**PARKS AND RECREATION**

**ADVISORY BOARD**

November 16, 2016

@ 5:30 p.m.

A meeting of the Parks and Recreation Advisory Board was held on Wednesday, November 16, 2016 at 5:30 p.m. in City Hall, 1313 N. Stuart Place Road, Palm Valley, Texas.

**Board members present:**

John Topp, Chairman

Michael Galvan, Vice Chairman

Julie Herrington

Jane Mercier

Jimmie Traylor

Sylvia Rivera

Paul Powers

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

Chairman Topp welcome newly appointed Board member, Paul Powers, to his first meeting.

**CITIZEN COMMUNICATION** – None

**VICE CHAIRMAN APPOINTED**

J. Mercier nominated and made a motion to appoint Michael Galvan as the Board’s Vice Chairman.

S. Rivera seconded the motion and it carried unanimously by those present.

**MINUTES FOR APPROVAL – MEETING OF SEPTEMBER 7, 2016**

S. Rivera made a motion to approve the minutes as presented.

J. Mercier seconded the motion and the motion carried by the following votes:

Aye: Rivera, Mercier, Traylor, Powers

Nay: None

Abstained: M. Galvan (he was not present at the meeting of September 7, 2016)

(J. Herrington arrived at 5:11 p.m.)

**DISCUSSION HELD ON VETERANS MEMORIAL**

Charles Ramsey presented the idea of a Veterans Memorial on Polo Circle, as originated through Jim Weeks. The memorial would consist of a flag pole (about 16 to 20 ft. high), a monument, solar lighting and a flag and possibly a POW/MIA banner underneath the flag. The estimated cost would be less than $700. There would be no maintenance required except for the replacement of the flag from time to time.

J. Traylor suggested contacting a local funeral home for guidance on the memorial (stone).

Charles Ramsey stated that if the City allows them the permission to use the location, Veterans could do the work or the Parks Board could take it up as a project. The easiest way would be to seek donations for the costs involved.

M. Galvan made a motion to first seek permission from the City Council to use the property and approve the concept and then follow with the details.

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

The idea of donations for a Veterans Memorial fund through the purchase of pavers was initiated and a suggestion was made that a committee could be designated specifically for fund raising.

Charles Ramsey asked that Jim Weeks be recognized since it was his idea.

**DISCUSSION AND ACTION TAKEN ON ‘BEST HALLOWEEN’ DESIGNATION YARD**

J. Traylor commented that she ran out Halloween decorated homes. She drove around for a week and they were few but not fully decorated.

S. Rivera commented that people actually decorate on the day of the event---maybe someone should take on this project.

J. Topp stated that maybe the completion (or contest) needs to be promoted way in advance if the Board wants to continue to award the designation

S. Rivera suggested awarding 1st, 2nd, and 3rd places on the evening of.

After further discussion, a suggestion was made that the City Secretary email every Board member the evening before and have everyone make a selection but to stick with only one designation (prize) only.

J. Herrington suggested having the winner designate the next year’s decorated yard similar to the designation of the Yard of the Month.

There was agreement that an announcement be made in the immediate next newsletter setting a deadline for the Christmas designated yard and giving a deadline of December 15. There was also agreement among the Board to eliminate the specific categories and just award to the three best decorated yards.

M. Galvan made a motion to retain the same policy as before.

S. Rivera seconded the motion and it carried unanimously by those present.

**UPDATES:**

**Lighting of the Palms event** – S. Rivera stated that the lighting is almost done and she continues to shop for decorations and the music for the event. All of the electrical is working accordingly. There will be cocoa and cookies.

**Fun Run** – J. Topp announced there will not be a “Fun Run” but rather there will be a “Jingle Bell Run” in December 2017.

**Triathlon** – J. Topp commented that Tracy Roberts from Bicycle World was invited to attend the meeting but did not show up. In his discussion with him, Mr. Roberts had stated that there would be a three-part event: A sprint around the Club; a bicycle course inside and outside the loop and swimming in the pool.

The best time to have such an event is in March and it would be an event sponsored by the Harlingen Country Club; the City of Palm Valley and Bicycle World. The funds generated from the triathlon would cover insurance and other expenses and whatever is left over is donated to charity.

J. Mercier asked about the insurance required. J. Herrington replied that there is a group out of McAllen that provides insurance for these types of events.

J. Topp stated that Bicycle World would cover the expenses. He stated that he would provide Tracy Roberts with a copy of the ‘events’ ordinance for him to know what the insurance requirements are.

**Budget** – J. Topp reminded the Board that they had approved the purchase of additional trees alongside Stuart Place Road. A total of eight (8) trees were ordered and planted at a cost of $695. Overall, the expenses to the Parks budget came in under budget and praised all on the Board. He acknowledged that donations that came in contributed to coming in under budget. There was about $2500 left over and this does not carry over to the new fiscal year.

There being no further business the meeting adjourned at 6:22 p.m. upon a motion by J. Herrington and a second by J. Mercier.

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John Topp, Chairman

Attest:

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Sylvia R. Trevino, City Secretary