



**MINUTES OF THE REGULAR SESSION MEETING FOR THE
PARKS AND RECREATION BOARD
WEDNESDAY, MAY 9, 2018, 7:00 PM**

Board Members Present

Lisa Brown, Vice Chairman
Dayna Horak
Ted Hopper
Wyvonne Walling
Barbara Long
Sarah Nambu arrived at 7:10pm

Board Members Absent

Erin Berryhill
Gerick Schraub
Cindy Zuzu

Staff and Consultants Present

David Rogers, Public Works Director
Katrina Jones, Admin Assist
James Tucker, Public Works Supervisor
Kirt Mays, Fire Chief

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

Chairman Lisa Brown called the meeting to order and announced a quorum present at 7:03 pm (both alternates are voting for this meeting)

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.

- o All City offices will be closed on Monday, May 28, 2018 for Memorial Day.
- o Haslet Lions Club Memorial Day Celebration, 10am, May 28, 2018, Haslet Community Park.
- o Kid's Fire Camp, Saturday, June 2, 2018, Haslet Fire Station, 8 am to 5 pm.
- o Annual Spring Clean Up Day, Saturday, June 9th, Haslet Fire Station, 8 am to 12 noon

3. Discuss, consider and act on the approval of the April 11, 2018 regular meeting minutes.

A motion was made by Ted Hopper, seconded by Wyvonne Walling to approve the April 11, 2018 meeting minutes as presented. Motion unanimously approved.

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

A motion was made by Ted Hopper, seconded by Lisa Brown to approve the 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 (Dayna to provide samples)

6. **Discuss, consider and act on expenditures and planning of future projects:**
 - a. **Military Tribute**
No action taken.
 - b. **Easter Egg Hunt, April 13, 2019**
No action taken.
 - c. **National Night Out, October 2, 2018**
No action taken.
 - d. **Christmas in the Park, December 1, 2018**
No action taken.
 - e. **Yoga**
No action taken.
 - f. **Wild West Fest, April 26-27, 2019**
No action taken, discussion held in consideration of dates for the WWF 2019.
 - g. **Other projects/ideas**
No action taken.

7. **Update regarding improvements at Haslet Community Park.**
Update provided by David Rogers, Public Works Director regarding the delay of the lighting installation due to delay of supply shipments.

8. **Discuss lessons learned from Wild West Fest 2018.**
 - a) Consider date regarding weather and need to check dates against other local events:
 German fest (always last weekend April)
 May fest (always 1st weekend May)
 Keller fest
 Grapevine Main Street
 Main St. Arts Festival FTW

 - b) Also checking date availability of event vendors: LeFreak Band, Bull riding & carnival

 - c) **All (4) gates should be open and staffed to collect admission \$**
 - o Rodeo/Contestant gate needs to be staffed to collect entrance fees. (A rodeo rep admitting bull rider contestants - needs to be stationed outside the gate to provide rodeo specific arm bands to a pre-determined list) Rodeo vendor gives out arm bands to VIPs (non-sponsors & non-contestants) should this # be limited?
 - o Gate @ creek entrance: suggestion for renting ticket booth trailer for future)

 - d) Suggestion to charge \$ at the drive-in entrances instead of having gates.

 - e) Event/weather insurance. We purchased insurance for ¾ "and rain accumulation was less than ½", officially measured at Alliance Airport, therefore- no claim.
 - f) Carnival Rides are needed= enhances the appearance of the festival, creates excitement
 Talley Amusements request 3 days
 - o Need quotes from other Carnival vendors as well
 - g) Student Volunteers (using sign up genius.com) was a success!
 - h) Radio that stays at each gate
 - i) Need more 2Xlarge T-shirts (we ordered 5 for 2018)

- j) Suggestions for event improvements:
 - o Suggestion to include a car show, little to no cost and would attract additional spectators such as the N. TX Mustang Club.
 - o Food truck contest instead of the BBQ Cookoff
- k) Beer Sales – not profitable
- l) BBQ Cookoff – not profitable

9. Discuss, consider and act regarding Movies in the Park Summer Series

- o **June 15, 2018; Despicable Me 3**
- o **July 20, 2018; Coco**
 - a. **To allow vendors**
A motion was made by Ted Hopper, seconded by Barbara Long to allow vendors at cost of \$25 in advance and \$50 on the day of the event. Motion unanimously approved.
 - b. **Approve cost of movie licensing from Swank.com for \$855**
A motion was made by Barbara Long, seconded by Dayna Horak to approve \$855 for the cost of movie licensing. Motion passed, Ted Hopper abstained.
 - c. **Approve cost of equipment rental**
A motion was made by Dayna Horak, seconded by Wyvonne Walling to approve \$400 for the rental cost of the projector for both dates. Motion unanimously approved.

10. Discuss, consider and act regarding Independence Day Event, June 29, 2018.

- a. **Showing a movie after the fireworks: Jumanji**
No action taken.
- b. **Vendors**
Limit to 30 total vendors.
- c. **Volunteers**
Volunteers needed for bounce house area, Young Marines traditionally help with clean-up.
- d. **Discuss, consider and act to approve cost for portable restrooms**
A motion was made by Ted Hopper seconded by Dayna Horak to approve up to \$350 for the rental cost of 4 portable restrooms. Motion unanimously approved.
- e. **Discuss, consider and act to approve cost for event security**
A motion was made by Dayna Horak, seconded by Lisa Brown to contract 4 security officers from 6pm-11pm. Motion unanimously approved.
- f. **Other**

11. Discuss, consider and act regarding fund raising for new playground equipment.
Continued to the next meeting.

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

- o *The next regularly scheduled park board meeting is June 13, 2018*
- o *Discuss park project priorities*
- o *Provide an inventory list of all Christmas decorations*
- o *Travis Attanasio, City Engineer update on Fire Station Park*

13. Adjourn.


Meeting adjourned at 9:01 p.m.

APPROVED:



Lisa Brown, Chairman
Parks and Recreation Board

ATTEST:



David Rogers, Public Works Director