



City of Lancaster  
PARKS AND RECREATION DEPARTMENT



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## MEETING

### LANCASTER RECREATIONAL DEVELOPMENT CORPORATION (LRDC – Type B)

Monday, July 16, 2012, 6:00 p.m.

## MINUTES

The Officers of the Lancaster Recreational Development Corporation (LRDC – Type B) met July 16, 2012 at 6:00 p.m. at Veterans Memorial Library (Conference Room), 1600 Veterans Memorial Parkway, Lancaster, TX 75134.

**Lancaster Recreational Development Corporation (LRDC – Type B) Officers Present:** Mary Sykes, Abe Cooper, Spencer Hervey, Don May, Darwin Isham, Willene Watson, and Jerry Giles. **Absent,** Cecelia Rutherford

**City Staff Present:** Parks and Recreation Director Sean Johnson, Recreation Superintendent Kevin Moore, Parks and Building Superintendent Jodi Griggs, Assistant Library Manager Jimi Davis, Assistant Finance Director Susan Cluse, Park Foreman Giovanni Ortiz, and Administrative Secretary Cynthia D. Williams.

**Invocation:** Abe Cooper

#### I. Call to Order

President Spencer Hervey called the meeting to order at 6:01 p.m.

#### II. Consider Approval of Minutes (June 18, 2012)

Mrs. Sykes made a motion seconded by Mr. Giles to approve the minutes of June 18, 2012. The motion carried unanimously.

#### III. Projected LRDC – Type B Budget (Finance Director Sherree Haynes or Assistant Finance Director Susan Cluse)

Assistant Finance Director Susan Cluse reported on the projected LRDC – Type B Budget (Third Quarter Financial Reports ending June 30, 2012).

There was further questions/discussion.

#### IV. Master Fee Schedule Update (Parks and Recreation Director Sean Johnson)

Parks and Recreation Director Sean Johnson reported that last year Staff conducted a complete overhaul of the Master Fee Schedule as it pertains to Parks and Recreation. This year, after Staff reviewed our neighboring cities, it was determined that it was not necessary to make any changes. However, Staff did make one addition, which included a \$30.00 per hour fee for the Kitchen at the Senior Life Center.

There was further questions/discussion.

Mr. Johnson reported that Staff is soliciting vending machines vendors to have at the Library that will dispense disposable headsets, CDs, and flash drives. This addition will alleviate staff from having to do the purchasing of it, the bringing back, do we charge sales tax, or do we not. We are looking at having an outside vendor provide that service for us, but consistent with the prices we are charging already in the Master Fee Schedule.

There was further questions/discussion.

**V. Review Bylaws Work Session Date – August 4, 2012 (Parks and Recreation Director Sean Johnson)**

Mr. Johnson reported that this item is on the Agenda to serve as a reminder. Staff is awaiting confirmation of the City Attorney’s attendance.

After further discussion further questions/discussion, Mrs. Sykes made a motion seconded by Ms. Watson to meet on August 4, 2012 from 9a – 12Noon for a Bylaws Work Session. The motion carried unanimously.

**VI. Set Agenda of Next Meeting**

- 2013 Proposed LRDC – 4B Budget Presentation
- Recommend Approval of LRDC – Type B Budget as Presented

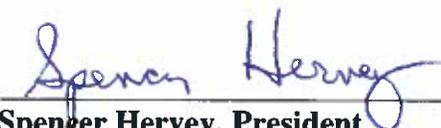
**XI. Adjournment**

Mr. Isham made a motion seconded by Mrs. Sykes to adjourn. All present approved and the meeting adjourned at 6:31 p.m.

**ATTEST:**

  
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 Cynthia D. Williams, Administrative Secretary

**APPROVED:**

  
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 Spencer Hervey, President  
 Lancaster Recreational Development Corporation (LRDC – Type B)