



**Parks and Recreation Advisory Board Meeting Minutes**  
**Wednesday, February 8, 2017**  
**7:00 p.m.**

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

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**PRESENT:** Gregory Craig, Alan Hogan, Maria Dellaplain, Lonnie Cornwell, Mike DeLatte, Matt Grubisich, Dolores Henning, Blake Margolis, Kimberli Martinez, Ken Romaine, E.C. Umberger III

**ABSENT:** Bernadette Hagmeier

**VISTORS:**

**STAFF:** Bruce Hargrave, City Council liaison; Shelly Monroe, Sr. Administrative Assistant; Angela Smith, Director of Parks & Recreation; Aaron Cleaver, Parks & Recreation Business Manager; Ricky Harris, Parks & Recreation Operations Manager

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1. Chairman E.C. Umberger called meeting to order at 7:01 p.m.
  2. Quorum present.
  3. Consider action to approve minutes from January 11, 2017.
    - A. Mike DeLatte motioned to approve the January 11, 2017 minutes as written.
    - B. Lonnie Cornwell seconded the motion.
    - C. Approved 8 - 0.
  4. Citizen City Academy - Elise Bowers, Neighborhood Life Coordinator.
    - A. The City Academy is an 11 week course that will be offered annually in the spring. This academy is being produced through the Office of Neighborhood Life located in the City Manager's Office. The goal is to educate how a resident's vote for local city government moves through the structure, the various departments of the city and services such as streets and water. The hope is to inspire and encourage people to either volunteer for City Boards and Commissions or run for office. This will also provide city employees the ability to hear from residents about how city services are perceived.
    - B. Applications are no cost and due February 20, 2017. The course begins March 2, 2017. Class is limited to 25 persons. Most of the seminars will be held on Thursday evenings from 6:30pm - 8:30pm with a Saturday morning session on April 22, 2017.
    - C. Questions asked and answers provided.
  5. July 4<sup>th</sup> event, Fireworks on Main, update.
    - A. Robert Searle and Aaron Cleaver presented information on four options for the July 4<sup>th</sup> main headliner. The Special Events Committee has submitted their recommendation. The board was asked to consider the options and provide input for the headliner of their choice.
    - B. After information on each headliner was provided it was decided Shelly Monroe will email board members listing the four choices along with rating instructions, and members will respond with their rating of which entertainer will be best for this event.
  6. Follow up on the meeting with Development Services regarding tree ordinances.



- A. L. Cornwell, M. Grubisich and A. Smith met with Marc Kurbansade, Director of Development Services.
- B. L. Cornwell reiterated his passion for trees and was pleased with the results from the meeting. L. Cornwell voiced he would like consideration of an urban forest advisory committee being established. He added that M. Grubisich has much knowledge and experience with other city's tree ordinances, therefore he recommended M. Grubisich to further report on the meeting. M. Grubisich reported they obtained information on the current status of the Tree Ordinance and how it is being enforced. Development Services is working with developers in the city related to the ordinance. Conclusion of the meeting is Development Services is open to review the existing Tree Ordinance and acknowledges the ordinance likely needs updating to cover form-based codes, and protecting the open space and landscaping codes. Development Services is in the process of becoming fully staffed and once this happens M. Grubisich will follow up with M. Kurbansade in regards to starting the process of reviewing the ordinance.

#### 7. Strategies for Board Goals.

##### A. Promote Eco-Tourism.

- a. A. Smith presented information on defining ecotourism, the principles and benefits of ecotourism, as well as, the opportunities in Rowlett. Opportunities in Rowlett are identified as Scenic Point Park, Muddy Creek Park, Nature Trail, Springfield Park, Lakeside Park, Paddle Point Park, and the future Environmental Learning Center. The discussion lead to the objective that each member will take photos in the Rowlett parks and post on social media to draw attention to them.
- c. Members need to experience their own ecotourism then share with others.
- d. Members mentioned they have hopes that some of the new signs being placed around town will be near the water to help promote this part of the ecotourism.

##### B. Involvement with Master Plan.

- a. A. Smith explained la terra studio will develop two separate documents. One will be the Hike & Bike Trails and the second is the Master Plan but the two will have a connection. On April 12, 2017 la terra studio will present information to this Board. At a later date they will present to City Council. On May 18, 2017 a city meeting will be held at the Rowlett Community Centre.
- b. The object will be for members to participate in the events, as well as encourage citizens to attend the city meeting and complete the survey.

#### 8. Sponsorship packet update.

- A. Cleaver stated an email was sent to board members on January 30, 2017 which included an attachment of the sponsorship packet. A hard copy was handed to members. He inquired if there were any questions and reiterated the need of assistance to promote the information and to obtain sponsors.

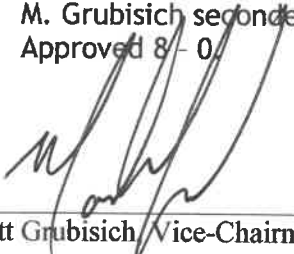
#### 9. Update from City Council liaison, Bruce Hargrave.

- A. At this time there are no topics related to Parks and Recreation Department although he followed up regarding his interest for a bench in memory of Mr. Hessler at Schrade Bluebonnet Park. A. Cleaver will follow up with him in proceeding further with this request.

#### 10. Director's Report - Angela Smith



- A. Little Sweetheart Dance was held January 28, 2017 at the RCC. There were approximately 250 participants. Sponsors were Chick-Fil-A, Raising Canes, Flat Rate Printing and Rowlett Dental Kids.
  - B. The Easter Eggstravaganza will take place on April 8, 2017 at Pecan Grove Park from 10:00am - 12:00pm. The event will feature a treat filled egg hunt, children's games, bounce houses, face painting and a DJ at no cost to attendees.
  - C. Some members of our Archery program competed in a circuit competition in Plano. Our instructor placed 3<sup>rd</sup> in the Senior Barebow Division and a student in our intermediate class placed 4<sup>th</sup>. Two young ladies from the Homeschool archery class also competed in the Bowman Barebow Division.
  - D. The Rowlett Community Centre is officially in the 3<sup>rd</sup> week of repairs for the renovation. The deck has been removed, the cement on the bottom layer has been saw cut and is being removed. Next steps include pouring new cement, installing a roofing system under the deck and reinstalling the deck.
11. Public announcements by members of the Board and/or staff were made.
- A. E.C. Umberger announced Jeffery Gray's resignation from this Board.
  - B. New blue directional sign boards on temporary skids are being placed throughout Rowlett. These signs will help to direct people to developments and city facilities.
  - C. M. DeLatte, President of Rowlett Softball Association, attended the 2017 USSSA Super Divisional North Texas Summit and he accepted an award recognizing Rowlett Community Park as the Midwest Division Complex of the Year. Considering the number of athletic complexes in the North Texas area, this is a huge honor for Rowlett Parks and Recreation and the staff who have a hand in ensuring it is kept in amazing playing condition.
12. Members of the Board may request topics for future agenda meetings.  
Update of the partnership with TxDot on the Lakeview Parkway State Highway 66 Visioning Plan.
13. Adjournment
- A. Dolores Henning motioned to adjourn at 8:41 p.m.
  - B. M. Grubisich seconded motion.
  - C. Approved 8 - 0.



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Matt Grubisich, Vice-Chairman



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Angela Smith, Director of Parks and Recreation