

# Wylie Parks and Recreation Board Regular Meeting Minutes

September 11, 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 Craig Allen, Board Member Scott Hevel, Board Member Nick Puente, and Board Member Brian Arnold. Board Member Kim Mullis was absent from the meeting.

Staff present included Parks and Recreation Director Carmen Powlen, Assistant Parks and Recreation Director Brent Stowers, and Parks and Recreation Executive Administrative Assistant Janet Pieper.

## PRESENTATIONS

No presentations.

## CITIZEN COMMENTS ON NON-AGENDA ITEMS

No Citizens came forward.

## REGULAR AGENDA

1. **Consider and act upon approval of the August 14, 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 August 14, 2023, Regular Parks and Recreation Board Meeting Minutes. A vote was taken, and the motion passed 6-0 with Board Member Mullis absent from the meeting.

2. Consider and act upon approval of the Jingle Bell Jog 5K and Fun Run/Walk hosted by the non-profit group Wally W. Watkins PTA on December 2, 2023, in Founders Park.

### **Board Action**

A motion was made by Board Member Puente, seconded by Board Member Hevel, to approve the Non-Profit Park Event Application for the Jingle Bell Jog 5K and Fun Run/Walk hosted by the non-profit group Wally W. Watkins PTA on December 2, 2023, in Founders Park. A vote was taken, and the motion passed 6-0 with Board Member Mullis absent from the meeting.

3. Consider and act upon approval of the Parks and Recreation Board Regular Meeting and Tour Calendar.

### **Board Action**

A motion was made by Board Member Allen, seconded by Board Member Arnold, to approve the Parks and Recreation Board Regular Meeting and Tour Calendar. A vote was taken, and the motion passed 6-0 with Board Member Mullis 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 pickleball courts at Community Park are nearly complete, with the concrete surfacing work, fence, and gate installation having been done. The gates include three court entrances and one larger maintenance access. The addition of the court windscreen mesh will complete the project and allow the opening of the park amenity for public use within the next two weeks.

The contractor, RLM EarthCo Construction, has installed all of the mainline irrigation and valves and has completed the first of four concrete pours at the dog park. The form-up has been done for the second concrete pour scheduled this week. The four pours include the three dog paddocks and stamped concrete at the park's main entrance. Because the project bid came in under budget, staff was able to submit a work order change for the installation of sod at the northern dog paddock instead of hydro-mulch. This project is progressing quickly and is expected to be completed by December 2023.

During the August meeting, the City Council approved selecting Raindrop Products to supply and install the splash pad equipment features and pump and filtration system in the mechanical room. Including Raindrop Products, this project will contract with five outside vendors to complete the concrete, pavilion, gateway structure, electrical, and restroom facilities. In addition, the City of Wylie Public Works Department, along with the Parks and Recreation Department, will assist with various aspects of the splash pad project. The expected completion date is by May of 2024. Board Member Allen inquired about the anticipated savings for electing to use City staff instead of an outside vendor to act as the general contractor for the splash pad projects. Mr. Stowers responded that typically, 20 percent is added to the anticipated expense when hiring an outside general contractor. Although the exact project savings are yet to be determined, staff assuming the role of general contractor will allow funds for the needed parking lot expansion, pavilion shade structures, and parking lot security lights at the East Meadow Trail splash pad, and the addition of a drop-off safety feature and splash pad shade structures at the Community Park splash pad. Board Chair Dyson asked if adding a Brown Street left turn lane into the East Meadow Trail splash pad facility is included in this project budget. Mr. Stowers responded that a turn lane addition is not included in this project budget but will be budgeted as a separate project when funds become available.

The City Council approved the selection of vendor Grand Landscapes and Athletics for the Founders Park field renovation project. The renovation will encompass the three fields located at the northern west side of the park, closest to the Wylie Independent School District Stadium. 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. The sports leagues that the City contracted with are aware of the renovations beginning after November 1, 2023, and accepted the probability that the project would cause a delay in the start of the spring season. Board Member Allen asked if the field renovation project included any of the Founders Park Master Plan done by Halff and Associates. Mr. Stowers advised that portions of the plan will be completed over time as the budget allows. He added that in the 2023/2024 fiscal year budget, 4B Funds have been allocated to fund the

Pirates Cove playground replacement in Founders Park, a project included in the Founders Park Master Plan.

Last week, staff received a final proposal from LMC Corporation for the Senior Recreation Center renovation project, which is in review by the City Purchasing Department. If the City Council approves the proposal, construction could begin as early as late October. The vendor estimates a 90-day renovation timeline, and because the proposal came in under budget, exterior resurfacing and additional parking were added to the project. Board Co-Chair Suarez inquired about the closing of the Senior Recreation Center. Mr. Stowers stated that during the renovations, the facility will be closed completely. He explained that some activities will be suspended, but many will resume at the Recreation Center location during renovations.

## **WS2. Program Updates.**

### **Staff Comments on Programs**

Parks and Recreation Director Powlen reviewed the recent and upcoming Parks and Recreation Department programs and events. She advised that many new items were added to the current ones in the Fall and Winter schedule this year, including pickleball classes, the Welcome Center at the Brown House exhibit of “School Days in Wylie, Then and Now” and “Wylie and the Wider World,” Picnic in the Park, the Victorian Christmas Market, the Senior Recreation Center Christmas Banquet, Pumpkins on the Prairie, Boo on Ballard, the Wylie Arts Festival, the Tree Lighting, and Parade. Many volunteer opportunities will be available for these events.

## **WS3. Discuss rescheduled Fall Tour.**

### **Staff Comments on Rescheduled Fall Tour**

Executive Administrative Assistant Janet Pieper reviewed the new date and itinerary for the Fall Tour with the Board. The tour will begin at 9:00 a.m. on Saturday, October 14, and conclude with Lunch at the Municipal Complex at approximately 11:15 a.m. All Board Members plan to attend; however, Board Member Mullis advised previously that she will be absent for the tour.

## **ADJOURNMENT**

A motion was made by Board Member Allen, seconded by Board Co-Chair Suarez, to adjourn the meeting at 6:30 p.m. A vote was taken, and the motion passed 6-0 with Board Member Mullis absent from the meeting.

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**Beaux Dyson, Board Chair**

**ATTEST:**

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**Janet Pieper, Executive Administrative Assistant**