



**Parks and Recreation Advisory Board Meeting Minutes**

**Wednesday, October 13, 2021**

**6:30 p.m.**

**City Hall**

**4000 Main Street, Rowlett TX 75088**

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**PRESENT** Chair: Mike DeLatte, Vice Chair: Dolores Henning, Richard Kull, Eve Johnson, Rebecca Day, Michael Schupp, Donna Ferguson; Alternates: Kristy Andrade, Elise Bowers, Corrie Cabral

**ABSENT:** Derrick Culpepper, Bernadette Hagmeier

**VISITORS:** N/A

**STAFF:** Shelly Monroe, Sr. Administrative Assistant; Kari Pacheco, Assistant Director of Parks & Recreation; Blake Margolis, City Council Liaison

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1. Chairman Mike DeLatte called meeting to order at 6:31 p.m.
2. Consider approving minutes from the regular meeting held September 8, 2021 and October 9, 2021.
  - A. Eve Johnson made a motion to approve the minutes as written.
  - B. Dolores Henning seconded the motion.
  - C. Approved 7 - 0.
3. Citizen Input.

Economic Development staff mentioned a Neighborhood Summit will be held November 6, 2021 in a virtual format. Registration is free.
4. Elect Chair and Vice Chair for 2021-2022.
  - A. Mike DeLatte was nominated for Chair. Mike DeLatte accepted the nomination. All members in agreeance with this appointment.
  - B. Dolores Henning was nominated for Vice Chair. Dolores Henning accepted the nomination. All members in agreeance with this appointment.
5. Follow up on items for Parks and Recreation Advisory Board's annual boot camp held October 9, 2021.
  - A. Members reviewed the goals discussed at the boot camp and unanimously accepted the goals.
  - B. Board members, as a citizen, are able to place signage on bond information although cannot do so as a Parks and Recreation Advisory Board member. Examples were provided.
  - C. A survey for feedback on the boot camp will be emailed to members soon.
6. Urban Forestry committee update.

Staff is working on the Arbor Day event logistics, but the tree planting will occur at Katy Railroad Park. There will be a recording of this that will be shown during the Neighborhood Summit on November 6, 2021. A proclamation will be needed.



7. Parks Board event updates.

- A. Scarecrows on Main - Richard Kull expressed praise to those who assisted in setting up the Parks Board scarecrows.
- B. Trunk or Treat - Members can drop off candy and bags to the Rowlett Community Centre. Some members will meet on Wednesday, October 20<sup>th</sup> at 6:00pm to stuff candy. During the stuffing members will decide who will hand out the candy.
- C. Night Hike at Pecan Grove - Rebecca Day stated there will be a table set up with the board banner with 2 volunteers to ensure everyone has a flashlight and any children are accompanied by an adult. At least 2 volunteers for the hike so one can lead and the other be at the end. Recommended to have a listing the trails in Rowlett and length of trail at the event. Set up a table and have at least 3 volunteers. 7pm - 8:15pm. Flyers should be ready Friday and copies will be handed out at the Main Street Market this Saturday and will be emailed to members. Suggested to have bug spray. The members who offered to volunteer for this event are Kristy, Dolores, Mike, Elise, Corrie, Bernadette, and Richard. Inquired if walkie talkies would be available and likely need to be tested out on the trail. Spoke with a scout troop who wants to participate but they are wanting to camp too. Inquired if pets can attend and suggested to add information on the flyer.

8. Social Media subcommittee update.

Kari Pacheco reported the subcommittee met Monday. The next video will highlight Paddle Point Park and Lakeside Park. The committee discussed a possible format for the next video. The thought is to educate citizens on bond items and if a decision is to go with this option, then there may be a need to involve Drew Rist, Rowlett Service Producer. Other future topics may cover the trail system or the playgrounds rather than just a specific park.

9. Update from City Council Liaison, Blake Margolis.

A. Blake Margolis reported on events: Lunch on the Lawn is happening on Mondays from 11am - 2pm downtown. Taste of Fall Market occurs on Thursdays from 6pm - 9pm downtown and will operate through November 11, 2021. Harvest Market on Main is this Saturday from 9am - 5pm. B. The 2021-2022 budget is approved and includes new equipment, more staff, and the resurfacing of Kids Kingdom. Inquiry if any funds were approved for Coyle House and the answer is no, although if there are certain immediate needs these will be repaired through Facilities Maintenance funds. D. Fire Station #2 had an Open House this past Saturday; this facility is remarkable. Question asked about what will happen to the old facility and B. Margolis responded this is still being discussed by City Council.

10. Assistant Director's Report

- A. Events: The list of events from now through spring 2022 was provided to members at boot camp, The Trunk or Treat this year will be first come first serve.
- B. Rowlett Community Centre: Repairs to the building began this week. The repairs are estimated to be completed in 2 to 3 weeks. Coyle House is closed for some additional study and repair for ventilation due to the finding of mold.
- C. Wet Zone: The new Aquatics/Athletics Supervisor, Kelly Alban, started October 4, 2021.



- D. The work on the yard expansion at Community Park has begun and expected to be completed in 2 weeks.
- 11. Public announcements by members of the Board and/or staff can be made.  
Elise Bowers said the recycling and shredding event is October 16, 2021 at Rowlett High School from 9a.m. - 1p.m.
- 12. Members of the Board may request topics for future agenda meetings.  
Discuss a community garden - Mike DeLatte
- 13. Adjournment at 7:25 p.m.



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Mike DeLatte, Chairman



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Kari Pacheco, Parks and Recreation Assistant Director