

# Wylie Parks and Recreation Board Regular Meeting Minutes

August 14, 2023 – 5:30 pm

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



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## CALL TO ORDER

Board Chair Beaux Dyson called the regular meeting to order at 5:35 p.m. The following Parks and Recreation Board members were present: Board Vice-Chair Gloria Suarez, Board Member Kim Mullis, Board Member Nick Puente, and Board Member Brian Arnold. Board Member Craig Allen and Board Member Scott Hevel were absent from the meeting.

Staff present included Parks and Recreation Director Carmen Powlen, Assistant Parks and Recreation Director Brent Stowers, Parks and Recreation Executive Administrative Assistant Janet Pieper, Parks and Recreation Department Supervisors Brittany Williams, Annika Sacco, Katy Burton, Julie Pannell, Rico Govea, and Ron Thompson.

## PRESENTATIONS

Division overviews were presented by Parks and Recreation Department Supervisors Brittany Williams, Annika Sacco, Katy Burton, Julie Pannell, Rico Govea, and Ron Thompson.

## CITIZEN COMMENTS ON NON-AGENDA ITEMS

No Citizens came forward.

## REGULAR AGENDA

### 1. Consider and act upon approval of the July 10, 2023, Regular Parks and Recreation Board Meeting Minutes.

#### Board Action

A motion was made by Board Vice-Chair Suarez, seconded by Board Member Puente, to approve the July 10, 2023, Regular Parks and Recreation Board Meeting Minutes. A vote was taken, and the motion passed 5-0 with Board Member Allen and Board Member Hevel absent from the meeting.

### 2. Consider and act upon approval of the Non-Profit Park Event Application from the Wylie P.O.L.I.C.E. Club representative School Resource Officer Michael Stewart, to hold the “Wylie P.O.L.I.C.E. Club Softball Tournament” at Founders Park on Saturday, November 4, 2023, from 8:00 a.m. to 9:00 p.m.

#### Board Action

A motion was made by Board Member Mullis, seconded by Board Vice-Chair Suarez, to approve the Non-Profit Park Event Application from the Wylie P.O.L.I.C.E. Club representative School Resource Officer Michael Stewart, to hold the “Wylie P.O.L.I.C.E. Club Softball Tournament” at Founders Park on Saturday, November 4, 2023, from 8:00 a.m. to 9:00 p.m.. A vote was taken, and the motion passed 5-0 with Board Member Allen and Board Member Hevel absent from the meeting.

3. Consider and act upon approval of the recommendation to amend the Parks and Recreation Board Bylaws.

#### **Board Action**

A motion was made by Board Vice-Chair Suarez, seconded by Board Member Arnold, to approve the recommendation to amend the Parks and Recreation Board Bylaw amendments as written, but with the inclusion of clarification for board residency requirements if necessary. A vote was taken, and the motion passed 5-0 with Board Member Allen and Board Member Hevel absent from the meeting.

### **WORK SESSION**

#### **WS1. Project Updates.**

##### **Staff Comments on Projects**

Assistant Parks and Recreation Director Stowers reviewed the department's current and future project updates.

The contractor, RLM EarthCo Construction, is in the process of moving dirt at the dog park location, which is next to the Municipal Complex east of the Smith Public Library. Water taps for the new meters will be added next week for the park's irrigation and dog wash stations. Completion of the project is expected by the end of 2023.

On consent agenda items for the purchase of splash pad equipment features and installation will go before the City Council for approval on August 22, 2023. The equipment features include installing the pumps and the filtration system that will be located inside the mechanical room and the concrete for the splash pad itself. It will not include the infrastructure, utilities, restrooms, and similar, which will all go to the City Council for approval after staff acquire pricing. Staff is working with six different contractors and the Parks and Recreation Department staff to construct the two splash pad projects, which are expected to begin by late fall or early winter 2023.

Pickleball courts at Community Park are nearly complete, with the concrete work and fence installation having been done. The four gates and windscreen mesh to the courts will be installed within the next week. Surfacing of the concrete and net installation is expected in the first part of September 2023.

After staff received the Senior Recreation Center renovation project's conceptual plan, staff pursued project quotes, which, after finalization, will go for City Council approval in September. Construction is expected to begin by the later part of 2023 or early 2024. No building expansion will be included in the project, just renovations to the existing building.

The Founders Park field renovation project will include the three fields to the northern west side of the park, closest to the Wylie Independent School District Stadium. These fields were originally added with only irrigation and lighting and no fieldwork prep in 1999. The project will include bringing up the ground about four inches with material, professional crowning, sand capping, and adding a new full irrigation system on the fields and the surrounding common areas. It is possible that there will also be an excess of funds available to add a few smaller fields in front of fields one, two, and three. Staff met with the City contracted sports leagues, making them aware of the renovation, and their only request was that the project's construction begin no sooner than November 2023. Staff will take the Agenda item for the chosen vendor for approval by the City Council on August 22, 2023.

The backstops at the Avalon Park practice fields were removed, and the new poles were installed. The expected completion date of the project is early September 2023.

Supervisor Julie Pannell updated the board on the Wylie Municipal Trail art projects. She served on the Public Art Board Selection Panel, working with Public Art Coordinator Carole Erlich on selecting finalists for the art projects. The panel narrowed it down to four artists who have until September 21, 2023, to provide a Marquette of their proposed art. The selected Marquette and contract will be presented to the City Council for final approval on October 10, 2023, and the project is expected to be installed at the sites in August or September of 2024.

## **WS2. Program Updates**

### **Staff Comments on Programs**

Director Powlen reviewed the recent and upcoming Parks and Recreation Department programs.

Summer camp increased revenue by 13 percent this year, and 80 percent of the camper seats were filled. During Parks and Recreation Month, 95 activities were offered, with 7,000 people participating, a 40 percent increase from last year. Early Bird Registration opens to the general public on September 1 and September 8 for the Senior Recreation Center patrons.

The Fall Parks and Recreation Board Tour is scheduled for October 21, 2023; however, because two board members cannot attend, a date change will likely be considered after staff emails them with optional dates and their availability.

Other upcoming events include National Night Out, Pumpkins on the Prairie, Spooky Yoga, and Boo on Ballard in October. The Gingerbread Workshop, Donuts with Santa, the Victorian Christmas Market, Tree Lighting Ceremony, and Parade are scheduled in December. The Victorian Christmas Market is a new cooperative event with the Economic Development Corporation and the Downtown Merchants Association.

The Senior Recreation Center has their European Christmas Market trip from November 30 through December 8, 2023; 24 senior citizens signed up, with 8 more on a waiting list. The Senior Recreation Center Christmas Celebration is scheduled for December 15, 2023.

Volunteer opportunities will be emailed to Parks and Recreation Board Members for many of the upcoming events.

### **ADJOURNMENT**

A vote was taken, and the motion passed 5-0 with Board Member Allen and Board Member Hevel absent from the meeting.

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**Beaux Dyson, Board Chair**

**ATTEST:**

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**Janet Pieper, Executive Administrative Assistant**