



City of Lancaster  
QUALITY OF LIFE AND CULTURAL SERVICES



1700 Veterans Memorial Parkway • Lancaster, TX 75134  
972.218.3700 (Office) • 972.218.3648 (FAX)  
www.lancaster-tx.com

**MEETING**

**LANCASTER PARKS AND RECREATION ADVISORY BOARD**

**Monday, February 2, 2015, 6:15 p.m.**

**MINUTES**

The Members of the Lancaster Parks and Recreation Advisory Board met Monday, February 2, 2015 at 6:15 p.m. at the Lancaster Recreation Center (Grand Hall), 1700 Veterans Memorial Parkway, Lancaster, TX 75134.

**Lancaster Parks and Recreation Advisory Board Members Present:** Abe Cooper, Jerry Giles, Darwin Isham, Mary Sykes, Willene Watson, and Terrence Comick

**Lancaster Parks and Recreation Advisory Board Members Absent:** Spencer Hervey and Cecelia Rutherford

**City Staff Present:** Sean Johnson, Managing Director, Kelly Ledbetter, Assistant Director; Kevin Moore, Recreation Superintendent; Mike Rasco, Park Superintendent; Jerry McCulley, Library Manager; Darnell Bolton, Recreation Supervisor, and Cynthia D. Williams, Administrative Secretary

**I. Call to Order**

Lancaster Parks and Recreation Advisory and Tree Advisory Board Chair Jerry Giles called the Lancaster Parks and Recreation Advisory Board Meeting to order at 6:20 p.m.

**II. Consider Approval of Minutes (November 17, 2014)**

Mr. Cooper made a motion seconded by Mr. Isham to approve the minutes of November 17, 2014 of the Lancaster Parks and Recreation Advisory Board meeting as written. The motion carried unanimously.

**III. Work Plan Update Discussion (Sean Johnson, Managing Director)**

Mr. Johnson reported that in October 2014, Staff presented our Annual Work Plan to include all of Quality of Life and Cultural Services. Staff went through the listed projects and gave the Board an update as to what the Department accomplished in the First Quarter.

There was further questions/discussion.

**IV. Winter Basketball League (Darnell Bolton, Recreation Supervisor)**

Mr. Bolton reported that our Winter Basketball League is now in its third week. We have 20 teams. He also reported that spectator attendance has been great. Our spectators are coming out to support the Program.

There was further questions/discussion.

**V. Spring Athletic Registration Update (Kelly Ledbetter, Assistant Director)**

Mr. Ledbetter reported that last week we had a high percentage of rain on Saturday. This event was to take place on that day. We have postponed it for a date to be determined.

**VI. Youth Advisory Committee (YAC) Annual Summit Update (Kevin Moore, Recreation Superintendent)**

Mr. Moore reported that the YAC attended the YAC Summit this weekend in Killeen, Texas. We took eight youth to Killeen and participated in the Summit. They had a good time. They received t-shirts, bags, and goodies. Most importantly they gained exposure to some very dynamic speakers. The YAC meets on the first and third Monday. The youth that attended have already put a couple of the new learned concepts and ideas in place to move YAC forward and making it an even more successful and viable committee.

There was further questions/discussion.

**VII. Wind Down Wednesdays – Music in the Park (Kelly Ledbetter, Assistant Director)**

Mr. Ledbetter reported that Staff included information in the Board Meeting Packet for the Music in the Park series beginning in March (last two Wednesdays in March and the first two Wednesdays in April 2015). The event will take place at the Helen Giddings Amphitheater in Lancaster Community Park.

There was further questions/discussion.

**VIII. Adopt a Spot Program Review (Mike Rasco, Park Superintendent)**

Mr. Rasco reported that the current Adopt a Spot Program required updating. Staff presented a few ideas to increase the accountability with organizations that are adopting a spot (i.e. establishment of a probationary period, establishment of a notification prior and upon completion process, establishment of capturing the volunteer hours, etc.).

There was further questions/discussion.

Park Board agreed and recommended modifications to the program. These modifications will be made and utilized moving forward.

**IX. Set Date and Agenda of Next Meeting**

- **Date of Next Meeting: March 16, 2015**
- **Sports Update**
- **Adopt A Spot Update**
- **Work Plan Update**

**X. Adjournment**

Mrs. Sykes made a motion seconded by Ms. Watson to adjourn. All present approved and the meeting adjourned at 7:43 p.m.

**ATTEST:**

  
Cynthia D. Williams, Board Secretary

**APPROVED:**

  
Jerry Giles, Chair  
Lancaster Parks and Recreation Advisory Board