

**PARKS AND RECREATION
ADVISORY BOARD**

MINUTES

August 11, 2022

A meeting of the Parks and Recreation Advisory Board was held on Thursday, August 11, 2022, at 6:00 p.m. The meeting was held at Palm Valley City Hall, located at 1313 N. Stuart Place Road, Palm Valley, Texas.

Present (in person)

John Topp
Julie Herrington
Karin Hansen
Jennifer Gresham
Shane Strubhart
Scott Nelson

Staff Present: Sylvia R. Trevino, City Secretary
Jose Rivera, Support Services Aide

PLEDGE OF ALLEGIANCE – led by Chairman Topp.

CITIZEN COMMUNICATION – None

APPROVAL OF MINUTES – May 31, 2022

K. Hansen made a motion to approve the minutes as presented.

J. Gresham seconded the motion and the motion carried unanimously.

NEW OFFICERS APPOINTED

J. Herrington nominated and made a motion to appoint John Topp as Chairman.

K. Hansen seconded the motion and it carried unanimously.

K. Hansen nominated Julie Herrington as Vice Chairman. A motion was made by S. Nelson to accept the nomination and S. Strubhart seconded the motion. The motion carried unanimously.

APPROVAL OF MINUTES – May 31, 2022

K. Hansen made a motion to approve the minutes as presented.

J. Gresham seconded the motion and the motion carried unanimously.

RESIGNATION BY SYLVIA RIVERA ACCEPTED

J. Herrington made a motion to accept the resignation submitted by Sylvia Rivera.

J. Gresham seconded the motion and it carried unanimously.

RECOMMENDATION MADE OF POTENTIAL CANDIDATE TO FILL VACANCY

Mayor Pro Tem Hoff suggested that in the future interested applicants should submit a letter of intent and talk about themselves. A character synopsis was suggested by J. Gresham.

The three applications that were submitted were: Mike Vargas, (a construction project manager) Melissa Tice (a realtor) and Mike Hicks (a Director of Golf). Their qualifications were briefly discussed.

S. Nelson made a motion to recommend Melissa Tice to fill the spot vacated by Sylvia Rivera.

K. Hansen seconded the motion and it carried unanimously.

CURRENT BUDGET STATUS – 2021-22

Chairman Topp went over the line items outlined in the current year's budget. He went over the expenses associated with each event that was held during the year. He stated that the largest expenses were associated with the Veterans Memorial Park and that project is over and done with.

J. Gresham asked how the park came about and J. Herrington explained its origination and that after being bounced around for a while it finally became reality.

Overall, Chairman Topp noted that the entire budget came under by \$828.91. However, there is a pending expense associated with the framing of the American flag that was flown over the Capitol which was presented by Senator John Cornyn at the Veterans Memorial Park dedication event which could take up this amount. He added that the budget varies from year to year, and this was an unusual year due to the Veterans Memorial Park.

Chairman Topp thanked the Board and stated that the Board did a great job keeping the expenses within budget and every year it has come under budget.

S. Trevino asked about the removal of the banners. It was agreed she would contact AEP to remove them. If they continue to stay on longer, they will fade due to the extremely hot weather.

Mayor Pro Tem Hoff suggested the possibility of purchasing a lyft but when S. Nelson 'googled' cost; it was too expensive to purchase.

DISCUSSION (ONLY) HELD REGARDING THE 4th of JULY CELEBRATION

J. Gresham suggested banners/balloons and tabletops for next year.

K. Hansen suggested have a smaller type of parade around the parking lot for the young kids.

J. Herrington commented that the antique cars and motorcycles need to move faster. Some discussion was held regarding a 5K run (suggested by Councilman Lucio).

Reference was made to the Triathlon that was held several years ago. Parking was a huge problem at this event.

Plan for next year to have speaker/microphone for opening comments and possibly music box to provide music throughout the parade. Also, a 'megaphone' for announcements.

J. Gresham will send photos taken to Chairman Topp.

Start the lineup at 6:00 p.m. with the parade to start at 6:30 p.m. for next year's event.

Chairman Topp expressed thanks and appreciation to Mayor Pro Tem Hoff and his wife Tina for the donation of the food.

DISCUSSION (ONLY) HELD ON PROPOSED EVENTS AND ACTIVITIES FOR THE NEW FISCAL YEAR 2022-23

Mayor Pro Tem Hoff suggested bringing back the Christmas Parade of homes which had been very successful in the past. However, it was noted that this had not been a City event. It was coordinated through an outside group.

Discussion followed on the Christmas decoration program that was discontinued due to the challenges that were incurred in the judging of the best decorated homes. J.

Gresham suggested the continuation of these programs but having specific categories by which to judge the winner. Also, brought up was, depending on the success of the Christmas decoration program, adding the Best Halloween décor program in the future.

She also suggested that consideration be given to decorating the entrance median for Easter.

Recommended events for next year

Veterans Day – November 11, 2023

Lighting of the Palms – November 25, 2023

Christmas decoration program – November 25-December 25, 2023

Memorial Day – May 29, 2023

July 4th event

RECOMMENDED PROPOSED BUDGET FOR FISCAL YEAR 2022-23 TO CITY COUNCIL

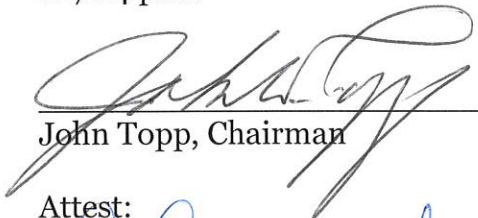
A final proposed budget requesting \$10,000 will be submitted to the Council for their approval. Chairman Topp will provide the amounts for the specific events and proposed expenses.

S. Nelson made a motion to recommend a budget of \$10,000 to the City Council for 2022-23.

J. Herrington seconded the motion and it carried unanimously.

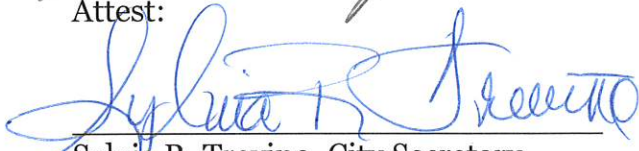
There being no further business, S. Strubhart made a motion to adjourn the meeting.

J. Gresham seconded the motion and it carried unanimously. The meeting adjourned at 7:14 p.m.



John Topp, Chairman

Attest:



Sylvia R. Trevino, City Secretary