



**Parks and Recreation Advisory Board Meeting Minutes**  
**Wednesday, May 13, 2015**  
**7:00 p.m.**

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

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**PRESENT:** Mike DeLatte, Matt Grubisich, Lonnie Cornwell, Zabrina Martinson, E. C. Umberger III, Michael Moreno, Linda Fugitt, Wayne Baxter, Bruce Hargrave, Ken Romaine

**ABSENT:** Eric Bonilla, Rhetta Bowers

**VISTORS:** Mike Lancaster

**STAFF:** Jermel Stevenson, Parks and Recreation Director; Shelly Monroe, Sr. Administrative Assistant; Angela Smith, Recreation Division Manager; Keith Flournoy, Parks Division Manager; Elise Bowers, Recreation Assistant.

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1. Wayne Baxter, Chairman called meeting to order at 7:00 p.m.
  2. Quorum present.
  3. Mike Delatte motioned to accept the April 8, 2015 minutes. Lonnie Cornwell seconded the motion. The motion was unanimous for approval by those members present.
  4. Proposition 2 Discussion – Jermel Stevenson.
    - a. J. Stevenson expressed excitement regarding the proposition being passed. He explained the process of meetings being scheduled to make sure all tasks involved for the projects are being covered and planning strategies.
    - b. J. Stevenson stated with the proposition passing it places the department in a really good position in relation to the Master Plan.
    - c. Next Tuesday City Council will review consent for officially hiring Play By Design as the consultant for Kids Kingdom and encouraged members to be present.
    - d. Questions were asked and answers provided.
  5. Youth Baseball – Jermel Stevenson
    - a. J. Stevenson stated the Youth Baseball Association is merging with the Rowlett Parks and Recreation Department to provide services. The Youth Baseball Association asked the City of Rowlett to take over running the program. A business plan is being developed and will be administered like the other league programs.
    - b. Budget for this program was briefly discussed. Questions were asked and answers provided.
    - c. M. Delatte expressed support and encouragement because it would be a community loss if the program was terminated.
  6. Update on Scenic Point Park – Keith Flournoy
    - K. Flournoy explained wood still needs time to cure. Unfortunately the weather has affected the 90 day deadline therefore York Bridges submitted for a 65 day extension in order them to be able to provide warranty to their specifications. Once cured the wood will be power washed then adhesive will be



sprayed on the board walk. This will be followed by a stain and seal. It is now scheduled to be completed close to September 2015.

## 7. Kids Kingdom Discussion

### a. Bond Election

Zabrina Martinson, Committee Chair, reiterated the bond for Kids Kingdom passed and stated activities need to move forward.

### b. Subcommittee reports

#### A1. Volunteer Recruitment.

- aa. W. Baxter will speak with local churches and assist to recruit captains and volunteers.
- bb. L. Cornwell mentioned Hands and Hearts Ministries has a tremendous volunteer base to call upon and Keep Rowlett Beautiful (KRB) can be contacted to recruit volunteers.
- cc. Z. Martinson will follow up with Matt Grubisich about plans to write a letter to those identified to assist in directing and recruiting.

#### A2. Fundraising.

- aa. M. Delatte mentioned there is a short time frame for people to order pickets in order to purchase them in bulk. Elise Bowers added the pickets will take 6 weeks to arrive once ordered. Picket sales will be the largest component of the fundraising. There needs to be a specific form for purchasing pickets on the web page.
- bb. Z. Martinson voiced there is a need to plan being present at city events. The first one is Touch-A-Truck on May 23<sup>rd</sup>.
- cc. Z. Martinson is coordinating with the Boy Scouts to help work at tables at various locations such as Walmart, Tom Thumb, bowling alley, etc. to obtain donations and recruit volunteers.
- dd. Discussion about having a page on the Kids Kingdom web page for picket sales.
- ee. Z. Martinson contacted the manager from Home Depot and there will be follow up because they are interested in donating some items and assisting with volunteers.
- ff. L. Cornwell announced KRB is sponsoring a day care challenge regarding picket sales.

#### A3. Recap of Action Items and next steps - Z. Martinson

- aa. Need a review process in place for expense items that will be needed but not included in the budget.
- bb. There needs to be a process of how to make change orders for review of what is originally in the scope of the budget plan.
- cc. Members will provide M. Delatte with any upcoming events such as school, chamber, and city events and he will put together a calendar and reach out to members for assignments.
- dd. Z. Martinson announced the Playground Committee will meet every Tuesday evening.

## 8. Director's Report – Jermel Stevenson

- a. The installation of the Tee-Ball scoreboards at Community Park is complete.
- b. The court at Isaac Scruggs Park has been painted in Dallas Mavericks blue and gray. Additionally, the Parks crew installed reinforcing bars on the tall fence



- c. DCC, Inc., the pool contractor, has completed painting of the Lap Pool, Kiddie Pool, and Lazy River at Wet Zone. Painting of the larger portion of the activity pool should be completed by the end of next week weather permitting.
- d. The Senior Health Fair was held Tuesday, April 14th and had approximately 135 seniors attend the event. There were 40 vendors in attendance and the feedback was positive. From Home Health providers to local businesses, each vendor donated an item as a door prize during the event.
- e. On Friday, April 17th, twenty youth ages 11-15 years old attended Friday Night Live at the Rowlett Community Centre from 7:00-9:00pm. Participants enjoyed hanging out and having fun with their friends while enjoying music, pizza, an inflatable pedestal jousting arena and more. A local DJ set up his equipment and played popular music while taking a break to enjoy contests such as a free throw competition, lip sync battle and a dance contest. We are hoping to hold another Friday Night Live this upcoming Fall.
- f. Kid Fish was held Saturday, April 25th at Community Park. Over 300 people were in attendance which is up from 250 in 2014. Twenty fish were caught, which was thirty fewer than last year. It is possible that the heavy storm on the day prior to the event pushed the fish lower to the surface making them less likely to bite. Trophies and fishing poles were given out in each age group to the child who caught the first fish and longest fish. The longest fish of the day was 25 inches.
- g. The second annual Rowlett Cardboard Boat Regatta took place this past Saturday, April 25th after Kid Fish at Community Park Pond. Ten boats registered for the event this year, which included three teams in the youth division and seven in the adult division. Fire Team won the youth division and Toothless won the adult division. Trophies were given out to the first three places in each age group. In addition, trophies were given out to "best construction", "best decorated", and the "titanic award" which was for the best sinking of the day. Overall, about 150 people were in attendance to witness this award winning program.
- h. Memorial Day Celebration featuring Touch a Truck: Saturday, May 23<sup>rd</sup> from 10:00 a.m. – 1:00 p.m. @ RCC & Rowlett HS.
- i. J. Stevenson mentioned City Council discussed concepts of a skate park. The department has been tasked to provide information to them.

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

W. Baxter expressed appreciate for Michael Lancaster being a part of the Kids Kingdom Playground Committee and for all those members putting forth the extra time towards this project.

10. Any member of the Board can request topics for future agenda meetings.

Mike Delatte requested an update on the phases of Scenic Point Park and a timeline.

11. Z. Martinson motioned to adjourn at 8:25 p.m. M. Delatte seconded the motion. The vote was unanimous to adjourn.

  
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Wayne Baxter, Chairman

  
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Jernel Stevenson, Parks and Recreation Director