

Wylie Parks and Recreation 4B Board Regular Meeting

August 27, 2024 – 6:00 PM

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



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, approval of August 22, 2023 Regular Wylie Parks and Recreation Facilities Development Corporation (4B) meeting minutes.
2. Consider, and act upon, the appointment and/or reappointment of the Wylie Parks and Recreation Facilities Development Corporation (4B) Officers and appoint a Chair and Vice Chairman from its board members for a term beginning January 1, 2025 and ending December 31, 2026.
3. Consider, and act upon, approval of the Fiscal Year 2024-2025 4B Budget and authorize expenditures for the FY 2024-2025 Community Services Facilities Capital Improvements Plan.

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on August 23, 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.

§ 551.074 – Discussing personnel or to hear complaints against personnel.

§ 551.076 – Discussing deployment of security personnel or devices or security audit.

§ 551.087 – Discussing certain economic development matters.



Wylie City Council

AGENDA REPORT

Department: City Secretary
Prepared By: Stephanie Storm

Account Code: _____

Subject

Consider, and act upon, approval of August 22, 2023 Regular Wylie Parks and Recreation Facilities Development Corporation (4B) meeting minutes.

Recommendation

Motion to approve the Item as presented.

Discussion

The minutes are attached for your consideration.

Wylie Parks and Recreation 4B Board Regular Meeting Minutes

August 22, 2023 – 6:00 PM

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



CALL TO ORDER

Mayor Porter called to order the Parks and Recreation 4B meeting at 7:27 p.m. The following Board Members were present: Board Member Matthew Porter, Board Member David R. Duke, Board Member Scott Williams, Board Member Sid Hoover, Board Member Auston Foster, Board Member Whitney McDougall, and Board Member Scott Hevel.

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.

There were no persons present wishing to address the Parks and Recreation Facilities Development Corporation (4B) Board.

REGULAR AGENDA

1. **Consider, and act upon, approval of August 23, 2022 Regular Wylie Parks and Recreation Facilities Development Corporation (4B) meeting minutes.**

Council Action

A motion was made by Board Member Duke, seconded by Board Member McDougall, to approve Item 1 as presented. A vote was taken and the motion passed 7-0.

2. **Consider, and act upon, approval of the Fiscal Year 2023-2024 4B Budget and authorize expenditures for the FY 2023-2024 Community Services Facilities Capital Improvement Plan.**

Staff Comments

Finance Director Brown addressed the Board giving a summary of the 4B budgets for 2024 and reminded the Board that the activities of 4B are accounted for in two different fund types, one being the Sales Tax Revenue Fund and the other the 4B Debt Service Fund. The Sales Tax Revenue Fund includes several departments, including the Brown House, Senior Recreation Center, Stonehaven House, and a portion of Parks and Combined Services. Their proposed revenues for the 24-budget year are \$5,696,500 which includes a 10 percent increase in the sales tax revenue over the 23-budget year, and the proposed expenditures are \$5,479,756 which includes one equipment operator, Pirate Cove playground replacement, Community Park playground surfacing and phase two installation, a large mower replacement, a pavilion at the library, and a zero-turn mower. A very healthy fund balance is projected at a little over \$4 million and the fund balance policy requirement is 25 percent of the budgeted sales tax revenue, which is equal to about \$1.1 million. The 4B Debt Service Fund will make bond payments this year of principal and interest totaling \$387,100 which is supported by a transfer from the 4B Sales Tax Revenue Fund, and the current outstanding debt for the 4B fund is \$755,000, which will be completely paid off in fiscal year 2025.

Council Action

A motion was made by Board Member Duke, seconded by Board Member Hevel, to approve Item 2 as presented. A vote was taken and the motion passed 7-0.

ADJOURNMENT

A motion was made by Board Member McDougall, seconded by Board Member Duke, to adjourn the meeting at 7:35 p.m. A vote was taken and the motion passed 7-0.

Matthew Porter, Chair**ATTEST:**

Stephanie Storm, City Secretary



Wylie City Council

AGENDA REPORT

Department: City Secretary
Prepared By: Stephanie Storm

Account Code: _____

Subject

Consider, and act upon, the appointment and/or reappointment of the Wylie Parks and Recreation Facilities Development Corporation (4B) Officers and appoint a Chair and Vice Chairman from its board members for a term beginning January 1, 2025 and ending December 31, 2026.

Recommendation

A motion to appoint _____ as Chairman and _____ as Vice Chairman; and Brent Parker as President; Renae Ollie as Vice-President; Melissa Brown as Treasurer, and Stephanie Storm as Secretary of the Wylie Parks and Recreation Facilities Development Corporation (4B) for a term beginning January 1, 2025 and ending December 31, 2026.

Discussion

Article II, Section 1(d) states; “The Corporation Board will choose from among its members a Chairman of the Board and a Vice Chairman of the Board. The Chairman will preside at all board meetings and the Vice Chairman will serve in the absence of the Chairman.”

Currently, Mayor Matthew Porter serve as Chair and Scott Williams serves as Vice Chair.

Article III, Section 1(a) states, “The amended states that the officers of the Corporation shall appoint a president, a vice president, a secretary and a treasurer and such other officers as the Board may from time to time elect or appoint. One person may hold more than one office, except that the President shall not hold the office of Vice President or Secretary. Terms of the office shall be two years with the right of an officer to be reappointed.”

Article III, Section 2 explains the duties of the officers and designates that the president shall be the chief operating executive officer of the corporation, and subject to the authority of the Board, the president shall be in general charge of the properties and affairs of the corporation and execute all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes and other instruments in the name of the Corporation.

The City Manager of the City of Wylie shall be President.

Section 3 designates the Assistant City Manager as the first Vice President.

Section 4 designates the Finance Director as Treasurer.

Section 5 designates the City Secretary as the Secretary.

Current officers serving are: Brent Parker, President; Renae Ollie, Vice President; Melissa Brown, Treasurer, and Stephanie Storm, Secretary.

Pursuant to this article, the board should appoint all officers for a 2-year term. A copy of the 4B Bylaws and amendments thereto are attached for your review.

All new appointments will begin January 1, 2025 and end December 31, 2026.

Current Wylie Parks and Recreation 4B Board members include: Auston Foster, Whitney McDougall, Scott Hevel, Mayor Matthew Porter, Councilman Scott Williams, Councilman David R. Duke, and Councilman Sid Hoover.

II.

**BYLAWS OF
WYLIE PARK AND RECREATION FACILITIES DEVELOPMENT
CORPORATION**

ARTICLE I

PURPOSE AND POWER

Section 1. *Purpose.* The Corporation is incorporated for the purposes set forth in Article Four of its Articles of Incorporation, the same to be accomplished on behalf of the City of Wylie, Texas (the "City") as its duly constituted authority and instrumentality in accordance with the Development Corporation Act of 1979, as amended, Article 5190.6, Vernon's Ann. Civ. St., as amended, (the "Act"), and other applicable laws.

Section 2. *Powers.* In the fulfillment of its corporate purpose, the Corporation shall be governed by Section 4B of the Act, and shall have all powers set forth and conferred in its Articles of Incorporation, in the Act, and in other applicable law, subject to the limitations prescribed therein and herein and to the provisions thereof and hereof.

ARTICLE II

BOARD OF DIRECTORS

Section 1. *Powers, Numbers and Term of Office*

(a) The property and affairs of the Corporation shall be managed and controlled by a Board of Directors (the "Board") under the guidance and direction of the Wylie City Council and, subject to the restrictions imposed by law, by the Articles of Incorporation, and by these Bylaws, the Board shall exercise all of the powers of the Corporation.

(b) The Board shall consist of seven (7) directors, each of whom shall be appointed by the City Council (the "City Council") of the City and must be residents of the City of Wylie. Each director shall occupy a place (individually, the "Place" and collectively, the "Places") as designated herein. Places 1-4 are designated for the City

Councilmember Directors and Places 5-7 are designated for Citizen Boardmembers, of which at least one of the members will be appointed from the Park Board, and one member appointed from the Library Board. These appointments will be classified as citizenmember directors.

(c) The directors constituting the first Board shall be those directors named in the Articles of Incorporation. Successor directors shall have the qualifications, shall be of the classes of directors, and shall be appointed to the terms set forth in the Articles of Incorporation.

(d) The Corporation Board will chose from among its members a Chairman of the Board and a Vice Chairman of the Board. The Chairman will preside at all board meetings and the Vice Chairman will serve in its absence of the Chairman.

(e) Any director may be removed from office by the City Council at will.

Section 2. Meetings of Directors. The directors may hold their meetings at such place or places in the City as the Board may from time to time determine; provided, however, in the absence of any such determination by the Board, the meetings shall be held at the principal office of the Corporation as specified in Article V of these Bylaws.

Section 3. Notice of Meetings.

(a) Regular meetings of the Board shall be held without the necessity of notice to the directors at such times and places as shall be designated from time to time by the Board. Special meetings of the Board shall be held whenever called by the Chairman of the Board, a majority of the directors, or by a majority of the City Council.

(b) The secretary shall give notice to each director of each special meeting in person or by mail, telephone or by facsimile, at least two (2) hours before the meeting. Unless otherwise indicated in the notice thereof, any and all matters pertaining to the purposes of the Corporation may be considered and acted upon at a special meeting. At any meeting at which every director shall be present, even though without any notice, any matter pertaining to the purpose of the Corporation may be considered and acted upon consistent with applicable law.

(c) Whenever any notice is required to be given to the Board, said notice shall be deemed to be sufficient if delivered to their home address in a sealed wrapper addressed to the person entitled thereto or by depositing same in a post office box in a sealed post-paid wrapper addressed to his or her post office address as it appears on the books of the Corporation, and such notice shall be deemed to have been given on the day of such mailing or delivery. Attendance of a director at a meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business on the grounds

that the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting need be specified in the notice of such meeting, unless required by the Board. A waiver of notice in writing, signed by the person or persons entitled to said notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

Section 4. *Open Meetings Act.* All meetings and deliberations of the Board shall be called, convened, held, and conducted, and notice shall be given to the public, in accordance with the Texas Open Meeting Act, Article 6252-17, Vernon's Ann. Civ. St., as amended.

Section 5. *Quorum.* A majority of the directors shall constitute a quorum to conduct official business of the Corporation. The act of a majority of the directors present at a meeting at which a quorum is in attendance shall constitute the act of the Board and of the Corporation, unless the act of a greater number is required by law.

Section 6. *Conduct of Business.*

(a) At the meetings of the Board, matters pertaining to the business of the Corporation shall be considered in accordance with rules of procedure as from time to time prescribed by the Board.

(b) At all meetings of the Board, the Chairman of the Board shall preside. In the absence of the Chairman, the Board Vice Chairman shall preside.

(c) The chairman will be a voting member of the board.

(d) The secretary of the Corporation shall act as secretary of all meetings of the Board, but in the absence of the secretary, the presiding officer may appoint any person to act as secretary of the meeting.

Section 7. *Committees of the Board.* The Board may designate two (2) or more directors to constitute an official committee of the Board to exercise such authority of the Board. It is provided, however, that all final, official actions of the Corporation may be exercised only by the Board. Each committee so designated shall keep regular minutes of the transactions of its meetings and shall cause such minutes to be recorded in books kept for that purpose in the principal office of the Corporation.

Section 8. *Compensation of Directors.* Directors shall not receive any salary or compensation for their services as directors. However, they shall be reimbursed for their actual expenses incurred in the performance of their official duties as directors.

ARTICLE III

OFFICERS

Section 1. *Titles and Terms of Office*

(a) The officers of the Corporation shall be a chairman and vice-chairman of the board of directors, a president, a first vice president, a secretary and a treasurer, and such other officers as the Board may from time to time elect or appoint. Terms of office shall be two (2) years with the right of an officer to be reappointed. The Board shall select from its members a Chairman of the Board and a Vice-Chairman of the Board.

(b) All officers shall be subject to removal from office at any time by vote of a majority of the City Council.

(c) A vacancy in the office of any officer shall be filled by a vote of a majority of the directors and the City Council.

Section 2. *Powers and Duties of the President.* The president shall be the chief operating executive officer of the Corporation, and, subject to the authority of the Board, the president shall be in general charge of the properties and affairs of the Corporation, and execute all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes and other instruments in the name of the Corporation. The City Manager of the City of Wylie shall be president.

Section 3. *Vice President.* The vice president shall have such powers and duties as may be prescribed by the Board and shall exercise the powers of the president during that officer's absence or inability to act, in their respective order. Any action taken by the vice president in the performance of the duties of the president shall be conclusive evidence of the absence or inability to act of the president at the time such action was taken. The Assistant to the City Manager shall be the first vice-president.

Section 4. *Treasurer.* The treasurer shall have the responsibility to see to the handling, custody, and security of all funds and securities of the Corporation in accordance with these bylaws. when necessary or proper, the treasurer may endorse and sign, on behalf of the Corporation, for collection or issuance, checks, notes and other obligations in or drawn upon such bank, banks or depositories as shall be designated by the Board consistent with these Bylaws. The treasurer shall see to the entry in the books of the Corporation full and accurate accounts of all monies received and paid out on account of the Corporation. The treasurer shall, at the expense of the Corporation, give such bond for the faithful discharge of his/her duties in such form and amount as the Board or the City Council may require. The Director of Finance of the City shall be

treasurer. All check writing authority will follow applicable City policies concerning authorizations, signatures and disbursements.

Section 5. Secretary. The secretary shall keep the minutes of all meetings of the Board in books provided for that purpose, shall give and serve all notices, may sign with the president in the name of the Corporation, and/or attest the signature thereto, all contracts, conveyances, franchises, bonds, deeds, assignments, mortgages, notes and other documents and instruments, except the books of account and financial records, securities, and such other books and appears as the Board may direct, all of which shall at all reasonable times be open to public inspection upon application at the office of the Corporation during business hours, and shall in general perform all duties incident to the office of secretary subject to the control of the Board. The City Secretary shall be the secretary.

Section 6. Any assistant treasurer and any assistant secretaries may, at the option of the Board, be employees of the City and the legal counsel shall be the attorney for the City and he shall designate any other attorney needed by the Corporation.

Section 7. Compensation. Officers who are members of the Board shall not receive any salary or compensation for their services, except that they shall be reimbursed for their actual expenses incurred in the performance of their official duties as officers.

ARTICLE IV

FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS

Section 1. Facilities Capital Improvement Plan

(a) It shall be the duty and obligation of the Board to finance and implement the "Community Services Facilities Capital Improvement Plan" as adopted by the Wylie City Council.

(b) In carrying out its obligations under section (a), the Corporation shall be authorized to exercise all rights and powers granted under the act, including, but not limited to Section 4B thereof.

(c) The Board shall periodically submit reports to the City Council as to the status of its activities in carrying out its obligations under this Section.

(d) Any and all agreements between the Corporation and other parties shall be authorized, executed, approved, and delivered in accordance with applicable law.

Section 2. *Multi-Year Financial Plan (the "Plan").* Prior to the beginning of the Fiscal Year, the president will submit a Multi-Year Financial Plan to the City Council for approval. The Plan will detail the utilization, investment and expenditure of funds and Debt scheduling for the Corporation. The Plan will serve as the financial guide for the corporation. The Board will approve the plan prior to the adoption of the Corporation's fiscal budget.

Section 3. *Annual Corporate Budget.* Prior to the commencement of each Fiscal Year of the Corporation, the Board shall adopt a proposed budget of expected revenues from sources set out in Section 6 of this article and proposed expenditures for the next ensuing fiscal year. The budget shall contain such classifications and shall be in such form as may be prescribed from time to time by the City Council. The president shall submit the budget to the City Council for approval prior to submittal to the Board for final adoption. The projection of revenues and all expenditures in the annual corporate budget will follow the guidelines outlined in the Multi-Year Financial Plan as adopted by the Board and the City Council. The budget will include administrative overhead, expenses and debt service.

Section 4. *Books, Records, Audits.*

(a) The Corporation shall keep and properly maintain, in accordance with generally accepted accounting principals, complete books, records, accounts, and financial statements pertaining to its corporate funds, activities, and affairs.

(b) At the direction of the City Council, the books, records, accounts, and financial statements of the Corporation may be maintained for the Corporation by the accountants, staff and personnel of the City.

(c) The Corporation, or the City if the option described in subsection (b) is selected, shall cause its books, records, accounts, and financial statements to be audited at least once each fiscal year by an outside, independent, auditing and accounting firm selected by the City Council and approved by the Board. Such an audit shall be at the expense of the Corporation.

Section 5. *Deposit and Investment of Corporation Funds.*

(a) All proceeds from loans or from the issuance of bonds, notes, or other debt instruments ("Obligations") issued by the Corporation shall be deposited and invested as provided in the resolution, order, indenture, or other documents authorizing or relating to their execution or issuance.

(b) Subject to the requirements of contracts, loan agreements, indentures or other agreements securing Obligations, all other monies of the Corporation, if any, shall be

deposited, secured, and/or invested in the manner provided for the deposit, security, and/or investment of the public funds of the City. The Board, with City Council approval, shall designate the accounts and depositories to be created and designated for such purposes, and the methods of withdrawal of funds there from for use by and for the purposes of the corporation upon the signature of its treasurer and such other persons as the Board designates. The accounts, reconciliation, and investment of such funds and accounts shall be performed by the Department of Finance of the City.

Section 6. *Expenditures of Corporate Money.* The sales and use taxes collected pursuant to Section 4B of the Act and proceeds from the investment of funds of the Corporation, the proceeds from the sale of property, and the proceeds derived from the sale of Obligations, may be expended by the Corporation for any of the purposes authorized by the Act, subject to the following limitations:

- (i) Expenditures from the proceeds of Obligations shall be identified and described in the orders, resolutions, indentures, or other agreements submitted for the approval by the City Council prior to the execution of loan or financing agreements or the sale and delivery of the Obligations to the purchasers thereof required by Section 7 of this Article;
- (ii) Expenditures that may be made from a fund created with the proceeds of Obligations, and expenditures of monies derived from sources other than the proceeds of Obligations may be used for the purpose of financing or otherwise providing one or more "Projects", as defined in Section 4B of the act. Expenditures shall be detailed in the Corporation's annual budget as approved by City Council and Board resolutions;
- (iii) All proposed expenditures shall be made in accordance with and shall be set forth in the Corporation's annual budget required by Section 3 of this Article or in contracts meeting the requirements of Section 1(d) of this Article.

Section 7. *Issuance of Obligations.* No obligations, including refunding obligations, shall be authorized or sold and delivered by the Corporation unless the City Council shall approve such Obligations by action taken prior to the date of sale of the obligations.

ARTICLE V

MISCELLANEOUS PROVISIONS

Section 1. *Principal Office.*

(a) The principal office and the registered office of the Corporation shall be the registered office of the Corporation specified in the Articles of Incorporation.

(b) The Corporation shall have and shall continually designate a registered agent at its office, as required by the Act.

Section 2. *Fiscal Year.* The fiscal year of the Corporation shall be the same as the fiscal year of the City.

Section 3. *Seal.* The Seal of the corporation shall be determined by the Board of Directors.

Section 4. *Resignations.* Any director or officer may resign at any time. Such resignation shall be amended in writing and shall take effect at the time specified therein, or, if no time is specified, at the time of its receipt by the Secretary. The acceptance of resignation shall not be necessary to make it effective, unless expressly so provided in the resignation.

Section 5. *Approval or Advice and Consent of the City Council.* To the extent that these Bylaws refer to any approval by the City or refer to advice and consent by the City Council, such advice and consent shall be evidenced by one for the following; resolution, minute order or motion duly adopted by the City Council.

Section 6. *Services of City Staff and Officers.* Subject to the authority of the City Manager under the Charter of the City, the Corporation shall utilize the services and the staff employees of the City. All requests for staff time or inquiries of Staff will be requested through the City Manager's Office. The Corporation shall pay reasonable compensation to the City for such services, and the performance of such services does not materially interfere with the other duties of such personnel of the City.

Section 7. *Indemnification of Directors, Officers and Employees.*

(a) As provided in the Act and the Articles of Incorporation, the Corporation is, for the purposes of the Texas Tort Claims Act (Subchapter A, Chapter 101, Texas Civil Practices and Remedies Code), a governmental unit and its actions are governmental functions.

(b) The Corporation shall indemnify each and every member of the Board, its Officers and its employees, and each member of the City Council and each employee of the City, to the fullest extent permitted by law, against any and all liability or expense, including attorneys fees, incurred by any of such persons by reason of any actions or omissions that may arise out of the functions and activities of the Corporation. The attorney for the Corporation is authorized to provide a defense for members of the Board, officers, and employees of the Corporation.

ARTICLE VI

EFFECTIVE DATE, AMENDMENTS

Section 1. *Effective Date.* These Bylaws shall become effective upon the occurrence of the following events:

- (1) the approval of these Bylaws by the City Council; and
- (2) the adoption of these Bylaws by the Corporation Board.

Section 2. *Amendments to Articles of Incorporation and Bylaws.* The Articles of Incorporation of the Corporation and these Bylaws may be amended only in the manner provided in the Articles of Incorporation and the Act.

**AMENDMENTS TO BYLAWS OF
WYLIE PARK AND RECREATION FACILITIES DEVELOPMENT
CORPORATION**

The following Sections of the Bylaws of Wylie Park and Recreation Facilities Development Corporation adopted by Resolution 95-01 are amended as set forth below:

Article II – Board of Directors, Section 1 – Powers, Numbers and Term of Office, Subsections (b) and (c) are amended to read as follows:

(b) The Board shall consist of seven (7) directors, each of whom shall be appointed by the City Council (the “City Council”) of the City and must be residents of the City of Wylie. Each director shall occupy a place (individually, the “Place” and collectively, the “Places”) as designated herein. Places 1-4 are designated for the City Councilmember Directors and Places 5-7 are designated for Citizen Board members, of which at least one of the members will be appointed from the Park Board. These appointments will be classified as citizen member directors.

(c) Each member of the Board shall be appointed by the City Council for a two (2) year term. Any vacancy occurring before a term is completed shall be filled by appointment by the City Council as set forth in the Articles of Incorporation. All directors shall have the qualifications set forth herein and in the Articles of Incorporation.

Article II – Board of Directors, Section 3 – Notice of Meetings is amended to read as follows:

Section 3. *Notice of Meetings.* To the extent that the Open Meetings Act conflicts with the provisions of this section, the Open Meetings Act shall govern.

(a) Regular meetings and Special meetings of the Board shall be held, following written notice to the Directors by the City Secretary, at such times and places as shall be designated from time to time by the Board. Written notice to each Director may be provided by first class mail, electronic mail or hand delivery and shall be considered provided on the day it is sent and the written notice shall be sent on or before the date the notice of the meeting is posted at City Hall in accordance with the Open Meetings Act. Special Meetings of the Board shall be held whenever called by the Chair of the Board, by a majority of the directors, by the Mayor of the City, or by a majority of the City Council. Nothing contained in this Section 3 shall vitiate the notice requirements contained in Section 4 hereafter.

(b) The City Secretary shall give notice to each director of each Special Meeting in person, by mail, by electronic mail, or telephone, at least seventy two (72) hours before the meeting, unless deemed an emergency meeting by Section 551.045 of the Open Meetings Act. Such notice shall be considered provided on the day it is sent or on the day it is verbally conveyed or on the day a voice message is left with the notice information. Unless otherwise indicated in the notice thereof, any and all matters

pertaining to the purposes of the Corporation may be considered as acted upon at a Special Meeting. At any meeting at which every director shall be present, even though without notice, any matter pertaining to the purpose of the Corporation may be considered and acted upon consistent with applicable law.

Whenever any notice is required to be given to the Board, said notice shall be deemed to be sufficient if given by depositing the same in a post office box in a sealed postpaid wrapper addressed to the person entitled thereto at his or her post office address as it appears on the books of the Corporation or said notice shall be deemed sufficient if sent by electronic mail to the person entitled thereto at his or her electronic mail address as it appears on the books of the Corporation. Attendance of a director at a meeting shall constitute a waiver of notice of such meeting, except where a director attends a meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called or convened.

Article II – Board of Directors, Section 4 – Open Meetings Act is amended to read as follows:

Section 4. *Open Meetings Act.* Notwithstanding anything contained herein to the contrary, all meetings and deliberations of the Board shall be called, convened, held and conducted, and notice shall be given to the public, in accordance with the Texas Open Meetings Act, Texas Government Code (Vernon's) Chapter 551, as amended (herein referred to as the "Open Meetings Act").

Article II – Board of Directors, Section 9 – Powers and Duties of the Chairman and Vice Chairman of the Board is added to read as follows:

Section 9. *Powers and Duties of the Chairman and Vice Chairman of the Board.*

The Chairman of the Board (the "Chair") shall be the presiding officer of the Board with the following authority:

- (a) Shall preside over all meetings of the Board.
- (b) Shall vote on all matters coming before the Board.
- (c) Shall have the authority, upon notice to the members of the Board as set forth herein, to call a special meeting of the Board when in his or her judgment such a meeting is required.
- (d) Shall have the authority to appoint, with Board approval, standing committees to aid and assist in its business undertakings or other matters incidental to the operations and functions of the Board.

(e) Shall have the authority to appoint, with Board approval, ad hoc committees which may address issues of a temporary nature of concern or which have a temporary affect on the business of the Board.

In addition to the above mentioned duties, the Chair shall perform all duties incidental to the office, and such other duties as shall be prescribed from time to time by the Board.

The Vice Chair shall have such powers and duties as may be prescribed by the Board and shall exercise the powers of the Chair of the Board during that officer's absence or inability to act. Any action taken by the Vice Chair in the performance of the duties of the Chair of the Board shall be conclusive evidence of the Chair's absence or inability to act as Chair at the time such action was taken.

Article III – Officers, Section 1 – Titles and Terms of Office and Section 3 – Vice President is amended to read as follows:

Section 1. *Titles and Terms of Office.*

(a) The officers of the Corporation shall be a President, a Vice President, a Secretary and a Treasurer, and such other officers as the Board may from time to time elect or appoint. One person may hold more than one office, except that the President shall not hold the office of Vice President or Secretary. Terms of office shall be two (2) years, with the right of an officer to be reappointed.

(b) All officers shall be elected by and be subject to removal from office at any time by a vote of a majority of the entire Board.

(c) A vacancy in the office of any officer shall be filled for the remaining term by a vote of a majority of the entire Board.

(d) All officers shall be subject to removal from office at any time by a vote of the majority of the City Council.

Section 3. *Vice President.* The Vice President shall have such powers and duties as may be prescribed by the Board and shall exercise the powers of the president during that officer's absence or inability to act. Any action taken by the Vice President in performance of the duties of the President shall be conclusive evidence of the absence or inability to act of the president at the time such action was taken. The Assistant City Manager shall be the Vice President.

Article IV – Functional Corporate Duties and Requirements, Section 1 – Facilities Capital Improvement Plan and Section 2 – Multi-Year Financial Plan are hereby amended to read as follows:

Section 1. *Facilities Capital Improvement Plan.*

(a) It shall be the duty and obligation of the Board to finance and implement the Facilities Capital Improvement Plan as adopted by the Wylie City Council.

(b) In carrying out its obligations under Section (a), the Corporation shall be authorized to exercise all rights and powers granted under the Act, including, but not limited to Section 4B thereof.

(c) The President shall periodically submit reports to the City Council as to the status of its activities in carrying out its obligations under this Section.

(d) Any and all agreements between the Corporation and other parties shall be authorized, executed, approved, and delivered in accordance with applicable law.

Section 2. *Multi-Year Financial Plan (the "Plan").* Prior to the beginning of the Fiscal Year, the President will submit a Multi-Year Financial Plan to the City Council for approval. The Plan will detail the utilization, investment and expenditure of funds and Debt scheduling for the Corporation. The Plan will serve as the financial guide for the corporation. The Board will approve the plan prior to or contemporaneously with the adoption of the Corporation's fiscal budget.

Article V – Miscellaneous Provisions, Section 4 – Resignations and Section 7 – Indemnification of Directors, Officers and Employees are hereby amended to read as follows:

Section 4. *Resignations.* Any director or officer may resign at any time. Such resignation shall be tendered in writing and shall take effect at the time specified therein, or, if no time is specified, at the time of its receipt by the Secretary. The acceptance of resignation shall not be necessary to make it effective, unless expressly so provided in the resignation. Any director no longer serving in the capacity for which he was appointed will be deemed resigned and a qualified replacement will be appointed by the City Council.

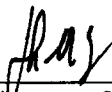
Section 7. *Indemnification of Directors, Officers and Employees.*

(a) As provided in the Act and the Articles of Incorporation, the Corporation is, for the purposes of the Texas Tort Claims Act (Subchapter A, Chapter 101, Texas Civil Practices and Remedies Code, as it exists or may be amended), a governmental unit and its actions are governmental functions.

(b) The Corporation shall indemnify each and every member of the Board, its officers and its employees, and each member of the City Council and each employee of the City, to the fullest extent permitted by law, against any and all liability or expense, including attorneys fees, incurred by any of such persons by reason of any actions or omissions that may arise out of the functions and activities of the Corporation. The

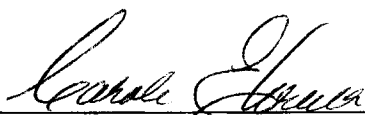
attorney for the Corporation is authorized to provide a defense for members of the Board, officers, and employees of the Corporation.

Adopted this 6th day of December, 2005.



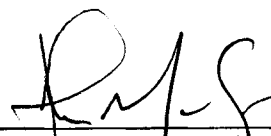
 Chairman of the Board
 Print Name: John Mondy

Attest:



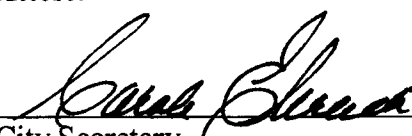
 Secretary of the Corporation
 Print Name: Carole Ehrlich

**APPROVED BY THE CITY COUNCIL OF THE CITY OF WYLIE BY
 RESOLUTION NUMBER 2005-37(R) ON THE 6th DAY OF DECEMBER, 2005.**

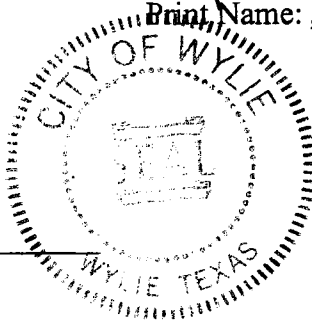


 Mayor of the City of Wylie, Texas
 Print Name: John Mondy

Attest:



 City Secretary
 Print Name: Carole Ehrlich





Wylie City Council

AGENDA REPORT

Department: Finance

Prepared By: Melissa Brown

Account Code: _____

Subject

Consider, and act upon, approval of the FY 2024-2025 4B Budget and authorize expenditures for the FY 2024-2025 Community Services Facilities Capital Improvement Plan.

Recommendation

Motion to approve the Item as presented.

Discussion

The Parks and Recreation Facilities Development Corporation was established in accordance with State law as a result of the January 15, 1994 election approving the ½ cent sales tax for parks and recreation projects. The Board of Directors for the Corporation are:

Councilmember	David R. Duke
Councilmember	Scott Williams
Councilmember	Sid Hoover
Councilmember	Matthew Porter
Park Board Member	Auston Foster
Park Board Member	Whitney McDougall
Park Board Member	Scott Hevel

As set out in the Articles of Incorporation, the Board has the power to authorize the expenditures of sales tax receipts for projects approved by the City Council. Further, the Bylaws state that “It shall be the duty and obligation of the Board to finance and implement the Community Services Facilities Capital Improvement Plan as adopted by the Wylie City Council.” Bylaws further state that “The President shall submit the budget to the City Council for approval prior to submission to the Board for final adoption.”

The activities of the 4B Corporation are accounted for in two fund types: 4B Sales Tax Revenue Fund and the 4B Debt Service Fund. The 4B Sales Tax Revenue Fund includes departments for the Brown House, Senior Activities, Recreation Center, Stonehaven House, and a portion of Parks and Combined Services. The proposed revenues for the FY 2024-2025 budget year are \$6,214,492 which includes a 10% increase in sales tax revenue from FY 23-24. Some highlights for the proposed expenditures of \$8,730,050 include two new equipment operators, three part-time GSS positions transitioned to full time, playground shade at Founders Park, parking plans for Community Park and Founders Park, various playground replacements, vehicles, and equipment. A healthy fund balance of \$2,238,689 is projected and the fund balance policy requirement is 25% of budgeted sales tax revenue which is equal to \$1,247,554.

The 4B Debt Service Fund will make bond payments of principal and interest for FY 2024-2025 totaling \$390,775 which is supported by a transfer from the 4B Sales Tax Revenue Fund. After this payment, there will be no outstanding bond debt for the 4B Fund.

4B Sales Tax Revenue Fund

Department Description

The Wylie Parks and Recreation Facility Development Corporation promotes park and recreation development within the City of Wyle. This special revenue fund is restricted by State legislation to improve the city's appeal as a place to live, work, and visit. It is supported by a half-cent of sales tax collected within the city's boundaries. This fund includes 4B Brown House, 4B Community Park Center, 4B Parks, 4B Recreation Center, 4B Stonehaven House, and 4B Combined Services.

4B SALES TAX REVENUE FUND

Fund Summary

4B Sales Tax Revenue Fund

Audited 4B Sales Tax Revenue Fund Ending Balance 09/30/23	\$ 6,848,645
Projected '24 Revenues	5,717,351
Available Funds	12,565,996
Projected '24 Expenditures	(7,322,253) ^(a)
Estimated Ending Fund Balance 09/30/24	\$ 5,243,743
Estimated Beginning Fund Balance - 10/01/24	\$ 5,243,743
Budgeted Revenues '25	6,214,492 ^(b)
Budgeted Expenditures '25	(5,817,003)
Recommend Request (Recurring Expense)	\$ (189,557)
New Fleet and Equipment One Time Uses	\$ (2,723,490)
Carryforward Expenditures	\$ (489,496)
Estimated Ending Unassigned Fund Balance 09/30/25	\$ 2,238,689 ^(c)

a) Carry forward items are taken out of projected 2024 expense and included in 2025 expense. See manager's letter for detailed list totaling \$489,496.

b) Total includes sales tax revenue and revenue from the Recreation Center.

c) Policy requirement is 25% of budgeted sales tax revenue (\$4,990,217 x 25% = \$1,247,554)

4B SALES TAX REVENUE FUND

4B Sales Tax Revenue Fund Summary of Revenues and Expenditures

	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Revenues:				
Sales Taxes	4,611,796	4,536,561	4,536,561	4,990,217
Service Fees	1,067,672	940,000	940,000	945,000
Interest & Misc. Income	236,049	219,939	219,939	279,275
Transfers from Other Funds (OFS)	-	20,851	20,851	-
Total Revenues	\$ 5,915,517	\$ 5,717,351	\$ 5,717,351	\$ 6,214,492
Expenditures:				
Brown House	253,853	419,695	329,315	493,030
Senior Center	574,537	750,737	750,737	886,340
4B Parks	1,100,638	3,778,793	3,382,297	4,519,282
Recreation Center	2,069,214	2,472,126	2,472,126	2,760,879
Stonehaven House	5,500	121,000	-	121,000
Combined Services	1,663,050	387,778	387,778	439,015
Total Expenditures	\$ 5,666,792	\$ 7,930,129	\$ 7,322,253	\$ 9,219,546

4B SALES TAX REVENUE FUND

Budget FY 2024-2025

112-4B Sales Tax Revenue Fund

4B Sales Tax Revenue Fund Revenues

	FY 2023 Actual	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget
40210 SALES TAX	4,611,796	4,536,561	4,536,561	4,990,217
Total Taxes	4,611,796	4,536,561	4,536,561	4,990,217
44150 RECREATION MEMBERSHIP FEES	647,661	600,000	600,000	600,000
44152 RECREATION MERCHANDISE	21,009	10,000	10,000	15,000
44156 RECREATION CLASS FEES	399,002	330,000	330,000	330,000
Total Service Fees	1,067,672	940,000	940,000	945,000
46110 ALLOCATED INTEREST EARNINGS	192,547	174,664	174,664	234,000
Total Interest Income	192,547	174,664	174,664	234,000
48120 COMMUNITY ROOM FEES	37,854	45,000	45,000	45,000
48410 MISCELLANEOUS INCOME	5,648	275	275	275
Total Miscellaneous Income	43,502	45,275	45,275	45,275
49600 INSURANCE RECOVERIES	-	20,851	20,851	-
Total Other Financing Sources	-	20,851	20,851	-
Total 4B Sales Tax Revenue Fund Revenues	5,915,517	5,717,351	5,717,351	6,214,492



Special Revenue Other Funds

4B Brown House



Department Description

The Parks and Recreation 4B Brown House supports the operation of the Welcome Center at the Historic Thomas and Mattie Brown House. The Welcome Center ensures the ongoing preservation of local history. This establishment welcomes visitors and provides a rare glimpse into Wylie's rich and colorful background. Funding comes from sales tax revenue. Wylie Parks and Recreation's mission is to spark connection with self, family, and community through meaningful park and recreation experiences.

Fiscal Year 2025 Goals and Objectives

Strategic Goals		Objectives
	Health, Safety, and Well-Being	Continue assessing and adjusting services and amenities to meet the needs of guests.
		Continue to enhance the Welcome Center experience with new history exhibits, tours, and educational opportunities.
		Continue to support downtown events and cooperative services, e.g. Boo on Ballard, Bluegrass, and Arts Festival.
		Continue intricate facility maintenance and preservation.
	Financial Health	Prepare One Year Business Plan.

Fiscal Year 2024 Accomplishments

Strategic Goals		Accomplishments
	Community Focused Government	Support downtown events: Pedal Care Race, Picnic on Ballard, Bluegrass, Boo On Ballard, and Arts Festival.
		Launch of the Victorian Christmas Market.
		Extensive repairs to woodwork and exterior painting.
	Culture	Robust Wylie-focused history and educational exhibits about the early days of American Base Ball, Gibson Girls, the Railroad, Victorian holiday celebrations, Food Glorious Food, Victorian clothing, Mourning Habits of the Victorians, Dia de Los Muertos, Houdini, and Orson Welles.

Staffing

	Budget 2021-2022	Budget 2022-2023	Budget 2023-2024	Budget 2024-2025
GUEST SERVICES SPECIALIST	0.5	3.0	3.0	0.5
PARKS AND RECREATION SUPERVISOR	1.0	1.0	1.0	1.0
RECREATION MONITOR - BROWN HOUSE	2.5	2.5	2.5	3.0
Total	4.0	6.5	6.5	4.5

Activity Demand / Activity Workload

Measure	FY 2022 Actual	FY 2023 Actual	FY 2024 Target	FY 2024 Actual	FY 2025 Target
Attendance - General Hourly Headcount	795	400	500	8,445	9,000
Celebrations - Participants, No Charge Downtown Events	3,000	3,000	3,000	3,500	3,500

4B BROWN HOUSE

Budget FY 2024-2025

112-4B Sales Tax Revenue Fund

4B Brown House



	FY 2023 Actual	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget
51110 SALARIES	57,394	66,279	66,279	70,678
51112 SALARIES - PART TIME	84,593	97,388	97,388	129,260
51130 OVERTIME	-	1,000	1,000	1,150
51140 LONGEVITY PAY	380	428	428	951
51310 TMRS	11,633	11,419	11,419	14,698
51410 HOSPITAL & LIFE INSURANCE	12,319	13,876	13,876	15,281
51420 LONG-TERM DISABILITY	139	244	244	262
51440 FICA	8,614	10,445	10,445	12,526
51450 MEDICARE	2,015	2,443	2,443	2,930
51470 WORKERS COMP PREMIUM	240	321	321	424
51480 UNEMPLOYMENT COMP (TWC)	87	810	810	468
TOTAL PERSONNEL SERVICES	177,414	204,653	204,653	248,628
52010 OFFICE SUPPLIES	877	1,008	1,008	1,008
52130 TOOLS/ EQUIP (NON-CAPITAL)	14,556	7,655	7,655	13,455
52210 JANITORIAL SUPPLIES	179	2,621	2,621	1,211
52250 MEDICAL & SURGICAL	96	360	360	360
52610 RECREATIONAL SUPPLIES	-	3,910	3,910	3,910
52650 RECREATION MERCHANDISE	5,917	7,500	7,500	7,500
52710 WEARING APPAREL & UNIFORMS	-	625	625	625
52810 FOOD SUPPLIES	207	525	525	525
TOTAL SUPPLIES	21,832	24,204	24,204	28,594
54910 BUILDINGS	8,510	142,800	52,420	162,800
TOTAL MATERIALS FOR MAINTENANCE	8,510	142,800	52,420	162,800
56040 SPECIAL SERVICES	31,339	27,583	27,583	32,853
56080 ADVERTISING	5,571	5,960	5,960	5,960
56110 COMMUNICATIONS	1,254	1,500	1,500	1,500
56140 REC CLASS EXPENSES (BH)	540	2,900	2,900	2,900
56180 RENTAL	-	1,900	1,900	1,900
56210 TRAVEL & TRAINING	2,572	3,250	3,250	3,250
56250 DUES & SUBSCRIPTIONS	4,821	4,945	4,945	4,645
TOTAL CONTRACTURAL SERVICES	46,097	48,038	48,038	53,008
Total 4B Brown House	253,853	419,695	329,315	493,030

4B Community Park Center



Department Description

The Parks and Recreation 4B Community Park Center supports the operation of the Community Park Center. Programs support the well-being of Wylie citizens, ages 55 years and older, by providing recreational and educational opportunities. The division ensures the ongoing operations and marketing of these programs. Funding comes from sales tax revenue. Wylie Parks and Recreation's mission is to spark connection with self, family, and community through meaningful park and recreation experiences.

Fiscal Year 2025 Goals and Objectives

Strategic Goals		Objectives
 Health, Safety, and Well-Being		Continue assessing and adjusting services and amenities to meet the needs of guests.
		Offer rentals and programs for all ages.
		Replace a bus with a van.
 Financial Health		Prepare One Year Business Plan.

Fiscal Year 2024 Accomplishments

Strategic Goals		Accomplishments
 Health, Safety, and Well-Being		Renovations included ADA restrooms, a separate fitness area, cosmetic upgrades, flooring upgrades, and additional parking and lighting.
		Support downtown events: Pedal Car Race, Picnic on Ballard, Bluegrass, Boo On Ballard, and Arts Festival.
		Rebranding of the facility, including a name change.
 Community Focused Government		Provided facility and staff support for elections.

Staffing

	Budget 2021-2022	Budget 2022-2023	Budget 2023-2024	Budget 2024-2025
ADMIN ASSISTANT I	1.0	1.0	1.0	1.0
BUS DRIVER	0.5	0.5	0.5	0.5
GUEST SERVICES SPECIALIST	2.0	2.0	2.0	2.5
PARKS AND RECREATION SUPERVISOR	1.0	1.0	1.0	1.0
RECREATION MONITOR - CPC	4.0	4.0	4.0	4.0
RECREATION PROGRAMMER - COMMUNITY PARK CENTER	1.0	1.0	1.0	1.0
Total	9.5	9.5	9.5	10.0

Activity Demand / Activity Workload

Measure	FY 2022 Actual	FY 2023 Actual	FY 2024 Target	FY 2024 Actual	FY 2025 Target
Attendance - General Hourly Headcount	47,011	38,500	40,000	41,023	43,000
Paid Activities - Participants	1,724	1,175	1,200	1,561	1,400

4B COMMUNITY PARK CENTER

Budget FY 2024-2025

112-4B Sales Tax Revenue Fund

4B Community Park Center



	FY 2023 Actual	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget
51110 SALARIES	150,599	168,651	168,651	226,179
51112 SALARIES - PART TIME	199,890	237,001	237,001	250,348
51130 OVERTIME	2,036	2,000	2,000	3,450
51140 LONGEVITY PAY	1,100	1,236	1,236	2,844
51310 TMRS	36,953	37,280	37,280	45,980
51410 HOSPITAL & LIFE INSURANCE	30,862	34,929	34,929	49,906
51420 LONG-TERM DISABILITY	365	632	632	837
51440 FICA	21,158	25,351	25,351	29,858
51450 MEDICARE	4,948	5,929	5,929	6,983
51470 WORKERS COMP PREMIUM	3,012	4,215	4,215	2,532
51480 UNEMPLOYMENT COMP (TWC)	157	2,160	2,160	1,170
TOTAL PERSONNEL SERVICES	451,080	519,384	519,384	620,087
52010 OFFICE SUPPLIES	1,680	1,848	1,848	1,998
52130 TOOLS/ EQUIP (NON-CAPITAL)	9,642	10,500	10,500	17,300
52210 JANITORIAL SUPPLIES	706	3,020	3,020	3,020
52250 MEDICAL & SURGICAL	696	1,200	1,200	1,200
52310 FUEL & LUBRICANTS	5,762	9,000	9,000	9,000
52610 RECREATIONAL SUPPLIES	27,022	25,730	31,730	43,730
52650 RECREATION MERCHANDISE	273	4,475	4,475	4,475
52710 WEARING APPAREL & UNIFORMS	1,378	2,380	2,380	2,380
52810 FOOD SUPPLIES	519	700	700	750
TOTAL SUPPLIES	47,678	58,853	64,853	83,853
54530 HEAVY EQUIPMENT	15,022	18,500	12,500	13,000
54910 BUILDINGS	2,920	4,900	4,900	13,900
TOTAL MATERIALS FOR MAINTENANCE	17,942	23,400	17,400	26,900
56040 SPECIAL SERVICES	15,198	16,885	16,885	16,885
56080 ADVERTISING	3,002	3,503	3,503	3,503
56110 COMMUNICATIONS	1,657	2,172	2,172	2,172
56140 REC CLASS EXPENSES	15,348	27,025	27,025	27,025
56180 RENTAL	1,672	1,800	1,800	2,300
56210 TRAVEL & TRAINING	12,846	17,325	17,325	17,825
56250 DUES & SUBSCRIPTIONS	5,738	7,090	7,090	7,490
56360 ACTIVENET ADMINISTRATIVE FEES	2,376	3,300	3,300	3,300
TOTAL CONTRACTURAL SERVICES	57,837	79,100	79,100	80,500
58510 MOTOR VEHICLES	-	70,000	70,000	75,000
TOTAL CAPITAL OUTLAY	-	70,000	70,000	75,000
Total 4B Community Park Center	574,537	750,737	750,737	886,340

4B Parks


Department Description

The Parks and Recreation Department 4B Parks supports the maintenance of athletic fields and some park maintenance. This division is responsible for developing and maintaining athletic complexes and parks throughout the city. Funding comes from sales tax revenue. Wylie Parks and Recreation's mission is to spark connection with self, family, and community through meaningful park and recreation experiences. In Fiscal Year 2025, nine positions were moved from General Fund Parks. These positions were Equipment Operators and seasonal mowers.

Fiscal Year 2025 Goals and Objectives

Strategic Goals		Objectives
 Health, Safety, and Well-Being		Continue assessing and adjusting services and amenities to meet the needs of guests.
		Generate the PARD/PW Service Center renovation plan.
		Generate Community Park parking design and initiate construction.
		Generate Founders Park parking design.
		Generate Braddock Park concept plan.
		Add/replace equipment: Ride On Broadcaster, Spray Rig, Front Loader, and Truck.
		Expand Pickleball Courts.
		Replace playgrounds at Riverway and Sage Creek parks.
		Add shade covering at the new Pirate Cove Playground.
		Renovate South Fields at Founders Park.
 Financial Health		Prepare One Year Business Plan.

Fiscal Year 2024 Accomplishments

Strategic Goals		Accomplishments
 Health, Safety, and Well-Being		Hired new Equipment Operator I for the Athletics Division.
		Completed Community Park Playground Phase 2 Installation.
		Completed Community Park Playground Poured-In-Place Surfacing.
		Replaced one Zero Turn Mower.
		Replaced a 5900 Large Mower for Athletic Fields.
		Installed a new pavilion at the Library Garden.
		Replaced Pirate Cove Playground at Founders Park.
		Completed the construction of the new Dog Park at the Municipal Complex.
		Completed the North Field Renovation at Founders Park.
		Supported downtown events: Pedal Car Race, Picnic on Ballard, Bluegrass, Boo On Ballard, and Arts Festival.

4B PARKS**Staffing**

	Budget 2021-2022	Budget 2022-2023	Budget 2023-2024	Budget 2024-2025
EQUIPMENT OPERATOR I	1.0	3.0	4.0	13.0
EQUIPMENT OPERATOR II	-	1.0	1.0	2.0
IRRIGATION TECHNICIAN	-	1.0	1.0	1.0
MAINTENANCE WORKER	3.0	-	-	-
PARKS AND RECREATION SUPERVISOR	1.0	1.0	1.0	1.0
SUMMER MOWER	-	-	-	0.8
Total	5.0	6.0	7.0	17.8

Activity Demand / Activity Workload

Measure	FY 2022 Actual	FY 2023 Actual	FY 2024 Target	FY 2024 Actual	FY 2025 Target
Rentals - Participants, Youth Sports Local Leagues	5,066	5,500	5,500	4,784	5,000
Rentals - Participants, Private Teams	13,898	10,000	12,000	14,500	12,000

4B PARKS

Budget FY 2024-2025

112-4B Sales Tax Revenue Fund

4B Parks



	FY 2023 Actual	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget
51110 SALARIES	276,230	356,527	356,527	856,981
51112 SALARIES - PART TIME	-	-	-	28,080
51130 OVERTIME	13,895	16,500	16,500	45,500
51140 LONGEVITY PAY	2,624	3,019	3,019	9,849
51310 TMRS	45,496	58,287	58,287	143,480
51410 HOSPITAL & LIFE INSURANCE	61,545	85,043	85,043	211,859
51420 LONG-TERM DISABILITY	482	1,349	1,349	3,171
51440 FICA	17,417	23,314	23,314	58,151
51450 MEDICARE	4,073	5,453	5,453	13,600
51470 WORKERS COMP PREMIUM	4,183	5,287	5,287	7,418
51480 UNEMPLOYMENT COMP (TWC)	68	1,890	1,890	2,457
TOTAL PERSONNEL SERVICES	426,013	556,669	556,669	1,380,546
52130 TOOLS/ EQUIP (NON-CAPITAL)	32,767	-	-	-
52710 WEARING APPAREL & UNIFORMS	3,683	740	740	740
TOTAL SUPPLIES	36,450	740	740	740
56040 SPECIAL SERVICES	-	1,000	1,000	26,000
56210 TRAVEL & TRAINING	-	1,500	1,500	1,500
56570 ENGINEERING/ARCHITECTURAL	-	50,000	24,000	151,000
TOTAL CONTRACTURAL SERVICES	-	52,500	26,500	178,500
58150 LAND-BETTERMENTS	459,192	2,912,262	2,612,262	2,370,000
58510 MOTOR VEHICLES	-	65,851	-	135,851
58530 HEAVY EQUIPMENT	-	-	-	140,000
58570 ENGINEERING/ARCHITECTURAL	165,434	28,771	24,126	313,645
58850 MAJOR TOOLS & EQUIPMENT	13,549	162,000	162,000	-
TOTAL CAPITAL OUTLAY	638,175	3,168,884	2,798,388	2,959,496
Total 4B Parks	1,100,638	3,778,793	3,382,297	4,519,282

4B Recreation Center



Department Description

The Parks and Recreation 4B Recreation Center supports the operation of the Wylie Recreation Center, which supports the well-being of Wylie citizens by providing access to recreational and education programs. The division ensures the ongoing operations and marketing of recreational programs at the Wylie Recreation Center. Funding comes from sales tax revenue. Wylie Parks and Recreation's mission is to spark connection with self, family, and community through meaningful park and recreation experiences.

Fiscal Year 2025 Goals and Objectives

Strategic Goals		Objectives
	Health, Safety, and Well-Being	Continue assessing and adjusting services and amenities to meet the needs of guests.
	Financial Health	Continue analyzing and addressing user fees to support a reasonable cost recovery.

Fiscal Year 2024 Accomplishments

Strategic Goals		Accomplishments
	Health, Safety, and Well-Being	<p>Support downtown events: Pedal Car Race, Picnic on Ballard, Bluegrass, Boo On Ballard, and Arts Festival.</p> <p>2024 Best Fitness Facility - Wylie News Reader Poll.</p> <p>Provided 22% "NEW" camp and class opportunities. The national benchmark is 20%.</p> <p>Added more Open Play times for pickleball, volleyball, and badminton.</p> <p>19% increase in Rec Pass Holders from FY '23. 43% of Summer Camp registrations have Rec Passes.</p> <p>Updated the following fitness equipment: two treadmills, two AMTs, and a diverging lat pulldown.</p>
	Financial Health	<p>Rec Pass Revenue increased per month by an average of 38%.</p> <p>Completed a Rental Fee and Amenity Assessment.</p> <p>17% increase in Summer Camp revenue over FY '23.</p> <p>Added a tap to pay option for increased payment opportunities.</p> <p>Participant:Brochure Rate 1:2 (national benchmark is 1:50).</p> <p>Launched One Year Business Plan.</p>

4B RECREATION CENTER

Staffing

	Budget 2021-2022	Budget 2022-2023	Budget 2023-2024	Budget 2024-2025
ADMIN ASSISTANT I	1.0	1.0	1.0	1.0
CUSTODIAN	-	-	1.5	1.5
GUEST SERVICES SPECIALIST	7.0	7.0	7.5	8.5
MAINTENANCE TECHNICIAN	1.0	1.0	1.0	1.0
PARKS AND RECREATION SUPERVISOR	1.0	2.0	2.0	2.0
RECREATION MANAGER	1.0	-	-	-
RECREATION MONITOR - RECREATION	13.0	13.0	13.0	13.0
RECREATION PROGRAMMER - RECREATION	3.0	3.0	3.0	3.0
Total	27.0	27.0	29.0	30.0

Activity Demand / Activity Workload

Measure	FY 2022 Actual	FY 2023 Actual	FY 2024 Target	FY 2024 Actual	FY 2025 Target
Attendance - General Hourly Headcount	330,307	381,000	350,000	385,000	380,000
Paid Activities - Participants	5,089	5,250	5,500	6,000	5,750
Rentals - Hours Per Year, Private Parties	500	500	525	645	575

4B RECREATION CENTER

Budget FY 2024-2025

112-4B Sales Tax Revenue Fund
4B Recreation Center

	FY 2023 Actual	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget
51110 SALARIES	368,044	477,066	461,466	623,834
51112 SALARIES - PART TIME	575,499	698,531	690,731	745,914
51130 OVERTIME	4,213	7,000	7,000	8,050
51140 LONGEVITY PAY	2,224	2,645	2,645	6,227
51270 REC INSTRUCTOR PAY	87,774	60,000	60,000	83,000
51310 TMRS	82,200	101,930	99,512	130,142
51410 HOSPITAL & LIFE INSURANCE	94,063	124,140	119,800	161,861
51420 LONG-TERM DISABILITY	1,129	1,808	1,750	2,309
51440 FICA	62,644	77,267	75,816	84,922
51450 MEDICARE	14,651	18,070	17,731	19,859
51470 WORKERS COMP PREMIUM	13,808	16,731	16,731	3,772
51480 UNEMPLOYMENT COMP (TWC)	596	5,940	5,940	2,925
TOTAL PERSONNEL SERVICES	1,306,845	1,591,128	1,559,122	1,872,815
52010 OFFICE SUPPLIES	4,246	6,002	6,002	6,302
52130 TOOLS/ EQUIP (NON-CAPITAL)	12,747	13,620	20,220	20,020
52210 JANITORIAL SUPPLIES	13,072	29,979	29,979	28,149
52250 MEDICAL & SURGICAL	3,197	3,980	3,980	3,940
52310 FUEL & LUBRICANTS	1,205	6,300	6,300	6,300
52610 RECREATIONAL SUPPLIES	87,798	96,380	104,780	103,700
52650 RECREATION MERCHANDISE	6,426	12,175	12,175	13,225
52710 WEARING APPAREL & UNIFORMS	3,125	4,670	4,670	4,950
52810 FOOD SUPPLIES	572	1,200	1,200	1,500
TOTAL SUPPLIES	132,388	174,306	189,306	188,086
54530 HEAVY EQUIPMENT	20,612	31,240	31,240	26,740
54910 BUILDINGS	29,054	32,720	34,720	35,120
TOTAL MATERIALS FOR MAINTENANCE	49,666	63,960	65,960	61,860
56040 SPECIAL SERVICES	84,935	67,364	103,370	29,070
56080 ADVERTISING	99,467	113,010	113,010	114,120
56110 COMMUNICATIONS	1,008	1,800	1,800	1,800
56140 REC CLASS EXPENSES (REC CTR)	153,883	161,250	161,250	188,250
56180 RENTAL	704	3,300	3,300	3,300
56210 TRAVEL & TRAINING	16,147	29,400	29,400	26,200
56250 DUES & SUBSCRIPTIONS	12,267	15,038	15,038	15,408
56310 INSURANCE	33,080	48,000	48,000	48,000
56360 ACTIVENET ADMINISTRATIVE FEES	69,827	58,600	58,600	73,000
56610 UTILITIES-ELECTRIC	73,706	98,970	98,970	98,970
56630 UTILITIES-WATER	35,291	46,000	25,000	40,000
TOTAL CONTRACTURAL SERVICES	580,315	642,732	657,738	638,118
Total 4B Recreation Center	2,069,214	2,472,126	2,472,126	2,760,879

4B Stonehaven House

Department Description

The Parks and Recreation Department 4B Stonehaven House supports the maintenance of Stonehaven House.

Fiscal Year 2025 Goals and Objectives

Strategic Goals	Objectives
 Community Focused Government	Resume discussions with the Wylie Historical Society regarding possible site management partnerships.

Fiscal Year 2024 Accomplishments

Strategic Goals	Accomplishments
n/a	

4B STONEHAVEN HOUSE

Budget FY 2024-2025
112-4B Sales Tax Revenue Fund
4B Stonehaven House

	FY 2023 Actual	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget
54910 BUILDINGS	5,500	121,000	-	121,000
TOTAL MATERIALS FOR MAINTENANCE	5,500	121,000	-	121,000
Total 4B Stonehaven House	5,500	121,000	-	121,000

4B Combined Services

Department Description

This division reflects expenditures for debt service payments.

4B COMBINED SERVICES

Budget FY 2024-2025

112-4B Sales Tax Revenue Fund

Combined Services

	FY 2023 Actual	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget
56040 SPECIAL SERVICES	-	713	713	48,240
TOTAL CONTRACTURAL SERVICES	-	713	713	48,240
59132 TRANSFER TO 4B DEBT SERVICE	388,050	165,000	165,000	390,775
59430 TRANSFER TO CAPITAL PROJ FUND	1,275,000	222,065	222,065	-
Total Other Financing (Uses)	1,663,050	387,065	387,065	390,775
Total Combined Services	1,663,050	387,778	387,778	439,015

Special Revenue Other Funds

DEBT SERVICE FUNDS

Fund Summary

4B Debt Service Fund-2013

Audited GO Debt Service Fund Ending Balance 09/30/23	\$	227,346
Projected '24 Revenues	\$	173,407
Available Funds		400,753
Projected '24 Expenditures		(387,100)
Estimated Ending Fund Balance 09/30/24	\$	13,653
Estimated Beginning Fund Balance - 10/01/24	\$	13,653
Budgeted Revenues '25		399,775
Budgeted Expenditures '25		(390,775)
Estimated Ending Unassigned Fund Balance 09/30/25	\$	22,653

DEBT SERVICE FUNDS

Debt Service Funds

Proposed Budget FY 2025

313-4B Debt Service Fund-2013

4B Debt Service Fund-2013 Combined Services Revenues

	FY 2023 Actual	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget
46110 ALLOCATED INTEREST EARNINGS	8,491	8,407	8,407	9,000
TOTAL INTEREST INCOME	8,491	8,407	8,407	9,000
49132 TRANSFER FROM 4B REVENUE	388,050	165,000	165,000	390,775
49133 TRANSFER FROM 4B DEBT SERVICE	189,505	-	-	-
TOTAL OTHER FINANCING SOURCES	577,555	165,000	165,000	390,775
Total 4B Debt Service Fund-2013 Revenues	586,046	173,407	173,407	399,775

313-4B Debt Service Fund-2013

4B Debt Service Fund-2013 Combined Services Expenditures

	FY 2023 Actual	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget
57110 DEBT SERVICE-BOND DEBT	360,000	370,000	370,000	385,000
57210 DEBT SERVICE-INTEREST	28,050	17,100	17,100	5,775
TOTAL DEBT SERVICE AND CAP. REPL	388,050	387,100	387,100	390,775
Total 4B Debt Service Fund-2013 Expenditures	388,050	387,100	387,100	390,775