



City of Lake Dallas

Parks & Recreation Board Meeting

City Hall, 212 Main Street, Lake Dallas, TX 75065

Tuesday, September 15, 2020 at 7:00 p.m.

Agenda

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act, and in an effort to protect the health and safety of the public, this meeting is being conducted by video conference. Members of the public who desire to only listen to proceedings of the meeting may dial the following toll-free number and, when prompted, enter the following Meeting ID #, beginning at 6:40 p.m. to join the meeting. Any person wishing to view the video conference may go to the Internet link shown below and enter the password shown.

Toll Free Number: 877-853-5257

Meeting ID#: 889 5608 3841

Video Conference: <https://us02web.zoom.us/j/88956083841?pwd=K1dLZjBxMGhlOU13V1Z2Tlh6U0Erdz09>

Password: 622971

Members of the public are entitled to participate remotely via Videoconference. To speak remotely at the Park & Recreation Board Meeting, speakers must:

- Register with the City Secretary by either email cdelcambre@lakedallas.com or calling 940-497-2226 ext. 102 by 3:00 p.m. on Tuesday, September 15, 2020.
- Registered speakers will receive an email or phone call providing the meeting link and/or telephone number to call on the date of the meeting.
- Speakers must call not later than 6:45 p.m. on the date of the meeting in order to be allowed to speak. Late callers will not be accepted and will not be allowed to speak.
- Registered speakers will not be allowed to speak until recognized by the Chairperson and unmuted by the City Secretary.
- Speakers will be limited to 5 minutes each.
- Handouts or other information that a member of the public desires to provide to the Board must be emailed to cdelcambre@lakedallas.com by 3:00 p.m. on Tuesday, September 15, 2020.

Any person wishing to provide only written comments during Item 4 – Citizen Agenda & Public Comment, or on any other matter to be considered on this agenda, should email such comments to the City Secretary at cdelcambre@lakedallas.com by 3:00 p.m. on Tuesday, September 15, 2020.

- 1. Call to Order & Determination of Quorum.**
- 2. Receive Citizen Public Comment** – An opportunity for citizens to address the Parks and Recreation Board on matters which are not scheduled for consideration by the Board. The Texas Open Meeting Act prohibits deliberation by the Board of any subject which is not on the posted agenda, therefore the Board will not be able to discuss or take any action on items brought up during the citizen presentations. Citizen presentation will be limited to five (5) minutes per person.
- 3. Approval of the August 18, 2020 minutes.**
- 4. Directors Report**
 - a. Update on Park projects
 - b. Labor Day at Willow Grove Park
 - c. Trunk-or-Treat at City Park
- 5. Hold a discussion and take appropriate action on the improvement option for the boat dock at Willow Grove Park.**
- 6. Hold a discussion and take appropriate action on the improvement option for the fishing pier at Willow Grove Park.**
- 7. Receive a report and hold a discussion on the improvement opportunities at River Oaks Park.**
- 8. Hold a discussion and make a recommendation to City Council regarding the appointment of members to the City of Lake Dallas Parks and Recreation Board/Keep Lake Dallas Beautiful Committee.**
- 9. Receive a report and hold a discussion regarding work done by the Parks Collaboration Subcommittee (Anthony, Lester and Kristy).**
- 10. Announcements or Requests for future agenda items.**
- 11. Adjournment.**

I certify that the above notice of this meeting posted on the bulletin board at City Hall of the City of Lake Dallas, Texas on September 11, 2020 before 5:00 p.m.



Codi Delcambre, City Secretary

If you plan to attend this public meeting and you have a disability that requires special arrangements at this meeting, please contact City Secretary's Office at (940) 497-2226 ext. 102 or fax (940) 497-4485 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

Parks & Recreation Board Meeting Minutes

From: Tuesday, August 18th, 2020

At 7:00p.m. at City Hall Council Chambers

212 Main Street, Lake Dallas, Tx 75065

1. The City of Lake Dallas Park & Recreation Board met in a regular meeting on August 18th, 2020 in the Lake Dallas City Hall, 212 main Street, with notice of the meeting given, as required by Title 5, Chapter 551.041 of the Texas Government Code. Kristy Gilbert called the meeting to order at **7:03p.m.**

a) Layne Cline conducted roll call. The following members were present:

b) Present Members:

Kristi Gilbert – Member

Rhonda Dick – Member

Dan Nolan– Member

Paul Forgey – Member

c) Absent:

Jayne Potter – Member

Lester Raborn – Member

d) Staff Present: City Manager John Cabrales, Public Works Superintendent Layne Cline, Code Compliance Officer Daniel Rusnak, and City Council Liaison Cheryl McClain

2. **Citizen Public Comment** – None.

3. **Approval of Minutes from July 21st, 2020:**

Member Gilbert made a motion to approve the minutes, Member Nolan seconds the motion.

Ayes: Kristi Gilbert, Paul Forgey, Rhonda Dick and Dan Nolan

Noes: None.

Motion Passed 4-0.

4. **Director's Report:**

- Layne gives the board the Director's report discussing all the maintenance performed and the on-going projects at each park.

5. **Receive a report and hold a discussion on the improvement opportunities at Thousand Oaks Park.**

- Dan Nolan asks if picnic tables will be installed. Layne responds Yes.
- Layne mentions chatter about using park for disc golf. Dan asks about the specific area. Layne clarifies near entrance around Shady Shores. Kristy mentions flooding in area. Dan mentions hardware shouldn't be an issue. Cheryl agrees with that feedback. Cheryl asks if there is pricing. Layne responds it was just an idea and he'd follow the Boards direction.

6. Receive a report and hold a discussion on the improvement project for the boat dock at Willow Grove Park.

- Dan asks if additional option was added. Layne responds Yes.
- Dan asks if photos were sent to Halff. Layne responds Yes.
- Dan states all local boat docks in different municipalities are built the way he suggests.
- Dan states #3 idea is the best solution and what we should concentrate on but wants Halff to provide better diagrams.
- Dan states the price we're paying Halff is high. Paul states he agrees. John chimes in and provides clarity. Layne referencing 20% contingency plan.
- Dan and John have a discussion around the pricing of option #3.
- John asks if the rest of the Board agrees with Dan. Paul asks how many boat docks have been built by Halff. Paul asks how Halff can design a boat dock if they've never built one. John responds that Halff are engineers.
- Rhonda suggests board members go look at other boat docks.
- Dan asks if we can use a different engineer company. John states we're contracted with Halff to use them singularly.
- John states Layne to work with Halff to visit with other municipalities.
- Dan ends his time with stating he wants to have the money spent wisely.

7. Receive a report and hold a discussion to provide staff direction regarding the update to the 2003 Parks Master Plan.

- Dan states a study by professionals is a waste of money. John Cabrales responds articulately.
- Dan asks how much this will cost. John responds detailing RFP info. Dan states he wants to do research on this process.
- Anthony reminds group that the Master Plan is typically a 10-year plan and that ours is well overdue.

8. Receive a report and hold a discussion regarding work done by the Parks Collaboration Subcommittee (Anthony, Lester and Kristy). No meetings have been scheduled.

- Member Gilbert states that the pandemic has hindered the group gathering and collaborating between the cities.

9. Announcements for or requests for future agenda items- None.

10. Adjournment- 7:39p.m.

11. Minutes submitted by:

Print: _____

Signature: _____

12. Minutes approved by:

Print: _____

Signature: _____



Parks and Recreation Board
AGENDA MEMO

Prepared By: Layne Cline, Public Works Superintendent

September 15, 2020

Fishing Pier Repair Options

DESCRIPTION:

Hold and discussion and make a recommendation to City Council regarding the repair option for the fishing pier at Willow Grove Park.

BACKGROUND INFORMATION:

Staff has gathered several quotes for repair options regarding the damages incurred from the 2015 flooding to the fishing pier at Willow Grove Park. The City insurance company will cover up to the quote for wood replacement in the amount of \$29,250.00. The City can replace the pier with wood or whatever materials they want; however, the City would be responsible for any additional amount. Once the project is completed, the City will e-mail me the invoice and the insurance company will pay the amount owed after deducting what has already been paid and the flood deductible \$1,000.00. Staff is needing the Parks and Recreation Board to make a recommendation on which option is best for the replacement for the City Council's consideration.

Staff is recommending the EZ Dock system for the replacement of the fishing pier.

FINANCIAL CONSIDERATION:

None.

RECOMMENDED MOTIONS:

None, Discussion Only.

ATTACHMENT(S):

None.

Flood Damage Insurance Claim for Willow Grove Park

- Fishing Pier damaged, the decking and handrails came away from the concrete piers.



- Damaged Garbage Can.



- Boat Launch decking broke away from the platform. No missing panels but bolts were broken and cannot be reused. Will either need to be drilled in or tack welded into place.



- Wooden beams floated away from campsites and crushed decomposed granite washed away. Will need to be replaced.





Parks and Recreation Board
AGENDA MEMO

Prepared By: Layne Cline, Public Works Superintendent

September 15th, 2020

River Oaks Park Opportunities

DESCRIPTION:

Receive a report and hold a discussion regarding the opportunities and usage at River Oaks Park.

BACKGROUND INFORMATION:

Over the past several months Staff has been informing and discussing the best uses and current amenities at each city owned and maintained parks. This discussion is to walkthrough and focus on the opportunities at River Oaks Park.

FINANCIAL CONSIDERATION:

None.

RECOMMENDED MOTIONS:

None, Discussion Only.

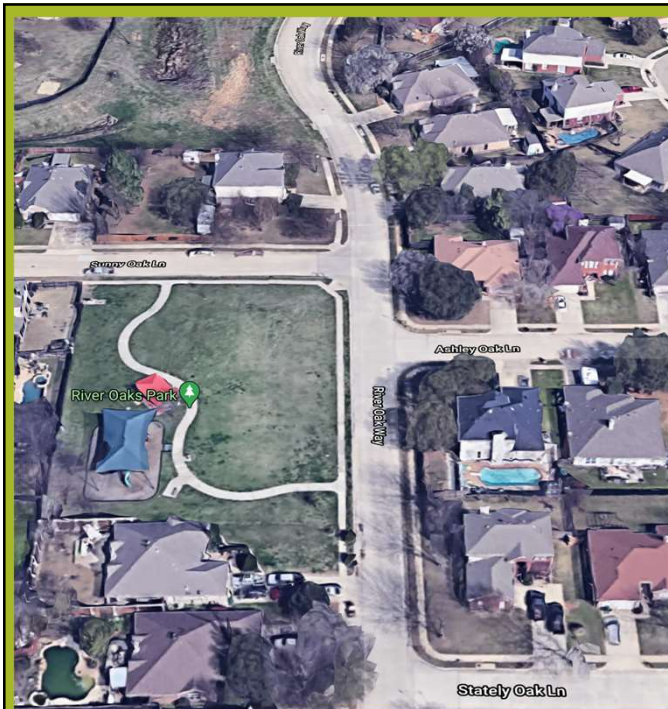
ATTACHMENT(S):

None.

OPPORTUNITIES FOR RIVER OAKS PARK

Presented By:
Layne Cline
Public Works Superintendent

1



AERIAL OVERVIEW

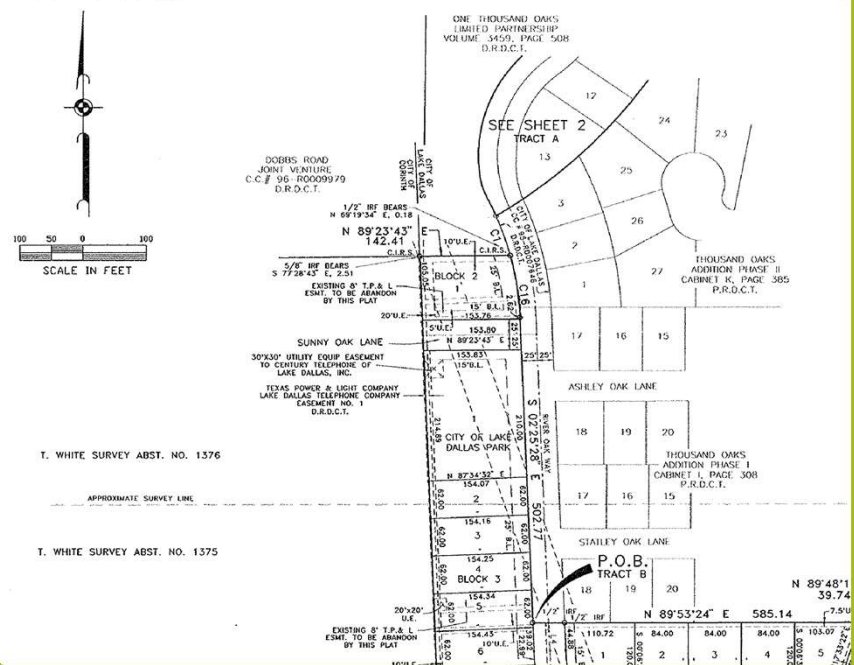
2

4



➤ 0.75 Acre
Rectangular Lot
(32706sqft.)

➤ Atmos F-Line



5

Park Usage

- Concrete walking trail area
- Playground Structure with Shade Tarp
- Open space activities

6



7

Park Amenities



8

Park Amenities



9



**OPEN
SPACE
OPTIONS**

10



**QUESTIONS
AND COMMENTS?**



**Parks and Recreation Board
AGENDA MEMO**

Prepared By: Layne Cline, Public Works Superintendent

September 15, 2020

Parks and Recreation Board/Keep Lake Dallas Beautiful Committee

DESCRIPTION:

Hold and discussion and make a recommendation to City Council regarding the appointment of members to the City of Lake Dallas Parks and Recreation Board/Keep Lake Dallas Beautiful Committee.

BACKGROUND INFORMATION:

The Parks and Recreation Board has four vacancies as the result of resignations or completion of terms that need to be filled. Mrs. Rhona Dick and Mr. Anthony Barrow recently resigned from the board creating vacancies in Place 1 and Place 4. Alternate Place 1 and Place 2 are vacant.

On February 13, 2020, the City Council had a discussion on amending the application and appointment process for City Boards and Commissions. Staff was directed to bring any application to the respective board or commission and get their recommendation before bringing the application before the city council. The city council has the authority to appoint members of the Planning and Zoning Commission, Parks and Recreation Board, Keep Lake Dallas Beautiful Committee, Board of Adjustment, Library Board and Animal Shelter Advisory Board, Appeals Board and Community Development Corporation. This process began on April 1, 2020.

Staff would like to get a recommendation on appointing any of the applicants to the Parks and Recreation Board. Also, staff has received a request from Jayme Potter to move out of the Place 6 position and into the Alternate 1 position.

<u>Current Board Members</u>	<u>Place</u>	<u>Term</u>
Vacant	Member, Place 1	October 2021
Lester Raborn	Member, Place 2	October 2020
Dan Nolan	Member, Place 3	October 2021
Vacant	Member, Place 4	October 2020
Paul Forgey	Member, Place 5	October 2021
Jayne Potter	Member, Place 6	October 2020
Kristy Gilbert	Member, Place 7	October 2021
Vacant	Alternate 1	October 2021
Vacant	Alternate 2	October 2020

Current Openings:

<u>Name</u>	<u>Position</u>	<u>Term Expiration</u>
	Member, Place 1	Oct. 2021
	Member, Place 4	Oct. 2020
	Member, Place 6	Oct. 2020
	Alt. Member, Place 1	Oct. 2021
	Alt. Member, Place 2	Oct. 2020

Applications received for appointment to this board or commission:

- Lester Raborn
- Jayme Potter
- Annette Fuller
- Tony Rauschuber

RECOMMENDED MOTIONS:

None.

ATTACHMENT(S):

1. Board Member Applications