



City of Colleyville

Colleyville Events Steering Committee Agenda

City Hall
100 Main Street
Colleyville, Texas 76034
817.503.1000
www.colleyville.com

Wednesday, September 24, 2014
4:30 p.m.

Colleyville Public Library
110 Main Street

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
July 23, 2014
- 3. REGULAR AGENDA ITEMS**
 - 3a** Discussion and Update on Special Events
 - 3b** Discussion of Items for Future Agendas
- 4. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA**
- 5. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, September 19, 2014, by 5:00 p.m.

Kathy Moore
Administrative Assistant

A quorum of the Colleyville City Council may be in attendance at this meeting.

Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the Special Events Coordinator at least 48 hours in advance at 817.503.1150, and reasonable accommodations will be made to assist you.



City of Colleyville

Colleyville Events Steering Committee Minutes

City Hall
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Wednesday, July 23, 2014
4:30 p.m.

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1. CALL TO ORDER

Chairperson Amy Redfearn called the meeting of the Colleyville Events Steering Committee to order at 4:30 p.m.

Roll Call

Present: Chair Amy Redfearn, J. Walt Mills, Mary Lou Dove, Ryan Milakovich, Sandra McIntosh, Manjiri Joshi and Patti Tanaka. Staff present: Mary Rodne, Lisa Escobedo, Kristi Isbell and Kathy Moore.

2. APPROVAL OF MINUTES

May 28, 2014

A motion was made by Walt Mills and seconded by Ryan Milakovich to approve the May 28, 2014 meeting minutes as presented. The motion carried with a unanimous vote.

3. REGULAR AGENDA ITEMS

3a Discussion and Evaluation of the Red, White and Sousa Event

Library and Recreation Director Mary Rodne gave an overview of the Red, White and Sousa event held on June 27, 2014, at the Colleyville Center. She stated that the overall feedback on the event had been very good and that approximately 4,000 had attended. Director Rodne added that staff had compiled a list of items for review to aid in the set-up process for future special events being held at the Colleyville Center venue. Additionally, Rodne informed the Committee that the food truck vendors were satisfied with their sales and added that an uninvited food vendor had showed up at the event and set up. It was noted that the vendor had been allowed to stay. Rodne added that the incident had been reported to the coordinator of the food trucks and that he was going to investigate the matter.

Following there was a lengthy discussion concerning the new venue and ways to make it better for the upcoming year. Suggestions included adding more shaded areas, the addition of a DJ, adding more patriotic music, having additional strolling entertainment and the possibility of a laser light show.

Director Rodne informed the Committee that staff would be presenting to City Council recommendations for upcoming special events for fiscal year 2015 (FY 2015). Rodne questioned the group on their preference to continue with Red, White and Sousa or to offer a difference type of music event. Discussion ensued concerning possible future events, the goal and purpose for each event, the need to look at other City facilities to use as venues, along with the need to update the Colleyville Special Events Policy.

Rodne stated that the Committee's recommendation to keep the Red, White and Sousa event in July and to create a new larger fall event would be presented to City Council and that staff would be seeking Council direction for all future special events.

3b Discussion and Direction of Future Special Events

Future special events were discussed along with the Red, White and Sousa discussion item. There was additional discussion on the Community Decorated Tree display in front of City Hall with miscellaneous ideas for themed trees.

3c Discussion of Items for Future Agendas

No items were brought forward for future agendas, however the Committee agreed to meet again on September 24, 2014.

4. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA

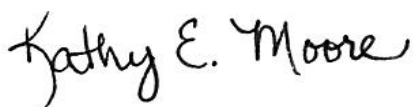
There were no citizen's comments/presentations regarding items not on the agenda.

5. ADJOURNMENT

Chairperson Amy Redfearn moved to adjourn the meeting, and Mary Lou Dove seconded the motion. The meeting of the Colleyville Events Steering Committee was adjourned at 5:30 p.m.

*APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 24th DAY OF **September, 2014.***

Minutes taken and prepared by:



Kathy Moore
Administrative Secretary



City of Colleyville Colleyville Events Steering Committee Agenda Briefing

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Agenda Number 3a	Agenda Date 09/24/2014	Number
Type Regular Agenda Items		
Department Library		

Title

Discussion and Update on Special Events

Explanation

Library and Recreation Director Mary Rodne will provide an update on all upcoming special events , along with Council directives for fiscal year 2015 (FY 2015).

Attachments



City of Colleyville Colleyville Events Steering Committee Agenda Briefing

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Agenda Number 3b	Agenda Date 09/24/2014	Number
Type Regular Agenda Items		
Department Library		

Title

Discussion of Items for Future Agendas

Explanation

This item is for the discussion of potential future agenda items; and to set a date for the next Colleyville Events Steering Committee meeting.

Attachments