

Wylie Parks and Recreation Board Regular Meeting

March 10, 2025 – 5:30 PM

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



CALL TO ORDER

PRESENTATIONS

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 approval of the January 13, 2025, Parks and Recreation Board Regular Meeting Minutes.
2. Consider and act upon approval of the 1Lt Robert F. Welch III Charity non-profit group, to hold their annual 1LT Robert F. Welch III Run for our Heroes 5K/Walk Event at Olde City Park on April 26, 2025.
3. Consider and act upon approval of the Juneteenth of Wylie Organization non-profit group, to hold their annual Juneteenth Festival of Wylie Event at Olde City Park on June 14, 2025

WORK SESSION

WS1. Project Updates.

WS2. Program and Event 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 March 7, 2025, 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.

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 approval of the January 13, 2025, 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

January 13, 2025 – 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 5:33 p.m. The following Parks and Recreation Board members were present: Board Vice-Chair Nick Puente, Board Member Brian Arnold, Board Member Scott Hevel, and Board Member Tarah Harrison. Board Member Goría Suarez and Board Member C’Ne Turner were absent.

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

PRESENTATIONS

No presentations.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

No citizens came forward.

REGULAR AGENDA

1. Consider, and act upon, approval of the November 6, 2024, Parks and Recreation Board Regular Meeting Minutes.

Board Action

A motion was made by Board Vice-Chair Puente and seconded by Board Member Hevel, to approve the November 6, 2024, Regular Parks and Recreation Board Meeting Minutes. A vote was taken, and the motion passed 5-0 with Board Member Suarez and Board Member Turner absent.

WORK SESSION

WS1. Project Updates.

Assistant Director Stowers provided updates on the department’s current and future projects.

WS2. Program and Event Updates.

Assistant Director Stowers provided updates on the department’s recent and upcoming programs and events.

ADJOURNMENT

A motion was made by Board Member Harrison and seconded by Board Member Arnold, to adjourn the meeting at 5:49 p.m. A vote was taken, and the motion passed 5-0 with Board Member Suarez and Board Member Turner absent.

Beaux Dyson, Board Chair

ATTEST:

Janet Pieper, Administrative Assistant



Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation

Account Code: _____

Prepared By: Janet Pieper

Subject

Item 2. Consider and act upon approval of the 1Lt Robert F. Welch III Charity non-profit group, to hold their annual 1LT Robert F. Welch III Run for our Heroes 5K/Walk Event at Olde City Park on April 26, 2025.

Recommendation

Motion to approve item as presented.

Discussion

This is the 14th year of the organization’s annual fundraising event, supported by the Parks and Recreation Department and other City of Wylie departments. The event honors our military and first responders through community outreach while preserving the memories of our fallen heroes. Planned activities include a 5K walk, children’s activities, live music, event t-shirt sales, a silent auction, multiple community vendor booths, and food sales from the Wylie High School AFJROTC Booster Club, local vendors, and food trucks.



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 *

1Lt Robert F Welch III Charity

Website

www.1ltwelchrnforourheroes.org

Are you a non profit? *

Yes No

Please upload 501c3 Documents

501c3 tax exempt letter.jpg 780.99KB

Contact Information

Primary Contact Name *

Becky Welch

Event Information

Event Name/Title *

1LT Robert F. Welch III Run for our Heroes

Event Type *

5k/Walk

Purpose of event *

Honor our military and first responders through community outreach while preserving the memories of our fallen

Event Location *

Olde City Park

112 S Ballard Avenue

Proposed Event Date *

04/26/2025

Alternative Event Date *

04/26/2025

Start Time *

06:00:00 AM

Include Setup

End Time *

05:00:00 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 charity itself will sell event t-shirts and run a silent auction. We will have vendor booths from the community that will be selling various homemade items, jewelry, clothing, candles, books, tumblers, and more.

Will there be food items provided?

Yes No

Please specify the types of food items to be provided

WHS AFJROTC Booster Club (breakfast tacos and burgers), Kona Ice, Lalos Tacos, Smo's, Taco truck, Frio's

Who is providing the food?

Applicant

Food Vendor

Other

Anticipated number of Participating Vendors*

65

Anticipated Event Attendance*

1,000

Event Target Audience*

Military, First Responders, and Community Members

Event Details*

The 1LT Robert F. Welch III Run for our Heroes event is held in honor of our fallen heroes as well as a way to thank all our military veterans and first responders. The event consists of a 5k run and 1 miler run, a vendor fair in Olde City Park with live music, food trucks, and kids' activities. We will also host a Free BREAKFAST for military veterans, first responders, and their families from 9-10:30am under the pavilion. The run will take place along Jackson Street and hang a left on Brown Street to continue westbound to just a little bit past Sanden where the route will loop around and runners will head back east on Brown to Jackson.

Event Announcement and/or Flyers

2025 Run for our Heroes Race Flyer.jpg

389.91KB

Signature



Date*

01/26/2025

1LT ROBERT F. WELCH III



RUN FOR OUR HEROES

APRIL 26TH

**OLDE CITY PARK-
WYLIE, TX**

OPENING CEREMONIES 8:30AM

5K/1 MILE FUN RUN 9AM

VENDOR FAIR W/ LIVE MUSIC & ACTIVITIES 8-2PM

FREE MEAL FOR VETERANS, FIRST RESPONDERS & FAMILIES 9-10:30AM



\$10

**BASIC
REGISTRATION**

\$25

**REGISTRATION
W/ SHIRT**

**SPONSORSHIP OPPORTUNITIES:
BWELCH@1LTWELCHRUNFOROURHEROES.ORG**

**VENDOR FAIR INQUIRIES:
BRENDA@1LTWELCHRUNFOROURHEROES.ORG**

**FOR MORE INFORMATION OR TO REGISTER:
WWW.1LTWELCHRUNFOROURHEROES.ORG**



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 Juneteenth of Wylie Organization non-profit group, to hold their annual Juneteenth Festival of Wylie Event at Olde City Park on June 14, 2025

Recommendation

Motion to approve item as presented.

Discussion

This marks the organization's sixth year of hosting its annual fundraising event, with staff support from the Parks and Recreation Department and other City of Wylie departments. The organization's mission is to educate the public about the history of Juneteenth, fostering community through fellowship, music, entertainment, and more. This year, the group will offer memberships and t-shirts for sale, alongside various vendor booths featuring crafts and food items.



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 *

Juneteenth of Wylie Organization

Website

https://www.wyliejuneteenth.org/

Are you a non profit? *

Yes No

Please upload 501c3 Documents

Contact Information

Primary Contact Name *

Damian Johnson

Event Information

Event Name/Title *

Juneteenth Festival of Wylie

Event Type *

Other

If other, please explain *

Festival

Purpose of event *

educate the publiuc to the history of juneteenth thru fellowship, music, and more.

Event Location *

Olde City Park

112 S Ballard Avenue

Proposed Event Date *

06/14/2025

Alternative Event Date *

06/14/2025

Start Time *

06:00:00 AM

Include Setup

End Time *

06:00:00 AM

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

T-Shirts and Memberships. However, vendors will sell everything from crafts to food.

Will there be food items provided?

Yes No

Please specify the types of food items to be provided

Everything from prepackaged food items prepared in advance to food trucks making food and drinks on site.

Who is providing the food?

Applicant

Food Vendor

Other

Anticipated number of Participating Vendors *

70

Anticipated Event Attendance *

3,000

Event Target Audience*

citizens fo Wylie and ajacent cities

Event Details*

Juneteenth of Wylie is looking to bring an event allowing our citizens to come together. Once here, we are offering entertainment, education, health and wellness tips and ideas, and a great time. We will also have 70 vendors promoting their non-profit organizations, and selling their crafts, food items and more. We have been blessed to work with the city for the past 5 years and look forward to doing so again.

Our flyers will be finalized by arch 1st.

Event Announcement and/or Flyers

Signature



Date*

02/18/2025



Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation
Prepared By: Janet Pieper

Account Code: _____

Subject

Project Updates.

Recommendation

N/A

Discussion

Discuss the Parks and Recreation Department's ongoing and upcoming projects.



Wylie Parks and Recreation Board

AGENDA REPORT

Department: Parks and Recreation
Prepared By: Janet Pieper

Account Code: _____

Subject

Program and Event Updates.

Recommendation

N/A

Discussion

Discuss the Parks and Recreation Department's recent and upcoming programs and events.