

**PARKS AND RECREATION
ADVISORY BOARD
MINUTES
February 3, 2021**

A meeting of the Parks and Recreation Advisory Board was held on Wednesday, February 3, 2021 via ZOOM videoconferencing and in person at City Hall, 1313 N. Stuart Place Road.

Those attending via ZOOM were:
Sylvia Rivera, Karin Hansen, Jane Mercier, Michael Galvan

Present @ City Hall: John Topp; Julie Herrington

Staff Present @ City Hall: Sylvia R. Trevino, Elsa Guajardo

CITIZEN COMMUNICATION: No public comments were offered.

MINUTES OF THE MEETING OF AUGUST 25, 2020 APPROVED

With no corrections to be made, J. Mercier made a motion to approve the minutes.

K. Hansen seconded the motion and the motion carried unanimously.

UPDATE ON LIGHTING OF THE PALMS EVENT

S. Rivera reported that everything went well. There were some minor issues encountered with ruined light strands and flickering lights. Light strands require replacement every year.

Chairman Topp commented that an excellent job was done on the money spent versus the amount of money that was budgeted for the event. Budgeted: \$1,040 / spent: \$966.52 including a 'pending' bill from Quality Electric.

POTENTIAL CITY EVENTS AND COVID-19

Discussion followed on future events as they relate to COVID-19. There was a consensus that the Board will take a 'wait and see' approach regarding the 4th of July parade. It is still too early to tell if any restrictions will be lifted regarding the virus. This can be a possible discussion at a Board meeting in May.

VETERANS MEMORIAL SITE PLAN AND DESIGN APPROVED

Chairman Topp state that the purpose of this project is to honor any veteran from any branch of service whether living or not. Discussion followed that the word 'memorial' might not be appropriate, and a question was asked as to what other cities name their Veterans parks. J. Herrington will come up with ideas of other descriptive words to use.

Chairman Topp provided a brief background on this project and stated that Michael Galvan had reached out to TSTC to come up with a design but because of COVID, TSTC

was unable to help. Chairman Topp reached out to Michael Alex, a local architect for some recommendations and Alex volunteered to draw a plan. A site plan was provided to each Board member. Some discussion followed on the possibility of transplanting some of the existing trees although this is an option only. There could be more pavers and less of a sidewalk; ADA parking must be provided, and the proposed plan is less restrictive with the green space. There is room for a bench and the idea would be to make this area a place for peace and meditation.

Chairman Topp added that specs will need to be compiled to invite contractors to submit quotes on the project. Between him and Mike Alex, they could prepare a spec package. If the project comes under \$50,000 there will be no need to solicit formal bids. It is anticipated that the project could cost an estimated \$20,000.

K. Hansen asked about the nearby residents and what their thoughts are. M. Galvan did not see there being a huge objection from the surrounding residents.

Chairman Topp added that the project is designed to not go over the main water line that is there in case the City would need to dig up the line for repairs.

M. Galvan made a motion to approve site plan and recommend it to the City Council for their approval.

S. Rivera seconded the motion and it carried unanimously.

As far as potential contractors, the following names were mentioned: H2O Construction; Jaime Guerrero; Trey Peacock” Spawglass.

J. Herrington made a motion to allow J. Topp to proceed with obtaining quotes on the project.

K. Hansen seconded the motion and it carried unanimously.

As far as when the project will be completed will be dependent on the Council’s special meeting of February 10.

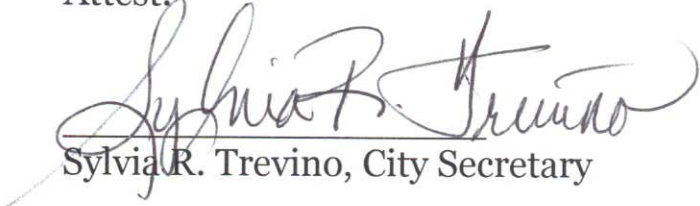
Julie Herrington felt that the fundraising for the pavers could be introduced on the 4th of July event if one is held.

It was agreed that the residents would be notified of this project through the next newsletter.

There being no further business, the meeting adjourned at 6:17 p.m. upon a motion by K. Hansen and a second by M. Galvan.


John Topp, Chairman

Attest:


Sylvia R. Trevino, City Secretary