

Wylie Parks and Recreation Board Regular Meeting

May 09, 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 approval of the April 13, 2022, regular Parks and Recreation Board meeting minutes.

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 May 6, 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

April 13, 2022 – 7:00 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 7:00 p.m. The following Parks and Recreation Board members were present: Board Member Brett Swendig, Board Member Brian Willeford, Board Member Craig Allen, Board Member Kim Mullis, and Board Member Kevin Stewart were absent.

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

CITIZEN COMMENTS ON NON-AGENDA ITEMS

No Citizens came forward.

REGULAR AGENDA

1. **Consider and act upon approval of the March 14, 2022, Regular Parks and Recreation Board minutes.**

Board Action

A motion was made by Board Member Swendig, seconded by Board Member Willeford, to approve the March 14, 2022, Regular Parks and Recreation Board minutes. A vote was taken, and the motion passed 4-0 with Board Member Allen, Board Member Mullis, and Board Member Stewart absent.

2. **Consider and act upon approval of an update to the proposed Monroe Farms Development Parkland dedication.**

Staff Comments

Director Diaz addressed the Board, stating that this parkland dedication for the Monroe Development was considered and approved by the Board at the December 2021 Parks and Recreation Board meeting. He advised that since that meeting, the developer, Skorburg Company, met with the City Council and the Planning and Zoning Commission on changes to the original proposed plan. Representative of Skorburg Company, Neal Stenberg, addressed the Board, stating that they propose to satisfy the parkland dedication requirements by the dedication of parkland and improvements in lieu of funds. He reported that the proposed update includes a dedicated total of 15.9 acres, 2.8 acres out of the floodplain, the installation of approximately 1,250 linear feet of 8' concrete trail within the development, and other park amenities, including a playground. Stenberg added that the proposal includes a connecting trail from the Monroe property to Kings Bridge Park. He advised the Board that the proposed improvement budget by the Skorburg Company is estimated to total \$301,750.

Board Action

A motion was made by Board Member Swendig, seconded by Board Member Suarez, to approve an update to the proposed Monroe Farms Development Parkland dedication with the addition of 18 parallel parking spaces. A vote was taken, and the motion passed 4-0 with Board Member Allen, Board Member Mullis, and Board Member Stewart absent.

3. Consider, and act upon, approval of the Park Event Application for the Do it for Declan 5K event at Founders Park on December 10, 2022.

Board Action

A motion was made by Board Member Willeford, seconded by Board Member Suarez, to approve the Park Event Application for the Do it for Declan 5K event at Founders Park on December 10, 2022. A vote was taken, and the motion passed 4-0 with Board Member Allen, Board Member Mullis, and Board Member Stewart absent.

4. Consider and act upon approval of the Park Event Application for an Art Market Event at Olde City Park on July 16, 2022.

Board Action

A motion was made by Board Vice-Chair Suarez, seconded by Board Member Swendig, to approve the Park Event Application for an Art Market Event at Olde City Park on July 16, 2022. A vote was taken, and the motion passed 4-0 with Board Member Allen, Board Member Mullis, and Board Member Stewart absent.

5. Consider and act upon approval of one representative from the Parks and Recreation Board to serve on the Art Selection Committee for the Public Art Advisory Board.

Board Action

A motion was made by Board Member Swendig, seconded by Board Member Willeford, to approve the nomination of Board Member Suarez to represent the Parks and Recreation Board to serve on the Art Selection Committee for the Public Art Advisory Board. A vote was taken, and the motion passed 4-0 with Board Member Allen, Board Member Mullis, and Board Member Stewart absent.

WORK SESSION:

WS1. Project updates.

Staff Comments

Director Diaz addressed the Board, stating that in addition to the Project Updates spreadsheet, staff continues adding current project updates to the Weekly Report, which is emailed to the Parks and Recreation Board and City Council. He reported that the new City dashboard had been launched and added to the main page of the City of Wylie website. Diaz advised that the new dashboard includes ongoing City projects, including road improvements, the downtown area, the dog park, splash pads, and the Wylie Senior Recreation Center.

Diaz stated that Dunaway Associates are still in the design phase for the splash pads and dog park. He advised that a joint work session with the City Council and the Parks and Recreation Board would take place during the regular Council meeting on April 26, 2022, which begins at 6:00 p.m. Diaz advised this work session will include a discussion on site selections for the splash pads and dog park. He noted that Dunaway Associates would present a more detailed schematic design of the projects, including selected site locations at a future joint work session with the City Council and Parks and Recreation Board. Board Chair Robinson inquired about the idea of a virtual joint work session with the City Council and Parks and Recreation Board. Diaz responded that the Texas Governor mandated that city boards and councils could no longer participate in virtual meetings. Diaz advised the Board he would email the link to the April 26 City Council Agenda Packet for their review. He directed Board Members who could not attend the joint work session with City Council to forward any input or questions to him for staff to address.

Diaz confirmed that City Council approved the funding for the Wylie Senior Recreation Center renovations, and staff continues the process of selecting a consultant for the design contract. He advised that the focus of the renovations is updating the restrooms for ADA compliance, installation of an interior safety sprinkler system, a porta cache, a new HVAC system, new flooring, and other interior updates.

Diaz reported the Brown House Welcome Center's ADA ramp is complete, except for the painting, which is underway; staff will add updated landscaping soon. He advised the center is tentatively scheduled to open to the public on April 29, 2022, depending on staff hiring; the center will remain open weekly, Tuesday through Saturday. Diaz confirmed that staff who currently utilize offices at the Brown House would continue to do so after opening the welcome center.

Diaz advised the Board the Community Park and Wylie Senior Recreation Center parking lot lights were installed, and the project is complete, resulting in added enhancements at both locations.

Diaz told the Board the Valentine Park playground remains on order and that this fall, staff plan to use the park as the annual Arbor Day tree planting location.

WS2. Future Agenda Items

Board Comments:

Board Member Swendig addressed the Board with updates regarding the Wylie Parks and Rec Foundation. He stated the first community event for the foundation took place on Sunday, April 10, wherein 10 participants met at the Municipal Complex. Swendig appreciated the staff's assistance in providing supplies and disposing of collected trash. He updated the foundation's income taxes were recently filed, and the planning for an upcoming tree planting event is in process. Swendig noted the foundation's website and Facebook page would include updates, event pictures, and future events.

Board Vice-Chair Suarez, who serves on the Cemetery Advisory Board, addressed the Board with a review of the last meeting. She stated that the Cemetery Rules and Regulations draft was reviewed and approved by the Board, which staff would soon forward to the City Attorney for finalization. Suarez advised that the Assistant City Manager, Renae' Ollie, would include funding for the cemetery in the upcoming 2022/2023 fiscal year budget. She noted that the cemetery records were all on paper and not in a database. Suarez stated that City staff, an outside vendor, and possibly cemetery committees would all be options considered for sorting and digitalizing the existing cemetery records. She noted that staff plan to hire a vendor to use ground-penetrating radar to confirm the availability of specific plots.

Staff Comments:

Director Diaz noted that there would be no Comprehensive Plan updates due to the absence of Board Member Mullis, who serves on the Envision Wylie Comprehensive Plan Advisory Committee.

Diaz advised that Recreation Supervisor, Julie Pannell, will continue to email the Parks and Recreation Board when volunteer opportunities become available. He noted the 1LT Robert Welch Run for our Heroes event would take place on April 23 and the following upcoming events in May: Taste of Wylie, Pedal Car Race, and the new event BBQ on Ballard. Diaz confirmed that the Bluegrass on Ballard event would take place at the end of June. He reported that park pavilion reservations had heavily increased this year.

Diaz clarified the Parks and Recreation Board Tour is scheduled for April 23, beginning at 9:00 a.m. and ending at 11:00 a.m. He added that a meeting and lunch would not be part of the planned tour. Diaz advised that the tour focus would include: potential site locations for the dog park and two splash pads, the exterior of the Brown House Welcome Center, the new playground amenities at Twin Lakes Park, and the new playground and pavilion amenities

at the Woodbridge Park. He noted that Woodbridge Park would be a possible location to host a ribbon-cutting ceremony to commemorate Parks and Recreation Month.

Board Vice-Chair Suarez questioned if there would be activity displacement for Senior Recreation Center participants due to the November elections, which are anticipated to be held there. Diaz replied that activities would remain scheduled at the Senior Recreation Center, and the November elections would be located in the center's dining area. He noted that he would again review and confirm the plan for the November elections with staff.

Diaz advised that staff are reviewing options for the 2022/2023 fiscal year budget to fund upcoming projects. He noted that any updates to this would be brought back for Board discussion at a future meeting.

RECONVENE INTO REGULAR SESSION

ADJOURNMENT

A motion was made by Board Member Swendig, seconded by Board Member Willeford, to adjourn the meeting at 7:22 p.m. A vote was taken, and the motion passed 4-0 with Board Member Allen, Board Member Mullis, and Board Member Stewart absent.

Joni Robinson, Board Chair

ATTEST:

Janet Hawkes, Administrative Assistant II



Parks and Recreation Board

AGENDA REPORT

Meeting Date:	May 9, 2022	Item Number:	
Department:	Parks and Recreation		<i>(City Secretary's Use Only)</i>
Prepared By:	Janet Hawkes	Account Code:	
Date Prepared:	May 9, 2022	Exhibits:	1

Subject

Project updates.

Recommendation

N/A

Discussion

Updates to the Board:

- Parks and Recreation management changes
- Review project update spreadsheet
- Dog park and splash pad site locations-joint PARB work session with Council on April 26
- Wylie Parks and Rec Foundation
- Cemetery Advisory Board update
- Comprehensive Plan update

Project	Update	Completion Date	Park Zone	Budget	Funded From
Splash pads and dog park	Site location with City Council approved on April 26.	Summer 2023		\$ 2,000,000.00	General Fund/4B
Design				\$ 300,000.00	4B
Wylie Senior Recreation Center Renovations	Funding by Council on April 12 was approved.	TBA	Central	\$ 750,000.00	General Fund/4B
Design				\$ 150,000.00	4B
Brown House Welcome Center	ADA ramp-painting completed and hand rail installation in progress. Open House was on 4-30-22	Spring 2022		\$ 70,000.00	Hotel/Motel
Valentine Park playground	In progress	Fall 2022	Central	\$ 70,000.00	4B

Notes:

City Dashboard for City project updates 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:	May 9, 2022	Item Number:	_____
Department:	Parks and Recreation		(City Secretary's Use Only)
Prepared By:	Janet Hawkes	Account Code:	_____
Date Prepared:	May 9, 2022	Exhibits:	_____

Subject

Future Agenda Items.

Recommendation

N/A

Discussion

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

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

- PARD upcoming events: BBQ on Ballard, Memorial Day event, Juneteenth, and Blue Grass on Ballard.
- Future joint work session with City Council for review of a dog park and splash pad designs (mid-late summer).
- Upcoming budget recommendations for the 2022/2023 fiscal year.