



**Parks and Recreation Advisory Board Meeting Minutes**  
**Wednesday, September 10, 2014**  
**7:00 p.m.**

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

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**PRESENT:** Mike DeLatte, Wayne Baxter, Ken Romaine, Bill Gilbreath, Matt Grubisich, Lonnie Cornwell, Eric Bonilla

**ABSENT:** Erika Holliman, Linda Fugitt, Rhettta Bowers, Brownie Sherrill

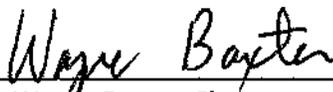
**VISTORS:** Nancy Lancaster, Mike Lancaster, William Taylor, Zabrina Martinson

**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; Al Krajc, Parks Division Supervisor.

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1. The Chairman, Wayne Baxter, called the meeting to order at 7:04 pm.
  2. Quorum present.
  3. Lonnie Cornwell motioned to accept the August 13, 2014 minutes. Mike DeLatte seconded the motion. The motion was unanimous for approval by those members present.
  4. Playground Presentation for Kids Kingdom – Leathers and Associates.
    - a. Jermel Stevenson summarized that board members recommended for arrangement to be made for playground vendors to present to this board in order to obtain information and so that questions can be asked.
    - b. Keith Flournoy introduced Mark Leathers with Leathers and Associates. Leathers and Associates built the original Kids Kingdom.
    - c. Mark Leathers, owner of Leathers and Associates, provided a power point presentation in which he provided some history of their company. He explained the custom design and community build. Discussed standards the company follows and ways to engage the community. He presented the design process and a design day as a kick-off event.
    - d. For Design Day they like to reach out to the kids then will come up with a sample schematic. Construction plan view will be followed by a 3D rendering drawing. They are normally involved with the grand opening of the park.
    - e. Typically the community build takes 5 to 9 days. There are team captains and it is a controlled work site such as name tags to identify skilled and unskilled workers and rules for kids on site. He presented some designs for other parks and handed out a catalog. The designs range from \$350,000 to \$600,000. With Kids Kingdom space being approximately 1400 sq. feet that cost will be about \$350,000. If considering a rubber surface then will need to add another \$150,000. The materials last approximately 30 years and requires low maintenance. Payments are made at various times during the process for example Design Day payment will be about \$9,050 then \$20,000 - \$30,000 before materials are ordered and then \$13,000 - \$15,000 at time of construction.
    - f. Leather and Associates will require a Steering Committee and one of their Project Managers will work with two identified coordinators from that committee. They will provide fundraising tips. Questions were asked and answers provided.



5. Kids Kingdom Discussion.
  - a. W. Baxter stated M. Delatte, Ken Romaine, and himself met to discuss Kids Kingdom funding sources. They organized a fundraising chart and this was passed around for members to review.
  - b. W. Baxter voiced that all proceeds / contributions will go directly to the City of Rowlett. Donors can still receive a tax credit. Since the City will be overseeing the contributions a report will be able to be provided on the status of funds on a monthly basis.
  
6. Director's Report – Jermel Stevenson
  - a. Parks crews repaired the fence to the East Main Street soccer field. This project was motivated by our commitment to provide our community with the best facilities possible using "Best Practices."
  - b. At Community Park there was a slab of concrete in the front playground that was used as a handicap ramp that was discovered to be non-compliant and had to be removed. At Springfield Park part of the slide has been closed awaiting on a replacement part which was installed this week. The children are happy to see the slide re-opened after being out of service for about a month.
  - c. On September 3<sup>rd</sup> nineteen seniors met at the Rowlett Community Centre for the Monthly Birthday Lunch sponsored by New Century Hospice. This program is held each month and gives the seniors a chance to meet, socialize and celebrate all the birthdays for the upcoming month.
  - d. While You Wait was very successful and there has been an average of 10-15 students a day. He shared some of the different activities that have been done with the youth. While You Wait is a free after school activity offered at Coyle Middle School that students can come to if their parents are unable to pick them up right when school ends. The program is every day and goes until 5:30 pm.
  - e. 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>.
  
7. Reminder of the advisory board boot camp to be held September 27, 2014 at 9:00 a.m.
  - J. Stevenson reminded members of this special meeting located at the Rowlett Community Centre which will include assistance on projects regarding accreditation and a presentation of another playground vendor.
  
8. Public announcements by members of the Board and/or staff.
  - a. W. Baxter expressed appreciation to Bill Gilbreath for his time spent on this board since this is his last meeting.
  - b. L. Cornwell shared that Keep Rowlett Beautiful will hold their Great American Clean-Up event on October 11, 2014 and on October 25, 2014 will be Electronic Recycling Roundup and Document Shredding event.
  
9. No members of the Board requested topics for future agenda meetings.
  
10. Matt Grubisich motioned to adjourn at 8:30 p.m. L. Cornwell seconded the motion. The vote was unanimous to adjourn.

  
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Wayne Baxter, Chairman

  
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Jermel Stevenson, Parks and Recreation Director