



**Parks and Recreation Advisory Board Meeting Minutes**  
**Wednesday, August 9 2017**  
**7:00 p.m.**

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

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**PRESENT:** Alan Hogan, Lonnie Cornwell, Mike DeLatte, Maria Dellaplain, Gregory Craig, Bernadette Hagmeier, Dolores Henning, Blake Margolis, Matt Grubisich, Nancy Develde, Ken Romaine

**ABSENT:** E.C. Umberger

**VISTORS:** None

**STAFF:** Shelly Monroe, Sr. Administrative Assistant; Angela Smith, Director of Parks & Recreation

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1. Chairman Matt Grubisich called the meeting to order at 7:01pm.
  2. Quorum present.
  3. Consider action to approve minutes from July 12, 2017.
    - A. Mike DeLatte moved to approve the minutes as written.
    - B. Lonnie Cornwell seconded the motion.
    - C. Approved 7 - 0.
  4. City of Rowlett New Rental Program - Chuck Dumas, Engineer Services Manager and Maria Martinez, Community Service Manager.
    - A. City staff are meeting with the various boards and commissions, as well as, stakeholders to seek input on a housing quality standards program and answer questions. Garland has a housing inspection program for rental properties although it has not been received well by stakeholders and others. Due to this Rowlett wants to make the program better. Rowlett is looking to implement the program in October 2017. The program is a property maintenance tool on how to maintain the neighborhoods and help those who rent.
    - B. Rental property standards are to ensure persons live in safe, decent, and sanitary housing. An inspector will enforce property maintenance issues and that rental properties are following codes. Renters will know the city has inspected the rental property prior to occupancy.
    - C. Questions asked and answers provided.
  5. Citizen's City Academy - Elise Bowers, Neighborhood Community Advocate  
Applications are being accepted for the next Citizen City Academy until August 31, 2017. The academy will begin September 13, 2017 and will be held on the following Wednesdays from 10:30am - 1:00pm.
  6. Tree Sub-Committee update.
    - A. Gregory Craig reported the committee focused on identifying goals, prioritized items, and discussed ways of how the committee can have future input on Rowlett's tree ordinance. Next month the committee plans to meet with Tony



Felts, Planning Manager, to discuss the ordinance. M. Grubisich further explained the committee wants to be cognizant of the city's natural resources. The two goals set are: 1) Review the present tree ordinance and identify the items that need to be updated; 2) Look at utilizing a tree planning assessment to find out what Rowlett's natural resources are including trees in the ground and geographical. The assessment provides information on vital resources for the residents, economy, and environment.

- B. Angela Smith explained that using an urban forestry ecosystem assessment can provide details on Rowlett's tree resources. The assessment cost is approximately \$29,000 and could be funded through tree restoration funds. This assessment will help roadmap tree planting and planning, as well as what types of trees are good to plant. If the board supports the funding of this assessment, then the recommendation will be brought to City Council.
- C. G. Craig made a motion to recommend that funding be used for the Urban Forest Ecosystem Assessment and Canopy Analysis Plan. Bernadette Hagmeier seconded the motion.

Approved 7 to 0 (Abstained - M. Grubisich)

7. Update on the Parks & Recreation Master Plan.

A. Smith reported there was an internal Stakeholder meeting in June. A citizen survey should be deployed this month. A rough draft should be ready to present to this board in September, followed by presenting to City Council in late September. The final draft will be presented to City Council in late October.

8. Parks Board Boot Camp to be held October 14, 2017.

- A. This activity is scheduled for setting goals and objectives, board orientation, etc. Members were encouraged to think of other topics to be covered during this meeting that can be shared at the next meeting.
- B. The location will be at the Rowlett Community Centre and members need to be present.

9. No Public input and questions.

10. Update from City Council liaison, Bruce Hargrave.

No updated due to B. Hargrave unable to be present.

11. Director's Report - Angela Smith

- A. A new Foot Golf course was recently added to Shorewood Park. Foot golf is a sport in which players kick a soccer ball into a cup in as few shots as possible. An Eagle Scout in Rowlett completed the 9-hole project.
- B. The RCC renovations are complete. Staff have been in the process of moving things in to get offices and rooms set up for daily operations.
- C. The Summer Concert Series began on August 4<sup>th</sup> with Escape. Two food trucks and a snow cone truck stayed busy. There were approximately 500 in attendance.



- D. Angel League Basketball kicked off. This league is dedicated to players who have special needs but don't want to be excluded from sports. There were 10 athletes who attended. This also allowed a few high school athletes to volunteer their time to coach the Angel League players.
- E. Wet Zone held an Angel Swim specifically set aside for those with special needs and their families. Approximately 200 guests attended the Flick-N-Float for the movie Finding Dory. The last Flick-N-Float was last weekend and was The Lego Movie. The Pooch Plunge is August 13th from 4p-7p.
- F. The Parks and Recreation Department is partnering with Keep Rowlett Beautiful and Kayak Instruct, Inc. to conduct a research project at Paddle Point Park. This project includes installation of a monofilament recovery and recycling container. Used fishing line can be harmful to boat motors and marine life. The test project will run through December 2017. The Rowlett Radio Control Club paid for and built the hook/line tub and is willing to do the same if the pilot project is successful.
- G. Phase One of Schrade Bluebonnet Park began on Monday. Main sidewalk concrete is poured, plaza concrete should be poured before end of this week. Project should take less than 45 days but is contingent on artwork installation.
- H. The Hwy 66 Green Ribbon project began this week. The Green Ribbon will provide new landscaping and irrigation in all the beds in the project area and the Keep Rowlett Beautiful GCAA will provide entry feature walls at both the East and West entry points to Rowlett.

12. Public announcements by members of the Board and/or staff were made.

- A. Board applications for October 1, 2017 to September 30, 2018 need to be submitted by August 25, 2017.
- B. Early voting began today.

13. Members of the Board may request topics for future agenda meetings.  
No topics requested.

14. Adjournment

- A. Mike DeLatte moved to adjourn at 8:15 p.m.
- B. Bernadette Hagmeier 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