



City of Lancaster
QUALITY OF LIFE AND CULTURAL SERVICES DEPARTMENT

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MEETING

LANCASTER PARKS AND RECREATION ADVISORY BOARD

Monday, October 19, 2015, 6:15 p.m.

MINUTES

The Members of the Lancaster Parks and Recreation Advisory Board met Monday, October 19, 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: Jerry Giles, Darwin Isham, Mary Sykes, Willene Watson, Spencer Hervey, Cecelia Rutherford, and Terrence Comick

Lancaster Parks and Recreation Advisory Board Members Absent: Abe Cooper

City Staff Present: Managing Director Sean Johnson, Assistant Director Michael Rasco, Recreation Superintendent Bahahri Thornton, Library, and Administrative Secretary Cynthia D. Williams

I. Call to Order

Chair Jerry Giles called the Lancaster Parks and Recreation Advisory Board meeting to order at 6:24 p.m.

II. Consider Approval of Minutes (August 31, 2015)

Mrs. Sykes made a motion seconded by Ms. Watson to approve the joint meeting minutes of August 31, 2015 of the Lancaster Parks and Recreation Advisory Board and LRDC Type B Board as written. The motion carried unanimously.

III. Election of Officers for the Parks and Recreation and Tree Advisory Board

Mr. Johnson reported that annually we are to elect the Officers of the Advisory Board(s). However, because we do not have a full board, if it is the Board's pleasure we table those elections until November.

Mr. Isham made a motion seconded by Mrs. Sykes to table the elections until November. The motion carried unanimously.

IV. Standards of Care (SOC) – Managing Director Sean Johnson

Mr. Johnson reported that each year the State of Texas mandates that organizations that are non-licensed day care facilities review and update their Youth Standards of Care. This serves as our department's standard operating procedures on things such as participant/staff ratio, discipline policy, etc. This specifically pertains to our After School and Summer Program.

Last year, Staff recommendation was to add the Photographic Release Statement to the Registration Form. This authorizes the City of Lancaster Quality of Life and Cultural Services Department to utilize participant's likeness for promotional purposes both electronically and in print.

After careful Staff review, there are no recommended additions/modifications to the 2016 SOC Policies and Procedures.

There was further questions/discussion.

Mrs. Sykes made a motion seconded by Ms. Watson to move forward with the Standards of Care with necessary corrections. The motion carried unanimously.

V. Park Ordinance – Managing Director Sean Johnson

Mr. Johnson asked that if it is the Board's pleasure, that we table this Agenda Item until our November meeting which will be after the Comprehensive Plan Meetings scheduled for Thursday, October 22, 2015 and Tuesday, October 27, 2015. This will provide Staff to receive additional comments and/or feedback from the Consultants and the community.

Mrs. Sykes made a motion seconded by Mr. Isham to table the Park Ordinance discussion until November. The motion carried unanimously.

VI. Master Special Events Calendar – Managing Director Sean Johnson

Mr. Johnson presented the Master Special Events Calendar to the Parks and Recreation Advisory Board giving specific details about the major special events and Best Southwest co-sponsored events.

Mr. Hervey asked for information on the Annual MLK Parade. Mr. Johnson stated that to his knowledge the City would continue to co-sponsor this event and would provide the Board with an update as information is received.

There was further questions/discussion.

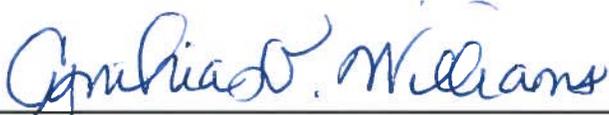
VII. Set Date and Agenda of Next Meeting

- **Date of Next Meeting: November 16, 2015**
- Election of Officers for the Parks and Recreation and Tree Advisory Board
- Park Ordinance Update

VIII. Adjournment

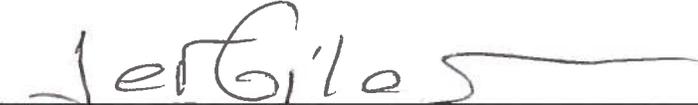
Mrs. Sykes made a motion seconded by Mr. Hervey to adjourn. All present approved and the meeting adjourned at 6:50 p.m.

ATTEST:



Cynthia D. Williams, Board Secretary

APPROVED:



Jerry Giles, Chair
Lancaster Parks and Recreation Advisory Board