



## Parks and Recreation Board

### Virtual Meeting Minutes

Monday, February 8, 2021 – 6:30 p.m.

Virtual Meeting via Zoom Link:

<https://zoom.us/j/92453721487>

#### CALL TO ORDER

Board Chairperson Robinson called the virtual meeting to order at 6:30 p.m. with Board Member Suarez, Board Member Allen, Board Member Stewart, and Board Member Mullis in virtual attendance. Board Member Swendig arrived late to the virtual meeting at 6:34 p.m., and Board Member Willeford was not in attendance.

Staff members virtually present were Parks and Recreation Director Robert Diaz, Parks Board Secretary Janet Hawkes, Parks Manager Brent Stowers, and Recreation Manager Carmen Powlen.

#### CITIZENS PARTICIPATION

No citizens came forward.

#### REGULAR AGENDA ITEMS

1. Consider and act upon approval of the Minutes from the January 11, 2021 virtual regular Meeting.

**Board Action:**

Board Member Allen made a motion to approve the Minutes from the January 11, 2021 virtual regular Meeting. Board Member Mullis seconded the motion, and a vote was taken and passed 5-0.

2. Consider and act upon approval of the Minutes from the January 25, 2021 virtual special Meeting.

**Board Action:**

Board Member Saurez made a motion to approve the Minutes from the January 25, 2021 virtual special Meeting. Board Member Stewart seconded the motion, and a vote was taken and passed 5-0.

3. Consider and act upon the approval of a vendor application for the Wylie Baseball and Softball Association equipment swap at Community Park on March 6, 2021.

League representative and vendor applicant Tyler Hamilton, as well as League President Lance Wallace, attended the virtual meeting to answer any questions regarding this proposed new event. Mr. Hamilton explained that the equipment swap event is an opportunity for parents to sell their children's outgrown sports equipment to other league parents at a reduced cost. If successful, the Wylie Baseball Softball Association is hoping to sponsor this event annually. Mr. Hamilton stated that all participants will be provided detailed safety protocols of which they must adhere to in respect to the COVID-19 pandemic. He also noted he would like to broaden the equipment swap to include Founders Park on that same date of March 6, 2021. Mr. Hamilton understands that he is required to formally request this event on letterhead and subsequently receive direct approval from Mayor Porter as required by the Governor's declaration for events meeting in groups of more than ten in attendance. The Board requested Mr. Hamilton to have League officials inspect the quality and condition of the items being sold, of which should include a sanitizing process, prior to the event.

**Board Action:**

With Board modifications, adding the Founders Park event location, League communication to participants of expected safety protocols, and League official inspections of quality, condition, and sanitization for items being sold prior to the event, Member Allen made a motion to approve the vendor application for Wylie Baseball and Softball Association equipment swap at Community Park and Founders Park on March 6, 2021. Board Member Mullis seconded the motion, and a vote was taken and passed 6-0.

**4. Consider and act upon approval of a vendor application for the 1Lt. Robert F. Welch Run for our Heroes Lunch event at Olde City Park on April 17, 2021.**

Applicant, Becky Welch (not in attendance of the virtual meeting) is seeking approval from the Board for a modified version of their annual event. Director Diaz advised that Ms. Welch plans to offer a virtual run and a grab and go lunch as a part of their activities. Ms. Welch has already submitted a formal request for this event and received approval from Mayor Porter as required by the Governor's declaration for events meeting in groups of more than ten in attendance.

**Board Action:**

Board Member Mullis made a motion to approve the vendor application for the 1Lt. Robert F. Welch Run for our Heroes Lunch event at Olde City Park on April 17, 2021. Board Member Suarez seconded the motion, and a vote was taken and passed 6-0.

**5. Consider and act upon approval of a vendor application for the Wylie Christian Care CenterTaste of Wylie Event at Olde City Park on May 3, 2021.**

Representative Angel Wygant of the Wylie Economic Development Corporation, attended the virtual meeting to answer any questions the Board might have pertaining to the Taste of Wylie event. The event will have to take into consideration the safety protocols implemented this year in order to remain compliant with the recommended Governor's Declaration. This event, which will include a live and an online auction, has local restaurants participate in an effort to raise funds for the Wylie Christian Care Center. Ms. Wygant advised that she was still waiting for the Collin County Health Department to respond to her inquiry about food preparation guidelines during the ongoing COVID-19 pandemic. The event will be cashless and tickets can only be purchased in advance online. The live auction items will be located in the pavilion and the pending plan is to hold the entire event outdoors spaced out within Olde City Park. In previous years, with the exception of last year wherein the event was cancelled due to COVID-19, the Taste of Wylie was hosted inside the First Baptist Church Event Center. Ms. Wygant ensured the Board that she was in contact with Debbie Buccino, Wylie's Event/Emergency Management Coordinator regarding safety protocols. Ms. Wygant also understands she is required to formally request this

event on letterhead and subsequently receive direct approval from Mayor Porter as required by the Governor's declaration for events meeting in groups of more than ten in attendance.

**Board Action:**

Board Member Mullis made a motion to approve the vendor application for the Wylie Christian Care Center Taste of Wylie Event at Olde City Park on May 3, 2021. Board Member Allen seconded the motion, and a vote was taken and passed 6-0.

## **DISCUSSION ITEMS**

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- **Founders Park Master Plan.**

Director Diaz reviewed the revised Founders Park Master Plan with the Board. Staff recommends that the Board choose only two of the revised options to present to the City Council for approval. Staff recommends taking concept revision 3A and concept revision 3B. In both plans the two south softball fields remain the same size of 300 feet. Concept revision 3A includes adding additional parking behind softball field B and along soccer field six, removing Pirate Cove playground, and constructing a new all-inclusive playground centrally located within the park. Concept revision 3B includes no additional parking behind softball field B and along soccer field six, maintaining Pirate Cove playground in its current location, and construction of a new all-inclusive playground centrally located within the park. The Leagues communicated that they were in favor of revision concepts 3A and 3B.

The Parks and Recreation Board agreed with staff's recommendation of presenting revision concepts 3A and 3B to City Council, and would like for staff to provide the project phases, number of parking spots included in both revision concepts 3A and 3B, cost estimates, and a construction timeline.

Director Diaz stated that the next step, prior to bringing it before the City Council for review, will be for consultants Halff and Associates to provide cost estimates for both concepts, which will be presented for review at a future Parks and Recreation Board meeting.

- **Project updates.**

The Twin Lakes/Southbrook Trail Connection project is complete, however, staff plans to add a playground at this location in the summer of 2021.

The Founders Park Master Plan is still under review as discussed previously during the meeting. Cost estimates, phases, timelines, and other final details of Concepts 3A and 3B will possibly be available from the consultants for Board review during the March meeting.

Phase one of the Brown House Improvements project will begin after staff finalizes the construction documents. The ramp was approved by the Texas Historical Society and staff is now seeking accessibility approval. Foundation shifting has been discovered and repair work is currently pending. The ramp project is expected to be complete by the summer of 2021.

The Avalon Park Fence project has started with a completion date anticipated to be by the end of February. The fence is a four foot PVC coated chain link with a mow strip. The purpose of the fence installation is to provide patron safety.

The Aquatics Feasibility Study is underway and was presented to City Council during a work session on January 26. This study is expected to be complete during the summer of 2021.

The Lavon Lake study is underway and will be presented to City Council during a work session on February 9. This study is expected to be complete in the early 2022.

Upcoming projects for fiscal year 2021/2022 include applying for a Collin County Grant for a lighting project at the Municipal Complex Trail, trail design for Braddock Park North, and an updated Community Park master plan.

- **Lake Study presentation review.**

Director Diaz reviewed the Lavon Lake Study presentation compiled by consultants Dunaway and Associates. The Lake study includes a review of Lavon Lake East Fork Park and Avalon Park as potential city operated parks. The consultants are looking at potential amenities, revenues, and maintenance costs associated in acquiring both parks. Both East Fork and Avalon Parks have amenities such as boat ramps, pavilions, swim beaches, picnic shelters, barbeque grills, tables, and restrooms, however most of which are in poor condition. East Fork Park has an existing RV and camping facility. The consultants intend to look at the production of a concept plan, provision of preliminary capital costs, and the evaluation of financial performance. Pros Consultants will be assisting Dunaway and Associates with the plan in its various concepts. This presentation will be presented to the City Council in a work session on February 9, 2021, and Parks and Recreation Board Members are encouraged to attend.

- **March 15, 2021 meeting and PARB Tour April 24, 2021.**


Director Diaz presented the Board with the final Parks and Recreation Meeting and Tour calendar for 2021. The first change to the calendar includes moving the meeting from the second Monday on March 8, to the third Monday which is March 15, in order to avoid meeting during the week of Wylie Independent School's Spring Break. The other change included combining the regular Board meeting with the spring Tour on Saturday, April 24, 2021.

## **ADJOURNMENT**

There being no further business, a motion to adjourn was made by Board Member Swendig. Board Member Suarez seconded the motion, and a vote was taken and passed 6-0. The meeting was adjourned at 8:14 p.m.

## **ATTEST**


Janet Hawkes, Parks Board Secretary


Joni Robinson, Parks Board Chairperson