

**PARKS AND RECREATION  
ADVISORY BOARD**

May 16, 2018  
@ 5:30 p.m.

A meeting of the Parks and Recreation Advisory Board was held on Wednesday, May 16, 2018 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  
Sylvia Rivera

Absent: Paul Powers, Jimmie Traylor

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

**CITIZEN COMMUNICATION**

Charles Ramsey asked for an update on the Veterans Memorial project. There was no update provided. J. Herrington pushed for something to be done to move this project forward.

Electricity to the site was discussed. There is a need for electricity to light the memorial and for Christmas décor as well. There was mention that the expense to run electricity to the site would be from the Parks and Recreation budget, J. Herrington stated that she had been tasked with finding an engineer but she felt this was not necessary being that Mr. Ramsey had already submitted pictures of the proposed project.

Mayor Rivera asked if there was a huge benefactor to the project would the Board be receptive to naming it after that person. The reply was that this could be considered.

J. Topp agreed to contact P. Powers to see what has been done so far and to move forward with something to present to the Board. An update will be placed as a standing item on future agendas.

**MINUTES APPROVED**

J. Herrington made a motion to approve the minutes of February 8, 2018 as presented.  
M. Galvan seconded the motion.  
The motion carried unanimously by those present.

**4<sup>TH</sup> OF JULY PARADE AND BUDGETARY EXPENSES RELATED TO THE EVENT DISCUSSED**

S. Rivera presented the list of expenses and stated that none have been incurred at this time. The budget for the banner is \$1,800 but the actual cost is expected to be \$1,888. The budget for the parade and concert is \$2,000.

Expected additional expenses are:

Band	\$750
Ribbons	\$ 50
Lemonade and Water	\$150
Decorations	\$ 50
Total:	\$1,000 (for above items)

S. Rivera stated that the event would be an evening event with a live band performing. The water will be purchased from the Harlingen Country Club and will be paid for by the City. The entire event will be a partnership with the Club. The concert will be held on the HCC Driving Range.

The music for the concert will be provided by "Rewind" starting at 5:00 p.m. The parade line up will start at 5:30 p.m. with the actual parade beginning at 6:00 p.m. The music will continue after the parade.

The Harlingen Country Club will be selling food and beverage:

Burgers:	\$3.00
Hot Dogs:	\$2.00
Soft Drinks:	\$1.00
Chips:	\$1.00
Beer:	\$2.00

A suggestion was made by Mayor Rivera to have a 'water' type amusement feature for the kids. S. Rivera will check into this. The City's generator will be used to power the band equipment and the water feature.

A comment was made that there is no need for water stations throughout the city for the parade participants. Water will be provided at the beginning.

J. Topp asked S. Rivera to email the Board the promotion material to review before distribution.

J. Mercier made a motion to approve the event and the related expenses.

S. Rivera seconded the motion.

The motion carried unanimously by those present.

**2<sup>nd</sup> ANNUAL KIDS TRIATHLON PERMIT APPLICATION APPROVED**

Rick Seija, representing the event, provided details about the event to be held on July 7<sup>th</sup>. He indicated that last year they planned for 40-50 participants and ended up with 120 kids. He met with the Harlingen Country Club and the Club gave him the go ahead with the event to be held at their facility. He stated that the parking was an issue last year and he is addressing all of those details with this year's event. More signage will be provided and there will be a lot more volunteers. The main focus will be on safety and parking issues that were experienced last year. Mr. Seija stated that he will get permission for parking from the owner of the vacant Stripes property across from City Hall. He added that this year's event will be limited to 100 kids. He added that port-a-cans will also be provided and he will work with the Club to discuss the locations.

Mayor Rivera offered to have officers on duty and he will call the County for additional officers. He commented that the General Manager at the Club does not want anyone parking in the Club's parking lots. A section only will be blocked off for setting up the bike racks the night before.

Mayor Rivera suggested Mr. Seija and Officer Hunt get together to draw a plan for traffic flow.

Mr. Seija stated that the event flyers and any promotional items will include the City's logo and the Club's logo. The updated certificate of insurance is pending at this time. The event will be promoted via Facebook and a flyer will be included in the City's newsletter. The event will also be posted on the NextDoor blog.

Councilwoman Julie Martin offered to have her home as a water station.

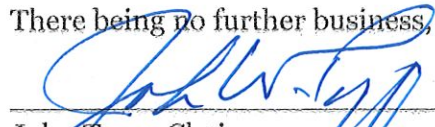
Mr. Seija commented that accommodations could be made for children with disabilities.

In summary, all is good to go pending approval of the vacant Stripes property; submission of the updated certificate of insurance; working out a traffic control plan with the Club and Officer Hunt.

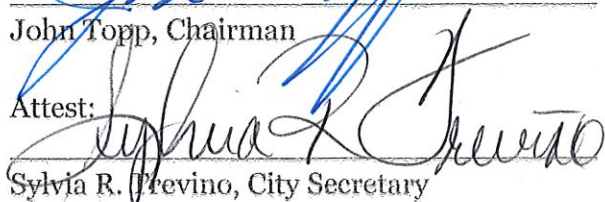
M. Galvan made a motion to approve the application for the event contingent on the above. S. Rivera seconded the motion.

The motion carried unanimously by those present.

There being no further business, the meeting adjourned at 6:24 p.m.

  
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John Topp, Chairman

Attest:

  
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Sylvia R. Previno, City Secretary