

PARKS AND RECREATION

ADVISORY BOARD

MINUTES

September 8, 2021

A meeting of the Parks and Recreation Advisory Board was held on Wednesday, September 8, 2021, at 6:00 p.m. The meeting was held at Palm Valley City Hall, located at 1313 N. Stuart Place Road, Palm Valley, TX.

Present (in person):

John Topp, Chairman
Michael Galvan, Vice Chairman
Karin Hansen
Jane Mercier
Sylvia Rivera
Scott Nelson

Present via ZOOM:

Julie Herrington

Staff present: Sylvia R. Trevino, City Secretary
Jose Rivera, Jr. – Support Services Aide

PLEDGE OF ALLEGIANCE – Led by Chairman Topp.

CITIZEN COMMUNICATION – None

MINUTES – August 4, 2021, APPROVED WITH ONE CORRECTION

A correction was noted by K. Hansen on Page 4 regarding the inscription on the stone for the Veterans Park. Add the word “home”.

K. Hansen made a motion to approve the minutes with the noted correction.

S. Rivera seconded the motion and the motion carried unanimously.

DISCUSSION HELD REGARDING PLANS FOR THE DEDICATION CEREMONY OF THE VETERANS PARK

Chairman Topp provided an update on the Veterans Park. He reported that 116 pavers have been sold (3@ \$70.00)
6 benches have been committed.
Total amount collected as of this date: \$8,860.00

He added that proofing for the pavers is being done and the wording was submitted to Mid Valley Pavers.

Police Chief Garcia and Rosendo Flores will pick up the benches on Thursday, September 9 and deliver them to Donna for wording on the bench tops. Chairman Topp reported that the proposed budget for FY 2021-22 was tentatively approved by the City Council. Official approval will be on September 15.

The Veterans Park is progressing well. The concrete has been poured and the pavers will be installed on 9/27. J. Topp commented that it is not too late to order pavers.

A pallet of grass will need to be purchased and installed by city staff after they re-install the sprinkler system. The elevation was rather high, and this had to be graded. The park will be ready in plenty of time for November 11 dedication.

Chairman Topp reviewed the program and showed a draft of the actual items that will be on the program. He also showed the location of the benches on the site plan.

Chairman Topp went over the handout that showed all the purchases that will be necessary for the dedication event and the speakers that will be part of the program. As a consensus, the Board agreed to purchase lapel pins as per the communication time stamped with 10:39 a.m. 150 pins will be ordered from Amazon. Stick flags will be ordered from US Flag Store and will be placed along Palm Valley East. At least two (2) trash cans will also be provided.

Chairman Topp went over the location/placement of the attendees' chairs and seating arrangements and the street closures that will be necessary. He stated that only two residents will be impacted by the street closures and City staff will notify those living on the cul-de-sac 30 days before the event; 7 days before the event and 1 day before the event just to remind them.

A suggestion was voiced to have paver forms available at the event. There is room for about 360 pavers. Mr. Week's pavers will be the first ones to be displayed up front. An honorable mention of some kind will be given for Mr. Larsen.

Chairman Topp noted there is a possibility of spending more available funds before the end of this fiscal year; perhaps, another drawdown from the contractors and, maybe, purchase some of the items needed for the event.

Vice Chairman Galvan suggested the purchase of more patriotic banners for the street poles. Communication with AEP for their availability to hang them will be necessary.

S. Nelson asked if there was a Plan B in case of inclement weather. All agreed the weather will be monitored and, if need be, a tent could be set up.

No port-a-potties will be necessary. Chairman Topp will work on shortening the time of the program to less than 45 minutes.


There was mention of the possibility of another Board meeting in October to go over the final details and progress.

There being no further business, the meeting adjourned at 6:59 p.m. upon a motion by J. Mercier and a second by S. Nelson.



John Topp, Chairman

Attest:



Sylvia R. Trevino, City Secretary