

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

The Parks Advisory Board met on Tuesday, December 1, 2015 at 12:00pm in the Parks & Recreation Conference Room, 2000 S Loop 256, Palestine, Texas.

**The Following Members Were Present:**

John Ballard McDonald      Carla Cubstead  
Thelma Holland              Mike Kelly

**Others Present:**

Roy Crouch                      Danielle Shultz  
Heather Hrebec                Rob Thames  
Isaac Wynn

**Members Not Present:**

Eric Musil                        Diane Davis  
Anne Coleman

A quorum of the Parks Advisory Board was present.

**CALL TO ORDER**

John Ballard McDonald called the meeting to order at 12:03pm.

**APPROVAL OF MINUTES**

*Motion was made by Mike, seconded by Thelma, to approve the minutes of the September 1, 2015 meeting. Upon vote, motion passed unanimously.*

**ITEM FOR CONSIDERATION:**

**Discuss and Consider Possible Action Regarding Support for the Palestine Athletic Complex Restroom Renovations & Expansion Project**

Roy announced that a packet had been distributed to all in attendance and it contains a proposal that has been presented to and discussed with City Council during a Work Session a couple of weeks ago. (1) bid has been acquired for fixtures to be placed in the South end concession stand close to fields 2,3,4 & 5.

The reason this proposal has been requested is because the girl's restroom is so small, girls often have to wait in long lines for the (2) two toilets and (1) one sink. The new proposal includes the girl's restroom having (7) seven stalls, and (3) sinks, as well as electric hand dryers & soap dispensers. It is proposed to be 352 square feet with would be quadruple the current size.

The men's restroom currently has (2) two stalls, (1) one urinal, and (1) one sink. The proposal includes (3) three stalls with partitions, (3) three faucet trough, and a 12 ft. urinal trough, as well as an electric hand dryer and soap dispenser.

Currently, the concession stand is on one side of the building, the utility room in the middle, and the restrooms on the other side. It is anticipated that 704 square feet will be taken from the current storage area to expand the restrooms. A 12x20 ft. building with a window a/c unit will be the new storage area. On the 9<sup>th</sup> of November, the (1) one bid was presented to the council as \$108,000 for Stainless Steel fixtures, and \$88,967 for Porcelain fixtures, which is approximately a \$19,000 difference. Milton will be getting (2) two more bids, but these numbers are the general ballpark that we are looking at spending. \$50,000 is donated towards the Athletic Complex each year, and because last year's wasn't spent, we are looking at a total of \$100,000 being donated by PEDC to help with this project.

Thelma added that an infant changing table should be included in the renovations to help parents change their babies.

Mike motioned to proceed with this proposal using stainless steel fixtures. John seconded the motion. The motion passed unanimously. None opposed.

#### **Discuss and Consider Possible Action Regarding the Installation of Restroom Doors at Willie Meyers & Larry Street Parks**

Roy announced that the approximate cost per door would be \$1,500. \$3,000 total for Willie Meyers, and \$3,000 total for Larry Street. Metal doors will be needed to help alleviate some of the vandalism. Willie Meyers currently has some framework and closed roof to work with, but Larry Street does not have either. Roy said that there is no staff available to unlock and lock the doors every night. Many pros and cons concerning having or not having locks were discussed. It was said that there could be 100 different scenarios for and against the idea of having or not having doors with or without locks. It was suggested to have a slide lock high on the door so kids can't lock themselves in, but Mike said that it would have to be low and ADA compliant for wheelchair accessibility. Roy said he could see validity for both sides. Carla motioned to postpone this item for consideration until Thelma could talk to Vicki Chivers about this issue. All were in favor of this motion, and none opposed.

#### **Discuss and Possible Action on Moving Parks Advisory Board Meeting Date for the Month of January, 2016**

Roy let everyone know that our next meeting is scheduled for Tuesday, January 5<sup>th</sup>, 2016, but the City is closed many days between now and then. He said that it would be difficult to create an agenda and meet the posting requirements for the January 5<sup>th</sup> meeting, and suggested either postponing the next meeting until the middle of January, or cancelling the meeting altogether and having our next meeting Tuesday, February 2<sup>nd</sup>, 2015. Carla motioned to cancel the January meeting and to meet Tuesday, February 2<sup>nd</sup>. Mike seconded the motion. All were in favor. None opposed.

#### **Discuss and Give Status Report on the 2015 Hot Pepper Festival**

Heather announced: The Hot Pepper Festival took place on October 24, 2015. The weather was not cooperative that day, with the largest hurricane in history moving over Mexico and dumping flooding rains into our area. Of the 123 vendors signed up, 37 were able to attend. The concert series was moved to the Civic Center and some of the food vendors moved there as well. We had approximately 300 people attend the concert series.

While we have not completed out the final cost analysis on the festival, to date we have spent \$56,040.45, and we have received \$35,775.00 in vendor fees and sponsor money. We do have event insurance, and we will be filing a claim on the insurance to recoup our losses.

T-shirts are still available for sale for \$5 each.”

John said, “We appreciate what y’all do. Giving all you’ve got, and when bad weather comes in it is difficult. When the goin’ gets tough, the tough gets goin’!”

#### **Discuss and Give Status Report on the 2015 Mall-O-Ween Program**

Heather announced: Mall-O-Ween took place October 31, 2015 at the Palestine Mall. We had approximately 2,000 in attendance for this event. We had a total of 13 vendors show for the event. While our vendor count is up from the previous year, it is still lower than three years ago. Hopefully with the changes to National Night Out, which is in competition with our event, and some of the churches cancelling their “Fall Festivals”, we can expand this event to be a place where families come to safely Trick-or-Treat with their children.

#### **Discuss and Give Status Report on the 2015 Fall Citywide Community Yard Sale Event at the Civic Center**

Heather announced: The Citywide Community Yard Sale is a fundraiser for the Hot pepper Festival, and took place on October 3, 2015. The event was held in the Civic Center parking lot, and there were 21 vendors at the event. We raised \$1,553.00 between vendor fees, the Hot Pepper Booth, and Concessions. We are planning to host another sale in the Spring, and will possibly be moved to the Palestine Mall parking lot. We are hoping it will be a more prominent location.

#### **Discuss up-coming December Parks & Recreation Events such as Breakfast with Santa & Christmas Parade of Lights**

Heather announced that Breakfast with Santa is scheduled to take place at the Civic Center from 8:30am – 10:30am. Tickets bought in advance are \$12 for ages 13 & up, and \$10 for children 3-11. Children ages 2 and under can participate for free. The tickets can be purchased at City Hall, Visitor’s Center, Parks & Recreation Department, or the Civic Center.

The Civic Center already looks like Christmas exploded! Christmas decorations are put up everywhere! Santa (Tim Perry) will be at Breakfast with Santa. He is a fantastic Santa and great with the kids. Parents are allowed to take pictures. A Christmas Fairy as well as elves will be there. Door prizes will be awarded. Tons of activities are planned: ornament making, making reindeer food, and much more!

Once Breakfast with Santa is over at 10:30am, we will have a little break, then that night the Christmas Parade of Lights will take place starting at 7:00pm at the Anderson County Courthouse. Uncle Ray’s will be there to give free chili. After the parade, the Christmas tree will be lighted, and Santa will be there.

## **Director's Report**

### **1. Parks Activity Report:**

- Our Parks & Inmate Crews will be installing the synthetic ice rink this week in the downtown area. It will be located in the loose gravel parking lot behind Capital Gains Liquor Store between Spring Street & N. Main Street at the Citizens National Bank employee parking lot along North John.
- Carnegie Library HVAC installation project will be delayed until mid-December per Ranger Air due to a component part that has been placed on backorder. Hopefully proceed in the next 2-3 weeks on the installation.
- The Jungle Safari Educational Zoo from Chiefland, Florida just left our mall this past week, Saturday, November 28<sup>th</sup> after a (4) day tour in Palestine. Attendance was low due to the rains.
- The popular "Festival of Trees" program will begin today, Tuesday, December 1<sup>st</sup> and end January 1, 2016 at the Palestine Mall. It's always great to see the amount of creativity for the variety of Christmas trees displayed along inside the mall concourse.

### **2. Civic Center Activity Report:**

- Interviews for our vacant Janitorial position will begin next week, December 7<sup>th</sup>, 8<sup>th</sup>, & 9<sup>th</sup> in order to fill the position ASAP!

**The next Parks Advisory Board meeting will be February 2, 2015 at noon in the Parks and Recreation Department Conference Room.**

### **ADJOURN**

*Motion Made by Mike and seconded by Carla to adjourn at 1:00pm.*

  
Danielle Shultz, Administrative Assistant