

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.

ATTEST:

Kim Mullis, Board Chair

Janet Pieper, Administrative Assistant II