



**Parks and Recreation Advisory Board Minutes**  
**Wednesday, January 13, 2010**  
**Rowlett Community Center**  
**5300 Main Street, Room D \* Rowlett Texas 75088**

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**PRESENT:** Wayne Baxter, Lonnie Cornwell, Ron Miller, Norman Tsao, Debby Bobbitt, Ken Romaine, Erica Moss, Matt Grubisich, Gabriel Palma, Sonja Sackor

**ABSENT:** Norman Scown, Karen Scholz

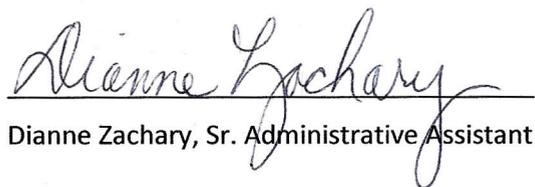
**VISITORS:** Bobby Jo Kelly, Senior Advisory Board Chair; Lynda Humble, City Manager

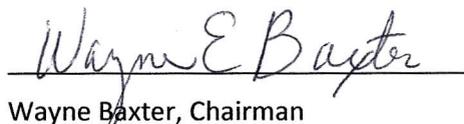
**STAFF:** Jermel Stevenson, Director of Parks & Recreation; Jennifer Gomez, Special Projects Manager

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1. Chairman Baxter called the meeting to order at 6:41 p.m.
2. A quorum was present.
3. The minutes of the November 11, 2009 meeting we unanimously approved following a motion by Sonya Sackor that was seconded by Lonnie Cornwell.
4. City Manager Lynda Humble introduced the new Parks & Recreation Director, Jermel Stevenson and gave the board an update on staffing in the Parks & Recreation Department.
5. An update on PARDners Foundation was given by Norman Tsao. They are a non-profit foundation created to help advance the parks and recreation system. They have been granted an official 501c3 status, and can accept contributions that will be tax deductible.
6. Jermel Stevenson introduced himself and told the Board his background in Parks & Recreation. He invited the board to comment on anything during this update.
  - a. Lynda Humble gave the Board a list of initial priorities:
    - Parks (Upgraded needs & assessments)
    - Special Events – very important
    - Seniors – grow the programs; do not leave on the back burner
    - Staff Development – reports on areas and what is going on in the field.
  - b. Wayne Baxter mentioned that maintenance issues were previously sent to him, and he in turn forwarded them to the acting director. The same procedure will be in effect now that Jermel is the new director.
  - c. Matt Grubisich asked for a timeline on replacing staff. Lynda Humble explained Parks & Recreation has been without a director for over two years, and we do not need to fill a seat just because it is vacant. Rather it is critical that we search for the right person and take time to make the right choice.

- d. The board has volunteered for city events over 1100 hours. They assisted Keep Rowlett Beautiful (KRB) with their Annual Cleanup and worked the Downtown and RCC Special Events, such as Little Sweetheart Dance, Camp Fear, July 4<sup>th</sup> Event, etc.
  - e. The Board has been addressing the following projects:
    - i. Tree Ordination/Tree Mitigation
    - ii. Children in Parks & Recreation
    - iii. The Radio Controlled Flying Field & Club – the board acts as arbitrator when there are disputes.
    - iv. A huge pecan tree was cut down and saved during the Coyle House moved, and the Board is considering a project in which the tree could be used for parks.
    - v. We have recommended and received a youth member place on the Parks & Recreation Advisory board through the City Council. Gabriel Palma is our first members in that capacity.
  - f. Ron Miller asked to what extent the Board will be involved with long term planning. Jermel explained they will have a great deal of involvement. Ron has a dream to connect bike paths/walking trails throughout the city and with other cities when funds become available.
  - g. The Last three years have been challenging. We need to grow our customers. They are our future, and parks & recreation holds a special place for them. Rowlett has so many usable assets. An impeccable sales job must be done to draw them in.
  - h. The Board needs to have a planning session or retreat to get and give feedback and get to know each other. The majority of Board members prefer having a meeting on a Saturday morning.
7. Public Announcement. Members of the Board and/or staff may make announcements of local civic events. No member of the board or commission may discuss nor take any action with regard to the announcements.
- a. Bobbie Jo Kelly announced a Senior Health Fair from 9:00 am – 2:00 pm at the RCC on April 6, 2010.
  - b. April 17<sup>th</sup> – KRB will host recycling of TVs, computers and anything electronic in the parking lot of Home Depot on Lakeview Parkway.
  - c. Ken Romaine announced the 6<sup>th</sup> Annual Fun Fly at the Radio Controlled Flying Field. 20 kids are to fly.
  - d. Members of the Board are invited to a presentation by Quimby McCoy Architects, the group doing a study of use of the Coyle House on February 17<sup>th</sup>.
8. Members of the Board may request topics for future agenda meetings. No member of the board or commission may discuss any of the requested subjects until such matters have been properly placed on a posted agenda.
9. A motion was made to adjourn by Debby Bobbitt that was seconded by Ron Miller. The vote was unanimous to adjourn at 7:00 pm.

  
Dianne Zachary, Sr. Administrative Assistant

  
Wayne Baxter, Chairman