

## MINUTES

**LANCASTER CITY COUNCIL AND THE PARKS AND RECREATION  
ADVISORY BOARD JOINT WORK SESSION OF JULY 29, 2013**

The City Council of the City of Lancaster, Texas, met in a special joint Work Session with the Parks and Recreation Advisory Board at the Lancaster Recreation Center on July 29, 2013 at 6:03 p.m. with a quorum present to-wit:

**Councilmembers Present:**

Carol Strain-Burk  
Stanley Jaglowski  
Marco Mejia  
Mayor Pro Tem James Daniels  
LaShonjia Harris

**Parks and Recreation Advisory Board Present:**

Darwin Isham  
Cecelia Rutherford  
Spencer Hervey  
Willene Watson  
Jerry Giles

**Councilmembers Absent:**

Mayor Marcus E. Knight  
Deputy Mayor Pro Tem Nina Morris

**Parks and Recreation Advisory Board Absent:**

Donald May  
Abe Cooper  
Mary Sykes, departed prior to start of tour

**City Staff Present:**

Opal Mauldin Robertson, City Manager  
Aretha Adams, Assistant City Manager  
Susan Cluse, Interim Finance Director  
Sean Johnson, Park, Recreation, and Library Director  
Kevin Moore, Recreation Superintendent  
Jerry McCulley, Library Manager  
Mike Rasco, Parks Superintendent  
Angie Arenas, Assistant City Secretary  
Cynthia D. Williams, Administrative Secretary

**Call to Order:**

Mayor Pro Tem Daniels called the work session to order at 6:03 p.m. on July 29, 2013.

- 1. Depart from the Lancaster Recreation Center for a tour of city parks and properties, including but not limited to:**

**Community Park  
Verona Park  
JA Dewberry  
Hike & Bike Trail  
Jaycee Park  
Rocky Crest Park  
Ten Mile Creek  
Bear Creek**

**Stanford Park  
Cedardale Park  
Kids Square  
Meadowcreek Park  
Heritage Park  
City Park  
Moreland property**

Director Johnson welcomed everyone and stated that the purpose of the tour is to give the City Council and Parks and Recreation Advisory Board an overview of City parks and planned improvements at each of the parks.

City Council and Parks and Recreation board members began the tour visiting the following city parks and property.

## Community Park

Director Johnson reported that Community Park is the most utilized park in the parks system and discussed proposed plans for enclosing the soccer fields and football fields when funding is identified and becomes available. Amenities of the park include walking trail, amphitheater (currently under construction), two concession stands for soccer and football fields, two playgrounds, outdoor exercise equipment, a pavilion and a small pond (Contemplation Lake) with fountain. Winter work projects for the park include pruning of trees throughout the park, painting of the pavilion, bridge repairs and clearing of vegetation from the pond.

## Stanford Park

Director Johnson reported that Stanford Park is a frequently used small neighborhood park (no parking) with amenities that include a playground and small pavilion. Winter work projects for the park include raising the tree canopies, repainting existing pavilion, and replacing/restoring the barbeque grills.

## Verona Park

Director Johnson reported that the City had its first Community Block Party at Verona, another small neighborhood park. This is the first park location in the City where the playground will be replaced when funds are identified and become available. It has no parking. Winter work projects include restoration of volleyball court, painting of pavilion and trash receptacle holders. The sign at this park will be replaced to be consistent with that of Meadowcreek Park when funds are identified and become available.

## Cedardale Park

Director Johnson stated that this is a baseball and softball complex. The Park Board and City Council renamed the park to Cedardale Park and Complex in January 2012 to accommodate the multiple usages. There has not been a high demand for baseball to date; however, the City has initiated the RBI (Reviving Baseball in Inner Cities) Program to help increase baseball. Currently the City allows teams to rent the fields (outfield) for football practice. Winter work projects include tree pruning, vegetation removal from fence lines, repair and replacement of the fence fabric as well as grading and site prep of baseball fields.

Cedardale Park is the location of the air quality monitoring station, approved through an interlocal agreement between the City of Lancaster and TCEQ/North Texas Commission. Construction has been completed and the City is expecting an update from NTC regarding the air quality reports and how the reports can be obtained.

## JA Dewberry

Director Johnson reported on the Summer Lunch Program at this park. Amenities include playground, walking trail, make-shift soccer field, pavilion and portable restrooms. Winter work project include tree pruning and removals, bridge repairs, painting of pavilion and trail maintenance.

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#### Kids Square

Director Johnson noted that this park contains a castle type playground, constructed entirely by the community. The park also has a pavilion that is heavily utilized, and permanent outdoor restrooms. This a very popular park located on a major thoroughfare (Beltline). Winter work projects include painting of pavilion and inside of restrooms, pruning of trees and dead tree removal, treatment (sealing) of playground wood and replacement/tightening of parts (as needed).

#### Hike and Bike Trail

Director Johnson gave an overview of the Hike and Bike trail including the mowing schedule and minimum trail amenities (benches and trail receptacles). Oncor's vegetation unit has been contacted and requested to clear trees under power lines. Winter work projects include removal of low hanging limbs on the trail and identifying areas where wildflowers may be planted in an effort to reduce mowing.

#### Meadowcreek Park

Director Johnson commented that this is the newest park in the system. The summer feeding program is also offered at this park. Amenities include a covered playground and pavilion, portable restrooms, lighted basketball court (with timers) and has the signature park sign that the City looks to have at all parks. Winter work projects include painting of pavilion and repairing and/or replacement of the shade structure, power washing of hard surfaces (concrete under pavilion), tree pruning and brush clearing.

#### Jaycee Park

Director Johnson reported that this park is one of our older parks with minimum amenities including a tennis court and football field (without irrigation). The football field is highly requested and staff has worked with the Fire Department to assist with establishing the turf by hand watering the field. Future plans include the creation of a modular skate park. Staff is researching grant opportunities and other means of alternative funding to secure \$25-\$30K to purchase and construct this feature that will add value to this park.

#### Heritage Park

Director Johnson noted that this is a highly visible park and that the Gazebo is frequently used. Staff recently restored the benches. Winter work projects include pruning and raising the tree canopies and repainting gazebo.

#### Community House

This site was visited and Director Johnson noted that winter work for this location included pruning of trees, replacing wood as needed, and painting of the exterior of the building.

#### Rocky Crest

Director Johnson reported that this is a heavily used park with amenities that include a covered pavilion, outdoor basketball court, playground and softball field with portable restrooms. Winter work projects include power washing of hard surfaces and underneath ceiling of pavilion, and repair of the barbeque grills.

City Park

Director Johnson stated that this park, donated by the Lions Club, is the second most popular park with amenities that include four baseball fields, tennis courts, basketball courts, outdoor restrooms, two covered pavilions and concession stands. The newest initiative for this park is the creation of a dog park that will utilize the space where the previous outdoor swimming pool was located. The City partnered with a local boy scout troop on an Eagle Scout project that included the installation of split rail fencing and to identify the areas to be utilized by large dogs (30+ pounds) and small dogs (30 or less pounds), painting of entrance and covered seating area. Staff has installed pet waste and litter receptacles in both dog off-leash areas. Staff is completing the finishing touches of the park to include regulatory signage placement and registration process. Staff plans to have an opening date of mid-September. Winter work projects for this park include painting of pavilions and permanent outdoor restrooms, pruning of trees, clearing vegetation along creek channels, replacement of outdoor basketball goals and replacing/restoring picnic tables under the pavilions.

Moreland Property

Director Johnson reported that the property was donated to the City from the county and was previously a tree farm. Staff maintains the front area and had to board up the property (front house). Property remains secured and staff is determining if there is any future usage for the property. Winter work projects include repairing and replacement of bollards and cables and general clean up throughout the property.

Ten Mile Creek Preserve

Director Johnson reported that the property was donated to the City from the county. Amenities include a nature trail.

Bear Creek

Director Johnson noted that this is one of the newer parks in the system, funded in part by a TPWD grant. Amenities include covered pavilion, portable restrooms, fishing pond (catch and release) with a pier, equestrian trails, outdoor classrooms and a nature trail. The City partnered with a for-profit organization and hosted two "Mud Run" events at the park. Staff conducted an overnight "Family Campout" with close to 100 families attending. The Park has posted hours consistent with the Park curfew and the Police Department performs regular patrols of the Park. Winter work projects include vegetation and brush removal at entrance of park and routine trail maintenance.

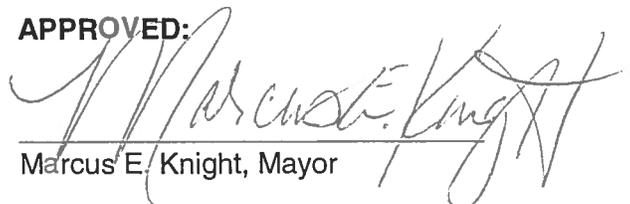
At each location councilmembers, Parks and Recreation Advisory board members, and city staff discussed current amenities and opportunities for park system enhancements.

Mayor Pro Tem Daniels adjourned the meeting at 8:39 p.m.

**ATTEST:**

  
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Dolle K. Downe, City Secretary

**APPROVED:**

  
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Marcus E. Knight, Mayor