

**CITY OF SANTA FE
PARK AND RECREATION BOARD
REGULAR MEETING
JULY 17, 2023 5:30 P.M.
COUNCIL CHAMBERS
12002 HWY. 6, SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 5:32 p.m. by Chairperson Rebecca Martinez.

Roll Call: Present: Chairperson Rebecca Martinez
Board Member Bill Pittman
Board Member Rusty Schroeder
Board Member Jeannete Woolsey

Absent: Board Member Mike Winburn
Board Member Chris Bozeman
Board Member Jeannie Theilemann, excused

The Invocation was led by Board Member Pittman. The Pledge of Allegiance to the U.S. Flag and to the Texas Flag were led by Board Member Pittman.

IV. Presentation and approval of the Minutes from the June 19, 2023, Regular Meeting and the June 27, 2023, Special Meeting.

Board Member Pittman made a motion to approve the Minutes from the Regular Meeting held on June 6, 2023, and the Special Meeting held on June 27, 2023. Board Member Schroeder seconded the motion and the motion carried unanimously.

V. Citizens' Comments

Gina Bouvier, President of the Santa Fe Chamber of Commerce, spoke in response to a recent call from Board Member Pittman regarding the yearly donation that the Park and Recreation Board makes to the Santa Fe Chamber of Commerce for the Heritage Festival. Mrs. Bouvier described the benefit of those contributions to expand the Kid Zone at the Heritage Festival each year to extend beyond bounce houses, namely: carnival rides, a rock-climbing wall, mechanical bull, laser tag, spin rides, and more. Mrs. Bouvier stated that the cost annually for the Kid Zone is approximately \$7,000.00 and that the Park and Recreation Board is recognized for its support with a banner that is placed in front of the Kid Zone.

In response to a question by Board Member Schroeder about the location of the Kid Zone at the Heritage Festival, Mrs. Bouvier responded, stating that the Kid Zone is located behind the Runge Park Building, close to the playground, and added that the petting zoo is located near the pavilion between the street and the baseball fields.

Mrs. Bouvier concluded by advising the Board that the Santa Fe Chamber of Commerce operates on a very tight budget and that the proceeds from the Heritage Festival are a major contributor to its budget. Mrs. Bouvier asked if the Board could make its decision whether or not to donate to the Heritage Festival soon so that they would be able to have time to find other means to recoup the funds, should the Board decide against making the donation that the Chamber depends on annually.

VI. Business:

A. New Business:

1. Discussion and direction: Involvement and duties of Park and Recreation Board members for the Pocket Market Music Fest.

Community Services Director Georgia Carmack advised that, after requesting quotes from several vendors for the sound production for the Pocket Market Music Fest, U.S. Backline had the lowest bid and would therefore be awarded the contract. Ms. Carmack added that she had reached out to the musical acts to request that they submit invoices so that the City's Finance Director, Rudy Zepeda, can issue payments from the Park and Recreation Board's budget. Ms. Carmack stated that Evelyn Hayes, coordinator for the Pocket Market Music Fest, is drafting contracts for each of the musical acts to sign.

Ms. Carmack advised that Board Member Pittman, Police Chief Walter Braun, and Mrs. Hayes visited Runge Park to devise a site plan for the event.

Board Member Pittman stated that while he is hopeful that the City will have acquired ownership of Runge Park by the date of the event, September 30, 2023, the City has already reserved that date with Galveston County to ensure its availability.

2. Consideration and possible action: Request for funding by the Park and Recreation Board for the upcoming Back-to-School Bash organized by HIS Ministries.

Community Services Director Georgia Carmack advised the Board that she is awaiting a response from Z's Sweet Treats, the preferred food vendor for the Back-to-School Bash being held on July 29, 2023, after asking for a corrected invoice and a reduction in cost since the Park and Recreation Board will be providing volunteers to assist in serving the food.

Chairperson Martinez told the Board that HIS Ministries Director Janet Jamme asked if, next year, the Park and Recreation Board would be interested in donating \$1,000.00 to Sole Mission, the provider of shoes for the Back-to-School Bash, as well as volunteering at the event. Chairperson Martinez added that Ms. Jamme asked if the Board had any extra volunteers who might be able to volunteer for the shoe portion of the event this year to get an idea if this is the direction the Board would like to go next year instead of donating the funds for the food. The Board decided that this year, they would volunteer for the food portion only.

3. Consideration and possible action: Suggestions for future Park and Recreation Board events and estimated associated financial costs of such events.

Board Member Pittman asked Gina Bouvier, President of the Santa Fe Chamber of Commerce, about the cost for the Kid Zone. Mrs. Bouvier responded, saying that the Kid Zone is approximately \$5,000.00 and the train portion of the kids' activities usually adds around \$2,000.00. She offered to ask the vendor to bill the Chamber separately, so that the Kid Zone portion can be funded by the Park and Recreation Board.

After lengthy discussion among the Board members concerning the Park and Recreation Board's involvement in the funding of and volunteering in the Kid Zone portion of the Heritage Festival, it was recommended by Board Member Pittman that it would benefit all parties if the Park and Recreation Board donate the \$5,000.00 as usual this year and make plans for how to best involve the Park and Recreation Board in the Heritage Festival in the future.

Board Member Pittman made a motion that the Park and Recreation Board make a recommendation to the Santa Fe City Council to make an amendment to transfer the Heritage Festival line item in the Park and Recreation Board budget to the General Fund for the 2023 Heritage Festival. Chairperson Martinez seconded the motion and the motion passed unanimously.

City Manager Alun Thomas advised the Board that the ideal mission of the Park and Recreation Board is to act in an advisory capacity to the Park Department, which is headed by Ms. Carmack, and that the expenditure requests should go through the Park Department, which Ms. Carmack would then facilitate.

Ms. Carmack recommended that the Park and Recreation Board, in conjunction with the Park Department, have an event soon at the newly acquired Behringer-Tully Field as a gesture of good faith to the citizens that the City will be honoring their wishes to develop green space within the City. After discussion among those in attendance at the meeting, it was decided that The Final Run at Behringer-Tully Field event take place on Saturday, September 2, 2023, to give the residents an opportunity to honor the field and the memories it holds for Santa Fe residents, as well as to give input on what they would like to see the facility become. It would be a free event that will have activities for the family. Mr. Thomas recommended having commemorative shirts made and given away to the first few hundred attendees.

Mr. Thomas also suggested that a portion of the unused \$20,000.00 that was budgeted for Special Events line-item account # 527-9581 be reallocated for The Final Run at Behringer-Tully Field event.

Chairperson Martinez recommended new shirts for the Park and Recreation Board members to wear at the various events it sponsors and volunteers for.

VII. Request for future agenda items

Chairperson Martinez listed the upcoming events that the Park and Recreation Board will be involved in:

The Final Run at Behringer-Tully Field on September 2, 2023

The Pocket Market Music Fest on September 30, 2023

Ms. Carmack advised that she is working on a new Park and Recreation Board logo.

VIII. Scheduling future meeting

The Park and Recreation Board scheduled a Special Meeting to be held on Monday, July 31, 2023, at 5:30 p.m. to choose the new Park and Recreation Board logo, The Final Run at Behringer-Tully Field, The Pocket Market Music Fest, the Heritage Festival, and a recap of the Back-to-School Bash that will have taken place on July 29, 2023.

The next Regular Meeting will be held on Monday, August 21, 2023 at 5:30 p.m.

IX. Adjournment

Chairperson Martinez made a motion to adjourn the meeting and Board Member Pittman seconded the motion. The meeting adjourned at 6:50 p.m.



Community Services Director Georgia Carmack


Chairperson Rebecca Martinez