**PARKS AND RECREATION**

**ADVISORY BOARD**

June 14, 2017

@ 5:30 p.m.

A meeting of the Parks and Recreation Advisory Board was held on Wednesday, June 14, 2017 at 5:30 p.m. in City Hall, 1313 N. Stuart Place Road, Palm Valley, Texas.

**Board members present:**

 John Topp, Chairman

 Julie Herrington

 Jane Mercier

 Paul Powers

 Sylvia Rivera

Absent: Michael Galvan, Jimmie Traylor

Chairman Topp called the meeting to order and the Pledge of Allegiance followed.

**CITIZEN COMMUNICATION** – None

**MINUTES FOR APPROVAL – REGULAR MEETING OF FEBRUARY 8, 2017**

The City Secretary pointed out some minor corrections. With the corrections to be made, J. Mercier made a motion to approve the minutes.

P. Powers seconded the motion and the motion carried unanimously by those present.

**4TH OF JULY PARADE – EXPENDITURES AUTHORIZED**

S. Rivera distributed a handout that reflected the anticipated expenses associated with the 4th of July parade. So far the expenses have been $462.00 for food and drinks that the Harlingen Country Club will provide and $46.20 for the award ribbons. Decorations are pending plus other items. She reported there will be new participants such as the LoneStar Pacesetters as well as new resident participation. The parade will start at 10:30 a.m. with hot dogs and lemonade afterwards.

S. Rivera was given authorization to proceed with the expenses as reflected in the handout and as budgeted in the fiscal year budget for the event. The budget for this event is $2,000 and S. Rivera anticipates spending only $1,050.

(At this time Chairman Topp moved to Item No. 7a.)

**UPDATE ON THE KIDS TRIATHLON**

Rick Seija and Ana Adame, with Bicycle World, were present to provide an update on the Kids Triathlon scheduled for July 1 at the Harlingen Country Club. This will be a USAT sanctioned event and Ms. Adame distributed a handout of the schedule of events and proceeded to explain each function of the event.

J. Herrington offered to look the Club’s schedule to see what the activity is for the evening before the event. Bicycle World will need to set up the bike racks the night before the event. She and Rick Seija will be meeting this Friday (June 16) at the parking lot to discuss the set up.

Mr. Seija continued to state that there will be two lifeguards, a medical director and an ambulance on site. Trophies will be awarded to the top three winners in the three categories and T-shirts will be given to the first 100 kids.

J. Herrington asked about the food and drink and asked how much parking will be needed to accommodate all of the vehicles for both the volunteers and parents of the participants and others.

Chief Garcia addressed the traffic situation noting that the parking lot at the Club will be full. He asked that parking be restricted to the outside of the street. He added that cones will be placed from Bougainvillea to at least Brazo Circle. He will consider closing Loquat and Tangerine if need be. Chief Garcia offered to lend out the department’s 2-way radios for the volunteers to communicate with each other.

S. Rivera stated that the residents need to be notified of the street closures and proper signage be put up. Chief Garcia stated that he would notify the residents via the Next Door Blog.

Mr. Seija stated that there would be volunteers on bicycles also to drive the path in case anyone needs assistance.

It was noted that the restrooms at the pool could be used. However, Rick Seija commented that he would contact the Harlingen Wellness Coalition for the use of their mobile unit that has restrooms. He added that the entire event would be over by 10:00 a.m.

**UPDATE ON VETERANS MEMORIAL**

Charles Ramsey reported that the project has evolved into a 3-part plan. He had called a meeting of the Committee that was previously appointed but only Michael Galvan had shown up. The project has expanded to also add a commemorative plaque for First Responders. There is sufficient area on Polo Circle for the flag, plaques, memorial for First Responders, etc.

Concern was expressed that only one design was being presented and there were opinions that the project was being rushed. A suggestion was made to have an actual ‘rendering’ of the location of the plaques as they would relate to the entire piece of property. This is an expense that would require payment for an architect unless he/she would be willing to donate their services for the cause.

Regarding donations for the project, a comment was made that it would be difficult to seek donations if there is not a ‘plan’ in place. C. Ramsey explained the three phases and added that this project has been under discussion for about a year now. Until the project is approved, he does not know the cost of the bricks/pavers.

S. Rivera commented that there are grants out there for this type of project.

J. Topp stated that the Committee needs to get together again to address: 1) costs; 2) rendering and hiring an architect; 3) different designs for the location.

A discussion was held about meeting with Dial Dunkin to seek the resources that he can provide. In order to raise money, there has to be a visual of some kind. J. Herrington offered to contact Mr. Dunkin.

J. Herrington will find out who designed the sign on the media at El Camino as another source for the design.

J. Topp commented that savings from the Parade could be used to hire an architect to submit a rendering.

The City Secretary will locate the plat map for the proposed property on Polo Circle.

C. Ramsey chose not to be a member of the Committee that was previously appointed to address this project. The Committee will consist of P. Powers, Chair, J. Herrington and M. Galvan. It was noted that the Committee cannot consist of a quorum.

The Committee will find an architect and come back with some options at the next meeting on July 12 along with costs for the project.

**BUDGET UPDATE**

J. Topp reported that the Lighting of the Palms event expenses totaled $3, 926.00, slightly under budget and the anticipated expenses for the 4th of July parade will be $1,050.00.

He reported that $100 will be required to purchase two more gift certificates for the Yard of the Quarter program.

J. Topp commented that S. Rivera orders lighting for the November event during the summer and asked her if more lighting was going be purchased and whether it would be needed. S. Rivera replied yes, she wants to start adding lighting to the poles. J. Topp asked that she prepare a proposed budget for the Lighting of the Palms event and report on it at next month’s meeting.

There being no further business, the meeting adjourned at 7:12 p.m. upon a motion by P. Powers and a second by J. Mercier.

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John Topp, Chairman

Attest:

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Sylvia R. Trevino, City Secretary