

**CITY OF SANTA FE
PARK AND RECREATION BOARD
REGULAR MEETING
OCTOBER 16, 2023 5:30 P.M.
COUNCIL CHAMBERS
12002 HWY. 6, SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 5:31 p.m. by Chairperson Rebecca Martinez.

Roll Call: Present: Chairperson Rebecca Martinez
Board Member Bill Pittman
Board Member Mike Winburn
Board Member Jeannie Thielemann
Board Member Jeannette Woolsey
Board Member Chris Bozeman

Absent: Board Member Rusty Schroeder

Board Member Pittman led the Invocation and Chairperson Martinez led the pledge to the U.S. Flag and to the Texas Flag.

Presentation and approval of Minutes: 9/25/2023 Special Meeting

Motion by Board Member Pittman to approve the Minutes as presented, seconded by Board Member Bozeman. The motion passed the roll call vote unanimously.

Citizens' Comments

There were no comments from citizens.

Business:

Old Business:

1. Discussion: Donation of remaining shirts from the Final Run at Behringer-Tully Field on September 2, 2023

Community Services Director Georgia Carmack recommended that the remaining Final Run at Behringer-Tully Field T-shirts be made available for City staff to take, and that any T-shirts remaining after that will be donated to Santa Fe Independent School District and H.I.S. Ministries.

2. Discussion: Successes and lessons learned during the Pocket Market Music Fest on September 30, 2023

The Park and Recreation Board members who attended the Pocket Market Music Fest all agreed that it was a fun, successful event, which raised \$975.00 in proceeds for Santa Fe Family Services.

Board members discussed various ways to improve next year's event, such as:

- Moving the stage closer to the rest of the festival
- Adding a second stage
- Using an 18-wheeler-type of trailer as a stage
- Selling alcoholic beverages
- Adding a children's activity area

3. Discussion: Pricing for Park and Recreation Board member shirts with the new board logo

Community Services Director Georgia Carmack provided three quotes for the Park and Recreation Board Member shirts, which are available in "Behringer" green with yellow logo or white with the normal logo. The Board members agreed unanimously to purchase from Scribbles USA, which offered both digitally printed and embroidered logos. The costs for the shirts are as follows:

- Digitally printed logo: \$8.50 per customer ordered shirt, or \$16.50 for shop ordered shirt (\$4 added for sizes 2XL and up)
- Embroidered logo: \$12 per customer ordered shirt, or \$20 for shop ordered shirt, with a \$75 embroidery file fee (\$4 added for sizes 2XL and up)

Motion by Board Member Pittman to table this item until the Board is able to review shirt samples to decide whether to opt for digital or embroidered logos, with a second by Board Member Thielemann. The motion passed unanimously.

New Business:

1. Discussion and direction: Involvement and duties of Park and Recreation Board members for the Heritage Festival hosted by the Santa Fe Chamber of Commerce

Park and Recreation Board members discussed being unclear on what their duties would be in the Kids Zone at the Heritage Festival, which will be held November 11, 2023, at Runge Park, and is sponsored by the Santa Fe Chamber of Commerce. Communications Specialist Laurie Tollett, who is also on the Board of Directors of the Santa Fe Chamber of Commerce, stated that she will contact the Chamber president for direction.

2. Discussion and direction: Involvement and duties of Park and Recreation Board members for the Heritage Festival Fun Run hosted by the Friends of the Library

Library Director Becky McClain stated that setup for the Heritage Festival Fun Run will begin at 7:00 a.m., the Fun Run will begin at 8:00 a.m., and the awards will be presented at 10:00 a.m. Ms. McClain further explained that she will need volunteers for sign-in, water stations, and guides, and are still trying to secure an ambulance for the event. Ms. McClain stated that \$1,000.00 had so far been raised by sponsors.

3. Consideration and possible action: Presentation by the Lion's Club regarding future inclusive park equipment to be acquired through a grant opportunity

The Santa Fe Lion's Club proposed a joint venture with the Park and Recreation Board to plan an inclusive park and apply for grants for the park equipment from Lion's International which ranged from \$10,000 to \$100,000, and up to \$10,000 in grants from Texas Lion's.

Santa Fe Lion's Club members Diane Miller, Betty Miller, Melanie Sweeney, and Donna Weinert gave a slideshow presentation highlighting the portions of Joe A. Tambrella Park that could be repaired and upgraded to incorporate inclusive park equipment.

Motion by Chairperson Martinez, with a second by Board Member Thielemann to take this request to the City Council with a plan and funding needs. The motion passed unanimously.

4. Discussion and direction: Involvement and duties of Park and Recreation Board members for the Candy Trail on October 28, 2023

Community Services Director Georgia Carmack advised that each vendor who has a booth or table set up at the Candy Trail on October 28, 2023, would hand out candy and promotional materials, adding that no sales are allowed at this event. Ms. Carmack asked that Board members spread the word as much as possible about this event.

5. Discussion and direction: Involvement and duties of Park and Recreation Board members for the Christmas Tree Lighting

Board members updated the status of the events of the Christmas in the Park Christmas Tree Lighting, stating that Santa Claus and the Grinch have been scheduled for the event, as well as CJ's Stables, the 500 cookies, hot chocolate, nativity scene, the lighting, and the stage, adding that the carolers will be the focal point of the event.

Chairperson Martinez will submit the artwork for the Clear Channel billboard to the City within two weeks.

6. Discussion and direction: Involvement and duties of Park and Recreation Board members for the Annual Easter Egg Hunt

Board members agreed to postpone discussion about the Annual Easter Egg Hunt until the Halloween and Christmas events were complete.

7. Discussion and direction: Possible future use(s) of a portion of the City-owned land at Joe A. Tambrella Park that is located south of the Highland Main drainage channel and adjacent to 6th Street

Community Services Director Georgia Carmack announced to the Board that Board Member Rusty Schroeder had submitted his letter of resignation from his position on the Park and Recreation Board, and, as a result, Ms. Carmack recommended that this item be postponed until a later date. The Board members unanimously agreed.

Ms. Carmack added that the City will be accepting applications to fill the vacant seat on the Board and that City Council will be tasked with appointing a new Board member at a City Council in the near future.

8. Consideration and possible action: Proposal of a collaboration with Santa Fe ISD to raise funds for pickleball equipment to be donated to the Santa Fe ISD Jr. High School

Santa Fe Texas Education Foundation Executive Director Gina Welsh asked the Park and Recreation Board for a donation in the amount of \$1,416.59 for the addition of a pickleball court at the Santa Fe Jr. High School, which would include a net, paddles, and pickleballs.

Community Services Director Georgia Carmack responded that the Park and Recreation budget for the current fiscal year has been approved, so the Board will not be able to approve any new funding requests. Board Member Pittman offered to ask some of his business associates if they would be willing to donate to fulfill Mrs. Welch's request.

The Board recommended scheduling a Special Meeting on November 6, 2023, at 5:30 p.m., to discuss the following items:

- The Heritage Festival
- The Heritage Festival Fun Run
- The Park and Recreation Board shirts with logo
- The Christmas Tree Lighting
- Update on Behringer-Tully Field
- Debrief on The Candy Trail

Motion by Board Member Pittman to adjourn. The motion passed and the meeting adjourned at 6:55 p.m.

ATTEST:


Rebecca Martinez, Chairperson

Georgia Carmack, Community Services Director