



Parks and Recreation Advisory Board Meeting Minutes
Wednesday, January 8th, 2014
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, Matt Grubisich, Brownie Sherrill

ABSENT:

VISTORS:

STAFF: Jermel Stevenson, Parks and Recreation Director; Shelly Monroe, Sr. Administrative Assistant; Angela Smith, Recreation Division Manager; Keith Flournoy, Parks Division Manager; Debby Bobbitt, City Council liaison.

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1. The Chairman called the meeting to order at 7:00 pm.
 2. Quorum present.
 3. Mike Delatte motioned to accept the December 11, 2013 minutes. Ken Romaine seconded the motion. The motion carried with a unanimous vote of those members present.
 4. Softball Association – Mike Delatte
 - a. Mike D. reviewed the history of five years and reports last year was the largest with a total of 293 participants.
 - b. An income statement spreadsheet was reviewed and questions answered. Mike D. mentioned the association has paid the city \$4,000 more than last year.
 - c. 2013 highlights identified as *Name changed to Rowlett USSSA Softball; * The association is the 2nd largest USSSA park in North Texas; *Softball is the largest sports organization in Rowlett; *New temporary fencing purchased for the 250 tournaments in which the existing fence was donated to the city; *Hosted the Men’s Class D State Championship Tournament on August 3 & 4 with an increase from 27 teams last year to 50 teams participating this year; *Awarded the Mixed Class C, D and E State Championship Tournament that was held August 16 & 17; *Most tournaments are sponsored by Rowlett Merchants.
 - d. Challenges considered are communications, field maintenance, promoting Rowlett USSSA Softball via Community Centre and RTN 16, and needing an office at the park.
 - e. Jermel Stevenson asked him to speak on the economic development aspect. Mike D. shared that while tournaments and games are held in the city this means persons are eating at local restaurants, purchasing gas and items at convenient stores. Wayne Baxter asked about surveys and Mike D. said they no longer administer surveys. Bill Gilbreath suggested members could mingle amongst the crowd and use a checklist to obtain data for research.
 5. Kids’ Kingdom Discussion
 - A. Location / Survey Discussion
 - a. Lonnie Cornwell handed out a draft Rebuild Kids Kingdom Survey in which he asked for suggestions and/or feedback. He explained he recalls in a June City Council meeting the mayor asking this board to obtain feedback from the community in regards to the Kids Kingdom rebuild. Jermel S. concurred that



Mayor Gattel and City Council requested this board to talk with the community but by time of the August meeting board members were instructed by City Council that the park will be placed at Herfurth Park. Mike D. reviewed the minutes from the August 27th work session and reminded that this is an advisory board whereas the City Council makes the decisions.

- b. Wayne B. said in retrospect he should have asked for the cost analysis of building the park at Herfurth versus Pecan Grove but still believes this will be good information to have so this can be viewed in a business manner.
 - c. Matt Grubisich asked the status of the playground committee. Ken R. answered it is at a standstill. Ken R. mentioned that on a design day the target of Herfurth being the location for the park can be shared and supports there needs to be some community involvement. Matt G. recommends that the playground committee meet with staff to narrow down the basic building blocks that need to be brought back to this board so decisions can be made to move forward. Jermel S. will need to bring these decisions to the Economic Development Department for feedback since this pertains to the downtown development then it will have to be brought to City Council. Wayne B. asked members for feedback on what they feel the playground committee needs to do. Matt G. asserted that one focus should be work with city staff on a community engagement day and the other work with city staff to see what questions need to be answered so decisions can be made.
 - d. Rhetta Bowers suggested revising the survey to use at design day. This will be a tool for feedback and for engagement purposes but not a decision tool. Lonnie C. voiced there doesn't appear to be any public relations with the community to keep them informed with the status of Kids Kingdom rebuild.
 - e. Wayne B. listed the building blocks in no specific order as: fundraising, equipment design, location, staff input, landscape architect, and timeline for each.
 - f. Lonnie C. asked if reminder information on the subcommittees could be sent to members. Shelly Monroe will complete this task.
 - g. The Coordinating Committee (playground committee) will see about meeting January 22, 2014.
- B. Pardners Foundation Fundraising Status
- a. Wayne B. spoke with the Chamber of Commerce regarding an email blast being sent out with a form attached for possible donations.
 - b. Debby Bobbitt reported that the fundraising for 2013 totaled \$9,995.38 and continued to say some money was used for rental of tables and chairs, a band, and flyers.
 - c. Ken R. showed a sample brick with engraving that could be part of the fundraising.
6. Scenic Point Park plan updates.
- a. Jermel S. said there has been some movement on the construction process.
 - b. Keith Flournoy added that construction should begin in April. There is a pre-construction meeting scheduled this month and all permits from Dallas have been received. Once construction begins it will take about 3 months to build.
7. Numbering System on Trails.
- a. Keith F. stated the ice storm slowed the progress for this project. He explained that the cost for a channel post is more expensive than a wooden post. Basically \$4,000 for a channel post and \$2,300 for wooden post. He realizes the board recommended the channel posts but he has to go with what is available in the budget. Lonnie C. asked what the long term cost is for the wooden post such as maintenance and replacement because although the channel posts are more expensive initially it may be cost savings in the long term.
8. Realize Rowlett 2020.



Matt G. announced he participated in the Downtown Rowlett Advisory meeting to select a developer for Rowlett 2020. They reviewed 7 companies which were narrowed down to 4. Rankings were assigned to each company and it was brought to the City Council. The City Council made a decision on the developer Tuesday night. He remarked it was a really good process.

9. Director's Report – Jermel Stevenson

- a. A great time was had by all at the annual Senior Holiday Luncheon held this past Thursday, December 12th. A big thank you goes out to all our volunteers and staff who helped with the event including Katherine Davis, the Director of Admissions from Rowlett Health & Rehab, Mr. Wayne Baxter, Parks Advisory Board Chairman who played Santa Claus at the event, Cynthia Baxter who helped with photos at the event and the entire Recreation Division Team who delivered catering, set-up the room, assembled our reindeer candy canes, served food and ran raffle gift prizes to tables. We would also like to give a special thanks to the businesses that were kind enough to donate gift cards to our raffle including City Blends, Applebee's, Papa Johns, Chick-Fil-A, Massage Envy, Baker's BBQ and Nick's Cleaners. There were over 90 participants at the event.
- b. We are continuing to remove downed trees in the parks as a result of "Icemedgeddon" 2013. A large oak tree was removed from the trail at Springfield Park that had fallen across the trail. Also debris from fallen trees had to be removed from other parks and roads this past week (Pecan Grove, Herfurth, Shorewood, Dexham Road, and Nature Trail. Our crews have done a remarkable job making these areas safe to use again. All of the trails were reopened on Friday, December 20th.
- c. Winter Youth Basketball is up and going. We have 395 participants registered. In comparison we had 366 registered in 2012.
- d. Upcoming events/programs: Little Sweetheart Dance featuring special guest Miss Texas - Saturday, February 8th - 7:00pm – 9:00pm at Rowlett Community Centre. A volunteer sheet is available if any more members are available to assist.

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

Wayne B. reminded members of the Board/Commission Volunteer Banquet on January 16th at 6:30pm located at the Rowlett Community Centre.

Wayne B. thanked the Parks and Recreation Department for the board member shirts that can be worn to events.

11. No members of the Board requested topics for future agenda meetings.

12. Brownie S. motioned to adjourn at 8:39 pm. Rhetta B. seconded the motion. The vote was unanimous to adjourn.

Handwritten signature of Wayne Baxter in black ink.

Wayne Baxter, Chairman

Handwritten signature of Jermel Stevenson in black ink.

Jermel Stevenson, Parks and Recreation Director