



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: June 28, 2022	Department: Planning & Development/Parks	Presented By: Toni Fisher
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AGENDA ITEM:

Consideration and Action regarding a contractual commitment for lease and installation of Christmas lighting and decorations.

BACKGROUND:

December 2021, Mayor Moss requested the embellishment of our exterior Christmas lighting and decorations at the City Hall location as well as the adjacent Memorial and Cross Timbers Parks.

At the June 14, 2022 Council Meeting, Councilmembers and Staff discussed the Christmas lighting bid information and electrical requirements. City Attorney Pat Chesser suggested removal of the 3-year lease cancellation penalties (Christmas By Zenith's Terms & Conditions, Item #10) as the City cannot hold future Councils to this expense.

Council approved use up to \$20,000 of the 2022 Certificate of Obligation funds allocated for Parks to add electric service to Memorial Park, but members did not agree on the Christmas lighting, tabling the subject until the next Council meeting.

Staff communicated with Christmas By Zenith regarding the cancellation clause. The solution to avoid it would be for the City to only contact year-to-year but, bear in mind that prices could increase each year.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff attached Christmas By Zenith's 1-Year pricing worksheet for Council consideration.

EXHIBITS:

- Christmas by Zenith bid
- Staff's revised worksheet

CHRISTMAS LIGHTING WORKSHEET

Corrected & Revised 6/21/22

“1 YEAR LEASE” PRICING

City Hall Lighting & Decor:

20' pre-lit/decorated Christmas tree	\$9,500
City Hall Roof perimeter lighting	\$ 855
Unlit & decorated garland to monument	<u>\$ 475</u>
City Hall Total:	\$10,830

Memorial Park:

All tree/bush lighting by flagpoles	\$5,150
Gazebo roof perimeter, tree lighting, & unlit garland around gazebo	<u>\$8,480</u>
Memorial Park Total:	\$13,630

Cross Timbers Park:

Restroom roof perimeter:	\$425
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Public Safety Building:

Building perimeter (\$3,925) & tree lighting (\$2,100):	\$6,025
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YEAR #1 only: Lighting & 20' Christmas Tree total: \$30,910