

Wylie Parks and Recreation Board Regular Meeting

January 09, 2023 – 5:30 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



CALL TO ORDER

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

REGULAR AGENDA

1. Consider and act upon approval of the November 14, 2022, Regular Parks and Recreation Board Meeting Minutes.

WORK SESSION

WS1. Discuss Resource Gallery.

WS2. Project updates.

RECONVENE INTO REGULAR SESSION

EXECUTIVE SESSION

RECONVENE INTO OPEN SESSION

Take any action as a result from Executive Session.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on January 6, 2023, at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

Stephanie Storm, City Secretary

Date Notice Removed

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the Board at the date, hour and place given in this notice as the Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

§ 551.071 – Private consultation with an attorney for the City.

§ 551.072 – Discussing purchase, exchange, lease or value of real property.

§ 551.073 – Discussing prospective gift or donation to the City.

§ 551.076 – Discussing deployment of security personnel or devices or security audit.



Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation
Prepared By: Janet Pieper

Account Code: _____

Subject

Consider and act upon approval of the November 14, 2022, Regular Parks and Recreation Board Meeting Minutes.

Recommendation

Motion to approve Item as presented.

Discussion

The minutes are attached for your consideration.

Wylie Parks and Recreation Board Regular Meeting Minutes

November 14, 2022 – 5:30 pm

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



PRESENTATION

PR1. Staff introduced the new Parks and Recreation Board Member, Randall Zabochnik.

PR2. Parks and Recreation Supervisor Ron Thompson gave a slideshow presentation reviewing his management responsibilities in the Athletic Division.

CALL TO ORDER

Board Chair Kim Mullis called the regular meeting to order at 5:36 pm. The following Parks and Recreation Board members were present: Board Vice-Chair Gloria Suarez, Board Member Craig Allen, Board Member Nick Puente, Board Member Gerald Dyson, and Board Member Randall Zabochnik. Board Member Brian Willeford was absent from the meeting.

Staff present included: Parks and Recreation Director Carmen Powlen, Assistant Parks and Recreation Director Brent Stowers, Parks and Recreation Administrative Assistant II Janet Pieper, and Parks and Recreation Supervisor Ron Thompson.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

No Citizens came forward.

REGULAR AGENDA

1. **Consider and act upon approval of the October 29, 2022, Regular Parks and Recreation Board Meeting Minutes.**

Board Action

A motion was made by Board Member Allen, seconded by Board Vice-Chair Suarez, to approve the October 29, 2022, Regular Parks and Recreation Board Meeting Minutes. A vote was taken, and the motion passed 6-0, with Board Member Willeford absent.

2. **Consider and act upon approval of the Parks and Recreation Board Meeting and Tour Calendar.**

Board Action

A motion was made by Board Vice-Chair Suarez, seconded by Board Member Puente, to approve the Parks and Recreation Board Meeting and Tour Calendar as presented. A vote was taken, and the motion passed 6-0, with Board Member Willeford absent.

WORK SESSION

WS1. Update on the organization chart and office relocation for Parks and Recreation personnel.

Staff Comments

Parks and Recreation Director Carmen Powlen reviewed the newly updated organization chart and office relocation details for the Parks and Recreation Department. She explained that the Parks Division and Recreation Division had been previously operating separately but have recently been working toward consolidation. Ms. Powlen advised that the two Parks and Recreation manager positions are unfilled and remain frozen indefinitely, and a few other positions within the department had been retitled. The Parks and Recreation Department's main office was relocated to a single suite on the second floor, located at the City Hall Wylie Municipal Complex. The Parks Service Center at 949 Hensley Lane, building 200, remains the primary location of Parks Division personnel; however, this location has been closed to the public due to the lack of front entrance administration personnel.

Board Comments

Board Member Dyson requested access to a more in-depth hierarchy organization chart for the Parks and Recreation Department, which Ms. Powlen agreed to email to him.

WS2. Dog park and splash pad designs update.

Staff Comments

Assistant Parks and Recreation Director Brent Stowers advised that the dog park and splash pad designs are near completion by Dunaway and Associates. On October 11 Council agreed on the design of the three dog park paddocks, fencing with bullpen entries, dog wash stations, agility equipment, and three pavilions. The only change City Council directed staff to make was to reduce the size of the three paddocks, with two paddocks at one acre and one paddock at a half acre. All three paddocks will be open and irrigated, and two will be sodded with hydra-mulch. The pavilions may be alternates to be constructed later as funding becomes available. Mr. Stowers stated that the dog park hours of operation and possible security options have yet to be determined. However, typical park hours throughout the city are 6 am to midnight. Construction documents are expected to be complete by mid-December, then the project will go out for bid thereafter.

Mr. Stowers explained that the East Meadow splash pad design has key features, including a signature feature and bubbler sprays, stamped concrete, stone block seating walls, a group shelter, an arrival plaza, a gateway, a restroom and filtration building, a drop-off area, and connection to existing trails. City Council directed staff to move the splash pad amenity's location from the center of the trail to the west side of the trail. Parks and Recreation Department staff will work with the Public Works Department staff to construct a westbound turn lane for easier access to the splash pad and trail parking lot.

City Council requested minimal changes to the Community Park splash pad design. They instructed staff to amend the design to reflect relocating the amenity's mechanical structure to the back of the splash pad area so that it was less obvious from Thomas Street.

Board Comments

Board Members discussed the anticipated operation dates for the splash pads. Mr. Stowers advised that although subject to change, the initial plan is to have both facilities open for public use from Memorial Day through Labor Day.

WS3. Municipal Trail art update.**Staff Comments**

The Wylie Public Art Advisory Board's selection committee chose The Revery art piece for the Municipal Trail final art selection. City Council gave final approval for the art piece on October 11. The Revery's design includes mosaic, steel, and LED lighting, representing artifacts and the history of the Blackland Prairie. Parks Division staff will also add landscaping to the perimeter of the art piece. The Revery is expected to be installed in early August, with a ribbon-cutting ceremony to follow.

RECONVENE INTO REGULAR SESSION**ADJOURNMENT**

A motion was made by Board Member Allen, seconded by Board Vice-Chair Suarez, to adjourn the meeting at 6:50 pm. A vote was taken, and the motion passed 6-0, with Board Member Willeford absent.

Kim Mullis, Board Chair**ATTEST:**

Janet Pieper, Administrative Assistant II



Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation
Prepared By: Janet Pieper

Account Code: _____

Subject

Discuss Resource Gallery.

Recommendation

N/A

Discussion

Review of the new Resource Gallery link for Parks and Recreation Board Members



Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and RecreationAccount Code:

Prepared By: Janet Pieper

Subject
Project Updates.
Recommendation
N/A
Discussion
Review of project updates within the Parks and Recreation Department.