



**Parks and Recreation Advisory Board Meeting Minutes**  
**Wednesday, October 12th, 2011**  
**7:00 p.m.**

**Rowlett Community Centre**  
**5300 Main Street, \* Rowlett, Texas 75088**  
**Room D**

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**PRESENT:** Wayne Baxter, Lonnie Cornwell, Ken Romaine, Rhetta Bowers, Mike DeLatte, Brownie Sherrill, Rick Helpers, Tien Nguyen, Madeleine Palma

**ABSENT:** Debby Bobbitt, Matt Grubisich, John Macatee, Paul Swearingen

**VISITORS:** Scott Montgomery, Rowlett Youth Soccer Association

**STAFF:** Jermel Stevenson, Director of Parks & Recreation, Sebrina Smith, Senior Administrative Assistant for Parks & Recreation, Angie Smith, Recreation Division Manager

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1. The Chairman called the meeting to order at 7:00 p.m.
2. Administered Oath of Office and the Statement of Elected/Appointed Officer to the newly appointed board members. New members present were Mike DeLatte, Brownie Sherrill, Rick Helpers, Tien Nguyen, and Madeleine Palma.
3. Chairman selected Rick Helpers to serve as regular voting member.
4. Ken R. motioned to approve minutes from September 14th meeting. Lonnie seconded motion, 5-0 approval.
5. Scott Montgomery with the Rowlett Youth Soccer Association gave board the state of the association report for the past year. Mr. Montgomery shared a copy of the financial statement along with an overview of the progress with the association, as well as the challenges.
6. Rhetta B. gave an update on the progress with the PGBT celebration. They are formulating a list to go to local businesses to help raise funds for the celebration.
7. Wayne shared that the board would like to plant a tree for Jack Rinz. Jack was a former board member that passed away a couple of months ago. He helped to build the Kenwood Heights Park. We would like to place a memorial tree here in the park in his honor. Matt. G. will give us more information at our next meeting since he wasn't able to attend tonight. Lonnie motioned to approve the planting of the tree in the park. Rhetta B. seconded motion, 4-0 in approval.
8. The Parks Advisory Board decided on two dates to have a retreat to make a work plans and to set goals for the board. First one is November 5<sup>th</sup> and the second on is November 12<sup>th</sup>. Time will be from 10:00 am until 3:00 or 5:00 pm, here at the RCC.
9. Subcommittee for a future dog park was formed and includes Rick Helpers, Wayne Baxter, and Ken Romaine.



10. Board was invited to attend the City Council meeting on Tuesday, October 18<sup>th</sup> where the Master Plan will go before City Council for their approval. La Terra will be attending this meeting for the final approval of the Master Plan.
11. Jermel shared the Director's Report with the board.
  - a. Katy Railroad Park Update: We have been working with City Engineer. The detention pond has been cleared; we have worked with Austin Bridge and Road on the donation of the fence to secure the perimeter until construction is completed, and we have finalized the release of ABR.
  - b. Keep Rowlett Beautiful and the City have been working together on a gazebo for Veteran's Park. KRB will find this project and donate the gazebo to the City. It's scheduled to go up on October 17<sup>th</sup>, 2011.
  - c. Twin Star Park; we are grading the perimeter and adding fill material prior to installing an irrigation system to avoid excessive cracking and soil movement due to the extreme weather conditions.
  - d. Monday, September 19<sup>th</sup> we installed new floor mats in the RCC interior entrance.
  - e. 3 lamps posts were installed at the RCC to provide security lighting. This project will be complete on September 23<sup>rd</sup>.
  - f. Shade and vertical blinds have been ordered and will be installed in rooms A, B, C, and D at the RCC very soon.
  - g. On Sunday, September 25<sup>th</sup> a muralist painted the Parks and Recreation department logo on the upper wall of the RCC lobby.
  - h. On Thursday, September 29<sup>th</sup> new fitness equipment was installed in the RCC fitness room.
12. Public Announcement. Members of the Board and/or staff may make announcements of local civic events. No member of the board or commission may discuss nor take any action with regard to the announcements.
  - a. Boo Bash will be on October 28<sup>th</sup> at the RCC from 6:00 until 9:00.
  - b. Beginning October 1<sup>st</sup> the RCC has extended its hours to include Sunday from 12:00 pm until 6:00 pm and on Saturday's from 8:00 am until 9:00 pm.
13. Members of the Board may request topics for future agenda meetings. No member of the board or commission may discuss any of the requested subjects until such matters have been properly placed on a posted agenda.
14. Brownie S. motion to adjourn at 8:28 p.m. Rick Helfers seconded the motion and the vote was unanimous to adjourn.

  
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Wayne Baxter, Chairman

  
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Jermel Stevenson, Parks and Recreation Director