



**MINUTES OF THE REGULAR SESSION MEETING FOR THE
PARKS AND RECREATION BOARD
WEDNESDAY, FEBRUARY 7, 2018, 7:00 PM**

Board Members Present

Lisa Brown, Vice Chairman
Dayna Horak
Gerick Schraub- (7:28pm)
Cindy Zuzu
Tanya Morrow, Chairman
Ted Hopper
Wyvonne Walling

Board Members Absent

Erin Berryhill

Staff and Consultants Present

David Rogers, Public Works Director
Katrina Jones, Admin Assist
James Tucker, Public Works Supervisor

1. Call to order and announce a quorum is present.

Chairman Tanya Morrow called the meeting to order and announced a quorum present at 7:04 pm.

2. Items of Community Interest.

Items of community interest include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognitions of city officials, employees or citizens; reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or employee; and announcements involving imminent threats to the public health and safety.

- *Board openings on the Park Board, HCEDC, CIAC Boards.*
- *8th Annual Volunteer Appreciation Dinner, Saturday, February 10, 2018.*
- *City Offices and Haslet Public Library closed in observance of the President's Day Holiday on Monday, February 19, 2018. City Council meeting will be held on Tuesday, February 20, 2018.*
- *Library Open House, Thursday, February 8, 2018 from 2-7pm, celebrating 10 years!*

3. Discuss, consider and act on the approval of the January 10, 2018 regular meeting minutes.

A motion was made by Lisa Brown, seconded by Wyvonne Walling to approve the January 10, 2018 meeting minutes with a correction to item 10., removing the sentence: "Additionally, Friends of the Library is interested in supporting this project as well." Motion unanimously approved.

4. Discuss, consider and act regarding the January 2018 financial statement.

A motion was made by Tanya Morrow, seconded by Lisa Brown to approve the January 2018 financial statement as presented. Motion unanimously approved.

5. **(CONTINUED) Discuss, consider and act to approve purchase of shirts for Park Board Members.**
Continued to the next meeting.

6. **Discuss, consider and act on expenditures and planning of future projects:**
 - A. **Independence Day Event, June 29, 2018**
A motion was made by Lisa Brown, seconded by Ted Hopper to approve up to \$250 for the purchase of 250qty 16" logo beach balls. Motion unanimously approved.

The board unanimously agreed to offer vendor space at \$25 each now through May 31, 2018, increasing the vendor fee to \$40 starting June 1, 2018.

 - B. **Military Tribute**
No action taken.

 - C. **Movies in the Park Summer Series, June 15 & July 20, 2018**
The board unanimously agreed to show the movie CARS 3 for June 15th and the movie COCO for July 20th. In N Out has been confirmed and will serve up to 450 meals free of charge, for each movie date.

 - D. **Easter Egg Hunt, March 24, 2018**
A motion was made by Tanya Morrow, seconded by Wyvonne Walling to spend up to \$100 to revise the date on the existing Easter banner. Motion unanimously approved.

A motion was made by Ted Hopper, seconded by Lisa Brown to purchase 18,000 candy filled eggs for the 2018 Egg Hunt. Motion unanimously approved.

 - E. **National Night Out, October 2, 2018**
No action taken.

 - F. **Christmas in the Park, December 1, 2018**
No action taken.

 - G. **Yoga**
No action taken.

 - H. **Other projects/ideas**
No action taken.

7. **Update regarding improvements at Haslet Community Park.**
David Rogers, Public Works Director confirmed the current basketball hoops are regulation size. Chairman Morrow suggested break-a-way hoops instead.

8. **(CONTINUED) Discuss, consider and act regarding an annual corporate sponsorship package that would include all city events.**
A motion was made by Lisa Brown, seconded by Wyvonne to approve the annual corporate sponsorship form for distribution. Motion unanimously approved.

9. **Discuss, consider and act regarding approval of funding Facebook boost from advertising funding for all events.**
A motion was made by Tanya Morrow, seconded by Lisa Brown to approve Facebook advertising for the following events: \$100 for WWF, \$50 for each MITP, \$100 for Independence event and \$100 for CITP. Motion unanimously approved.

10. **Discuss, consider and act on expenditures and planning for the Wild West Fest & Rodeo Event, scheduled for April 20-21, 2018.**

a. Carnival rides

A motion was made by Lisa Brown, seconded by Gerick Schraub to spend up to \$2000 to contract for carnival rides. Motion unanimously approved.

b. Event layout/parking

Discussion was had regarding entrance gates: only Gate 1, located at the community park pavilion, will be open on Friday night, 4/20.

The Park Board is currently seeking community service organizations/students to volunteer for organizing and staffing this event through NISD programs such as the Interact Club, National Honor Society, PALS and STUCO.

c. Advance sales of wristbands

Two-day entry wristbands will be available for discounted advance purchase price of \$8 until 5pm, Thursday, April 19, 2018. This advance sale will be advertised on Facebook and available for purchase at city hall.

d. Kids train ride

No action taken.

e. Face painting

No action taken.

f. Beer vendor

A motion was made by Lisa Brown, seconded by Wyvonne Walling to approve contracting with Dakon Doggett and Budweiser/Tarrant to provide beer to include the city provide a \$2500.00 guaranteed sales and to supply a 20'x30' beer tent and a 10'x10' beer tent. Motion unanimously approved.

g. Tents/equipment rental items

A motion was made by Tanya Morrow, seconded by Lisa Brown to approve \$2140.75 for the rental of tents, tables & chairs from AA Party Rental. Motion unanimously approved.

h. Additional entertainment

A motion was made by Ted Hopper, seconded by Wyvonne Walling to work with Heritage Baptist Church to manage event parking for both days. Motion unanimously approved.

A motion was made by Tanya Morrow, seconded by Ted Hopper to approve the WWF Sponsorship Form with revisions to sponsor levels, making \$3000 the maximum. Motion unanimously approved.

A motion was made by Tanya Morrow, seconded by Lisa Brown to approve up to \$500 for purchase of event insurance for up to ¾ " rain. Motion unanimously approved.

A motion was made by Tanya Morrow, seconded by Lisa Brown to approve up to \$1000 for the 20 (large) animal petting zoo from 'Down on the Farm'. Motion unanimously approved.

Chairman Morrow will get quotes for event T-shirts in a light heather grey color, for consideration at the next meeting.

11. Discussion and update regarding the donation of the Chapel building from FBC, currently located at 220 Main Street.

Continued.

12. Update on options to expand park board storage facilities.

Update: The Leland building has been donated to the city and will be used to store Christmas decorations.

13. Consider and act regarding items to be placed on the next agenda.

- *The next regularly scheduled park board meeting is March 21, 2018*
- *Approve the TABC permit for WWF*
- *WWF T-shirt quotes*
- *Train/facepainting for WWF*

14. Adjourn.

Meeting adjourned at 8:58 p.m.

APPROVED:



Tanya Morrow, Parks and Recreation Board Chairman

ATTEST:



David Rogers, Public Works Director