

**PARKS, RECREATION AND BEAUTIFICATION BOARD
MINUTES**

After determining that a quorum of the City of Denton, Texas, **Parks, Recreation, and Beautification Board** is present, the Chair of the Board thereafter convened into an open meeting on Monday, March 12, 2018, at 6 p.m. in the Civic Center, Denton, Texas.

Present: Paul Leslie, Alana Presley Taylor, Frances Punch, and Ben Huttash

Absent: Phillip Gallivan, Gary Barber, and Kent Boring

Staff present: Laura Behrens, Interim Director of Parks and Recreation; Drew Huffman, Superintendent of Park Maintenance, Caroline Seward, Program Area Manager, and Janie McLeod, Community Events Coordinator.

1. ITEMS FOR CONSIDERATION:

A. Consider approval of the Parks, Recreation and Beautification Board meeting minutes of February 5, 2018.

Punch's name was misspelled in the February minutes. With the correction noted, the February minutes were approved by a motion made by Punch and seconded by Taylor. The motion was approved 4-0.

B. Receive a report, hold a discussion, and give staff direction on changes to the agenda process for the Parks, Recreation and Beautification Board.

Behrens discussed the new format for board meeting packets and that it mirrors the public agendas for City Council meetings. She added that each item will have an Agenda Information Sheet (AIS) that will reflect past actions and staff recommendations. The meeting information will continue to be posted on the City's website. Leslie expressed concerns about the readability with the highlighted color lines. Behrens explained that is how it appears in the City's legislative software, Legistar and offered to provide the Board with a PFD of the packets. The Board agreed that they liked the new format.

C. Consider recommending adoption of an ordinance of the City of Denton, Texas authoring the City Manager to execute a contract with the S. Tracy Howard Project (STHProject) for the Summer Food Service Program.

Seward reported that the agreement with the STHProject Summer Food Service Program will save staff time and costs to the City. She said that last year over 29,000 meals and snacks were provided to children under age 18. Seward responded to the questions regarding what kind of foods are served, the times, and locations for the free meals.

The Board requested more promotion for the Summer Food Service Program be done. Langley said staff would work with the City's Public Information Office and social media to better promote the program.

Huttash made a motion to approve the adoption of an ordinance to execute a contract with S. Tracy Howard Project for the Summer Food Service Program. The motion was seconded by Punch and approved with a vote of 4-0.

D. Consider recommending approval of a resolution allowing Mi Casita to sell alcoholic beverages for the Cinco de Mayo Festival, on Saturday, May 5, 2018, at Quakertown Park upon certain conditions; authorizing the City Manager or his designee to execute an agreement in conformity with this resolution, and providing for an effective date.

Behrens said that last year the Board had approved Mi Casita to sell alcoholic beverages (beer) at Cinco de Mayo Festival and the same request is being made for the 2018 event.

Leslie asked if the City receives financial reports from the cosponsored events. Langley stated that as required as a part of the Hotel/Motel Occupancy Tax (HOT) fund application.

Punch made a motion to approve allowing Mi Casita to sell alcoholic beverages for the Cinco de Mayo Festival. The motion was seconded by Taylor and approved with a vote of 4-0.

E. Receive an informational report regarding Capital Improvement Project (CIP) and upcoming bond projects.

Behrens provided an update on the CIP and the upcoming General Obligation (GO) bond projects. She asked for input on the format used for the project updates.

Behrens and Huffman reviewed the report on:

- a) The IOOF/Oakwood cemetery fencing is expected to be completed in June.
- b) After the spring events, the construction is planned for the Carl Young Park and the Quakertown Park restrooms and both should be completed in September.
- c) Playground replacements specification and site plans for the replacement of playgrounds at Denia, Milam, and Fred Moore Park are complete and the projects should be completed by October.
- d) Sequoia Park Trail first draft of the engineered plans are under review and the project is expected to be completed by September.

- e) The first issuance of funding for the design of the tennis center remodel and expansion is scheduled for May 2018 in the amount of \$765,000. The remaining bond funds for construction are scheduled to be issued in FY 2018-19.
- f) The best and final offer of the seven bids is being reviewed for the Vela Athletic Complex project. The budget is approximately \$6 million and is fully funded. Construction is scheduled to begin in the spring.
- g) Leslie asked for recommendations from staff on security measures for the park restrooms. Huffman explained how the restrooms would be locked with a timer and sensors on the doors so the restrooms would lock automatically at scheduled times. The Quakertown restrooms will be located in the same location as the current one.

Taylor asked if the restrooms could be child-friendly with lower sinks and changing tables in both restrooms. A staff report will be provided.

Huttash asked if more restrooms could be available 24-hours a day for use. Huffman responded that due to homeless issues in town and safety concerns, it is difficult to have restrooms open all the time. Langley added that the parks close at 10 p.m. and having restrooms open would be a safety concern. He continued to say the homeless concerns are being addressed by various groups and restroom availability for the Downtown area is being discussed. Currently, the Discover Denton Welcome Center, located on the Downtown Square is the number one location being used and is open on the weekends.

- h) Leslie asked that the Sequoia Park be added to the tour in May.
- i) Taylor requested an update on the Lake Forest Park dam study.

F. Receive an informational report regarding a request by the Board to receive a copy of the 2018 Facility Utilization Agreement for Youth Sports Associations and First Amendment to said agreement.

During the last Board meeting, staff was asked to provide the Facility Utilization Agreement for the Youth Sports Association and the First Amendment to the 2018 agreement.

Taylor expressed her concerns regarding the amount of litter around the concession stands and asked if better options could be considered to lessen the litter. Behrens said that Parks can partner with Keep Denton Beautiful (KDB) and Solid Waste to try and reduce the litter.

2. CONCLUDING ITEMS

Taylor requested an update on the Integrated Pest Management (IPM) program. Behrens said she would provide a staff report.

Punch asked about the absence of Julie Leal. Langley explained the Julie has left the City.

Behrens said the Public Art Committee has been moved from Parks and Recreation Department to the Economic Development. The Public Art Committee mission better matches with Economic Development.

Langley said the new Parks and Recreation director begins on Monday, March 26. Punch expressed her appreciation of being included in the interview process.

Leslie asked about the status of the Parks Foundation. Langley responded that he sent the Parks Foundation a letter informing them that the City could resume discussions about the fundraising activities.

Langley said the Parks Foundation is in the processes of determining what kind of business relationship they may want with the City and, if they do, how they want to outline the business terms. The Foundation will present a proposal to the City. Langley continued to say that dialogs with the Foundation are ongoing and currently the City does not have an agreement with the Foundation. The City will not commit any resources or staff to their activities but and will help any other way we can. Langley thought the City should hear more information in the next 60 – 90 days.

Leslie reminded of the park tours set for May 6 at 5 p.m.

There being no further items on the agenda, Punch made a motion to adjourn; Taylor seconded. The motion passed 4-0. Meeting adjourned at 7:34 p.m.