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MINUTES
PARKS AND RECREATION BOARD
City Hall, 385 S Goliad, Rockwall, TX 75087
Tuesday, August 2, 2016
6:00 PM

7 **Call To Order**

8 The meeting was called to order in the Council Chambers at 6:00pm by Chairman Brad
9 Bassett with the following Board Members present: Charles Johnson, Bob Lewis, Kevin
10 Moffatt and Larry Denny. Wayne Larson and Ray Harton were absent. Also present
11 were Parks and Recreation Manager Andy Hesser and Administrative Secretary, Wendy
12 Young.
13

14 **Consider approval of the minutes from the June 7, 2016 Park Board meeting and**
15 **take any action necessary.**

16 The minutes from the June 7, 2016 Park Board meeting were provided to the Board for
17 their review and approval. Board Member Lewis made a motion to approve the minutes.
18 Denny seconded the motion which passed by a vote of 5-0.
19

20 **Open Forum**

21 Chairman Bassett explained how Open Forum is conducted and asked if anyone in the
22 audience would like to come forth and speak during this time. There being no one
23 wishing to speak, Chairman Bassett then closed the Open Forum.
24

25 **Discuss and consider Tuttle Athletic Complex concessionaire contract and take any**
26 **action necessary.**

27 Mr. Hesser indicated that the food and beverage concession services for Tuttle Athletic
28 Complex are provided by a private entity contracted with the City. The current contract
29 and its allowable extension is set to expire August 30, 2016. The City issued a public
30 notice to solicit proposals for the concession services which would begin in September
31 2016 prior to the fall season beginning. We received three valid proposals prior to the
32 deadline. These proposals are evaluated based on past experience, ability to provide
33 services spelled out in the request for proposals, references, past history with the City and
34 percentage of gross revenue to the City. Staff then interviewed two finalists in order to
35 narrow it down to one final recommendation. After the interviews and site visits were
36 conducted, staff has recommended that the Park Board consider the City Council
37 authorize the City Manager to enter into a contract with Mingling Mouth, doing business
38 at Tuttle Athletic Complex as "The Big Chew." The City has utilized their food truck
39 services at several events with a great deal of success. Staff feels that we would be able
40 to work with them on providing a unique menu mixed with a variety of proven basic
41 favorites. Mike & Sunny Richter owners of Mingling Mouth came forward and gave a
42 brief history on their background. Mr. Richter stated that they are smoked meat barbecue
43 and a mix of Asian food. The trailer we currently own is starting to get too small for their
44 business. We are determined to stay in Rockwall and bring street food vending to
45 Rockwall. Being at Leon Tuttle will give us more room to grow and serve the
46 community with something different. We did Founders Day and every Family Fun

47 Friday and we sold out quickly. Chairman Bassett asked about the percentage they
48 would be paying the City. The first year would be 17% of gross profits and an increase
49 of 20% on the condition that revenue is increased. After a brief discussion, Bassett made
50 a motion to recommend City Council to authorize the City Manager to enter into an
51 agreement with Mingling Mouth. Lewis seconded the motion which passed 5-0.

52

53 **Discuss and consider Concert by the Lake series survey report and take any action**
54 **necessary.**

55 Mr. Ainsworth introduced Parks and Recreation intern Pam Paez. Pam is a Recreation
56 major from Texas A&M. Pam has been involved in various projects during her
57 internship. One of the projects is the Concert by the Lake surveys. The data is based on
58 a random survey of 400 people who attended the concert between May 5, 2016 – July 28,
59 2016. Pam's survey presentation results reflect that the highest percentage of attendees
60 attend in groups of 3 – 5 or 1 – 2. When asked how the attendees were informed of the
61 concerts, 30% came by tradition, 30% heard by word of mouth, 28% were informed
62 through the website, 7% came because of proximity of residence and 5% were informed
63 through an advertisement and signs. When asked if survey participants visit Harbor
64 businesses, 48% said yes and 9% said no and 43% said occasionally.

65

66 **Discuss and consider Master Plan proposal by MHS Planning & Design and take**
67 **any action necessary.**

68 The City of Rockwall Parks, Recreation and Open Space Master Plan is written to cover
69 the time frame from 2010 to 2020 and is updated every five years. We are currently due
70 for the five year update which was provided for in the 2016 budget. Staff requests that
71 Park Board consider a recommendation to Council regarding the proposal from MHS
72 Planning and Design for the master plan update services. MHS will collect data from
73 various sources to prepare a needs analysis for current and future needs as well conduct
74 public meetings and staff interviews. This process is scheduled to take six months from
75 the date a contract is executed. City Council has also recently approved the Parks and
76 Recreation Strategic Plan which is included in your packet. This document should help
77 serve as a guide for the Master Plan update and implementation schedule. Mark Spencer
78 of MHS Planning came forth and explained that the reason the City was so successful in
79 getting grants was because of the Master Plan. In essence the Park Board will be our
80 sounding board but there are things we have to agree on which is a term, level of service.
81 After some discussion, Bassett made a recommendation to Council regarding a proposal
82 from MHS Planning and Design for the master plan update services. Lewis seconded the
83 motion which passed by a vote of 5-0.

84

85 **Discuss and consider butterfly habitat volunteer project proposal and take any**
86 **action necessary.**

87 As part of the Mayor's Monarch Pledge, staff is fortunate to have worked with many
88 dedicated volunteers in identifying and creating opportunities to improve butterfly
89 habitat. Mary Carter has emerged as one of our most passionate and active volunteers
90 thus far. She has gathered nearly 40 volunteers who we have dubbed the "Butterfly
91 Brigade" and are interested in additional projects. Mrs. Carter would like to present ideas
92 for expansion of the butterfly habitat efforts to the following parks: Stone Creek,

93 Hickory Ridge, Foxchase, Northshore Park, and Emerald Bay. They have requested to
94 convert several existing shrub/flower beds in the above mentioned park into butterfly
95 habitat. There is some available funding from the volunteer budget to help facilitate soil
96 amendments and plant purchase. Sharing the ongoing maintenance would need to be
97 discussed should we move forward with the project. Mary Carter came forth and
98 explained that she is a butterfly enthusiast and is very passionate about butterflies. She
99 indicated the City has been very helpful in starting up this program and is very excited
100 about the future butterfly gardens to come. Bassett made a motion to support the
101 butterfly initiative including any resource needed from Parks and Recreation staff and
102 anyone else they need for expertise. Denny seconded the motion which passed by a vote
103 of 5-0.

104
105 **Discuss and consider September meeting date and take any action necessary.**

106 The next meeting will be held Wednesday, September 7.

107
108 **Recreation Staff Update**

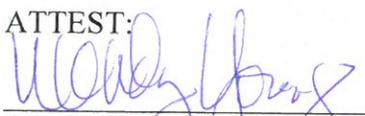
109 Andrew Ainsworth, Recreation Superintendent gave a brief update. Concerts just
110 wrapped up, pulls are still open and running. August 20 is the last day of swim lessons
111 and open swim. This has been a strong summer with aquatics.

112
113 **Adjournment**

114 There being no further business to come before the Board at this time, the meeting was
115 adjourned at 7:43 p.m.

116
117 PASSED AND APPROVED BY THE PARK BOARD OF THE CITY OF
118 ROCKWALL, TEXAS, this 7th day of September 2016.

119
120 
121 Brad Bassett
122 Chairman, Park Board

123 ATTEST:
124 
125
126 Wendy Young
127 Administrative Secretary