



**Parks and Recreation Advisory Board Meeting Minutes**  
**Wednesday, May 9<sup>th</sup>, 2012**  
**7:00 p.m.**

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

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**PRESENT:** Wayne Baxter, Lonnie Cornwell, Mike DeLatte, John Macatee, Rick Helfers  
**ABSENT:** Debby Bobbit, Matt Grubisich, Ken Romaine, Rhetta Bowers, Brownie Sherrill, Tien Nguyen, Madeleine Palma  
**VISTORS:** Trevor Castilla, Civil Consulting Group  
**STAFF:** Jermel Stevenson, Director of Parks & Recreation, Sebrena Smith, Senior Administrative Assistant, Parks & Recreation

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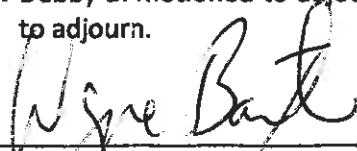
1. The Chairman called the meeting to order at 7:04 pm.
2. Rick Helfers, regular voting member.
3. Mike motioned to approve minutes from April 11<sup>th</sup> meeting. Rick seconded motion, 5-0 in approval.
4. Impact on Rowlett Nature Trail Park due to the construction on Miller Road between Rowlett and Garland. Trevor Castilla-Civil Consulting Group.
  - a. Jermel shared with the board that the construction on Miller Road between Rowlett and Garland will impact the Nature Trail and we have invited Trevor Castilla with Civil Consulting Group to share with the board the nature of this impact and to gain approval or disapproval from the board concerning this project.
  - b. Trevor Castilla showed PowerPoint presentation reviewing the first phase of the project and including all of the proposed aspects of building and the amount of park land that will be utilized for the building of the bridge. This project will take about 18 months to complete once it begins.
  - c. Motion brought forth by Lonnie Cornwell to approve project with understanding that wetlands property has been mitigated as presented by Mr. Castilla with an added note from Wayne Baxter that the \$177,000 cost of the water mitigation could've been used in the City of Rowlett. Mike D. seconded motion, 5-0 in approval.
5. Update on Scenic Point Park.
  - a. Jermel shared that a special work session has been organized including City Council, City Manager's office, Parks Board, Keep Rowlett Beautiful, and the Environmental Learning Center. This will take place on May 31<sup>st</sup> at 6:30 pm at the Rowlett Community Center in Room D. This meeting will review the final designs of Scenic Point Park. The design firm LaTerra will also be present to review these designs as well as the Planning Department to discuss some issues with accessibility to the property. There will be another design day that will result in the final plan.
6. Update on Realize Rowlett 2020, Matt Grubisich.



- a. Item tabled until next meeting.
7. Update on Dog Park:
  - a. Committee met for the first time two weeks ago to go over everyone's ideas and to get to know everyone. Meetings will be held on the 3<sup>rd</sup> Thursday of each month following the Parks Advisory Board meetings.
  - b. Wayne shared that the financing will be the first thing on the agenda for the dog park and then establishing rules and regulations for the park.
8. Discussed electricity at Veteran's Park Gazebo. Mike Carmack shared that the electricity has been installed by the City and the Parks Department will also supply a plaque placed on the inside of the gazebo near the ceiling that will be formally dedicated at the Memorial Day Celebration held downtown at City Hall. Lonnie thanked everyone in the Parks and Recreation Department for the electricity and the plaque.
9. Discuss upcoming Touch-A-Touch Event.
  - a. Angie Smith shared that the Memorial Day Ceremony will take place at 10:00 am on May 26<sup>th</sup> and right after the ceremonies Touch-A-Truck will begin about 10:50 am. There will be a D.J., lots of trucks.
  - b. Angie asked if anyone on the board knew of anyone that could be the speaker at the Veteran's Day Ceremony this year.
10. Parks Advisory Board meeting will be held at the Wet Zone for our June, 2012 meeting at the same time 7:00 pm.
11. Jermel gave an update on the Accreditation Process:
  - a. Our Kick-Off Party was on April 21<sup>st</sup> and it went very well. The City of Coppell's Parks and Recreation Director and Assistant Parks Director were our guest speakers at the event. The City Manager attended and endorsed our endeavor. We will take our next step this Friday where we will begin the process by isolating the sensitive parts first. This is not a race and we want to do this the right way—its' about the journey.
12. Review of the Parks and Recreation Advisory Board goals for 2011-2012.
  - a. Dog Park – Subcommittee has been formed and they have held their first meeting.
  - b. Tree Ordinance – Matt G. and Mike D. will be working on this and Lonnie stated he would be glad to help.
  - c. Safety/Parks Safety Features – Would like to see marker signs at Springfield Park walking trail and Pecan Grove walking trail so walkers can instruct emergency personnel where they are located on the trail. This makes for a quicker response time to get the help they need.
  - d. Neighborhood Park Events—suggestions were brought forth about having movies in the parks and funding for such a project. Angie was asked to propose a budget to determine the cost of such an event throughout the summer.
  - e. Arbor Day Event—Goal accomplished. Tree was donated and planted at Kenwood Heights Park in honor of Jack Rinz (former Parks Board member) and his family.
13. Jermel gave Director's Report:  
PAB, May 9<sup>th</sup>, 2012




- a. The Senior Advisory Board and the Rowlett Parks and Recreation Department held the Senior Health Fair on Saturday, April 14<sup>th</sup>. The Fair had over 200 attendees and 38 vendors.
  - b. The While You Wait afterschool program has been moved to Coyle Middle School for the remainder of the school year. A new no play zone ordinance has been implemented for the downtown campus.
  - c. Kid Fish was held on Saturday, April 21<sup>st</sup> from 9am-12pm at Community Park. Kid Fish is an annual "fishing derby" event where children of all ages can participate for prizes for first fish caught and longest fish caught. There were over 300 participants this year.
  - d. Katy Railroad Park will begin construction this month. Parkscape has been hired to handle the project. The timeframe for the construction is projected to be 4 to 6 months and at the completion of the construction a grand opening ceremony will take place.
  - e. Diversity Day was held at the Community Centre on Saturday, April 28<sup>th</sup> from 1-4 pm. Performances included the Rowlett High School Mariachi Band, a Chop Stick demonstration, Rowlett Martial Arts and Tropikal Productions. There were approximately 150 people in attendance throughout the day.
  - f. Rowlett Parks & Recreation teamed with KRB on the annual Clean Up Day on April 28<sup>th</sup>. KRB cleaned the lake areas at Scenic Park and Thornhill Estates. Our Parks Team collected approximately 450 bags of debris from the Thornhill Estates area on Monday morning. The dumpster at the Wet Zone was filled to overflowing with debris gathered at Scenic Park.
  - g. An Arbor Day Memorial Tree Planting took place on Saturday, April 28<sup>th</sup> at 4:30 pm at Kenwood Heights Park. A memorial tree was planted in honor of Jack Rinz, former Park Board member.
  - h. City of Rowlett has once again been named a Playful City USA for 2012! Today's children spend less time playing outside than any previous generation, but 213 cities and towns, including Rowlett, earned recognition from the national non-profit organization KaBoom! Rowlett is a three time honoree and one of only 14 Texas cities to receive this designation.
14. 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.
15. 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.
16. Debby B. motioned to adjourn at 8:05 p.m. Rhett B. seconded the motion and the vote was unanimous to adjourn.



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Wayne Baxter, Chairman



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Jermel Stevenson, Parks and Recreation Director