

# Wylie Parks and Recreation Board Regular Meeting

September 13, 2021 – 6:30 PM

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



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## CALL TO ORDER

### 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 approval of the meeting Minutes from the August 9, 2021 meeting.
2. Consider and act upon approval of a Park Event Application for the Wylie P.O.L.I.C.E. Club to hold a softball tournament fundraiser event at Founders Park on November 6, 2021.

## WORK SESSION

WS1. Cemetery Advisory Board update.

WS2. Future projects.

WS3. Future Agenda Items.

## ADJOURNMENT

### CERTIFICATION

I certify that this Notice of Meeting was posted on September 10, 2021 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.



## Parks and Recreation Board

### **Meeting Minutes**

**Monday, August 9, 2021 – 6:30 p.m.**

**Wylie Municipal Complex  
300 Country Club Road #100  
Wylie, Texas 75098**

#### **CALL TO ORDER**

Board Chair Robinson called the meeting to order at 6:35 p.m. with Board Member Swendig, Board Member Suarez, Board Member Mullis, and Board Member Stewart in attendance. Board Member Willeford and Board Member Allen were both absent from the meeting.

Staff members present were Parks and Recreation Director Robert Diaz, and Parks and Recreation Board Secretary Janet Hawkes.

#### **CITIZENS PARTICIPATION**

No citizens came forward.

#### **REGULAR AGENDA ITEMS**

- 1. Consider and act upon the election of the Board Chair for the 2021-2022 Term.**

##### **Board Action:**

Board Member Suarez nominated Joni Robinson to serve as Board Chair for the 2021-2022 Term. Board Member Mullis seconded the nomination, and a vote was taken and passed 5-0.

- 2. Consider and act upon the election of the Board Vice-Chair for the 2021-2022 Term.**

##### **Board Action:**

Board Chair Robinson nominated Gloria Suarez to serve as Board Co-chair for the 2021-2022 Term. Board Member Mullis seconded the nomination, and a vote was taken and passed 5-0.

- 3. Consider and act upon the approval of the meeting Minutes from the July 12, 2021 meeting.**

Board Member Mullis made a motion to approve the meeting Minutes from the July 12, 2021 meeting. Board Member Stewart seconded the motion, and a vote was taken and passed 5-0.

4. **Consider and act upon a park event application for the Wylie ISD Council of PTA's Family Movie Night in the Park fundraiser on October 15, 2021 at Olde City Park.**

**Board Action:**

Board Member Suarez made a motion to approve the recommendation of a park event application for the Wylie ISD Council of PTA's Family Movie Night in the Park fundraiser on October 15, 2021 at Olde City Park. Board Member Mullis seconded the motion, and a vote was taken and passed 5-0.

## **WORK SESSION**

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- **WS1. Project updates.**

The new playground for Twin Lakes Park has been ordered and is estimated to be installed by September of 2021. Due to possible installation delays, staff has carried over project funding to the next fiscal year.

The contractor has begun repair work to the Brown House and will be working on the interior and exterior damage, as well as the ADA ramp installation. Project funding will be carried over to the next fiscal year due to possible construction delays.

- **WS2. Development of a Capital Improvement Plan for future project development.**

The Wylie City Council decided that the November Bond Election would not include any project funding for parks and recreation projects; however, due to a healthy General Fund and 4B Fund balance, some possible future projects could still be funded. In addition, staff is discussing the option to pursue 4B Certificates of Obligation, as well as applying for the Collin County Grant Project which offers a 50/50 match to fund projects. Although the City Council has expressed interest in adding a splash pad and minimal improvements to the Senior Center, they did not confirm any specific direction to staff for any parks and recreation projects at this time. The City Council does not want to pursue the Lavon Lake project until they have an agreement with the Army Corp of Engineers. It is likely that the City Council will provide staff with project priorities they want pursued after the November Bond Election is over.

Staff would like to develop a Capital Improvement Plan specifically for the Parks and Recreation Department. This would allow the City Council to prioritize the projects they want pursued and to decide on the funding mechanisms to be utilized for each. This Capital Improvement Plan would look at the specific project details, what it would cost to fund, and the best time to begin construction. The plan would cover a four to five year time span.

## **ADJOURNMENT**

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There being no further business, a motion to adjourn was made by Board Member Allen. Board Member Mullis seconded the motion, and a vote was taken and passed 5-0. The meeting was adjourned at 7:37 p.m.

## **ATTEST**

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\_\_\_\_\_  
Janet Hawkes, Parks & Recreation Board Secretary

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Joni Robinson, Parks & Recreation Board Chair



# Parks and Recreation Board

## AGENDA REPORT

<b>Meeting Date:</b>	September 13, 2021	<b>Item Number:</b>	_____
<b>Department:</b>	Parks and Recreation		_____ <i>(City Secretary's Use Only)</i>
<b>Prepared By:</b>	Robert Diaz	<b>Account Code:</b>	_____
<b>Date Prepared:</b>	September 9, 2021	<b>Exhibits:</b>	1 _____

### Subject

Consider and act upon approval of a Park Event Application for the Wylie P.O.L.I.C.E. Club to hold a softball tournament fundraiser event at Founders Park on November 6, 2021.

### Recommendation

Motion to recommend approval as presented.

### Discussion

The proposed Wylie P.O.L.I.C.E. Club softball tournament fundraiser event will be held on Saturday, November 6, 2021 at Founders Park. The Wylie P.O.L.I.C.E. Club is sponsoring the event as fundraiser for club activities. This event was first held a few years ago but not in 2020 due to COVID-19 concerns. Parks and recreation staff will coordinate with the group on event logistics and set up.



**Parks & Recreation Department**  
 949 Hensley Lane, Building 200  
 972-516-6340 | Parks@wylietexas.gov

## Park Event Application

*This application must be submitted a minimum of six weeks prior to your event date. Special events, meetings, and gatherings (other than typical parties or picnics) will require submission of a Park Event Application prior to reservation approval. Please call the Parks Administration at 972-516-6340 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](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 P.O.L.I.C.E. Club Community Softball Tournament

**Event Type \***

Fundraiser

**Purpose of event \***

Fundraiser

**Event Location \***

Founders Park

851 Hensley Lane

**Proposed Event Date \***

11/06/2021

**Alternative Event Date \***

11/13/2021

**Start Time\***

07:00:00 AM

Include Setup

**End Time\***

10:00:00 PM

Include Cleanup

**Anticipated number of Participating Vendors\***

1

**Anticipated Event Attendance\***

500

**Event Target Audience\***

Wylie Community

**Event Details\***

This is the 4th annual community softball tournament that is host by the Wylie P.O.L.I.C.E. Club

**Event Announcement and/or Flyers****NOTE:**

If food is prepared on site or off-site and brought to the event location to be offered to the public, free or at cost, the vendor applicant must contact the Collin County Environmental Services Office in McKinney in order to inquire whether a Temporary/Short-Term Event Food Service/Health permit is required prior to the event. It is possible that a health inspector must examine food preparation and storage equipment to assure the health and safety of customers. 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).

Sec. 78-105 of the City Code of Ordinances states: It shall be unlawful for any person to solicit for sale, vend, peddle, sell or offer to sell any cold drinks, cigars, tobacco, cigarettes, fruits, candies, goods, wares or merchandise of any kind or nature whatsoever within the municipal parks or recreation or community center facility; provided, however, that this section shall not apply to any person, organization, firms or corporations, or the agents of any person, or organization, firm or corporation, or employee of any person who are recommended by the Parks and Recreation Board and approved by the City Council to operate a concession or concessions for the sale of specified goods, wares, and merchandise within the municipal parks or recreation or community center facilities of the city.

**Signature**

**Date\***

08/25/2021



# Parks and Recreation Board

## AGENDA REPORT

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<b>Department:</b>	Parks and Recreation		_____ <i>(City Secretary's Use Only)</i>
<b>Prepared By:</b>	Robert Diaz	<b>Account Code:</b>	_____
<b>Date Prepared:</b>	September 9, 2021	<b>Exhibits:</b>	1

### Subject

Future Projects.

### Recommendation

N/A

### Discussion

The City Council will discuss with management staff at the September 14, 2021 City Council meeting, some potential projects to fund with use of the General Fund balance. These possible projects to be discussed are based on the adopted Master Plan findings and bond discussions from this past summer. The projects that will be discussed are a splash pad, dog park, and facility improvements to the Senior Center.





# Parks and Recreation Board

## AGENDA REPORT

<b>Meeting Date:</b>	September 13, 2021	<b>Item Number:</b>	_____
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<b>Prepared By:</b>	Robert Diaz	<b>Account Code:</b>	_____
<b>Date Prepared:</b>	September 9, 2021	<b>Exhibits:</b>	1 _____

### Subject

Future Agenda Items.

### Recommendation

N/A

### Discussion

Based on comments from the Board at the August 2021 meeting, the "Future Agenda Items" will be added as a work session item for all future meetings. The reason for this item will be to discuss specific agenda items for future meetings. The items discussed need to be specific in order to comply with the Open Meetings Act requirements.

For this meeting, items to be discussed are as follows:

- Fall PARD tour on October 23
- PARB team building with City Council update
- PARD fall events: National Night Out, Arbor Day, Boo on Ballard, Holiday events
- Possible PARD fee discussion i.e. Wylie Recreation Center and Parks related fees
- Projects chosen to move forward i.e. Splash pad, dog park, senior center improvements