



**Parks and Recreation Advisory Board Meeting Minutes**  
**Saturday, October 14, 2017**  
**7:00 p.m.**

*City Hall Conference Room*  
*4000 Main Street, Rowlett TX 75088*

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**PRESENT:** Alan Hogan, E.C. Umberger, Mike DeLatte, Gregory Craig, Nancy DeVelde, Ken Romaine, Dolores Henning, Bernadette Hagmeier, Diane Moore, Donna Ferguson, Sean McGrew

**ABSENT:** Lonnie Cornwell

**VISTORS:** None

**STAFF:** Shelly Monroe, Sr. Administrative Assistant; Angela Smith, Director of Parks & Recreation; Aaron Cleaver, Parks & Recreation Business Manager; Richard Harris, Parks & Recreation Operations Manager

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1. Chairman E.C. Umberger called meeting to order at 8:05 a.m.
  2. Quorum present.
  3. Parks Board Orientation.

Angela Smith presented information regarding this board including the primary function of the board, what to do as a board member, how to request items on the agenda, different points of interest, board shirts, National Parks and Recreation Association, and annual reporting. Newly appointed members were reminded of the mandatory training video to be viewed by November 15, 2017.
  4. Parks and Recreation facilities, programs, events, and park inventory.

Information on the park inventory including improvements over the past couple years as well as what is still needed in each park was presented. The tasks needing to be done have been prioritized by department staff. The lists included passive and active parks.
  5. Parks and Recreation Master Plan.
    - A. Funding for 2015 bond included funds to obtain a new Parks and Recreation Master Plan and develop the Parks and Trail Master Plan. Due to this it is now called Parks, Recreation and Trail Master Plan. The last plan was done in 2004 which was updated in 2011. A plan has to be updated every 5 years in order to qualify for any Texas and Wildlife their grants. The master plan outlines projects in priority order for the department and this is also a way to identify CIP project lists for each bond.
    - B. November 7, 2017 the draft Master Plan will be presented to City Council during a work session. November 8, 2017 the draft will be presented to Parks and Recreation Advisory Board. On November 14<sup>th</sup> or December 5<sup>th</sup>, the final draft will be placed on City Council's agenda as a consent item.
  6. CIP Projects. (Ken Romaine left meeting during this time)
    - A. Tuesday night City Council will receive a presentation on the status of all the 2015 Community Investment Bond projects related to Parks and Recreation. A. Smith explained the three-year funding schedule.
    - B. Hike and Bike Trail Plan is in a design phase by la terra studio, Inc. The final draft should be ready in November 2017.



- C. Pecan Grove Park projects are complete with lighting, picnic tables, and outdoor fitness equipment.
- D. Wet Zone Waterpark projects are complete with a new slide, resurfaced pool bottoms, new foam floatables, new signage, new restroom fixtures, etc.
- E. Kids Kingdom is complete.
- F. Rowlett Community Centre renovation is complete.
- G. Katy Railroad Park soccer field is done. Other projects such as fencing, trail signage, shade for the playground and restrooms still need to be done.
- H. Lakeside Park and Paddle Point Park projects are combined due to their proximity. The new signage is complete. Parking lot at Paddle Point has been on hold due to waiting until kayaking season is over. There will be a crosswalk between the two parks, erosion control at Lakeside and restrooms added.
- I. Springfield Park projects will be done this upcoming year. Signage, pond edge protection, improved parking surface and playground updates.
- J. Community Park has some benches, new scoreboards, and dugout covers for softball dugouts. The softball concession stand repair is in progress. Looking at a Fit Core station, new signage, additional soccer fields, irrigation pump system, and erosion protection.
- K. Nature Trail projects such as replacing the gate, signage and parking surface will be done in the upcoming year.
- L. Veteran's Park will have some new signage, electrical and irrigation work.
- M. Shorewood Park will have new irrigation, park lighting, restrooms, signage, and parking lot improvement in the upcoming year.
- N. The draft 2018 bond priority request list was reviewed.

7. Goals and Objectives for 2017 - 2018.

- A. EC Umberger reviewed the goals from 2016-2017 and opened the floor for goal suggestions for 2017-2018.
- B. Some goal suggestions included ELC, tree preservation, skate park, dog park, and re-evaluate events.
- C. The Rowlett 2020 comprehensive plan was briefly discussed.
- D. Members remarked about the existing goals and explored the ideas for new goals. This discussion resulted in identifying 4 goals: 1) Help market parks and recreation through board involvement with an objective as Promote Eco-tourism; 2) Support Parks and Recreation fiscal year 2018 upcoming projects and increase member involvement; 3) Encourage community engagement (face to face

8. Members of the Board may request topics for future agenda meetings.

- A. Next meeting identify objectives for each new goal.
- B. Ball tournament for Toys for Tots.

9. Adjournment

- A. Mike DeLatte moved to adjourn at 12:23 p.m.
- B. Dolores Henning seconded the motion.
- C. Approved 7 - 0.

EC Umberger, Chairman

Angela Smith, Director of Parks and Recreation