



Parks and Recreation Advisory Board Meeting Minutes
Wednesday, November 13th, 2013
7:00 p.m.

Rowlett Community Centre, Room D
5300 Main Street, Rowlett TX 75088

PRESENT: Mike DeLatte, Rick Helfers, Lonnie Cornwell, Ken Romaine, Rhetta Bowers, Wayne Baxter, Bill Gilbreath, Erika Holliman, Eric Bonilla

ABSENT: Matt Grubisich, Brownie Sherrill

VISTORS: Dave Holl

STAFF: Jermel Stevenson, Parks and Recreation Director; Shelly Monroe, Sr. Administrative Assistant; Angela Smith, Recreation Division Manager; Keith Flournoy, Parks Division Manager; Al Krajc, Parks Supervisor

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1. The Chairman called the meeting to order at 7:00 pm.
 2. Quorum present (Ken R. lead the meeting due to Wayne being detained for some of the meeting)
 3. Mike D. motioned to accept the October 9, 2013 minutes. Lonnie C. seconded the motion. The motion carried with a unanimous vote of those members present.
 4. Paddle Point Park – Dave Holl
 - a. Dave H. reported he used Group On and is receiving good feedback. There has been a drop in customers from 5,000 last year to 1,000 this year. There have been a few negative comments from customers. He is hoping that if there is some concentration on the negative issues it will increase the customers again.
 - b. One common complaint is the lack of utilities such as there are no restrooms, water, or electricity. The closest restroom is at Lakeside Park which takes a bit of time for the consumer to get over to the other park and back. Since the service is in the lake mud is involved regarding the boat and people's feet. It would be beneficial to be able to wash the mud off the boats and the people. During the summer it is so hot that it would be great to be able to hook up fans to provide consumers with some air and there could be night programs if there was a way to hook up lighting.
 - c. Dave H. expressed his concern for a safe clean lake front because there is lots of broken glass, sharp rocks, and hooks that people can step upon. Keep Rowlett Beautiful does help to clean and the boy scouts helped by putting some rocks down. Thus far there have been six people who have cut their feet and one of those six the cut went through water shoes. He is concerned because if this is not addressed it will continue to grow as a safety issue.
 - d. Dave H. mentioned that the big season begins in April and if any of these items could be looked at or improved by then it would be helpful.
 - e. Ken R. stated these things could be placed on the agenda for future discussion. Jermel S. asserted that these items were brought attention to the City Manager and City Council is aware. It was decided to not address Dallas at this time. City of Rowlett has to obtain permission from Dallas in order to follow the lease agreement.
 - f. Lonnie C. asked if a port-a-pot is placed at Paddle Point is this still following the guidelines. Jermel S. replied yes. Ken R. asked if the cost for this would be approximately \$100-\$120 per month. Keith F. concurred. Dave H. said if he only had one during the big season months it would be very helpful.



- g. Lonnie C. asked about having a pump at the lake for running water. Mike D. reminded this would not be acceptable according to the lease.
- h. Bill G. asked if Dallas would be interested in a joint venture. Jermel S. voiced Dallas will not be interested because Paddle Point is not supposed to be a recreational lake according to Dallas.

5. Kids' Kingdom Discussion

- a. Jermel S. informed members that there is continued research as to the types of kids kingdoms available therefore staff is meeting with different vendors to obtain information. The department is considering options for the best way to stretch the \$100,000.
- b. Keith F. showed some diagram posters of another option besides composite wood. This particular vendor, Play Core, constructs with steel but still a community build project. The posters showed there are different options to expand when there is more funding. Composite structures are more expensive. Keith F. continued to explain the park maintenance staff is more familiar with steel structures for maintenance. There can be 100% accessible by adding ramps. He brought attention to the shade structures that could also be included.
- c. Mike D. noted the structures look similar to the types of material with other play structures in Rowlett parks.
- d. Ken R. asked about the stability of the posts. Keith F. explained the play structure at Shorewood was made of similar materials and was just replaced after 20 years. Lonnie C. asked about the material for the shade structures. Angie S. commented they are similar to the shade structures at Wet Zone.
- e. Lonnie C. asked about the costs for these options. Keith F. said the smaller one with ramp access is 10,000 sq. ft. and costs about \$175,000 whereas the larger one with no ramps is \$160,00 to \$175,000.
- f. Eric B. suggested having sponsorships for the shading canvas and the sponsor's name could be placed on the canvas if it doesn't affect the sun shield. Lonnie C. asked if the steel material is going to be hotter than the composite material. Keith F. said yes but the steel will be coated and provide the shade structures. Rhetta B. expressed concern about the heat of the steel material and added that the kids will probably love the structure but not sure the parents will think it is more than the kid's kingdom they had.
- g. Keith F. offered that he only wants to provide members with the different options. Mike D. asked if it has been stated that a certain material needs to be used for the new kid's kingdom. Jermel S. answered no. Mike D. continued that he wants a really nice park with whichever materials are decided upon. Keith F. assured that these types of playgrounds have been around for years so there is minimal reasons it could be recalled such as if compliancy standards change but even with this type of structure on certain sections may have to be changed out which can be done without tearing down the entire structure. Keith F. advised he needs to know what design the board wants to use and then an RFP can be posted.
- h. Keith F. remarked a selling point for these structures is there is a certification for safety. Rhetta B. likes the playability that is inclusive but not seeing a main entry way. Keith F. showed an example of a possible entry way. Rhetta B. liked that particular example because it will help with the image. Rick H. voiced it feels like it is more of a marketing issue, what do the residents want especially if we have to raise funds.
- i. Ken R. requested confirmation of members who will be present for the fundraiser held at Applebee's Sunday. Tickets were handed out to members for selling. Wayne B. asked the Chamber of Commerce to do an email blast announcing the December 15th fundraiser event and the cost for this will be \$45. Wayne B. added there was a newspaper reporter at the Veteran's Day Ceremony and this reporter is supposed to be at this breakfast to take photos. Eric B. requested when the tickets are ready for the next fundraiser to get them to members as soon as possible so they can be sold ahead of time.

6. PARDNERS FOUNDATION FUNDRAISING UPDATE



- a. Jermel S. made note of the fundraiser this Sunday through the Pardners Foundation and reminded that the fundraising for Kids Kingdom is through Pardners. Checks should be made out to the Pardner Foundation.
 - b. Wayne B. mentioned he was contacted by someone who is going to make a sizable donation to Pardners for Kids Kingdom.
7. Shorewood/Community Park playgrounds update
- a. Keith F. said the department is looking at all the playgrounds and going through the audit list. He hopes to have most all the upgrades completed soon.
 - b. Keith F. shared that Steven Long passed his CPSI exam and is now certified to address the safety inspection aspects for the playgrounds.
 - c. Keith F. continued that Community Park is good but staff did have to switch out part of the swing set and a few small things that needed to be done.
 - d. Keith F. expressed appreciation for those members who assisted with the tree planting at Kenwood Park and to Matt who obtained the trees to be planted. More trees will be planted at Scruggs, Shorewood, and Katy Park. He added that they are looking at a shade structure for Kenwood Park.
8. Scenic Point Park plan updates.
- Jermel S. requested this agenda item be postponed until the January 2014 meeting. All of those members present were in favor of this request.
9. Numbering System on Trails
- a. Keith F. distributed a national trail signage map. He mentioned that the GPS mapping is complete and downloaded into the 911 system. He cautioned that before the signs can be placed in the parks there will need to be some public education on the system. He asked members for their opinion in regards to having a one sign post or a two sign post and the option of cedar wood or metal poles.
 - b. Mike D. asked about the maintenance upkeep on cedar versus metal and the longevity of each type. Al K. stated that both posts will need to be anchored. Bill G. asked about weed eating around the posts because if wooden then it will be damaged easier. Ken R. requested a vote as to the preference of the wooden versus steel posts. Vote was 8 to 1 in favor of the steel posts.
 - c. All members voiced they liked the two sign posts.
 - d. Lonnie C. asked who was going to make the signs and Keith F. answered Rowlett Graphics. Lonnie C. said he knows of another vendor who will probably offer a better price.
10. Christmas Party
- Wayne B. asked if members would like to have the December meeting at a restaurant location and it be a social for a Christmas party. The consensus was yes. The restaurant decided was Dos Chavos. The date and time will remain the same as a regular meeting. Wayne B. and Ken R. will follow up with arrangements at Dos Chavos.
11. Director's Report – Jermel Stevenson
- a. The Main Street Fest and Holiday Parade will take place on Saturday, December 7th from 3:00pm-7:00pm in downtown on Main Street. This is the first year that the Rowlett Noon Exchange Club will be a part of this event. Local school choirs will be performing from 3:00pm-4:00pm. The parade which is presented by the Rowlett Noon Exchange, will run from 4:00pm-5:00pm. "Time Train" is a local band that will be performing from 5:00pm-6:30pm. Light Up Main will begin at 6:30pm with a fireworks show followed by the tree lighting. The event will also consist of food and marketing vendors as well as children's activities which include bounce houses, a petting zoo, letter-writing to Santa and pictures with Santa. This event is free admission. Parking will be available at Rowlett High School, Coyle Middle School, DART parking lot, Herfurth Park, First Rowlett United Methodist Church and First Baptist Church. This year's fireworks show



is brought to you by Arcadia Realty. Jermel S. mentioned there will be a need for volunteers to assist with this event. Rick H. asked if Shelly M. could send out information in regards to the times and duties that volunteers are needed. Eric B. asked if during this event time could be used to obtain donations for Kids Kingdom. Wayne B. said the brochures should be ready by then and these could be handed out along with selling the December 15th fundraising tickets.

- b. On November 2nd, Parks Advisory Board members, Parks and Recreation staff, Councilmember Debby Bobbitt and volunteers from KRB visited Kenwood Park to plant 10 trees for Arbor Day and to commemorate the "JFK Groves Plant A Legacy" Program sponsored by the Texas Tree Foundation (TTF). We were honored to be a part of this event which honored the life, leadership and legacy of President John F. Kennedy with the planting of seven tree groves in seven cities throughout Dallas-Fort Worth. The seven participating cities include Arlington, Dallas, Denton, Garland, Grand Prairie, Irving and Rowlett. The project was spearheaded by Pars Advisory Board Member, Matt Grubisich of the TTF, which donated 50 trees to the City of Rowlett. The remaining trees will be planted at Shorewood Park and Scruggs Park.
- c. Scruggs Park: Safety surface (rubber mulch) was added to the playground surface at Scruggs Park. The park is also be prepared for the planting of 10 new trees.
- d. Working with our Public Works team, efforts are now being made to conduct some remediation work at Lakeside Park. Our first goal is to address some the safety issues along the walking path by erecting temporary fencing to protect the public from falls.
- e. Members have been requesting to have shirts to wear to different events and for fundraising purposes. Shirt orders were taken and will be ordered by November 18th. Shirts should be ready before Main Street Fest and the December 15th fundraiser.
- f. A city wide email was distributed about the breakfast fundraiser for Kids Kingdom and the fundraiser is mentioned on the city website and on the facebook page.

12. Elect Chairman and Vice-Chairman for 2013 – 2014.

Mike D. nominated Ken R. for Vice Chair and Lonnie C. seconded the nomination. Jermel S. asked Ken R. if he accepted the nomination and Ken R. replied yes. All of those members present were in favor of the nomination. Rhetta B. nominated Wayne B. for Chairman and Mike D. seconded the nomination. Jermel S. asked Wayne B. if he accepted the nomination and Wayne B. replied yes. All of those members present were in favor of the nomination.

13. Announcements by members of the Board and/or staff.

Jermel S. reminded members of the Boards/Commission Volunteer banquet on December 5th at 6:30pm; RSVP by November 25th. Wayne B. expressed discontent about the fact that invitations were sent via an email blast because not all people received those invitations. There should be an actual invitation to make sure all receive the invite.

14. 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.

Ken R. requested for an item of Kids Kingdom fundraising status be placed on the agenda.

15. Mike D. motioned to adjourn at 8:47 pm. Rhetta B. seconded the motion. The vote was unanimous to adjourn.


Ken Romaine, Vice- Chairman


Jermel Stevenson, Parks and Recreation Director