



# **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  
March 5, 2025  
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 February 5, 2025, 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. **Consider Approval To Recommend Youth Programs Standards Of Care**

*Albert Montero, Recreation Director, would like the Parks and Recreation Board to consider the recommendation of Youth Programs Standards of Care.*

- b. **Consider Dates for the Park Tour**

*Matt Grubisich, Parks Director, would like the Parks and Recreation board members to consider dates for the Park Tour.*

- c. **Park Foundation Update**

*A Park Foundation volunteer will provide an update to the board and be available to answer questions.*

- d. **Athletic League Report**

*Corey Raine, South Garland League President, will provide the board with an update and be available to answer questions.*

- e. **Spring Creek Preservation Society Report**

*A Spring Creek Preservation Society volunteer will provide the board with an update and be available to answer questions.*

- f. **Capital Improvement Projects And Studies - Design & Development Update**

*Mark Ellender, Parks Planning Administrator, will provide an update to the board and be available to answer questions.*

4. **FUTURE AGENDA ITEMS**
5. **ADJOURN**



## GARLAND

**Parks & Recreation Advisory Board**

**1. 1. a.**

**Meeting Date:** 03/05/2025

**Item Title:** APPROVAL OF MINUTES

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**Summary:**

Consider approval of the Parks and Recreation Board minutes for the February 5, 2025, meeting.

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**Attachments**

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Temp Minutes 2-5-25

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**DRAFT**



# **GARLAND**

## **MINUTES**

The Parks & Recreation Board of the City of Garland convened in regular session at 7:00 p.m. on February 5, 2025, in the Work Session Room, 200 North Fifth Street, Garland, Texas, with the following members:

- Present:** Molly Bishop, Chair  
Don Koerner, Vice Chair  
Nancy Janssen, Board Member  
Joseph Maverro, Board Member  
Jerry Carter, Board Member  
Jason Aguirre, Board Member  
David Morehead, Board Member  
David Parrish, Board Member
- Absent:** Richard Valle, Board Member
- Staff Present:** D'Lee Williams, Managing Director  
Matt Grubisich, Parks Director  
Mark Ellender, Parks Planning Administrator  
Albert Montero, Recreation Director

## **AGENDA:**

### **1. APPROVAL OF MINUTES**

- a. Consider approval of the Parks and Recreation Board minutes for the November 6, 2024, meeting.

Motion was made by Board Member David Parrish, and seconded by Board Member David Morehead to approve the minutes of November 6, 2024 as submitted.

**Vote:** 7 - 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. **Athletic League Report**  
Postponed

*South Garland Little League volunteers will provide the board with an update and be available to answer questions.*

- b. **Parks And Recreation Organizational Staff Changes**

*D'Lee Williams, Managing Director, discussed the organizational staff changes and was available to answer questions.*

- c. **Urban Forestry Activity Report**

*Matt Grubisich, Parks Director, provided the board with an update on this past year's accomplishments and was available to answer questions.*

**d. Parks And Recreation Approved By Laws**

*Matt Grubisich, Parks Director, issued the City Council approved Parks and Recreation bylaws and was available to answer questions.*

**e. Capital Improvement Projects Update**

*D'Lee Williams, Managing Director, and Matt Grubisich, Parks Director, provided an update on the Capital Improvement Projects and were available to answer questions.*

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

*Mark Ellender, Parks Planning Administrator, provided an update to the board and was available to answer questions.*

**4. FUTURE AGENDA ITEMS**

1. David Parrish, Board Member, has requested a United Soccer League (USL) development update.
2. Molly Bishop, Chair, would like the Garland Park Foundation to return to the agenda.
3. Molly Bishop, Chair, and David Parrish, Board Member, would like a homeless update.
4. Molly Bishop, Chair, would like to discuss lighting at Audubon Park.
5. David Parrish, Board Member, has requested an update on park security.
6. David Parrish, Board Member, mentioned he is ready to give a Spring Creek Preserve update when requested.
7. Nancy Jannsen, Board Member, would like to know if the park tour will be scheduled for a future date.

**5. ADJOURN**

The meeting adjourned at 8:20 p.m.



## GARLAND

### Parks & Recreation Advisory Board

1. 3. a.

Meeting Date: 03/05/2025

Item Title: CONSIDER APPROVAL TO RECOMMEND YOUTH PROGRAMS STANDARDS OF CARE

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#### Summary:

#### Consider Approval To Recommend Youth Programs Standards Of Care

*Albert Montero, Recreation Director, would like the Parks and Recreation Board to consider the recommendation of Youth Programs Standards of Care.*

#### Background/Additional Information:

Texas Human Resource Code, Section 42.041(b) (14) establishes requirements to exempt recreational programs for children operated by municipalities from state childcare licensing. In order to receive exempt status for elementary age (5-13) and teen recreation programs, a municipality must adopt a youth program standards of care ordinance after a public hearing. Texas Human Resource Code, Section 42.041(b) (14) states the following: 14) an elementary - age (5-13) recreation program operated by a municipality provided the governing body of the municipality annually adopts standards of care by ordinance after a public hearing for such programs, that such standards are provided to the parents of each program participant, and that the ordinances shall include, at a minimum, staffing ratios, minimum staff qualifications, minimum facility, health and safety standards, and mechanisms for monitoring and enforcing the adopted local standards; and further provided that parents be informed that the program is not licensed by the state and the program may not be advertised as a child-care facility:

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#### Attachments

Standards of Care 2025

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# City of Garland

## Youth Program Standards of Care

The following Youth Program Standards of Care (“Standards of Care”) allow for exemption from state licensing by the City of Garland, Texas pursuant to Texas Human Resources Code §42.041(b)(14). The Standards of Care are intended to be minimum standards by which the City of Garland Parks and Recreation Department will operate the City's Youth Programs (“Programs”). The Programs operated by the city are recreational in nature and are not day care programs.

### GENERAL ADMINISTRATION

#### 1) Organization

- A. The governing body of the Programs is the City Council.
- B. Implementation of the Standards of Care is the responsibility of the Director and Department employees.
- C. These Standards of Care apply to all Programs.
- D. Each Garland recreation center will have available for public review a current copy of the Standards of Care.
- E. Parents will be provided a current copy of the Standards of Care, and a copy will be posted at the center.
- F. Criminal background checks will be conducted on prospective Program employees ages 18 and older. If results of that criminal check indicate that an applicant has been convicted of any of the following offenses, he or she will not be considered for employment:
  - (1) a felony or a misdemeanor classified as an offense against a person or family.
  - (2) a felony or misdemeanor classified as public indecency.
  - (3) a felony or misdemeanor violation of any law intended to control the possession or distribution of any controlled substance.
  - (4) any offense involving moral turpitude; or
  - (5) any offense that would potentially put youth participants or the city at risk.

#### 2) Definitions

As used in these Standards of Care, the following words and phrases shall have the following meanings, unless the context clearly indicates a different meaning:

- A. *City*: City of Garland, a Texas home rule municipality located in Dallas County, Texas.
- B. *City Council*: City Council of the City of Garland.
- C. *Department*: City's Parks and Recreation
- D. *Director*: The Recreation Director of the Department or their designee.
- E. *Employee(s)*: Term used to describe people who have been hired to work for the City and have been assigned responsibility for managing, administering, or implementing some portions of the Programs.
- F. *Parent(s)*: This term will be used to represent one or both parent(s) or adults who have legal custody and authority to enroll their child(ren) in Programs.
- G. *Participant*: A youth whose parent(s) have completed all required registration procedures and determined to be eligible for a Program.

H. *Program or Youth Program*: City recreation programs consisting of the Standing Tall and Reaching for Success (STARS) Camp, the Duck Creek Adventure Camp, Fields Summer Camp, Granger Summer Camp, Hollabaugh Summer Camp, Holford Summer Camp and such other recreation programs operated from time to time by the Department where the participants are Youth.

I. *Program Leader or Leader*: A Department part-time employee who has been assigned responsibility to implement the Programs.

J. *Program Manual*: Notebook of policies, procedures, required forms, and organizational and programming information relevant to Programs.

K. *Program Site*: The recreation center where program is located.

L. *Program Supervisor or Supervisor*: The Department's full-time Recreation Specialist who has been assigned administrative responsibility for one or more of the Programs.

M. *Recreation Center*: One of six facilities operated by the City of Garland.

N. *Youth*: A child who is at least five (5) years of age but not older than Thirteen (13) years of age.

O. *Recreation Manager*: The Recreation Manager of the Department or their designee.

### **3) Inspections/Monitoring/Enforcement**

A. The Director or Recreation Manager will make visual inspections of the Program based on the following schedule:

- (1) Program will be inspected twice during the summer 8-week session.
- (2) Programs scheduled during winter break and spring break will be inspected once.
- (3) The inspection schedule of other Programs shall be determined when established and will be based on the duration of the Program.

B. Complaints regarding enforcement of the Standards of Care will be directed to the Supervisor. The Supervisor will be responsible to take the necessary steps to resolve the problems.

Complaints regarding enforcement of the Standards of Care and their resolution will be recorded by the Supervisor. Serious complaints regarding enforcement of the Standards of Care will be addressed by the Director and the complaint and the resolution will be noted.

### **4) Participation**

A. Before a Youth can participate, a Parent must sign registration forms that contain:

- (1) The name, address, phone number of the Youth.
- (2) The name, address, and phone number of the Youth's Parent or Guardian.
- (3) The names and phone numbers of people to whom the Youth can be released.
- (4) A statement/description of the Youth's special problems or needs.
- (5) Emergency medical authorization.
- (6) Proof of residency when appropriate; and
- (7) A liability waiver.
- (8) Disciplinary action forms

### **5) Suspected Abuse**

Program employees will report suspected child abuse or neglect in accordance with the Texas Family Code. In the case where a city employee is involved in an incident with a Youth that could be construed as child abuse, the incident must be reported immediately to the Recreation Manager or the Director. The Recreation Manager or Director will immediately notify the Police Department and any other agency as may be appropriate. Texas state law requires the staff of the Programs to report any suspected abuse or neglect of a child to the Texas Department of Protective and Regulatory Services or a law enforcement agency. Failure to report suspected abuse is punishable by fines up to \$1,000 and/or confinement up to 180 days. Confidential reports may be made by calling 1-800-252-5400.



## **STAFFING - RESPONSIBILITIES AND TRAINING**

### **6) Youth Program Supervisor Qualifications**

A. Supervisors will be full-time, professional employees of the city assigned to the Department and will be required to have all Program Leaders qualifications as outlined in Section 8 of these Standards of Care.

B. Supervisors must be at least 21 years old

C. Supervisors must have a bachelor's degree from an accredited college or university or equivalent work experience.

Acceptable degrees include:

(1) Recreation Administration or General Recreation.

(2) Physical Education; or

(3) Any other comparable degree plan that would lend itself to working in a public recreation environment.

D. Supervisors must have one years' experience planning and implementing recreational activities or 2 years without a degree.

E. Supervisors are required to undergo a background investigation.

F. Supervisors must have successfully completed a course in first aid, Cardiopulmonary.

Resuscitation (CPR), and AED based on either American Heart Association or American Red Cross standards.

### **7) Supervisor's Responsibilities:**

A. Supervisors are responsible to administer the Programs' daily operations in compliance with the adopted Standards of Care.

B. Supervisors are responsible to recommend for hire, supervise, and evaluate Leaders.

C. Supervisors are responsible to plan, implement, and evaluate programs.

### **8) Youth Program Leader Qualifications:**

A. Leaders will be part-time or temporary employees of the city assigned to the Department.

B. Leaders working with Youth must be age 18 or older.

C. Leaders should be able to consistently exhibit competency, good judgment, and self-control when working with Youth.

D. Leaders must relate to Youth with courtesy, respect, tolerance, and patience.

E. Leaders must have successfully completed a course in first aid, CPR, and AED based on either American Heart Association or American Red Cross standards.

F. Leaders must pass a background investigation.

### **9) Leader Responsibilities:**

A. Leaders will be responsible for providing Participants with an environment in which they can feel safe, can enjoy wholesome recreation activities, and can participate in appropriate social opportunities with their peers.

B. Leaders will be responsible to know and follow all City, Departmental, and Program standards, policies, and procedures that apply to the Youth Programs.

C. Leaders must ensure that Participants are released only to a Parent or an adult designated in writing by the Parent. A copy of the Department-approved plan to verify the identity of a person authorized to pick up a Participant if that person is not known to the Leader will be on file at the Recreation Center.

D. Leaders are not allowed to post pictures or videos of campers on any personal social media platforms.

### **10) Training/Orientation:**

- A. The Department is responsible for providing training and orientation to Program employees working with children and for specific job responsibilities. Supervisors will provide each Leader with a Program manual specific to Youth Programs.
- B. Program employees must be familiar with the Standards of Care as adopted by the City Council.
- C. Program employees must be familiar with the Program's policies including discipline, guidance, and release of participants as outlined in the Program Manual.
- D. Program employees will be trained in appropriate procedures to handle emergencies.
- E. Program employees will be trained in areas including City, Departmental, and Program policies and procedures, provision of recreation activities, safety issues, child psychology, and organization.
- F. Program employees will be required to sign an acknowledgement that they received the required training.

## **OPERATIONS**

### **11) Staff-Participant Ratio**

- A. The standard ratio of Participants to Leaders in the Programs will be 15 to 1. In the event a Leader is unable to report to work, a replacement will be assigned.
- B. Each Participant shall have a Program employee who is responsible for the Participant and who is aware of the Participant's habits, interests, and any special problems as identified by the Participant's Parent(s) during the registration process.

### **12) Discipline**

- A. Program employees will implement discipline and guidance in a consistent manner based on the best interests of Program participants.
- B. There must be no cruel or harsh punishment or treatment.
- C. Program employees may use brief, supervised separation from the group if necessary.
- D. As necessary, Program employees will initiate discipline reports to the Parent(s) of Participants. Parents will be asked to sign discipline reports to indicate they have been advised about specific problems or incidents.
- E. A sufficient number and/or severe nature of discipline reports as detailed in the Program Manual may result in a Participant being suspended from the Program.
- F. In instances where there is a danger to Participants or Program staff, offending Participants will be removed from the Program Site as soon as possible.

### **13) Programming**

- A. Program employees will attempt to provide activities for each group according to the Participants' ages, interests, and abilities. The activities must be appropriate to Participants' health, safety, and well-being. The activities also must be flexible and promote the Participants' emotional, social, and mental growth.
- B. Program employees will attempt to provide time periods that include:
  - (1) Alternating active and passive activities.
  - (2) Opportunity for individual and group activities.
  - (3) Outdoor time each day as weather permits.
- C. Program employees will be attentive and considerate of the participants' safety on field trips and during any transportation provided by the Program.
  - (1) During trips, Program employees supervising Participants must have immediate access to emergency medical forms and emergency contact information for each Participant.
  - (2) Program employees must have a written list of the Participants in the group and must check the roll frequently.
  - (3) Program employees must have first aid supplies and a guide to first aid and emergency care available on field trips.

#### **14) Communication**

- A. Each age group will have communication availability to allow the age group to be contacted by Recreation Center personnel.
- B. The Supervisor will make available the following phone numbers adjacent to a phone accessible to all Program employees at the Recreation Center:
  - (1) Garland ambulance or emergency medical services
  - (2) Garland Police Department
  - (3) Garland Fire Department
  - (4) Recreation Center
  - (5) Numbers at which Parents may be reached
  - (6) The phone number for the Program Site itself

#### **15) Transportation**

- A. Before a Participant may be transported to and from the Program Site or other location by means of transportation provided by the city, a transportation form, completed by the Parent, must be filed with the Supervisor.
- B. First aid supplies and a first aid and emergency care guide will be available in all Program vehicles that transport Participants.

### **FACILITY STANDARDS**

#### **16) Safety**

- A. Program employees will inspect Program areas daily to detect sanitation and safety concerns that might affect the health and safety of the Participants.
- B. Buildings, grounds, and equipment on the Program site will be inspected, cleaned, repaired, and maintained to protect the health of the Participants.
- C. Program equipment and supplies must be safe for the Participants' use.
- D. Program employees must have first aid supplies readily available in a designated location at each Program Site, during transportation to an off-site activity, and for the duration of any off-site activity. Program employees must have an immediately accessible guide to first aid and emergency care.
- E. Air conditioners, electric fans, and heaters at the Program Site must be mounted out of Participants' reach or have safeguards that keep Participants from being injured.

#### **17) Fire**

- A. In case of fire, danger of fire, explosion, or other emergency, Program employees' priority is to evacuate the Participants to a designated safe area.
- B. The Program Site will have an annual fire inspection and the resulting report will detail any safety concerns observed. The report will be forwarded to the Recreation Manager who will review and establish deadlines and criteria for compliance.
- C. All Program employees will be trained in the proper use of fire extinguishers as well as locations of fire extinguishers throughout the Recreation Center.
- D. Fire drills will be initiated at the Recreation Center based on the following schedule:
  - (1) Summer Camps: A fire drill twice during the summer sessions.
  - (2) Winter and spring break camps: A fire drill once during the winter and spring sessions.
  - (3) Other Programs: The time and frequency will be determined at the time the Program is established and will be based on the duration of the Program.

## **18) Health**

### ***A. Illness or Injury***

- (1) A Participant who is considered to be a health or safety concern to other Participants or Program employees will not be admitted to the Program.
- (2) Illnesses and injuries will be handled in a manner to protect the health of all Participants and Program employees.
- (3) Program employees will follow plans to provide emergency care for injured Participants with symptoms of an acute illness as specified in the Program manual.
- (4) Program employees will follow the recommendation of the Texas Department of Health concerning the admission or readmission of any Participant after a communicable disease.

### ***B. Administration of Medication***

Program employees will administer medication to a Participant only if:

- (1) Parent(s) complete and sign a medication form that provides authorization for staff to dispense medication with details as to time and dosages.
- (2) Prescription medications are in the original containers labeled with the Participant's name, a date, directions, and the physician's name. Program employees will administer the medication only as stated on the label. Program employees will not administer medication after the expiration date.
- (3) Nonprescription medications are labeled with the Participant's name and the date the medication was brought to the Program. Nonprescription medication must be in the original container. Program employees will administer it only according to label direction.
- (4) Medication dispensed will be limited to routine oral ingestion not requiring special knowledge or skills on the part of Program employees. No injections will be administered by the Program employees.
- (5) Program employees must ensure medications are inaccessible to Participants or if it is necessary to keep medications in the refrigerator (when available), medications will be kept separate from food.

### ***C. Toilet Facilities***

- (1) The Program site will have inside toilets located and equipped so children can use them independently and Program staff can supervise as needed.
- (2) There must be one flush toilet for every 30 children. Urinals may be counted in the ratio of toilets to children, but they must not exceed 50% of the total number of toilets.
- (3) An appropriate and adequate number of lavatories will be provided.

### ***D. Sanitation***

- (1) Each Program Site must have adequate light, ventilation, and heat.
- (2) Each Program Site must have an adequate supply of water meeting the standards of the Texas Department of Health for drinking water and ensure that it will be supplied to the participants in a sanitary manner.
- (3) Program employees must see that garbage is removed from buildings daily.



GARLAND

**Parks & Recreation Advisory Board**

**1. 3. b.**

**Meeting Date:** 03/05/2025

**Item Title:** CONSIDER DATES FOR THE PARK TOUR

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**Summary:**

**Consider Dates for the Park Tour**

*Matt Grubisich, Parks Director, would like the Parks and Recreation board members to consider dates for the Park Tour.*

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GARLAND

**Parks & Recreation Advisory Board**

**1. 3. c.**

**Meeting Date:** 03/05/2025

**Item Title:** PARK FOUNDATION UPDATE

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**Summary:**

**Park Foundation Update**

*A Park Foundation volunteer will provide an update to the board and be available to answer questions.*

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## GARLAND

**Parks & Recreation Advisory Board**

**1. 3. d.**

**Meeting Date:** 03/05/2025

**Item Title:** ATHLETIC LEAGUE REPORT

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**Summary:**

**Athletic League Report**

*Corey Raine, South Garland League President, will provide the board with an update and be available to answer questions.*

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GARLAND

**Parks & Recreation Advisory Board**

**1. 3. e.**

**Meeting Date:** 03/05/2025

**Item Title:** SPRING CREEK PRESERVATION SOCIETY REPORT

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**Summary:**

**Spring Creek Preservation Society Report**

*A Spring Creek Preservation Society volunteer will provide the board with an update and be available to answer questions.*

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GARLAND

**Parks & Recreation Advisory Board**

**1. 3. f.**

**Meeting Date:** 03/05/2025

**Item Title:** CAPITAL IMPROVEMENT PROJECTS AND STUDIES - DESIGN & DEVELOPMENT UPDATE

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**Summary:**

**Capital Improvement Projects And Studies - Design & Development Update**

*Mark Ellender, Parks Planning Administrator, will provide an update to the board and be available to answer questions.*

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**Attachments**

3-5-2025 DD Report

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# 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. Project punch walks completed. Contractor is addressing punch walk items.
- 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. 90% submittal reviewed and returned to consultant for incorporation. Consultant is finalizing bid set.
- 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. Consultant is finalizing bid set.
- WYNN JOYCE PARK – (cash funded) – The project aims to redevelop Wynn Joyce Park. Public engagement is complete. Design is underway with consultant. 95% CD set review underway.
- KINGSLEY PARK – (cash funded) – Design is underway with consultant. 60% plan set received, review underway.
- 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 returned to consultant for incorporation.
- 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 complete. Pro Shop & site paving underway.

## 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% CD set received from consultant.
- 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% submittal reviewed and returned to consultant for incorporation.
- 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. Contractor selected. Preconstruction Meeting scheduled for week of February 24<sup>th</sup>.

- DUCK CREEK SOUTH EXTENSION TRAIL – The construction contract was approved by City Council on November 14, 2023. Final closeout documentation underway.
- MEADOWCREEK BRANCH GREENBELT DRAINAGE IMPROVEMENTS – This project has been re-assigned to the Engineering department. 95% Plan Set underway with City.

## **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.

### **Plan Set Deliverable Stages**

**30%, 60%, 90%, Bid Set, Issue for Construction**