

**Community Relations Board Minutes  
August 7, 2012**

STATE OF TEXAS §

COUNTY OF TARRANT §

TOWN OF PANTEGO §

The Community Relations Board of the Town of Pantego, Texas, met in regular session at 7:00 p.m. in the Council Chamber of Town Hall, 1614 South Bowen Road, Pantego, on the 7<sup>th</sup> day of August 2012 with the following members present:

Barbara Rogers	Chair
Eric Fox	Vice Chair
Karen Strzelecki	Treasurer
Annie Johnston	Secretary
Christi Perez	Board Members
Tracy Fox	
Lothar Heller	
Cal Kost	
William Nolen	
Stephen Smith	

constituting a quorum. The following staff members were present:

Katy Sutton	Staff Liaison
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Also in attendance:

Jane Barrett	Council Liaison
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**REGULAR SESSION 7:00**

Chair Barbara Rogers called the meeting to order at 7:02 p.m.

**PLEDGE OF ALLEGIANCE**

**OLD BUSINESS**

**APPROVAL OF MINUTES**

Stephen Smith moved to approve the July 10, 2012 minutes and Eric Fox seconded the motion. The vote passed unanimously.

**NEW BUSINESS**

- 1. Discuss administrative issues including contact information, budget updates and staff routines**

Any members with new contact information should send it to Annie Johnston or Katy Sutton so that an updated list will be available on file. It was also suggested that the Community Relations Board roster be

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updated to reflect only current, active members. There has been no change in the budget from the last update in the July minutes. We are within budget for the year.

### **2. Discuss and receive and update on the Park Master Plan**

Katy Sutton presented several tentative park plans to the CRB. The various plans included features such as: a pond, a splash park, a dog park, a larger green field space, and the in-ground water way filled in. A final decision has not been made and Town Council will be meeting to discuss these plans at a later date.

### **3. Discuss and consider decoration replacement and storage**

The board discussed possible storage and decoration replacement solutions. The use of plastic tubs was suggested rather than using boxes as a way to better identify, label, and preserve decorations. Replenishing Halloween and Christmas decorations was also discussed. The idea of taking inventory of the CRB's supplies and decorations as well as understanding the storage needs of other departments was suggested. Storage at the Park or at another location will depend on the Park Master Plan update and can be determined at a later date. Final plans will be determined upon receiving a final statement of remaining funds from the CRB Budget.

### **4. Discuss and consider PantegoFEST support and volunteer effort**

Volunteers should be directed to the Town website to sign up for shifts. The main volunteer positions needed at the time of the meeting were ticket takers at the entrances.

### **5. Discuss and consider the Youth Event**

A youth event has been planned for the proposed date of Saturday, September 15<sup>th</sup> from 5-9pm on the south side of Pantego Bicentennial Park. The event, "Pantego Pentathlon", will consist of 5 events and is open to all 6<sup>th</sup>-12<sup>th</sup> graders in the area. Participants will be in two age groups; 6-9<sup>th</sup> grade and 10-12<sup>th</sup> grade. Winners will be awarded 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place medals in each event, per age group and two overall winners will be announced as well. Simple refreshments will be served and a movie will be shown after the event. Advertisements will go out in the water bill.

The board suggested a grand prize for the overall winners as more incentive to participate, different age group divisions, the use of wristbands to track participation, and the presence of the Fire and Police Departments for safety. Volunteers from the CRB are needed, but no specific details were discussed.

### **6. Discuss and consider planning for the Halloween Event**

The Halloween Event is scheduled to take place the Saturday before Halloween on October, 27<sup>th</sup>. A haunted house, games and activities, a costume contest and a pumpkin carving contest will all take place.

Christi Perez presented her ideas for the Haunted House this year including using more of the "air space" below the ceiling. Volunteers are needed for the following haunted house characters: Witch, werewolf, and a greeter. A fortune teller will also be a character and the path will be similar to last year with more lighting on the inside.

Games and activities discussed included bringing back the pumpkin carving contest, the costume contest with child, adult, and pet categories, train rides, football toss, Wii games, and fast pitch throw. Awarding medals to only the children participating in the costume contest was also discussed. Whether to include face painting and a balloon artist was not decided at this meeting.

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Several suggestions for new activities were brought up and ideas included a dunk tank, pie in the face, a giant wheel spin or a raffle.

**7. Discuss and consider planning for the Candy Train and Tree Lighting Event**

The candy train will take place on November 24<sup>th</sup>. No other updates were discussed at this time.

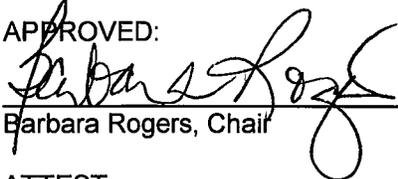
**CRB MEMEBER INQUIRY**

Due to the Labor Day Holiday, our next CRB meeting will be held Thursday, September 6<sup>th</sup> at 7:00 pm.

**ADJOURNMENT**

Chairperson Rogers adjourned the regular session at 8:46 p.m.

APPROVED:

  
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Barbara Rogers, Chair

ATTEST:

  
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Annie Johnston, Secretary

