

# Wylie Parks and Recreation Board Regular Meeting

September 08, 2025 – 5:30 PM

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



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## 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 August 11, 2025 Parks and Recreation Board Regular Meeting Minutes.
2. Consider and act upon approval of the August 11, 2025 Parks and Recreation Board Work Session Minutes.

## WORK SESSION

WS1. Project Updates.

WS2. Summer Camp Recap.

WS3. Holiday Events and Volunteering.

WS4. Budget Update (4B Board Meeting).

WS5. Bylaws Update.

## 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 29, 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.

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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 Recreation

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

Prepared By: Janet Pieper**Subject**

Consider and act upon approval of the August 11, 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

August 11, 2025 – 5:30 pm

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



### CALL TO ORDER

Board Chair Nick Puente called the regular meeting to order at 5:41 p.m. The following Parks and Recreation Board members were present: Board Vice-Chair Scott Hevel, Board Member Brian Arnold, Board Member Tarah Harrison, Board Member C'Ne Turner, Board Member Elizabeth Troncoso, and Board Member Matthew Busick.

Parks and Recreation Department staff present included: Director Carmen Powlen, Assistant Director Brent Stowers, Administrative Assistant Janet Pieper, Supervisor Ron Thompson, Supervisor Rico Govea, Supervisor Annika Sacco, Supervisor Katy Burton, and Supervisor Brittany Williams.

### PRESENTATIONS

No presentations.

### CITIZEN COMMENTS ON NON-AGENDA ITEMS

No citizens came forward.

### REGULAR AGENDA

1. **Consider and act upon approval of the amended April 14, 2025 Parks and Recreation Board Regular Meeting Minutes.**

#### Board Action

A motion was made by Board Vice-Chair Hevel and seconded by Board Member Busick to approve the April 14, 2025, 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 amended June 9, 2025 Parks and Recreation Board Regular Meeting Minutes.**

#### Board Action

A motion was made by Board Member Busick and seconded by Board Member Turner to approve the June 9, 2025, Regular Parks and Recreation Board Meeting Minutes. A vote was taken, and the motion passed 7-0.

3. **Consider and act upon approval of the July 14, 2025 Parks and Recreation Board Regular Meeting Minutes.**

#### Board Action

A motion was made by Board Member Arnold and seconded by Board Vice-Chair Hevel to approve the July 14, 2025, Regular Parks and Recreation Board Meeting Minutes. A vote was taken, and the motion passed 7-0.

4. **Consider and act upon approval of the Non-Profit Park Event Application from the Cure Sanfilippo Foundation to hold the 4th Annual Do it for Declan 5K and Fun Run event at Founders Park on December 13, 2025.**

**Board Action**

A motion was made by Board Member Harrison and seconded by Board Member Turner to approve the Non-Profit Park Event Application from the Cure Sanfilippo Foundation to hold the 4<sup>th</sup> Annual Do it for Declan 5K and Fun Run event at Founders Park on December 13, 2025. A vote was taken, and the motion passed 7-0.

- 5. Consider and act upon approval of the Non-Profit Park Event Application from Circle Ten, Pack 304, to host the Back to Scouting Bash fundraiser event on September 27, 2025, at the Olde City Park.**

**Board Action**

A motion was made by Board Vice-Chair Hevel and seconded by Board Member Troncoso to approve the Non-Profit Park Event Application from Circle Ten, Pack 304, to host the Back to Scouting Bash fundraiser event on September 27, 2025, at the Olde City Park. A vote was taken, and the motion passed 7-0.

- 6. Consider and act upon approval of the Hope Bridge Pregnancy Resource Center to host the Walk for Life 5K fundraiser event on January 24, 2025, at Founders Park.**

**Board Action**

A motion was made by Board Vice Chair Hevel and seconded by Board Member Arnold to approve the Hope Bridge Pregnancy Resource Center to host the Walk for Life 5K fundraiser event with the amended date of January 24, 2026, at Founders Park. A vote was taken, and the motion passed 7-0.

**WORK SESSION****WS1. 2025 Division Overview.**

Supervisors from the Parks and Recreation Department presented the 2025 Division Overview, outlining their responsibilities and those of their staff within their respective divisions.

**WS2. PARB Updates**

Administrative Assistant Janet Pieper provided an update on upcoming PARB-related items. She noted that, due to the WISD fall break the week of October 13, staff recommends canceling the regularly scheduled PARB meeting because of a potential lack of quorum—a recommendation the board supported. Ms. Pieper advised that the submission deadline for agenda items, in accordance with the Open Meetings Act, has been updated and is now due two weeks prior to the PARB Regular Meeting. She also provided reminders about the One City Rec Pass for board member households, how to access the PARB Guide, and the importance of board members maintaining communication with staff regarding feedback and citizen concerns.

**ADJOURNMENT**

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

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**Nick Puente, Board Chair**

**ATTEST:**

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**Janet Pieper, Administrative Assistant**



# Wylie Parks and Recreation Board

## AGENDA REPORT

Department: Parks and Recreation

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

Prepared By: Janet Pieper

### Subject

Consider and act upon approval of the August 11, 2025 Parks and Recreation Board Work Session Minutes.

### Recommendation

Motion to approve Item as presented.

### Discussion

The minutes are attached for your consideration.

# Wylie Parks and Recreation Board Work Session

## Minutes

August 11, 2025 – 4:30 pm

City Hall - 300 Country Club Road, Building #100, 2nd Floor Meeting Room #230,  
Wylie, Texas 75098



### CALL TO ORDER

Board Chair Nick Puente called the Work Session to order at 4:38 p.m. The following Parks and Recreation Board members were present: Board Vice-Chair Scott Hevel, Board Member Brian Arnold, Board Member Tarah Harrison, Board Member C'Ne Turner, Board Member Elizabeth Troncoso, and Board Member Matthew Busick.

Parks and Recreation Department staff present included: Director Carmen Powlen, Assistant Director Brent Stowers, Administrative Assistant Janet Pieper, Supervisor Ron Thompson, Supervisor Rico Govea, Supervisor Annika Sacco, Supervisor Katy Burton, and Supervisor Brittany Williams.

### CITIZEN COMMENTS ON NON-AGENDA ITEMS

No citizens came forward.

### WORK SESSION

**Staff will review the Parks and Recreation Board's role, procedures, and other beneficial introductory information.**

**WS1.** Parks and Recreation Director Carmen Powlen went over Parks and Recreation Board Members' roles, meeting procedures, and other introductory information.

### ADJOURNMENT

The work session was adjourned at 5:30 pm.

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**Nick Puente, Board Chair**

### ATTEST:

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**Janet Pieper, Administrative Assistant**



## Wylie Parks and Recreation Board

# AGENDA REPORT

Department: Parks and Recreation

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

Prepared By: Janet Pieper

### Subject

Project Updates.

### Recommendation

N/A

### Discussion

Discuss the ongoing and upcoming Parks and Recreation Department projects.





Wylie Parks and Recreation Board

**AGENDA REPORT**

Department: Parks and Recreation

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

Prepared By: Janet Pieper

**Subject**

Summer Camp Recap.

**Recommendation**

N/A

**Discussion**

Staff will provide updates on the 2025 Parks and Recreation summer camps.



## Wylie Parks and Recreation Board

# AGENDA REPORT

Department: Parks and Recreation

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

Prepared By: Janet Pieper

### Subject

Holiday Events and Volunteering.

### Recommendation

N/A

### Discussion

Staff will provide information on upcoming events and volunteer opportunities.



Wylie Parks and Recreation Board

**AGENDA REPORT**

Department: Parks and Recreation

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

Prepared By: Janet Pieper

**Subject**

Budget Update (4B Board Meeting).

**Recommendation**

N/A

**Discussion**

Staff will give a budget update from the 4B Board Meeting.



## Wylie Parks and Recreation Board

# AGENDA REPORT

Department: Parks and Recreation

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

Prepared By: Janet Pieper

### Subject

Bylaws Update.

### Recommendation

N/A

### Discussion

Staff will provide notification of proposed changes to the Parks and Recreation Board Bylaws.