



**MEMORANDUM**

**TO:** Parks and Recreation Board  
**FROM:** Jessica Carpenter, Director of Community Experiences  
**DATE:** Thursday, February 1, 2024  
**SUBJECT:** February Director's Report

**Events Update**

**February 10 – The Caribbean Nights Gala Presented by the Coppell Arts Center Foundation** at the Coppell Arts Center. Join us for an evening of live entertainment, a tropical-inspired buffet, Carnevale cocktails, casino games, and fantastic auction prizes to support the Coppell Arts Center. Come in your best resort cocktail attire for a night you will not want to miss! Tickets are available at [www.coppellartscenter.org](http://www.coppellartscenter.org).

**February 23 – March 10 – Theatre Coppell Presents: Crimes of the Heart** in the Wheelice Wilson, Jr Black Box Theatre at the Coppell Arts Center. Tickets are available at [www.coppellartscenter.org](http://www.coppellartscenter.org).

**February 24 – The Coppell Arts Center Presents: The Wonder Bread Years** at 7:30PM in the Main Hall at the Coppell Arts Center. Tickets are available at [www.coppellartscenter.org](http://www.coppellartscenter.org).

**February 25 – The Coppell Community Chorale Presents: Coppell Chamber Singers Premiere** at 3PM in the Main Hall at the Coppell Arts Center. Tickets are available at [www.coppellartscenter.org](http://www.coppellartscenter.org).

**March 1 – The Coppell Arts Center Presents: Artrageous** at 7:30PM in the Main Hall at the Coppell Arts Center. Tickets are available at [www.coppellartscenter.org](http://www.coppellartscenter.org).

**March 2 – The Coppell Arts Center Presents: Take3** at 7:30PM in the Main Hall at the Coppell Arts Center. Tickets are available at [www.coppellartscenter.org](http://www.coppellartscenter.org).

**March 3 – The Coppell Community Orchestra Presents: Spring is in the Air** at 3PM in the Main Hall at the Coppell Arts Center. Tickets are available at [www.coppellartscenter.org](http://www.coppellartscenter.org).

**Project Update**

**The Duck Pond Park** – This project still sits at 95% complete. The park is open for use while the contractor finishes punch list items. A ribbon-cutting ceremony has been tentatively scheduled for Tuesday, April 2<sup>nd</sup> at 10:00AM. Invitation and details to come.

**Magnolia Park Trail** – Staff have reviewed 100% design plans. This project will be going out to bid in this month.

**Dog Park Renovation** – Design is complete. This project is anticipated to go out to bid this month.

**Veterans Memorial Project** – Nearing 100% design. Staff will review plans over the next 2-3 weeks.

### **General Updates for the Board**

**Master Plan Public Input Meetings** – We are excited to kick off the public engagement phase of our master plan process. We have scheduled the following input opportunities. More details to follow.

- Thursday, March 7<sup>th</sup> beginning at 6:00PM at the Cozby Library and Community Commons
- Thursday, May 23<sup>rd</sup> beginning at 6:00PM at the Coppell Arts Center

**Summer Hiring** – It's already that time of year! We are beginning our summer hiring process. We are looking for Lifeguards, Camp Counselors, Snack Shack Attendants, and Wagon Wheel Tennis and Pickleball Instructors. Check out the City Website for information and to apply.

**Park Board Branded Attire** – As a follow-up to January's discussion about Board apparel, Park Board polos are in the works and should be ready to distribute at our March meeting.

**Park Board Tour** – With some new members joining the Board, it's time to schedule a tour of our parks and facilities. Be on the lookout for a Doodle poll this week to identify a date.