



City of Lancaster  
PARKS, RECREATION, AND LIBRARY SERVICES DEPARTMENT



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**MEETING**

**LANCASTER PARKS AND RECREATION ADVISORY BOARD**

**Monday, January 6, 2014 – 6:00 p.m.**

**MINUTES**

The Members of the Lancaster Parks and Recreation Advisory Board met Monday, January 6, 2014 at 6:00 p.m. at the Lancaster Recreation Center (Grand Hall), 1700 Veterans Memorial Parkway, Lancaster, TX 75134.

**Lancaster Parks and Recreation Advisory Board Members Present:** Jerry Giles, Spencer Hervey, Cecelia Rutherford, Willene Watson, Abe Cooper, Mary Sykes, Darwin Isham, and Donald May

**City Staff Present:** Parks, Recreation, and Library Services Director Sean Johnson, Recreation Superintendent Kevin Moore, Volunteer Coordinator Rashidah Smallwood, and Administrative Secretary Cynthia D. Williams

**I. Call to Order**

Chair Jerry Giles called the meeting to order at 6:02 p.m.

**II. Consider Approval of Minutes (November 13, 2013)**

Mrs. Sykes made a motion seconded by Mr. Hervey to approve the minutes of November 13, 2013. The motion carried unanimously.

**III. Bear Creek Equestrian Trail Naming Opportunity (Parks, Recreation, and Library Services Director Sean Johnson)**

Mr. Johnson reported that Staff had been approached and met by community members and former Parks and Recreation Advisory Board Member Coy Poitier to rename the Bear Creek Equestrian Trail after a 30 year resident of the City of Lancaster and the founder of the "Cowboys of Color Rodeo Tour", Mr. Cleo Hearn. Staff commented that this renaming could have huge benefits to the Bear Creek Nature Park. Mr. Johnson stated that with the Board's approval, Staff would like to place this Item on the next Park Board meeting Agenda for a presentation and to take action on this Item. The Park Board asked to have a special called meeting to take place to review a written request and hear more detail about this request from the community.

There was further questions/discussion.

Mr. Johnson stated that Staff will contact Mr. Poitier and schedule a Special Call Meeting of the Parks and Recreation Advisory Board to discuss and consider this Item.

#### **IV. Christmas Event Update (Recreation Superintendent Kevin Moore)**

Mr. Moore presented a short video (created by LISD AV Program students) of the 2013 “Healthy Heart for the Holidays Christmas Festival” event which took place on December 14, 2013. He stated we had a good turn out and the event went very well. We had demonstrations, performances, pictures with Santa, vendors, and more!

There was further questions/discussion.

#### **V. Discuss and Review Youth Standards of Care (Parks, Recreation, and Library Services Director Sean Johnson)**

Mr. Johnson reported that annually this Board recommends approval of the Youth Standards of Care document. Staff and Park Board Members reviewed the document and modified the end time of the After School Program (6:30 p.m. vs. 6:00 p.m.) to accommodate LISD’s new elementary school operating hours. Staff also made minor revisions to the Youth Programs Registration Form.

There was further questions/discussion.

Mr. Hervey made a motion seconded by Mr. Cooper to recommend acceptance with those changes for City Council approval. The motion carried unanimously.

#### **VI. Discuss and Review Board and Commissions Code of Ethics (Parks, Recreation, and Library Services Director Sean Johnson)**

Mr. Johnson reported that under the advisement of our City Attorney, Staff brought the Code of Ethics Policy before the Board for any questions, considerations.

There was further questions/discussion.

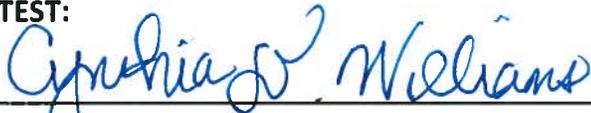
#### **VII. Set Agenda of Next Meeting**

- **Bear Creek Equestrian Trail Naming Opportunity Update (Special Call Meeting TBD)**
- **Youth Sports Update**
- **First Quarter Financials (LRDC – Type B)**
- **PTA Sports Update**

#### **VIII. Adjournment**

Mr. Hervey made a motion seconded by Mrs. Rutherford to adjourn. All present approved and the meeting adjourned at 6:50 p.m.

ATTEST:



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Cynthia D. Williams, Administrative Secretary

APPROVED:



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Jerry Giles, Chair

Lancaster Parks and Recreation Advisory Board