

## **Minutes for the Parks Advisory Board**

333 West McLeroy Boulevard, Saginaw, Texas 76179

January 27, 2025, 6:01 PM - January 27, 2025, 7:50 PM

### **Present at the meeting:**

Member Place No. 1 Jane Lyon

Vice-Chairman Place No. 3 Adhel Torres

Member Place No. 4 Liz Snow

Member Place No. 6 Ronda Nyberg

Member First Alt. Ariana Escobar

Member Second Alt. Lynn Moore

Assistant Public Works Director, Jarred Coursey

Operations Manager Paul Wrzesinski

Communication Manager, Pedro Zambrano

Planning Tech/Recording Secretary Maria Hernandez

### **Absent for the meeting:**

Member Place No. 2, Charles Tucker

Member Place No. 5 Sylvia Rivera

Chairman Place No. 7 Thomas Weaver

### **Visitors at the meeting:**

Laura Presley, PLA, Kimley-Horn

## **1. Call to Order**

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### **1.A. Call to Order -- Chairman St. Clair- 6:01 PM**

Vice-Chairman Torres called roll. The quorum will consist of Vice-Chairman Torres, Members Lyon, Snow, Nyberg, and Alternate Member Escobar and Moore.

Vice-Chairman Torres called the meeting to order at 6:01 P.M.

### **1.B. Audience Participation**

Vice-Chairman Torres explained the protocol for audience participation.

### **1.C. Approval of Minutes**

A motion was made by Member Lyon, with a second by Member Snow, to approve the minutes as presented. Motion carried.

## **2. Business**

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### **2.A. Discussion and Action regarding 2025 Special Events -- Pedro Zambarano, Communications Manager**

Communication Manager, Pedro Zambrano, informed the Board of the scheduled dates for all Special Events in 2025.

Mr. Zambrano asked the Board if they would be interested in sponsoring additional events throughout the year.

Vice-Chairman expressed interest in the Board sponsoring more events hosted by the City of Saginaw.

At this time, no additional events were proposed by the Board.

### **2.B. Discussion Regarding a Parks Bond Project Video -- Pedro Zambarano, Communications Manager**

The Communications Manager, Pedro Zambrano, introduced the item. Mr. Zambrano informed the Board that his team had begun creating a five minute video highlighting all 2021 Bond Projects, which includes the park projects. The park projects, specifically, will be highlighted using B-roll footage collected at each of the playground's grand openings.

The Board voiced their desire to incorporate the approved renderings for Opal Jo Jennings Park and Brian Schwengler Park and all non-park improvements that were funded by the Bond.

Mr. Zambrano informed the Board that the video is scheduled to be completed before March 2025.

### **2.C. Discussion Regarding a Multi-Year Contract for the Holiday Drone Show -- Maria Hernandez, Planning Tech**

Planning Tech, Maria Hernandez, introduced the item and asked for direction from the Board on the terms to be included in the Request for Proposal for a multi-year drone show contract.

The Board set the contract terms. The submitted proposal must be for a 3-year contract of a 12-minute drone show with 300 drones and 25 elements. The proposal must include the ability to alter the storyboard (25 elements), music selection, and the location of the event, on a yearly basis. The proposal must also include customer references from the vendor.

### **2.D. Discussion Regarding the Parks Master Plan Update -- Laura Presley, PLA, Kimley-Horn**

Laura Presley, Landscape Architect with Kimley-Horn, introduced the item to the Board. Ms. Presley received feedback from the Board regarding the proposed site layout and improvements at the Community Garden, Willow Creek Park, and the Dog Park and Skate Park at Highland Station. Ms. Presley assured the Board that the projects outlined in the Master Plan are recommendations for future park developments and are not guaranteed improvements. Ms. Presley stated that all the

feedback would be incorporated into the Master Plan and the final updates would be presented to the Board before going to City Council for final approval.

### **3. Public Hearings**

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### **4. Staff Reports**

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#### **4.A. Expenditure Fund Report**

Ms. Hernandez presented to the Board the Parks Board Donation Fund report for the months of November 2024 to December 2024. The Board was informed that the beginning balance on December 01, 2024, was \$127,724.47. Ms. Hernandez reported that the expenses incurred for the Public Works Holiday luncheon, a Veteran Brick for Kiwanis Memorial Park, and the 2024 Holiday Event totaled to the amount of \$24,675.78, with \$3,458.57 of pending expenses. The ending balance for the Parks Donation Fund, as of January 1st, was \$114,735.62.

#### **4.B. Future Agenda Items**

The item was bypassed.

### **5. Adjournment**

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#### **5.A. Adjournment**

A motion was made by Member Nyberg with a second by Member Escobar to adjourn the meeting. Motion carried.

Chairman Torres declared the meeting of January 27, 2025, closed at 7:50 p.m.

APPROVED:

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Thomas Weaver, Chairman

ATTEST:

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Maria Hernandez,  
Planning Tech/Recording Secretary