

# Wylie Parks and Recreation Board Regular Meeting

August 14, 2023 – 5:30 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



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## CALL TO ORDER

## PRESENTATIONS

[PR1](#). Division Overview.

## COMMENTS ON NON-AGENDA ITEMS

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

## REGULAR AGENDA

- [1.](#) Consider and act upon approval of the July 10, 2023, Parks and Recreation Board Regular Meeting Minutes.
- [2.](#) Consider and act upon approval of the Non-Profit Park Event Application from the Wylie P.O.L.I.C.E. Club representative School Resource Officer Michael Stewart, to hold the “Wylie P.O.L.I.C.E. Club Softball Tournament” at Founders Park on Saturday, November 4, 2023, from 8:00 am to 9:00 pm.
- [3.](#) Consider and act upon approval of the recommendation to amend the Parks and Recreation Board Bylaws.

## WORK SESSION

[WS1](#). Project Updates.

[WS2](#). Program Updates.

## RECONVENE INTO REGULAR SESSION

## 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 August 11, 2023, 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.

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*Stephanie Storm, City Secretary*

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*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 RecreationAccount Code:

Prepared By: Janet Pieper

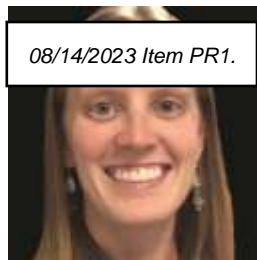
Subject
Division Overviews.
Recommendation
N/A
Discussion
Division overview led by Parks and Recreation Department staff.

# WYLIE PARKS & RECREATION SUPERVISOR OVERVIEW

# Brittany

## WYLIE REC CENTER

08/14/2023 Item PR1.



### Rec Center

**Gym, Fitness Area,  
Indoor Walking Track,  
Childcare, Climbing Wall,  
Meeting Spaces, and  
Locker Rooms.**

- Budget
- Staffing
- Customer Service
- Auditing
- Purchasing
- Activities and Programs

### Operations

**Annual, monthly, and day  
to day operations.**

- Policy
- Procedures
- Best Practices
- Reporting
- Online Software Administrator
- Record Retentions

### Facilities

**Division facility leader.**

- Large Projects
- Day to day facility needs
- Staffing
- Custodial Liaison
- Inventory
- Division offsite resources (storage units, etc.)



## REVENUE & PRODUCT DEVELOPMENT

### Revenue

#### WRC, SRC, BH, Parks, and Athletics

- Budget
- Staffing
- Customer Service
- Auditing
- Purchasing
- Activities and Programs

### Products

#### New Products

- Policy
- Procedures
- Best Practices
- Reporting
- Online Software Administrator
- Record Retentions

### Projects / Facilities

#### WRC, SRC, BH, Parks, and Athletics

- Large Projects at facilities
- Day to day facility needs
- Staffing
- Custodial Liaison
- Inventory
- Division offsite resources (storage units, etc.)

# Katy

08/14/2023 Item PR1.



## SR REC CENTER & WELCOME CENTER

### Sr Rec Center

**Game Room, Fitness Area, Dining Room, and Meeting Space**

- Budget / Purchasing
- Staffing
- Customer Service
- Auditing
- Activities and Programs
- Field Trips
- Meals on Wheels
- Special Events
- Community Outreach
- Partnerships/Sponsors

### Brown House

**Welcome Center Museum, Gift Shop, and Tours.**

- Budget / Purchasing
- Staffing
- Museum Tours
- Special Events
- Wylie Historical Society and Rotary Liaison

### Operations

**Annual, monthly, and day to day operations.**

- Policy
- Procedures
- Best Practices
- Reporting
- Online Software Administrator
- Record Retentions
- Large Projects

Julie

08/14/2023 Item PR1.



# MARKETING & PROMOTIONS

## Communications

### Department marketing and promotions leader.

- Special Events
- Downtown Merchants Liaison
- Communication Requests
- Activity Menu
- Camp Catalog
- Activenet
- City Website
- Social Media

- Regular Promotions
- Registration Drives
- Print Ads
- Postcards
- Rack Cards
- Branding
- Surveys
- Mailers
- Promos
- Content

## Products

### Product development, quality control, and reporting.

- Programs and Activities
- Surveys
- Downtown Special Events
- Gift Shop Merchandise





## PARKS SUPERVISOR - PARKS/PUBLIC SPACES

### Parks/Pub. Spaces

**Playgrounds, Trails, Green Spaces, Landscape Areas, and Outdoor Recreational Areas.**

- Budget
- Staffing
- Customer Service
- Inspections
- Purchasing
- Activities and Programs
- Landscape Contract
- Irrigation Repairs

### Operations

**Annual, monthly, and day to day operations.**

- Policy
- Procedures
- Best Practices
- Reporting
- PubWorks
- Division Safety Liaison
- Equipment Maint.
- Playground Maint.
- Facility Maint.
- Vandalism/Graffiti

### Special Events

**City-wide special event planning, and implementation.**

- Downtown Merchant
- Wylie Chamber
- City-Sponsored
- Citizen
- WISD

Ron

08/14/2023 Item PR1.



# PARKS SUPERVISOR - ATHLETICS

## Athletics

### Athletic Complexes and Parks.

- Budget
- Staffing
- Customer Service
- Inspections
- Purchasing
- Activities and Programs
- Mowing and Litter Contract

## Operations

### Annual, monthly, and day to day operations.

- Chemical Treatments
- Mowing
- Field Maint.
- Equipment Maint.
- Litter
- Interoffice Mail Delivery
- Vandalism/Graffiti

## Leagues

### City athletic leagues liaison.

- Scheduling
- Lighting
- Tournaments
- Restrooms
- Concessions

# QUESTIONS?

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**Annika Sacco**

annika.sacco@wylietexas.gov

**Katy Burton**

katy.burton@wylietexas.gov

**Julie Pannell**

julie.pannell@wylietexas.gov

**Brittany Williams**

brittany.williams@wylietexas.gov

**Ron Thompson**

ron.thompson@wylietexas.gov

**Rico Govera**

ricardo.govera@wylietexas.gov



## Wylie Parks and Recreation Board

# AGENDA REPORT

Department: Parks and Recreation

Account Code: \_\_\_\_\_

Prepared By: Janet Pieper

### Subject

Item 1. Consider and act upon approval of the July 10, 2023, 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

July 10, 2023 – 5:30 pm

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



## CALL TO ORDER

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

Staff present included: Parks and Recreation Director Carmen Powlen, Assistant Parks and Recreation Director Brent Stowers, and Parks and Recreation Executive Administrative Assistant Janet Pieper.

## PRESENTATIONS

Staff introduced the two new Parks and Recreation Board Members, Scott Hevel and Brian Arnold. Each Board Member and staff member gave a brief introduction of themselves.

## CITIZEN COMMENTS ON NON-AGENDA ITEMS

No Citizens came forward.

## REGULAR AGENDA

1. **Consider and act upon approval of the election of the Parks and Recreation Board Chair for the 2023-2024 term.**

### Board Action

After discussion, Board Chair Mullis nominated Board Member Dyson for the Parks and Recreation Board Chair in the 2023-2024 term. A motion was made by Board Vice-Chair Suarez, seconded by Board Member Allen, to elect Board Member Dyson as the Parks and Recreation Board Chair for the 2023-2024 term. A vote was taken, and the motion passed 7-0.

2. **Consider and act upon approval of the election of the Parks and Recreation Board Vice-Chair for the 2023-2024 term.**

### Board Action

A motion was made by Board Chair Allen, seconded by Board Chair Dyson, to re-elect Board Vice-Chair Suarez as the Parks and Recreation Board Chair for the 2023-2024 term. A vote was taken, and the motion passed 7-0.

3. **Consider and act upon approval of the June 12, 2023, Regular Parks and Recreation Board Meeting Minutes.**

### Board Action

A motion was made by Board Vice-Chair Suarez, seconded by Board Member Puente, to approve the June 12, 2023, Regular Parks and Recreation Board Meeting Minutes. A vote was taken, and the motion passed 7-0.

## **WORK SESSION**

### **WS1. Board Member Orientation.**

Director Carmen Powlen led a Board Member orientation presentation and passed out orientation booklets.

### **WS2. Project and Program Updates**

#### **Staff Comments on Projects**

Assistant Director Brent Stowers updated board members about ongoing departmental projects.

On May 30<sup>th</sup>, the City Council awarded the dog park contract to RLM EarthCo Construction, who are now in the process of obtaining the necessary project bonds. Staff is in the process of pursuing contractor pricing for the two splash pad projects.

On July 11<sup>th</sup>, the departmental staff will take a grant resolution to City Council from the Collin County Parks and Open Space. Staff are applying for \$1,385,000 of grant money, which is fifty percent of the cost of the two splash pad projects. This grant is part of a strategic plan to assist cities with land acquisition for parks and open space, regional trail connectors or trail projects, and facilities for Parks and Open Space. The Parks and Recreation Department was awarded this grant in the past for the Municipal Trail project, the East Meadow Trail project, and the Twin Lakes Trail project. The Collin County Parks and Open Space will make its selections for the grant award in October 2023, and if our City is selected, the amount awarded could be less than what is being requested. Before this, however, staff will begin working on the project's infrastructure and utility construction.

The repurposing of one of the Community Park basketball courts to pickleball courts will begin the week of July 17<sup>th</sup>. Staff will begin removing the basketball goals, and the contractors will begin concrete form-ups and fence installation that same week.

Using the Acquisition and Improvement funds, the backstops at Avalon Park will be removed and replaced with new ones starting the week of July 17<sup>th</sup>.

Wylie Youth Baseball Softball Association (WYBSA) is donating funds for the installation of artificial turf at the home plates and pitching mounds on the Community Park game fields. Within two weeks, construction will begin, which will take approximately one week to complete.

Changes are in process on the Senior Recreation Center renovation project's conceptual plan as staff prepares to pursue project quotes.

The Founders Park field renovation project will include fields located to the west side of the park's three northern fields, closest to the Wylie Independent School District/City of Wylie shared parking lot. The selected contractor recently received his required bond information, and staff anticipates receiving their final proposal on July 11<sup>th</sup>. After this final proposal is reviewed by Purchasing, it will go on to City Council for their final approval.

#### **Staff Comments on Programs**

Director Powlen provided an update on Parks and Recreation Department programs.

At the Blue Grass on Ballard event, staff handed out 570 popsicles to patrons at the Welcome Center at the Brown House; at Olde City Park, staff gave away promotional swag items at the Parks and Recreation

Department booth that over 1,800 citizens visited; and staff provided and supervised an inflatable at Olde City Park.

For the City of Wylie-sponsored firework show on July 2nd, staff prepped the East Meadow Trail area for a viewing location wherein approximately 200 people attended between that location and the Municipal Complex parking lot (this number does not include the people who viewed the show at Founders Park and Collin County Community College.)

For the month of July, at the Welcome Center at the Brown House, staff is hosting the “Sweet Land of Liberty Exhibit” with displays reflecting on how the Victorian era celebrated Independence Day; in August, the exhibit will change to a “School Days in Wylie” theme.

July is National Parks and Recreation Month, wherein Parks and Recreation staff are hosting activities including Nerf Wars, Black Light Pickle Ball, Black Light Group Fitness Week, croquet and badminton lawn games, Plant Talk with Parks, Taste Test Tuesday, Parks Bingo, and Art your Walls.

Other upcoming events include Pumpkins on the Prairie on October 13th, Boo on Ballard on October 26<sup>th</sup> and the Tree Lighting Ceremony/Parade on December 3<sup>rd</sup>. Volunteers for all events are needed, and those interested in participating in these and the National Parks and Recreation Month events may sign up at the Board Member Resource Gallery. Ms. Powlen added that with over 1,100 youth participating so far, the summer camps at the Recreation Center are 82 percent full at this point.

#### **Board Comments on Programs**

Board Hevel inquired about including Board Member’s children in volunteer opportunities. Ms. Powlen advised that it would depend on the event being volunteered for and could be considered case by case.

#### **ADJOURNMENT**

A motion was made by Board Member Arnold, seconded by Board Chair Suarez, to adjourn the meeting at 6:40 pm. A vote was taken, and the motion passed 7-0.

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**Kim Mullis, Board Chair**

**ATTEST:**

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**Janet Pieper, Administrative Assistant II**



## Wylie Parks and Recreation Board

# AGENDA REPORT

**Department:** Parks and Recreation  
**Prepared By:** Janet Pieper

**Account Code:** \_\_\_\_\_

### Subject

Item 2. Consider and act upon approval of the Non-Profit Park Event Application from the Wylie P.O.L.I.C.E. Club representative School Resource Officer Michael Stewart, to hold the “Wylie P.O.L.I.C.E. Club Softball Tournament” at Founders Park on Saturday, November 4, 2023, from 8:00 am to 9:00 pm.

### Recommendation

Motion to consider approval of Item as presented.

### Discussion

This is a repeat event hosted by the Wylie P.O.L.I.C.E. Club to hold the “Wylie P.O.L.I.C.E. Club Softball Tournament” at Founders Park. Their intent is to raise money to help support their youth club by charging tournament fees and pre-packaged food items and drinks. It will consist of 18 teams in a double elimination-style tournament using Founders Softball Fields A, B, C, and D. Staff has confirmed the available use of these fields with representatives from the Wylie Youth Baseball Softball Association.

About the applicant: The Wylie P.O.L.I.C.E. (Practice.Leadership.Integrity.Character.Education) Club is an organization at the high school level available to WISD students from ninth through 12<sup>th</sup> grade. The club is sponsored by the Wylie Police Department’s School Resource Officers. The organization gives students a better understanding of the law enforcement profession from the local to the federal level and also teaches students the importance of good leadership and character traits. Their main purpose is to build better student leaders in their schools. This is done by educating the students on what it takes to be a good leader and how they, as students, have a major role in shaping the atmosphere of their school campus. The organization increases student involvement in their schools and community, allowing them to make a difference and changes for the better.





**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](http://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 P.O.L.I.C.E. Club

**Website**

https://www.wylietexas.gov/community2/youth\_programs/police\_club.php

**Are you a non profit? \***☒ Yes ☐ No**Please upload 501c3 Documents****Contact Information****Primary Contact Name \***

Michael Stewart

**Event Information****Event Name/Title \***

WYlie Police Club Softball

**Event Type \***

Fundraiser

**Purpose of event \***

Fundraiser for Wylie P.O.L.I.C.E. Club

**Event Location \***

Founders Park

851 Hensley Lane

**Proposed Event Date \***

11/04/2023

**Alternative Event Date \***

11/11/2023

**Start Time \***

08:00:00 AM

☐ 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**

The P.O.L.I.C.E. Club will set up tables to sell packaged food items and drinks as part of the fundraiser.

**Will there be food items provided?**☒ Yes ☐ No**Please specify the types of food items to be provided**

The P.O.L.I.C.E. Club will set up tables to sell packaged food items and drinks as part of the fundraiser.

**Who is providing the food?**☒ Applicant☐ Food Vendor☐ Other

**Anticipated number of Participating Vendors \***

1

**Anticipated Event Attendance \***

500

**Event Target Audience \***

Wylie Community

**Event Details \***

The Wylie P.O.L.I.C.E. Club which is run by the Wylie Police Department is hosting a Co-Ed Softball Tournament. The main purpose of the event is a fundraiser for the P.O.L.I.C.E. club. The event will consist of 18 teams in a double elimination style tournament.

**Event Announcement and/or Flyers****Signature****Date \***

08/03/2023



## Wylie Parks and Recreation Board

# AGENDA REPORT

Department: Parks and Recreation

Account Code: \_\_\_\_\_

Prepared By: Janet Pieper

### Subject

Item 3. Motion to approve the recommendation to amend the Parks and Recreation Board Bylaws.

### Recommendation

Recommend approval of the amendments to the Parks and Recreation Board Bylaws as written.

### Discussion

Discuss amendments and answer questions the Board may have regarding the changes.



# City of Wylie

## Parks and Recreation Board Bylaws

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### ARTICLE I. Name

As authorized by the City Charter, City of Wylie, and City Ordinance No. 78-18. This body shall be known as the Parks and Recreation Board.

### ARTICLE II. Meetings

- A. The regular meeting of the Parks and Recreation Board shall be held monthly in the Municipal Complex Council ~~Chambers conference room~~ unless ~~staff the Board~~ determines otherwise.
- B. Special meetings may be called by the Chairperson or at the call of any two members of the Board, provided that notice thereof be given to all Board Members.
- C. A majority of the members shall constitute a quorum at all meetings of the Board.
- D. All agenda items presented for a vote of the Parks and Recreation Board shall be decided by a simple majority of the quorum, including the vote of the Chairperson.
- E. Any member of the Board who misses three consecutive meetings without good cause shall be deemed to have resigned, and the Board will recommend to City Council that a replacement be appointed for the balance of the unexpired term.
- F. The most current edition of Robert's Rules of Order will guide the parliamentary procedure of the Board. The Board is not strictly bound to comply with Robert's Rules of Order.
- G. ~~The Chairperson may request agenda items at least one week before the meeting. Agenda items requested by any member must be submitted and approved by the Chairperson before being submitted to the staff liaison. Any two Board Members (not including the Chairperson) may submit an item to the staff liaison to be placed on the Board Agenda at least one week before the meeting. Agenda items submitted must be made in writing to the staff liaison.~~

### ARTICLE III. Officers

- A. The officers of the Board shall be a Chairperson, Vice-Chairperson, and Secretary (a City Staff member will serve as Secretary).
- B. Officers shall be elected and take office at the first regular meeting after the new Board Members have been appointed and sworn in.
- C. Vacancies shall be handled as follows:
  - a. In the event of the resignation or incapacity of the Chairperson, the Vice-Chairperson shall become the Chairperson for the unexpired portion of the term.
  - b. Vacancies in officers other than the Chairperson shall be filled for the unexpired term by election from the remaining Parks and Recreation Board Members.
- D. The duties of the officers shall be as follows:
  - a. Chairperson:
    - i. Preside at all meetings.
    - ii. Represent the Parks and Recreation Board at public functions.
    - iii. Appoint special committees.
    - iv. Assist Parks and Recreation staff in establishing the agenda for each meeting, as needed.
  - b. Vice-Chairperson:
    - i. Assist the Chairperson in directing the affairs of the Board and act in the Chairperson's absence.
  - c. Secretary:
    - i. The City Secretary's office will record and maintain the minutes. This "Secretary position" will be occupied by a City Staff member, not an official Board position.
    - ii. The Staff Liaison will be responsible for producing the agenda and distributing the agenda and minutes to the Parks and Recreation Board and City Manager. An official record of attendance will be kept in the minutes. ~~A yearly calendar of monthly meetings will be approved by the Board at by the regular December meeting prior to the next calendar year on an annual basis.~~ The Board will approve a yearly calendar of monthly meetings by the regular December meeting.

#### **ARTICLE IV. Board Members**

- A. The City Council appoints Board Members.
- B. No member shall serve on the board for more than three consecutive, two-year terms or six consecutive years, whichever is less, unless extended by the affirmative vote of at least three-fourths of the full membership of the City Council. Except for a board member whose tenure has been extended by the City Council as provided in subsection (b) of this section, a board member who has served three consecutive, two-year terms or six consecutive years, whichever is less, on the board may be reappointed to serve on the board after being off the board for at least one year, and upon reappointment, the board member is eligible to serve another three consecutive terms or six consecutive

years, whichever is less. Such board member is eligible, however, for appointment to a different board or commission without waiting. (Per Chapter 78 Section 78-23)

## **ARTICLE V. Committees**

- A. Committees may be appointed for particular purposes by the Chairperson and with the consent of the majority of the Board. All committees will have at least one Parks and Recreation Board member serving on them. These committees are automatically dissolved upon completion of the assignment.
- B. Progress reports and a final report on completion of assignments will be given at each Board Meeting.

## **ARTICLE VI. Powers and Duties of Board Members**

- A. Abide by applicable ordinances of the City of Wylie.
- B. Act in an advisory capacity to the City Council, City Manager, and Parks and Recreation Staff.
- C. ~~Recommend policies to govern the operation and program of the Parks and Recreation Department.~~ Make ordinance and bylaw recommendations.
- D. Assist in planning and guiding the ~~improvement expansion~~ of parks and recreation facilities.
- E. Assist in interpreting the ~~ordinances policies~~ and functions of the Parks and Recreation Department to the public. Encourage the development and advancement of the Parks and Recreation Department in every possible way.
- F. ~~Provide an opinion on dedications and donations.~~
- G. ~~Recommend ordinance variance regarding fundraising events.~~
- H. ~~Advocate the benefits of Parks and Recreation by:~~
  - a. ~~volunteering assistance at Parks and Recreation Department events.~~
  - b. ~~participating in public education and information engagements as needed.~~

## **ARTICLE VII. Amendments**

- A. These by-laws may be amended by a majority vote at any regular meeting, provided all members have been notified of the proposed amendments at least three days before such meeting. Such an amendment would then be subject to approval by the City Council.



## Wylie Parks and Recreation Board

# AGENDA REPORT

Department: Parks and Recreation

Account Code: \_\_\_\_\_

Prepared By: Janet Pieper

### Subject

WS1. Project Updates.

### Recommendation

N/A

### Discussion

Discuss upcoming and ongoing Parks and Recreation Department projects.





## Wylie Parks and Recreation Board

# AGENDA REPORT

Department: Parks and Recreation  
Prepared By: Janet Pieper

Account Code: \_\_\_\_\_

### Subject

WS2. Program Updates.

### Recommendation

N/A

### Discussion

Discuss upcoming Parks and Recreation Department programs.