

MINUTES – REGULAR MEETING OF THE CITY OF PEARLAND PARKS, RECREATION, & BEAUTIFICATION BOARD, HELD ON THURSDAY, JANUARY 12, 2017 AT 8:15 A.M., AT 4141 BAILEY ROAD, PEARLAND, TX 77584.

I. CALL TO ORDER

The meeting was called to order at 8:16 a.m.

II. BOARD MEMBER ROLL CALL

Buck Stevens	Chair
Ted Mittica	Vice Chair
Layni Cade	Board Member
Bethany Earl	Board Member
Mike Wilson	Board Member
Chris Orlea	Parks & Recreation, Director
Carry Capers	Parks & Recreation, Assistant Director
Monica Montoya	Parks & Recreation, Recreation Superintendent
Hannah Godsil	Parks & Recreation, Event Coordinator
Lindsey Taylor	Parks & Recreation, Event Specialist
Melanie Lawson	Parks & Recreation, Administrative Assistant

III. APPROVAL OF MINUTES – December 8, 2016

The following corrections were made to the December 8, 2016 minutes:

Bullet 11: the second sentence “Staff will also discuss the option of keeping the parade theme the same” was added to the Director’s Report.

Bullet 14: the term “to no longer offer” was added to the sentence for clarity in the Director’s Report.

Corrections were made and will be submitted to the Board for approval at the February 9, 2017 meeting.

IV. BOARD REPORT

Mr. Stevens began the meeting inquiring as to why there was not a rain plan, or alternative date in place for events. Ms. Capers noted there currently is one in place and it was discussed at the last board meeting. Ms. Capers talked about securing permission to close Hwy. 518 from TXDOT one month in advance, and changing the date for rain is not an option. Mr. Capers also noted about 60% of assistance comes from our volunteers. If volunteers do not show up, it creates safety concerns as well as logistic concerns in terms of not having enough manpower to coordinate the event on an alternate date.

Ms. Capers also noted that police, safety personnel, and participants of the parade would need to be available on the alternate date. If any one of these are not in place, the event would be deemed unsafe and, therefore, an alternate date for this event is not offered. Mr. Stevens noted that as a Board Member, he was in disagreement of this.

Mr. Stevens also asked for confirmation that Parks & Recreation were no longer accepting vendors at Winterfest. Ms. Capers confirmed that we were not. Ms. Capers also explained the community has asked (via survey) for more children’s activities at Winterfest as opposed to more vendors. Ms. Capers noted that sponsors have been asked to provide more giveaways and activities at the event. The area that was previously utilized for craft vendors will now be used for additional children’s activities.

Ms. Capers went on to explain that Winterfest has historically been a children's festival and adding more children's activities falls in line with what Winterfest was meant to be. Ms. Capers went on to explain that the revenue generated by vendors was minimal compared to the revenue generated by sponsors.

Mr. Stevens inquired about Kids Fish Fest and noted the event was not on our calendar. Ms. Capers noted that no official decisions have been made about Kids Fish Fest, but we are currently looking into working with Brazoria County to possibly partner on this event.

Mr. Stevens also asked about the Earth Day event being held at the Westside Event Center and was interested in what the current rain plan was. Ms. Capers confirmed the Earth Day event has been moved to the Westside Event Center and we are currently working on finalizing a rain plan. Mr. Stevens also asked the circumstances behind moving the event to the Westside Event Center, and Ms. Capers noted an anticipated growth in attendance was the reason for the relocation of the event.

Ms. Godsil added that moving Earth Day to the Westside Event Center would allow for the event to take place outdoors, at a park, where people from surrounding neighborhoods could walk to the park and enjoy the event. Mr. Stevens noted he did not agree with the decision to move the event to the Westside Event Center.

Mr. Stevens also asked about City employee gym memberships. Mr. Orlea explained that employees receive a no cost membership because the City receives a huge discount on insurance premiums by offering an onsite wellness plan. Mr. Stevens expressed his concern about the additional wear and tear on the facility due to the influx of additional people and noted we may need to be prepared should questions arise.

Mr. Stevens went on to inquire about the installation of street banners being put on hold. Mr. Orlea noted this project is no longer with the Parks & Recreation Department but the Traffic Division.

Ms. Earl discussed taking her daughters to the Lion's Club for the holidays to see Santa and noted that her family really enjoyed the event.

Mr. Wilson also noted he went to the Tree Lighting ceremony and had a good time.

V. DISCUSSION REGARDING NEW RECREATION SUPERINTENDENT – Monica Montoya

Mr. Orlea introduced new Recreation Superintendent Monica Montoya. Ms. Montoya has worked as a Crime Victims Liaison, as Director of Outreach and Missions at New Hope Church, and has run programs assisting the homeless in Houston.

Ms. Montoya discussed becoming acclimated with the Department since beginning her employment with the City on December 19, 2016. Ms. Montoya has enjoyed getting to know the staff and learning about what each staff member does. Ms. Montoya has lived in Pearland for 15 years and has enjoyed raising her family in the City. Ms. Montoya is looking forward to working with the Department and City as well.

VI. DISCUSSION REGARDING SPECIAL EVENTS – Hannah Godsil

Ms. Godsil discussed some of the upcoming events taking place at Parks & Recreation. Ms. Godsil began by passing out tickets/invitations to the Board for Winterfest taking place on January 28, 2017.

Winterfest this year will take place from 10:00 a.m. – 5:00 pm. The Dawson Dash will take place prior to Winterfest at 8 a.m. and participants will be running around Veteran's Sports Complex. Winterfest will start at 9:00 a.m. for families with children that have disabilities; admission is free. At 10:00 a.m., the event will open to the general public.

Ms. Godsil noted this year Winterfest will consist of a full carnival, carnival themed activities, an interactive zone, a toddler zone, HEB snow cone area, and an entertainment stage with bands and music.

Ms. Godsil also discussed a change in shuttle procedure this year. Ms. Godsil talked about the cost becoming extensive for the length of the shuttle runs and the Special Events team has decided to open the grass lot and added another entrance. Ms. Godsil noted marketing is being put in place to notify the community of the change via social media. Ms. Godsil also noted the change will have an advantage in that the extra dollars saved will go towards more children's activities.

Mr. Mittica requested Ms. Godsil discuss the alternative plan should the grass lot become too wet to park on. Ms. Godsil noted that if this happens, PISD will have 2 shuttles on standby should we need them.

Ms. Godsil also noted that should this event require an alternate date (rain date), the event would take place the next day, Sunday, January 29, 2017.

Mr. Stevens asked to revisit the rain plan again. Ms. Capers noted that rain plans are catered towards the details of each event, and are specific to each one. Ms. Capers also noted the Special Events team does their best to balance the needs of the community with the needs of the vendors/volunteers when they make the decision to cancel an event.

Mr. Stevens noted he believed this was a general policy. Mr. Orlea noted that originally it was, however, it was voted on by the Board that rain plans would be catered to each event. Per Ms. Godsil, because every event is different, rain plans are specific to each situation.

Ms. Cade went on to inquire about the distance of the parade (1.5 miles) and asked if there was another parade route available. Ms. Capers noted they have looked at different locations, and the current route is the best route available – traffic, large numbers of spectators, vendor set-up and parking all go into consideration when deciding a parade route.

Ms. Godsil also discussed the Super Concert with the Board coming up on February, 4, 2017. This is a free concert to all. Ms. Capers noted the CVB will be hosting trolleys and will cost \$1 per ride. Ms. Capers explained that the trolleys will be running on Super Bowl Sunday for patrons who might be out for the activities. Mr. Orlea noted the route would be the same for both days and confirmed trolleys would run between 12 noon – 10 p.m.

VII. DIRECTOR'S REPORT

Mr. Orlea covered the following items in his report:

- Winter Games of Texas – staff will be taking a trip to Frisco to learn the logistics for its move to the Houston metro area.
- Selected City staff attended the High Performance Organization seminar in Olathe, KS given by the University of Virginia. Mr. Orlea hopes to implement some of their ideas in Pearland and feels we have already begun making progress in that direction. Mr. Orlea also noted he would be attending the Soaring to New Heights Parks Conference in Chicago and will be meeting with the Director of their Parks & Recreation Department to discuss future planning for the City.

- White papers are being submitted to City Council for a diversity inclusion plan. Dr. Carmen Carter has currently signed a contract to work with us.
- Organizational charts were passed around to the Board with the most up-to-date changes. Mr. Orlea noted Charles Payton, Athletic Coordinator, has retired. This position was merged with the Aquatics department to form the Athletics and Aquatics Manager position which will be filled by Ms. Lindsay French.
- Daddy Daughter Date Night will now be the Daddy Daughter Dance. In the focused effort to become more inclusive, next year's event may become an event for the entire family.
- Projects:
 - Meeting with TXDOT regarding Shadow Creek will take place on 2/24. Green Tee Trail will be going up near the Riverstone development and finish behind the Chili's on Broadway.
 - No new progress on Shadow Creek Ranch; goal is still to finish on the same timeline.
 - Centennial Park expansion is on track and was approved by Council.
 - Dolores Fenwick Nature Center – the projects team is working on a March date for construction to begin.
- Parks & Recreation has won a planning award by HGAC – Chris and Carry will be picking it up next week.
- Mr. Sean Ennis has resigned his position with the Parks Board and there is now a vacant position. Mr. Orlea noted that we do have several applicants.

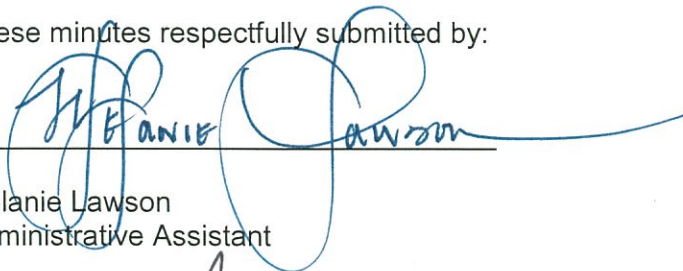
The motion to approve the corrections to the December 8, 2016 minutes was made by Mr. Mittica. Ms. Cade seconded the motion. The motion was approved.

The motion to approve the December 8, 2016 minutes was made by Mr. Wilson. Ms. Earl seconded the motion. The motion was approved as amended.

VIII. ADJOURNMENT

The meeting adjourned at 9:20 a.m.

These minutes respectfully submitted by:



 Melanie Lawson
 Administrative Assistant

Minutes approved as submitted and/or corrected this 9TH day of FEBRUARY, 2017:



 Buck Stevens, Chairman