

Wylie Parks and Recreation Board Regular Meeting

March 14, 2022 – 6:30 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 approving the minutes from the February 14, 2022 meeting.

WORK SESSION

WS1. Project updates.

WS2. Future agenda items.

RECONVENE INTO REGULAR SESSION

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on March 11, 2022 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 Minutes

February 14, 2022 – 6:30 PM

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

CALL TO ORDER

Board Chair Joni Robinson called the regular meeting to order at 6:30 p.m. The following Parks and Recreation Board members were present: Board Vice-Chair Gloria Suarez, Board Member Brett Swendig, Board Member Brian Willeford, Board Member Kim Mullis, and Board Member Kevin Stewart. Board Member Craig Allen was absent.

Staff present included: Parks and Recreation Director Robert Diaz, and Parks and Recreation Administrative Assistant II Janet Hawkes. Also present was City of Wylie Public Arts Coordinator Carole Ehrlich.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

No Citizens came forward.

REGULAR AGENDA

A. Consider, and act upon, approval of the January 10, 2022 Regular Parks and Recreation Board minutes.

Board Action

A motion was made by Board Vice-Chair Suarez, seconded by Board Member Willeford, to approve the January 10, 2022 Regular Parks and Recreation Board minutes. A vote was taken and motion passed 6-0 with Board Member Allen absent.

B. Consider, and act upon, approval of a Park Event Application for the 1LT Robert F. Welch fundraiser event in Olde City Park on Saturday, April 23, 2022.

Director Diaz advised the Parks and Recreation Board that the 1LT Robert F. Welch fundraiser is an annual event held in order to honor fallen heroes, as well as celebrate military veterans and first responders. The event originally took place in the downtown Wylie area and Olde City Park; subsequently it was moved to Founders Park where it took place annually prior to the Covid-19 Pandemic. Due to the location of the Veteran's Memorial, and applicant Rebecca Welch's close affiliation with the Wylie American Legion Chapter, she requested and was permitted to bring the event back to the Olde City Park and downtown Wylie area. The event consists of memorial ceremonies, a luncheon, vendor fair, food trucks, and a 5K run in Olde City Park and the downtown area. Ms. Welch is working with City of Wylie Public Safety specifically on the 5k run portion of her fundraiser, and other staff is coordinating with Ms. Welch on the logistics and set up of the event. Ms. Welch has been advised to ensure that all participating food vendors possess current Collin County health permits required by the City of Wylie.

Board Action

A motion was made by Board Member Stewart, seconded by Board Member Swendig to approve the Park Event Application for the Robert F. Welch fundraiser event in Olde City Park on Saturday, April 23, 2022. A vote was taken and motion passed 6-0 with Board Member Allen absent.

C. Consider, and act upon, approval of a Park Event Application for the Wylie High School PTSA Fun Run fundraiser event in Founders Park on Saturday, April 9, 2022.

Director Diaz advised the Parks and Recreation Board that this application is for a new event being requested by the Wylie High School Parent Teacher Student Association (PTSA). The fun run will be similar to past runs held in the Founders Park. PTSA Representative Janie Emmert attended the meeting and advised the Board that the Wylie High School PTSA, along with the Wylie High School Wellness Activity Committee, is pursuing the fundraiser event in order to raise money for the Wylie High School Senior Celebration. The event will take place in the confines of Founders Park, with the intention to block off the park's main road (Jerry Wayne Combest St.) during the event. Food truck vendors will also be participating in the event, and Ms. Emmert verified with staff that the selected vendors are all up to date with their City required Collin County health permits. Staff is coordinating with local sports leagues on the use of Founders Park for this event, as well as with Wylie High School PTSA on the event logistics and setup.

Board Action

A motion was made by Board Member Mullis, seconded by Board Vice-Chair Suarez, to approve the application for the Park Event Application for the Wylie High School PTSA Fun Run fundraiser event in Founders Park on Saturday, April 9, 2022. A vote was taken and motion passed 5-0 with Board Member Stewart abstaining, and Board Member Allen absent.

WS1. Discuss art projects on the Municipal Complex Trail.

Director Diaz turned the discussion over to Public Arts Coordinator Carole Ehrlich. Ms. Ehrlich, along with Public Art Advisory Board Member Minerva Bediako, presented a slide show which included the Board's background, their process for art projects, as well as review of past projects of the Public Art Advisory Board. The Public Art Advisory Board formation was approved in June of 2006 with their first project being a mosaic board called "100 Years: a Visual History", located at Fire Station 3. One percent of all Capital Improvement Projects are designated by the City of Wylie to fund Public Art. Fundraising events including Bluegrass on Ballard and the Wylie Arts Festival, are also held in order to raise funds for Public Art. The Public Art Advisory Board's responsibilities include making recommendations to City Council for the commission and placement of art work, appointment of an art selection committee, the process to "call for artists", and provide Public Art fundraising events. Subsequently, the selection committees are formed including: one Board Member of the Public Art Advisory Board; one stakeholder such as a Parks and Recreation Board Member (depending on designated location of the art piece); one Wylie resident or community leader; one citizen experienced with an art or design background; one citizen experienced with Public Art; and typically a project manager and architect to serve as ex-officio members. The Public Art fund budget has 10 percent of the project set aside for maintenance, and 10 percent set aside for contingency which includes the cost of a plaque. The entire process of a Public Art project typically takes approximately one year or so.

The Public Art Advisory Board, in coordination with the Parks and Recreation Board, constructed many art projects that were located in various City of Wylie park locations including: "Wide Awake Wylie" at Olde City Park; "Catch" at Founders Park; "Up Your Game: Octipitcher vs. Batterpillar" at Community Park; "Voices of Wylie" and "Teatro XIX" at the Municipal Complex; "Entwine" at the Municipal Complex Trail; "Prairie Crossing" at the Municipal Complex East Meadow Trail; and "Lift" at Oncor Disc Golf Park.

The Parks and Recreation Board expressed their support for the Public Art Advisory Board's pursuance of an upcoming art project with a theme of the Blackland Prairie animals and plants, as well as a focus on the history of the Caddo Indian tribe. Ms. Ehrlich advised that public input will be encouraged after the artists are narrowed down to only two or three. The selected artists will be asked to visit our City to see the selected art location, and to well as to attend a citizen input meeting. Ms. Ehrlich explained that citizens, Boards, and Committee members are encouraged to attend the citizen input meeting.

WS2. Project updates.

Director Diaz updated the Parks and Recreation Board on the current projects. The parking lot lighting project at the Community Park and Wylie Senior Recreation Center is in process, as the contractor has begun the underground boring and installation of the light pedestals. The light poles have been ordered but have not yet arrived. The anticipated completion date of the project is expected to be sometime in March.

The Twin lakes modular playground installation has been completed by the contractor, and upon arrival of the ordered swing set, staff will proceed with the installation thereof as well.

When the Pirate Cove Playground Foundation transitioned into the Wylie Parks and Recreation Foundation last year (2021), the former president Anne Hiney had some residual funds remaining in the foundation account that were allocated for the purchase of accessible swings. These accessible swings were on back order for quite some time, but have since been received, with staff having already installed one at the Olde City Park playground. Accessible swings will also be installed at the Pirate Cove playground as well as other parks throughout the City.

New playground equipment is on order for Valentine Park, with an estimated installation to be sometime this summer.

The design contract for a dog park and two splash pads will go before the City Council on February 22 for approval, then a kick off meeting with staff and the design firm will take place sometime in March. Final design plans will be decided on during the April Parks and Recreation Board meeting with final approval from the City Council to follow. The dog park has \$700,000 available in the general fund, and the splash pads have a combined \$1.3 million available in the general fund. Staff intends to use 4B funds to go toward the design contract expenses. Director Diaz noted that a sub consultant will be hired for the aquatics engineering and design of the splash pads. The tentative plan is to locate one splash pad at Community Park near the playground, and to locate the second splash pad, along with a dog park, at the Municipal Trail East Meadow trailhead. Staff is looking into the projected financial operational and staffing needs that will result from the addition of the three new facilities.

Staff also intend to use 4B Funds toward design contract expenses for the Wylie Senior Recreation Center renovation. The Wylie Senior Recreation Center project includes installation of a porta-cache, interior improvements, and restroom modifications to meet ADA requirements. Staff reached out to the Waterbrook Church on their facility availability in the event that the Wylie Senior Recreation Center needs to relocate activities during the renovation process. Church staff noted to senior center staff that space is limited at this time due to increased use of their facilities, but they agreed to assist where they can. Depending on the planned activities at that time, most likely the Wylie Senior Recreation Center activities will be relocated to the Wylie Recreation Center facility if closure during the renovation becomes necessary.

Board Chair Robinson requested, to which Director Diaz agreed, for staff to provide the Parks and Recreation Board with an updated spreadsheet containing the current active Parks and Recreation Department projects, the project's initial fund balance, the amount remaining in the fund balance to date, as well as which specific budget account the funds are being paid out of (i.e. 4B, A&I, etc.)

After receiving input from City Manager Brent Parker, the Wylie Recreation Center staff changed the strategy in regards to their planned presentation to City Council. The presentation that staff has been putting together is to bring awareness to the City Council of the many quality services that the Wylie Recreation Center provides and how these services effectively impact the community. City Manager Brent Parker encouraged staff to omit the fee schedule options from the initial presentation to City Council. Staff also decided to change the presentation from a slideshow to video format. The presentation will be given by staff as a work session during the February 22 City Council meeting. Director Diaz advised that he would email the Parks and Recreation Board to confirm the presentation date.

Board Member Swendig addressed the Parks and Recreation Board to give an update on the Wylie Parks and Recreation Foundation. The tentative schedule of events for the foundation includes the following events: community clean-up in April; Arbor Day tree planting, April 29, 2022; participation during the Bluegrass Festival,

June 25; community clean-up in September; hosting of a 5K trail run and/or golf tournament at Woodbridge in October; participation in Boo on Ballard, October 27; participation in the Texas Arbor Day event, November 4; participation in the Wylie Arts Festival, December 3; participation in the downtown Wylie parade and tree lighting event, December 4; and participation in the 1LT Robert F. Welch Run for our Heroes 5K event in April of 2023. Board Member Swendig advised that the foundation will pursue sponsors to help fund various foundation projects. He also noted that a website had been recently created for the Wylie Parks and Recreation Foundation.

WS3. Future agenda items.

Director Diaz informed the Parks and Recreation Board that the North Texas Water Municipal District (NTWMD) currently has a sixty foot easement encompassing two waterlines, located within City of Wylie park land, in Meadowview Estates. The Texas Department of Transportation (TXDOT) will begin improvements to Parker Road (which turns into Ballard Street) from the Country Club Road to downtown Wylie. The NTWMD approached the City of Wylie of the need to add a second easement, encompassing additional waterlines, in the existing easement in Meadowview Park. The addition of the proposed second easement and waterlines must be completed prior to TXDOT's completion of Parker Road. Director Diaz noted that some existing trees, grass, and trail in Meadowview Park would be disturbed during the construction process. The NTWMD would then rehab the disturbed areas back to their preexisting condition upon project completion. The City Council has already approved an interlocal agreement for the additional easement. In order to satisfy state law, a public hearing for the City Council to consider approval of the additional easement, has been posted in the Wylie Newspaper and the Dallas Morning News. This public hearing is scheduled at 6:00 p.m. on March 8, 2022, in the City Council Chambers, and Parks and Recreation Board Members are encouraged to attend.

Noting the coinciding date of April 23 for the Parks and Recreation Board spring tour and the 1LT Robert F. Welch fundraiser event, Director Diaz asked the Parks and Recreation Board if they 1) favored the idea of rescheduling the April tour to a different date, 2) preferred to incorporate the 1LT Robert F. Welch fundraiser event into the spring tour, or 3) leave the tour as planned. A few ideas were discussed, but the Board consensus was to leave the tour date as planned.

Director Diaz stated that staff is still awaiting the final amended document for the "Prohibited Acts" portion of the City of Wylie Ordinances. Upon completion, he will present it to the Parks and Recreation Board for their final review and recommendation, with the City Council having final approval.

The tennis court lighting project has been completed, and an interlocal agreement between the City of Wylie and the Wylie Independent School District (WISD) has been approved by City Council. The City has since paid the agreed amount to WISD for its portion of the tennis court lighting project.

RECONVENE INTO REGULAR SESSION

ADJOURNMENT

A motion was made by Board Member Stewart, seconded by Board Vice-Chair Suarez, to adjourn the meeting at 7:59p.m. A vote was taken and motion passed 6-0 with Board Member Allen absent.

Joni Robinson, Board Chair

ATTEST:

Janet Hawkes, Administrative Assistant II



Parks and Recreation Board

AGENDA REPORT

Meeting Date:	March 14, 2022	Item Number:	_____
Department:	Parks and Recreation		_____
Prepared By:	Robert Diaz	Account Code:	_____
Date Prepared:	March 10, 2022	Exhibits:	_____

Subject

Project updates.

Recommendation

N/A

Discussion

Updates to the Board:

- Review project update spreadsheet
- Discuss sponsorship opportunities for projects
- Wylie Recreation Center
- Wylie Parks and Recreation Foundation
- Cemetery Board update
- Comprehensive Plan update

Project	Update	Completion Date	Park Zone	Budget	Funded From
Splash pads and dog park	Design contracts finalized and design schedule determined with vendor.	Summer 2023		\$ 2,000,000.00	General Fund/4B
Design				\$ 300,000.00	4B
Wylie Senior Recreation Center Renovations	Design contract in review.	TBA	Central	\$ 750,000.00	General Fund/4B
Design				\$ 150,000.00	4B
Brown House Welcome Center	ADA ramp under construction.	Spring 2022		\$ 70,000.00	Hotel/Motel
Community Park and Wylie Senior Recreation Center parking lot lights	In progress	Spring 2022	Central	\$ 125,000.00	A/I
Valentine Park playground	In progress	Spring 2022	Central	\$ 70,000.00	4B

Notes:

City Dashboard for City project updates to launch in April. Will highlight roads, downtown, dog park, splash pads, Wylie Senior Recreation Center
 Project updates for PARD specific projects on PARD website: http://cms2.revize.com/revize/wylienew/parks/special_projects_and_plans.php



Parks and Recreation Board

AGENDA REPORT

Meeting Date:	March 14, 2022	Item Number:	_____
Department:	Parks and Recreation		_____
Prepared By:	Robert Diaz	Account Code:	_____
Date Prepared:	March 10, 2022	Exhibits:	_____

(City Secretary's Use Only)

Subject

Future Agenda Items.

Recommendation

N/A

Discussion

The listed below are items that can be discussed to comply with the Open Meetings Act requirements.

For this meeting, items to be discussed are as follows:

- PARD upcoming events: 1Lt. Robert Welch Event, 4/11 meeting, and 4/23 PARB Tour.
- Review of the PARD Prohibited Acts in early 2022.
- Joint meetings with City Council for review of a dog park, and splash pads.
- Project updates for current year projects.
- Budget and project Strategic Planning for PARD.