



**Parks and Recreation Advisory Board Meeting Minutes**  
**Wednesday, November 11, 2020**  
**6:30 p.m.**  
**Rowlett Community Centre**  
**5300 Main Street, Rowlett TX 75088**

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**PRESENT (remotely):** Chair: Mike DeLatte, Vice Chair: Dolores Henning, Bernadette Hagmeier, Richard Kull, Anthony Scott, Lonnie Cornwell, Eve Johnson, Derrick Culpepper. Alternates: Kristy Andrade, Rebecca Day, Michael Schupp

**ABSENT:** Donna Ferguson

**VISITORS:** Kent Mendenhall, Mark Ellender

**STAFF:** Shelly Monroe, Sr. Administrative Assistant; Kari Pacheco, Parks & Recreation Operations Manager; Aaron Cleaver, Interim Parks & Recreation Director

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1. Chairman Mike DeLatte called meeting to order at 6:31pm.
  2. Consider approving minutes from the regular meeting held October 14, 2020 and October 31, 2020.
    - A. Dolores Henning made a motion to approve the minutes as written.
    - B. Eve Johnson seconded the motion.
    - C. Approved 8 - 0.
  3. Citizen Input.

No input.
  4. Lakefront at Pecan Grove presentation.
    - A. Aaron Cleaver introduced Kent Mendenhall and Mark Ellender with StudioOutside. The conceptual design plan was reviewed including background information on the plan. Results from the public feedback was shared with members. Lonnie Cornwell inquired about the drainage on Main Street. In response, K. Mendenhall stated they will start to evaluate this in the next phase. Michael Schupp inquired about being able to connect a trail to the Pecan Grove trail. Mr. Mendenhall stated this can be evaluated, although he does not believe it will be able to be done. Bernadette Hagmeier asked about the lighting and concern for the homes near this location. Aaron Cleaver mentioned solar lights will be considered as well as motion sensor. In addition, Kent Mendenhall explains the lights will be LED and as a side note, if the poles are lower in height then more than likely more posts are needed. Members expressed concerns to not allow motorboats and only want canoe or paddle type boats. Survey results indicate the public's priorities are trails, kayak launch and restroom on site. Some folks questioning the need for another playground, although seem to support nature-based activities in general. Discussed some of the phase 1 ideas. Mike DeLatte asked about plans for road repair to get to this lakefront property and how will this be funded. Aaron Cleaver responded that options are being discussed on to hopefully help improve the road. Members were asked if there is a support for a restroom on the property. Aaron Cleaver shared some insight with logistics of installing a restroom versus a portable restroom.




- B. An application was submitted to Texas Parks & Wildlife seeking a matching grant. If awarded the grant, funds will not be released until Fall 2021 and phase 1 will need to wait. If the grant isn't awarded, then the project can begin during middle of spring 2021. Members provided feedback on their vision of the Phase 1. StudioOutside will further discuss plans next week and will present to City Council on December 15<sup>th</sup>. Board members expressed liking the Phase 1 to include fishing pier, parking, kayak, boardwalk, and picnic shelters.
  - C. Lonnie Cornwell made a motion to recommend moving forward with Phase 1. Bernadette Hagmeier seconded the motion. Approved 8 to 0.
5. Update from City Council liaison, Blake Margolis.
- A. Blake Margolis announced Angela Smith was promoted to Deputy City Manager.
  - B. The Community Investment Program is seeking input on future bond projects. A form can be located on [ci.rowlett.tx.com](http://ci.rowlett.tx.com) to provide input.
6. Park Board Boot Camp feedback.
- Kari Pacheco explained that a five-question survey will be emailed to members with purpose to provide feedback on the annual boot camp.
7. Discuss the new board goals such as social media subcommittee, research on 5K, and diversity & inclusion liaison.
- A. Mike DeLatta reviewed the new additions to the goals and confirmed with members.
  - B. Members will devise a Social Media subcommittee to build excitement and exposure to parks. Each department is responsible for their own advertisement and the city has a social media policy. The city does have a public information officer. There would need to be an approval procedure prior to this subcommittee having things posted for the public's eyes. Once the committee meets, they can provide updates during regularly scheduled meetings. Derrick Culpepper will lead this subcommittee to include B. Hagmeier, A. Scott and K. Andrade.
  - C. Diversity & inclusion liaison will be Eve Johnson.
  - D. Rebecca Day is researching information on 5k runs but no updates at this time.
8. Discuss Park Board events.
- A. Trunk or Treat: Members put together 500 bags of candy for this year and handed out all the bags.
  - B. A list of Parks & Recreation Department events were distributed to members. Discussion about when to hold the board driven events.
    - Paddling - A. Scott & K. Andrade will look to host in mid-June
    - Star Gazing - L. Cornwell & R. Kull will look to hold in the spring (March)
    - Trail Hike - E. Johnson will look to hold in the fall
    - Scavenger hunt - D. Ferguson will look to hold in July (Donna is not present but since she had dealings with the hunt this year she will be asked about leading for this upcoming year)
    - Booth at Kid Fish in April.



9. Discuss December board meeting.
  - A. Mike explained how this board usually meets off site during the month of December. Kari Pacheco shared that more than likely boards and commissions will not be able to meet in person.
10. Operations Manager's Report
  - A. The Softball Association will hold an annual softball Toys for Tots tournament on December 4-6, 2020. Mike DeLatte said there will be a Drop box at the Community Centre and at the tournament. Last year 590 new wrapped toys were donated from the donation drive.
  - B. An explanation of how CIP funds work throughout a year was explained.
  - C. As a follow up from a question asked at Boot Camp regarding Kayak Instruction. Kayak Instruction pays an annual fee to the City of Rowlett Parks and Recreation Department's revenue fund.
  - D. The Holiday Parade will be more like a reverse parade where visitors drive by and see the floats on December 5<sup>th</sup>. The 12 days of Christmas will still be held with social distancing. Light up on Main which is decorating trees downtown. Shelly Monroe will communicate with board members to find out if the board wants to participate this year.
  - E. Trunk or Treat was a huge success and about 400 cars drove through for the event.
  - F. Aquatics planning is starting for next year since Wet Zone is supposed to be fully sustainable. Sustainability was more difficult with COVID19. Planning is being done for some of the allocated bond funds.
  - G. Athletics had less participation, although a ball season was able to be offered. Staff is working on what can be done for athletics in the winter, because it is doubtful the basketball leagues will be offered safely due to COVID19. Recreation staff is also trying to find ideas for programming if we still can't get folks in the doors of the Community Centre due to COVID19. Parks crews are back to a regular work schedule since the COVID schedule.
11. Public announcements by members of the Board and/or staff were made.
  - A. Bernadette Hagmeier stated the Soccer Association didn't have a fall league, but they are trying to have one in the spring and explained the process.
  - B. Eve Johnson shared a special thanks to the two veterans, L. Cornwell and R. Kull, on this board.
12. Members of the Board may request topics for future agenda meetings.

Finalize the board goals for 2020-21.
13. Adjournment.
  - A. Lonnie Cornwell made a motion to adjourn at 8:33pm.
  - B. Eve Johnson seconded the motion.
  - C. Unanimous by all those present to adjourn.

  
Mike DeLatte, Chairman

  
Kari Pacheco, Parks and Recreation Operations Manager