

# Rowlett

PARKS & RECREATION  
MINUTES

**PARKS & RECREATION ADVISORY BOARD**  
**Community Centre, Room D**  
**5300 Main Street, Rowlett, TX**  
**January 9, 2008 - 6:30 PM**

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**PRESENT:** Wayne Baxter (arrived 6:45 pm), Norman Tsao, Becky Tate, Lonnie Cornwell, Karen Scholz, Robert Kittrell, Howard Marsellus (Alternate), and Louis Lebel (Alternate)

**ABSENT:** Norman Scown; Jeff Jenkins, Ken Romaine, Debby Bobbitt

**VISITORS:** Ken Middaugh, Senior Advisory Board Chairman; Henry Rolfe, Citizen; Cynthia Baxter, Citizen

**STAFF:** Dalan Walker, Interim Parks & Recreation Director; Dianne Zachary, Sr. Administrative Assistant; Jennifer Robertson, Recreation Superintendent; Tim Hightshoe, Parks Superintendent; Mauralee Boersma, Recreation Programmer; Steve Maggiotto, City Council Liaison

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1. The meeting was called to order at 6:40 p.m. by Vice Chairman Norman Tsao in the absence of Wayne Baxter, Chairman.
2. The minutes of the December 12, 2007 Parks Advisory Board meeting were unanimously approved after a motion was made by Robert Kittrell and seconded by Louis Lebel to accept the minutes as presented
3. A quorum was present.
4. Mauralee Boersma asked for volunteers for the Little Sweetheart Dance, Eggstra-Ordinary Egg Hunt and Breakfast with the Easter Bunny. She distributed a flyer that explained the types of activities in which the volunteers could be involved. (Exhibit A).

(Wayne Baxter arrived at 6:50 p.m., but asked that Norman Tsao continue to act as Chair since he was late.)

5. Dalan Walker asked that this item be tabled regarding the fee recommendations for sports associations. Mr. Maggiotto asked if financials have been received from the associations, to which Dalan replied that none of the associations have submitted financials. Mr. Baxter explained the associations had been given a 4-day window to turn in their financials and did not do so. Wayne will call each association again to ask for financials. Dalan also explained the Soccer Association does not report, but send information to the North Texas Soccer Association that reports for them. They then receive a letter stating they are in good standing.

Dalan reiterated the Council's specific goal was to show equity between the associations and work out the electrical service, because the fees are different for each association at this time and some pay no fees at all. City of Wylie charges \$10.00/hour to light soccer fields, and we are trying to decide on a fair rate to charge each association. Mr. Maggiotto suggested that we move forward if the

associations do not provide association financials. He also stated that if the financials are not forthcoming, staff has a perfectly defensible position to proceed without that information.

6. Wayne Baxter led a discussion regarding goals for the Parks Board for 2007-2008.
  - a. Karen Scholz requested mileage markers on all City trails.
  - b. Howard Marsellus asked that a change in meeting time be moved from 6:30 p.m. to 7:00 p.m. in conjunction with the annual time changes.
  - c. Wayne Baxter suggested designing better ways to increase revenue at the RCC and in for Parks, and to increase volunteer opportunities through PARDners.
  - d. Lonnie Cornwell requested the following:
    - Mark the species of trees along all trails
    - Workout Stations along the walking paths
    - Timely mowing of soccer fields at a good height.
  - e. Norman Tsao would like to see Parks staff identify one or two key projects for which ad hoc committees would be chosen and make them yearly projects to help out in areas of detail work.
  - e. Robert Kittrell, Louis Lebel and Becky Tate had no goal suggestions at this time.
  - f. Wayne Baxter suggested that these goals and two or three suggestions from staff be presented to Council.

Norman Tsao made a motion to include these items to be sent to Council as Parks Advisory Board goals. The motion was seconded by Lonnie Cornwell, and passed unanimously.

7. A parks tour will be on Saturday, January 26, 9:30 a.m. for Howard Marsellus, Lonnie Cornwell, Karen Scholz and Louis Lebel.
8. All Park Board contact information current and correct (Lonnie Cornwell) An updated contact list for all members of the Parks Advisory Board was distributed by Dianne Zachary, and Mr. Cornwell asked all members to keep contact information current.
9. Discuss skate park follow up (Lonnie Cornwell & Debby Bobbitt)
  - Wayne Baxter suggested we need to decide if we are going to keep the Skate Zone after getting more information from staff.
  - Tim Hightshoe explained that there will be cost of approximately \$1000 for framework, but an option would be to dismantle broken ramps and upgrading others with those materials. He suggested the costs could be raised with fundraisers that the skaters undertake. Concrete areas and fencing are in good shape. Most of the vandalism occurs in the building. The security camera has been stolen.
  - Dalan needs to speak with the skaters to determine if they will be happy with this solution.
  - Becky Tate told the Board our Skate Zone does not compare positively with other municipal or private skate parks.
  - Dalan feels if capital funds are to be allocated to the Skate Zone, it should be moved to a better location. It would have to be moved to another community park, not a neighborhood park.
  - Lonnie Cornwell would like to give the skaters a chance without investing a lot of money by getting parental involvement and determining if they are willing to police themselves. Lonnie offered to help them for an organization before investing more money.
  - Tim Hightshoe recommended a probationary period include the months that school is out.
  - Louis Lebel suggested an ad hoc committee meet with skaters.
  - Mr. Marsellus explained that the fact that the skaters came to the Parks Board meeting is indicative that they care. He proposed the following:
    - 1) Suggest they organize with a president, vice-president, secretary, etc. to represent the skaters as a whole at the Board meetings to take suggestions, ideas and information back to their group.
    - 2) Then sit down with staff with a proposed plan for the Skate Zone.

- 3) Let them know that they have a responsibility to themselves and the Council.
- 4) They will police themselves because they will have accepted their own responsibility for the Skate Park.
- 5) Let the suggestions come from the members of the skating organization.

Karen Scholz made a motion that an ad hoc committee be formed to include Lonnie Cornwell, Becky Tate, Howard Marsellus and Dalan Walker to meet with the Skate Zone representatives to set guidelines to help start a Skate Zone Association. The motion was seconded by Robert Kittrell, and received a unanimous affirmative vote.

10. Install work out stations around pathway at Community Center (Lonnie Cornwell)  
This item was covered under item 6.
11. Install plant identification signs around pathway at Community Center (Lonnie Cornwell)  
This item was covered under item 6.
12. Discuss feed back from Senior Citizen advisory board on fee increases (Lonnie Cornwell)

Wayne Baxter introduced Ken Middaugh, Chairman of the Senior Advisory Board. Wayne restated fee proposal to the Senior Advisory Board and they were not in favor of the new fees. The Seniors stated the current administration promised no taxes and this seems to be another way to tax them. The value of every program that a senior can participate for the fees they now pay is approximately \$432 per year.

Norman Tsao informed the Board the fee schedule was presented to Council without the Senior Fees, and it passed.

Jennifer gave a breakdown of the total values:

- Mothers' Day Breakfast \$ 6.00
- Grandparents' Day Breakfast \$ 6.00
- Holiday Luncheon \$ 14.00
- Fathers' Day Luncheon \$ 6.00
- Senior Fitness \$260.00
- Bus Transportation 3 trips \$ 90.00
- RCC Membership \$ 50.00

Jennifer also did a clock cost analysis of the Senior Programs offered at this time including:

- Monday's Table Talk
- Mothers' Day/Fathers' Day
- Holiday Luncheon
- Senior Fitness Classes
- Free Pace Classes
- Coffee & donuts once a week
- Approximate total cost subsidized by City: \$6500.00
- Seniors' only out of pocket expenses are for the trips.

Wayne Baxter suggested that if the seniors do not want the fee increase, the RCC charge for each activity separately to recover some of the costs to the City.

Mr. Middaugh questioned the figures, and stated that the seniors are paying their way for some of these trips. He mentioned the discontinuation of services to the seniors. It isn't the amount of money, but the way it is being accomplished. He mentioned that Allen charges \$5/year; Garland \$30/year;

Richardson is free. The seniors have 3 hours on Monday and 2 hours on Tuesday. He insisted the seniors have no dedicated area and the appliances in the kitchen are in disrepair. The seniors were told that they would get a dedicated senior exercise area and a drive up to the door, which they do not have.

Dalan Walker explained the Pros Study conducted in 2004 was done by a professional independent group of fees at facilities just like the RCC.

Jennifer indicated she is working on a program wherein the seniors may soon be able to receive a health check at local fire houses in the near future. She also suggested an alternative fee structure that would be \$5/year for membership in the Rockers only. Additionally, there could be a \$48/year fee for seniors who wish to partake of all the RCC amenities and would take into consideration the "Baby Boomers" who are more apt to use the workout facilities.

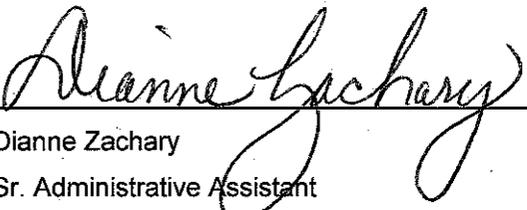
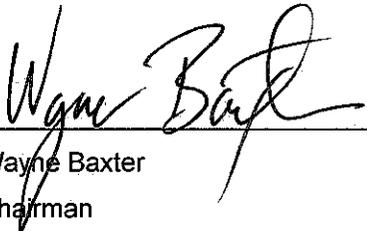
A motion was made by Wayne Baxter and seconded by Lonnie Cornwell to pass on the decision of the fees for the Senior Activities at the RCC to the Senior Advisory Board and the City Council, and that the Parks Advisory Board not take action on this issue. All voting members were in favor of this motion.

13. Announcements.

a. Wayne Baxter announced that a special meeting to consider user fees will be held soon.

14. 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.

15. Adjournment was at 8:30 p.m.

	
_____ Dianne Zachary Sr. Administrative Assistant	_____ Wayne Baxter Chairman

# Rowlett

## PARKS & RECREATION

### Spring Volunteer Opportunities

The Rowlett Parks & Recreation staff relies on volunteers to assist with department special events! Give back to your community while having fun at our special events!

**Volunteers are needed for the following events:**

- Little Sweetheart Dance  
Friday, February 8th, 7:00-9:30pm  
-Volunteers are needed to assist with collecting tickets, handing out corsages, cake and punch, games, limo rides, photography line and event set-up & tear down.
- Eggstra-ordinary Egg Hunt  
Saturday, March 15th, 10:00am  
-Volunteers are needed to assist with distributing eggs, monitoring bounce houses, face painting and event set-up & tear down.
- Breakfast with the Easter Bunny  
Friday, March 14th, 9:00-10:00am  
-Volunteers are needed to assist with preparing & serving breakfast, crafts, story time, assisting Easter Bunny and event set-up & tear down.

*Ages 2-5*

We would love to have your assistance! If you are interested, please call or email Mauralee Boersma, Program Coordinator at 972-463-3952, or mboersma@rowlett.com.