



GARLAND

NOTICE OF MEETING CITY OF GARLAND, TEXAS

**Parks and Recreation Advisory Board
Work Session Room of City Hall
William E. Dollar Municipal Building
200 North Fifth Street
Garland, Texas
November 6, 2024 at 7:00 p.m.**

A meeting of the Parks & Recreation Advisory Board of the City of Garland, Texas will be held at the aforementioned location, date, and time to discuss and consider the following agenda items.

AGENDA:

1. APPROVAL OF MINUTES

- a. Consider approval of the Parks and Recreation board minutes for the October 2, 2024, meeting.

2. PUBLIC COMMENTS

Persons who desire to address the Committee on any item on the agenda are allowed three minutes to speak. Testimony may be held until the item is considered or given at the beginning of any committee meeting. Invited testimony may also occur at any time, subject to a request of the Member of the Committee and with the approval of the Committee Chairperson.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- a. **Discuss a possible park tour in lieu of a December meeting**

Matt Grubisich, Parks Director, will discuss having a December tour in lieu of a regular December meeting.

- b. **Consider canceling or rescheduling the January 2025 Regular Parks and Recreation Board meeting**

Staff has requested the board members to consider canceling or rescheduling the January 2025 Regular Parks and Recreation meeting.

- c. **Athletic League Report**

Buddy League will provide the board with an update and be available to answer questions.

- d. **CAPRA (Commission for Accreditation of Park and Recreation Agencies) Update**

Staff will provide a CAPRA update and be available for questions.

- e. **Capital Improvement Projects and Studies - Design & Development Division Update**

Mark Ellender, Parks Planning Administrator, will provide an update on the Capital Improvement Projects and Studies - Design & Development Division and be available to answer questions.

4. FUTURE AGENDA ITEMS

5. ADJOURN



GARLAND

Parks & Recreation Advisory Board

1. 1. a.

Meeting Date: 11/06/2024

Item Title: APPROVAL OF MINUTES

Summary:

Consider approval of the Parks and Recreation board minutes for the October 2, 2024, meeting.

Attachments

Temp Minutes 10-2-2024

DRAFT



GARLAND

MINUTES

The Parks & Recreation Board of the City of Garland convened in regular session at 7:00 p.m. on October 2, 2024, in the Work Session Room, 200 North Fifth Street, Garland, Texas, with the following members:

- Present:** Jerry Carter, Chair
Molly Bishop, Vice Chair
Nancy Janssen, Board Member
Tamara Aquino, Board Member
Jason Aguirre, Board Member
David Parrish, Board Member
Don Koerner, Board Member
- Absent:** David Morehead, Board Member
Richard Valle, Board Member
- Staff Present:** Matt Grubisich, Parks Director
D'Lee Williams, Recreation Director
Mark Ellender, Parks Planning Administrator
Keith Reagan, Administrative Services Manager

AGENDA:

1. APPROVAL OF MINUTES

- a. Consider approval of the Parks and Recreation board minutes for the September 4, 2024, meeting.

Motion was made by Board Member David Parrish, and seconded by Vice Chair Molly Bishop that the minutes of October 3, 2024, be approved as submitted.

Vote: 6 - 0

2. PUBLIC COMMENTS

No citizen comments

Persons who desire to address the Committee on any item on the agenda are allowed three minutes to speak. Testimony may be held until the item is considered or given at the beginning of any committee meeting. Invited testimony may also occur at any time, subject to a request of the Member of the Committee and with the approval of the Committee Chairperson.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- a. Consider the Election of the Parks and Recreation Board Chair

Motion was made by Board Member David Parrish, and seconded by Board Member Don Koerner to nominate Molly Bishop as Chair.

Vote: 6 - 0

- b. Consider the Election of the Parks and Recreation Board Vice Chair

Motion was made by Vice Chair Molly Bishop, and seconded by Board Member David Parrish to nominate Don Koerner as Vice Chair.

Vote: 6 - 0

c. Consider for Council recommendation the revised Parks and Recreation board By-Laws.

Matt Grubisich, Parks Director, and the Policies and Program Committee, will present the recommended by-law changes and seek approval from the Parks and Recreation Board for Council recommendation.

Motion was made by Vice Chair Molly Bishop, and seconded by Board Member Jason Aguirre to approve the submitted revised By-Laws for Council recommendation.

Vote: 6 - 0

d. Recreation Supervisor Report

Rhonda McTyre, Recreation Supervisor, provided the Parks and Recreation board with an update and was available to answer questions.

e. Parks Foundation Update

Matt Grubisich, Parks Director, and Molly Bishop, Parks and Recreation Vice Chair, provided the Parks and Recreation board with an update and were available to answer questions.

f. Bond Study Committee Update

Matt Grubisich, Parks Director, and Jerry Carter, Parks and Recreation Chair, provided an update on the Bond Study Committee update.

g. Park Security Update

Matt Grubisich, Parks Director, updated the Parks and Recreation board on Park Security and was available for questions.

h. Capital Improvement Projects and Studies - Design & Development Division Written Update

Mark Ellender, Parks Planning Administrator, provided the Parks and Recreation board members with a written update on the following: Design & Development Division Update.

4. FUTURE AGENDA ITEMS

1. David Parrish, requested information on the role of the Parks and Recreation Board
2. Molly Bishop, requested a Tuckerville Walking Tour

5. ADJOURN

The meeting adjourned at 8:35 p.m.



GARLAND

Parks & Recreation Advisory Board

1. 3. a.

Meeting Date: 11/06/2024

Item Title: DISCUSS A POSSIBLE PARK TOUR IN LIEU OF A DECEMBER MEETING

Summary:

Discuss a possible park tour in lieu of a December meeting

Matt Grubisich, Parks Director, will discuss having a December tour in lieu of a regular December meeting.



GARLAND

Parks & Recreation Advisory Board

1. 3. b.

Meeting Date: 11/06/2024

Item Title: CONSIDER CANCELING OR RESCHEDULING THE JANUARY 2025 REGULAR PARKS AND RECREATION BOARD MEETING

Summary:

Consider canceling or rescheduling the January 2025 Regular Parks and Recreation Board meeting

Staff has requested the board members to consider canceling or rescheduling the January 2025 Regular Parks and Recreation meeting.

Background/Additional Information:

Chapter 25, Section 25.24 of the City Charter states that the place, time, and dates of the general monthly meetings of the board shall be established by the board. In its capacity as the Tree Board, the board shall meet annually, or as needed, as determined by and in conjunction with the meeting of the Parks and Recreation Board. Ordinance 6140, sec 1



GARLAND

Parks & Recreation Advisory Board

1. 3. c.

Meeting Date: 11/06/2024

Item Title: ATHLETIC LEAGUE REPORT

Summary:

Athletic League Report

Buddy League will provide the board with an update and be available to answer questions.



GARLAND

Parks & Recreation Advisory Board

1. 3. d.

Meeting Date: 11/06/2024

Item Title: CAPRA (COMMISSION FOR ACCREDITATION OF PARK AND RECREATION AGENCIES)
UPDATE

Summary:

CAPRA (Commission for Accreditation of Park and Recreation Agencies) Update

Staff will provide a CAPRA update and be available for questions.



GARLAND

Parks & Recreation Advisory Board

1. 3. e.

Meeting Date: 11/06/2024

Item Title: Capital Improvement Projects and Studies - Design & Development Division Update

Summary:

Capital Improvement Projects and Studies - Design & Development Division Update

Mark Ellender, Parks Planning Administrator, will provide an update on the Capital Improvement Projects and Studies - Design & Development Division and be available to answer questions.

Attachments

CAP UPDATES

CAPITAL IMPROVEMENT PROJECTS AND STUDIES UPDATE

The annual update of the City's Capital Improvements Program (CIP) is complete. Revised Park project schedules and projected debt issuance over the next five years were approved on Feb. 15, 2022.

RECREATION CENTER AND AQUATICS IMPROVEMENTS

- GARLAND SENIOR ACTIVITY CENTER RENOVATION AND EXPANSION – 2019 Bond Program – Design is underway with consultant. Meeting with consultant held October 21st to review and discuss Garland Planning Department commentary.
- HOLFORD RECREATION CENTER AND AQUATICS CENTER – 2019 Bond Program – Construction is underway with substantial completion anticipated mid-2025.
- SURF AND SWIM REGIONAL AQUATICS FACILITY – 2019 Bond Program – Kimley Horn and Associates is the prime consultant. Fain Group was awarded construction contract. Notice to Proceed (NTP) issued to contractor on July 29, 2024. Project contract days – 610. Substantial Completion – March 21, 2026.

GENERAL PARK IMPROVEMENTS

- LOU HUFF PARK – (cash funded) – Design is underway with consultant. 60% submittal reviewed and returned to consultant for incorporation.
- RICK ODEN SPLASH PAD – (cash funded) – The project aims to construct an 8,500 square foot splashpad in Rick Oden Park. Design is underway with consultant. Final review with engineering underway.
- WYNN JOYCE PARK – (cash funded) – The project aims to redevelop Wynn Joyce Park. Public engagement is complete. Design is underway with consultant. 90% CD set with City Commentary sent to consultant for incorporation.
- KINGSLEY PARK – (cash funded) – Design is underway with consultant, based on revised concept.
- JOHN PAUL JONES PARK – 2019 Bond Program/TPWD – The project aims to address erosion issues along the shoreline, improved boating access from the parking lot, a courtesy dock for boaters, kayak launch, parking lot improvements, and a new permanent restroom. Upon completion of design, TPWD will work with the City on funding towards construction as funding is available. 60% CD set is underway with consultant.
- TUCKERVILLE PARK – 2019 Bond Program – The construction contract was approved by City Council on December 12, 2023. This project is currently under construction. Drive & Parking lot construction to begin week of 10/28.

TRAILS AND GREENBELTS

- NAAMAN FOREST CONNECTION TRAIL – 2019 Bond Program – Design is underway. This project is a trail connection supported by Dallas County to connect the recently completed trail within Spring Creek Greenbelt to Halff Park and Naaman Forest Blvd. This trail segment will eventually connect with a proposed trail along Brand Rd. Consultant is incorporating commentary received from PMO & city staff review.
- DUCK CREEK AUDUBON TRAIL – 2019 Bond Program – Design is underway. This project is a trail connection supported by Dallas County to connect Duck Creek Trail at Bill Cody Park to Audubon Park. 30% CD set received. This set is currently being reviewed by PMO & city staff.
- CENTRAL PARK WALKING TRAIL – ARPA – Design is underway. This project aims to complete a loop trail around Central Park to connect to the spine trail and the other amenities in the park. Project is currently bidding.

- DUCK CREEK SOUTH EXTENSION TRAIL – The construction contract was approved by City Council on November 14, 2023. Final onsite review/punch to be scheduled week of 10/28.
- MEADOWCREEK BRANCH GREENBELT DRAINAGE IMPROVEMENTS – This project has been re-assigned to the Engineering department. 90% CD set received April 23, 2024.

PLANS AND STUDIES

- NO ACTIVE PLANS OR STUDIES

COMPLETED PROJECTS

*Note: The status of 2019 Bond projects will be updated through the Project Management Office.

- ABLON PARK POND AND PIER IMPROVEMENTS
- MONTGOMERY PARK
- WATSON PARK SPLASH PAD & FUTSAL COURT
- PLAYGROUND REPLACEMENT PROGRAMS PACKAGE 1-3
- EMBREE PARK SPLASH PAD
- LON WYNNE PARK SPLASH PAD
- GRANGER ANNEX RENOVATION
- HOLLABAUGH RECREATION CENTER EXPANSION

TYPICAL DESIGN PHASES AND MILESTONES

Pre-Design (PD)

Initial phase where project requirements, goals, feasibility, and scope are defined.

Schematic Design (SD)

Conceptual sketches and initial layouts are created to explore and illustrate possible design solutions.

Design Development (DD)

Refinement of the design, finalizing the layout and specific components, and beginning to integrate detailed drawings.

Construction Documents (CD)

Detailed drawings and specifications are prepared for construction bidding and permits.

Bidding & Negotiation (BN)

Contractors bid on the project and the best proposal is selected through negotiation.

Construction Administration (CA)

Oversight of the construction process to ensure compliance with design specifications, managing contracts, and handling any on-site issues that arise.