



**TRICENTENNIAL CELEBRATION COMMISSION  
MEETING MINUTES  
WEDNESDAY, JANUARY 10, 2018 at 9:30 AM  
MUNICIPAL PLAZA BUILDING, B ROOM**

<b>Commission Members Present:</b>	Dr. Cynthia Teniente-Matson, <i>President &amp; Co-Chair</i> ; Dr. Alfonso Chiscano, <i>Vice President &amp; Co-Chair</i> ; Dr. John Folks, <i>Co-Chair</i> ; Father David Garcia, <i>Co-Chair</i> ; Lionel Sosa, <i>Co-Chair</i> ; Martha Tijerina, <i>Mayoral</i> ; Hector Cardenas, <i>District 1</i> ; Brenda Pacheco, <i>District 3</i> ; Faith Radle, <i>District 5</i> ; Jim Landers, <i>District 6</i> ; Cristina Bazaldua-Salazar, <i>District 7</i> ; Weslee Baerga, <i>District 8</i> ; Freida Wright, <i>District 9</i> ; Dan Arellano, <i>Bexar County</i> ; Mary Rose Brown, <i>Bexar County</i>
<b>Commission Members Absent:</b>	Joe Linson, <i>District 2</i> ; Dr. Mike Flores, <i>District 4</i> ; Luke Holland, <i>District 10</i> ; Mario Salas, <i>Bexar County</i>
<b>Tricentennial Staff Present:</b>	Carlos Contreras, <i>Interim Executive Director &amp; Assistant City Manager</i> ; Tonya Baum, <i>Events Director</i> ; Michael Vela, <i>Special Projects Manager</i> ; Kristopher Ryan, <i>Department Accounting Administrator</i> ; Mark Ramirez, <i>Department Fiscal Supervisor</i> ; Alyssa Esparza, <i>Serve 300 SA Coordinator</i> ; Beth Keough, <i>Fundraising Consultant</i> ; Luisa Casso, <i>Corporate Sponsorship Consultant</i> ; Ann Eaton, <i>Executive Management Assistant</i> ; Eduardo Carrasco, <i>Senior Special Projects Manager</i> ; Vanessa Hurd, <i>Consultant</i> ; Monica Flores, <i>Administrative Assistant</i> ; Isaac Bernal, <i>Management Fellow</i>
<b>Others Present:</b>	Ray Rodriguez, <i>Deputy City Attorney</i> ; Stephen Whitworth, <i>Assistant City Attorney</i> ; Cecily Hope Pretty, <i>Senior Administrative Assistant (OCC)</i> ; Thea Setterbo, <i>Public Affairs Manager (GPA)</i> ; Clayton Binford, <i>Norton Rose Fulbright</i> ; Betty Bueché, <i>Bexar County</i> ; Monica Ramos, <i>Bexar County</i> ; Iris Dimmick, <i>Rivard Report</i>

**CALL TO ORDER**

President Dr. Cynthia Teniente-Matson called the meeting to order at 9:35 am.

## **1. Approval of the minutes from December 15, 2017, and January 5, 2018**

Dr. Matson stated that minutes would be approved at the next meeting to allow Commissioners more time for review.

## **2. Review of Tricentennial events calendar**

Ms. Vanessa Hurd reviewed four questions that staff had introduced during the previous week's Work Session to determine if approved Partner Events should be considered unique and be highlighted:

- Does the event/activity specifically link to the founding of San Antonio, geographically or civically?
- Does the event/activity commemorate a significant anniversary?
- Does the event/activity embody or reflect unique characteristics of San Antonio's culture and/or elements of our community?
- Was the event/activity specifically crafted/curated/derived for the Tricentennial?

Ms. Hurd stated that based on feedback from the Commission and the Executive Committee, the following four questions were added:

- Is the event/activity forward looking or contribute to San Antonio's legacy?
- Does the event/activity encompass military or religious significance?
- Does the event/activity highlight San Antonio on a regional/national spotlight?
- Has the event been funded by the Tricentennial Commission?

Ms. Hurd stated that based on the above criteria, about 100 of the original 700 event were identified as unique.

Commissioner Brenda Pacheco asked of next steps regarding the events that had been identified and expressed concern that more time was needed to research event details. Interim Director Carlos Contreras stated that Tricentennial Staff would continue to examine events based on Commission feedback and would present a list for review at a later date.

No action was required for Item 2.

## **3. Discussion of Commemorative Week activities**

Ms. Hurd provided an overview of Commemorative Week events and asked the Commission to provide feedback on the overall theme and direction of each day. She noted that staff would conduct briefings with event partners and provide more detailed information to the Commission as it was available.

Commissioner Pacheco asked if the indigenous population of San Antonio had been invited to participate in the Day of Reflection. Dr. Matson replied that they had and the activities were designed to be inclusive of all faith communities.

Commissioner Cristina Bazaldua-Salazar asked if any substantive changes had been made to the Commemorative Week activities. Ms. Hurd replied that none had been made and the purpose of the discussion was to agree on the overall purpose of each day.

Dr. Matson stated that the Executive Committee had discussed the addition of book signings featuring the Mayor of San Antonio, Bexar County Judge, and international visitors to celebrate the release of the Tricentennial Commemorative Book. Commissioner Pacheco suggested inviting the book's contributors to participate in the book signings.

Commissioner Hector Cardenas asked of the availability of educational resources developed during the 2017 Tricentennial Summer Institute for Educators. Dr. Matson replied that the participating educators had received hard copies of materials already and a digital version was available on the Tricentennial Website. Commissioner Cardenas asked of the offering of a second institute. Ms. Betty Bueché replied that it had been proposed but funding was still being sought.

Dr. John Folks asked that Bexar County schools be included in Commemorative Week outreach efforts.

Ms. Hurd stated that the Founders Day Ball Event would be a ticketed event downtown and five simultaneous, free events would be offered around the city at Texas A&M University – San Antonio, Our Lady of the Lake University, University of Texas at San Antonio, St. Philip's College, and Morgan's Wonderland.

Commissioner Weslee Baerga suggested that the simulcast be broadcast to the home countries of visiting dignitaries.

Commissioner Mary Rose Brown expressed support for the fundraising component of the Founders Ball paired with the accessibility of the other events.

Ms. Hurd stated that Arts for All Day would be led by Bexar County and feature programming at the Mission Reach in conjunction with parishes and non-profit partners.

Ms. Bueché stated that Bexar County wanted to be intentional about highlighting the Mission Reach on Legacy Day because it contributed to the San Antonio Missions' World Heritage Designation. She noted that a fireworks company would be asked to tell the history of the community through fireworks with musical accompaniment. She stated that there would be three designated areas for viewing and festivities that would be open to the public. She noted that Bexar County was trying to involve all of its 27 municipalities in the Legacy Day events. She stated that artwork would be unveiled to tell the story of the community and San Antonio River Authority was developing a mobile application to support sharing of historical and cultural information. She noted that ceremonies would include the Mayor of San Antonio, the Bexar County Judge, the Duke of Béjar, the San Antonio River Authority, and other visiting dignitaries. She stated that performances would occur along San Pedro Creek and vendors would sell food with proceeds going to charity.

Ms. Hurd stated that Military Appreciation Day would be coordinated entirely by the City of San Antonio's Office of Military and Veterans Affairs (OMVA). She noted that Fort Sam Houston would be opened to the public for the day's events and family-friendly activities would be offered to commemorate the importance of the military and the breadth of installations in the city and county. Commissioner Brown added that USAA was contributing funding for the events.



Commissioner Pacheco expressed concern that there was not a component to acknowledge Civil Service workers and their contributions to the city. Commissioner Lionel Sosa noted his agreement that they had played an important role in the economy and history of the community. Ms. Hurd replied that they would incorporate that aspect moving forward.

Commissioner Martha Tijerina noted the important role that Kelly Air Force Base had played in the community and suggested a Kelly Reunion Event for the Tricentennial year.

Dr. Matson stated that Tricentennial Staff and the Executive Committee would work with the input provided to develop more detailed information for Commemorative Week Events. Mr. Contreras added that staffing and contracting plans would be developed to ensure execution of events as planned.

Commissioner Tijerina asked that City Councilmembers get involved and actively encourage community participation in Tricentennial Events.

Dr. Matson stated that the next Commission meeting would address Subcommittees and other major Tricentennial events. Commissioner Faith Radle asked for an update on the Serve300 Initiative.

No action was required for Item 3.

#### **4. Election of officers**

Dr. Matson stated that she had been elected President by the Commission on December 15, 2017 and the bylaws of the Tricentennial Celebration Commission called for a scheduled election of the other officer positions. She noted that the positions of Vice President, Secretary, and Treasurer were currently available. She stated that the Executive Committee was in support of recruiting a candidate for the Treasurer position from a major local accounting firm due to the professional requirements. She noted that it may be possible to combine the positions of Treasurer and Secretary, pending agreement of the full Commission.

Mr. Contreras stated that City of San Antonio Employees of the Finance Department were currently overseeing day-to-day record keeping. He noted that the Treasurer would become part of the Executive Committee and would carry the associated responsibilities to the Commission. He stated that City Staff would continue to serve in support roles but the Treasurer and Secretary would officially oversee those functions. Mr. Clayton Binford clarified that if a Treasurer or Secretary were selected from outside the Commission, they would be members of the Executive Committee and owe fiduciary responsibility but would not have voting power.

Commissioner Pacheco expressed concern with the distribution of check-signing authority. Mr. Contreras stated that they would follow direction from the Commission and re-evaluate those duties if necessary but controls were in place to ensure fiscal responsibility. Mr. Binford noted that they could add the requirement for a second signature if the Treasurer was one of the parties to sign a check.

Commissioner Radle asked that the Treasurer and Secretary, if selected from outside the Commission, be required to make regular presentations to the full Commission.

Ms. Bueché asked if the current Tricentennial audit would examine the requirements to execute checks. Mr. Kris Ryan replied that the audit would look at all policies and procedures including delegating authority.

Dr. Matson stated that the Executive Committee recommended the selection of Commissioner Sosa as the Vice President of the Tricentennial Celebration Commission.

Dr. Folks moved to elect Commissioner Lionel Sosa as the Vice President of the Tricentennial Celebration Commission. Dr. Alfonso Chiscano seconded the motion. The motion carried unanimously by those present.

### **EXECUTIVE SESSION**

Dr. Matson recessed the Tricentennial Celebration Commission into Executive Session at 10:43 am to discuss matters posted pursuant to Texas Government Code, Section 551.071, Attorney-Client Consultation, and Texas Government Code, Section 551.074, Personnel Matters.

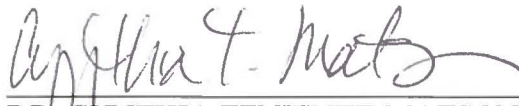
### **RECONVENED**

Dr. Matson reconvened the meeting at 11:33 am and announced that no action had been taken in Executive Session.

### **5. Adjournment**

There being no further discussion, Dr. Matson adjourned the meeting at 11:33 am.

APPROVED:



DR. CYNTHIA TENIENTE-MATSON, President  
*Tricentennial Celebration Commission*

ATTEST:



CECILY HOPE PRETTY  
*Office of the City Clerk*