



**MINUTES**  
**February 11, 2009 - 6:30 PM**  
**PARKS & RECREATION ADVISORY BOARD**  
**5300 Main Street \* Room D**  
**Rowlett, Texas 75088**

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**PRESENT:** Wayne Baxter, Lonnie Cornwell, Ken Romaine, Norman Tsao, Karen Scholz, Ron Miller, Sonja Sackor, Norman Scown, Becky Sebastian

**ABSENT:** Jeff Jenkins, Debby Bobbitt, Shelia Lucas

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

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1. The meeting was called to order at 6:37 p.m. by Chairman Baxter.
2. The Oath of Office and the Statement of Elected/Appointed Officer was administered to Becky Sebastian and Ron Miller.
3. The minutes of the January 14, 2008 meeting were unanimously approved as presented after a motion by Karen Scholz that was seconded by Lonnie Cornwell.
4. Wayne Baxter welcomed Becky Sebastian and asked her to act as a voting member.
5. Chairman Baxter reported that the City Council moved Ron Miller from alternate to regular member to fill the vacancy made by Robert Kittrell's move to the P & Z Commission. Becky Sebastian was chosen to fill the alternate position.
6. Tim Hightshoe gave an update on the Coyle House since the move. The house is on a new foundation with the porch attached but not yet complete. One new building has been built to replace one of the original buildings that was a chicken coop. Trees from the original site were transplanted, and some that were diseased and not planted have been mitigated. The move project may be completed by the end of March. The large oak tree that had to be removed from the park was cut into sections, some of which are being stored at the park's maintenance facility for future use.
7. The presentation on duties and responsibilities of Park Board Members and meetings was tabled until the March meeting in order to have all members present, and if all members are not present, the PowerPoint Presentation will be sent out via email.  
The motion was made by Norman Tsao and seconded by Ron Miller, and the vote was unanimous.
8. The update on the tree identification project requested by Lonnie Cornwell was tabled due to the absence of Debby Bobbitt.  
A motion was made by Lonnie, and seconded by Karen Scholz. The vote was unanimous.

9. The Board discussed small projects in the parks for volunteers in scouting. Tim reminded the Board that Parks Administration has a list of Volunteer activities which can be emailed to all members. Other ideas were making picnic tables with the expense of the materials the scouts' responsibility. Lonnie also suggested exercise stations along the walking trails. Becky Sebastian asked that we not limit the projects to scouts, but that some high school groups are also required to complete projects. A list of the volunteer projects that are available could be sent to the schools as well, and possibly placed on the city's website.

10. Tim Hightshoe reported the Parks Bond Subcommittee met on February 2, and Mike Lancaster with Keep Rowlett Beautiful (KRB) gave a presentation on the history of the Environmental Learning Center (ELC) and a request to consider the completion of The Environmental Learning Center as a possible bond item. A discussion regarding seeking partnerships and opportunities with GISD, i.e. the two schools very near the ELC. At Chairman Barber's request, Tim created a presentation on priorities in neighborhood parks and trails for the bond subcommittee. Tim shared that presentation with the Parks Board. Ongoing costs for maintenance for any projects included on the bond election will need to be ascertained before going to the public.

Grants may be available through TXDOT or the Texas Parks & Recreation Department to help defer the cost of some of the park projects. Becky Sebastian has the name of person who could help with grants at no charge that she will share with Tim Hightshoe.

The Wet Zone, Golf Advisory Board, KRB and Athletic Associations have all made presentations to the bond subcommittee. In addition, the subcommittee has collected approximately 200 – 300 emails and citizen surveys that have been reviewed.

Lonnie Cornwell mentioned the approximately \$350,000 is available in the Park Pro Rata fund that is collected from developers in Rowlett.

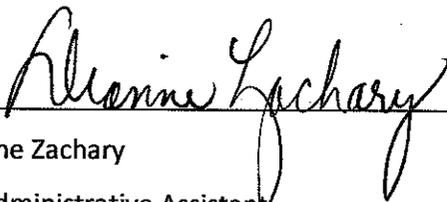
11. Public Announcement. Members of the Board and/or staff may make announcements of local civic events. No member of the board or commission may discuss nor take any action with regard to the announcements.

- Daddy-Daughter Valentine Dance held Friday, February 6 at the RCC was a huge success with 200 attendees and many positive comments from the participants.
- Chairman Baxter announced the City Council is very concerned with attendance at board meetings and are interested in knowing of any members who miss three consecutive unexcused meetings. Some board members were removed from boards on February 2 due to poor attendance.

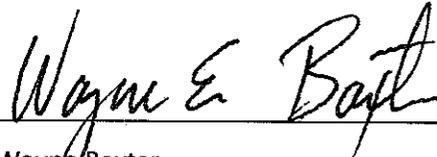
12. Members of the Board may request topics for future agenda meetings. No member of the board or commission may discuss any of the requested subjects until such matters have been properly placed on a posted agenda.

- Discuss a lift and renovation of lower area at the RCC. (Ron Miller)
- Discuss the Waterfront Entertainment District. (Karen Scholz)
- Discuss having a high school student as an ex-officio member of the Parks & Recreation Advisory Board. (Wayne Baxter)

13. Becky Sebastian moved to adjourn at 7:35 pm and was seconded by Karen Scholz. The vote was unanimous.



Dianne Zachary  
Sr. Administrative Assistant



Wayne Baxter  
Chairman