



Parks and Recreation Advisory Board Meeting Minutes
Wednesday, September 9, 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, Ken Romaine, Linda Fugitt, Bruce Hargrave

ABSENT: Rhetta Bowers, Zabrina Martinson, Matt Grubisich

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

1. Wayne Baxter, Chairman called meeting to order at 7:07 p.m.
2. Quorum present.
3. Mike DeLatte motioned to accept the August 12, 2015 minutes. Ken Romaine seconded the motion. The motion approved 5 -0.
4. Update on Scenic Point Park
 - a. Keith Flournoy reported the boardwalk is complete. Hope to hear next week as to a date to open the boardwalk. There will be a ribbon cutting ceremony planned.
 - b. Questions were asked and answers provided.
5. CIP Bond Project Schedule
 - a. Jermel Stevenson provided a power point presentation reviewing the CIP Bond projects and the schedule for these projects over the next three years. He explained how the projects relate to the Master Plan.
 - b. Questions were asked and answers provided.
6. Kids Kingdom Discussion
 - a. General Information
 - A1. This being a destination playground and the inclusion of special needs features and how to include this in the budget was discussed.
 - A2. K. Flournoy stated second order for equipment has been made.
 - A3. Playground Committee meetings will continue to be held every Tuesday.
 - A4. Arnett Dyke has offered to paint the mural as long as the materials are provided. Further discussions and planning will occur as to the physical space for the mural as well as design.
 - A5. The Pre-Construction visit with Lee Archin from Play by Design was held August 28th.
 - b. Subcommittee reports.
 - A1. Volunteer Recruitment.
 - aa. Will set up stations at the ground breaking to be held October 17, 2015 so will recruit volunteers there.



- bb. Volunteers can sign up on Sign-Up Genius and this includes assisting with fundraising activities.
 - cc. Need to find ways to engage the children to be present for some of the fundraising activities.
 - dd. T-shirts will be provided to the first 500 volunteers for build week. A decision needs to be made on the t-shirts for the volunteer team.
 - ee. Working with various banks such as Wells Fargo, Compass, BBT and Capitol One because they give their employees 4 hours per month to volunteer for community give back.
 - ff. In recruiting volunteers one possible group is the Waterview Golf Club ambassadors which is approximately 40 people.
 - gg. Need to send "welcome aboard" emails to those who sign up on Sign-Up Genius.
- A2. Fundraising/Finance.**
- aa. Senior Citizens of Rowlett (SCOR) would like to donate a bench and was requesting a cost.
 - bb. Restaurant fundraisers have been in progress. One was held at Campisi on September 7, 2015 and looking at Applebee's, Chic-fi-la, Joe Willy's Market and Grill. Asking to sell pickets at these locations too. Keep Rowlett Beautiful has agreed to sponsor these fundraising events since a non-profit organization is needed to receive the funds.
 - cc. Received a \$20,000 donation from Milestone Electric. During the City Council meeting on September 15, 2015 the check will be presented.
 - dd. Other donations have been received and reviewed. Included in this is the Rowlett Firefighters Association of \$1,000 and this will be presented during the City Council meeting on September 15, 2015.
 - ee. Picket sales, pledges, castle sales and expenses are reviewed weekly. Presently looking at updating as to what still needs to be fundraised and for what.
 - ff. Continue to pursuing corporate donors, private donors and special interest groups such as PTA and Rowlett High School band.
 - gg. Various locations are being considered and contacted for picket sales.
 - hh. Four of the five pieces of equipment were able to be ordered and should be here for build week.
 - ii. Still seeking to find a new Fundraising Chair for this sub-committee.
- A3. Public Relations**
- aa. There will be an update segment on channel 16.
 - bb. Working on promoting at the schools such as the playground layout and meeting with students the week of the ground breaking.
 - cc. Representatives have been going to speak with each of the city boards to promote.
 - dd. Dallas Morning News Article reached those in Garland, Mesquite and Rowlett.
 - ee. Possible local radio coverage and seek sponsorship for it.
 - ff. Will plan on scheduling another television spot and the mayor will talk about the pickets on channel 16.
 - gg. Need a sign at Pecan Grove Park for the future home of Kids Kingdom location.
 - dd. M. Lancaster announced Nancy Lancaster posted updated information on media sites about Kids Kingdom.
 - ee. Using email blasts and will use some photos from Play By Design's Facebook page.
- A4. Food Committee**



- aa. Food is going to be needed for pre-build week therefore looking into possibility of using Wet Zone's kitchen in order to assist to provide this need.
 - bb. A commitment letter for Life Message in order for them to be provide services. Money will need to come through fundraising and/or the Parks Division budget.
 - A5. Tools/Materials
 - aa. Still coordinating with Home Depot and able to apply for a grant that may provide funds ranging from \$2,000 to \$10,000. Will need to obtain a volunteer insurance through the City of Rowlett. Working on submitting a tool list to them.
 - bb. Will pursue other donors such as ACE Hardware, Lowes, and Harbor Freight for the items not on Home Depot list.
 - cc. Will look at the feasibility of someone local being able to engrave the pickets.
 - dd. Discussed options of what can be done with the pickets that will be part of the fence that have to be replaced with engraved pickets.
 - A5. Child Care
 - Working with local churches to possibly obtain bounce houses and for some activities.
- 7. Reminder of Parks and Recreation Advisory Board Boot Camp to be held October 10, 2015.
Jermel Stevenson reminded members to keep this date open for meeting to include a tour and work on next year's goals, etc. A tentative schedule is 9:00am – 1:30pm.
- 8. Director's Report
 - a. The Senior Exercise class, P.A.C.E. (People with Arthritis can Exercise) continues to grow weekly and has grown to almost 20 participants today
 - b. After school program, While You Wait, at Coyle Middle School started last week and we are looking forward to another great year. While You Wait meets Monday-Friday from 3:50-5:30pm where Coyle students can come and hang out with us until their ride comes to pick them up.
 - c. Bar-be-que grills have been placed at Springfield and Katy Railroad Parks.
 - d. Picnic tables, benches and playground equipment were placed at Scruggs Park. New paint to match the sail shades was applied and additional sod was laid around the playground area.
 - e. Upcoming events: Movies at Pecan Grove Park: September 11th featuring Paddington, and Movies on Main: September 18th featuring Big Hero 6; Diversity Day: Saturday, October 3rd from 12:00pm – 4:00pm (Rowlett Community Centre); Veteran's Day Ceremony: Wednesday, November 11th at 11:00am (Rowlett Community Centre).
 - f. J. Stevenson reported he was unable to obtain the pro-rata information that was requested from the August meeting.
- 9. Public announcements by members of the Board and/or staff.
 - a. L. Cornwell stated Keep Rowlett Beautiful is hosting a Great American Cleanup Day September 19, 2015 from 9:00am – 1:00pm. Volunteers can sign up online at www.keepprowlettbeautiful.org.
 - b. W. Baxter expressed gratitude to staff who assisted with the Isaac Scruggs rededication and shared positive comments from some individuals who attended the program.
 - c. K. Romaine explained on August 29, 2015 the Rowlett RC Flying Club had a cleaning day collecting 8 bags of trash between SH66 and to the entrance to the RC field.
- 10. No member of the Board may requested topics for future agenda meetings.



11. L. Cornwell motioned to adjourn at 7:45 p.m. M. Delatte seconded the motion. The vote was unanimous to adjourn.

Wayne Baxter

Wayne Baxter, Chairman

Jermel Stevenson

Jermel Stevenson, Parks and Recreation Director