



## Parks and Recreation Board

### **Meeting Minutes**

**Monday, June 14, 2021 – 6:30 p.m.**

**Wylie Municipal Complex  
300 Country Club Road #100  
Wylie, Texas 75098**

#### **CALL TO ORDER**

Board Chairperson Robinson called the meeting to order at 6:30 p.m. with Board Member Suarez, , Board Member Allen, Board Member Mullis, and Board Member Stewart in attendance. Board Member Stewart left the meeting early at 7:35 p.m., and Board Member Swendig and Board Member Willeford were both absent from the meeting.

Staff members present were Parks and Recreation Director Robert Diaz, and filling in for Parks and Recreation Board Secretary Janet Hawkes, was Planning and Zoning Administrative Assistant II, Mary Bradley.

#### **CITIZENS PARTICIPATION**

No citizens came forward.

#### **REGULAR AGENDA ITEMS**

- 1. Consider and act upon the approval of the Minutes from the May 4, 2021 special meeting.**

##### **Board Action:**

Board Member Mullis made a motion to approve the Minutes from the May 4, 2021 special meeting. Board Member Stewart seconded the motion, and a vote was taken and passed 5-0.

- 2. Consider and act upon the approval of the Minutes from the May 10, 2021 regular meeting.**

##### **Board Action:**

Board Member Stewart made a motion to approve the Minutes from the May 10, 2021 regular meeting. Board Member Suarez seconded the motion, and a vote was taken and passed 5-0.

- 3. Consider and act upon parkland dedication for the Monroe Development.**

Director Diaz reminded the Board that another version of this development had been reviewed and approved at a previous meeting. Due to the previous version being denied by the City

Council a new development is being submitted. Director Diaz advised that the applicant, Capstar Real Estate Advisors, is proposing to satisfy parkland dedication requirements by dedicating parkland and improvements in lieu of funds. Capstar Real Estate Advisor representative John Allums, and Kimley-Horn Consultant Sarah Scott, both attended the meeting to review the dedication request, elaborate on changes that were made from the previous dedication request, and answer any questions from the Board. They both explained that the development is now planned to consist entirely of rental property; 248 units on 17.88 acres of land consisting of what they refer to as single family "California Courtyard Townhomes" and "Country Cottages". 3700 linear feet of an eight foot concrete trail will be included within the development with plans to connect the trail to Kings Bridge Park. 4.8 acres of the 17.88 acres of developed land is floodplain, of which includes an existing four acre lake. The developer proposed to split with the City 50/50, any impending legal expenses associated in changing the ownership of the lake area. The developer requested that the park be named Al Monroe Park in memory of the previous property owner, and that the dedicated parkland be owned and maintained solely by the City.

**Board Action:**

Board Member Suarez made a motion to approve the parkland dedication for the Monroe Development but to table the naming of the park to a later date. Board Member Mullis seconded the motion, and a vote was taken and passed 5-0.

**4. Consider and act upon final design and cost opinion for the updated Founders Park Master Plan.**

Director Diaz reviewed with the Board the final design and cost opinion from consultants Halff and Associates. Director Diaz noted to the Board that any future project would again come back to the Board for input, this was just for a final conceptual plan. The Board agreed that the conceptual final design and cost opinion for the updated Founders Park Master Plan should be recommended to City Council as written.

**Board Action:**

Board Member Suarez made a motion to approve the final design and cost opinion for the updated Founders Park Master Plan. Board Member Mullis seconded the motion, and a vote was taken and passed 5-0.

**5. Consider and act upon updating the Parks and Recreation Board Bylaws.**

Director Diaz stated that the current Parks and Recreation Board Bylaws needed updating to reflect the 2019 change by City Council setting term limits, wherein a Board Member can only serve up to three, two-year terms.

**Board Action:**

Board Member Mullis made a motion to approve updating the Parks and Recreation Board Bylaws. Board Member Suarez seconded the motion, and a vote was taken and passed 5-0.

**6. Consider and act upon appointing a Board Member to the Comprehensive Master Plan Advisory Committee.**

City Council will formally approve the formation of 13 committee members, seven Council appointees and six representatives from organizations and boards within the City, to serve on the Comprehensive Master Plan Advisory Committee. This committee will begin meeting monthly this summer on Thursdays for approximately one year. They will review all aspects of current and future development within the City, to include the most recent (2020) Parks, Recreation, and Open Space Master Plan.

**Board Action:**

Board Member Stewart made a motion to appoint a Board Member Mullis to the Comprehensive Master Plan Advisory Committee. Board Member Saurez seconded the motion, and a vote was taken and passed 5-0.

**WORK SESSION**

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- **WSI. Bond Committee update.**

The Bond Committee has completed their meetings and will present to City Council during the June 22<sup>nd</sup> meeting, their priority list of recommended projects for a future bond election. Director Diaz reviewed the survey ranking with the Parks and Recreation Board explaining that Lavon Lake Parks was ranked number one on their priority list. He added that in regards to other potential parks and recreation projects, the Founders Park improvements ranked number 8, the Senior Recreation Center expansion ranked number 12, an aquatic facility ranked number 13, Braddock Park improvements ranked number 17, and Parkside Park improvements ranked number 18. The City Council is set to determine a bond project list and election date this summer.

- **WS2. Project updates.**

The Twin Lakes/Southbrook Trail Connection playground has been ordered and will be installed in late summer of 2021.

The final draft of the Founders Park Master Plan was reviewed and approved during tonight's meeting.

Staff is working on obtaining quotes for the ice storm damage as well as some Phase One improvements to the Brown House, with the intention to use the same contractor for all of the aforementioned work. The Brown House accessible ramp approval from City Council was tabled during their last meeting due to construction questions, but will again be presented as an action item during the next Council meeting scheduled for June 22<sup>nd</sup>.

The Aquatics Feasibility Study and Lavon Lake Study are both nearing completion. The final reports will be forwarded to the City Council for review.

**ADJOURNMENT**

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There being no further business, a motion to adjourn was made by Board Member Mullis. Board Member Allen seconded the motion, and a vote was taken and passed 4-0. The meeting was adjourned at 7:45 p.m.

**ATTEST**

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Janet Hawkes, Parks Board Secretary

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Joni Robinson, Parks Board Chairperson