



## MINUTES

October 8, 2008 - 6:30 PM

**PARKS & RECREATION ADVISORY BOARD**  
5300 Main Street \* Room D  
Rowlett, Texas 75088

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**PRESENT:** Wayne Baxter, Lonnie Cornwell, Debby Bobbitt, Robert Kittrell, Ken Romaine, Norman Tsao, Jeff Jenkins,

**ABSENT:** Norman Scown, Karen Scholz (excused)

**STAFF:** Tim Hightshoe, Interim Culture & Recreation Director; Dianne Zachary, Sr. Administrative Assistant

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1. The meeting was called to order by Chairman Baxter at 6:45 p.m.
2. Dianne Zachary, Notary Public, administered the Oath of Office and the Statement of Elected/Appointed Officer to the newly appointed members.
3. Nominations for the office of Chairman for the 2008-2009 Parks Advisory Board were opened. Lonnie Cornwell nominated Wayne Baxter. No other nominations were made. Lonnie made a motion to elect Wayne as Chair by acclamation, and the motion was seconded by Debby Bobbitt. The vote was unanimous.  
  
Nominations were opened for Vice Chair. Wayne Baxter nominated Lonnie Cornwell and the nomination was seconded by Jeff Jenkins. As no other nominations were made, the vote was unanimous to elect Lonnie Vice Chairman for 2008-2009.
4. Discuss and consider approval of the minutes of the September 10, 2008 meeting.  
A motion was made by Lonnie Cornwell that was seconded by Robert Kittrell to accept the minutes as presented. The vote was unanimous in the affirmative.
5. A quorum was present.
6. Tim Hightshoe updated the Board on Camp Fear on October 18 & 19, and asked for volunteers from the Board. Wayne Baxter reported that participant evaluations for Camp Fear were excellent. A suggestion was made to expand Camp Fear to Friday and Saturday nights next year, and to have more campsites. Tim explained that space is limited in order to allow space for activities.

We had an issue with glass on the sports fields at Community Park reported by a citizen. Staff completely removed all the sandy loam and replaced it with new product from a different vendor. Staff cannot determine exactly where the glass originated, but has taken steps to correct the problem.

Tim will be attending the National Recreation and Parks Conference in Baltimore where he will research new options for the parks. He also reported the annual Dog Swim at the Wet Zone on September 20<sup>th</sup> was very successful again this year.

The contract is due to expire for the Radio Controlled Flying Club, and Tim reported to City Council last night on the past year. Three options were presented:

- a. Renew the contract as it stands.
- b. Renew the current contract with changes to meet the requests from the Flying Club.
- c. Require electric powered flying on weekdays and both fuel and electric on weekends.
- d. Require only electric powered flying.

City staff also recommended that Council consider including the following item in the contract renewal: "Citizens file complaint directly with the Parks and Recreation Advisory Board, and city staff will provide technical and advisory support to the Board. The Parks and Recreation Advisory Board will continue to issue findings and sanction recommendation to City Council."

Council voted to go with option 2. Ken Romaine, President of the Flying Club, and a member of the Parks & Recreation Advisory Board, attended the meeting as well.

7. A discussion of the Coyle House relocation included asking an NTTA representative to attend our November 2008 meeting. The Board would like to know how and when the renovation of the Coyle House will take place. Katie Corder will invite a NTTA representative. The Parks & Recreation Advisory Board will also ask the city how the upkeep and remodeling will be paid.

Tim suggested members of the board view the June 17, 2008, Item 3H, City Council presentation by Pat Baugh, Director of Public Works, who gave an excellent explanation of the Coyle House move history and details. This can be found on the city's website at [www.rowlett.com](http://www.rowlett.com).

8. Lonnie Cornwell would like to recognize the Parks Maintenance staff. After discussion, the Board decided to present certificates of appreciation from the board that Dianne Zachary will create for the next meeting.
9. Discuss volunteer opportunities at Camp Fear. (Wayne Baxter) This item was discussed previously under staff updates.
10. Tim Hightshoe presented a handout to the Board listing possible use of the Skate Zone location. The Board discussed four options :
  - a. Option 1, Pavilion, picnic tables and grills
  - b. Baseball concession, shade & picnic tables
  - c. Tennis Court & Pro shop
  - d. Inline Hockey Concession and Rink

A majority of the members were in favor of Option 1. Tim Hightshoe will do more research on Option 1 for next month's meeting.

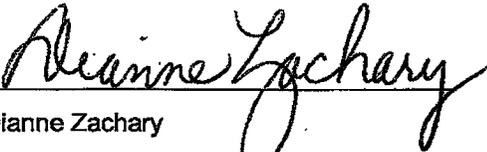
11. Public Announcement. Members of the Board and/or staff may make announcements of local civic events. No member of the board or commission may discuss nor take any action with regard to the announcements.

Tim Hightshoe would like to conduct a tour of all the parks for the three newly appointed members of the Parks & Recreation Advisory Board. He will contact each new member with potential dates.

12. Members of the Board may request topics for future agenda meetings. No member of the board or commission may discuss any of the requested subjects until such matters have been properly placed on a posted agenda.

a. Update on the Wal-Mart Park. (Debby Bobbitt)

13. Adjournment was at 7:55 p.m.

  
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Dianne Zachary  
Sr. Administrative Assistant

  
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Wayne Baxter  
Chairman