



Parks and Recreation Advisory Board Meeting Minutes

Wednesday, November 13, 2019

7:00 p.m.

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

PRESENT: Dolores Henning, Mike DeLatte, Alan Hogan, Lonnie Cornwell, Donna Ferguson, Robert Paroski, Anthony Scott, Richard Kull

ABSENT: Bernadette Hagmeier

VISTORS: Dorothy Witmeyer, Nicholas Nelson

STAFF: Shelly Monroe, Sr. Administrative Assistant; Angela Smith, Parks & Recreation Director; Kari Pacheco, Parks & Recreation Operations Manager

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1. Chairman Mike DeLatte called meeting to order at 7:00pm.
 2. Quorum present.
 3. Citizen Input.
No input.
 4. Consider action to approve minutes from October 9, 2019 and October 19, 2019 minutes.
 - A. Dolores Henning made a motion to approve the minutes.
 - B. Anthony Scott seconded the motion.
 - C. Approved 8 - 0.
 5. Lake Highland Trail Update.
 - A. Angela Smith provided an update on the Lake Highland Trail and reminded members this project is identified in the 2018 Parks, Recreation and Trail Master Plan. A grant application was submitted to help pay for this project.
 - B. Dorothy Witmeyer and Nicholas Nelson with Pacheco Koch Consulting Engineers presented information on inventory and analysis, and design concept for Lake Highland Trail. This included existing conditions, trail and roadway crossings, trail amenities, retaining walls, drainage, markings and signage. This particular trail is 1.4 miles long stretching from Schrade Road to Dalrock Road and 10ft to 12ft wide. This trail takes advantage of the existing drainage corridor and allowing the public access to the propose green belt and strengthening community connections.
 - C. Questions asked and answers provided. The next step will be putting together construction documents for bids. A preliminary timeline is possibly starting in early spring.
 6. Follow up on the Star Gazing event held November 2, 2019.

Lonnie Cornwell reported City Lights Astronomical Society for Students led this event. The weather was cold but there were 13 attendees excluding Park Board members. Lonnie Cornwell expressed appreciation for the board members who helped with this event. The Astronomical Society felt the location was good. Donna Ferguson suggested that more advertisement and



public awareness would be helpful. Members agree this is a worthwhile event to pursue in the future.

7. Discuss 2019-2020 board goals.

Mike DeLatte summarized the goals decided upon during the October 19, 2019 meeting: Help Market Parks and Recreation Through Board Involvement, Support Parks and Recreation 2018 and Proposed CIP Bond Projects, and Support Eco-tourism. Objectives and tactics for each of the three goals were discussed. Members agreed the objectives and tactics still apply although recommend changing the tactic for Support Eco-Tourism because there may be different events. This board would like dates of the department events for next year so their events can possibly be scheduled around these events which may provide opportunities to promote these events.

8. Discuss plans for the December 11, 2019 meeting.

Mike DeLatte inquired if members would like to have the December meeting at a different location. Members agreed. Richard Hull will contact Tatianos. The cost of a meal will be covered by individual board member.

9. Update from City Council liaison, Blake Margolis.

- A. Parks and Recreation will be presented the CAPRA award at the next City Council meeting.
- B. There is a new community dashboard on Rowlett.com

10. Director's Report.

- A. Rowlett Parks and Recreation partnered with Rowlett Library to host the first Truck or Treat event. The event was a great success and will likely return next year.
- B. Main Street Fest and Holiday Parade will be held December 14, 2019 from 3pm to 8pm. Holiday parade will begin at 6pm. The route is still to be determined due to road construction. Volunteers are needed.
- C. Waterview Golf Course is now open. The course has received a full renovation of greens from Bent Grass to Tiff Eagle Bermuda and a full renovation of the bunkers. This project also included three retaining walls and miscellaneous other projects. A formal Grand Opening will be hosted in Spring 2020.
- D. Twelve Days of Christmas will return for the 2020 holiday season. A full schedule is available for these events which begins December 3, 2019 and run through December 14, 2019. The events are held downtown unless raining.

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

- A. Share the Warmth donation drive for Veteran Resource & Outreach Center has begun and run through December 6, 2019.
- B. Mike DeLatte shared this board won Most Creative Use of Straw award for the board entry of Scarecrows on Main.
- C. Mike DeLatte stated the 3rd Annual Toys of Tots event for the Adult Softball Association will need donations completed by December 10, 2019. Drop box will be at Community Park on December 7th during an all day tournament, as well as drop boxes at RCC and Rowlett Library.

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



No topics requested.

13. Adjournment.

- A. Alan Hogan made a motion to adjourn at 8:28 pm.
- B. Robert Paroski seconded the motion.
- C. Unanimous by all those present to adjourn.

Mike DeLatte, Chairman

Angela Smith, Director of Parks and Recreation