

Wylie Parks and Recreation Board Regular Meeting

December 13, 2021 – 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 approval of the Minutes from the November 8, 2021 Regular Meeting.
- [2.](#) Consider and act upon approval of the meeting and tour calendar for 2022.
- [3.](#) Consider and act upon parkland dedication for Monroe Development.

WORK SESSION

WS1. City Comprehensive Plan update.

[WS2.](#) Project Updates.

[WS3.](#) Future agenda items.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on December 10, 2021 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

November 8, 2021 – 6:30 PM

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

CALL TO ORDER

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

Staff present included: Parks and Recreation Director Robert Diaz; Parks and Recreation Administrative Assistant II Janet Hawkes.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

Wylie resident Daniel Chesnut, former Parks and Recreation Board Member, commented on his appreciation for the Wylie Recreation Center and how well he thought it was managed, as well as his understanding of the need for a increase to membership fees in the near future.

REGULAR AGENDA

A. Consider, and act upon, approval of the October 23, 2021 Regular Parks and Recreation Board minutes.

Board Action

A motion was made by Board Member Mullis, seconded by Board Member Willeford, to approve the October 23, 2021 Regular Parks and Recreation Board minutes. A vote was taken and motion passed 4-0 with Board Chair Robinson, Board Member Swendig, and Board Member Stewart absent.

WORK SESSION

WS1. Project updates.

Director Diaz advised that City Council is requiring all Board and Commission meetings to be presented live stream beginning January 2022. Staff will update the Board with information regarding this change as it becomes available.

Director Diaz updated the Board on the status of upcoming projects for the splash pad(s), dog-park, and the Senior Center facility improvements. City Council approved the aforementioned projects and have since amended the general fund budget to allow the construction process to begin. Staff is working with BRW, an architecture firm, on finalizing a scope for senior center improvements. Staff is also working through the Request for Qualification process to contract with a firm to design the dog park and splash pad(s). 4B funds and 4B bonds are being considered to supplement the general fund in all three projects. After the landscape architect firm is chosen and the contract is approved by City Council, monthly design updates will be presented to the Parks and Recreation Board; in addition, joint work sessions will take place with City Council, of which Board Members are encouraged to attend.

WS2. Future agenda items.

Director Diaz reviewed the October 26, 2021 work session presentation given to the City Council on the completed Cost of Service Study conducted by Pros Consultants. The study included reviews of current fees for the senior center, Brown House, pavilions, and athletic fields; however, recreation center fees for current operations were the primary focus in Pros Consultants' presentation. Fees will be considered for the other parks and recreation facilities and will be presented to the City Council at a later date. Director Diaz noted that approximately \$333,000 of the Recreation's annual funds go toward free public events with no revenue recovery, and that the Center is currently at a 41% overall recovery and a 68% recovery for membership fees. He explained that the pre-COVID-19 pandemic recovery was at approximately 50% overall and approximately 68% for membership fees. Recreation membership fees are the primary focus in the study with a target goal of 100% recovery for membership fees and 61% recovery for programs. In addition, market and operational studies could also be considered for the recreation center in the near future. Director Diaz advised that a proposed follow up work session with City Council will take place at a future meeting wherein staff should receive more direction on proceeding with the recommendations of the Cost of Service Study.

The recently installed digital sign at Olde City Park is near completion. The stonework is finished and the digital board is on order. Sign content will be managed by Parks and Recreation staff in coordination with our City Information Public Officer.

The playground at Twin Lakes Park is on backorder. The parking lot lighting at Community Park and the Senior Center will be ordered by the end of the year. Lighting upgrades will be made at the Founders Park area tennis courts, which are shared between the City of Wylie and Wylie Independent School District. The City of Wylie maintains the lighting repairs and payment of the utility costs, along with shared costs in light upgrades.

Upcoming City events include the Christian Care Bake Sale on November 24, the Wylie Arts Festival on December 4, the Holiday Parade and the Tree Lighting event on December 5. Brown House Supervisor Julie Pannell is coordinating volunteer opportunities for city sponsored/co-sponsored events and will be reaching out to the Parks and Recreation Board via email with volunteer information.

Brown House interior repairs are nearly complete, and the planned Visitor's Center within should be open sometime in February or March of 2022.

ADJOURNMENT

A motion was made by Board Member Mullis, seconded by Board Member Allen, to adjourn the meeting at 7:39 p.m. A vote was taken and motion passed 4-0 with Board Chair Robinson, Board Member Swendig, and Board Member Stewart absent.

Gloria Suarez, Board Vice-Chair

ATTEST:

Janet Hawkes, Administrative Assistant II

Parks and Recreation Board Meeting and Tour Calendar

2022

January						
S	M	T	W	T	F	S
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30	31					

February						
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March						
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27	28	29	30	31		

April						
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29	30	31				

June						
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July						
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31						

August						
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October						
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November						
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December						
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25	26	27	28	29	30	31

CITY HOLIDAYS:

April 15 – Good Friday
 May 30 – Memorial Day
 July 4 – Independence Day
 September 5 – Labor Day
 November 24 & 25 – Thanksgiving
 December 23 & 26 – Christmas
 January 2, 2023 – New Year's



PARB Meeting Schedule
(6:30 pm, 2nd Monday of each month)

Deadline for PARB Agenda Submissions

PARB Tour
(9:00 am, twice annually)

City Council Meetings



Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation
Prepared By: Robert Diaz

Account Code: _____

Subject

Consider and act upon parkland dedication for Monroe Development.

Recommendation

Motion to consider the parkland dedication as presented.

Discussion

The applicant is seeking approval for the parkland dedication for the Monroe Development. Skorburg Development is proposing to satisfy parkland dedication requirements by the dedication of parkland and improvements in lieu of funds.

Per City ordinance, the current parkland dedication requirement is five acres per 100 lots. The minimum parkland dedication for this development in terms of acreage only is 7.1 acres. The proposed development has 142 lots. These would be assessed at \$2,000 per lot unit for a total of \$284,000. The total amount of fees in lieu of development would be \$284,000.

The developer proposes to dedicate a total of 16.9 acres (2.8 acres out of the floodplain) and install approximately 1,925 linear feet of 8' concrete trail within the development and other park amenities such as a playground. The developer also proposes to connect the trail from the Monroe property to Kings Bridge Park located in the northwest corner of the development.

As part of the dedication of 16.9 acres the developer is also providing options to retain the lake on the property or to drain the lake due to water impoundment issues with the City of Dallas.

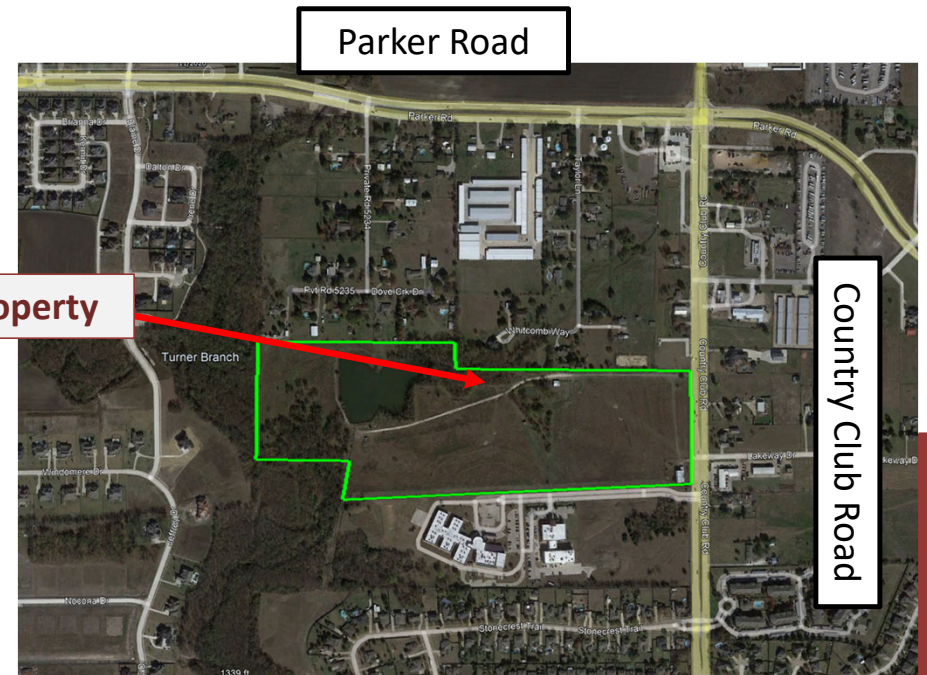
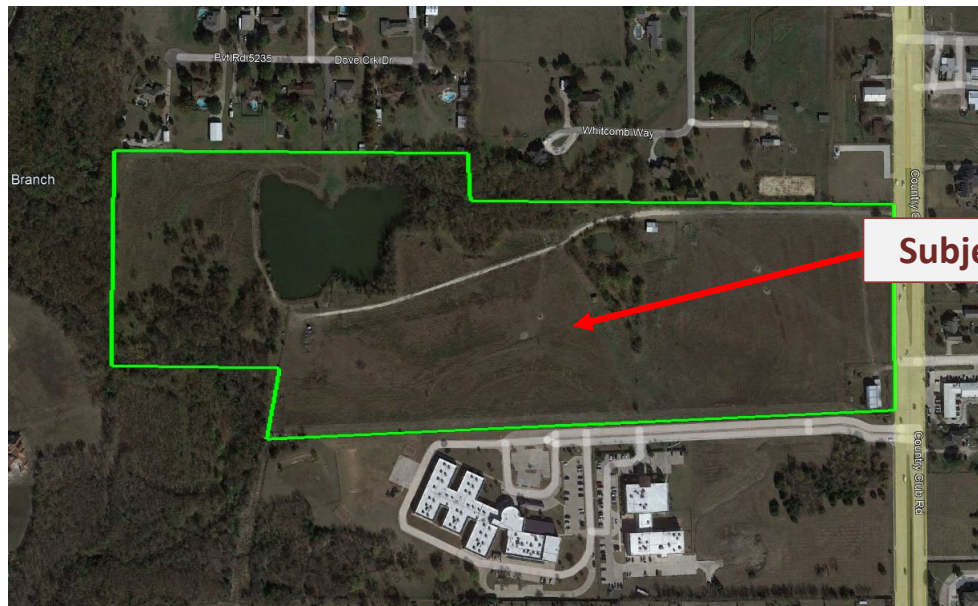
All parkland dedicated to the City would be owned and maintained by the City.

Monroe Development (NAME TBD)

Parks and Recreation Board December 13, 2021



Subject Location



The Skorbουργ Company

- Local, privately owned development firm with 40 years of experience
- Over 90 development projects in more than 33 different cities around DFW metroplex
- More than 15 current projects in active development
- Reputation for building high quality, long lasting communities



Projects Nearby

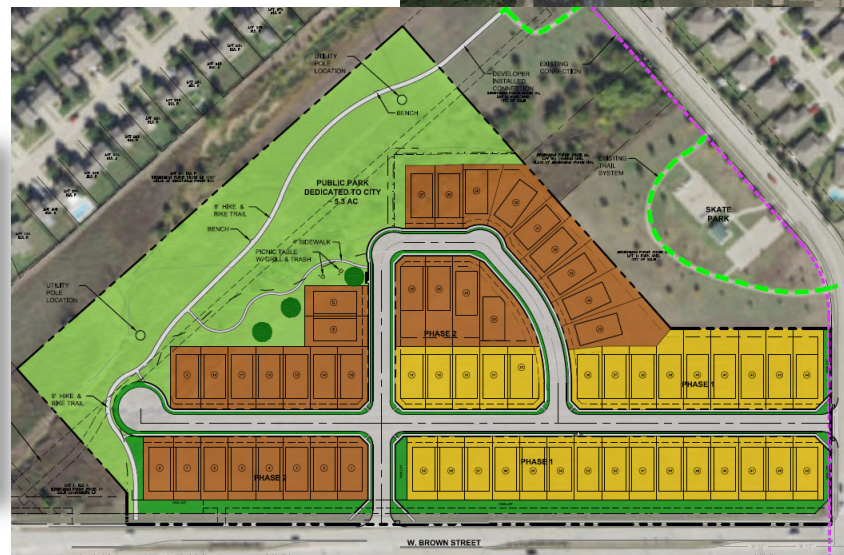
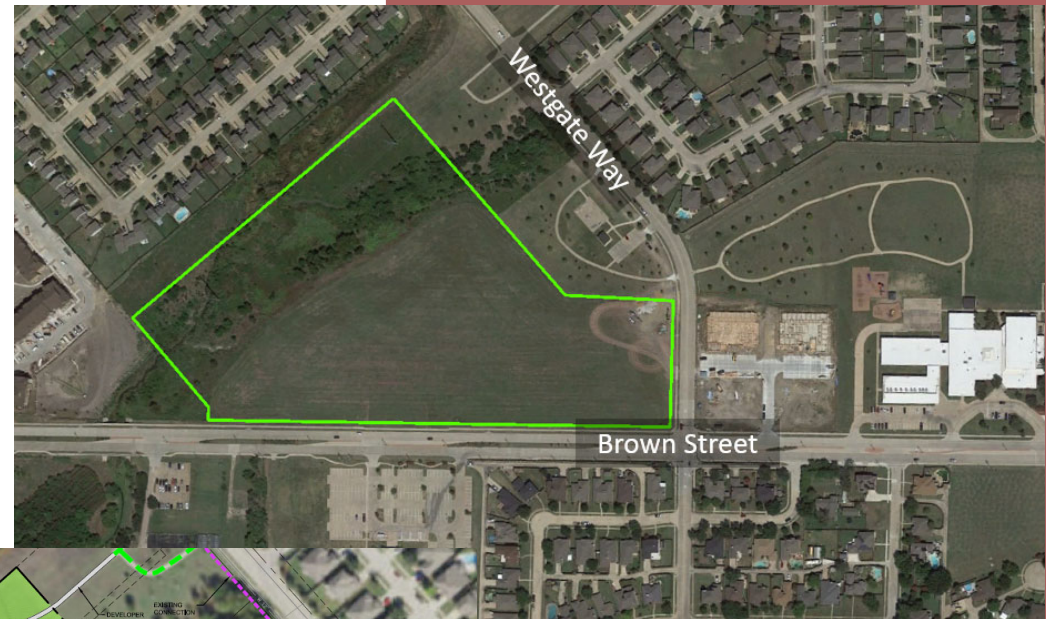
Current Developments in Wylie

Birmingham Bluffs

59 Home Single Family Development

5.3 Acre Park Dedication

Similar Park Dedication Concept



Birmingham Park Dedication



5.3 Acres of Dedication

Developer to Build and Pay for 8' Trail Connection and Improvements

Proposed Estimated \$144,000 Improvements in Lieu of \$118,000 Park Fees

Unanimous Parks Board Recommendation of Approval 11/13/2017

Birmingham Park Final Trail Layout



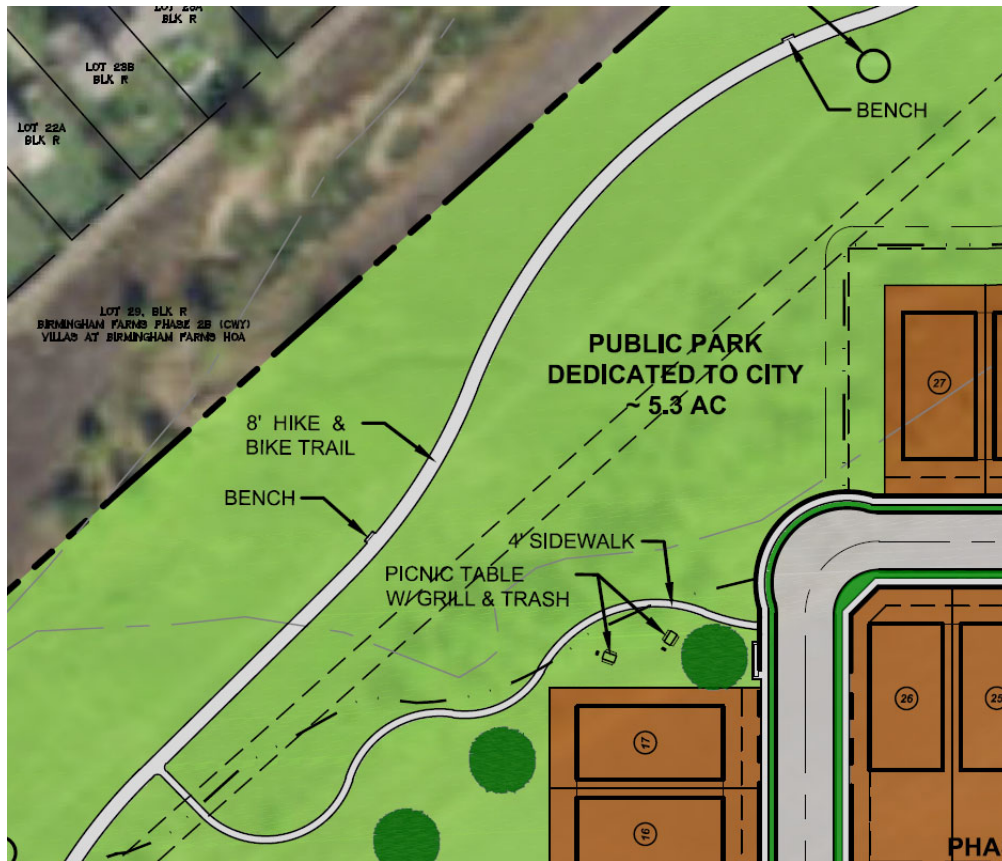
5.3 Acres of Dedication

Developer to Build and Pay for 8' Trail Connection and Improvements

Proposed Estimated \$144,000 Improvements in Lieu of \$118,000 Park Fees

Unanimous Parks Board Recommendation of Approval 11/13/2017

Birmingham Park Dedication

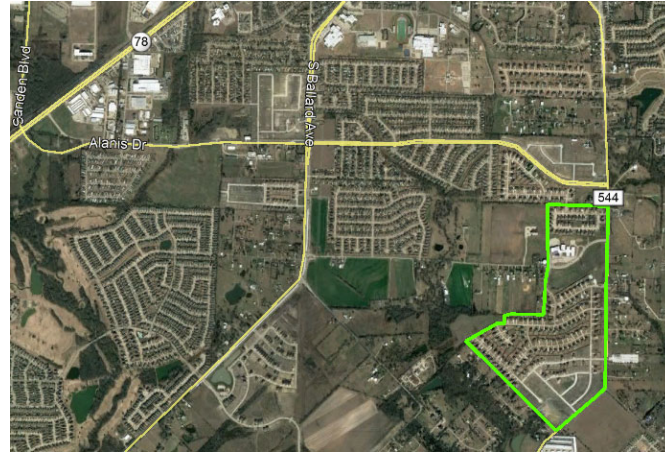


Projects Nearby

Developments in Wylie

Braddock Place

450 Home Master Plan
Approx. 28 Acres of Park

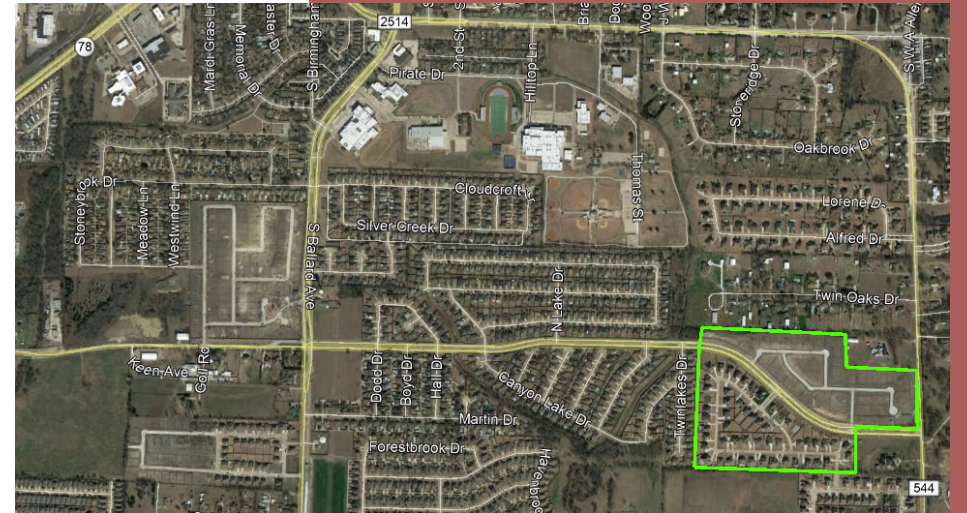
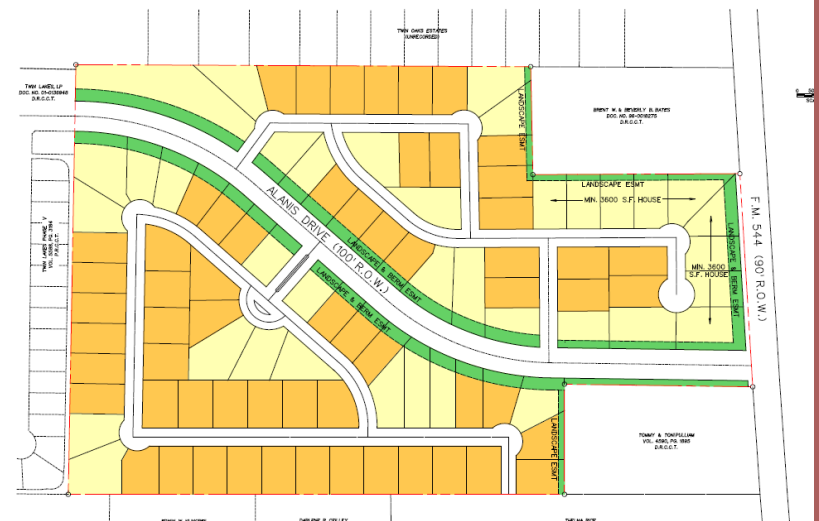


Representative Photo

Projects Nearby

Developments in Wylie

Alanis Crossing
97 Homes



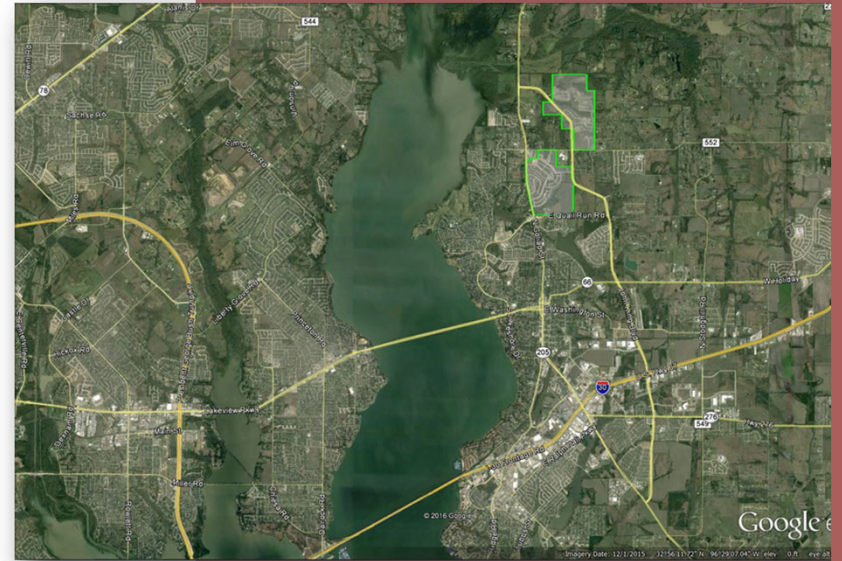
Projects Nearby

Current Developments

Stone Creek / Breezy Hill – Rockwall
798 Acres – 1,700 lots, 8+ Phases

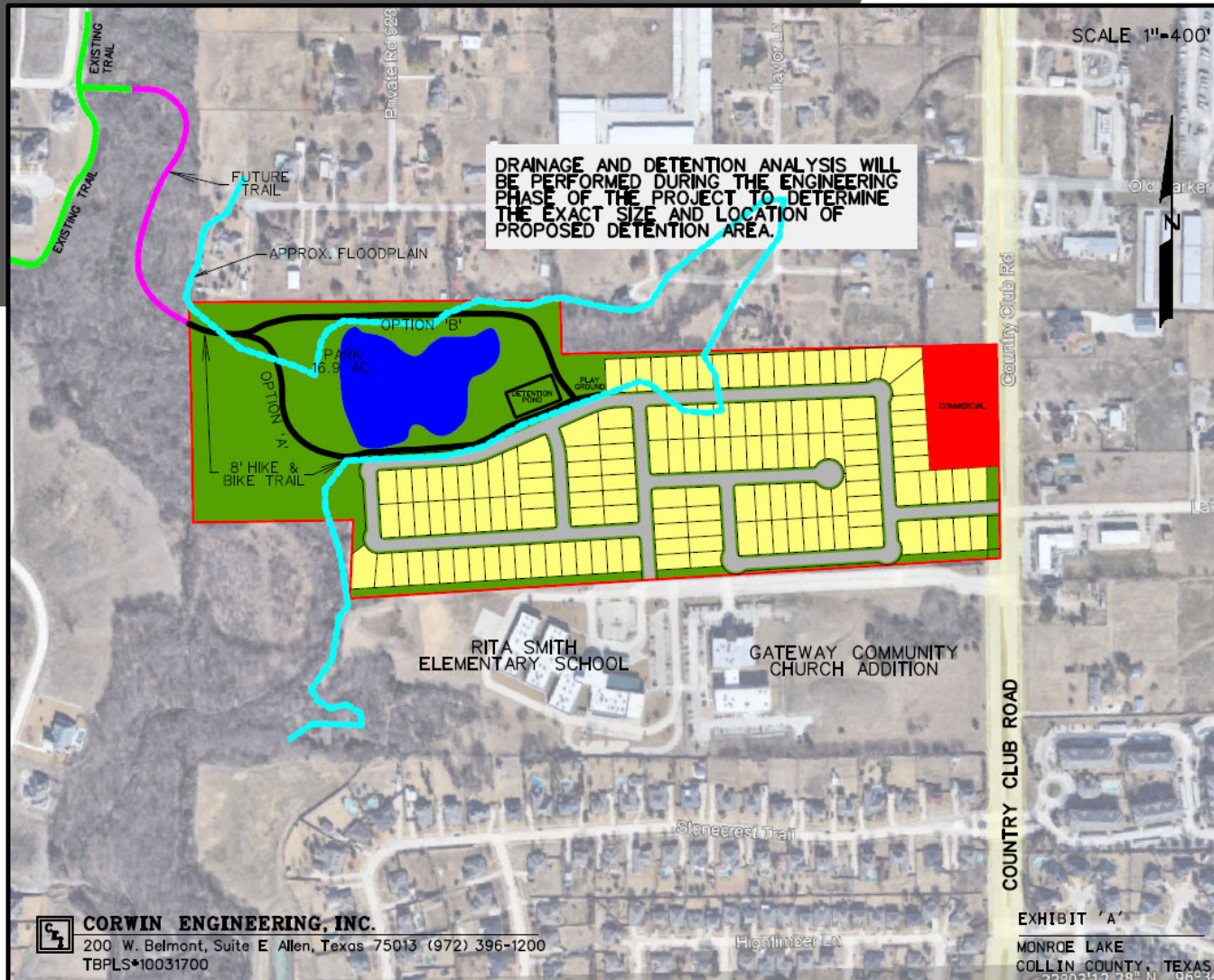
Stone Creek was nominated by Dallas Business Journal
for 2008 Residential Deal of the Year

Homebuilders: Windsor Homes, Drees Homes,
Meritage Homes, Paul Taylor, Megatel Homes



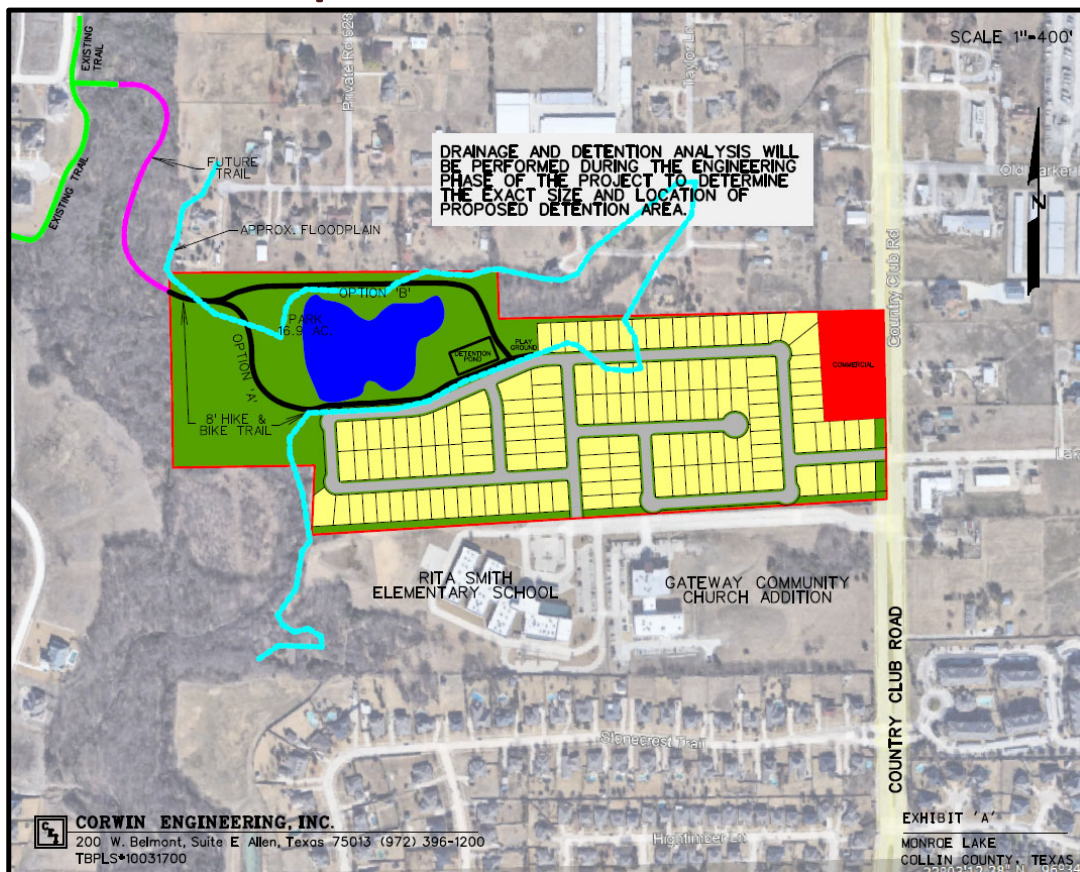


Property



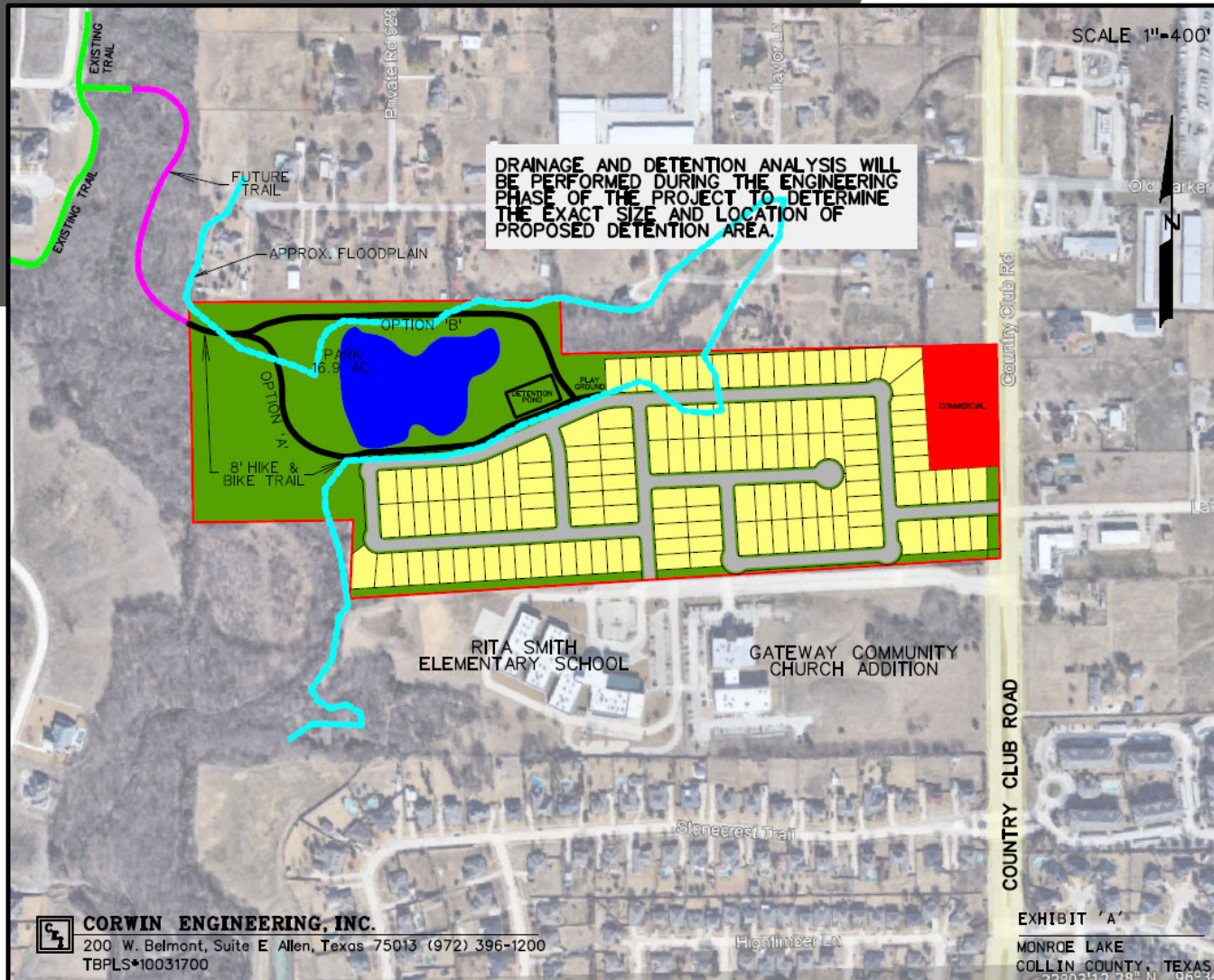
The Plan

Dedication and Improvements



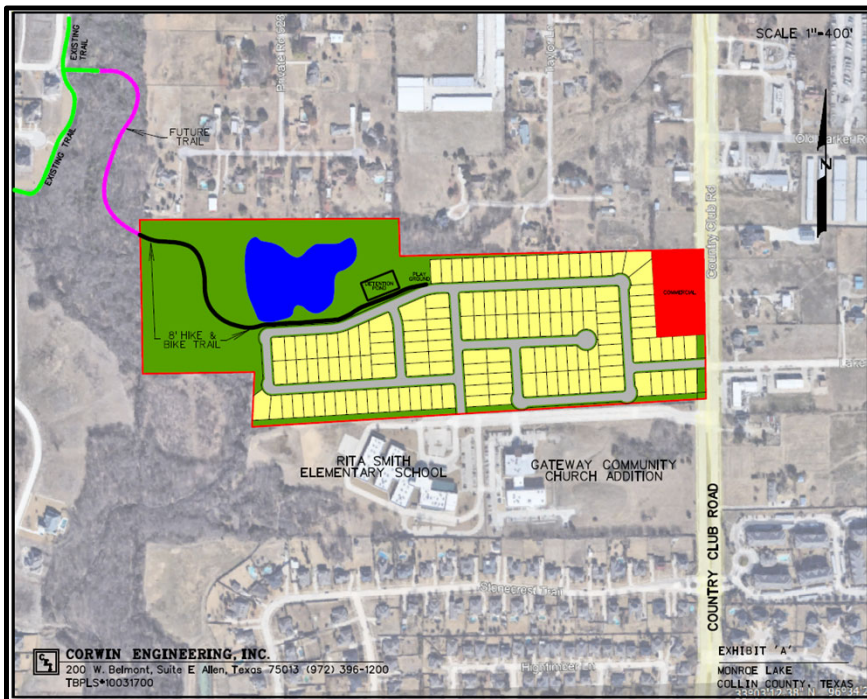
Monroe Park Dedication and Improvements

- 45 Acre Development
- 16.9 Acre Park
- 1750 LF of Hike and Bike Trail
- Trail Head and Markers
- Rest Areas
- Playground



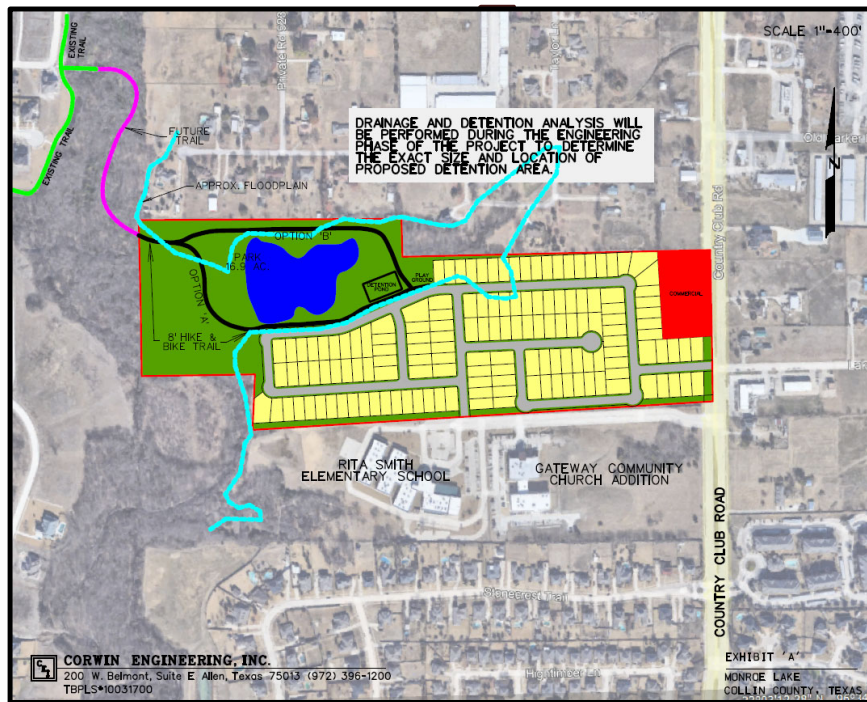
The Improvements

Projected Improvement Value



DESCRIPTION	Quantity	UNIT	PRICE	TOTAL COST
6" Concrete Hike and Bike Trail 8' Wide	14,000	SQ. FT.	\$ 6.50	\$ 91,000
6" Concrete Hike and Bike Trail 8' Wide Connection	1,400	SQ. FT.	\$ 6.50	\$ 9,100
6" Concrete Pads for Benches and Tables along Trail	500	SQ. FT.	\$ 6.50	\$ 3,250
Handicap Ramps	1	EA.	\$ 2,000.00	\$ 2,000
Low Water Crossings	1	EA.	\$ 15,000.00	\$ 15,000
Lake Draining and Dam Breach	1	EA.	\$ 40,000.00	\$ 40,000
Play Ground				
Playground Structure and Swing Set (Mulch Base)	1	EA.	\$ 85,000.00	\$ 85,000
Hardscape (Sidewalks, Pads, and Play Ground Border)	1	EA.	\$ 30,000.00	\$ 30,000
Playground Drainage	1	EA.	\$ 12,500.00	\$ 12,500
Park & Trail Improvements				
Picnic Table	2	EA.	\$ 2,000.00	\$ 4,000
Park Trail Bench	4	EA.	\$ 1,250.00	\$ 5,000
Trash Receptacle	4	EA.	\$ 1,250.00	\$ 5,000
Park Trail Milage Markers				
6" Posts	2	EA.	\$ 1,000.00	\$ 2,000
ID Placards	2	EA.	\$ 500.00	\$ 1,000
Installation	2	EA.	\$ 1,500.00	\$ 3,000
General Site Prep and Grading	1	LS.	\$ 20,000.00	\$ 20,000
Seeded Areas				
Bermuda Hydromulch for 8' Trail Buffer and Playground Area	4.0	AC.	\$ 3,500.00	\$ 14,000
Irrigation				
Irrigation Design and Install for Seeding	1	LS.	\$ 60,000.00	\$ 60,000
Irrigation Stamped Plan for Permit	1	LS.	\$ 1,500.00	\$ 1,500
TOTAL				\$ 401,850

Dedication and Improvements in Lieu of



PARK FEE CALCULATION

Date: 12-8-2021

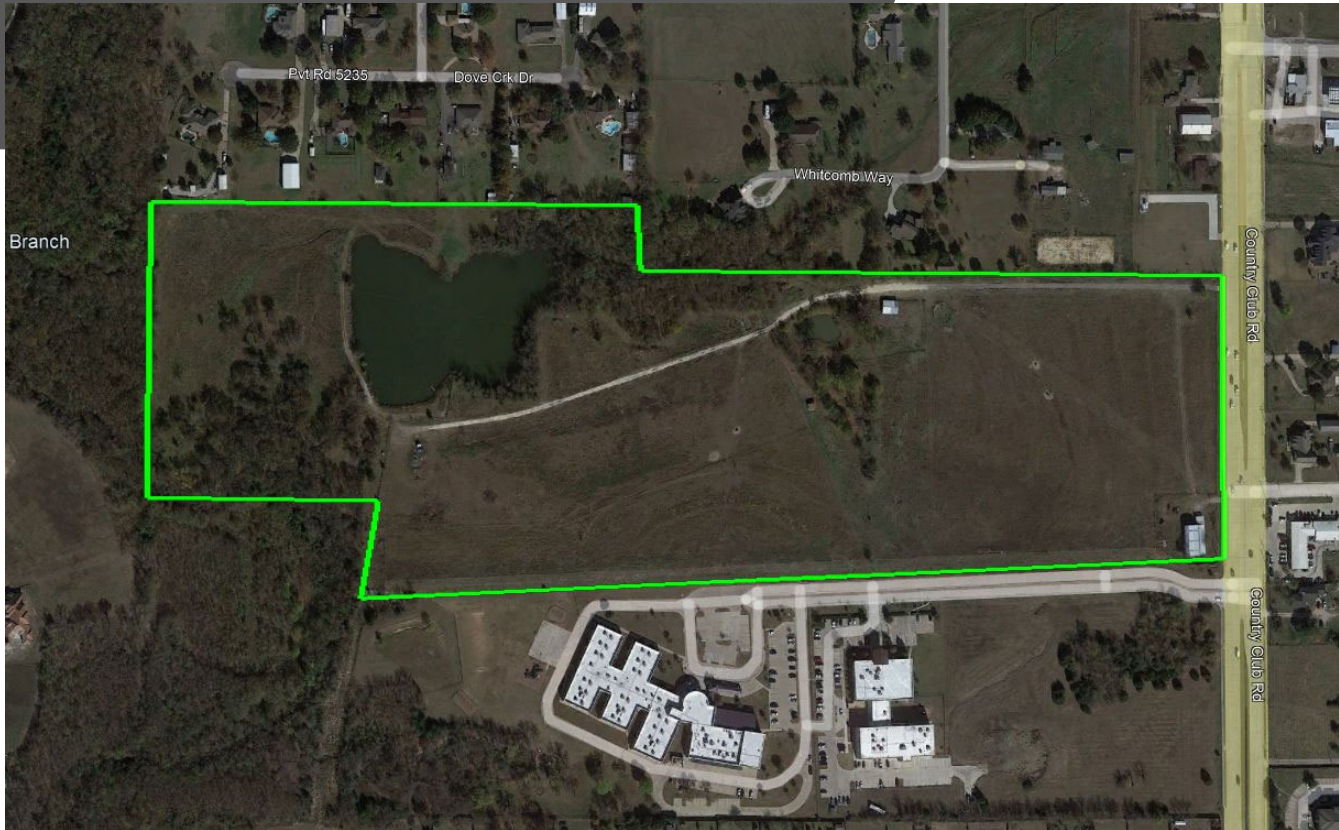
	No. of Lots	Park Fee	Total
Park Fee Based on Proposed Lot Count	142	\$ 2,000.00	\$ 284,000
Cost of Park Improvements (Trail and Playground)			\$ 401,850
Total Park Improvements in Excess of Required Park Fees			\$ (117,850)
Park Fee Cash Contribution to City			\$ -

Park Land Dedication	2.8	Acres
Park Land Dedication in Flood Plain	14.1	Acres
Total Park Land Dedication	16.9	Acres
Total Park Land Dedication	16.9	Acres
City Required Park Dedication	7.1	Acres
Total Park Land Dedication in Excess of Requirement	9.8	Acres

Note:

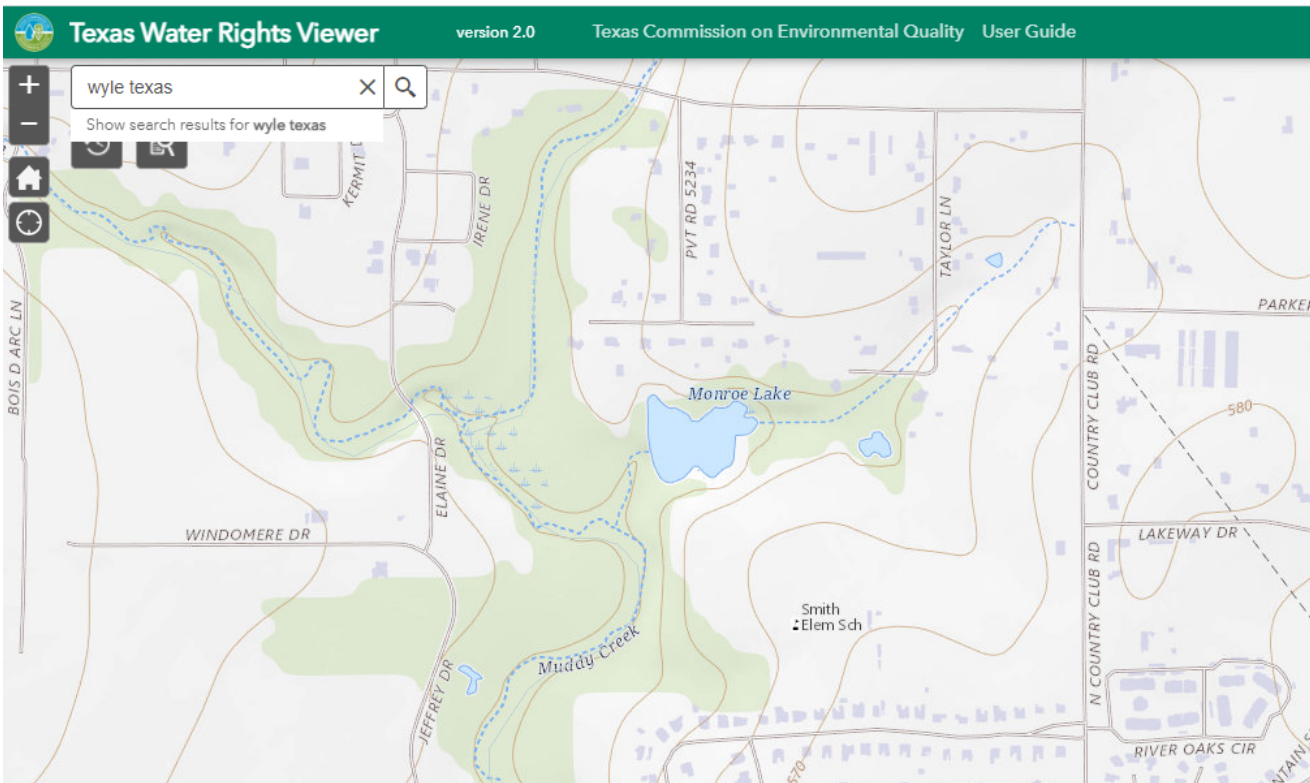
Developer to install park and trail improvements

City to be responsible for water and maintenance upon completion of the improvements.



Monroe Lake Removal

Monroe Lake History



Lake History

- Built in Mid-1950's
- Constructed by Alfred Monroe (Father of Current Land-Owners)
- Built for Water Source for Cattle
- According to his Children, Alfred Monroe had help with cost, engineering and design from Federal sources.

Water Impoundment Rights



Water Impoundment Rights

- Monroe Lake was Constructed Prior to City of Dallas having water Rights over the area
- If Property Changes Hands or Changes Use, Owner or New Owner Must Apply for Impoundment Rights

Water Impoundment Rights

Water Impoundment Rights

RE: Monroe Lakes Wylie Texas



Qualls, Denis <denis.qualls@dallascityhall.com>

To: John Arnold
Cc: Mike Gavin



WATER SUPPLY PROTECTION White Paper.pdf
130 KB

Reply Reply All Forward ...
Wed 12/8/2021 4:08 PM

Mr. Arnold:

Based on the information you have provided, it appears that the Monroe Lake would require a water rights permit form the Texas Commission on Environmental Quality (TCEQ). Assuming that the you pursue a water rights permit the City of Dallas, because the City has senior water rights below the Monroe Lake, will request special conditions in the water right permit to protect Dallas' senior water rights. Attached is a Water Supply Protection White Paper that describes several options for special conditions that have been approved in other water rights. The special conditions within the document are not an exhaustive list. Other special conditions can be proposed, which will be evaluated on a case by case basis.

An alternative to obtaining a water rights permit would be removing Lake Monroe. If it is decided to remove Lake Monroe, there are not specific issues with Dallas' water rights. However, I would be concerned how the removal takes place to insure sediment from the removal is not transported downstream to Lake Ray Hubbard.

Please let me know if you have any questions.

Denis Qualls, P.E.



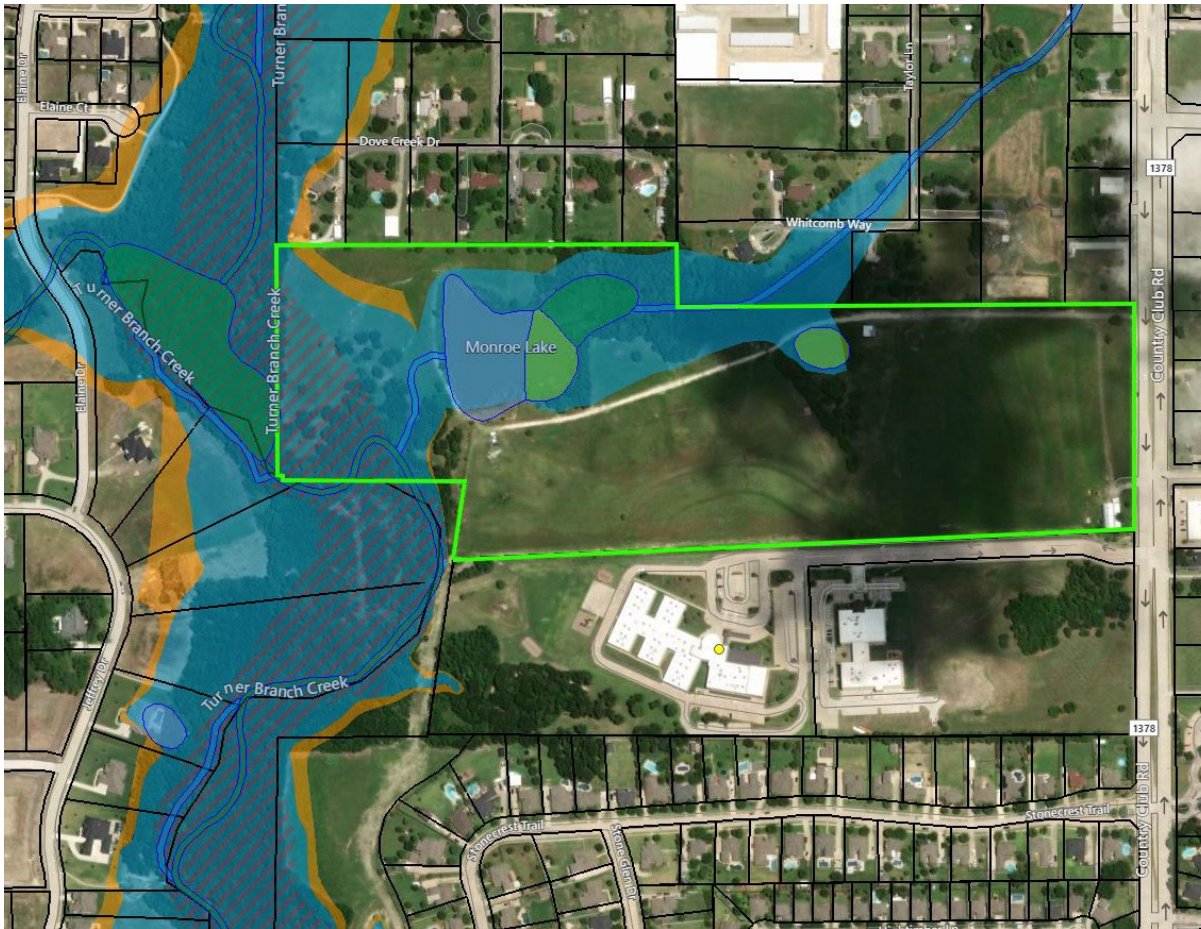
Denis W. Qualls, P.E., D. WRE.
Senior Program Manager, Planning
City of Dallas | DallasCityNews.net
Dallas Water Utilities
1500 Marilla Street, 4AS
Dallas, TX 75201
O: (214) 670-3843
denis.qualls@dallascityhall.com



****OPEN RECORDS NOTICE: This email and responses may be subject to the Texas Open Records Act and may be disclosed to the public upon request. Please respond accordingly.****

- The City of Dallas will Protest according to City of Dallas Senior Program Manager of Water and Utilities
- To satisfy City of Dallas's Protest, Lake Monroe must keep a constant level of water and be provided with a second source of water at all times.

Option 1 : Keep Lake



Monroe Lake Option 1:

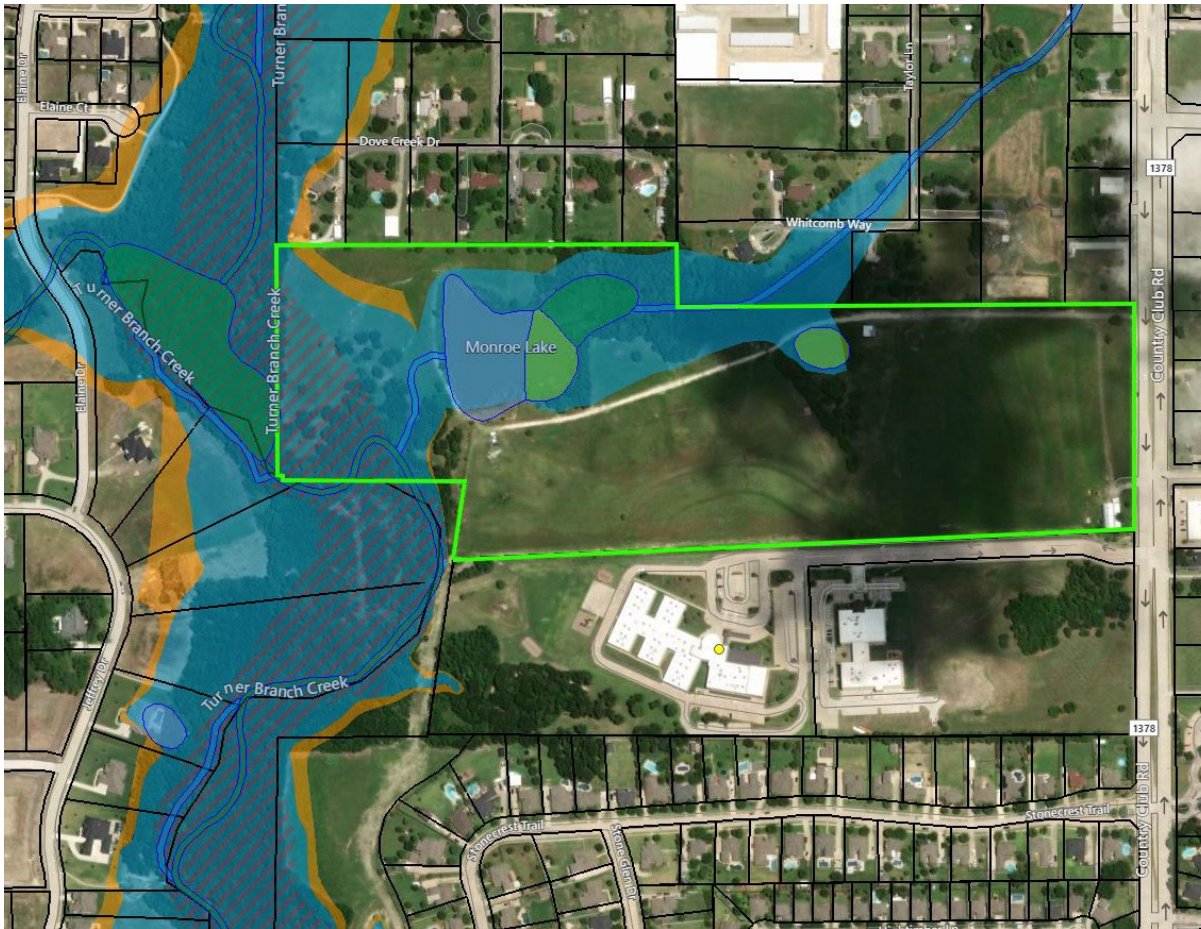
- Impoundment Process
- Legal Fees
- Dam Analysis
- Provide 2nd Water Source
 - NTMWD and Dallas Not Options
 - Drill Water Well
- Cost to Convert Lake
- Future Maintenance Cost

Cost to Convert and Maintain Lake

Estimated Cost to Convert (Average Depth Well)	2021 Estimated Cost
Design and Dam Analysis	\$30,000.00
3rd Party Consultant Fees (TCEQ and WOTUS)	\$15,000.00
Legal Fees	\$60,000.00
Dam Improvements	\$45,000.00
Cost To Drill Well 12,000' -14,000' Depth	\$250,000.00
Irrigation Pump	\$15,000.00
Fountain	\$25,000.00
Water Level Control Device	\$15,000.00
Electricity (Fountain, Well, Water Level, and Irrigation)	\$22,500.00
Total	\$477,500.00

Similar Project Master Well Expenses (No Water Control Device)	2021	2020	2019	2018	2017	2016
Design, Legal, and Permitting						
Pump inspection and Repairs	24,424.48					
Minor Surface Repairs and Cleaning		2,100.00		6,700.77		
Maintenance						
Pump inspection and Repairs	24,424.48					
Minor Surface Repairs and Cleaning		2,100.00		6,700.77		
Average Water Bill Estimated	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
North Texas Groundwater District						
Electricity (Fountain, Well, and Irrigation)	24,000.00	22,203.29	28,419.11	20,614.44	28,280.35	21,063.82
Total	51,924.48	27,803.29	31,919.11	30,815.21	31,780.35	24,563.82
6 Year Average Cost	\$33,134.38					

Option 2 : Breach Dam



Monroe Lake Option 2:

- Park is dedicated immediately
- Avoid Legal Cost and Process
- Additional 3 acres of Land
- Conversion and Maintenance Savings
- No Risk of Fines from Breaching Impoundment Rules

PARK FEE CALCULATION

Date: 12-8-2021

	No. of Lots	Park Fee	Total
Park Fee Based on Proposed Lot Count	142	\$ 2,000.00	\$ 284,000
Cost of Park Improvements (Trail and Playground)			\$ 401,850
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Park Fee Cash Contribution to City			\$ -

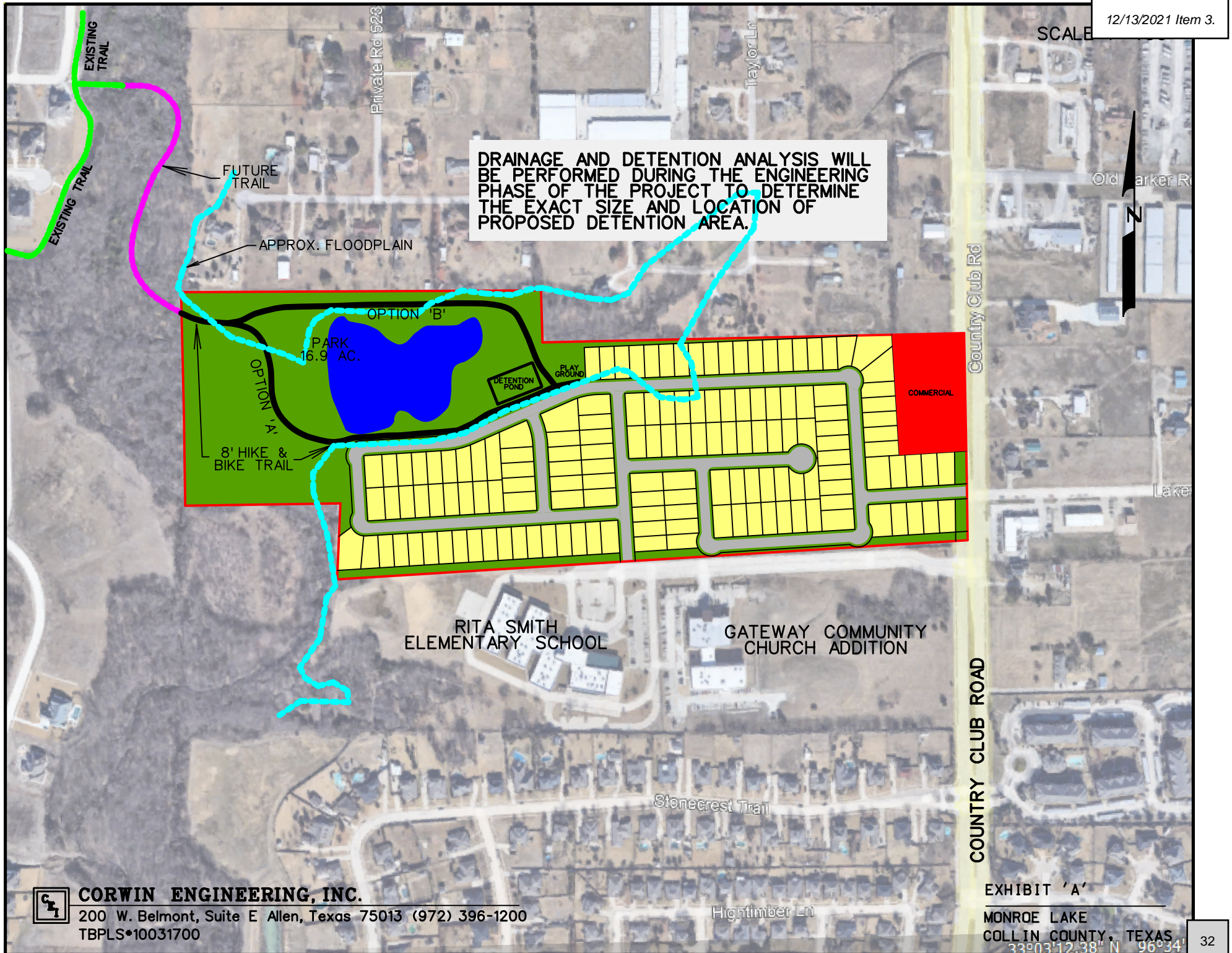
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Total Park Land Dedication	16.9	Acres
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City Required Park Dedication	7.1	Acres
Total Park Land Dedication in Excess of Requirement	9.8	Acres

Note:

Developer to install park and trail improvements

City to be responsible for water and maintenance upon completion of the improvements.

MONROE PARK & TRAIL COST PROJECTION							
Date: 12-8-21							
DESCRIPTION	Quantity	UNIT	PRICE	TOTAL COST			
6" Concrete Hike and Bike Trail 8' Wide	14,000	SQ. FT.	\$ 6.50	\$ 91,000			
6" Concrete Hike and Bike Trail 8' Wide Connection	1,400	SQ. FT.	\$ 6.50	\$ 9,100			
6" Concrete Pads for Benches and Tables along Trail	500	SQ. FT.	\$ 6.50	\$ 3,250			
Handicap Ramps	1	EA.	\$ 2,000.00	\$ 2,000			
Low Water Crossings	1	EA.	\$ 15,000.00	\$ 15,000			
Lake Draining and Dam Breach	1	EA.	\$ 40,000.00	\$ 40,000			
Play Ground							
Playground Structure and Swing Set (Mulch Base)	1	EA.	\$ 85,000.00	\$ 85,000			
Hardscape (Sidewalks, Pads, and Play Ground Border)	1	EA.	\$ 30,000.00	\$ 30,000			
Playground Drainage	1	EA.	\$ 12,500.00	\$ 12,500			
Park & Trail Improvements							
Picnic Table	2	EA.	\$ 2,000.00	\$ 4,000			
Park Trail Bench	4	EA.	\$ 1,250.00	\$ 5,000			
Trash Receptacle	4	EA.	\$ 1,250.00	\$ 5,000			
Park Trail Milage Markers							
6" Posts	2	EA.	\$ 1,000.00	\$ 2,000			
ID Placards	2	EA.	\$ 500.00	\$ 1,000			
Installation	2	EA.	\$ 1,500.00	\$ 3,000			
General Site Prep and Grading	1	LS.	\$ 20,000.00	\$ 20,000			
Seeded Areas							
Bermuda Hydromulch for 8' Trail Buffer and Playground Area	4.0	AC.	\$ 3,500.00	\$ 14,000			
Irrigation							
Irrigation Design and Install for Seeding	1	LS.	\$ 60,000.00	\$ 60,000			
Irrigation Stamped Plan for Permit	1	LS.	\$ 1,500.00	\$ 1,500			
TOTAL				\$ 401,850			



CORWIN ENGINEERING, INC.

200 W. Belmont, Suite E Allen, Texas 75013 (972) 396-1200
TBPLS•10031700

EXHIBIT 'A'

MONROE LAKE
COLLIN COUNTY, TEXAS

Estimated Cost to Convert (Average Depth Well)		2021 Estimated Cost
Design and Dam Analysis		\$30,000.00
3rd Party Consultant Fees (TCEQ and WOTUS)		\$15,000.00
Legal Fees		\$60,000.00
Dam Improvements		\$45,000.00
Cost To Drill Well 12,000'-14,000' Depth		\$250,000.00
Irrigation Pump		\$15,000.00
Fountain		\$25,000.00
Water Level Control Device		\$15,000.00
Electricity (Fountain, Well, Water Level, and Irrigation)		\$22,500.00
Total		\$477,500.00

Similar Project Master Well Expenses (No Water Control Device)		2021	2020	2019	2018	2017	2016
Design, Legal, and Permitting							
Pump inspection and Repairs		24,424.48					
Minor Surface Repairs and Cleaning			2,100.00		6,700.77		
Maintenance							
Pump inspection and Repairs		24,424.48					
Minor Surface Repairs and Cleaning			2,100.00		6,700.77		
Average Water Bill Estimated		3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
North Texas Groundwater District							
Electricity (Fountain, Well, and Irrigation)		24,000.00	22,203.29	28,419.11	20,614.44	28,280.35	21,063.82
Total		51,924.48	27,803.29	31,919.11	30,815.21	31,780.35	24,563.82
6 Year Average Cost		\$33,134.38					



Parks and Recreation Board

AGENDA REPORT

Meeting Date:	December 13, 2021	Item Number:	_____
Department:	Parks and Recreation		_____
Prepared By:	Robert Diaz	Account Code:	_____
Date Prepared:	December 8, 2021	Exhibits:	_____

Subject

Project updates.

Recommendation

N/A

Discussion

Updates to the Board:

- FY22 Projects-Parking lot lighting in Community Park/Senior Center, Twin Lakes Park Playground, and Valentine Park Playground
- Splash pads
- Dog park
- Facility improvements to the Senior Center
- Wylie Recreation Center



Parks and Recreation Board

AGENDA REPORT

Meeting Date:	December 13, 2021	Item Number:	_____
Department:	Parks and Recreation		_____
Prepared By:	Robert Diaz	Account Code:	_____
Date Prepared:	December 8, 2021	Exhibits:	_____

Subject

Future Agenda Items.

Recommendation

N/A

Discussion

The items 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: Spring PARB Tour.
- Review of the PARD Prohibited Acts in early 2022.
- Project updates for this FY-digital sign in Olde City Park and updated tennis court lighting at Founders Park.