



**Parks and Recreation Advisory Board Meeting Minutes**  
**Wednesday, August 13, 2014**  
**7:00 p.m.**

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

---

**PRESENT:** Mike DeLatte, Wayne Baxter, Linda Fugitt, Ken Romaine, Bill Gilbreath, Matt Grubisich, Lonnie Cornwell, Rhetta Bowers, Brownie Sherrill

**ABSENT:** Erika Holliman, Eric Bonilla

**VISTORS:** Nancy Lancaster and Mike Lancaster

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

- 
1. The Chairman called the meeting to order at 7:00 pm.
  2. Quorum present.
  3. Mike Delatte motioned to accept the July 9, 2014 minutes. Lonnie Cornwell seconded the motion. The motion was unanimous for approval by those members present.
  4. Annual boot camp for planning goals to be held September 27<sup>th</sup> from 9:00am – 1:00pm.
    - J. Stevenson reminded members for the last 3 years time had been set aside for members to match board goals and objective to what the department is working towards. This year September 27<sup>th</sup> is being considered. He asked if members had any conflicts with the date and time. No objections nor any questions.
  5. Kids Kingdom Discussion.
    - a. Wayne Baxter stated M. Delatte, Ken Romaine, and himself met a couple times to outline fund raising ideas such as local restaurants choosing a particular date and designated time then donate a certain percent from their earnings during that specified period of time.
    - b. W. Baxter expressed that a letter needs to be submitted to City Council recommending Kids Kingdom be included in the bond election next year but to request it be a separate line item. The money that has been raised and the \$100,000 that the City will put towards the playground could go towards the extra amenities for the park. Each member provided their opinion and asked questions
    - c. M. Delatte voiced that approximately 3 weeks ago Mayor Gottel said to move forward with fundraising then in March 2015 notify City Council of the amount of funds still needed to rebuild Kids Kingdom. He reminded members that fundraising needs to continue because if decide to wait on the bond package and it fails then that will mean months passed with no progress towards the rebuild.
    - d. After much discussion Matt Grubisich suggested that arrangements be made for the specific vendors come to speak with this board on their designs and products so that a choice can be made. M. Grubisich made a motion to start the process of submitting the letter to City Council recommending Kids Kingdom to be included in the bond election but as a separate line item and for the Parks and Recreation Department to provide a list of qualified vendors for members to review so that the interview process may begin. M. Delatte requested to amend this motion by adding a clause for general funds to be used



but the majority declined the amendment request until the vendor information is obtained and reviewed by this board. Rhetta Bowers seconded the motion. The motion was unanimous for approval by those members present.

6. Update on Scenic Point Park.

K. Flournoy reported that City Council approved the change order with York Bridge Concepts in the amount of \$105,318.90 for upgrading the elevated boardwalk piers to non-treated timber and authorize the Mayor to execute the necessary documents. A temporary notice to proceed was issued to York Bridge.

7. Update on department accreditation

- a. W. Baxter thanked the board members and City Council liaison D. Bobbitt who attended the Meet & Greet for the accreditation site team. He thanked the Parks and Recreation Department staff for their efforts and work with the accreditation process.
- b. J. Stevenson echoed the Chairman's comments to the board members for their involvement. He continued to say only 8 other cities in Texas are accredited. Parks and Recreation met 140 of the 150 standards and only 124 standards were required. If Parks and Recreation is granted the accreditation it will be the first department in Rowlett to receive a national accreditation. Staff will attend the National Recreation and Parks Society Congress in October and receive a formal confirmation from the Commission.
- c. J. Stevenson explained that the department will be addressing some of the areas of standards that need some improvement and will work with members regarding those improvements. If the department is granted the accreditation there will be a formal presentation at the City Council meeting in late October.

8. Director's Report – Jermel Stevenson

- a. A shade structure has been installed over the playground at Kenwood Heights Park. This is a wonderful addition to our park system as the shade structure will provide a level of protection to the users from the ultra-violet rays of the sun as well as provide longevity to the play equipment. We are very proud of this improvement and look to add more shade structures at other parks.
- b. Last week was the final week for the Rowlett Summer Youth Basketball League. This year's program was a huge success with over 200 participants. This is a remarkable increase over the participation number of 65 kids that were in the program last year.
- c. He reviewed the senior activities and upcoming senior events.
- d. He presented upcoming events such as Movies on Main during the month of September, Diversity Day on October 4<sup>th</sup>, Camp Fear on October 24<sup>th</sup>, Veteran's Day Ceremony on November 11<sup>th</sup>, and Main Street Fest and Holiday Parade on December 6<sup>th</sup>.
- e. M. Grubisich requested that Arbor Day be added to the list of events.

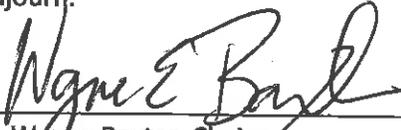
9. Public announcements by members of the Board and/or staff.

- a. M. Delatte announced that this weekend the softball association is hosting a mixed softball state championship at Community Park. He is expecting approximately 3,000 people.
- b. Ken Romaine shared that the Rowlett Radio Control Flying Club picked up 10 bags of trash within the city and will provide an exhibition at the Movies on Main event to be held September 12<sup>th</sup>.
- c. L. Cornwell voiced that Keep Rowlett Beautiful drove around the city and provided a grade regarding litter according to a certain index with 1 being the best and 4 being the worst. The result of cleanliness of the city was a score of 1.



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

11. Bill Gilbreath motioned to adjourn at 8:17 p.m. L. Cornwell seconded the motion. The vote was unanimous to adjourn.

  
\_\_\_\_\_  
Wayne Baxter, Chairman

  
\_\_\_\_\_  
Jermel Stevenson, Parks and Recreation Director