Wylie Parks and Recreation Board Regular Meeting

July 08, 2024 – 5:30 PM
Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098

CALL TO ORDER

PRESENTATIONS

PR1. Parks and Recreation Administrative Assistant, Janet Pieper, will give a quick summary of the Parks and Recreation Board Member roles, highlight other key information, and then ask each of the seven Board Members and staff liaisons to briefly introduce themselves.

PR2. Recreation Center Programmer, Ally Holmen, will present an overview of National Parks and Recreation Month.

COMMENTS ON NON-AGENDA ITEMS

Any member of the public may address Board regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Board requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Board is not allowed to converse, deliberate or take action on any matter presented during citizen participation.

REGULAR AGENDA

1. Consider, and act upon, the election of the Parks and Recreation Board Chair for the 2024-2025 term.

2. Consider, and act upon, the election of the Parks and Recreation Board Vice-Chair for the 2024-2025 term.

3. Consider and act upon approval of the June 10, 2024, Parks and Recreation Board Regular Meeting Minutes.

4. Consider and act upon approval of the Wylie ISD Council of PTAs Back the Future fundraiser event at Olde City Park on September 21, 2024.

EXECUTIVE SESSION

RECONVENE INTO OPEN SESSION

Take any action as a result from Executive Session.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on July 5, 2024, at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

_____ _____

Stephanie Storm, City Secretary *Date Notice Removed*

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.

If during the course of the meeting covered by this notice, the Board should determine that a closed or executive meeting or session of the Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the Board at the date, hour and place given in this notice as the Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:
§ 551.071 – Private consultation with an attorney for the City.
§ 551.072 – Discussing purchase, exchange, lease or value of real property.
§ 551.073 – Discussing prospective gift or donation to the City.
§ 551.076 – Discussing deployment of security personnel or devices or security audit.

Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation **Account Code:**

Prepared By: Janet Pieper

Subject

Item 1. Consider, and act upon, the election of the Parks and Recreation Board Chair for the 2024-2025 term.

Recommendation

Motion to approve item as presented.

Discussion

Discuss Board Member election options for Chair.

Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation **Account Code:**

Prepared By: Janet Pieper

Subject

Item 2. Consider, and act upon, the election of the Parks and Recreation Board Vice-Chair for the 2024-2025 term.

Recommendation

Motion to approve Item as presented.

Discussion

Discuss Board Member election options for Vice-Chair.

Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation **Account Code:**

Prepared By: Janet Pieper

Subject

Item 3. Consider and act upon approval of the June 10, 2024, Parks and Recreation Board Regular Meeting Minutes.

Recommendation

Motion to approve Item as presented.

Discussion

The minutes are attached for your consideration.

Wylie Parks and Recreation Board Regular Meeting Minutes

June 10, 2024 – 5:30 pm
Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098

CALL TO ORDER
Board Chair Beaux Dyson called the regular meeting to order at 5:30 p.m. The following Parks and Recreation Board members were present: Vice-Chair Gloria Suarez, Board Member Craig Allen, Board Member Kim Mullis, Board Member Nick Puente, Board Member Scott Hevel, and Board Member Brian Arnold.

Staff present included Assistant Parks and Recreation Director Brent Stowers, and Parks and Recreation Administrative Assistant Janet Pieper.

PRESENTATIONS
PR1. Appreciation Acknowledgement to Outgoing Board Members..

CITIZEN COMMENTS ON NON-AGENDA ITEMS
No citizens came forward.

REGULAR AGENDA

1. **Consider and act upon approval of the May 13, 2024, Regular Parks and Recreation Board Meeting Minutes.**

   Board Action
   A motion was made by Board Member Mullis, seconded by Board Member Allen, to approve the May 13, 2024, Regular Parks and Recreation Board Meeting Minutes. A vote was taken, and the motion passed 7-0.

2. **Consider and act upon approval of the Connection Point Church 3rd Annual Run for the Fatherless 5K and Fun Run event in Founders Park on November 23, 2024.**

   Board Action
   A motion was made by Board Member Mullis, seconded by Board Member Allen, to approve the Hope Under the Stars fundraiser event at Olde City Park on October 5, 2024. A vote was taken, and the motion passed 7-0.

3. **Consider and act upon parkland dedication for Ladera-Wylie Development.**

   Board Action
   A motion was made by Board Vice-Chair Suarez, seconded by Board Member Arnold, to approve the parkland dedication for Ladera-Wylie Development. A vote was taken, and the motion passed 7-0.

WORK SESSION

WS1. FY 2025 Budget Recommendations for 4B Projects.

Assistant Parks and Recreation Director Brent Stowers presented a slideshow reviewing the upcoming 2025 budget recommendations for the Parks and Recreation 4B projects.

WS2. Project Updates.

Assistant Parks and Recreation Director Brent Stowers provided updates on the department's current and future projects.

WS2. Program Updates.

Parks and Recreation Administrative Assistant Janet Pieper reviewed updates on departmental programs and events.

ADJOURNMENT
A motion was made by Board Member Mullis, seconded by Board Member Allen, to adjourn the meeting at 6:53 p.m. A vote was taken, and the motion passed 7-0.

_____
Beaux Dyson, Board Chair

ATTEST:

_____
Janet Pieper, Administrative Assistant

CITY OF WYLIE

Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation **Account Code:**

Prepared By: Janet Pieper

Subject

Item 4. Consider and act upon approval of the Wylie ISD Council of PTAs Back the Future fundraiser event at Olde City Park on September 21, 2024.

Recommendation

Motion to approve the Item as presented.

Discussion

The Wylie Independent School District (WISD) Council of PTAs representative, Becky Welch, is requesting to host their annual event at Olde City Park. Their goal is to help raise funds for their organization and to bring the WISD and the City of Wylie community together. The organization plans to schedule food vendor trucks and sell t-shirts, tumblers, books, candles, wreaths, etc. during their event. Local PTAs will also sell memberships and spirit wear items. The event will also have local business vendor booths, carnival games, bounce houses/inflatables, live entertainment, and other activities.

Parks & Recreation Department
300 Country Club Rd, Building 100
Wylie, TX 75098
972-516-6340 | Parks@wylietexas.gov

Non-Profit Park Event Application

Please note that this application is NOT required in order to reserve a pavilion or gazebo for typical private group parties, meetings, reunions, or family events. It is also NOT required to reserve an athletic field for practices or pick up games; instead click on the following link to make a reservation: **https://anc.apm.activecommunities.com/wylie**

Submission of this Non-Profit Park Event Application is required for special public non-profit events, 5K/fun runs, fundraisers, events with food and/or merchandise vendors, and all events wherein items will be sold. This form is reviewed by staff for approval prior to the requested event and must be submitted a minimum of twelve weeks in advance, and no sooner than 6 months prior to the event date being requested.

After City staff reviews the application, a Non-Profit Park Event Application may be considered for recommendation of approval by the Wylie Parks and Recreation Board, with the final review for approval completed by Wylie City Council if staff finds that:

- *Priority use is given to City Events and private rentals;*
- *All fees have been paid;*
- *The event does not:*
    a. *Conflict or compete with another approved non-City event, in consideration of event size, location, expected attendance, etc., as determined by staff;*
    b. *Conflict or compete with City events and programs, as determined by staff (no car shows permitted 30 days prior to or 14 days after the City-sponsored Bluegrass on Ballard event);*
    c. *Present an unreasonable danger to health or safety;*
    d. *Cause loss or damage to City property;*
    e. *Interfere with or place a burden on Public Safety services;*
    f. *Interrupt the safe and orderly movement of pedestrians and vehicles.*
- *For events including food items, applicant provides documentation from the Collin County Environmental Services indicating whether or not a Food Service/Health permit is required for the event. This includes all food items: sold, free, food trucks, catering, homemade, prepackaged, etc.;*
    a. *Please contact the Environmental Services Specialist at 972-548-5528 or 972-548-5585. The Collin County website is www.collincountytx.gov for further information.*
    b. *If permit is required by Environmental Services, provide staff with a list of all planned food vendors and a copy of their current Collin County Food Service/Health permit, or intent to receive a Temporary/Short-Term Event Food Service/Health Permit.*
- *There will be adequate sanitation available in or adjacent to the event, in addition to the City facilities as deemed necessary, such as port-a-lets, wash stations, and other required health facilities.*
- *The event is not being conducted for unlawful or discriminatory purposes. The event is in adherence to all Parks and Recreation rules and City Ordinances.*

Please call the Parks and Recreation Department at 972-516-6340, prompt 1, if you have any questions pertaining to the Park Event Application.

Applicant Information

Name of Organization *
Wylie ISD Council of PTAs

Website

Are you a non profit? *
(●) Yes ( ) No

Please upload 501c3 Documents
Copy of Tax Exempt Forms.pdf 70.19KB

Contact Information

Primary Contact Name *
Becky Welch

Event Information

Event Name/Title *
Back the Future

Event Type *
Fundraiser

Purpose of event *
The purpose of the event is to bring our Wylie ISD school district and City of Wylie community together.

Event Location *
Olde City Park 112 S Ballard Avenue

Proposed Event Date *
09/21/2024

Alternative Event Date *
09/21/2024

Start Time *
01:00:00 PM
Include Setup

End Time *
09:00:00 PM
Include Cleanup

Do you plan to sell items of any kind?
example: drinks, food items, t-shirts, snow cones, memberships, registrations etc.
(●) Yes ( ) No

Please specify all items you plan to sell
Vendors will sell various food and drink items, tshirts, tumblers, books, candles, wreaths, etc., Local ptas will sell memberships and spirit wear items.

Will there be food items provided?
(●) Yes ( ) No

Please specify the types of food items to be provided
In and Out food truck will be giving away 800 free meals to participants, Lalos Tacos, Kona Ice, SMOs Donuts, baked goods, Dippin Dots, Pizza

Who is providing the food?
( ) Applicant
(●) Food Vendor
( ) Other

Anticipated number of Participating Vendors *

100

Anticipated Event Attendance *

1,000

Event Target Audience *

Wylie ISD families and community members

Event Details *

This is our annual community outreach event for our Wylie ISD families and community members. We will have local business vendor booths, all our local school ptas will set up booths and activities, carnival games, bounce houses and inflatables, live entertainment, food trucks and more. We will be set up in the entire park including the parking lot, pavilion, gazebo, Jackson Street and Ballard Street. We will have our Wylie ISD Superintendent and his admin team out at the event as well as some of our school groups including the HS football teams, band, cheerleaders, ROTC, etc.

Event Announcement and/or Flyers

Signature

Becky Welch

Date *

06/04/2024