

Wylie Parks and Recreation Board Regular Meeting Minutes

January 9, 2023 – 5:30 pm

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



CALL TO ORDER

Board Chair Kim Mullis called the regular meeting to order at 5:30 pm. The following Parks and Recreation Board members were present: Board Vice-Chair Gloria Suarez, Board Member Brian Willeford, Board Member Nick Puente, and Board Member Gerald Dyson. Board Member Craig Allen and Board Member Randall Zaboinik arrived late to the meeting at 5:35 pm due to an issue with the City Hall entrance door.

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

CITIZEN COMMENTS ON NON-AGENDA ITEMS

No Citizens came forward.

REGULAR AGENDA

1. **Consider and act upon approval of November 14, 2022, 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 November 14, 2022, Regular Parks and Recreation Board Meeting Minutes. A vote was taken, and the motion passed 5-0, with Board Member Craig Allen and Board Member Zaboinik arriving late to the meeting.

WORK SESSION

WS1. Discuss Resource Gallery

Staff Comments

Assistant Parks and Recreation Director Brent Stowers presented the staff's newly created Resource Gallery and reviewed the various information that Board Members will soon have access to. Gallery modules will include Scope and Duties, Parks and Recreation Board Calendar, Websites, Social Media, and Forms, Parks and Recreation Department Administration Staff, About Wylie Parks and Recreation Department, Staff Common Language, Staff Acronyms and Abbreviations, Meeting Components, Special Event Volunteer, and Code of Conduct. Additional items could possibly be added over time. Mr. Stowers advised that log-in information to the Resource Gallery will be emailed to the Board soon and also encouraged the Board to relay any suggestions for items they would like to see included in the Resource Gallery.

WS2. Project update

Staff Comments

Assistant Parks and Recreation Director Brent Stowers advised that staff is working with Dunaway and Associates on some changes to the construction documents for the dog park and splash pad projects. Dunaway and Associates are expected to deliver the revised construction documents to staff by January 17, 2023. The bid process for the designs is projected to begin in February 2023, with all three projects likely being packaged together in a single contract.

Board Comments

Board Member Allen inquired about the planned operational opening and closing dates for the splash pads. Mr. Stowers advised that the dates would likely be Memorial Day to Labor Day, which is pretty standard in the surrounding area.

Staff Comments

Mr. Stowers stated that the Valentine Park playground is on the vendor's schedule for delivery, and installation is planned to begin at the end of January 2023. The Olde City Park playground's new Pour and Play surfacing is also planned to be installed by the end of January 2023. The Birmingham Farms playground will begin its renovation in early February, with an estimated completion date of mid-March 2003.

Board Comments

Board Member Dyson inquired about future plans to renovate the Pirate Cove Playground. Mr. Stowers advised that the playground needed renovation, and staff are discussing the possibility of doing so within the next fiscal year's budget.

Staff Comments

Staff received the Professional Services Project Order (PSPO) from BRW Architects for the Wylie Senior Recreation Center project's two renovation concepts; one concept includes the renovation only, and the second concept includes the renovation with a building expansion. These documents are currently in review with the City's Purchasing Agent. City Council will later direct staff on which concept to go with during a future Council meeting.

RECONVENE INTO REGULAR SESSION

ADJOURNMENT

A motion was made by Board Vice-Chair Suarez, seconded by Board Chair Allen, to adjourn the meeting at 6:35 pm. A vote was taken, and the motion passed 7-0.

ATTEST:

Kim Mullis, Board Chair

Janet Pieper, Administrative Assistant II