



**Parks and Recreation Advisory Board Meeting Minutes**  
**Wednesday, April 11, 2018**  
**7:00 p.m.**

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

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**PRESENT:** Alan Hogan, Donna Ferguson, Nancy DeVelde, Ken Romaine, Diana Moore, Lonnie Cornwell, Dolores Henning, Sean McGrew, E.C. Umberger, Bernadette Hagmeier

**ABSENT:** Gregory Craig, Mike DeLatte

**VISTORS:** Jason Hagmeier

**STAFF:** Blake Margolis, City Council liaison; Shelly Monroe, Sr. Administrative Assistant; Angela Smith, Director of Parks & Recreation; Richard Harris, Parks & Recreation Operations Manager

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1. Chairman E.C. Umberger called meeting to order at 7:00 p.m.
  2. Quorum present.
  3. Consider action to approve minutes from March 14, 2018.
    - A. Lonnie Cornwell moved to approve the minutes as written.
    - B. Nancy DeVelde seconded the motion.
    - C. Approved 7 - 0.
  4. Rowlett Youth Soccer Association (RYSA) - Jason Hagmeier.
    - A. RYSA membership summary and a treasurer report were shared with members.
    - B. Fall 2018 dates were presented and registration begins in May with the season to open in August.
    - C. A team safe mobile program is in place for RYSA and a description of the program was provided. Program is for player safety and injury prevention.
    - D. The field issues are being addressed but not having enough fields is a barrier for RYSA. Having an area at Community Park for the referees for shade and to gather during games would be a nice amenity to the program.
    - E. Angela Smith mentioned that approval for building bathrooms by the front fields will be going to City Council within the next two months for approval. Construction of two additional soccer fields are also in the design phase. In addition, the Master Plan addresses adding more fields.
  5. Urban Forestry Subcommittee Update.

Alan Hogan reported the committee reviewed the proposed and newly revised landscape code and landscape installation guide that includes an Urban Forestry Initiative section. This guide is to be reviewed while noting any comments that can be shared at the next meeting. The draft document will be shown to developers at the end of May or in June to obtain their feedback. In July there will be a presentation to the Parks & Recreation Advisory Board. The document will then be presented to the Planning and Zoning Commission in early August and lastly to City Council in late August or September. The GIS portion of the Canopy



Cover Analysis is completed and phase II which includes collection of field data will begin in May 2018.

6. Herfurth Park Phase 1.

- A. Angela Smith reported this item should go to City Council next week to identify features for the park. The final phasing plan will be presented to City Council in May.
- B. Board members were asked about the elements considered for this planning process of Herfurth Park. A few features of interest are multi-open event space, trails with a walking focus, amphitheater, botanical garden/nature area, as well as, restrooms and parking. Members briefly discussed the situation with hockey and the type of decision that will be necessary if hockey needs to be relocated. Herfurth Park being a passive park rather than a mixed sports park was discussed.

7. Cardboard Boat Regatta.

Dolores Henning reported one planning meeting was held and a second build meeting is scheduled for this Friday, April 13, 2018 at 6:00 p.m. Angela Smith stated a challenge was sent to other board liaisons for the Cardboard Boat Regatta and the liaison is responsible for bringing attention to that specific board. Two members are needed to ride in the boat. Sean McGrew offered to be one rider. The event is on April 28, 2018.

8. Update on CIP Projects.

Ricky Harris shared updates on various CIP projects such as Paddle Point Park, Lakeside Park, Veterans Park, Shorewood Park, Katy Railroad Park, Nature Trail, Springfield Park and Community Park.

9. Discuss non-profit organization development.

- A. Angela Smith stated Rowlett PARDners is now closed. Mike DeLatte is interested in forming a new 501 (c)3 to help in receiving donations for projects, supplies, etc. that could help the Parks and Recreation Department. Donations would be made directly to the 501 (c)3 and the organization can help by the way of grants. The possible make-up of members can be from city boards such as Parks Advisory Board, Senior Advisory Board, Arts & Humanities along with including Keep Rowlett Beautiful. The city will not oversee this 501 (c)3 but the organization is considered a partner with the city. The board was asked if there is a support this idea. All members present were in favor to support moving forward with a 501 (c)3 organization.
- B. Sachse Park Pals is founding Scentral Bark Buddies and would like a member from the Parks and Recreation Advisory board to participate on this board. Donna Ferguson volunteered to be a part of this 501 (c)3.

10. Update from City Council liaison, Blake Margolis.

- A. A 2018 Bond community meeting will be held April 19, 2018 at 6:00 p.m. located at the Rowlett Community Centre. Imagine Rowlett community meeting will be held April 12, 2018 from 6:00-8:00p.m. located at the Rowlett Community Centre.
- B. Traffic signal control cabinets will be replaced at several locations on multiple roadways throughout Rowlett from April 10<sup>th</sup> through May 9<sup>th</sup>. This is a project funded in the 2015 Bond election.



- C. Rowlett Library will be closed May 5<sup>th</sup> through June 6<sup>th</sup> to move into their new location downtown.

11. Public input and questions.

None

12. Director's Report - Angela Smith

- A. In March the Tae Kwon Do instructor taught a Women's Self Defense class informing women on how to defend against unsuspecting attacks. This program was featured in the Lakeshore Times and was a huge success. Tae Kwon Do classes are taught twice a week.
- B. RCC ran a promotion for pavilion reservations offering rental discounts. The Spring has Sprung ran from March 20<sup>th</sup> through April 10<sup>th</sup>.
- C. The grand opening for Scentral Bark Dog Park was held on March 17<sup>th</sup> and was a huge success. The park will be open daily from dawn to dusk except Tuesday mornings will be closed for routine maintenance.
- D. Parents Day Out kids learned about nature and built a worm farm with over 30 worms.
- E. Early voting for the 2018 Bond Election is from April 23<sup>rd</sup> through May 1<sup>st</sup>. Another Information meeting will be held on April 19, 2018 at 6:00 p.m. located at the Rowlett Community Centre. Tomorrow night is Imagine Rowlett meeting at Rowlett Community Centre.
- F. Easter Egg event was held March 24, 2018 and the Rowlett Firefighters Association sold pancakes during the event. Pup-A-Palooza was held March 25, 2018 with the most dogs in attendance thus far.

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

- A. Bernadette Hagmeier announced RYSA is holding a 20-year celebration on May 5, 2018 at Community Park. This celebration will showcase business and if anyone knows someone who may want a booth to let her know.
- B. Sean McGrew will be attending a neighborhood association meeting soon and inquired about providing handouts.
- C. Lonnie Cornwell stated Keep Rowlett Beautiful is holding an Electronic Recycling and Document Shredding event on May 5, 2018. The Great American Cleanup scheduled for April 7<sup>th</sup> was cancelled and will not be re-scheduled. Angela Smith added there may be an adopt-a-road event in the near future.

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

No new topics identified.

15. Adjournment

- A. Bernadette Hagmeier moved to adjourn at 9:02 p.m.
- B. Dolores Henning seconded the motion.
- C. Approved 7 - 0.

  
EC Umberger, Chairman

  
Angela Smith, Director of Parks and Recreation