

**MINUTES OF THE PARK AND RECREATION BOARD MEETING  
GLENN HEIGHTS, TEXAS 75154**

**JANUARY 26, 2010**

**STATE OF TEXAS** \*  
**COUNTIES OF DALLAS AND ELLIS** \*  
**CITY OF GLENN HEIGHTS** \*

On 26th day of January, 2010 the Park and Recreation Board of the City of Glenn Heights met in a regular meeting at the Glenn Heights City Hall in Glenn Heights, Texas located at 1938 S. Hampton Road with the following members present:

**BOARD MEMBERS:**

Dante Veneziale	*	Chairman
Dawn Freeman	*	Vice Chairman
Thomas Calhoun, Jr.	*	Member
Carl Whitehead	*	Member
Chickitha King	*	New Member

<b>STAFF:</b>	Jacqueline Lee	*	City Manager
	Judy Bell	*	Executive General Manager for Development and Municipal Services
	Othel Murphree	*	City Secretary
	Troy Twitchell	*	Park Maintenance Technician
	Tonya Lonzie	*	Minutes

**ABSENT:**

Jean Stewart	*	Member
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**MEETING CALLED TO ORDER:** Chairman, Dante Veneziale

**TIME:** 7:11 p.m.

**INVOCATION:** Chairman, Dante Veneziale

**PLEDGE OF ALLEGIANCE**

**INTRODUCTION OF THE FIRST ITEM ON THE AGENDA: Swear in newly appointed Board Member Chickitha King.**

Ms. Chickitha King was sworn in by the City Secretary, Othel Murphree. Ms. King took her seat on the panel.

**INTRODUCTION OF THE SECOND ITEM ON THE AGENDA: Consider and approve the minutes of October 20, 2009.**

Board Member, Thomas Calhoun called for a motion to approve the minutes of October 20, 2009.

**Second:** Board Member Dawn Freeman

**For:** Veneziale, Freeman, Calhoun, Whitehead and King

**Against:** None

**INTRODUCTION OF THE THIRD ITEM ON THE AGENDA: Presentation by Jacqueline Lee, City Manager of the City's Five-Year Strategic Plan**

City Manager Jacqueline Lee presented a formal presentation to the Park Board to discuss and address the City's 5-Year Strategic Plan adopted by City Council. A packet was passed out to each Board member for review. There are eleven strategic goals. A copy of the City's Strategic Plan brochure was included in the packet. The actual Plan consists of a forty-four pages. Some questions the Board should look at are: where are we now; where do we plan to be and what are our critical needs. There are nine critical priorities. An estimate of the Park and Recreation's improvements were listed and defined.

Strategic Goal #10 Recreation, Arts and Culture is the one that is related to Park and Recreation. It states to: maintain and develop parks, cultivate open space, and be a catalyst for recreational, artistic, and cultural facilities and activities to serve residents and to attract visitors. Ms. Lee stated the performance will be measured to keep track of these goals. Each plan will be reviewed and presented to City Council in a report.

Ms. Lee thanked the Board for their understanding and their patience. Ms. Lee let the Board know that if there are any questions, her door is open for discussion.

Chairman, Dante Veneziale and the entire Board thanked City Manager Jacqueline Lee for taking the time to go over the City's Strategic Plan.

**INTRODUCTION OF THE FOURTH ITEM ON THE AGENDA: Discuss and possible action for display case options for Heritage Park's Founders' Circle**

Judy Bell Executive General Manager introduced Troy Twitchell Park Technician to speak to the Board on case display options. Troy gave the Board several different designs for cases. He even showed a sample of what the display boards look like with letters on it along with estimated prices. The displays were done by vendors Kevin LaRue and Sign-A-Rama. Chairman Veneziale asked Troy if the Board needed another case can one be made. Troy answered, yes. Chairman also asked Troy how long does it take to make and Troy answered two weeks.

Board Member Thomas Calhoun called for a motion to approve the design case by Kevin LaRue

**Second:** Board Member Carl Whitehead

**For:** Veneziale, Freeman, Calhoun, Whitehead and King

**Against:** None

**INTRODUCTION OF THE FIFTH ITEM ON THE AGENDA: Consider presentation to City Council of Park Board recommendations schedules for February 2010**

Judy Bell stated the Park and Recreation Board had made several recommendations to City Council for improvements to Heritage Community Park. She stated per the City's Finance Director, there is \$188,008.65 available for park improvements in the Park Land Dedication Fund. These funds must be utilized according to all projects identified in the Park Master Plan. Ms. Bell discussed the issues, the financial impact and the staff recommendations

One of the Park Board recommendations was to approve the purchase and installation of one set of bleachers for each baseball field, a shade structure and a bench for basketball courts. Estimated cost totaled \$18,400. Staff will recommend the City Council to approve these items.

City Council was presented with a Critical Needs Assessments and to move forward with a Capital Improvement Program (CIP). This will be a very involved process including community participation such as an advisory committee from within the community to serve as a Board to help update the Comprehension Plan and recommend a CIP. Staff will recommend the major improvements such as the sidewalk and parking lot will wait until the CIP can be developed and adopted by the City Council.

Question: Chairman Veneziale asked how we can present to City Council the idea of using well water instead of City water to irrigate Heritage Park.

Answer: Judy Bell stated the well behind the Police Department can funnel the water into the system instead of irrigating the city's water. She explains the need to maximize storage space and that these matters were included in the Needs Assessment.

Question: Chairman Veneziale wants to know about grants and the ability on how to approach them.

Answer: Judy Bell stated it is being discussed.

Chairman Veneziale wanted to confirm that this was going on the City Council next agenda February 1, 2010.

Answer: Judy Bell, yes and thanked everyone for their patience.

Chairman Veneziale stated no action therefore no motion. He told the Park and Recreation Board members all that can come to the City Council meeting to come!

**INTRODUCTION OF THE SIXTH ITEM ON THE AGENDA: Approve or deny any absences per Ordinance O-857-07.**

Chairman Veneziale discussed people who have not been here, namely James Blackburn.

Vice Chairman, Freeman stated she hate to have someone removed if there has been a crisis. Board Member Whitehead stated that the Chairman has called him and Board Member Thomas has talked to him. Chairman Veneziale stated per the Ordinance O-857-07 attached that absences that are not excused are grounds for removal of a member. He suggested City Manager help with ideas to remove board member in the future. City Manager, Jacqueline Lee responded okay.

Chairman Dante Veneziale called for a motion to remove James Blackburn as a Park and Receptions Board member per Ordinance O-857-07

**Second:** Board Member Thomas Calhoun

**For:** Veneziale, Freeman, Calhoun, Whitehead and King

**Against:** None

**INTRODUCTION OF THE SEVENTH ITEM ON THE AGENDA: Adjournment**

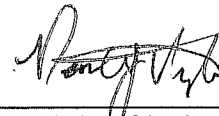
Chairman Dante Veneziale moved to adjourn.

**Second:** Board Member Whitehead

**For:** Veneziale, Freeman, Calhoun, Whitehead and King

**Against:** None

**TIME:** 8:00 p.m.



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Dante Veneziale, Chairman

Attest:



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Tonya Lonzie, Secretary

**Passed and approved the 16<sup>th</sup> day of March, 2010**