



Wylie Parks and Recreation Board

NOTICE OF MEETING

Regular Meeting Agenda

March 14, 2016 – 6:30 p.m.

Wylie Municipal Complex
Council Chambers
300 Country Club #100
Wylie, Texas 75098

Matt Rose	Chair
Bobby Kinser	Vice-Chair
Dan Chesnut	Board Member
David White	Board Member
Jeff Harris	Board Member
Emmett Jones	Board Member
Lisa Ulmer	Board Member
Robert Diaz	Board Liaison
Shohn Rodgers	Parks Manager
Mike Sferra	Public Services Director
Janet Hawkes	Board Secretary

In accordance with Section 551.042 of the Texas Government Code, this agenda has been posted at the Wylie Municipal Complex, distributed to the appropriate news media, and posted on the City website: www.wylietexas.gov within the required time frame. As a courtesy, the entire Agenda Packet has also been posted on the City of Wylie website: www.wylietexas.gov.

The Board Chair requests that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond to a page or to conduct a phone conversation.

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020.

Hearing impaired devices are available from the City Secretary prior to each meeting.

CALL TO ORDER

Announce the presence of a Quorum.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address the Board regarding an item that is not listed on the Agenda. Residents must provide their name and address. Board requests that comments be limited to three (3) minutes. In addition, the Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

REGULAR AGENDA (February 22, 2016 minutes will be placed on the next meeting agenda)

1. **REMOVE FROM TABLE FROM DECEMBER 2015 MEETING: (MOTION TO REMOVE TO BE CONSIDERED PRIOR TO ITEM CONSIDERATION)**
Consider and act upon vendor application for Wylie East High School Cross Country Team to sell items at a cross country meet to be held September 3, 2016 at Founders Park.
2. Consider and act upon the request from the Wylie Art Gallery for a Farmers Market to be held in Olde City Park on August 6, September 3rd, and October 1, 2016.

DISCUSSION ITEMS

- Parking options in the proposed park for the Woodbridge North Development.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on this 11th day of March 2016 at 5:00 p.m. as required by law in accordance with Section 551.042 of the Texas Government Code and that the appropriate news media was contacted. As a courtesy, this agenda is also posted on the City of Wylie website: www.wylietexas.gov.

Carole Ehrlich, City Secretary

Date Notice Removed



Parks and Recreation Board

AGENDA REPORT

Meeting Date: March 14, 2016
Department: Public Services
Prepared By: Robert Diaz
Date Prepared: March 9, 2016

Item Number: _____
(City Secretary's Use Only)
Account Code: _____
Budgeted Amount: _____
Exhibits: 1

Subject

REMOVE FROM TABLE FROM DECEMBER 2015 MEETING: (MOTION TO REMOVE TO BE CONSIDERED PRIOR TO ITEM CONSIDERATION) Consider and act upon vendor application for Wylie East High School Cross Country Team to sell items at a cross country meet to be held September 3, 2016 at Founders Park.

Recommendation

Motion to recommend a vendor application from the Wylie East High School Cross Country Team to sell items at a cross country meet to be held September 3, 2016 at Founders Park.

Discussion

The Wylie East Cross Country Team would like to sell items such as concessions and t-shirts at their meet that is to be held at Founders Park on September 3, 2016. Funds raised from the items sold will be used to support the cross country team.

The Parks and Recreation Board voted to table this item at the December 2015 meeting in order for the applicant to clarify the concessions logistics that they will employ in the park during the event. The applicant has been in contact with their volunteer parents to clarify their needs. The applicant has revised their vendor application to reflect that only packaged items will be sold at the meet and items like barbecue will not be sold.



PARKS AND RECREATION

300 Country Club Rd, Building 100, Wylie, TX 75098
 Office: 972-516-6340 / Fax 972-516-6355
 Email: parks@wylitetexas.gov

VENDOR APPLICATION-Once approved by City Council, vendor has 7 days to finalize event with Parks & Recreation facility staff. Recommended timeline for submission is 2-3 months in advance of event. Please forward completed application to above address, email or fax.

Applicant Information

Name of Organization/Group:

Wylie East Cross Country

Organization/Group's Phone Number:

972-479-3150

Organization/Group's Street Address:

3000 Wylie East Drive

Organization/Group's City/State/Zip:

Wylie, TX 75098

Primary Contact Person's Name:

Justin Eddy

Primary Contact Person's Phone Number:

214-998-1901

Primary Contact Person's Street Address:

2104 Serenity Ave

Primary Contact Person's City/State/Zip:

Wylie, TX 75098

Alternate Contact Person's Name/Number:

John Mitchell 972-816-0011

Event Information

EVENT NAME/TITLE:

Raider XC Invitational

Event Type (fundraiser, etc.):

UIL Cross Country Meet

Event Location:

Founders Park / Wylie High School

Anticipated Number of Participating Vendors:

N/A

Anticipated Event Attendance:

1200 Athletes

Purpose of Event:

UIL Competition

Proposed Event Date and Alternative Date:

1st Date - 9-3-16 2nd Date -

Start Time (incl. setup):

5:00 AM

End Time (incl. cleanup):

2:00 PM

Event Target Audience:

Schools - Cross Country teams

EVENT DETAILS:

Please list any and all specifics, as well as items intended to sell. If available, attach additional pages, announcements or flyers.

T-Shirts
 water
 powerade
 bars
 cuties (clementines)
 bananas
 granola bars
 power bars

NOTE:

If food is prepared on-site or off-site and brought to the location to be sold, the vendor must contact the Collin County Environmental Services Office in McKinney (972-548-5585 www.collincountytx.gov) in order to obtain a Health Permit prior to the sale of such products. An Inspector must examine food preparation and storage equipment to assure the health and safety of customers.

Sec. 78-105 of the City Code of Ordinances states: It shall be unlawful for any person to solicit for sale, vend, peddle, sell or offer to sell any cold drinks, cigars, tobacco, cigarettes, fruits, candies, goods, wares or merchandise of any kind or nature whatsoever within the municipal parks or recreation or community center facility; provided, however, that this section shall not apply to any person, organizations, firms or corporations, or the agents of any person, or organization, firm or corporation, or employees of any person who are recommended by the Parks and Recreation Board and approved by the City Council to operate a concession or concessions for the sale of specified goods, wares, and merchandise within the municipal parks or recreation or community center facilities of the city.



Parks and Recreation Board

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Budgeted Amount: _____
Exhibits: 1

Subject

Consider and act upon a vendor application from the Wylie Art Gallery for a Farmers Market event at Olde City Park on the following dates: August 6, September 3, and October 1, 2016.

Recommendation

Motion to recommend a vendor application from the Wylie Art Gallery for a Farmers Market event at Olde City Park on the following dates: August 6, September 3, and October 1, 2016.

Discussion

The Wylie Art Gallery is a not-for-profit organization proposing to host a farmers market to be held at Olde City Park on August 6, September 3, and October 1, 2016. The event time will be approximately 8:00 a.m. to 2:00 p.m. The funds raised from this event would be used for art scholarships and community art projects. The organizers would be responsible for notifying the Collin County Environmental Services for health permitting. Parks Division staff will assist with litter and any park set up. With the duration of the event being in the early portion of the day, the pavilions would still be available for public use in the late day and evening. A farmers market was discussed previously with the Board with another organization in July 2014, and that event never moved forward.



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Email: parks@wylietexas.gov

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Applicant Information

Name of Organization/Group:

The Wylie Art Gallery

Organization/Group's Phone Number:

214-893-0486

Organization/Group's Street Address:

201 N. Ballard Ave #100

Organization/Group's City/State/Zip:

Wylie TX 75098

Primary Contact Person's Name:

Lynn Grimes

Primary Contact Person's Phone Number:

214-893-0486

Primary Contact Person's Street Address:

201 N. Ballard Ave #100

Primary Contact Person's City/State/Zip:

Wylie TX 75098

Alternate Contact Person's Name/Number:

Cheryl Mabry 972-922-8425

Event Information

EVENT NAME/TITLE:

Wylie Farmers Market

Event Type (fundraiser, etc.):

Fundraiser

Event Location:

Old City Park

Anticipated Number of Participating Vendors:

20-40

Anticipated Event Attendance:

50 - 100 and up

Purpose of Event:

Fundraiser for Community Art Projects, Scholarships

Proposed Event Date and Alternative Date:

1st Date - Aug 6, 2016 2nd Date - Sep 3, 2016

Start Time (incl. setup):

8:00 AM.

End Time (incl. cleanup):

2:00 P.M.

Event Target Audience:

Entire Community & Surrounding Areas

EVENT DETAILS:

Please list any and all specifics, as well as items intended to sell. If available, attach additional pages, announcements or flyers.

Vendors with Fresh produce, meats, fruits, artisanal foods that have been packaged (ie: honey, breads, pastas, spices, jams etc) and possibly 1 or 2 food vendors (ie: Italian Ice)

Promote event for 1st Saturday in August, September & October, 2016

Dates to be approved: August 6th, September 3rd and October 1st.

NOTE:

If food is prepared on-site or off-site and brought to the location to be sold, the vendor must contact the Collin County Environmental Services Office in McKinney (972-548-5585 www.collincountytx.gov) in order to obtain a Health Permit prior to the sale of such products. An Inspector must examine food preparation and storage equipment to assure the health and safety of customers.

Sec. 78-105 of the City Code of Ordinances states: It shall be unlawful for any person to solicit for sale, vend, peddle, sell or offer to sell any cold drinks, cigars, tobacco, cigarettes, fruits, candies, goods, wares or merchandise of any kind or nature whatsoever within the municipal parks or recreation or community center facility; provided, however, that this section shall not apply to any person, organizations, firms or corporations, or the agents of any person, or organization, firm or corporation, or employees of any person who are recommended by the Parks and Recreation Board and approved by the City Council to operate a concession or concessions for the sale of specified goods, wares, and merchandise within the municipal parks or recreation or community center facilities of the city.



Parks and Recreation Board

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Budgeted Amount: _____
Exhibits: 3

Subject

Parking options in the proposed park for the Woodbridge North Development.

Recommendation

N/A

Discussion

The parkland dedication for the Woodbridge North Development submitted by the Herzog Development Corporation was approved at the February 22, 2016 meeting with the condition that proposals for parking options be presented to the Board in the 2.59 acre park area at a subsequent meeting for review.

Herzog Development Corporation has submitted four options to staff and the Board for review. Staff is recommending options A and B for consideration. Option A has 19 parking spots and its approximate cost is \$55,000.00. Option B has 13 parking spots and its approximate cost is \$47,000.00. Options C and D both cost less but do not provide a safe way for pedestrians to access the park or do not provide enough parking.

Staff is seeking a recommendation from the Board based on the parking options provided by the developer. The current balance of funds available for the parking lot based on the dedication that was approved at the February 22, 2016 meeting is approximately \$190,000.00.

WOODBIDGE NORTH - 2.59 ACRE PARK**PARKING LOT COST PROJECTION**

Revised 03/09/2106

DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL COST	
CONCEPT A					
Parking Spaces	19	EA			
Concrete Pavement	9,600	SF	\$ 5.25	\$ 50,400.00	
Parking Lot Striping				\$ 250.00	Minimum Charge
Sawcut Concrete Curb	130	LF		\$ 650.00	Minimum Charge
Sidewalk Connection to Park Trail	900	SF	\$ 3.85	\$ 3,465.00	
Total				\$ 54,765.00	

CONCEPT B					
Parking Spaces	13	EA			
Concrete Pavement	7,900	SF	\$ 5.25	\$ 41,475.00	
Parking Lot Striping				\$ 250.00	Minimum Charge
Sawcut Concrete Curb	65	LF		\$ 650.00	Minimum Charge
Sidewalk Connection to Park Trail	1,100	SF	\$ 3.85	\$ 4,235.00	
Total				\$ 46,610.00	

CONCEPT C					
Parking Spaces	14	EA			
Concrete Pavement	2,600	SF	\$ 5.25	\$ 13,650.00	
Parking Lot Striping				\$ 250.00	Minimum Charge
Sawcut Concrete Curb	156	LF		\$ 650.00	Minimum Charge
Sidewalk Connection to Park Trail	1,900	SF	\$ 3.85	\$ 7,315.00	
Total				\$ 21,865.00	

CONCEPT D					
Parking Spaces	9	EA			
Concrete Pavement	3,900	SF	\$ 5.25	\$ 20,475.00	
Parking Lot Striping				\$ 250.00	Minimum Charge
Sawcut Concrete Curb	65	LF		\$ 650.00	Minimum Charge
Sidewalk Connection to Park Trail	800	SF	\$ 3.85	\$ 3,080.00	
Total				\$ 24,455.00	

WOODBIDGE NORTH PARK FEE CALCULATION

Revised 2-17-2916

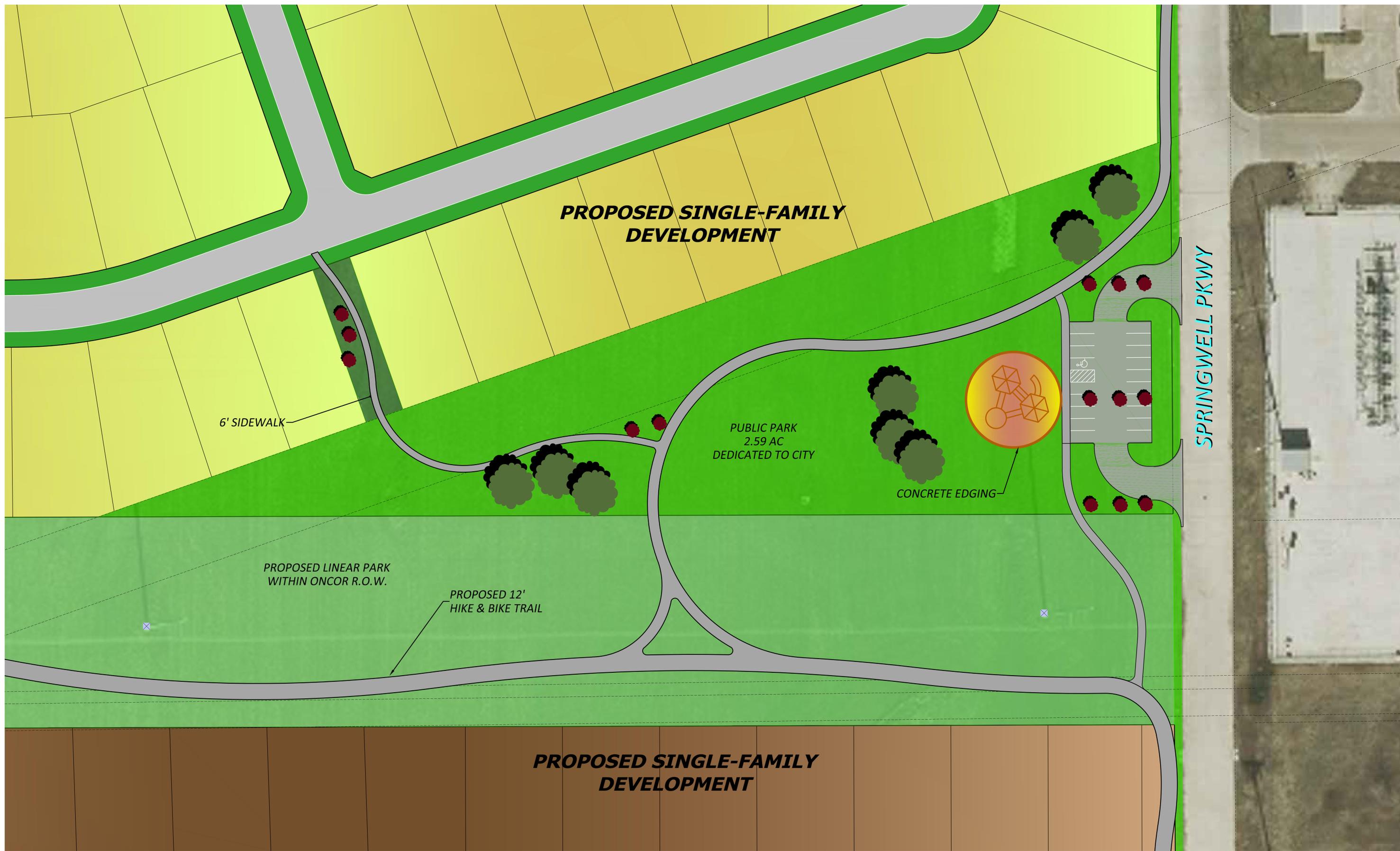
	No. of Lots	Park Fee	Total
Proposed	374	\$ 2,000.00	\$ 748,000.00
Cost of Improvements			\$ 454,097.83
Subtotal			\$ 293,902.17
Park Land Dedication Credit			\$ (104,000.00)
Park Fee Cash Contribution			\$ 189,902.17

City Requirement	5 acres for every 100 lots
Park Land Dedication	2.59 Acres
Lot Equivilant	52
Park Land Dedication Credit	\$ 104,000.00

Note:

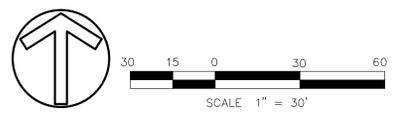
Developer to install park and trail improvements.

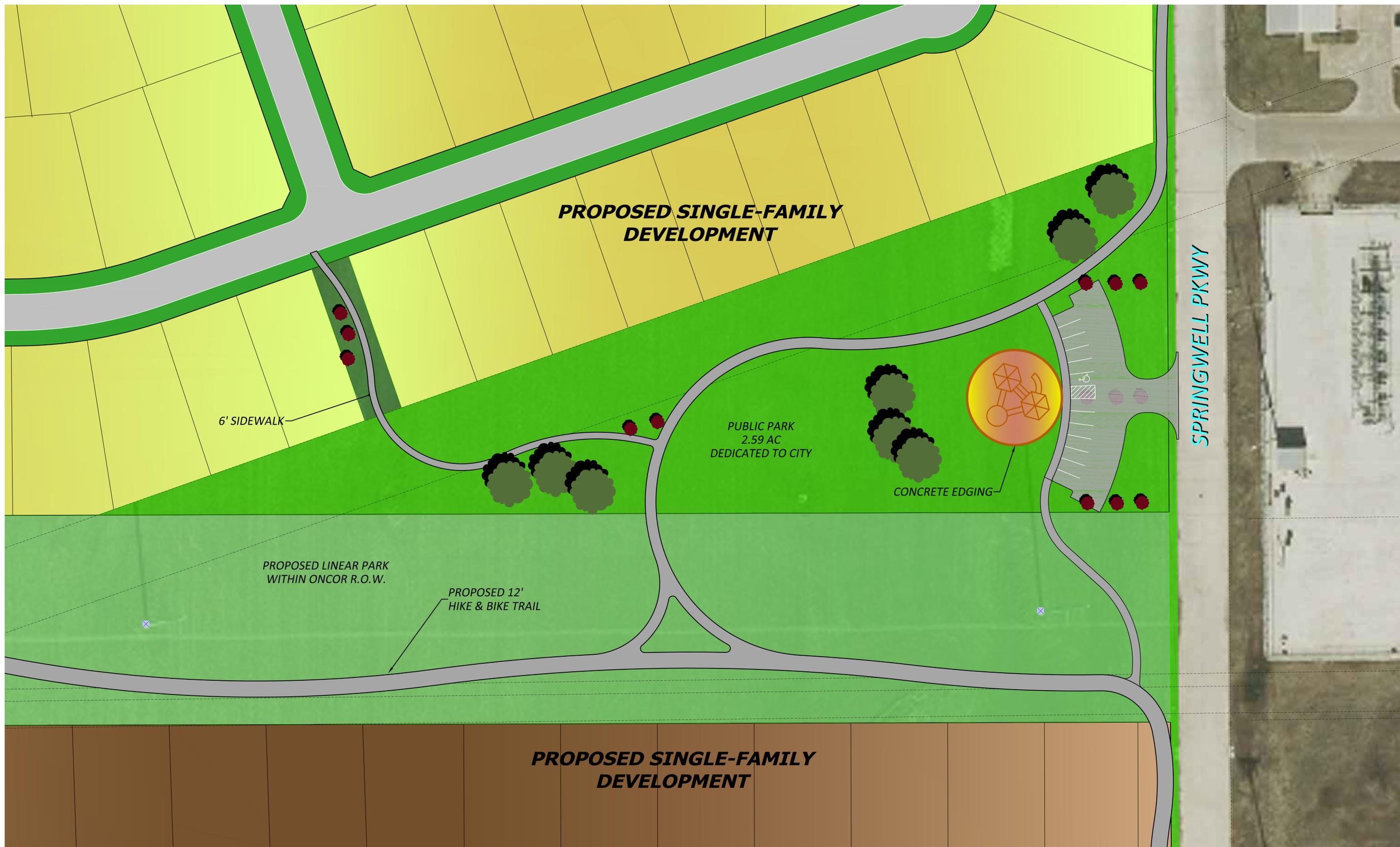
City to be responsible for water and maintenace upon completion of the improvements.



PROPOSED 2.59 ACRE PUBLIC PARK
 PARKING CONCEPT "A"
WOODBIDGE NORTH
 CITY OF WYLIE, TEXAS

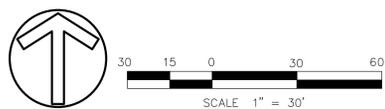
PARKING SUMMARY	
SPACES PROVIDED	19
DRIVE/PARKING PAVING (SF)	9,600
SIDEWALK CONNECTION TO TRAIL (SF)	900

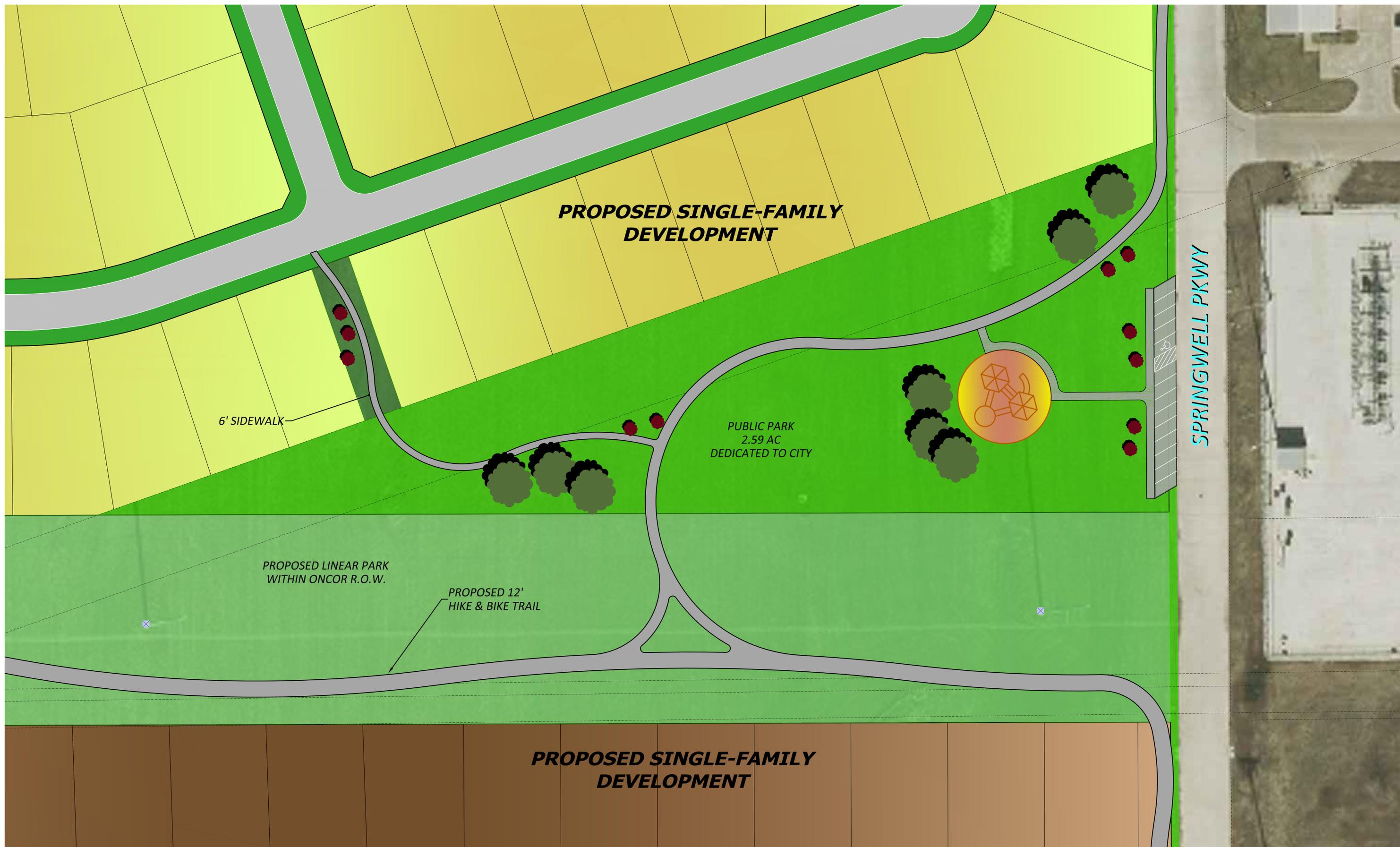




PROPOSED 2.59 ACRE PUBLIC PARK
 PARKING CONCEPT "B"
WOODBIDGE NORTH
 CITY OF WYLIE, TEXAS

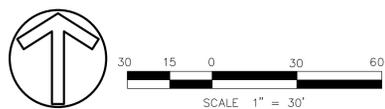
PARKING SUMMARY	
SPACES PROVIDED	13
DRIVE/PARKING PAVING (SF)	7,900
SIDEWALK CONNECTION TO TRAIL (SF)	1100

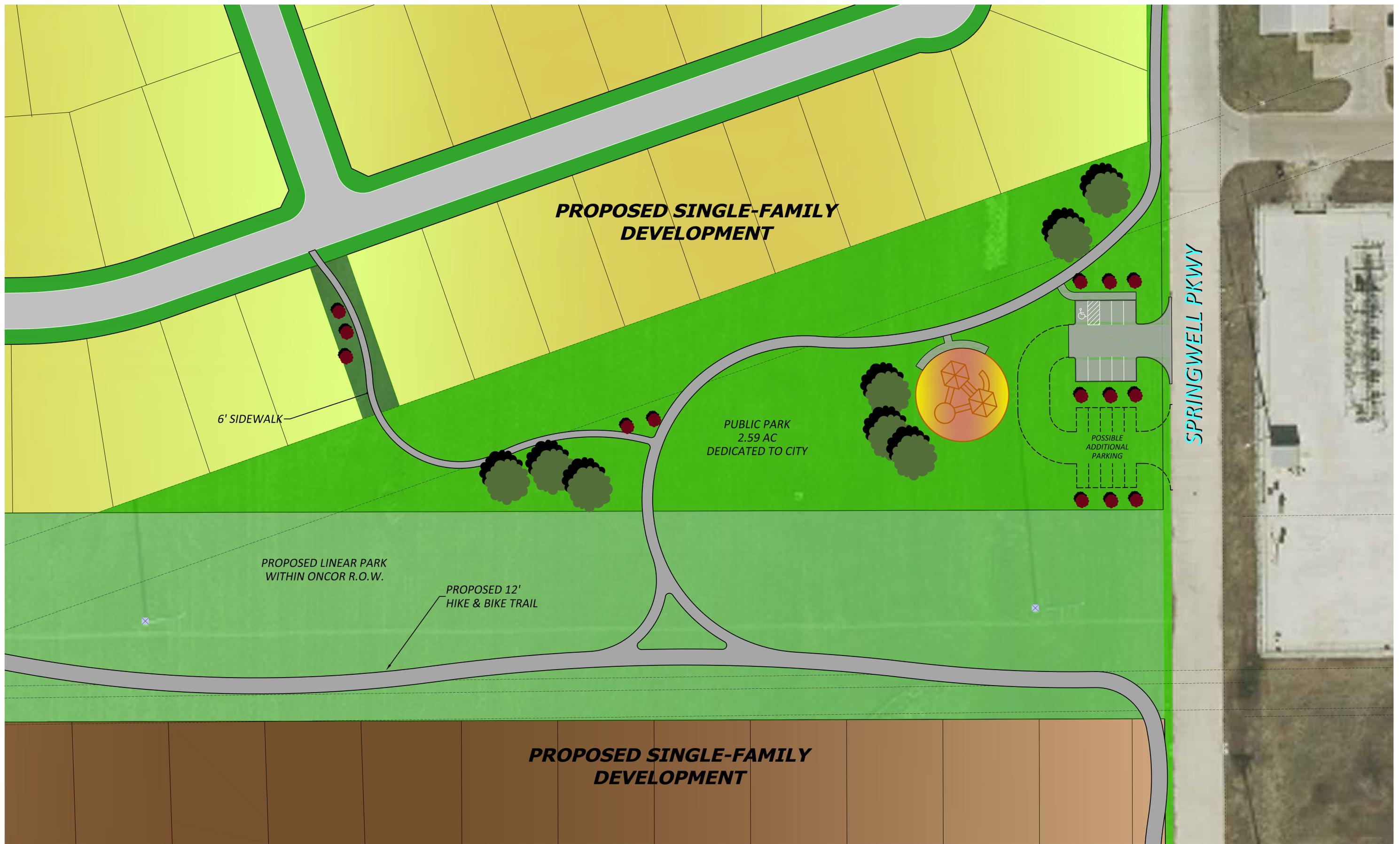




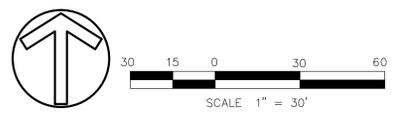
PROPOSED 2.59 ACRE PUBLIC PARK
PARKING CONCEPT "C"
WOODBIDGE NORTH
CITY OF WYLIE, TEXAS

PARKING SUMMARY	
SPACES PROVIDED	14
DRIVE/PARKING PAVING (SF)	2,600
SIDEWALK CONNECTION TO TRAIL (SF)	1,900





PROPOSED 2.59 ACRE PUBLIC PARK
 PARKING CONCEPT "D"
WOODBRIIDGE NORTH
 CITY OF WYLIE, TEXAS



PARKING SUMMARY	
SPACES PROVIDED*	9
DRIVE/PARKING PAVING (SF)	3,900
SIDEWALK CONNECTION TO TRAIL (SF)	800

*POSSIBLE FUTURE EXPANSION WOULD ADD 10 SPACES

