

**FAIR PARK FIRST  
MINUTES OF MEETING OF  
THE BOARD OF DIRECTORS**

February 19, 2019

A meeting of the Board of Directors (the "Board") of Fair Park First, a Texas non-profit corporation (the "Corporation"), was held at Heritage Hall of Honor, Briscoe Carpenter, Livestock Center, Fair Park National Historic Landmark, 1403 Washington St. Dallas, TX 75210 on February 19, 2019, at 6:20 p.m.

Directors Present: Norman Alston  
Darren L. James  
Veletta Forsythe Lill  
Margo R. Keys  
Mercedes Fulbright  
Ovidia E. Amaya

Directors Absent: Arcilia Acosta  
Rev. Donald Parrish  
John Proctor  
Emily Ledet

Guests: Robert Stewart, Fair Park Board Liaison  
Sonya Woods, Fair Park Board Liaison  
Burt Vandenburg, Dallas City Attorney's Office  
Barbard Martinez, Dallas City Attorney's Office  
Peter Sullivan, Spectra

Legal Counsel: Robert McCormick, Winstead PC  
Sean Brown, Winstead PC

Mr. Norman Alston acted as the secretary of the meeting. Mr. Darren James served as the chair of the meeting.

1. Call to Order.

Mr. Darren L. James officially called the meeting to order. Six of the Board members were in attendance at the meeting; therefore, a quorum was not present. As a result of the lack of a quorum, the meeting proceeded as an informational meeting. No official business was conducted.

2. Report from the President.

Darren L. James, as President of the Corporation, provided a general update on the operations of Fair Park. Additionally, Mr. James provided a summary of his meetings with the Office of Cultural Affairs regarding the art in Fair Park and his meeting with the Board of Dallas Park and Recreation regarding contract compliance and his quarterly report about Fair Park.

3. Report from the Secretary.

Norman Alston, as Secretary of the Corporation, reminded the Board to watch the training videos online regarding the Texas Open Meetings Act and Public Information Act (Open Record Act). Additionally, during his report, he welcomed Burt Vandenburg and Barbara Martinez to give a briefing about the Texas Open Meetings Act and Public Information Act (Open Record Act), respectively.

4. Report from Spectra

Peter Sullivan provided a general update on past and future events to be held at Fair Park. Additionally, he provided an update on the planning for the Community Park and the preparation of Fair Park Master Plan.

5. Report of Board Development Committee.

Ms. Forsythe Lill, Chairperson of the Board Development Committee, shared with the Board that the Board Development Committee is looking to appoint Jason Brown and Sonja McGill to the Board and shared each of their resumes with the Board.

6. Report of Executive Director Development Committee.

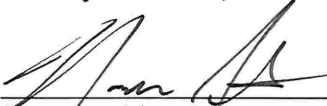
Ms. Forsythe Lill, member of the Executive Director Development Committee, shared with the Board that the job description for the Executive Director position with the Corporation is done and they are currently reviewing resumes.

7. Report of Facilities/Historic Preservation Committee.

Mr. Alston, Chairperson of the Facilities Committee, provided a written update demonstrating the role of the committee and its current members, which is attached hereto as Exhibit A.

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Respectfully submitted,

By:   
Norman Alston, Secretary

**EXHIBIT A**

**FACILITIES/HISTORIC PRESERVATION REPORT**

[Attached]



Fair Park National Historic Landmark  
Tower Building  
3809 Grand Avenue  
Dallas, Texas 75238

## Facilities and Historic Preservation Advisory Committee Report to the Board of Directors

February 19, 2019

### Membership

Current membership status is listed below. Bold names have joined the committee since the last report.

- Norman Alston, AIA, Chair/Fair Park First BOD
- Arcilia Acosta, Fair Park First BOD
- John Proctor, Fair Park First BOD
- Marcel Quimby, FAIA, At-Large Historic Preservation Architect
- AIA Dallas – Pending
- Preservation Dallas – **Vanessa Baker and Fred Pena** (will split time)
- Greater Dallas Planning Council – Pending
- TEXO (Construction Professional Organization) – **Joe Jouvencal**, McCarthy Building Companies
- ASLA (Landscape Architect Professional Organization)– pending
- National Organization of Minority Architects – **Fnu Gentish**
- AIA Latinos in Architecture – Pending
- Engineering organizations/individuals – Pending
- Planning organizations/individuals – Pending
- State Fair of Texas Liason - Pending
- Dallas Parks Department Liason – Trent Williams
- Dallas Dept of Sustainable Design/Historic Preservation Section: Mark Doty, Sr. Preservation Planner
- Real Estate Professional - Pending
- Art Conservation Professional - Pending
- At large – As needed and at the discretion of the chair.

### Meeting Schedule

Currently working to set the first meeting of the Advisory Committee within then next two weeks.

### Current and Recent Activities

Advisory Committee membership development is ongoing.

1. Actively seeking a digitized campus plan (in CAD or GIS formats) to be used as a background for documenting conditions and for record keeping and for planning purposes.
2. Actively seeking digital or hardline drawings of existing facilities in order to have building backgrounds for our use, especially for sharing with potential tenants. Currently have digital backgrounds for the Science Place complex and have found hard copy drawings of the Museum of Natural History Building and am making arrangements to get them scanned.
3. Documents regarding the facilities at Fair Park have been found to be not well cataloged and widely scattered, including with the Parks and Recreation Department, the City of Dallas Archives, the Dallas and Texas History Section of the Dallas Public Library, the Dallas Historical Society, resident institutions, a variety of past consultants and contractors and others. We are considering a recommendation to explore a temporary position for someone to search and assemble these documents.
4. We have attended a number of progress meetings to become familiar with the current bond-funded work at the Hall of State, The Fair Park Music Hall, the Vietnam Memorial (not bond funded) and the Aquarium.
5. There has been great interest shown by exciting potential tenants for buildings at Fair Park that are designed for permanent tenants, but which are empty, i.e. the Administration Building, Science Place, Natural History Museum, etc. Currently there are 2 major cultural institutions and 2 educational institutions that have expressed serious interest. We are continuing to work with these organizations to answer questions, but anticipate a need for direction from BRV regarding overall park activation before any recommendations about such new tenants can be made.

#### **Anticipated Activities and Issues - Ongoing:**

Immediate: Establish a practice and communicate it to Board management and public relations consultants that Fair Park be commonly referred to as **Fair Park National Historic Landmark** in all promotional materials, logos, press releases and communications. The goal of this practice is to assert the prestige of the National Historic Landmark designation and to assist in the establishment of Fair Park as an important entity in and of itself, separate from the many activities that will take place there.

Immediate: Identify and prioritize historic preservation/art restoration projects that can be quickly undertaken, provide results clearly visible to the community and which can be initiated with limited funds.

Immediate: Develop written guides and presentations targeted at Fair Park First board members, Spectra staff, In the City for Good, and Biederman Redevelopment Ventures to explain the important elements of the historic park, outline appropriate ways to address them and establish procedures for internal initiation, review and approval of improvements that impact the historic integrity of the National Historic Landmark. These are intended to establish a base line of understanding of what it means to operate in a National Historic Landmark and the boundaries that exist.

Immediate: Identify and catalog all sources of important information on Fair Park facilities.

Near Term: Coordinate with Spectra in regards to assessing building conditions and the development of the capital improvement plans.

Near term: Specifically identify site issues and features that are anticipated to have the greatest impact on the proposed new community park and the upcoming master plan update. Make sure Biederman Redevelopment Ventures is familiar with these issue and look to the thorough coordination of his efforts with the needs of the National Historic Landmark facility.

Near term: Review City of Dallas Landmark Preservation Criteria and endeavor to anticipate any revisions to the Criteria that may be identified as desirable.

Additional activities will be added to this list as they are identified.

End of Report

A handwritten signature in black ink, appearing to read "Norman Alston". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Norman Alston, FAIA