

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

The Parks Advisory Board met in regular session on Tuesday, September 16, 2014 at 12:00pm in the Parks & Recreation Conference Room, 2000 S Loop 256, Palestine, TX.

The following members were present:

John Ballard McDonald	Mike Kelly	Carla Cubstead
Thelma Holland	Anne Coleman	

Others present:

Roy Crouch	Danielle Shultz
Rob Thames	

A quorum of the Parks Advisory Board was present.

CALL TO ORDER

John Ballard McDonald called the meeting to order at 12:01pm.

APPROVAL OF MINUTES

Motion was made by John, seconded by Carla, to approve the minutes of the August 5, 2014 meeting.
Upon vote, motion passed unanimously.

ITEMS FOR CONSIDERATION:

Discuss TDCJ Park Improvements Beautification Project:

Danielle took pictures of the TDCJ Park before the Beautification Project took place in May, 2014, and again in August, 2014 to help emphasize the fantastic improvements that have been made. Roy announced that we should probably take more pictures this week since the greenery in the park has filled in nicely throughout the past month. Roy stated that the Parks & Recreation Department will have to leave this project for a little while and work on some other projects. He said that we will come back to TDCJ Park in the future to apply signage. Roy added that the Azaleas as well as the Roses should “pop” in October. The Azaleas that have been placed will bloom three times each year. All of the Azaleas and Roses that have been added to this park are Encore. John asked if irrigation has been placed in this park, and Roy replied that it has. John closed this discussion by saying, “It really looks good. Really, really good job!”

Discuss Status of the Willie Myers Phase I Parking Lot Improvement:

Rob stated that the driveway is set. Tim is to see when the asphalt will be scheduled for application. Hopefully the asphalt will be applied by the next meeting. Rob stated that he will have pictures of this project for the Parks Advisory Committee to see for the next meeting.

Discuss Status of Up-Coming Hot Pepper Festival Event:

The Hot Pepper Festival Executive Committee has received 58 arts & craft vendor applications, 11 food vendor applications, and 6 kid's zone applications. Roy called Heather today to add one more application to total 76 in all. Heather will make sure that every vendor from last year's festival, as well as the previous Dogwood Trails Festival are all contacted to encourage participation. The Hot Pepper Festival has also been listed on various social media sites and trade publications. Parks & Recreation Staff are attending festivals in the region and are planning to attend the State Fair in Dallas to reach out to vendors as well. The goal is to have 150 arts & crafts vendors and 20 food vendors. This goal is expected to be reached. All bands have been scheduled. Less is being spent on entertainment this year by having fewer bands. KYYK has agreed to broadcast live on the main state beginning at noon to ensure that music will be filling the air.

A summary of the Citywide Community Yard Sale fundraiser event for the Hot Pepper Festival was provided by Heather. Danielle and Roy developed posters for advertisement of this event. Danielle gave a radio interview through KYYK. An online newspaper article ran Saturday. 21 vendors paid to participate, and 14 actually took part in the event. The decrease in attendance is attributed to the previous night's rain, and morning drizzle. Booth spaces were sold for \$25 at 2 parking lot spaces a piece. One additional parking lot space could be purchased for \$10. Staff and HPF committee members also had a booth to sell items. All items were donated by staff and committee members. In addition to sales, staff also had a concession stand at the event. Booth fee earnings totaled \$565. Concessions earned \$495.60. Sales totaled \$547.40. The total amount earned for the Citywide Community Yard sale was \$1,608. A second Citywide Community Yard Sale has been scheduled for March 28, 2015. Heather said that a SWAT analysis will be provided at a later date, and a meeting will be held to discuss improvements.

Sponsorships are still coming in. Economic Development Corporation has committed to \$9,000. (Thanks John!) Coleman Rentals and MiCar Transportation have recently given sponsorships as well. (Thank you, Anne and Carla!) Currently, we have \$28,000 in money pledged to the Hot Pepper Festival. It is encouraged for anyone that is interested in sponsoring money for this event to please let Heather know. Everyone involved is asked to keep plugging away to secure more sponsorships. Carla is in need of volunteers for October 25th, and anyone willing to help is asked to contact her. The Hot Pepper Festival is not far away, and will be here before we know it!

Discuss Status of the Lighting Replacement Project on Field #8 at the Athletic Complex:

Rob announced that this project is 98% complete. The removal of the old posts has been rescheduled for tomorrow. A contractor will be coming in, and a crane has been ordered. The lights are in, and they do work. Mike asked if metal poles were put in, and it was affirmed that they have. The lights on field #8 make it look like Las Vegas! Roy said that hopefully the Parks & Recreation Department will be granted more money for next year so that field #7 will be able to be updated.

Discuss "Angel of Grief" Project Schedule:

Roy announced that he can't touch this project until after the Hot Pepper Festival is over for this year. He will have to take this proposal to City Council, and it will take time for him to prepare. Anne stated that she wants this project to be completed by the end of May, 2015. Roy confirmed that it shouldn't take that long, and is hoping to have this project presented to council before Christmas.


DIRECTOR'S REPORT:

- * The Citywide Community Yard sale went real well. It was a good fundraiser for the Hot Pepper Festival. \$1608 has gone directly to the HPF. Carla did a "bang up job" with the concession stand. The next one will be scheduled for March 28th. It is planned to be much better and bigger than the one we recently had. Vendors that were at the yard sale all gave good feedback and all made money.
- * The Regional Job Fair will be at the Palestine Mall Thursday, September 18th from 9:00am – 12:00pm. This will be an event sponsored by the Workforce Solution and the City of Palestine.
- * The Refuge of Light 5K will be Saturday, September 27th.
- * The Camino 205 will be at the Palestine Mall Saturday, October 4th. It will consist of three rides: 25 miles, 105 miles, and 205 miles. The start and finish of this race will be at the mall. It will go through Elkhart and Crockett. Dave Morrow is the creator of this event, and has announced that 6 have currently pre-registered for the 205. Maybe 25 riders in total have pre-registered for this event. He is scheduled to give updates weekly until the event.
- * National Night Out is scheduled for October 7th from 5pm – 8pm at the Palestine Mall.
- * The Hot Pepper Festival will be October 24th & 25th. The parade will start at 10:00am on the 25th.
- * Mall-O-Ween will be held in the Palestine Mall October 31st from 6:00pm – 8:00pm.
- * The Splash Park is scheduled to be turned off for the season on October 1st.
- * Roy, Heather, and Rob attended the Tony Koriath Supervisory Academy that was held September 9th – 11th.
- * The next meeting was scheduled for October 7th, but because the Parks & Recreation Department will be in the middle of several events, it was suggested to reschedule the meeting to November 18th. This proposal was unanimously agreed upon.

The next meeting will be November 18, 2014 at noon in the Parks and Recreation Department Conference Room.

ADJOURN

Motion Made by John and seconded by Anne to adjourn at 12:31pm.


Danielle Shultz