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
September 4, 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 August 7, 2024, meeting.

   b. Consider approval of the Parks and Recreation Policies and Program Sub-Committee minutes for the August 26, 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. **Representatives from the IT Department will provide an update and training to the Parks and Recreation board members on the new Park Board Teams Channel.**

      Eileen Navarro, Business Relationship Manager, and Sean OBryant, Application Solutions Manager, will provide an update and training on the new Park Board Teams Channel and be available for questions.

   b. **2024/25 Proposed Budget Update**

      Keith Reagan, Administrative Services Manager, will update the board on the Proposed Budget and be available to answer questions.

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

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

   d. **Communications/Enclosures**

      Staff will provide the board with the Silver Scoop, (Sept. 2024), and an Event Calendar (Sept. & Oct.) both to be distributed at the meeting.

4. FUTURE AGENDA ITEMS

5. ADJOURN

GARLAND

Parks & Recreation Advisory Board **1. 1. a.**
Meeting Date: 09/04/2024
Item Title: APPROVAL OF MINUTES

Summary:
Consider approval of the Parks and Recreation board minutes for the August 7, 2024, meeting.

Attachments

Temp Minutes 8-7-2024

DRAFT

GARLAND

MINUTES

The Parks & Recreation Board of the City of Garland convened in regular session at 7:00 p.m. on August 7, 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 Jason Aguirre, Board Member David Morehead, Board Member David Parrish, Board Member Richard Valle, Board Member Don Koerner, Board Member
Absent:	Tamara Aquino, Board Member
Staff Present:	Matt Grubisich, Parks Director D'Lee Williams, Recreation Director Keith Reagan, Administrative Services Manager Mark Ellender, Landscape Architect Yvonne V. Naser, Management Services Coordinator

AGENDA:

1. APPROVAL OF MINUTES

a. Consider approval of the Parks and Recreation board minutes for the May 1, 2024, meeting.

Motion was made by Board Member David Parrish, and seconded by Vice Chair Molly Bishop to approve the minutes of May 1, 2024, as submitted.

Vote: 7 - 0

2. PUBLIC COMMENTS

2. Laura Perkins Cox

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. Park Division Update

Matt Grubisich, Parks Director, provided the board with an update on the following and was available to answer questions:

- May Storm Update
- Audubon Sprigging
- Special Events Support

b. 2024-25 Proposed Budget Update

Keith Reagan, Administrative Services Manager and D'Lee Williams, Recreation Director, provided an update to the board on the Proposed Budget and were available for questions.

c. Parks and Recreation Board By-Laws Revision Discussion

Matt Grubisich, Parks Director, would like the board members to discuss the Board By-Laws and revision efforts and for the chair to assign the task to the Policies and Programs Committee. Jerry Carter, Chair, referred this task to the Policies and Programs committee.
Members of the Committee are:
Molly Bishop, Chair
Nancy Janssen
Tamara Aquino
Don Koerner

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

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

e. Communications/Enclosures

Staff provided the board with the Silver Scoop, (Aug. 2024), and an Event Calendar (Aug. & Sept.) both were distributed at the meeting.

4. FUTURE AGENDA ITEMS

1. Board Member, David Parrish, requested an update on the Security Program findings report.
2. Board Member, David Parrish, requested an Urban Forestry Grant update.
3. Board Member, David Parrish, requested an update on the impact due to the number of trees that were lost from the storm.
4. Board Member, David Parrish, would like to know what the board interaction with the Bond Committee will be?
5. Vice Chair, Molly Bishop asked if the Butterfly Garden at Audubon Park could be a Scout project?
6. Vice Chair, Molly Bishop, requested a Tree Mitigation Fund update.
7. Vice Chair, Molly Bishop, requested a Mill Creek Summerville Field update.
8. Vice Chair, Molly Bishop, requested the PARD By - Laws be on the October agenda.
9. Vice Chair, Molly Bishop, requested an update on the Aug. 17 bench installation at Dorfman Park.

5. ADJOURN

The meeting adjourned at 8:23 p.m.

GARLAND

Parks & Recreation Advisory Board **1. 1. b.**
Meeting Date: 09/04/2024
Item Title: APPROVAL OF MINUTES

Summary:
Consider approval of the Parks and Recreation Policies and Program Sub-Committee minutes for the August 26, 2024, meeting.

Attachments

8-26-2024 PP Minutes

DRAFT

GARLAND

MINUTES

The Parks & Recreation Board Policies and Program Sub - Committee of the City of Garland convened at 6:00 p.m. on August 26, 2024, in the McKnight Administration Building, 634 Apollo Road, Garland, Texas, with the following members:

Present:	Molly Bishop, Vice Chair
	Nancy Janssen, Board Member
	Tamara Aquino, Board Member
	Don Koerner, Board Member
Absent:	Jerry Carter, Chair
	Jason Aguirre, Board Member
	David Morehead, Board Member
	David Parrish, Board Member
	Richard Valle, Board Member
Staff Present:	Matt Grubisich, Parks Director
	Yvonne V. Naser, Staff

AGENDA:

1. PUBLIC COMMENTS

No 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.

2. ITEMS FOR INDIVIDUAL CONSIDERATION

a. Meeting To Discuss Revision of Parks and Recreation By - Laws for Recommendation

The Policies and Program Committee discussed revisions to the Parks and Recreation by-laws. Recommended changes to the by-laws will be presented at a future meeting of the Parks and Recreation board for official consideration.

3. ADJOURN

The meeting adjourned at 7:00 p.m.

NOTE: The Council Chambers at Garland City Hall is wheelchair accessible, and ADA parking is available on the street as well as in the public parking garage. Persons with disabilities who may need auxiliary aids or services must contact the City Secretary's Office at 972-205-2404 at least two working days prior to the meeting so that appropriate arrangements can be made. Braille is not available.

GARLAND

Parks & Recreation Advisory Board **1. 3. a.**

Meeting Date: 09/04/2024

Item Title: REPRESENTATIVES FROM THE IT DEPARTMENT WILL PROVIDE AN UPDATE AND TRAINING TO THE PARKS AND RECREATION BOARD MEMBERS ON THE NEW PARK BOARD TEAMS CHANNEL

Summary:

Representatives from the IT Department will provide an update and training to the Parks and Recreation board members on the new Park Board Teams Channel.

Eileen Navarro, Business Relationship Manager, and Sean OBryant, Application Solutions Manager, will provide an update and training on the new Park Board Teams Channel and be available for questions.

GARLAND

Parks & Recreation Advisory Board **1. 3. b.**
Meeting Date: 09/04/2024
Item Title: 2024-25 PROPOSED BUDGET UPDATE

Summary:
2024/25 Proposed Budget Update

Keith Reagan, Administrative Services Manager, will update the board on the Proposed Budget and be available to answer questions.

GARLAND

Parks & Recreation Advisory Board **1. 3. c.**
Meeting Date: 09/04/2024
Item Title: CAPITAL IMPROVEMENT PROJECTS AND STUDIES - DESIGN & DEVELOPMENT DIVISION WRITTEN UPDATE

Summary:
Capital Improvement Projects and Studies - Design & Development Division Written Update

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

Attachments

9-4-2024 DD Report

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. 90% CD plan set is currently being reviewed by City Departments/staff.
- 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.

ENERAL PARK IMPROVEMENTS

- LOU HUFF PARK – (cash funded) – Design is underway with consultant. Pre-submittal meeting for City Department feedback scheduled for August 27, 2024.
- 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. 90% CD set received. Set is currently under review with City Departments/staff.
- 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 received August 23, 2024. Plan set is currently being reviewed by City Departments/staff.
- 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.
- AUDUBON PARK PICNIC AREA REPAVING – Design is complete. Construction will be pushed to future years as funding allows.

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. 60% DD set received early June 20, 2024. 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. 90% CD set received August 12, 2024. Anticipated to Bid mid-September.

- DUCK CREEK SOUTH EXTENSION TRAIL – The construction contract was approved by City Council on November 14, 2023. This project is nearing completion, and it is making great progress.
- 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

GARLAND

Parks & Recreation Advisory Board **1. 3. d.**
Meeting Date: 09/04/2024
Item Title: COMMUNICATIONS/ENCLOSURES

Summary:
Communications/Enclosures

Staff will provide the board with the Silver Scoop, (Sept. 2024), and an Event Calendar (Sept. & Oct.) both to be distributed at the meeting.