construction into a sitework package and a building package to better coordinate construction activities at the line of adjacency with DART's Camp Wisdom Station Project, immediately to the east. The current sitework package is a \$1,217,727.96 contract with J. C. Commercial, Inc.

Base Bid

- The building will be 11,000 square feet of program space for activities including a kitchen, exercise and fitness equipment rooms, a large divisible meeting/multipurpose room, crafts room, game room and ample circulation space from a controlled entry lobby with a supervising administration office. Space is allocated for stairs and elevator for a future gymnasium addition.

## Schedule

- Began Re-Design: September, 2015
- Complete Re-Design: December, 2015
- Begin Construction: May, 2015
- Complete Construction: March 2016

This project requires full-year operating and maintenance funding in the amount of \$ 332,010 and an increase of operating and maintenance costs for the new recreation center in the amount of \$28,433.

## **FISCAL INFORMATION**

2006 Bond Funds - \$3,200,000  
Capital Construction Funds - \$900,000  
Recreation Program Funds - \$100,000

## **PARK AND RECREATION BOARD - MISCELLANEOUS**

Agenda Item 5. Park and Recreation Department (All) – A motion by Sean Johnson, seconded by Rodney Schlosser, to authorize approval of **(1)** the Comprehensive Plan Update and **(2)** the Recreation Master Plan – Financing: No cost consideration to the City [The Park and Recreation Board was briefed on December 3, 2015], was carried. The vote was unanimous.

This action is for approval of the Comprehensive Plan Update and Recreation Master Plan prepared by Wallace, Roberts and Todd in conjunction with PROS Consulting. Both documents are fundamental standards and must be met in order to achieve CAPRA accreditation.

## **NON-ACTION ITEM**

Agenda Item 6. Recent Police Activity in the Park System presented by Rick Watson, Deputy Chief, Dallas Police Department.

## **BRIEFINGS**

Agenda Item 7. Elm Fork Shooting Range:  
John Jenkins, Assistant Director, Park and Recreation Department  
John Lawrence, Senior Park Manager, Park and Recreation Department  
Scott Robertson, President, Elm Fork Shooting Sports Complex

Agenda Item 8. Exposition Plaza Master Plan:  
Louise Elam, Interim Assistant Director, Park and Recreation Department  
Kevin Sloan, Kevin Sloan Studio

Agenda Item 9. Dallas Park Rangers Program:  
Oscar Carmona, Assistant Director, Park and Recreation Department

## **OTHER/NON-ACTION ITEMS**

Agenda Item 10. 2016-17 Budget presented by John D. Jenkins, Deputy Park Director.

Agenda Item 11. 2014-15 Director's Performance Review presented by President Wells. President Wells announced the committee members: Max Wells, Lawrence Jones, Barbara Barbee, Celina Barajas, Sean Johnson, Raquel Rollins.

Agenda Item 12. No Committee Reports.

Agenda Item 13. President Wells regarding liaison assignments update.

**OTHER/NON-ACTION ITEMS**

Agenda Item 14. Staff Announcements – Upcoming Park and Recreation Department Events:

Louise Elam: Public meetings for design of aquatic centers.

Agenda Item 15. President Wells announced the next Park and Recreation Board Regular Meeting on Thursday, January 21, 2016.

Agenda Item 16. President Wells adjourned the Board meeting at 12:35 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.

DRAFT

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

**DATE:** January 21, 2016

**COUNCIL DISTRICT(S):** All

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

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**SUBJECT**

Authorize a three-year master agreement for litter maintenance service with the lowest responsive and responsible bidders of four - Good Earth Corporation in the amount of \$5,504,968 and T. Smith's Lawn Service, LLC in the amount of \$2,608,751 – Total award not to exceed \$8,113,719 – Financing: Current Funds (subject to annual appropriations)

**BACKGROUND**

The purpose of a master agreement is to establish firm pricing for goods or services, for a specific length of time. The goods or services are then requested on as needed basis. This action does not encumber funds.

The Dallas Park and Recreation Department maintains more than 21,000 acres of park property including shore line, creek banks and trails; playgrounds and sports facilities including tennis centers, soccer fields, softball fields and multi-purpose courts; and special use facilities including dog parks, picnic pavilions and a skate park. The parks and facilities are frequented by citizens and visitors by more than 4 million visits each year. Litter maintenance service is a significant component of park maintenance services.

The request for bids was structured in a manner which required bidders to submit a response using unit pricing for each litter pickup cycle. A total of 390 park litter pickup locations and the estimated number of pickup cycles per location per year were identified on the bid sheet. The parks were then segregated into six geographical groups, and each group was composed of three sub-groups and two frequency scenarios. Structuring the bid in this manner provided the greatest flexibility for the bidders to choose to bid on the group(s) and scenario(s) that met their business models. It also provided the greatest flexibility to evaluate the bids by the group(s) and frequency scenario(s).

**BACKGROUND (Continued)**

This master agreement will be used for regular litter maintenance service, litter removal and disposal, and litter maintenance performed on an emergency response basis. The Contractors will perform services on a predetermined maintenance frequency established by the City. Maintenance frequencies vary in each park based on the amount of traffic and the time of year. Adjustments to the schedule can be made based on variable needs, such as special events and seasonal activity.

This solicitation closed prior to the wage floor policy approved by City Council on November 10, 2015 by Resolution No. 15-2141. City contracts did not include language that required contractors to identify their rate of pay or the number of employees assigned on City contracts. Contracts include provisions to pay at least the Federal minimum wage.

**M/WBE INFORMATION**

The recommended awardees have fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

**ETHNIC COMPOSITION**

Good Earth Corporation

White Male	16	White Female	2
Black Male	19	Black Female	1
Hispanic Male	117	Hispanic Female	10
Other Male	0	Other Female	0

T. Smith's Lawn Service, LLC

White Male	0	White Female	0
Black Male	16	Black Female	2
Hispanic Male	2	Hispanic Female	0
Other Male	0	Other Female	0

**BID INFORMATION**

The following bids were received from solicitation number BF1516 and opened on September 25, 2015. This bid is being awarded by group to the lowest responsive, responsible bidder of each group.

\*Denotes successful bidder

**BID INFORMATION (Continued)**

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
*Good Earth Corporation	8020 Heinen Dr. Dallas, TX 75227	Multiple Groups
*T. Smith's Lawn Service, LLC	3315 Daniieldale Rd. Lancaster, TX 75146	Multiple Groups
CBMMA, LLC	225 Wolf Dr. Forney, TX 75126	Multiple Groups
Evans Mobile Detail	311 Sorrel St.. Duncanville, TX 75137	Multiple Groups

**OWNER**

**Good Earth Corporation**

Ron Points, President

**T. Smith's Lawn Service, LLC**

Terrence Smith, President

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

On February 22, 2012 City Council authorized a master agreement for litter pick up and refused collection services by Resolution No. 12-0527.

**FISCAL INFORMATION**

\$8,113,718.68 – Financing: Current Funds (subject to annual appropriations)

**COMMITTEE ACTION**

The Administration and Finance Committee will consider this item on January 21, 2016. A recommendation will be presented to the Park and Recreation Board on the same day. This item will be scheduled for City Council approval on January 27, 2016.

**STAFF RECOMMENDATION**

Staff recommends approval.



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

**DATE:** January 21, 2016

**COUNCIL DISTRICT(S):** All

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

---

**SUBJECT**

Authorize a three-year master agreement for grounds maintenance service with the lowest responsive and responsible bidders of two - Good Earth Corporation in the amount of \$1,942,533 and V. L. and I., Inc. dba Urban Landscaping & Irrigation in the amount of \$548,213 – Total award not to exceed \$2,490,746 – Financing: Current Funds (subject to annual appropriations)

**BACKGROUND**

The purpose of a master agreement is to establish firm pricing for goods or services, for a specific length of time. The goods or services are then requested on as needed basis. This action does not encumber funds.

This master agreement will be used for grounds maintenance service in 130 parks located in all six park maintenance districts, Fair Park and Bahama Beach Water Park. The Contractors will perform these services on a predetermined maintenance frequency established by the City. Maintenance frequencies vary for each property based on the type of turf area and the time of year. Adjustments to the schedule can be made based on variable needs, such as special events and weather conditions. There is also a provision for grounds maintenance to be performed on an emergency response basis.

This bid is to be awarded by group. The properties in the first six groups were each divided into three sub-groups. Park and Recreation compared the costs for Park maintenance staff to perform grounds maintenance service against the bid prices for each group and sub-group and based this award on those results.

This solicitation closed prior to the wage floor policy approved by City Council on November 10, 2015 by Resolution No. 15-2141. City contracts did not include language that required contractors to identify their rate of pay or the number of employees assigned on City contracts. Contracts include provisions to pay at least the Federal minimum wage.

**MWBE INFORMATION**

The recommended awardees have fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

**ETHNIC COMPOSITION**

Good Earth Corporation

White Male	16	White Female	2
Black Male	19	Black Female	1
Hispanic Male	117	Hispanic Female	10
Other Male	0	Other Female	0

V. L. and I., Inc. dba Urban Landscaping & Irrigation

White Male	0	White Female	0
Black Male	5	Black Female	0
Hispanic Male	8	Hispanic Female	1
Other Male	0	Other Female	0

**BID INFORMATION**

The following bids were received from solicitation number BF1517 and opened on November 6, 2015. This bid is being awarded by group to the lowest responsive, responsible bidder of each group.

\*Denotes successful bidder

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
*Good Earth Corporation	8020 Heinen Dr. Dallas, TX 75227	Multiple Groups
*V. L. and I., Inc. dba Urban Landscaping & Irrigation	700 S. Dallas Ave. Lancaster, TX 75146	Multiple Groups

**OWNER**

**Good Earth Corporation**

Ron Points, President

**OWNER (Continued)**

**V. L. and I., Inc. dba Urban Landscaping & Irrigation**

Dexter Payne, President

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

On February 22, 2012 City Council authorized a master agreement for grounds maintenance services by Resolution No. 12-0525.

**FISCAL INFORMATION**

\$2,490,745.56 – Financing: Current Funds (subject to annual appropriations)

**COMMITTEE ACTION**

The Administration and Finance Committee will consider this item on January 21, 2016. A recommendation will be presented to the Park and Recreation Board on the same day. This item will be scheduled for City Council approval on January 27, 2016.

**STAFF RECOMMENDATION**

Staff recommends approval.

**DALLAS PARK AND RECREATION BOARD  
AGENDA SHEET**

**DATE:** January 21, 2016  
**COUNCIL DISTRICT:** 9  
**STAFF:** Daniel Huerta, 214-670-8483

---

**SUBJECT**

Authorize an alcohol permit request for Tanna Wood, with Racing Systems to serve alcohol at the Annual Heart & Sole 5K Run being held at White Rock Lake Park located at 950 E. Lawther Road on Saturday, February 13, 2016 from 5:00 a.m. – 12:00 p.m. - Estimated Net Revenue: \$2,080

**BACKGROUND**

The Park and Recreation Board has the authority by City Code (Sec. 32-11.2(3)) to approve alcohol consumption on park property. Tanna Wood, with Racing Systems is requesting approval to serve alcohol at the Winfrey Point Building at White Rock Lake on Saturday February 13, 2016 from 5:00 a.m. to 12:00 p.m. The Heart & Sole 5K Run event has taken place at White Rock Lake for the past five years and has an estimated attendance of 500.

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

**FISCAL INFORMATION**

Event organizers will pay a \$1,630 Building Fee (5:00 a.m. – 12:00 p.m.), \$450 alcohol permit fees, and a \$600 refundable damage/cleanup deposit. Estimated Net Revenue is \$2,080.

**COMMITTEE ACTION**

The Administration and Finance Committee will consider this item on January 21, 2016. A recommendation will be presented to the Park and Recreation Board on the same day. This item does not require City Council approval.

**STAFF RECOMMENDATION**

Staff recommends approval.

**KEY FOCUS AREA:** Culture, Arts and Recreation and Educational Enhancements

**AGENDA DATE:** February 10, 2016

**COUNCIL DISTRICT(S):** 6

**DEPARTMENT:** Park & Recreation

**CMO:** Louise Elam, 214-670-5275

**MAPSCO:** 32-R, 33-N

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## **SUBJECT**

Authorize a public hearing to be held on March 23, 2016 to receive comments on the proposed use of a portion of the Elm Fork Greenbelt located at 3123 Proctor Street, totaling approximately 67,592 square feet (1.552 acres) of land, by the Texas Department of Transportation for construction of improvements to State Highway 183/John W. Carpenter Freeway - Financing: No cost consideration to the City

## **BACKGROUND**

The City of Dallas owns municipal parkland known as the Elm Fork Greenbelt located west of downtown Dallas within the Trinity River corridor. The City of Dallas has partnered with the Texas Department of Transportation (TxDOT) on the State Highway 183/Interstate 35E project since the commencement of Project Pegasus in early 1999. Pursuant to the goals of the project, the Dallas City Council passed Resolution No. 00-0276 (January 12, 2000) approving and endorsing the recommended preferred alternative.

TxDOT, through its design-build contractor, SouthGate Constructors, has requested a three-year Temporary Construction Easement, consisting of approximately 67,592 square feet (1.552 acres), for construction of improvements to State Highway 183 in the Elm Fork Greenbelt, adjacent to the existing State Highway 183 bridge and appurtenances. TxDOT's contractor requires temporary use a small portion of the City's parkland in the Elm Fork Greenbelt for their project. Such use may include: ingress and egress, construction of temporary structures, temporary placement of excavated material, and storage of construction equipment, vehicles, and materials as necessary for construction work. In consideration for this temporary conveyance by easement, TxDOT, or TxDOT's contractor, will pay the fair market value of this easement, or equivalent in-kind value, as determined by an independent appraisal. Upon completion of the project the area will be restored to its pre-construction condition or better.

**BACKGROUND** (Continued)

In compliance with the law, TxDOT has determined that there is a need and that no feasible and prudent alternative exists and that all reasonable care has been taken so as to not damage the remainder of the park property and to mitigate any disruption of current and future park services, including hike and bike trail development.

In accordance with the Texas Parks and Wildlife Code, Chapter 26 (Sections 26.001 through 26.004) the City Council must advertise and hold a public hearing on the change of use of parkland.

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

This item has no prior action.

The Planning and Design Committee will consider this item on January 21, 2016 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 February 10, 2016.

**FISCAL INFORMATION**

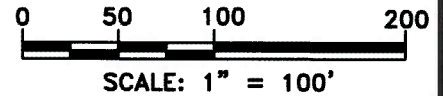
No cost consideration to the City.

**MAPS**

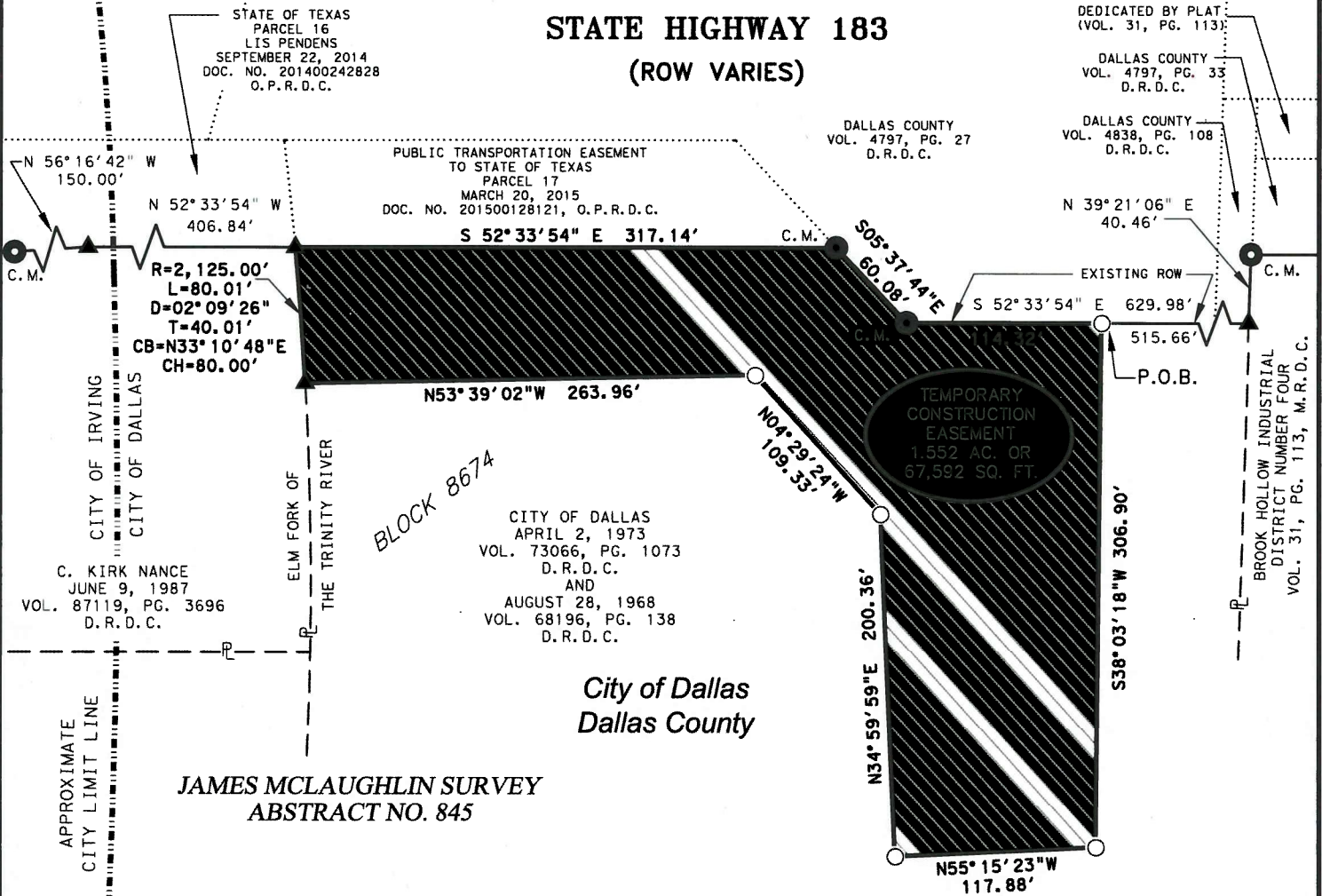
Attached

RE: CITY OF DALLAS

# PLAT TO ACCOMPANY DESCRIPTION



## STATE HIGHWAY 183 (ROW VARIES)



**JAMES MCLAUGHLIN SURVEY  
ABSTRACT NO. 845**

*City of Dallas  
Dallas County*

### LEGEND

- 5/8" IRON ROD FOUND WITH TXDOT ALUM. CAP
- △ CALCULATED POINT
- 1/2" IRON ROD SET WITH PLASTIC CAP "MCGRAY MCGRAY"
- O.P.R.D.C. OFFICIAL PUBLIC RECORDS, DALLAS COUNTY
- M.R.D.C. MAP RECORDS, DALLAS COUNTY
- D.R.D.C. DEED RECORDS, DALLAS COUNTY
- P.O.B. POINT OF BEGINNING
- C.M. CONTROLLING MONUMENT

- NOTES:
1. THE BEARINGS SHOWN HEREON ARE BASED ON THE STATE PLANE COORDINATE SYSTEM, TEXAS NORTH CENTRAL ZONE (4202), NORTH AMERICAN DATUM OF 1983.
  2. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT, ADDITIONAL ENCUMBRANCES MAY AFFECT THIS EASEMENT.



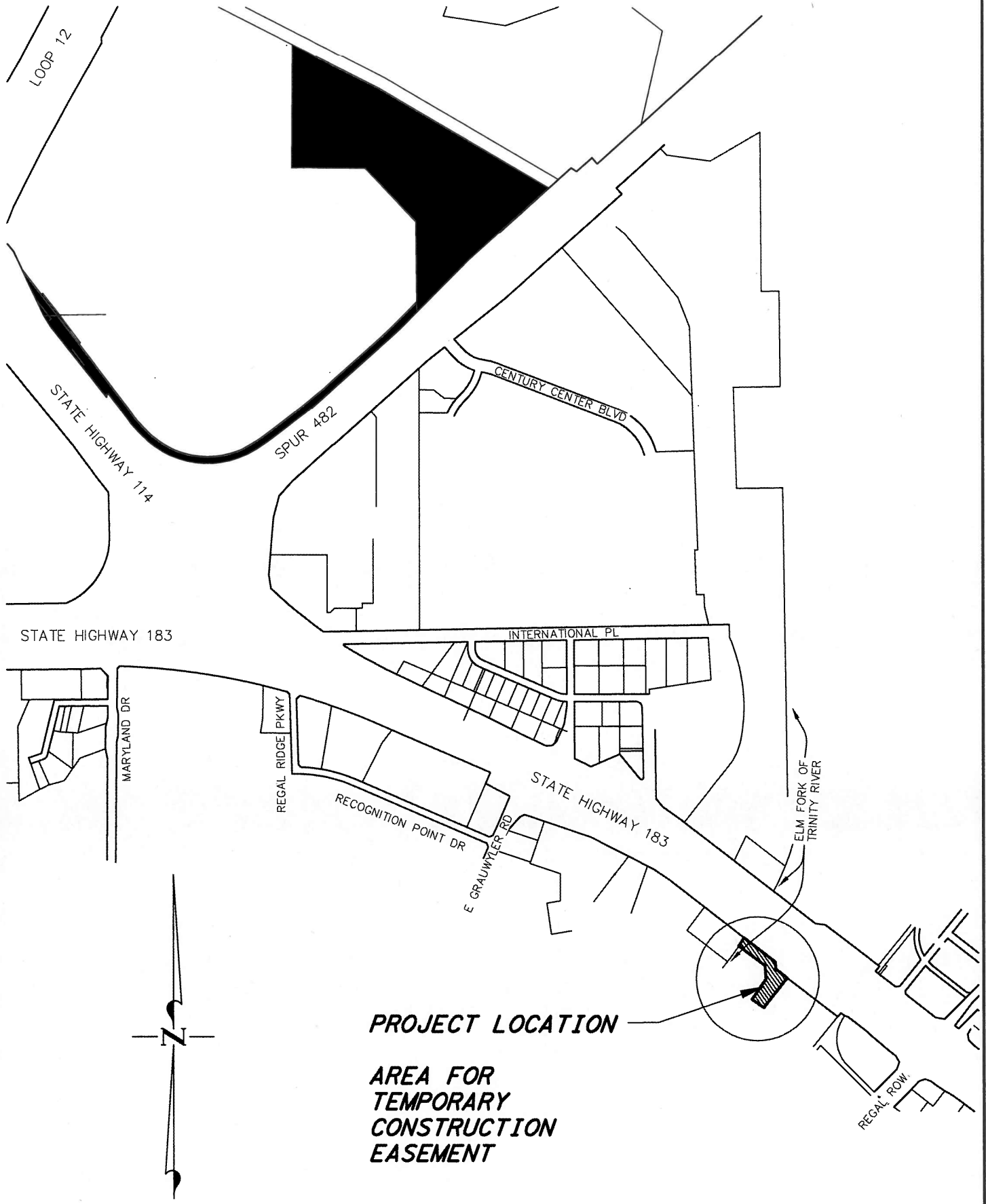
**TEMPORARY CONSTRUCTION EASEMENT**  
1.552 ACRES OR 67,592 SQ. FT.  
CITY OF DALLAS, DALLAS COUNTY, TEXAS  
**SURVEYED BY:**

**McGRAY & McGRAY**  
**LAND SURVEYORS, INC.**  
3301 HANCOCK DRIVE #6  
AUSTIN, TEXAS 78731  
(512) 451-8591  
TBPLS FIRM # 10095500

PROJECT NUMBER: 15-096	PARTY CHIEF: J. ROGERS	CITY OF DALLAS BLOCK: 8674
DATE: 10/16/15	TECH: A. BURROUGHS	
SCALE: 1"=100'	CITY OF DALLAS FOLDER:	CITY OF DALLAS FILE NO.:

CHRIS CONRAD, REG. PROF. LAND SURVEYOR NO. 5623      DATE 10/16/15  
 Note: This plat is not valid unless an original signature through an original seal appears on its face. There is a description to accompany this plat.

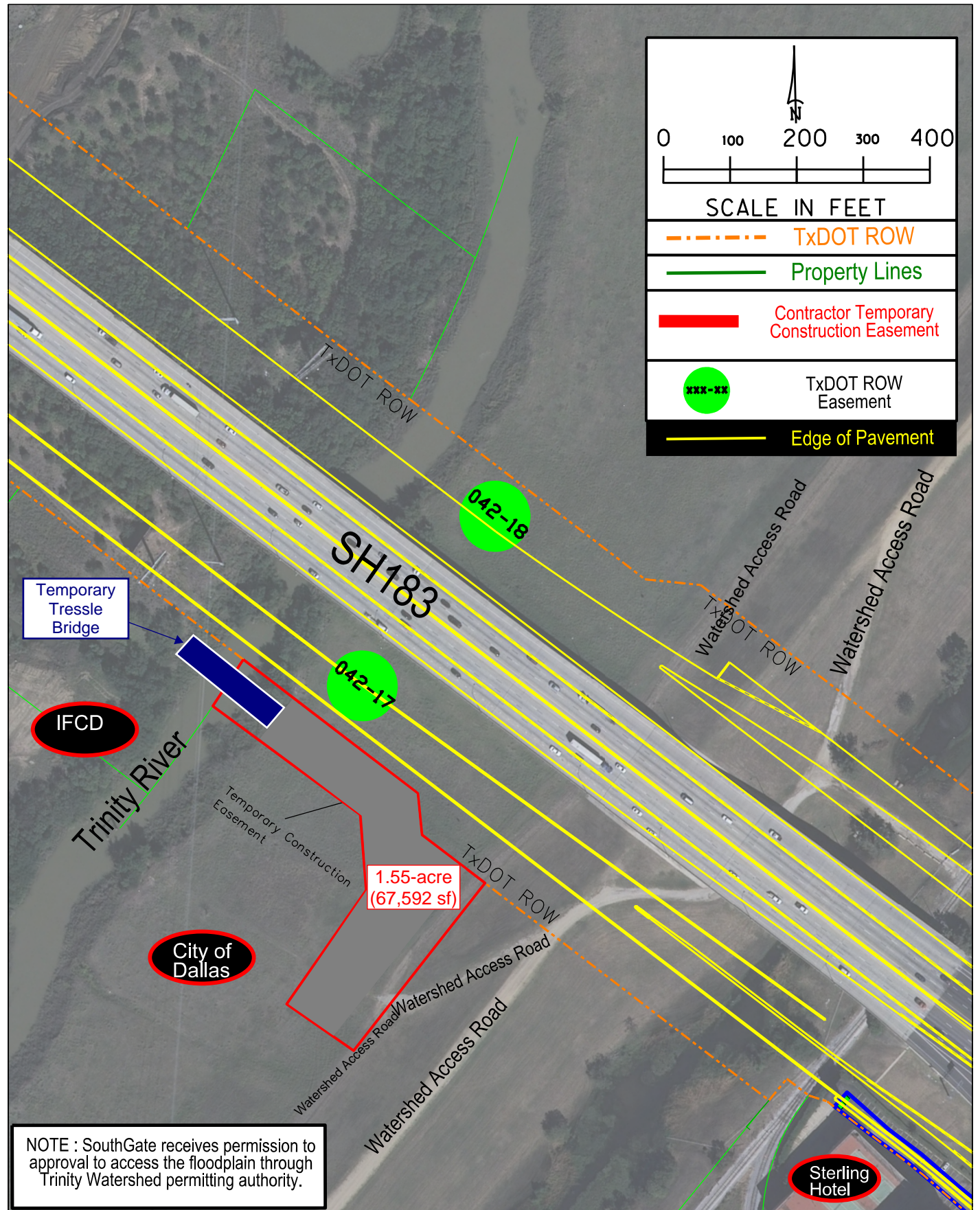
# LOCATOR MAP



**PROJECT LOCATION**

**AREA FOR  
TEMPORARY  
CONSTRUCTION  
EASEMENT**



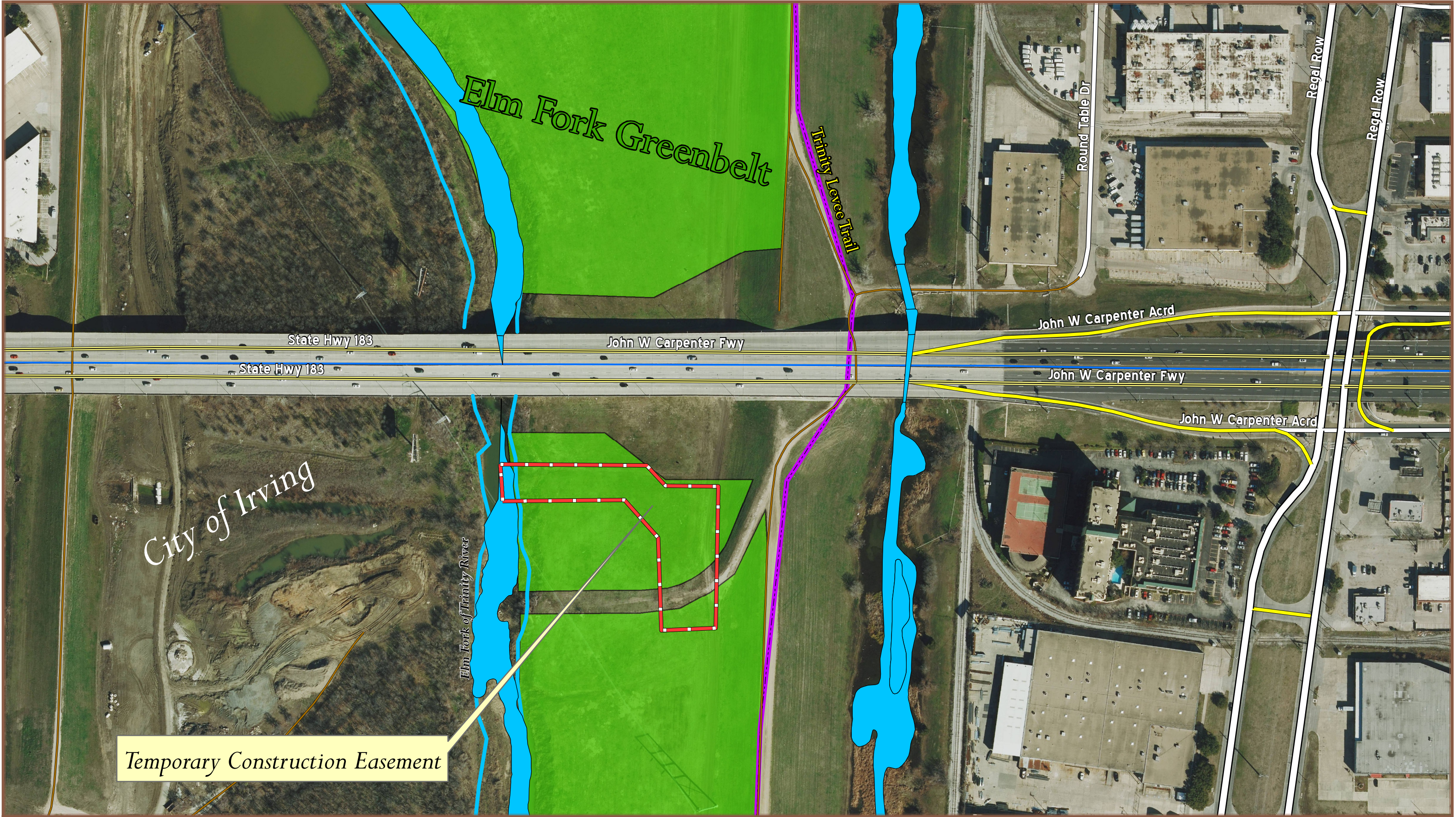


NOTE : SouthGate receives permission to approval to access the floodplain through Trinity Watershed permitting authority.

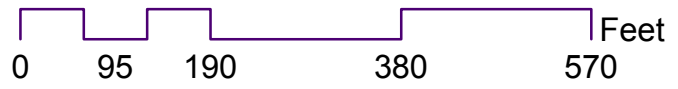
Temporary Construction Easement



Midtown Express  
**Trinity TCE**  
 Exhibit "A"



Temporary Construction Easement



January 21, 2016

Elm Fork Greenbelt  
(3123 Proctor St)  
Temporary Construction Easement

Mapsc0  
32 R, 33 N

District  
6

**KEY FOCUS AREA:** Culture, Arts and Recreation and Educational Enhancements

**AGENDA DATE:** February 10, 2016

**COUNCIL DISTRICT(S):** 6

**DEPARTMENT:** Park & Recreation

**CMO:** Louise Elam, 214-670-5275

**MAPSCO:** 22-X, Y

---

## **SUBJECT**

Authorize a public hearing to be held on March 23, 2016 to receive comments on the proposed use of a portion of the Elm Fork Greenbelt located at 10400 Wildwood Drive, totaling approximately 296,757 square feet (6.813 acres) of land, by the Texas Department of Transportation for construction of improvements to State Highway Loop 12/Walton Walker Boulevard - Financing: No cost consideration to the City

## **BACKGROUND**

The City of Dallas owns municipal parkland known as the Elm Fork Greenbelt located west of downtown Dallas within the Trinity River corridor. Texas Department of Transportation (TxDOT), through its design-build contractor, SouthGate Constructors, has requested use of a portion of the Elm Fork Greenbelt to be used as a compensatory storage area, consisting of approximately 296,757 square feet (6.813 acres) as required by local, state, and federal regulations regarding floodplain management.

TxDOT's highway project requires fill within the floodplain. Since such fill will reduce the flood storage in the floodplain, TxDOT must excavate a floodable area to replace the lost flood storage area. The area within the Elm Fork Greenbelt which TxDOT has identified for compensatory storage would require excavation of approximately 18,274 cubic yards of material. Excavated depths would range from several inches to approximately three-and-a-half-feet. Excavation and final grading of the site would follow the existing profile of the land which currently is a gentle slope from northeast to southwest towards the Elm Fork of the Trinity River. When the project is completed the Compensatory Storage Area will surface drain to the Elm Fork of the Trinity River - no ponding will occur as a result of construction. At no time will ownership or any rights of the parkland be transferred to TxDOT. The Compensatory Storage Area will not encumber the parkland which may be used for any parkland purpose which is currently allowed.

## **BACKGROUND** (Continued)

The proposed compensatory storage area is adjacent to a future trailhead of the Elm Fork Trail as envisioned in the Elm Fork Greenbelt Master Plan adopted by the Park and Recreation Board on June 4, 2015. The area is currently vegetated with non-native grasses, forbs, and shrubs. The area also contains piles of illegally dumped construction debris. TxDOT will remove all debris and vegetation as part of the project.

In keeping with the character of the surrounding greenbelt, and as an amenity of the trailhead of the future Elm Fork Greenbelt Trail, the compensatory storage area will be planted with a native prairie plant seed mixture. If required, preparation of the site may necessitate importation of topsoil and irrigation. TxDOT will be responsible for maintenance of the restored site for a period of two years after seeding is complete to ensure establishment of the prairie.

In compliance with the law, TxDOT has determined that there is a need and that no feasible and prudent alternative exists and that all reasonable care has been taken so as to not damage the remainder of the park property and to mitigate any disruption of current and future park services.

In accordance with the Texas Parks and Wildlife Code, Chapter 26 (Sections 26.001 through 26.004) the City Council must advertise and hold a public hearing on the change of use of parkland.

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

This item has no prior action.

The Planning and Design Committee will consider this item on January 21, 2016 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 February 10, 2016.

## **FISCAL INFORMATION**

No cost consideration to the City.

## **MAP**

Maps

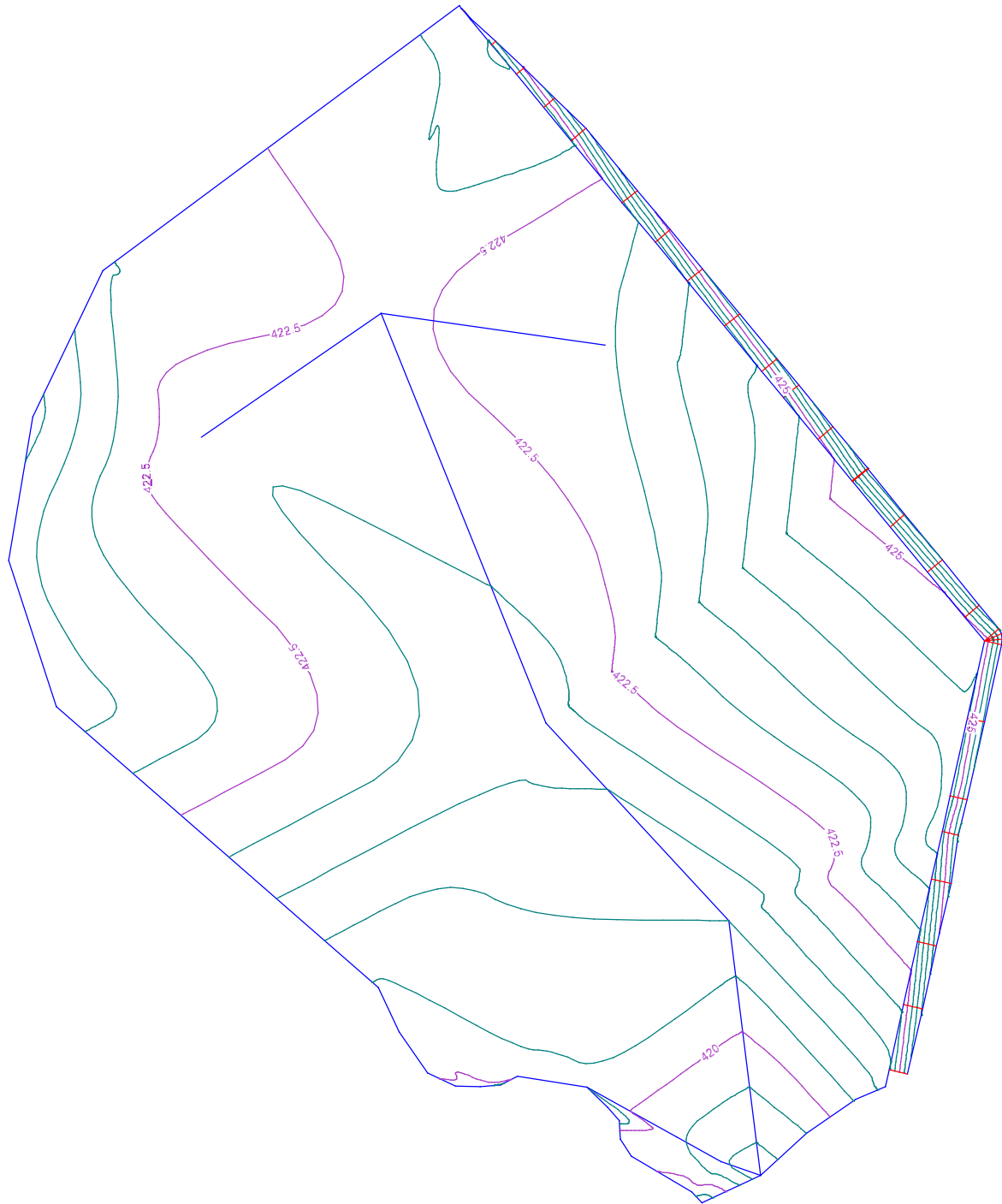


Compensatory Storage  
Location - Site Plan



Compensatory Storage  
Location - Grading Plan

# Compensatory Storage Location - Contour Map

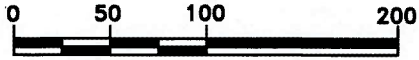


100 ft

12/14/2015

RE: CITY OF DALLAS

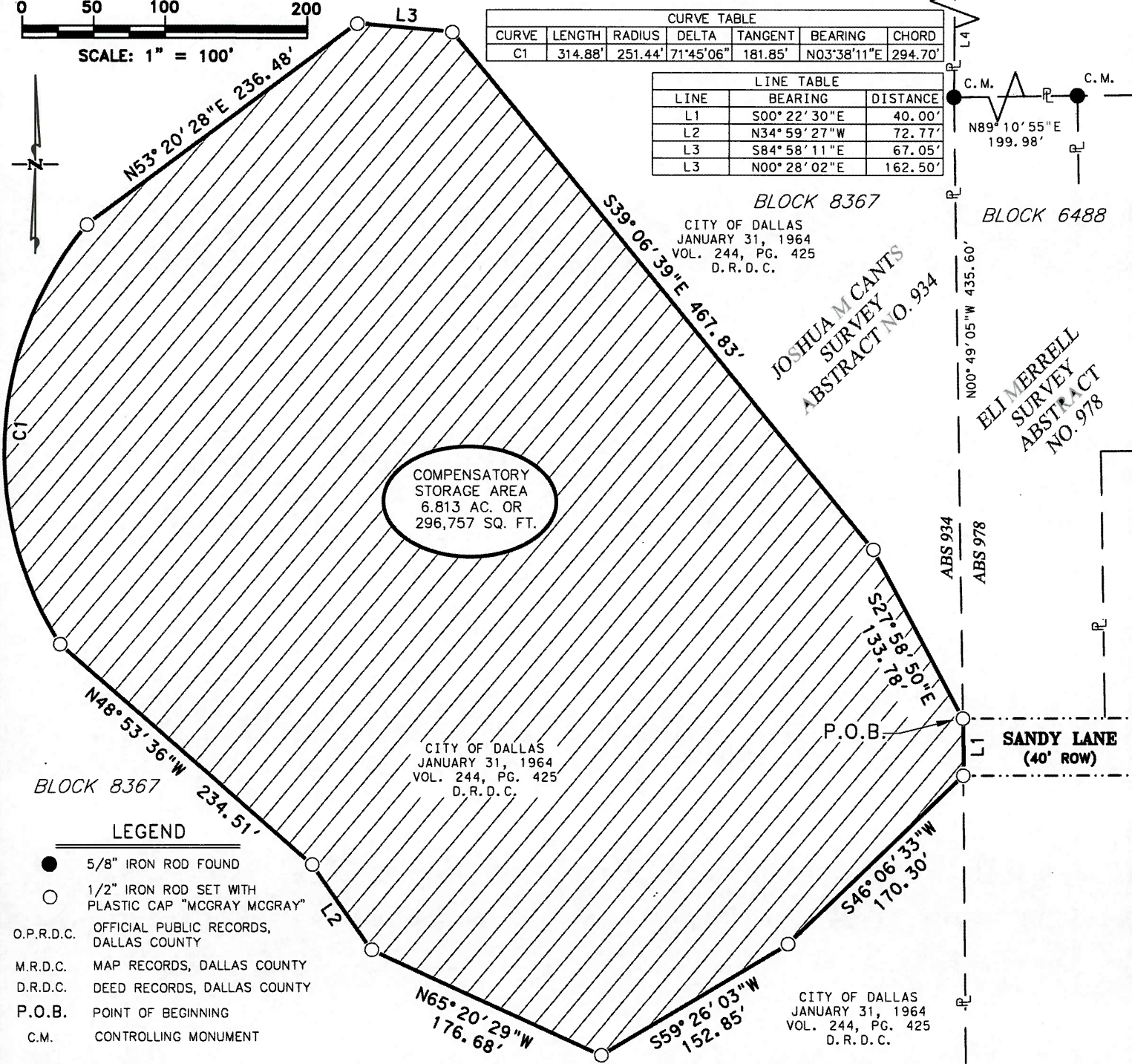
# PLAT TO ACCOMPANY DESCRIPTION



SCALE: 1" = 100'

CURVE TABLE						
CURVE	LENGTH	RADIUS	DELTA	TANGENT	BEARING	CHORD
C1	314.88'	251.44'	71°45'06"	181.85'	N03°38'11"E	294.70'

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S00°22'30"E	40.00'
L2	N34°59'27"W	72.77'
L3	S84°58'11"E	67.05'
L3	N00°28'02"E	162.50'



COMPENSATORY STORAGE AREA  
6.813 AC. OR  
296,757 SQ. FT.

CITY OF DALLAS  
JANUARY 31, 1964  
VOL. 244, PG. 425  
D.R.D.C.

CITY OF DALLAS  
JANUARY 31, 1964  
VOL. 244, PG. 425  
D.R.D.C.

### LEGEND

- 5/8" IRON ROD FOUND
- 1/2" IRON ROD SET WITH PLASTIC CAP "MCGRAY MCGRAY"
- O.P.R.D.C. OFFICIAL PUBLIC RECORDS, DALLAS COUNTY
- M.R.D.C. MAP RECORDS, DALLAS COUNTY
- D.R.D.C. DEED RECORDS, DALLAS COUNTY
- P.O.B. POINT OF BEGINNING
- C.M. CONTROLLING MONUMENT

- NOTES:
- THE BEARINGS SHOWN HEREON ARE BASED ON THE STATE PLANE COORDINATE SYSTEM, TEXAS NORTH CENTRAL ZONE (4202), NORTH AMERICAN DATUM OF 1983.
  - THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT, ADDITIONAL ENCUMBRANCES MAY AFFECT THIS EASEMENT.

COMPENSATORY STORAGE AREA  
6.813 ACRES OR 296,757 SQ. FT.  
CITY OF DALLAS, DALLAS COUNTY, TEXAS  
SURVEYED BY:

**McGRAY & McGRAY**  
**LAND SURVEYORS, INC.**  
3301 HANCOCK DRIVE #6  
AUSTIN, TEXAS 78731  
(512) 451-8591  
TBPLS FIRM # 10095500

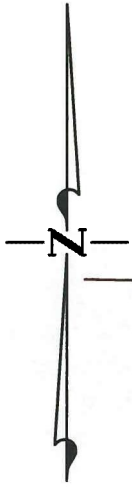
# PRELIMINARY

PROJECT NUMBER: 14-143	PARTY CHIEF: J. ROGERS	CITY OF DALLAS BLOCK: 8367
DATE: 12/31/2015	TECH: A. BURROUGHS	
SCALE: 1"=100'	CITY OF DALLAS FOLDER:	CITY OF DALLAS FILE NO.:

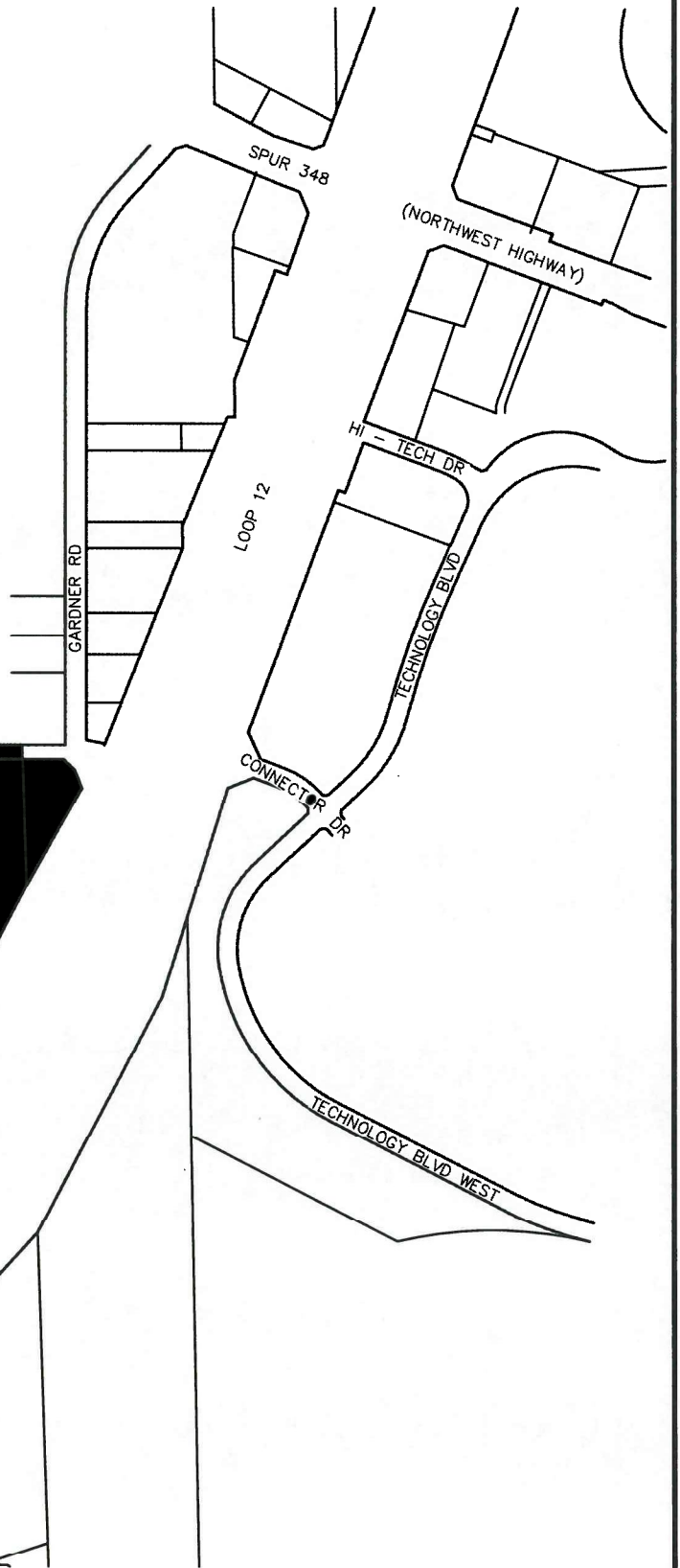
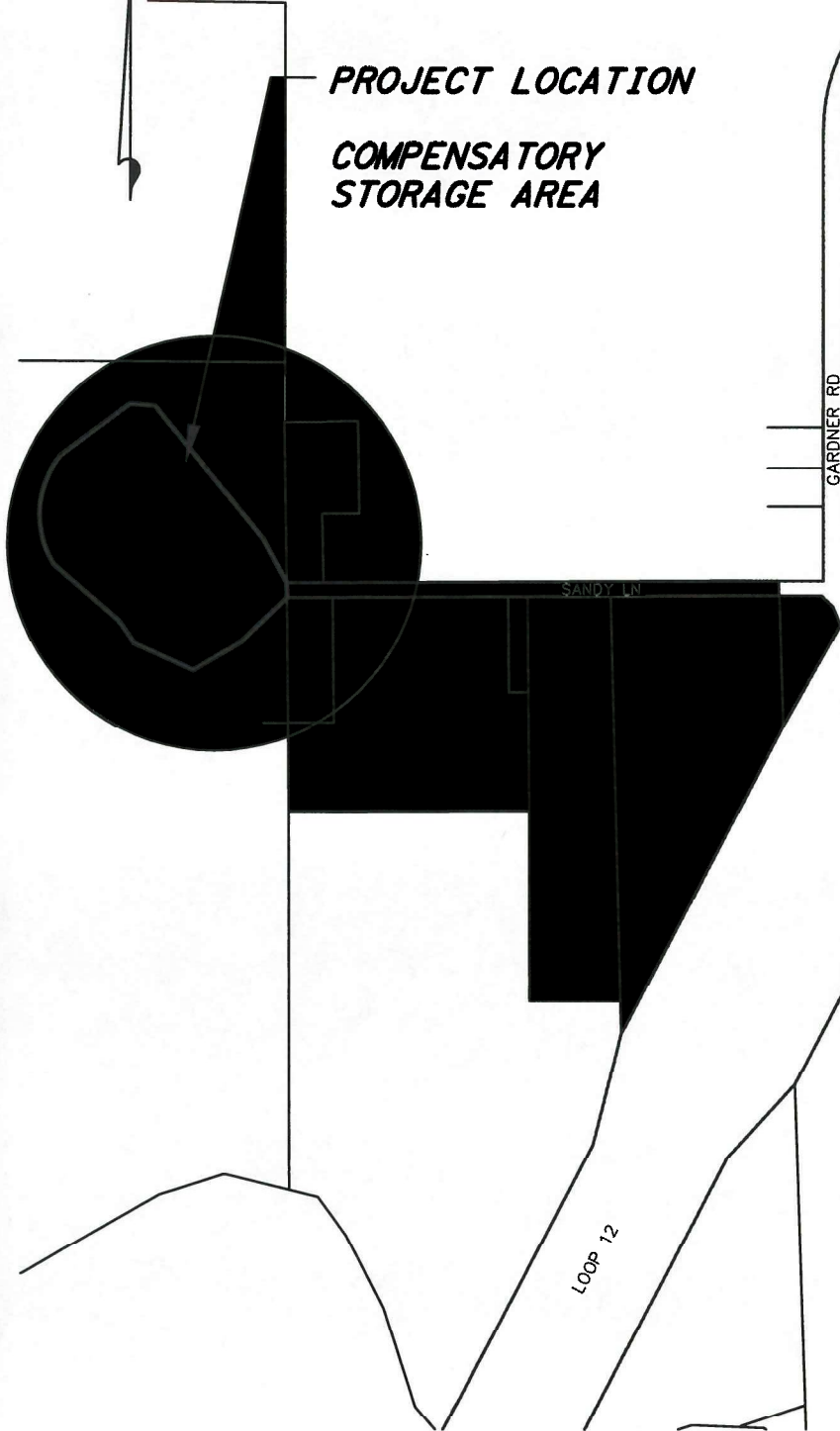
CHRIS CONRAD, REG. PROF. LAND SURVEYOR NO. 5623 DATE 12/31/15  
Note: This plat is not valid unless an original signature through an original seal appears on its face. There is a description to accompany this plat.



# LOCATOR MAP



**PROJECT LOCATION**  
**COMPENSATORY STORAGE AREA**



**PRELIMINARY**



Compensatory Storage Area

Elm Fork Greenbelt

City of Irving



January 21, 2016

Elm Fork Greenbelt  
(10400 Wildwood Dr)  
Compensatory Storage Area

Mapsco  
22 X,Y

District  
6

**KEY FOCUS AREA:** Culture, Arts and Recreation and Educational Enhancements

**AGENDA DATE:** February 10, 2016

**COUNCIL DISTRICT(S):** 6

**DEPARTMENT:** Park & Recreation

**CMO:** Louise Elam, 214-670-5275

**MAPSCO:** 32-R, 33-N

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## **SUBJECT**

Authorize a public hearing to be held on March 23, 2016 to receive comments on the proposed use of a portion of the Elm Fork Greenbelt located at 10400 Wildwood Drive, totaling approximately 296,757 square feet (6.813 acres) of land, by the Texas Department of Transportation for construction of improvements to State Highway Loop 12/Walton Walker Boulevard - Financing: No cost consideration to the City

## **BACKGROUND**

The City of Dallas owns municipal parkland known as the Elm Fork Greenbelt located west of downtown Dallas within the Trinity River corridor. Texas Department of Transportation (TxDOT), through its design-build contractor, SouthGate Constructors, has requested use of a portion of the Elm Fork Greenbelt to be used as a compensatory storage area, consisting of approximately 296,757 square feet (6.813 acres) as required by local, state, and federal regulations regarding floodplain management.

TxDOT's highway project requires fill within the floodplain. Since such fill will reduce the flood storage in the floodplain TxDOT must excavate a floodable area to replace the lost flood storage area. The area within the Elm Fork Greenbelt which TxDOT has identified for compensatory storage would require excavation of approximately 18,274 cubic yards of material. Excavated depths would range from several inches to approximately three-and-a-half-feet. Excavation and final grading of the site would follow the existing profile of the land which currently is a gentle slope from northeast to southwest towards the Elm Fork of the Trinity River. When the project is completed the Compensatory Storage Area will surface drain to the Elm Fork of the Trinity River - no ponding will occur as a result of construction. At no time will ownership or any rights of the parkland be transferred to TxDOT. The Compensatory Storage Area will not encumber the parkland which may be used for any parkland purpose which is currently allowed.

## **BACKGROUND** (Continued)

The proposed compensatory storage area is adjacent to a future trailhead of the Elm Fork Trail as envisioned in the Elm Fork Greenbelt Master Plan adopted by the Park and Recreation Board on June 4, 2015. The area is currently vegetated with non-native grasses, forbs, and shrubs. The area also contains piles of illegally dumped construction debris. TxDOT will remove all debris and vegetation as part of the project.

In keeping with the character of the surrounding greenbelt, and as an amenity of the trailhead of the future Elm Fork Greenbelt Trail, the compensatory storage area will be planted with a native prairie plant seed mixture. If required, preparation of the site may necessitate importation of topsoil and irrigation. TxDOT will be responsible for maintenance of the restored site for a period of two years after seeding is complete to ensure establishment of the prairie.

In compliance with the law, TxDOT has determined that there is a need and that no feasible and prudent alternative exists and that all reasonable care has been taken so as to not damage the remainder of the park property and to mitigate any disruption of current and future park services.

In accordance with the Texas Parks and Wildlife Code, Chapter 26 (Sections 26.001 through 26.004) the City Council must advertise and hold a public hearing on the change of use of parkland.

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

This item has no prior action.

The Planning and Design Committee will consider this item on January 21, 2016 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 February 10, 2016.

## **FISCAL INFORMATION**

No cost consideration to the City.

## **MAP**

Maps

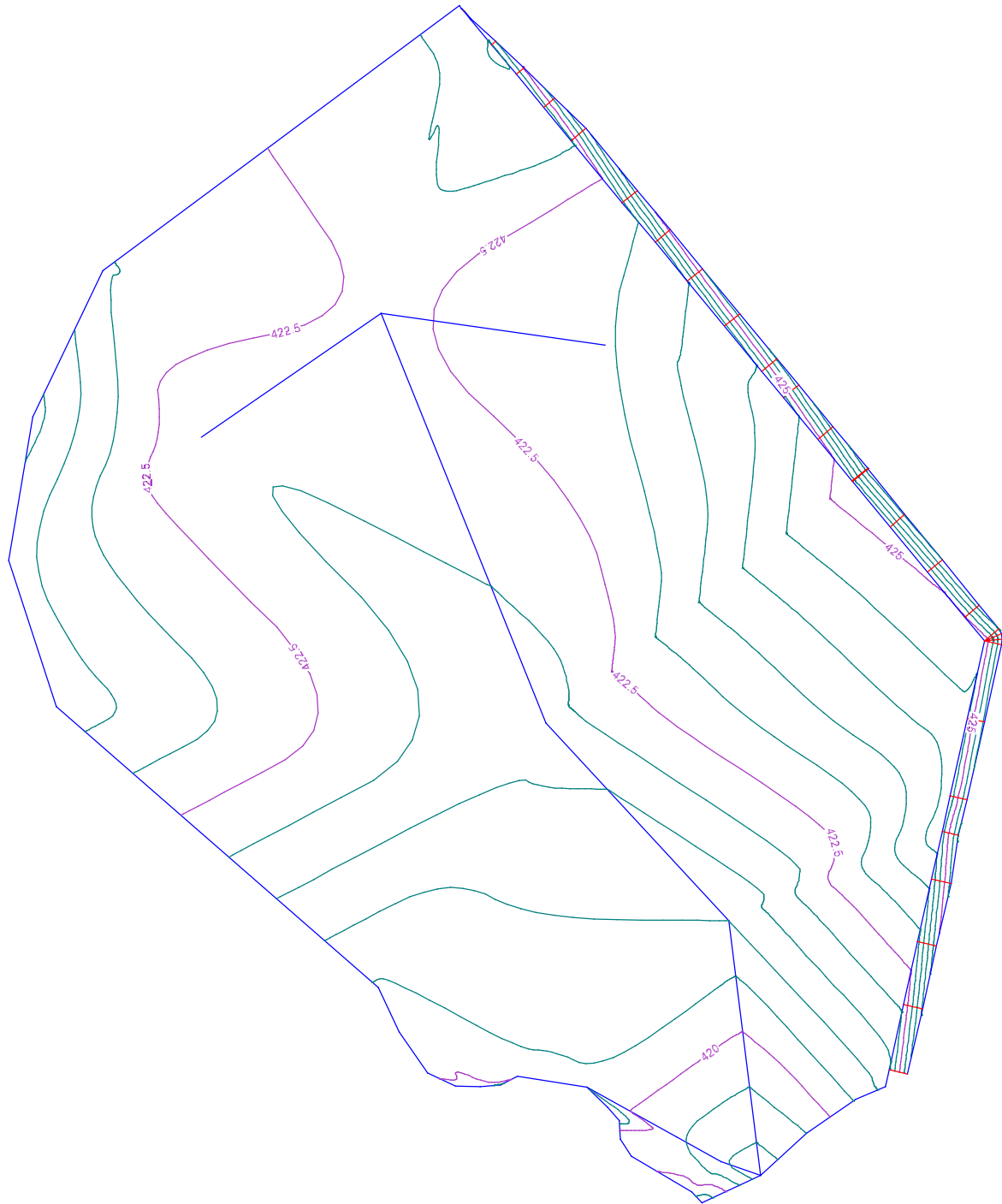


Compensatory Storage  
Location - Site Plan



Compensatory Storage  
Location - Grading Plan

# Compensatory Storage Location - Contour Map

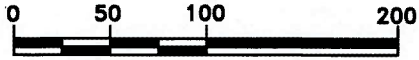


100 ft

12/14/2015

RE: CITY OF DALLAS

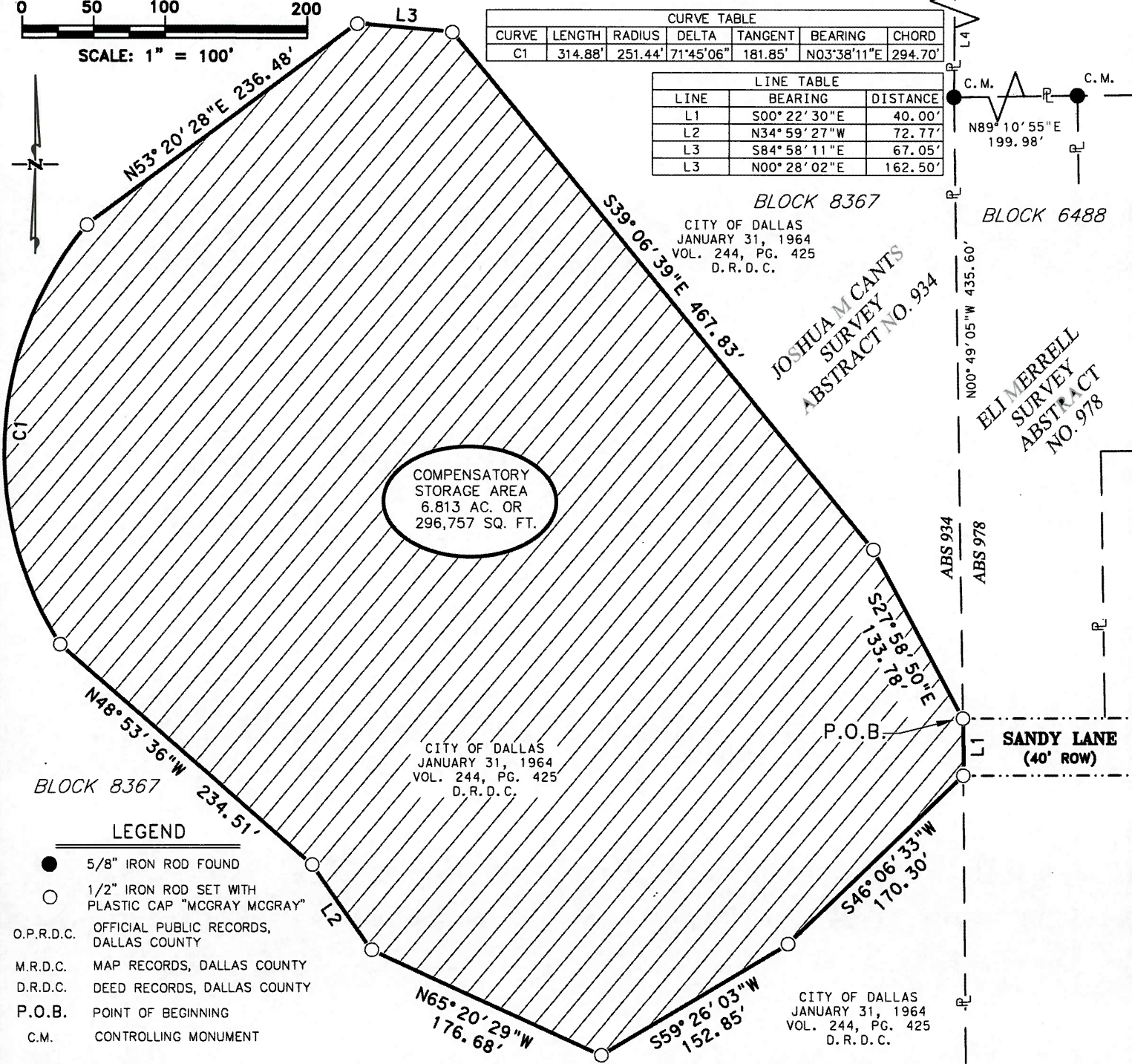
PLAT TO ACCOMPANY DESCRIPTION



SCALE: 1" = 100'

CURVE TABLE						
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LINE TABLE		
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COMPENSATORY STORAGE AREA  
6.813 AC. OR  
296,757 SQ. FT.

CITY OF DALLAS  
JANUARY 31, 1964  
VOL. 244, PG. 425  
D. R. D. C.

CITY OF DALLAS  
JANUARY 31, 1964  
VOL. 244, PG. 425  
D. R. D. C.

LEGEND

- 5/8" IRON ROD FOUND
- 1/2" IRON ROD SET WITH PLASTIC CAP "MCGRAY MCGRAY"
- O.P.R.D.C. OFFICIAL PUBLIC RECORDS, DALLAS COUNTY
- M.R.D.C. MAP RECORDS, DALLAS COUNTY
- D.R.D.C. DEED RECORDS, DALLAS COUNTY
- P.O.B. POINT OF BEGINNING
- C.M. CONTROLLING MONUMENT

- NOTES:
- THE BEARINGS SHOWN HEREON ARE BASED ON THE STATE PLANE COORDINATE SYSTEM, TEXAS NORTH CENTRAL ZONE (4202), NORTH AMERICAN DATUM OF 1983.
  - THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT, ADDITIONAL ENCUMBRANCES MAY AFFECT THIS EASEMENT.

COMPENSATORY STORAGE AREA  
6.813 ACRES OR 296,757 SQ. FT.  
CITY OF DALLAS, DALLAS COUNTY, TEXAS  
SURVEYED BY:

**McGRAY & McGRAY**  
**LAND SURVEYORS, INC.**  
3301 HANCOCK DRIVE #6  
AUSTIN, TEXAS 78731  
(512) 451-8591  
TBPLS FIRM # 10095500

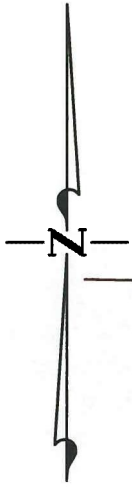
**PRELIMINARY**

PROJECT NUMBER: 14-143	PARTY CHIEF: J. ROGERS	CITY OF DALLAS BLOCK: 8367
DATE: 12/31/2015	TECH: A. BURROUGHS	
SCALE: 1"=100'	CITY OF DALLAS FOLDER:	CITY OF DALLAS FILE NO.:

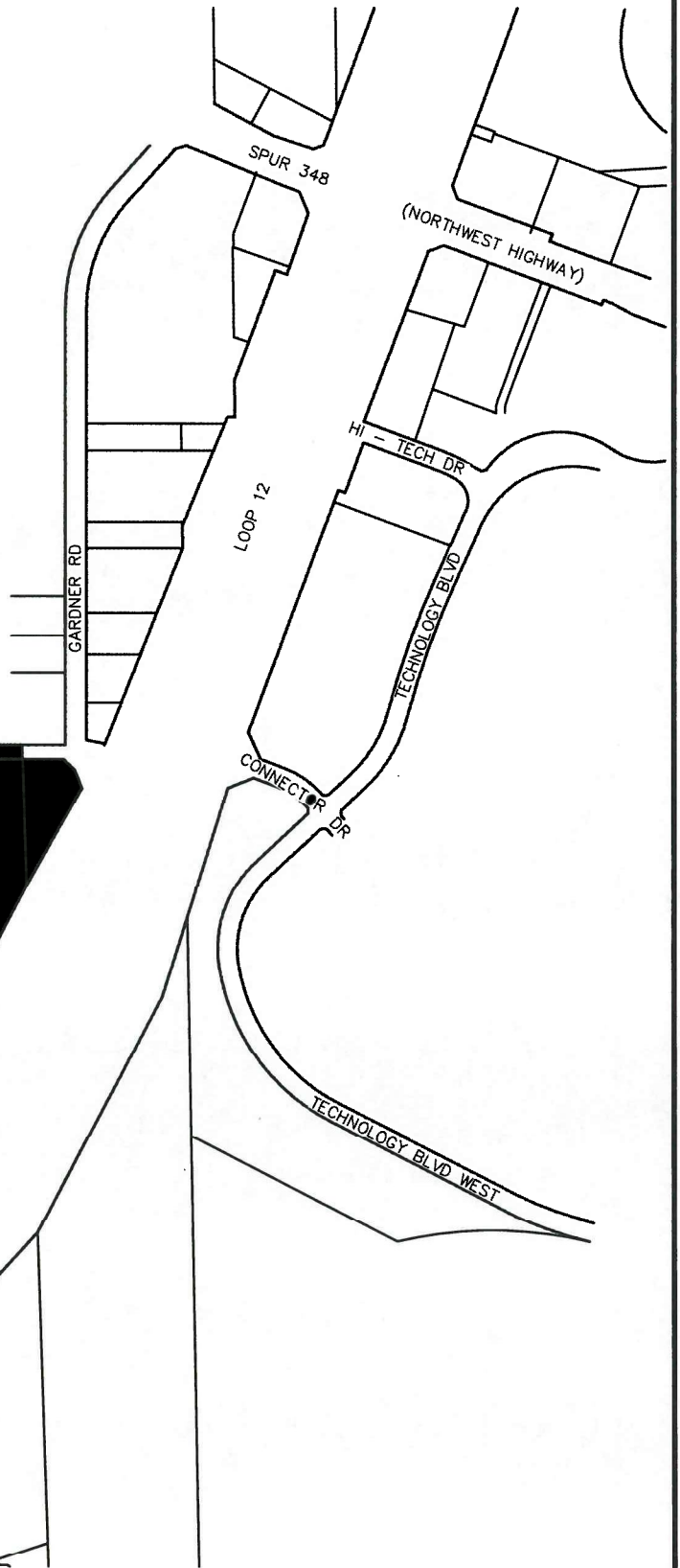
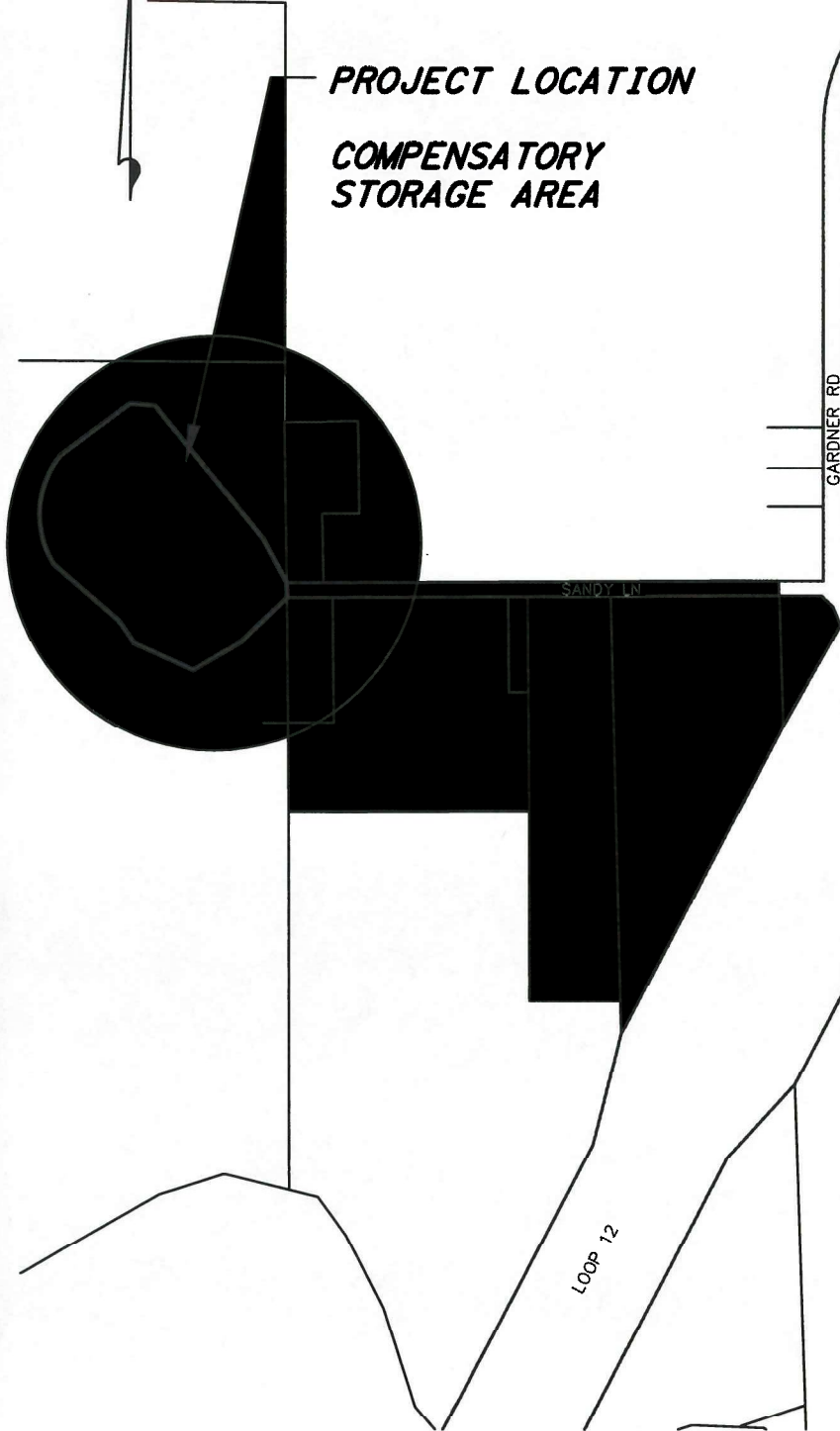
CHRIS CONRAD, REG. PROF. LAND SURVEYOR NO. 5623 DATE 12/31/15  
Note: This plat is not valid unless an original signature through an original seal appears on its face. There is a description to accompany this plat.



# LOCATOR MAP



**PROJECT LOCATION**  
**COMPENSATORY STORAGE AREA**



**PRELIMINARY**



Compensatory Storage Area

Elm Fork Greenbelt

City of Irving



January 21, 2016

Elm Fork Greenbelt  
(10400 Wildwood Dr)  
Compensatory Storage Area

Mapsco  
22 X,Y

District  
6

**AGENDA DATE:** January 21, 2016  
**COUNCIL DISTRICT(S):** 3  
**DEPARTMENT:** Park & Recreation  
**CMO:** Louise Elam, 214-670-5275  
**MAPSCO:** 43-S, W, X

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## **SUBJECT**

Authorize the exchange of approximately 23.78 acres of land valued at \$577,967, being part of Joey Georgusis Park located at 4524 W. Davis Street, for 12.993 acres of land located at 1148 Pinnacle Park Boulevard valued at \$1,850,000, based on fair market value as determined by an independent fee appraisal - Financing: No cost consideration to the City

## **BACKGROUND**

The City of Dallas owns land totaling approximately 23.78 acres at 4524 W. Davis Street known as part of Joey Georgusis Park (Tract A). The park property, originally acquired in 2007 is currently undeveloped.

The park property in the proposed exchange was included in a referendum to voters of the City of Dallas on May 22, 2013 which authorized the Park and Recreation department to convey the property, by sale or exchange, in accordance with Texas Local Government Code Section 253. The property was subsequently offered for sale or exchange through the City's Real Estate office following state public bidding procedures with a minimum bid of \$517,967 based on an independent appraisal.

The law permits the sale or exchange of parkland after the issue of the sale is submitted to and approved by the voters of the municipality at an election as mandated by the Texas Local Government Code, Chapter 253, Section 253.001. The proceeds of the sale or exchange may be used only to acquire and improve property for park purposes.

The property was advertised on January 11<sup>th</sup> and 12<sup>th</sup> 2015 and bids due on January 29, 2015, with the requirement that the City of Dallas reserved the right to reject any and all bids and with the restriction prohibiting the placement of industrialized housing on the property to be sold. Additionally, the proceeds of the conveyance must be used for the enhancement of the City of Dallas Park and Recreation Department park system.

Authorize the exchange of approximately 23.78 acres of land valued at \$577,967, being part of Joey Georgusis Park located at 4524 W. Davis Street, for 12.993 acres of land located at 1148 Pinnacle Park Boulevard valued at \$1,850,000, based on fair market value as determined by an independent fee appraisal - Financing: No cost consideration to the City – January 21, 2016 – Page 2

### **BACKGROUND (Continued)**

One bid was received from SLF III–The Canyon in Oak Cliff, L.P. The bidder offered the exchange of approximately 12.993 acres of land valued at \$1,850,000 as determined by an independent appraisal. Additionally, as part of its bid, once the exchange is completed, SLF III–The Canyon in Oak Cliff, L.P. will maintain the land exchanged to the City of Dallas thereby incurring no cost to the Park and Recreation department for the upkeep of the land until such time that the land is developed as parkland.

The exchange is advantageous to the Park and Recreation department. The appraised value of the land to be received in the exchange is in excess of the value of the land currently owned by the Park and Recreation department. The land to be received will better serve the citizens of the City of Dallas being located within the boundaries of the nearly 200-acre *The Canyon in Oak Cliff* Planned Development District No. 811 and adjacent to the open areas of the planned development. The land to be received is developable and also has direct access to an existing public road, Pinnacle Park Boulevard.

On May 16, 2013, the Park and Recreation Board approved a resolution concerning the potential sale or exchange of park land, including Elgin B. Robertson Park and a portion of Joey Georgusis Park, that recommended the use of any proceeds from the sale or exchange of park land for the implementation of the Aquatic Facilities Master Plan. There are no proceeds from this exchange that could be utilized for the implementation of the Aquatics Facilities Master Plan.

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

The Park and Recreation Board authorized a public hearing on June 17, 2010.

City Council authorized the public hearing on August 18, 2010, by Resolution No.10-2076.

City Council authorized the change of park use to non-park use on October 13, 2010 by Resolution No. 10-2634.

The Park and Recreation Board approved the request for the City Council to authorize an ordinance ordering a special election related to the sale of parkland on February 7, 2013.

Authorize the exchange of approximately 23.78 acres of land valued at \$577,967, being part of Joey Georgusis Park located at 4524 W. Davis Street, for 12.993 acres of land located at 1148 Pinnacle Park Boulevard valued at \$1,850,000, based on fair market value as determined by an independent fee appraisal - Financing: No cost consideration to the City – January 21, 2016 – Page 3

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

City Council authorized a public referendum to authorize the conveyance, by sale or exchange, in Ordinance No. 28939, of a portion of Joey Georgusis Park on February 27, 2013 by Resolution No. 13-0456.

The Park and Recreation Board authorized a resolution on May 16, 2013.

City Council approved to authorize the conveyance, by sale or exchange, of a portion of Joey Georgusis Park on May 22, 2013 by Resolution No. 13-0910.

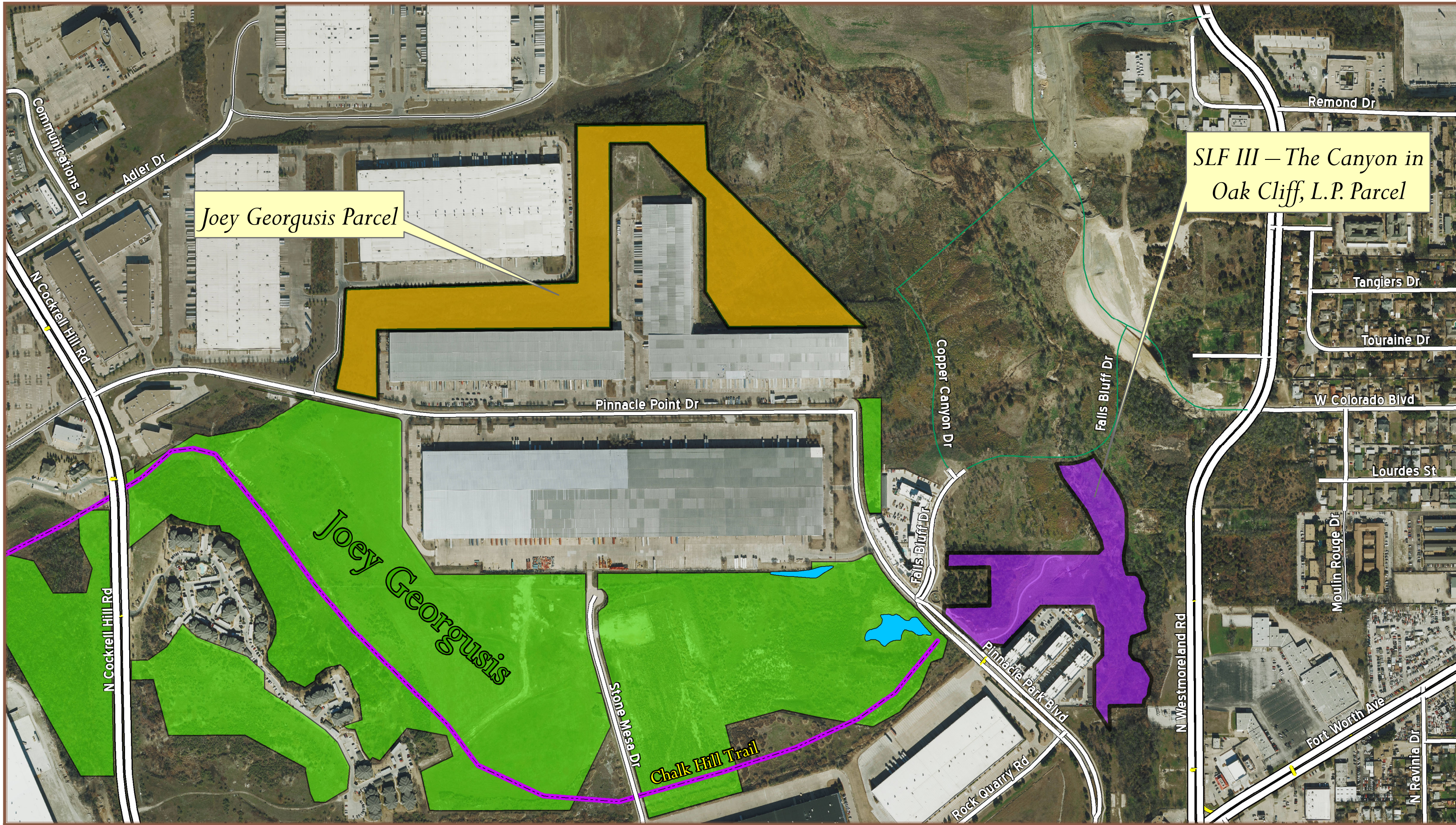
The Planning and Design Committee will consider this item on January 21, 2016 and will present a recommendation to the Park and Recreation Board on the same day. This item will be scheduled for City Council approval.

**FISCAL INFORMATION**

No cost consideration to the City.

**MAP**

Attached

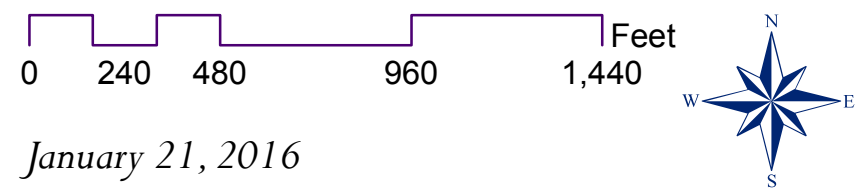


Joey Georgusis Parcel

SLF III – The Canyon in Oak Cliff, L.P. Parcel

Joey Georgusis

Chalk Hill Trail

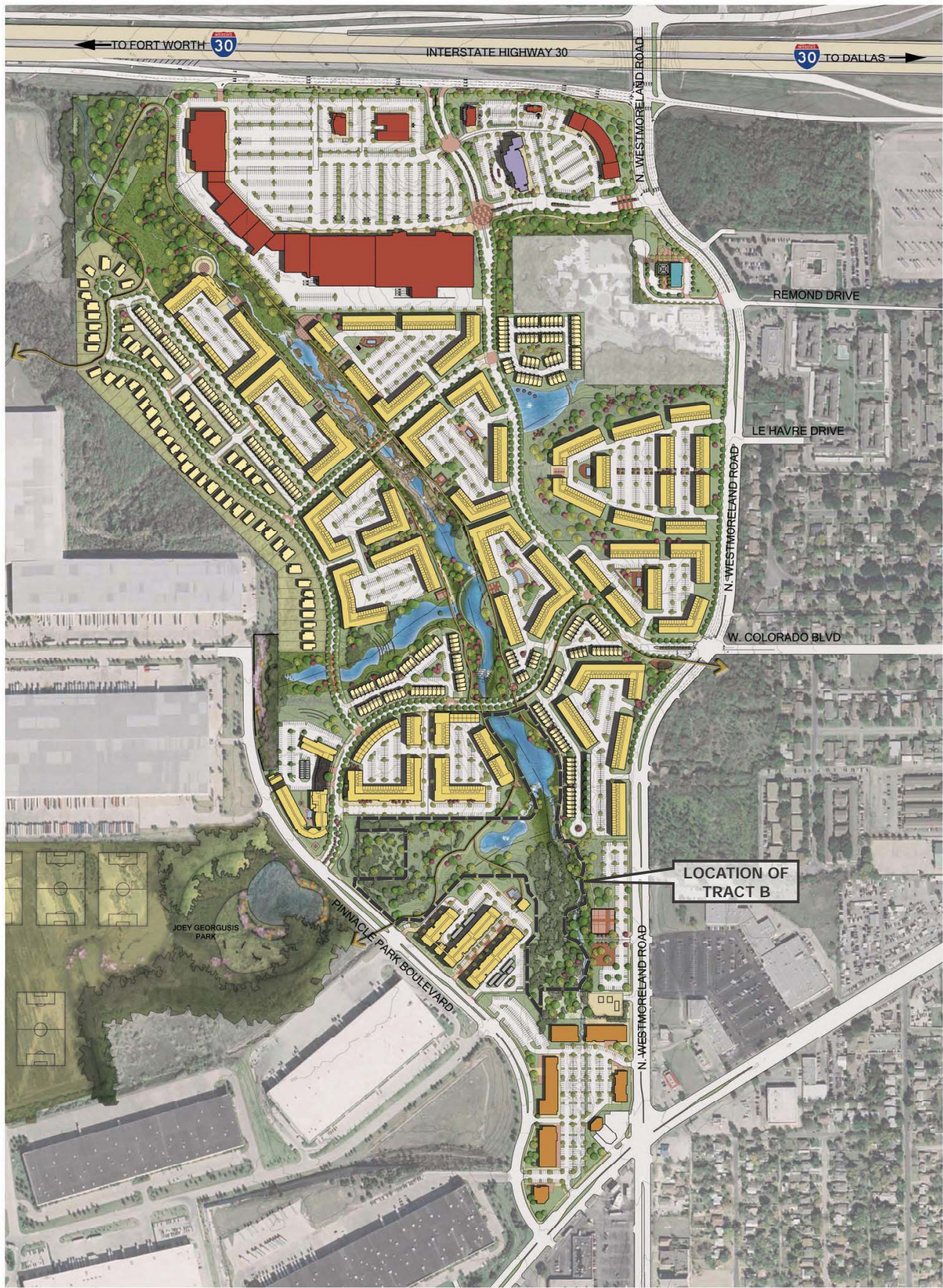


January 21, 2016

Joey Georgusis Park Land Exchange  
(4524 W Davis St)

Mapsco  
43 S,W,X

District  
3



Conceptual Master Site Plan

02/06/2014



2808 Fairmount Street  
Suite 300  
Dallas, Texas 75201  
214.303.1500/Tel  
214.303.1512/Fax  
www.gff.com

**MEMORANDUM**



**DATE:** January 15, 2016

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

**SUBJECT:** January 21, 2016 Park and Recreation Board Briefing

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On Thursday, January 21, 2016, the following briefing will be presented to the Dallas Park and Recreation Board:

- Budget Workshop FY2016/17:  
John Jenkins, Deputy Director, Park and Recreation Department

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

A handwritten signature in black ink, appearing to read "Willis Winters".

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



**DALLAS PARK AND RECREATION BOARD  
AGENDA SHEET**

**DATE:** January 21, 2016  
**COUNCIL DISTRICT(S):** All  
**STAFF:** John Jenkins, 214-670-4071

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**SUBJECT**

Adoption of the 2015 performance appraisal and consideration of a 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. On January 21, 2016, the Park and Recreation Director will present the Park and Recreation Board an overview of the department's accomplishments for the past 18 months.

**COMMITTEE ACTION**

The Director's Performance Review Committee met on Wednesday, January 13, 2016. During the meeting on January 21, 2016, the Committee-of-the-Whole will determine the Park and Recreation Director's performance appraisal and consideration of a salary increase.

**FISCAL INFORMATION**

Current Funds

**ATTACHMENT**

Accomplishments

**Willis C. Winters, FAIA, FAAPRA, Director**  
**Accomplishments March 1, 2015 to September 30, 2015**

Black Text = Accomplishments between October 1, 2014 and February 28, 2015  
Green Text = Accomplishments between March 1, 2015 and September 30, 2015

**Responsibility 1: Provide daily oversight of the department's goals**

Park and Recreation Board Policies – Review and update

- Committee established/held Park and Recreation Board Policies Committee's first meeting – September 18, 2014
- Reviewed 17 policies - Determined that four require additional evaluation
- Formal committee recommendations presented to Park and Recreation Board on June 4, 2015

Fair Park Vision & Strategies – Implement initiatives

- Created and produced Fair Park Sparks, the launch event for the Fair Park Vision and Strategies Initiative that included food and live entertainment by Voodoo Daddy and Sugar Ray
- Added 1,000,000 lights to trees and buildings along the Esplanade
- Bike Rental Station – executed a management and operation agreement with Friends of Fair Park; includes two stations and 16 bicycles
- Launched a new bilingual cell phone tour to interpret the parks significant structures, art and architecture
- Initiate a contract to create a phone app for Fair Park to improve the visitor experience and prolong the length and depth of visits
- Developed specifications for the main Science Building for a future attraction
- Enhanced weekday programming:
  - Friday Food Truck Frenzy events w/live entertainment
  - Holiday DeLights
  - Thursday (holiday) Movies on the Esplanade
  - Procured site furnishings and equipment to provide daily recreational programming and events in the Esplanade
- Visitors Center – conducted a feasibility study; identified three potential sites
- Initiated and completed a wayfinding and building signage masterplan
- Installed Fair Park Building signage
- Started construction on Briscoe Carpenter Livestock Center
- Finalized wayfinding signage design and proposed placement locations and awarded construction contract
- Implemented program schedule of 74 events to launch March 2015
- Produced Fair Park Sparks and Fair Park Fourth with a combined attendance of 80,000
- Added two new fountain shows to Esplanade Fountain
- Secured one-year extensions on expiring contracts at Fair Park with assignment clauses
- Participated in Council Member Carolyn Davis' Fair Park Committee on Economic Growth to introduce area residents to Fair Park service provider and campus members in an effort to create job opportunities
- Presented the Future of Fair Park-Mayor's Fair Park Task Force Report at four community meetings

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- Worked with community leaders on the WINS Economic Development Work Group to address related issues and develop strategies for the Fair Park neighborhood area

Aquatics Master Plan – Finalize, identify sites and funding for implementation

- Presented 2012 Aquatics Master Plan Park and Recreation Board in April 2014
- Convened meetings of Park and Recreation Board's Facilities Committee in November 2014
- Updated the Park and Recreation Board on the proposed sale of Elgin B. Robertson Park on January 22 and February 5, 2015
- Implemented directive of the Park and Recreation Board to use proceeds from the sale of Elgin B. Robinson Park to redevelop City of Dallas aquatics system
- May 15, 2015 – Elgin B. Robinson land sale was closed in the amount of \$31.8M
- Worked with the Park and Recreation Board (especially the Facilities Committee), the Dallas City Council, and with City of Dallas residents to update the existing 2012 Aquatics Master Plan
  - Briefed Park and Recreation Board on Aquatic Master Plan Update on September 3, 2015
  - Briefed City Council Quality of Life Committee on September 14, 2015
  - Led 11 public meetings between September 21 and September 30 to garner public input

Capital Needs Inventory – Update and prepare for next bond program

- Internal meetings started in April 2014 to review needs inventory
- Meetings with other city departments to develop refined list of buildings requiring inspection
- Park and Recreation Board briefed on April 16, 2015 on the development of the needs inventory
- Began meeting with City Council members and Park and Recreation Board members to identify further needs to place on inventory
- Continued to update the Needs Inventory and coordinated bond program planning efforts with the Public Works Department

Comprehensive Plan Update – Initiate and complete, develop mission and vision

- Conducted two mission and vision workshops with Park and Recreation Board
- Conducted citywide customer survey and 9 public input meetings
- Plan was 50% complete (as of February 28, 2015)
- Park and Recreation Board briefed on April 2, May 21, June 4, and August 6, 2015 regarding Comprehensive Plan
- Plan was 80% complete (as of September 30, 2015)

Planning and Design Division Capital Projects

- Development of 15 miles of trail (system total of 135 miles), with 35 miles in development/construction
- Completed eight miles of trail (system total of 143 miles)
  - Opening of the Trinity Strand Trail (September 18, 2015)
  - Expansion of the White Rock Creek Trail
  - Partial opening of the Flag Pole Hill Trail and the SOPAC Trail

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- Oversaw 27 miles of trails under development/construction
  - Timberglen Trail
  - Elmwood Parkway
  - SOPAC Trail
  - Northaven Trail
  - Five Mile Creek Trail
  - Coombs Creek Trail
  - Joppa Trail
  - Ridgewood Trail
  - Flag Pole Hill Trail
  - Trinity Strand Trail Phase II (Medical District Trail)
  - Lake Highlands Trail – South
- Began construction of the Briscoe Carpenter Livestock Building
- Golf Course improvements
  - Luna Vista facility renovations
  - Grover Keeton drainage repairs
- Kidd Springs Park culvert repairs
- South Central Park improvements/sprayground
- Singing Hills Recreation Center land acquisition and site construction
- Continued development of new service centers
  - District 1 Service Center (Muchert)
  - District 2 Service Center (Guard)
  - District 5 Service Center (California Crossing)
  - District 6 Service Center (Bekay)
- Recreation centers
  - Walnut Hill improvements
- Development of disc golf courses
  - Oak Cliff Founders Park
  - Lawnview Park

Recreation Master Plan – Initiate

- Plan was 50% complete (as of February 28, 2015)
- Conducted citywide customer survey and nine public input meetings
- Plan was 80% complete (as of September 30, 2015)
- Park and Recreation Board briefed on April 2, May 21, June 4, and August 6, 2015 regarding Comprehensive Plan
- Park and Recreation Board Briefed on April 2, May 21, June 4, and August 6, 2015 regarding Recreation Master Plan

CAPRA Accreditation – Initiate

- Attended CAPRA Workshop at NRPA Congress
- Established staff core team to manage accreditation tasks and process

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- Held meeting with appointed accreditation mentor in Austin
- Formally applied and initiated two year accreditation approval timeline
- Established site visit period of Winter 2016 (January – March)
- 85% complete with self-assessment September 30, 2015
- Met with lead CAPRA Lead Visitor at NRPA Congress in September 2015

#### Economic Value of Parks

- Directed hiring of consultant to develop economic analysis of Dallas park system
- Briefed Park and Recreation Board regarding the Economic Value of Parks on August 20, 2015

#### Recreation Services Five Year Plan - Develop major maintenance, equipment replacement schedules

- Conducted assessment of major maintenance needs and prioritized them in order based on safety, condition and elapsed time since it was last serviced or addressed
- Determined focus areas of security camera (repairs and installations), interior painting, resurfacing/refurbishing gymnasium floors, establishing a fitness equipment replacement schedule, replacement of tables and chairs, marquees, bleachers, basketball goals and support systems, and scoreboard replacement.
- Briefed Park and Recreation Board Admin and Finance Committee in August 2015 on Recreation Five Year Plan

#### Improving Park Security

- Began working closely with Dallas Police Department (DPD) to improve security in park system
- DPD Provided updates to Park and Recreation Board members every meeting on security concerns

#### Department re-organization - Use best practices to address retirements and attrition; hire and promote new staff

- Created an Administrative Manager position for Recreation Services
  - Analyzes current administrative processes for improvements and efficiencies
  - Recommends and develops department/division directives and guidelines
  - Conducts audits and has oversight of division contracts
- Moved recreation staff to different locations based on the needs of the community, division and the development of the employee
- Created an Administrative Manager position for Park Maintenance Services
  - Consolidated Forestry and Horticulture programs to address needs city-wide
- Re-assigned park monitors to the park ambassadors section of Park Maintenance Services for continuity and enhanced response

#### Cedar Crest Golf Course – Renovate (new greens, bunkers and driving range improvements)

- Completed bid package and advertised

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- *City Auditor's office recommended rebidding construction project due to single bid submission 3/23/15*
- Scheduled for rebid Fall 2015
- Completed new bid package for re-advertisement

#### Electronic People-Counting System

- Evaluate and implement for trails and recreation centers
- Phase I procurement - complete
- Approval for Phase I - complete (approved by Park and Recreation Board December 11, 2014 and City Council on January 28, 2015)
- Site selection – completed
- Construction – completed in May 2015
- Electronic system started collecting data in July 2015 on 10 trails

#### Land acquisition for parks-initiate plan to identify open space for future land acquisition – initiate plan to identify potential sites for future neighborhood parks

- Comprehensive Plan Update scope includes identification of needed park acres for the Dallas Park System – brief to Board in Fall 2015
- Acquisition of two new service center sites
  - District 5 Service Center (California Crossing)
  - District 6 Service Center (Bekay)
- Initiated discussions with private sector to undertake open space master plan
- Led development of easement agreement with Dallas Area Rapid Transit to expand trail network
  - Briefed the Park and Recreation Board on May 21, 2015
  - Briefed City Council on June 3, 2015
  - Agreement approved by City Council and DART on June 10, 2015
  - Agreement adds 27.9 miles potential trails to the existing network
- Worked with private sector to develop the Circuit Trail Conservancy, a private organization dedicated to raising funds to develop key parts of the citywide trail network
  - Identified three key trails requiring \$45 million in funding to develop
  - Worked with group to determine 1:1 bond program match

#### Park Maintenance – Trees, reforestation and horticulture

- Forestry
  - Citywide Forestry pilot program initiated to deploy strike teams citywide'
  - Coordinated or participated in the planting of 457 trees including community tree plantings, volunteer tree planting events and the tree mitigation program
  - Pruned/maintained 6,065 trees
  - Received Tree City USA Recognition through the Arbor Day Foundation
  - Partnered with Oncor to give away 500 trees at Crawford Park as part of the Energy-Saving Trees Program
  - Citywide Horticulture pilot program initiated at Benito Juarez and Friendship parks

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- Constructed and planted nine new ornamental flower beds and renovated 22 existing ornamental flower beds through the new Horticulture Program
- Created Urban Biologist position for the Park and Recreation department which will focus on natural resource management, feral hog trapping plan, Blackland Prairie restoration, environmental education and outreach.
- Assessed summer flooding damages totaling approximately \$4.5M and coordinated clean-up efforts on park properties. Developed cost estimates and expenses for report submittal to FEMA

Partnership Development - nurture existing partnerships, identify new opportunities to leverage city funding, programs and services

- Robert Decherd/Foundation – expanding the Downtown Parks Master Plan:
  - Harwood Park – land acquisition and design
  - Carpenter Park – re-design to create a contiguous park and incorporate the existing public art piece
- Pursuing funding partners for the Trail Circuit
- Parks Foundation – established 2 recreation scholarship programs:
  - the Dallas 7/4 Run raises funding for program enhancements
  - Summer camp scholarship awards
- Volunteer Hours increased 32% in FY 2013-14 compared to previous fiscal year
  - October 2013-March 2015 – 300,906 volunteer hours
  - Valued at \$7,041,200.00
- Continued partnership with Belo Foundation and its successor organization Parks for Downtown Dallas (PDD)
- Created 48 new Partnership Agreements and renewed a total of 14 Agreements (dollar value of \$1,431,035.70), including a public art partnership with Uptown Dallas at Anita Harris Phelps Park
- Recreation Services nurtured existing partner with the Baylor's Diabetes Health and Wellness Institute, MyFi/Oncor, Dallas Independent School District and the Texas Rangers
- Raised \$33,951 through the 2015 Teach a Child to Swim fundraising campaign and awarded \$23,440 in scholarships
- Oversaw and completed Elm Fork Greenbelt Master Plan in partnership with the Boone Family Foundation. Briefed the Park and Recreation Board on the master plan on June 4, 2015
- Partnered with the American Red Cross to offer swim lessons to youth participants at seven apartment complexes as part of the ARC Centennial
- Created and secured Board approval of a new marketing and sponsorship program for the department
- Initiated agreement with White Rock Partnership to make improvements to Harrell Park consisting of relocated park signage, relocation of electrical box and landscaping improvements
- Initiated partnership with Disc Golf group to design and install nine hole disc golf course at Oak Cliff Founder's Park
- Developed agreement with Friends of Exall Park to purchase and install outdoor fitness equipment at Exall Park

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- Hosted Spring and Fall 2015 “It’s My Park Day” event at parks citywide, partnered with Oak Cliff Earth Day, participated in National Night Out, participated in Get Up! Get Moving at Kiest Park and hosted Congressman Marc Veasey as part of his Marc Means Business series

**Employee Training - Promote and implement to promote efficiency**

- Hired a Training Manager to implement succession planning, employee development and Lean Six Sigma
- Employees to be trained on Lean Six Sigma (application process underway)
- Implemented Lean Six Sigma programs
  - Reduce Equipment Shop Work repair time
  - New Hire Onboarding Process
  - Athletic Field Reservation Process
- Developed and conducted year round training for Recreation Services employees
- Introduced new professional development series covering numerous topics that provide direction and support for our existing staff to grow, learn and share their professional experiences
- Offered training to all staff, including Cash handling, CPR, 1st Aid, Defensive Driving, League Development, Program Planning, Team Building, Donation and Sponsorships, Event Management, Public Speaking, Summer Staff Orientation, Customer Service, Safety, CDBG Afterschool procedures, RecTrac and Van Safety
- Fair Park staff attended the annual International Association of Venue Managers conference and event managers completing the two year Oglebay Facilities Management School program
- Aquatics staff attended the World Waterpark Association Conference and the International Association of Amusement Parks and Attractions Expo. Staff also was trained in CPR and First Aid and participated in IAVM webinars on “Public Demonstrations and Civil Unrest Affecting Public Assembly Facilities”, Boston Marathon Incident and other venue related subjects
- Staff participated in NRPA’s “Tips and Tools: Celebrate Park and Recreation Month”

**Responsibility 2: Provide direction and oversight of the Department’s budget, expenditures and Resources**

**Operating Budget – Develop and implement**

- Presented approved 2014-15 Park and Recreation budget to Park and Recreation Board October 2014:
  - FY 2014-15 \$81,614,401
- 4% increase from FY 2013-14 included:
  - Recreation Services Enhancement \$729,451.00 – additional hours at recreation centers
  - Additional funding for City Hall Plaza Maintenance \$50,000.00
- Presented approved 2015-16 Park and Recreation budget to Park and Recreation Board on September 3, 2014:
  - FY 2014-15 \$ \$85,646,066
- 5% increase from FY 2014-15 included:
  - Increase includes O & M funding for new, renovated and expanded facilities



**Willis C. Winters, FAIA, FAAPRA, Director**  
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- Increase includes additional funding to three partner stipends and an
- adjustment to the contractually obligated DZM management fee
- Funding increase to fund partial year of Senior Services for FY15-16

Involve Park and Recreation Board in process of developing proposed budget

- Conducted four budget workshops/ updates between December 2014 and March 2015 for the proposed 2015-16 budget
- Conducted three budget workshops/updates between April 2015 and September 2015 for the proposed 2015-2016 budget

Recreation Services Five Year plan - Develop major maintenance, equipment replacement schedules with budget projections

- Conducted needs assessment of major maintenance needs at Recreation Centers and prioritized them in order based on safety, condition and elapsed time since it was last serviced or addressed
- Determined focus areas of security camera (repairs and installations), interior painting, resurfacing/refurbishing gymnasium floors, establishing a fitness equipment replacement schedule, replacement of tables and chairs, marquees, bleachers, basketball goals and support systems, and scoreboard replacement

Park Maintenance 5-year plan – Develop major maintenance, equipment/fleet replacement schedules with budget projections

- Process to create a replacement schedule with budget projections underway
- Will include mowers, irrigation systems, trash and recycle receptacles, park furnishings, pavilions

**Responsibility 3: Ensure that employees' deliver quality customer service with the department and to the citizens of Dallas**

Customers - Provide quality internal and external, verbal and written, customer service (Board, staff, citizens, public, agencies, City leaders, etc.)

- Conducted citywide customer survey and 9 public input meetings for comprehensive plan update
- Received/Responded to 222 online form submittals
- Processed 93 Open Records Requests
- Responded to 232 online form submittals
- Processed 50 open record requests
- Addressed 17 quality service requests

Establish directives for standardization of best practices

- Six new Administrative Directives

**Willis C. Winters, FAIA, FAAPRA, Director**  
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- Two revised Administrative Directives

**Responsibility 4: Effectively represent the department to multiple audiences through proactive, two-way communications and responsive listening**

Communication - Provide effective and proactive means of internal and external, verbal and written communication, Community Voice

- Presentations to partners, community, professional organizations
  - Briefed park system updates to seven community groups
  - Presented at four regional and national conferences
- Generated media coverage / media sponsorships valued at \$561,746
  - Event and program coverage
  - Television and radio interviews
  - Television and radio features
  - Newspaper stories and features
  - Event and program sponsorships
  - Public Service announcements
  - Conducted four annual surveys at Recreation Centers throughout the year seeking feedback on specific program areas: After School, Summer Camp, Contract Fee or Staff Taught Classes and "How are we doing?"
  - Conducted three annual surveys for after school programs with the site Principals, Parents and with their Send A Kid To Camp (SAKTC) Parents. Staff evaluated the surveys for information that will shape our programs and public image

Website Development including Intranet

- Launched the Website – May 2014
- Building the intranet – 50% complete

Maximize Social Media (Facebook, Twitter, YouTube)

- Engage the general public using:
  - Facebook
  - Instagram
  - Twitter
  - Pinterest
  - SnapChat
  - LinkedIn
- Created a social network team in Recreation Services led by a Community Program Coordinator. Team includes 4 staff from recreation centers and youth services. The team is responsible for the following tasks:
  - Development and implementation of strategies to maximize use of social media outlets

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- Dedicate six hours per week on social media tasks
- Measure effectiveness of communications sent out via social media through the study of analytics
- Contact assigned recreation centers and submit for approval marketing stories/posts regarding events or programs
- Photograph selected events and programs
- Develop purpose, goals and objectives for the following outlets that includes a two month posting schedule
- Created of Public Engagement Team
  - Hired of Social Media Coordinator

**Responsibility 5: Provide direction and oversight of the department's efforts to develop and maintain an excellent, diverse workforce**

Employee Advisory Committee (EAC) – Establish

- Executive Team and HR personnel participated in 1<sup>st</sup> City-wide EAC meeting – November 2014
- 554 employees completed EAC focus groups – December 2014
- Completed EAC appointment nominations – February 2015
- Park and Recreation Department EAC Kick off meeting – February 2015
- Employee Awards event and luncheon – April 17, 2015

Employee Advisory Committee (EAC) – Accomplishments

- Nominated and elected officers and committee chairs for a 24 month period
- Completed EAC training with Scott Welch
- Identified and established sub-committees and task forces
- Established PKR-EAC Bylaws
- Completed the electronic database for tracking Opportunity and Innovation (OIF) forms
- First Department to create a Spanish hard copy version of the OIF form
- First Department to have both English and Spanish electronic version of the OIF form
- Established a task force to send out a weekly and quarterly news letters
- Created a task force to inventory all current trainings offered by all Park and Recreation department

Employee Assessment/Survey – Conduct

- Conducted department-wide employee survey as a component of comprehensive plan update (late Fall 2014)

Employee Diversity Training – Conduct

- Conducted Cultural Sensitivity & Diversity training for Manager – November 2014
- Distributed 679 electronic and paper employee diversity surveys – October 2014

**Willis C. Winters, FAIA, FAAPRA, Director**  
**Accomplishments March 1, 2015 to September 30, 2015**

Black Text = Accomplishments between October 1, 2014 and February 28, 2015  
Green Text = Accomplishments between March 1, 2015 and September 30, 2015

- Continue training initiatives are ongoing through the efforts of EAC

#### Employee Hiring

- Hosted Job Fairs
  - July, 2014 - Job Fair – Park Maintenance Services
  - January 27, 2015 - Seasonal Maintenance Job Fair – Golf
  - March 7, 2015 – Bahama Beach Job Fair
  - March 14, 2015 – Park-wide Job Fair at Fair Park – 3,000+ attended
  - May 4, 2015 – Laborer Job Fair
  - July 23, 2015 – Park Maintenance Job Fair
  - September 3, 2015 – El Centro Career Fair

#### Leadership Development

- Emphasized development for department employees to ensure long-term leadership potential
- Used multiple master plans developed by the Park and Recreation Board in the past two years to guide reorganization of the department

#### Responsibility 6: Additional Department-related responsibilities

Fair Park/Mayor's Fair Park Task Force – Review and evaluated recommendations of Mayor's Fair Park Task Force (MFPTF) with Park and Recreation Board; Initiate implementation of recommendations from MFPTF

- Conducted four community meetings
- Held 18 Park and Recreation Board and Park and Recreation Board Committee meetings

National Recreation and Park Association (NRPA) - Pursue Gold Medal and Future Congress

- Serve on the AAPRA Gold Medal Committee
- Contacted DCVB to initiate the process to secure the 2023 Congress

Southwest Park and Recreation Training Institute (SWPRTI)

- Attended 2015 SWPRTI Conference (February 1 - 4, 2015)
  - Presented "Elm Fork Athletic Complex Development: Lessons Learned"
  - Presented "Dallas Hike and Bike Trail Network Development"
- Prepared presentations for 2016 SWPRTI Conference (scheduled for February 7-10, 2016)
  - Dallas Aquatics Master Plan Process
  - Economic Value of the Dallas park system
- Invited to serve on 2016 SWPRTI Board of Directors

Dallas Fort Worth Park Directors (DFW)

- Participated in monthly meetings of DFW Park Department Directors

Texas Recreation and Parks Society (TRAPS)

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- Staff attended 2015 TRAPS Institute and Expo in Abilene, Texas
- Park and Recreation Board Resolution in support of TRAPS Conference being hosted by Dallas in 2017 or 2018

Presentations to national organizations

- Presentation to City Park Alliance on April 13, 2015

Presentations to local groups

- Conversation Dallas Presentation (March 5, 2015)
- CONFAB Presentation (May 14, 2015)
- Fair Park Presentation at Preston Royal Library (May 19, 2015)
- Park System Presentation to Santa Fe Neighborhood Association (May 28, 2015)
- Dallas Contributors Network Presentation (June 16, 2015)
- Presentation to Preservation Dallas (September 25, 2015)

Worked with the City of Dallas' Intergovernmental Services Department to promote the interests of the Park and Recreation Department at the 84<sup>th</sup> Texas Legislature

- Secured additional funding for TPWD budget for 2015-17 biennium
- Prevented legislation harmful to the Dallas Park and Recreation Department (lifeguard requirements, grant requirements, land use regulations)