



**NOTICE OF REGULAR MEETING AGENDA
LANCASTER PARKS AND RECREATION ADVISORY BOARD
LANCASTER RECREATION CENTER GRAND HALL
1700 VETERANS MEMORIAL PARKWAY, LANCASTER, TEXAS**



Wednesday, May 19, 2021 - 7:00 p.m.

While the Chair may be physically present at the Recreation Center Grand Hall, the other board members will attend via video or audio link due to the COVID-19 emergency situation.

IMPORTANT NOTICE: Due to the COVID-19 (coronavirus) state of emergency and consistent with the Governor's Order regarding modifications to the Texas Open Meetings Act ("TOMA"), and executive orders regarding the public will not be admitted to the physical meeting location.

Please click the link below for forms:

<https://www.lancaster-tx.com/1413/Notice-Regarding-Public-Participation>

Please click the link below to join the webinar:

<https://us02web.zoom.us/join/register/tZwpf-Gprj0jHtx17BOM9k0yGtVS7e9uc7sq>

The meeting will be broadcast live via video at the following address:

<http://www.lancaster-tx.com/324/Watch-Meetings>

CALL TO ORDER

PUBLIC TESTIMONY:

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action items on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

CONSENT AGENDA:

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Board Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider approval of minutes for the Lancaster Parks and Recreation Advisory Board meetings held on February 20, 2017; March 27, 2018; March 26, 2019; May 29, 2019; March 2, 2020, and April 29, 2021.

ACTION:

2. Discuss and consider the election of a Chair for the Parks and Recreation Advisory Board.
3. Discuss and consider the election of a Vice-Chair for the Parks and Recreation Advisory Board.

ADJOURNMENT

ACCESSIBILITY STATEMENT: Meetings of the Lancaster Boards and Commissions are held in municipal facilities that are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

Certificate

I hereby certify the above Notice of Meeting was posted at Lancaster City Hall on May 14, 2021 @ 5:45 p.m. and copies thereof were provided to the Parks and Recreation Advisory Board members.



Carey D. Neal, Jr.

Assistant City Manager

CITY OF LANCASTER BOARDS AND COMMISSIONS

Parks and Recreation Advisory Board

1.

Meeting Date: 05/19/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Lisa Wube, Director of Parks and Recreation

Agenda Caption:

Consider approval of minutes for the Lancaster Parks and Recreation Advisory Board meetings held on February 20, 2017; March 27, 2018; March 26, 2019; May 29, 2019; March 2, 2020, and April 29, 2021.

Background:

Attached for your review and consideration are minutes from Lancaster Parks and Recreation Advisory Board meetings held on February 20, 2017; March 27, 2018; March 26, 2019; May 29, 2019; March 2, 2020, and April 29, 2021.

Attachments

Draft Minutes 02.20.2017

Draft Minutes 03.27.2018

Draft Minutes 03.26.2019

Draft Minutes 05.29.2019

Draft Minutes 03.02.2020

Draft Minutes 04.29.2021

MINUTES

LANCASTER PARKS AND RECREATION ADVISORY BOARD REGULAR MEETING OF FEBRUARY 20, 2017

The Members of the Lancaster Parks and Recreation Advisory Board met in a called Regular Meeting in the Grand Hall of the Lancaster Recreation Center, 1700 Veterans Memorial Parkway, Lancaster, TX 75134 on February 20, 2017, at 6:30 p.m. with a quorum present to-wit:

Lancaster Parks and Recreation Advisory Board Members Present:

Jerry Giles, Chair
Abe Cooper
Don McCoo
Joe Smith
Aderiance Ragland

Lancaster Parks and Recreation Advisory Board Members Absent:

Petra Covington
Darwin Isham
Mary Sykes

City Staff Present:

Sean Johnson, Managing Director of Quality of Life and Cultural Services
Michael Rasco, Assistant Director of Quality of Life and Cultural Services
Bahkari Thornton, Recreation Superintendent
Kevin Wiley, Parks Superintendent

Call to Order:

Chair Jerry Giles called the meeting to order at 6:30 p.m. on February 20, 2017.

Consent Agenda:

- 1. Consider approval of Minutes from the join meeting held on October 17, 2016**

MOTION: Chair Jerry Giles made a motion to approve. His motion was seconded by Joe Smith. The October 77, 2016 minutes were approved. The vote was cast 5 for and 0 against. (Petra Covington, Darwin Isham and Mary Sykes absent)

- 2. Receive a presentation and discuss the FY 2016/2017 Annual Special Event Calendar**

Sean Johnson introduced Recreation Superintendent, Bahkari Thornton. Mr. Thornton reviewed the previously scheduled and upcoming Special Events.

There were further questions/discussions.

- 3. Receive a presentation and discuss 2017 Youth Athletic Programs**

Sean Johnson turned the floor over to Bakahri Thornton gave a presentation on the new and available programs offered.

There were further questions/discussions.

4. Receive a presentation regarding 2017 Youth Advisory Committee and activities

Sean Johnson explained the formation of the Youth Advisory Committee and introduced Bakahri Thornton, Board Liaison for the Youth Advisory Committee. Mr. Thornton introduced the YAC members. The Youth Advisory Committee gave a presentation on their purpose, goals, and involvement in Parks Day at the Capitol. They will present at the TML Annual YAC Summit this weekend in Abilene. The YAC will provide an update to City Council on March 20th.

There were further questions/discussions.

5. Set date and agenda of next meeting

Date of Next Meeting:

March 20, 2017

MOTION: Abe Cooper made a motion, seconded by Joe Smith, to adjourn. The vote cast 5 for, 0 against. (Petra Covington, Darwin Isham and Mary Sykes absent)

The meeting was adjourned at 7:42 p.m.

ATTEST:

APPROVED:

Lisa Wube, Board Liaison

Jerry Giles, Chair

MINUTES

LANCASTER PARKS AND RECREATION ADVISORY BOARD SPECIAL MEETING OF MARCH 27, 2018

The Lancaster Parks and Recreation Advisory Board of Lancaster, Texas, met in a called Special Session in the Grand Hall of the Lancaster Recreation Center, 1700 Veterans Memorial Parkway, Lancaster, TX 75134 on March 27, 2018, at 6:30 p.m. with quorum present to-wit:

Lancaster Parks and Recreation Advisory Board Members Present:

Jerry Giles, Chair
Mary Sykes
Don McCoo
Petra Covington
Francis Allen

Lancaster Parks and Recreation Advisory Board Members Absent:

Abe Cooper
Darwin Isham
Joe Smith

City Staff Present:

Opal Mauldin-Jones, City Manger
Rona, Stringfellow, Assistant City Manger
Cheryl Womble, Administrative & Community Relations Supervisor
Delajer Walker, Interim E.C. Superintendent
Fabrice Kabona, Assistant to the City manger
Dale Jackson, Building Official/Interim Development Director
Baron Suals, Finance Director
Dori Lee, Director of Human Resources
Jermaine Sapp, Director of Equipment & Facility Services
Shane Shepard, Director of Economic Development
Imelda Speck, ICMA Fellow for Economic Development
Jasmine Carr, Community Programs Coordinator
Sean Johnson, Director of Quality of Life and Cultural Services
Kaylon Jackson, Administrative Secretary
Derrick Brown, Recreation Superintendent
Bester Munyaraddzi, Senior Planner
Kelley Frazier, Development Coordinator
Kenneth Johnson, Fire Chief
Chris Youngman, Assistant Fire Chief
David T. Ritter, City Attorney
Josie Guzman, Administrative Secretary
Sorangel O. Arenas, City Secretary

Call to Order:

Chair Jerry Giles called the meeting to order at 6:32 p.m. on March 27, 2018.

Consent Agenda

1. Welcome

Mayor Knight welcomed all boards and commissions to the training.

Action:

2. State mandated Texas Open Meetings Act Training conducted by Brown & Hofmeister, L.L.P.

City Attorney Ritter led the training.

MOTION: Chair Jerry Giles made a motion, seconded by Mary Sykes, to adjourn. The vote was cast 5 for, 0 against. (Abe Cooper, Darwin Isham and Joe Smith absent)

Meeting adjourned at 7:46 p.m.

ATTEST:

APPROVED:

Lisa Wube, Board Liaison

Jerry Giles, Chair

MINUTES

LANCASTER PARKS AND RECREATION ADVISORY BOARD SPECIAL MEETING OF MARCH 26, 2019

The Lancaster Parks and Recreation Advisory Board of Lancaster, Texas, met in a called Special Session in the Grand Hall of the Lancaster Recreation Center, 1700 Veterans Memorial Parkway, Lancaster, TX 75134 on March 26, 2019 at 6:30 p.m. with quorum present to-wit:

Lancaster Parks and Recreation Advisory Board Members Present:

Jerry Giles, Chair
Petra Covington
Joe Smith
Francis Allen

Members Absent:

Abe Cooper
Darwin Isham

City Staff Present:

Opal Mauldin-Jones, City Manger
Rona, Stringfellow, Assistant City Manger
Cheryl Womble, Administrative & Community Relations Supervisor
Delajer Walker, Interim E.C. Superintendent
Fabrice Kabona, Assistant to the City manger
Dale Jackson, Building Official/Interim Development Director
Baron Suals, Finance Director
Dori Lee, Director of Human Resources
Jermaine Sapp, Director of Equipment of Facility Services
Shane Shepard, Director of Economic Development
Imelda Speck, ICMA Fellow for Economic Development
Jasmine Carr, Community Programs Coordinator
Sean Johnson, Director of Quality of Life and Cultural Services
Kaylon Jackson, Administrative Secretary
Derrick Brown, Recreation Superintendent
Bester Munyaradzi, Senior Planner
Kelley Frazier, Development Coordinator
Kenneth Johnson, Fire Chief
Chris Youngman, Assistant Fire Chief
David T. Ritter, City Attorney
Josie Guzman, Administrative Secretary
Sorangel O. Arenas, City Secretary

Call to Order:

Chair Jerry Giles called the meeting to order at 6:47 p.m. on March 26, 2019.

Consent Agenda

1. Welcome

Mayor Hairston welcomed all Boards, Commissions and Committees to training.

Action:

2. State mandated Texas Open Meetings Act Training conducted by Brown & Hofmeister, L.L.P.

City Attorney Ritter led the training.

MOTION: Francis Allen made a motion, seconded by Petra Covington, to adjourn. The vote was cast 4 for, 0 against. (Isham and Cooper absent)

Meeting adjourned at 7:59 p.m.

ATTEST:

APPROVED:

Lisa Wube, Board Liaison

Jerry Giles, Chair

MINUTES

LANCASTER RECREATIONAL DEVELOPMENT CORPORATION (LRDC), LANCASTER PARKS AND RECREATION ADVISORY BOARD AND LIBRARY ADVISORY BOARD SPECIAL CALLED JOINT MEETING OF MAY 29, 2019

The Members of the Lancaster Recreational Development Corporation, Lancaster Parks and Recreation Advisory Board and Lancaster Veterans Memorial Advisory Board of the City of Lancaster, Texas, met in a Special Called Joint Session in the Grand Hall of the Lancaster Recreation Center, 1700 Veterans Memorial Parkway, Lancaster, TX 75134, at 6:00 p.m. on May 29, 2019 with a quorum present to-wit:

Lancaster Parks and Recreation Advisory Board Members Present:

Jerry Giles, Chair
Petra Covington
Frances Allen

Lancaster Parks and Recreation Advisory Board Members Absent:

Abe Cooper
Darwin Isham
Joe Smith

Lancaster Recreational Development Corporation Type B Members Present:

Mary Sykes, Chair
William Freeman
Harmonic Mays
Erikka Cullum
Zaychiana Mixon

Lancaster Recreational Development Corporation Type B Members Absent:

Don McCoo
Sharmetra Lewis

Lancaster Veterans Memorial Library Advisory Board Members Present:

Gretchen Weaver, Chair
Kyshia Gibbons
Angela McCowan

Lancaster Veterans Memorial Library Advisory Board Members Absent:

Quinnest Banks
Cecelia J. Smith-Whitson

City Staff Present:

Sean Johnson Managing Director of Quality of Life and Cultural Services
Kaylon Jackson, Administrative Assistant
John Melton, Library Manager

Call to Order:

Chair Mary Sykes called the Lancaster Recreational Development Corporation Board meeting to order at 6:00 p.m. on May 29, 2019.

Chair Jerry Giles called the Lancaster Parks and Recreation Advisory Board meeting to order at 6:10 p.m. on May 29, 2019.

Chair, Gretchen Weaver, called the Lancaster Veterans Memorial Library Advisory Board meeting to order at 6:18 p.m. on May 29, 2019.

Consent Agenda:

- 1. Receive a presentation and discuss the updated Boards and Commissions Ordinance – Sean Johnson, Managing Director.**

Mr. Johnson presented Ordinance 2018-12-53. No action taken.

Action:

- 2. Discuss and consider the election of a Chair for the Lancaster Recreational Development Corporation (LRDC), Parks and Recreation Advisory Board, and the Library Board in individual motions.**

Mary Sykes nominated as Chair of Lancaster Recreational Development Corporation by board member. Board member made a motion for nominations to close. Votes favored Mary Sykes as Chair.

Jerry Giles nominated as Chair of Lancaster Parks and Recreation Advisory Board by board member. Board member made a motion for nominations to close. Votes favored Jerry Giles as Chair.

Gretchen Weaver nominated as Chair of the Lancaster Veterans Memorial Library by board member. Board member made a motion for nominations to close. Votes favored Gretchen Weaver as Chair.

- 3. Discuss and consider the election of a Vice-Chair for the Lancaster Recreational Development Corporation (LRDC), Parks and Recreation Advisory Board, and the Library Board in individual motions**

Harmonica Mays nominated as Vice-Chair of Lancaster Recreational Development Corporation Type B board by board member. Board member made a motion for nominations to close. Votes favored Harmonica Mays as Vice-Chair.

Frances Allen nominated as Vice-Chair of Parks and Recreation Advisory Board by board member. Board member made a motion for nominations to close. Votes favored Frances Allen as Vice-Chair.

Kyshia Gibbons nominated as Vice-Chair of the Lancaster Veterans Memorial Library by board member. Board member made a motion for nominations to close. Votes favored Kyshia Gibbons as Vice-Chair.

- 4. Set date and agenda of next meeting**

Date of Next Meeting:

LRDC 4B Tuesday, June 18th, 7:00 p.m. at Grand Hall

Library Advisory Board Wednesday, June 12th, 7:00 p.m. at Grand Hall

PARAB Wednesday, June 19th, 7:00 p.m. at Grand Hall

MOTION: Chair Mary Sykes made a motion, seconded by Francis Allen to adjourn. The vote was cast 5 for and 0 against. (Don McCoo and Sharmetra Lewis absent)

The Lancaster Recreational Development Corporation meeting was adjourned at 6:40 p.m.

MOTION: Chair Jerry Giles made a motion, seconded by Petra Covington to adjourn. The vote was cast 3 for and 0 against. (Abe Cooper, Darwin Isham and Joe Smith absent)

The Lancaster Parks and Recreation Advisory Board meeting was adjourned at 6:43 p.m.

MOTION: Chair Gretchen Weaver made a motion, seconded by Kyshia Gibbons to adjourn. The vote was cast 3 for and 0 against. (Quinnest Banks and Cecelia Smith- Whitson absent)

The Lancaster Veterans Memorial Library Advisory Board was adjourned at 6:47 p.m.

ATTEST:

APPROVED:

Lisa Wube, Board Liaison

Mary Sykes, Chair Lancaster Recreational Development Board

Jerry Giles, Chair Lancaster Parks and Recreation Advisory Board

Gretchen Weaver, Chair Lancaster Veterans Memorial Library Advisory Board

MINUTES

LANCASTER PARKS AND RECREATION ADVISORY BOARD SPECIAL MEETING OF MARCH 2, 2020

The Lancaster Parks and Recreation Advisory Board of Lancaster, Texas, met in in a called Special Session in the Grand Hall of the Lancaster Recreation Center, 1700 Veterans Memorial Parkway, Lancaster, TX 75134 on March 2, 2020, at 6:30 p.m. with quorum present to-wit:

Lancaster Parks and Recreation Advisory Board Members Present:

Jerry Giles, Chair
Abe Cooper
Alan Beavers
Petra Covington

Lancaster Parks and Recreation Advisory Board Members Present:

Francis Allen
Joe Smith

City Staff Present:

Opal Mauldin-Jones, City Manger
Fabrice Kabona, Assistant to the City Manager
Carey Neal, Assistant City Manager
Dori Lee, Director of Human Resources
Sean Johnson, Director of Quality of Life and Cultural Services
Jermaine Sapp, Director of Equipment of Facility Services
Shane Shepard, Director of Economic Development
Sam Urbanski, Police Chief
Jason Boulton, Assistant Police Chief
Charley Miller, Assistant Police Chief
Kenneth Johnson, Assistant Fire Chief
DeeDee Hilary, EMS Chief
Shannin Phillips, Administrative Assistant (Fire Chief)
Chris Youngman, Assistant Fire Chief
Shawn Gary, Fire Marshal
Melina Vilanueva, Administrative Secretary (Fire Marshal)
Kim Hall, Finance Director
Kellen Benbrook, Airport Manager
Kaylon Jackson, Recreation Supervisor
Kenne' Johnson, Administrative Secretary (QLCS)
Bester Munyaradzi, Senior Planner
John Melton, Library Manager
Cheryl Womble, Administrative & Community Relations Supervisor
Deborah Bunton, Administrative Secretary (City Manager's Office)
Jerry Rand, city Marshal
Ron Gleaves, I.T. Manager
David T. Ritter, City Attorney
Cynthia Smith, Deputy City Secretary
Sorangel O. Arenas, City Secretary

Call to Order:

Chair Jerry Giles called the meeting to order at 6:55 p.m. on March 2, 2020.

Consent Agenda:

1. Welcome

Mayor Hariston welcomed all boards and commissions to the training.

Action:

2. State mandated Texas Open Meetings Act Training conducted by Brown & Hofmeister, L.L.P

City Attorney Ritter led the training.

3. Receive an update on City projects from the City Manager

City Manager Mauldin-Jones provided an update.

MOTION: Chair Jerry Giles made a motion, seconded by Abe Cooper to adjourn. The vote was cast 4 for, 0 against. (Frances Allen and Joe Smith absent)

Meeting adjourned at 7:58 p.m.

ATTEST:

APPROVED:

Lisa Wube, Board Liaison

Jerry Giles, Chair

MINUTES

LANCASTER PARKS AND RECREATION ADVISORY BOARD SPECIAL MEETING OF APRIL 29, 2021

The Lancaster Parks and Recreation Advisory Board of Lancaster, Texas, met in a called Special Session in the Gymnasium of the Lancaster Recreation Center, 1700 Veterans Memorial Parkway, Lancaster, TX 75134 on April 29, 2021 at 6:30 p.m. with quorum present to-wit:

Lancaster Parks and Recreation Advisory Board Members Present:

Frances Allen
Andrea Bollin
Abe Cooper
Kenneth King
Jerry Giles
Alan Beavers
LaMonica Hudleton

City Staff Present:

Opal Mauldin-Jones, City Manger
Fabrice Kabona, Deputy City Manger
Carey Neal, City Manager
Dori Lee, Director of Human Resources
Lisa Wube, Director of Parks and Recreation
Jermaine Sapp, Director of Equipment of Facility Services
Shane Shepard, Director of Economic Development
Sam Urbanski, Police Chief
Jason Boulton, Assistant Police Chief
Charley Miller, Assistant Police Chief
Kenneth Johnson, Fire Chief
Chris Youngman, Assistant Fire Chief
Dee Dee Hillary, EMS Chief
Shawn Gary, Fire Marshal
Melina Villanueva, Administrative Secretary (Fire Marshal)
Kim Hall, Finance Director
Kellen Benbrook, Airport Manager
Michael Rasco, Assistant Director of Parks and Recreation
Kenne Johnson, Administrative Secretary of Parks and Recreation
Bester Munyaraddzi, Senior Planner
John Melton, Library Manager
Jerry Rand, City Marshal
Ron Gleaves, I.T. Manager
David T. Ritter, City Attorney

Cynthia Smith, Deputy City Secretary
Sorangel O. Arenas, City Secretary

Call to Order:

Jerry Giles called the meeting to order at 6:54 p.m. on April 29, 2021.

Consent Agenda

1. Welcome

Mayor Hairston welcomed all boards and commissions to the training.

Action:

2. State mandated Texas Open Meetings Act Training conducted by Brown & Hofmeister, L.L.P

City Attorney Ritter led the training.

MOTION: Francis Allen made a motion, seconded by Kenneth King, to adjourn. The vote was cast 7 for, 0 against.

Meeting adjourned at 8:20 p.m.

ATTEST:

APPROVED:

Lisa Wube, Board Liaison

Jerry Giles, Chair

CITY OF LANCASTER BOARDS AND COMMISSIONS

Parks and Recreation Advisory Board

2.

Meeting Date: 05/19/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Lisa Wube, Director of Parks and Recreation Department

Agenda Caption:

Discuss and consider the election of a Chair for the Parks and Recreation Advisory Board.

Background:

The newly established Chapter 5, "Boards, Commissions and Committees", Section 5.01.001 Board and Commission appointments, terms, removal and meetings; (b) of the Code of Ordinances states that "All appointments to Boards, Commissions and Committees of the City shall expire on December 1st, a chairperson and vice-chairperson shall be elected by the members of the board of commissions. Should no appointment be made at the time a term would otherwise expire, the sitting board, commission, or committee member will continue to serve in an interim capacity until the replacement appointment has been made."

This item is for the board's consideration.

CITY OF LANCASTER BOARDS AND COMMISSIONS

Parks and Recreation Advisory Board

3.

Meeting Date: 05/19/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Lisa Wube, Director of Parks and Recreation Department

Agenda Caption:

Discuss and consider the election of a Vice-Chair for the Parks and Recreation Advisory Board.

Background:

The newly established Chapter 5, "Boards, Commissions and Committees", Section 5.01.001 Board and Commission appointments, terms, removal and meetings; (b) of the Code of Ordinances states that "All appointments to Boards, Commissions and Committees of the City shall expire on December 1st, a chairperson and vice-chairperson shall be elected by the members of the board of commissions. Should no appointment be made at the time a term would otherwise expire, the sitting board, commission, or committee member will continue to serve in an interim capacity until the replacement appointment has been made."

This item is for the board's consideration.