



Parks and Recreation Advisory Board Meeting Minutes
Wednesday, July 8, 2015
7:00 p.m.

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

PRESENT: Mike DeLatte, Lonnie Cornwell, E.C. Umberger III, Wayne Baxter, Bruce Hargrave, Ken Romaine

ABSENT: Eric Bonilla, Linda Fugitt, Matt Grubisich, Rhett Bowers, Zabrina Martinson

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 for Parks.

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1. Wayne Baxter, Chairman called meeting to order at 7:30 p.m.
 2. Quorum present.
 3. Ken Romaine motioned to accept the June 10, 2015 minutes. Mike Delatte seconded the motion. The motion was unanimous for approval by those members present.
 4. Sports/Athletic Field needs – Jermel Stevenson
 - a. J. Stevenson presented a power point presentation to show the competitive facilities and practice facilities. He explained the National Standards.
 - b. Information on the deficits and meeting standards were provided. The largest demand appears to be the soccer fields. An identified barrier is not having places to put new soccer fields. Due to budget restraints, the only present alternative is to maintain the deficits.
 - c. J. Stevenson noted one reason this is being explored is to look at the feasibility of a skate park.
 - d. Discussion was held regarding resources, funds to help meet the deficits, and the possible addition of a skate park.
 5. Annual Boot Camp for October 2015 – Jermel Stevenson
 - a. J. Stevenson explained the purpose of this annual meeting as well as looking ahead to schedule this since other activities for Kids Kingdom rebuild are being planned.
 - b. Discussion resulted in Shelly Monroe to send an email request and the date of October 10th or 17th will be chosen as to the one that the most members can attend.
 6. Update on Scenic Point Park
 - a. Keith Flournoy reported the wood is still drying out then the stain will be applied. The target to open is October.
 - b. Questions were asked and answers provided.
 7. Kids Kingdom Discussion
 - a. General Information



- A1. K. Flournoy thanked board members who attended the City Council work session. He added that City Council approved a resolution for the purchase of playground construction materials and components from Play By Design in the amount of \$447,313.52 for this rebuild project.
 - A2. K. Flournoy stated he received the drawings for the site but needs to meet with the city engineers before finalizing the drawing and specks. A conference call is scheduled next week with Play By Design and City Engineering.
 - A3. Playground Committee meetings will continue to be held every Tuesday.
 - A4. J. Stevenson confirmed our dates for Build Week which will begin on November 30th through December 6th.
 - A5. J. Stevenson announced on August 28th Lee Archin from Play by Design will be in town for a Pre-Construction visit. The purpose of the visit is to do a pulse check with all of the committees and meet with staff from Parks and Public Works to discuss site preparation and answer any questions.
 - A6. J. Stevenson stated November 18th – 20th will be the Pre-Build days. During this time three to four consultants from Play by Design will be in town to get us started with the building of our new playground. During this time the site will be prepared getting us ready for the build week. Play by Design describes this visit as a time when much of the “heavy lifting” will be done. Staff and skilled volunteers will be needed as we prepare the foundation of the playground and set many of the required post to attach the playground components to.
- b. Subcommittee reports.
- A1. Volunteer Recruitment.
 - aa. Shifts for volunteers are outlined.
 - bb. Ways to continue to recruit volunteers are being discussed and executed.
 - cc. Planning is in process to host a Volunteer Rally on August 29th.
 - dd. Working on verbiage and total number of volunteers needed for food, child care, construction and build week.
 - ee. Email notifications for volunteers will be sent from “Kids Kingdom” email.
 - ff. There will be an email “blast” feature to communicate with volunteers.
 - gg. The volunteer recruitment processes need to be ready and running by July 1st when the utility bill inserts are distributed.
 - A2. Fundraising.
 - aa. K. Flournoy announced 85 pickets have been sold and 700 pickets need to be sold. A final materials list was received along with a CAD drawing and it shows an additional 200 pickets from the original concept. The initial cost of the pickets can be covered with CIP funds.
 - bb. Bond funds should arrive in August.
 - cc. Members will have a booth at the Fireworks event on July 4th.
 - dd. Lonnie Cornwell reported 0 pickets were purchased through the Day Care Challenge but follow up contact is occurring with the day cares to request or remind the name of the day care be identified on any checks.
 - ee. There is an anonymous donor for the zip line feature.
 - ff. Requesting PARDners and KRB for financial report of donations.
 - gg. Expenses thus far have been reviewed.
 - A3. Public Relations
 - aa. T-shirts were purchased and will be worn by members to bring awareness to the community



for volunteers, donations, etc.

- bb. The Ribbon Cutting Ceremony and the Sunday Celebration of rebuild week are being discussed.
- cc. A printed brochure for sponsorship is being developed and a PDF brochure is in development.
- dd. A "request for donation letter" is complete.
- ee. Will invite people by social media to get involved to engage in the new Kids Kingdom rebuild.
- ff. Reviewed incentive packages for sponsorships and finalizing.
- gg. Planned a social media blast for July 1st.

A4. Food Committee

- aa. Bruce Hargrave said there is a meeting July 30, 2015 with Hands and Hearts for continued coordination on the rebuild week.
- bb. Life Message will be the main provider of food and still working on a source for meat.
- cc. A list of the needs for the food trailer is being made and discussed. Seeking donations for propane fuel that will be needed.
- dd. Needing to inquire what the city health department will require.

A5. Tools/Materials

- aa. Zabrina Martinson, Matt Grubisich and K. Flournoy had a meeting with Home Depot to discuss volunteer needs and tool/material donations.

8. Annual Boards and Commission Volunteer Fair July 30, 2015 at 6:30pm.

W. Baxter reminded members of this annual event and asked for members to be present to help recruit volunteers.

9. Director's Report

- a. The fourth of July celebration "Fireworks At Bayside" was held this on July 4th. Approximately 20,000 were in attendance to see "Sister Sledge" take the stage as the headliner performer for the event this year. Sister Sledge put on a captivating 90 minute and Memphis Soul, a local Motown Cover Band, opened up the evening at 6:00pm. There was a 20 minute fireworks show. In addition to the live music, this free event featured many local vendors who offered up everything from tacos to ice cream. The children's area featured face painting, a game truck, and a wide variety of bounce houses. Event sponsors included Bayside, Equify, Quest RV of Rockwall, Hilton Dallas/Rockwall Lakefront, Park Cities Limousine, 98.7 KLUV, State Farm, Congressman Pete Sessions, Jason's Deli Chick-Fil-A, Main Street Dental, Lake Pointe Medical Center, Waste Management, FireWheel Brewing Company, and First Rowlett United Methodist Church.
- b. SOAR Summer Youth Program has had a great 4-day week after the holiday with enjoying activities such as kite flying, slip-n-slide, and making spaghetti towers with marshmallows. SOAR is in our fifth week and have been averaging 15-20 participants a day. Participants can come Monday-Friday from 7:30am-6:00pm here at the Rowlett Community Centre. SOAR runs until August 14th.
- c. The front playground at Community Park was holding excessive amounts of water due to poor drainage. Parks staff Travis Brown, Jonathan Ferguson and Austin Lynch has completed repairs and after the recent rains the water has drained perfectly. The playground will be back open by June 22nd for the children to enjoy.
- d. Upgrades at Springfield are nearing completion! The contractors have poured the pavilion base, added a sandstone color and stamped a brick pattern into the concrete. After the foundation



dries it will be power washed and sealed. New picnic tables and benches will be installed to finish out the project. The pavilion should be ready for use in about two weeks.

- e. Herfurth Park bathrooms have been repainted.
- f. Upcoming events: Movies at Pecan Grove Park September 4th featuring Alexander and the Terrible, Horrible, No Good, Very Bad Day, Movies at Pecan Grove Park: September 11th featuring Paddington, and Movies on Main: September 18th featuring Big Hero 6.

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

- a. B. Hargrave expressed positive comments to staff regarding the July 4th event.
- b. W. Baxter announced Michael Moreno's resignation from this board and read his resignation letter to members.
- c. K. Romaine reported the Rowlett RC Flying Club completed repairs and clean up on the north end of Springfield Park from the flooding.
- d. M. Delatte shared the Men's State Championship tournament is August 1st and 2nd in which he is anticipating approximately 4,000 people.

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

12. L. Cornwell motioned to adjourn at 8:25 p.m. M. Delatte seconded the motion. The vote was unanimous to adjourn.



Wayne Baxter, Chairman



Jermel Stevenson, Parks and Recreation Director