

**THE STATE OF TEXAS
COUNTY OF ANDERSON
CITY OF PALESTINE**

The Parks Advisory Board met on Tuesday, May 3, 2016 at 12:00pm in the Parks & Recreation Conference Room, 2000 S Loop 256, Palestine, Texas.

The Following Members Were Present:

John Ballard McDonald	Anne Coleman
Thelma Holland	Mike Kelly
Carla Cubstead	Sunny Broyles

Others Present:

Roy Crouch	Rob Thames	Jeff Duran
Heather Hrebec	Brett Austin	
Danielle Shultz	Elizabeth Attaway	

Members Not Present:

Diane Davis

A quorum of the Parks Advisory Board was present.

CALL TO ORDER

John Ballard McDonald called the meeting to order at 12:00pm.

APPROVAL OF MINUTES

Motion was made by Mike, seconded by Thelma, to approve the minutes of the April 5, 2016 meeting.
Upon vote, motion passed unanimously.

ITEMS FOR CONSIDERATION:

Discuss and Make Recommendation to Allow Mr. Grant Attaway to Make Park Improvements at Steven Bennett Park for his Designated Eagle Scout Project

Roy informed everyone in attendance that Elizabeth Attaway and Jeff Duran were in the room to present a proposal in Grant Attaway's behalf. Elizabeth Attaway is Grant's mother, and Jeff Duran is the leader of his Boy Scout troop. Grant wants to complete a project at Steven Bennett Park to earn his Eagle rank with the Boy Scouts. Grant feels very highly of Steven Bennett because he was a Vietnam vet, and a Medal of Honor recipient.

Grant wants to improve the existing sign that is beside Loop 256 by repainting and re-stenciling it. By doing this, it will give it a fresh look and make it more appealing.

Elizabeth also stated that Grant wants to complete minor repairs to the boardwalk by replacing missing / damaged boards. In order to do this, they are asking for \$500 to pay for replacement wood, paint and screws. Grant does not want to make any major structural changes.

The final thing that Grant wants to do at the Steven Bennett Park is to create a new memorial metal fab plaque in honor of Steven Bennett. This will include a citation of Mr. Bennett's life story, and be placed at the entry of the boardwalk that leads down to the playground area next to the parking lot.

Jeff will coordinate all of the labor with the troop which consists of between 12-15 scouts. He said that there will always be 4-5 adults on site while the troops are working on this location. They are covered by their insurance. Jeff announced that BSA covers all scouts on all scout projects.

Roy said that the Parks & Recreation Department is looking to replace the entire boardwalk, but will cost between \$17- \$19,000. He said that he doesn't know when that amount of money would be available for this replacement, but could be within the next year or two. Roy wants Grant to be aware that once the money is available, all of the work that the Boy Scout troops put into the boardwalk would be replaced with a new structure.

Elizabeth replied that Grant only wants the boardwalk to be safe, and would be fine with the replacement at a later time. She also stated that \$500 would be a good start. Elizabeth said that Steven Bennett's daughter lives in Dallas, and she wants to see if his daughter as well as Veteran's groups can come to Palestine to witness the presentation of the new memorial plaque along with the updated sign and boardwalk.

Mike said, "When you name something after someone, you need to take care of it." Mike motioned to accept the Eagle Scout Project and move forward. Carla seconded the motion. With none opposed, the project was approved.

Discuss and Give Status Report on the Athletic Complex Restroom Renovations and Expansion Project:

Brett Austin is the owner of Austin Construction, and is completing this project. He updated everyone saying that all of the mechanicals, plumbing, framing, doors and wing walls are in place and he is closing it in. He is in the process of installing the toilets. Brett also said that the building will be going in during the next day or two, and the new roofs are in place. He is determined that this project will be completed by May 13th.

Mike mentioned that there are a lot of safety issues due to construction debris being all around. Even though barriers are in place, children seem to ignore them and try to go in the taped off restrooms regardless. He also mentioned that the north end fascia boards need to be replaced because they are broken into pieces. He said it isn't all bad, but a lot of it is. Roy asked Brett to look into it and he will proceed forward with the repair.

Discuss PYAA “Opening Day” Baseball / Softball Season

Heather showed a video of PYAA’s Opening Day of the 2016 season that Roy had Tex Wilbourn, owner of Tex Studios create. Everyone enjoyed the video. Mike asked what it would take for banners / sponsor boards to be put up around the fencing. He said that if the money won’t have to come from the City, he thinks it should be arranged.

In order for teams from other cities to come to Palestine for a tournament, a presentation would have to be written up and carefully organized and coordinated. Because the PYAA has the Athletic Complex during the Summer, and the Anderson County Football League has it during the Fall, there is only a very small window to work it in the schedule. Roy said that he is not opposed to the idea, but that they would need to be worked in.

It was also mentioned that Major League Baseball grants are available to improve baseball fields, but as long as football is also played on the same field, the Athletic Complex doesn’t qualify.

Discuss and Give Status Report on the Upcoming 2016 Hot Pepper Festival

Heather told the group that the Hot Pepper Festival Executive Committee Member meetings started (2) two weeks ago, and is trying to come up with a theme as well as sponsorships. She told the Parks Advisory Board that the Hot Pepper Festival Executive Committee Members need the help of the Board in raising funds for the festival this year. Heather said that we are at least \$15,000 in the hole to start out this festival due to last year’s rain during the event. She said, “If you know someone that may be interested, sponsorships are available at all levels, but we don’t say no to any amount of money.” Sponsors that donate at least a certain amount of money receive a painted pepper in the street. Last year, a total of \$28,000 was raised in sponsorship money.

Heather also said that the City Council wants the Hot Pepper Festival to be a multi-day event, so it will be held October 21st & 22nd. The BBQ Cook-Off will be back this year, and Stuart is looking to see if the Hollow can be used for it.

This event has had between 10,000 – 15,000 people come enjoy the festivities in the past. The Hot Pepper Festival daily activities have always been free, and will continue to be free this year. Heather did say that if a headliner band is found that is “good enough”, then a \$5 gate fee will be charged to enter the concert Saturday night.

Mike asked Heather if she intended to acquire insurance that will cover rain this year, and without hesitation she said yes. John said that it would be a good idea to have the City Attorney look at the insurance contract to ensure that it is written correctly to make sure that the fine print is read and understood. Heather replied that Stuart (a Hot Pepper Festival Executive Committee Member) is a lawyer and will look at it for her.

Discuss and Give Status Report on the Spring Citywide Community Yard Sale that was held Saturday, April 23rd from 8am – 2pm at the Palestine Mall Parking Lot

Heather provided a report that included many details of the Spring Citywide Community Yard Sale:

Summary: The Citywide Community Yard Sale took place at the Palestine Mall parking lot. We had 47 vendors participate in this event. This is the largest participation we have ever had to date for this event. During the event, staff estimates we had approximately 1,000 visitors.

Volunteers: We had a total of 5 volunteers for the event who worked a total of 46 hours to help make this event a success.

Strengths: Moving the event to the mall helped increase vendor participation and vendors. This area is easily accessible and receives more traffic than the Civic Center. Walmart Supercenter donated bicycles to be sold at the event.

Weaknesses: Layout, and or traffic flow will need to be worked on for the next event. Set up was extremely congested the morning of the event causing some vendors to set up late, and others to move the barricades that were set by staff. Location of the Hot Pepper Tent and the Concessions Tent was not centralized causing a loss of potential sales.

Final Budget	
Sources of Income:	Revenue:
47 Vendors	\$1,380
Food Sales	\$208
Hot Pepper Sales	\$367
Total Income: \$1955	

Discuss and Give Status Report on Evan's United Carnival that was held at the Palestine Mall from Wednesday, April 27th – Sunday, May 1st

Saturday's attendance at Evan's United Carnival turned out better than expected after the terrible storm that happened Friday night / Saturday morning. They paid a flat fee of \$7,500 to use the Palestine Mall parking lot. They also paid an unexpected amount of \$500 to go towards Legacy in the Park to help with storm related costs.

Director's Report:

Roy began by giving his most up-to-date information regarding storm related damages that affect the Parks & Recreation Department:

Memorial Cemetery = 37 sunken graves and 12 headstones

East Hill = 6 sunken graves and 2 downed trees

City Cemetery = 34 sunken graves and 4 headstones

Greens Park = 2 downed trees

Reagan Park = Bridge washed out underneath & will need to be backfilled, and the playground has had to be closed due to losing 90% of its fiber during the storm. This causes a safety hazard, and he has ordered (2) two 18 wheeler truck loads to refill it.
No pavilion reservations are being accepted at this time until repairs are made.

- **City Pool Passes** became available on Monday, April 25th at City Hall. Pick up your passes from 9am – 12noon & 2pm – 4pm Monday – Friday!
- **Splash Park's Summer Opening Day** will be on Saturday, May 28th from 10am – 8pm, and will remain open daily (7 days a week!)
- **City Municipal Swimming Pool** opens Saturday, May 28th (12noon – 8:30pm) & Sunday May 29th (4:30pm – 7:30pm)
- Staff is working on a management plan for the **Farmer's Market** Facility. It should be completed within the next couple of weeks.
- The **Museum for East Texas Culture windows project** is in full swing and should be completed by May 6th.
- Getting quotes / bids on the **Carnegie Library window repairs**, roof, gutters / downspouts, soffits and fascia boards.
- Should be getting in any day our conceptualls / drawings for the **shade structures at Reagan Park**.
- **Dogwood Children's Literacy & Art Festival** in Downtown Palestine (Carnegie Library & City Hall) May 21st from 10am – 2pm
- **Movie in the Park:** Auntie Mame (1958) – Ava Harmon will be called to cancel the movie.
- **The Next Parks Advisory Board Meeting is scheduled for Tuesday, June 7th!**

The next Parks Advisory Board meeting will be Tuesday, June 7, 2016 at noon in the Parks and Recreation Department Conference Room.

ADJOURN:

Motion Made by Carla and seconded by Thelma to adjourn at 1:23pm.


Danielle Shultz, Administrative Assistant