



**MINUTES OF THE REGULAR SESSION MEETING FOR THE  
PARKS AND RECREATION BOARD  
WEDNESDAY, APRIL 11, 2018, 7:00 PM**

**Board Members Present**

Lisa Brown, Vice Chairman  
Dayna Horak  
Cindy Zuzu  
Ted Hopper  
Wyvonne Walling  
Barbara Long  
Gerick Schraub  
Sarah Nambu

**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.**

*Vice-Chairman Lisa Brown called the meeting to order and announced a quorum present at 7:02 pm.*

**2. Election of officers.**

*A motion was made by Lisa Brown, seconded by Cindy Zuzu to nominate and elect Dayna Horak for Vice Chairman. Motion unanimously passes.*

*A motion was made by Wyvonne Walling, seconded by Ted Hopper to nominate and elect Lisa Brown for Chairman. Motion unanimously passes.*

**3. Oath of Office for new board member, Place 8, Alternate 1 as appointed by City Council on 4/2/2018.**

*Oath of Office was administered.*

**4. 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.*

- *Coffee with Mayor Golden, Saturday, April 14, 2018, 10 a.m. to 11 a.m. at LeTara Grill, 167 Avondale-Haslet Road.*
- *Haslet Lions Club: Memorial Day Celebration, May 28, 2018, 10am, Haslet Community Park.*

5. **Discuss, consider and act on the approval of the March 21, 2018 regular meeting minutes.**  
*A motion was made by Ted Hopper, seconded by Barbara Long to approve the March 21, 2018 regular meeting minutes as presented. Motion unanimously approved.*
6. **Discuss, consider and act regarding the March 2018 financial statement.**  
*A motion was made by Ted Hopper, seconded by Wyvonne Walling to approve the March financial statement as presented. Motion unanimously approved.*
7. **Review of purchase procedure including tax exemption.**  
*All purchases including petty cash purchases must be made utilizing the city tax exempt – Walmart, Dollar General, Amazon.com.  
 No action taken.*
8. **(CONTINUED) Discuss, consider and act to approve purchase of shirts for Park Board Members.**  
*Continued.*
9. **Discuss, consider and act to make recommendation to task staff with drafting a conceptual site plan for community park.**  
*A motion was made by Barbara Long, seconded by Gerick Schraub to task staff with drafting a conceptual site plan for community park, to include tennis courts.*
10. **Discuss, consider and act on expenditures and planning of future projects:**
  - a. **Independence Day Event, June 29, 2018 –**  
*Request to invite the Young Marines to serve as event volunteers.*
  - b. **Military Tribute**
  - c. **Movies in the Park Summer Series, CARS; June 15 and COCO; July 20, 2018**
  - d. **Easter Egg Hunt**  
*The 2019 Egg Hunt date was set for April 13, 2019*
  - e. **National Night Out, October 2, 2018**
  - f. **Christmas in the Park, December 1, 2018**
  - g. **Yoga**
  - h. **other projects/ideas**  
*The 2019 WWF date was set for April 26-27, 2019*
11. **Update regarding improvements at Haslet Community Park.**  
*No action taken.*
12. **Discuss and consider lessons learned from the Easter Egg Hunt.**
  1. Need bunny onsite by 3:45pm
  2. Need to distribute more eggs in the 3-4, 5-6 & 7-8 age areas
  3. Continue adding 1000 annually, so 19,000 eggs for 2019
  4. Need to block off the road at 1<sup>st</sup>/Gammill & 2<sup>nd</sup>/Gammill after the Easter bunny arrives, because the fire truck blocks the looped road and people can't turn around.
13. **Discuss, consider and act on the purchase of a Bunny costume.**  
*A motion was made by Ted Hopper, seconded by Barbara Long to approve \$20 for the purchase of the bunny costume. Motion unanimously approved.*

- 14. Discuss, consider and act on expenditures and planning for the Wild West Fest & Rodeo Event, scheduled for April 20-21, 2018.**
- a. Event layout/map**  
*Review of event map*
  - b. Volunteers**  
*Volunteers must sign up using signuppergenius.com*
  - c. Approve the 2018 Event T-shirt order at an approximate cost of \$1000.00**  
*A motion was made by Lisa Brown, seconded by Ted Hopper to approve \$1000 for event t-shirt cost. Motion unanimously approved.*
  - d. Sale of 2018 Event T-shirts for \$10 each**  
*T-Shirts will be sold at Gate 1 under the pavilion.*
  - e. Sign orders**  
*A motion was made by Ted Hopper, seconded by Barbara Long to approve \$181.64 for sign expenses. Motion unanimously approved.*
  - f. DJ Alexx, entertainment at a cost of \$500.00**  
*No action taken.*
  - g. Approve expense of \$600 to Heritage Church to staff event parking for both days of the event.**  
*A motion was made by Ted Hopper, seconded by Wyvonne Walling to approve \$600 for staffing event parking. Motion unanimously approved.*
  - h. Aaron Sandoval, live entertainment cost \$600**  
*A motion was made by Barbara Long, seconded by Dayna Horak to approve the Zac Stokes band in place of Aaron Sandoval at a cost of \$600. Motion unanimously approved.*
  - i. Legacy 4, live entertainment cost \$600**  
*A motion was made by Barbara Long, seconded by Gerick Schraub to approve \$600 cost for Legacy 4 band. Motion unanimously approved.*

*A motion was made by Ted Hopper, seconded by Lisa Brown to spend up to \$300 to purchase ice, to be sold at \$5 per bag. Motion unanimously approved.*

- 15. Discuss, consider and act to approve expenses related to the BBQ Cookoff, scheduled at WWF, April 20-21, 2018.**
- a. BBQ Cook off prizes**
  - b. BBQ Cook off award**
  - c. BBQ Judge fees**
  - d. BBQ cook off miscellaneous supplies**  
*A motion was made by Wyvonne Walling, seconded by Dayna Horak to approve up to \$5500 for all expenses related to the BBQ Cook off event. Motion unanimously approved.*
- 16. Discuss, consider and act to set a date for a special called meeting, prior to Wild West Fest.**  
*No action taken.*
- 17. Consider and act regarding items to be placed on the next agenda.**
- o *The next regularly scheduled park board meeting is May 9, 2018*
  - o *Discussion regarding fund raising for new playground equipment*

**18. Adjourn.**

Meeting adjourned at 8:48 p.m.

**APPROVED:**



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Lisa Brown, Chairman  
Parks and Recreation Board

**ATTEST:**



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David Rogers, Public Works Director