



## Parks and Recreation Board

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### Meeting Minutes

Monday, May 9, 2016 – 6:30 p.m.  
Wylie Municipal Complex  
300 Country Club Road #100  
Wylie, Texas 75098

#### **CALL TO ORDER**

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Board Chairman Rose called the meeting to order at 6:30 p.m. with Board Member Chesnut, Board Member Harris, Board Member Jones, Board Member White, and Board Member Ulmer present. Board Member Kinser arrived to the meeting at 6:40 p.m.

Staff members present were Shohn Rodgers, Parks Manager; Carmen Powlen, Recreation Manager; and Janet Hawkes, Parks Board Secretary.

#### **CITIZENS PARTICIPATION**

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No Citizens came forward.

#### **BUSINESS ITEMS**

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- 1. Consider and act upon approval of the Minutes from the February 22, 2016 and March 14, 2016 meetings.**

**Board Action:**

Board Member White made a motion to approve the minutes from the February 22, 2016 meeting and the March 14, 2016 meeting. Board Member Jones seconded the motion, and a vote was taken and passed 6/0.

- 2. Consider and act upon vendor application for Parker Bagley to have a concert fundraiser event to be held July 9, 2016 at Olde City Park.**

Wylie High School Senior, Parker Bagley, who resides at 1 Lucy Lane, Wylie, Texas 75098, appeared before the Board to further explain details of her vendor application. Ms. Bagley stated that the idea to host a talent show fundraiser was derived after a similar high school event had been cancelled. She is requesting approval to host a talent show event with a \$5 entry fee, along with a craft items booth (mainly jewelry,) on July 8, with a rain date of July 9, 2016, in Olde City Park. Ms. Bagley explained that all proceeds received during the event would go toward the assistance of Wylie families in need who suffered loss during the recent hail storms. This would be a first time for the proposed event, for which Ms. Bagley plans to advertise through the Wylie Newspaper as well as other social media outlets.

The Board expressed that an item of specific concern to them was regarding the receipt and delegation of collected funds and donations. Ms. Bagley explained that because her idea came about very recently, she had not yet confirmed the criteria for requesting funds, nor how the disbursement of such funds would be handled. Board Member Chesnut recommended that Ms. Bagley coordinate collectively with another entity experienced in hosting large fundraising events. He mentioned First Baptist Church Wylie, as they currently have an outreach program in place for Wylie citizens in need of assistance due to the recent hailstorms.

**Board Action:**

Board Member Jones made a motion to table the item at hand until additional details and resources become available to the applicant. Board Member Chesnut seconded the motion, and a vote was taken and passed 6-1. Board Member Harris opposed the motion.

**3. Consider and act upon vendor application for First Baptist Church in Wylie to sell items at an event to be held June 10, 2016 at Founders Park.**

Parks Manager Rodgers stated that the First Baptist Church Wylie submitted a vendor application in order to gain approval to sell snow cones using the vendor, Kona Ice, during their free family night event at Founders Park, on June 10, 2016. Part of the proceeds from the snow cone sales would go to support the First Baptist Church Wylie.

**Board Action:**

Board Member Harris made a motion to approve the vendor application for an event at Founders Park, wherein snow cones would be sold during the applicant's family night event on June 10, 2016. Board Member Jones seconded the motion, and a vote was taken and passed 7-0.

**4. Consider and act upon a request from the Parks Division to remove a large Boxelder tree on park land behind Foxwood Lane.**

Parks Manager Rodgers explained that due to the size of the tree in question, it was deemed as protected status in keeping within the guidelines of City of Wylie Ordinance 2012-23. Due to the recent hailstorms, this tree has become hazardous, and therefore a reputable contractor has since been contacted to remove it.

**Board Action:**

Board Member Kinser made a motion to approve the request from the Parks Division to remove a large Boxelder tree on park land behind Foxwood Lane. The motion was seconded by Board Member Jones, and a vote was taken and passed 6-1. Board Member White opposed the motion.

**5. Consider and act upon recommending an update to the City Council changes in the Fee Ordinance on Brown House rental fees.**

Recreation Manager Powlen, explained that staff is recommending minor updates and clarifications to the Brown House fee structure, mainly for use in the City Ordinance and in promotional material. Primarily, the changes are to allow the fee structure to read more clearly; however, deposit requirements as well as cancellation fees have also been added to the new version. Recreation Manager Powlen stated that the revised layout of the fee portion is now consistent with all rentals, including the Brown House, the Recreation Center, and Bart Peddicord Community Center.

**Board Action:**

Board Member Chesnut made a motion to approve the recommended changes in the Fee Ordinance on the Brown House rental fees. Board Member Jones seconded the motion, and a vote was taken and passed 7/0.

**DISCUSSION ITEMS**

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**Subcommittee review of the Parks Acquisition and Improvement (A&I) Fund project recommendations for the Fiscal Year 2016-17 Budget.**

Parks Manager Rodgers advised that a Subcommittee was formed in December 2015, which included Board Members Bobby Kinser, Emmett Jones, and David White. During three

Subcommittee meetings, Acquisition and Improvement Fund (A&I) project ideas for the upcoming 2016-2017 fiscal year were discussed and prioritized.

Parks Manager Rodgers explained that the Parks, Recreation and Open Space Master Plan, last updated six years ago, is recommended to be updated every five years. Staff, as well as Subcommittee Members, listed the Parks, Recreation and Open Space Master Plan Update as their number one priority in all three zones. Parks Manager Rodgers also reviewed the second and third priority recommended in each zone.

After discussion, the Board collectively agreed to the Subcommittee's recommended priorities; however, they preferred that the Parks, Recreation and Open Space Master Plan Update be funded out of the General Fund and/or 4B Fund, and not the A&I Fund. The Board did agree that they would revisit the idea of using a portion of the A&I Fund for this project in the event that the 4B Fund and General Fund was unavailable or had been exhausted.

### **ADJOURNMENT**

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There being no further business, a motion to adjourn was made by Board Member Jones. Board Member Kinser seconded the motion, and a vote was taken and passed 7-0. The meeting was adjourned at 7:25 p.m.

### **ATTEST**

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Janet Hawkes Parks Board Secretary



Matt Rose, Parks Board Chairman