

PARKS AND RECREATION
ADVISORY BOARD
MINUTES

November 13, 2019

A meeting of the Parks and Recreation Advisory Board was held on Wednesday, November 13, 2019 at 5:30 p.m. in City Hall, 1313 N. Stuart Place Road, Palm Valley, TX.

Board members present:

John Topp, Chairman
Michael Galvan, Vice Chairman
Sylvia Rivera
Jane Mercier
Karin Hansen
Julie Herrington

Absent: Paul Powers

The meeting was called to order by Chairman Topp.

The Pledge of Allegiance followed led by Chairman Topp.

CITIZEN COMMUNICATION: None

MINUTES OF THE MEETING OF JULY 17, 2019 APPROVED

A motion was made by S. Rivera to approve the minutes.

J. Mercier seconded the motion.

The motion carried unanimously by those present.

UPDATE ON THE DONATION OF THE CHRISTMAS TREE

Chairman Topp explained the donation by the Werley Financial Group - \$5,000 for the purchase of a 14 ft. High lighted Christmas tree. Total cost with 78 ornaments: \$5639.34. \$639.34 will come from the Parks Budget.

The tree will be placed on the east end of the median on El Camino Real where the electrical is already in place. J. Herrington, J. Mercier and S. Rivera volunteered to help decorate the tree with the ornaments.

The scheduled date to decorate will be November 26 starting at 1:00 p.m. J. Mercier will contact the Werley Family to see if they want to participate in the decorating.

The Sponsorship sign is being brought in from San Antonio by Doug Thompson. Cost of sign: \$500.00

UPDATE ON OCTOBERFEST EVENT

It being the first time event, all agreed it was successful. Comment was made that consideration be given to holding the event again, but, preferably on the front parking lot of the Club. A smaller venue would work better.

S. Rivera commented that the lighting had been an issue in that a spotlight had to be rented. The music was excellent. Some discussion followed on bringing more awareness of the event so that it is recognized as a community event and not a private event being held at the Country Club as some people thought.

Total expenses: \$1,093.85

2019 LIGHTING OF THE PALMS EVENT AND ANTICIPATED EXPENSES

Chairman Topp announced that there is anticipated participation from AEP to install the banners on the street poles and an agreement has been signed. Chairman Topp will hear back on Friday of approval or disapproval. AEP will install banners twice a year, thus, saving the City about \$890 in the rental of the lifts.

S. Rivera further reported that the lighting on the palm trees in the median will begin on Monday and the music for the event has been contracted (Music Town).

Invitations are being worked on.

Expected expenses: \$1,245.00

VETERANS MEMORIAL FOR THE CITY OF PALM VALLEY

Vice Chairman Galvan reported that he is waiting on the price for the plaque. The 6,000 lb. stone will cost about \$460.00. The Board needs to decide within 30 days if to purchase the stone or not and which one to pick. This will be a flat top stone.

Chairman Topp mentioned the cost for a 15 ft. Pole is \$209.00 with a 3 x 5 military banner. A decision has to be made whether to use solar lighting or flood lights. Solar lights would run about \$99.00. Electricity still needs to be run to the site. Chairman Galvan will reach out again to TSTC for a design or layout. A proposed layout is needed to see where the electrical needs to run for the lighting and if trees have to be removed and/or other aesthetics need to be considered.

Chairman Topp commented that the Board cannot move forward with the memorial if there is a not a plan in place.

There was mention that a marketing plan should be considered for the purchase of the pavers that have been previously discussed at prior meetings.

BOARD'S BUDGET

Chairman Topp went over each line item and noted some revisions. The overall budget that was approved by the City Council was \$11,725.00.

There was concern expressed over the \$500 donation that was donated by the 12:30 Club during the last fiscal year. The City Secretary will inquire on whether these funds would transfer over to the new fiscal year.

At this the time the line item cost for the rental of the lifts will remain until such time that AEP sends word of their approval to do the installation of the banners twice a year for the City. The budget can then later be amended.

All noted changes were approved. John Topp will submit a revised budget with the recommended changes.

BEST YARD DECOR

It was the consensus of the Board to do away with the Best Decor program for any holiday. The reason being that the program had accomplished the goal of encouraging residents to decorate. therefore, no judging would be required. All agreed that it is very difficult to pick the 'best' when everyone that participates puts forth their best effort.

J.Herrington made a motion to discontinue the Yard of the Month program as well as the Best Christmas decor. There will be no more judging of decorated yards.

J. Mercier seconded the motion.

The motion carried unanimously by those present.

There being no further business, the meeting adjourned at 6:37 p.m.



John Topp, Chairman

Attest:



Sylvia R. Trevino, City Secretary