



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