

**CITY OF SANTA FE
PARK AND RECREATION BOARD
REGULAR MEETING
JUNE 19, 2023 5:30 P.M.
COUNCIL CHAMBERS
12002 HWY. 6, SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 5:34 p.m. by Chairperson Rebecca Martinez.

Roll Call: Present: Chairperson Rebecca Martinez
Board Member Bill Pittman
Board Member Rusty Schroeder
Board Member Jeannie Theilemann
Board Member Jeannette Woolsey (arrived at 5:38 p.m.)

Absent: Board Member Chris Bozeman
Board Member Mike Winburn

Board Member Pittman gave the Invocation and led the Pledges of Allegiance to the U.S. Flag and to the Texas Flag.

4. Citizen/Guest Comments

Janet Jamme of HIS Ministries gave a brief overview of the services that HIS Ministries offers to underprivileged residents of the community, with an emphasis on the Back to School Bash that is taking place on July 29, 2023. She also passed out packets outlining all of those services.

5. Presentation and Approval of Minutes for May 15, 2023 Regular Meeting

Board Member Theilemann made a motion to approve the Minutes of the May 15, 2023, Regular Meeting and Board Member Woolsey seconded the motion. The motion passed unanimously.

6. Discussion – Comments – Old Business/Events

There was no old business to discuss.

7. Discussion and Possible Action

Upcoming Events

Pocket Market Music Festival

Board Member Pittman stated that the function of the Park and Recreation Board was not to give donations to others for their events within the city without taking control of the portion of the event that was being funded by the Park and Recreation Board. Board Member Pittman further explained that he had reached out to the attorneys for the City of Santa Fe, who gave him three specific criteria that had to be met in order for the Park and Recreation Board to participate in these types of events:

1. The City must ensure that the predominant purpose is to accomplish a public purpose (as opposed to benefiting a private party);
2. The City must retain public control over the funds to ensure that the public purpose is accomplished and to protect the public's investment; and
3. The City must receive a return benefit.

The Board discussed managing the music portion of the Pocket Market Music Festival, by funding the bands and sound equipment and by setting up the stage and chairs and other related tasks. Board Member Pittman further explained that the Board will pay the musicians and sound vendor invoices directly, instead of giving the funds to event coordinator, Evelyn Hayes, to disburse the payments.

Board Member Pittman stated that when Mrs. Hayes went before the Santa Fe City Council on June 8, 2023, and asked for funding for the Pocket Market Music Festival, that a Park and Recreation Board member should also have been present, since the Park and Recreation Board would be responsible for the handling of the funds, were the request to be approved.

At 6:06 p.m., Pocket Market Music Festival Event Coordinator, Evelyn Hayes, appeared via speaker phone when Chairperson Martinez called her so that the Board would be able to get clarification from her on a few questions that the Board had about the event. Chairperson Martinez and Board Member Pittman updated Mrs. Hayes on the discussion that had taken place during the Park and Recreation Board meeting thus far. Board Member Pittman explained to Mrs. Hayes that if the Board were to fund the music portion of the festival, that Mrs. Hayes would still be able to choose the musicians, but the contract would be between the musicians and the City of Santa Fe and that they would be paid directly by the City. He added that the same rule would apply for the sound crew.

Mrs. Hayes informed the Park and Recreation Board that she is expecting at least 1,000 – 1,200 people at the event, which is being tentatively planned at Joe A. Tambrella Park, and that Santa Fe Independent School District Superintendent Dr. Kevin Bott has given his permission for the use of the school district parking lots located on Warpath Avenue for festival attendees. Mrs. Hayes added that she is planning on hiring three law enforcement officers to assist with traffic control and security. Board Member Pittman responded, saying that the Park and Recreation Board will be concerned only about the music portion of the festival.

Mrs. Hayes stated that while she will not be charging entry fees into the event, she will be charging vendor fees, selling merchandise, and seeking additional sponsorship to finance the Pocket Market Music Festival. Board Member Pittman asked Mrs. Hayes to clarify that she will be donating 80% of the profits to the Santa Fe Family Services and keeping 20% for her profit, to which she responded affirmatively.

Board Member Schroeder asked Mrs. Hayes how many bands she was planning on booking, and she responded saying that her goal is to book seven bands, six to play 45-minute sessions, and a headliner to play for an hour and a half. Mrs. Hayes added that the sound crew will play music in between sessions.

Board Member Schroeder asked Mrs. Hayes what her current status was on the music and Mrs. Hayes stated that she has four bands, including the headliner, that have so far committed to play, along with the sound crew, which brings the approximate total to date to \$5,400.00. Chairperson Martinez also recommended having the students at School of Rock be included in the line-up, since there would be no cost to book them.

Board Member Schroeder asked what genres of music the event has tentatively booked so far, and Mrs. Hayes stated that there are country acts, a country/Cajun/blues artist, surf rock band, and jazz musician.

Mrs. Hayes' phone call ended at 6:21 p.m. and she was no longer present at the meeting.

The Board members discussed advertising of the music portion of the Pocket Market Music Festival be 'The City of Santa Fe Park and Recreation Board presents...' to precede the names of the musical acts.

8. Announcements

Chairperson Martinez announced that the monthly Pocket Market is this Saturday, June 24, 2023.

Board Member Pittman stated that the Park and Recreation Board needs to meet to discuss their 2024 budget to outline projects for the next fiscal year and the costs for those events.

Board Member Pittman also announced that he had spoken to the Mayor of Hitchcock Chris Armacost about the City of Hitchcock and the City of Santa Fe co-hosting a fireworks show at Jack Brooks Park in Hitchcock for Independence Day 2024. Board Member Pittman said that the idea is that each City would contribute \$20,000.00 toward this event, if approved. Board Member Theilemann asked if the budget items should be on the next agenda to which Board Member Pittman responded affirmatively.

Board Member Pittman informed the Park and Recreation Board that Community Services Director Georgia Carmack will be working to ensure that the Board will be run in accordance with State law. Board Member Pittman added that the agenda items will need to be more clearly defined and only topics that are specifically described on the agendas will be discussed in order to stay in compliance. Ms. Carmack added that she will be sending all Board members the training for the Open Meetings Act.

9. Schedule Future Meeting(s)

The Park and Recreation Board scheduled a Special Meeting to be held on Tuesday, June 27, 2023, at 5:30 p.m. to discuss budget planning, the Back to School Bash, and the Pocket Market Music Festival.

The next Regular Meeting will be held on Tuesday, July 11, 2023, at 5:30 p.m.

10. Adjournment

Board Member Pittman made a motion to adjourn the meeting and Board Member Schroeder seconded the motion. The meeting was adjourned at 6:47 p.m.

ATTEST:


Georgia Carmack, Community Services Director


Chairperson Rebecca Martinez, Chairperson