Minutes for the Parks Advisory Board

Regular Called Meeting

333 West McLeroy Boulevard, Saginaw, Texas 76179

May 19, 2025, 6:07 PM - May 19, 2025, 7:21 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 Second Alt. Lynn Moore

Planning Tech/Recording Secretary Susy Victor-Trevino

Assistant Public Works Director, Jarred Coursey

Operations Manager Paul Wrzesinski

Director of Economic & Community Engagement, Pedro Zambrano

Landscape Architect, Laura Presley

Absent for the meeting:

Member Place No. 5 Sylvia Rivera

Member Place No. 6 Ronda Nyberg

Member First Alt. Ariana Escobar

1. Call to Order

1.A. A. Call to Order -- Chairman Weaver- 6:07 PM

Chairman Weaver called roll. The quorum will consist of Chairman Weaver, Vice-Chairman Torres, Member Lyon, Member Snow and Alternate Member Moore. Chairman Weaver called the meeting to order at 6:07 P.M.

1.B. Audience Participation- 6:08 PM

Chairman Weaver acknowledged the audience members present at the meeting.

1.C. Approval of Minutes- 6:08 PM

A motion was made by Member Lyon, with a second by Member Snow, to approve the minutes, for the March 31, 2025 and the May 12, 2025 meetings, as presented. Motion carried.

Jane Lyon made a motion to Approve that was seconded by Liz Snow with a result of 5-0-0-0-0

2. Business

2.A. Discussion and Action Regarding the Multi-Year Drone Show Contract -- Planning Tech, Maria Hernandez Description- 6:10 PM

Mrs. Victor introduced the item on behalf of Ms.Hernandez and stated that it was staff recommendation to approve the most competitive bid from Sky Elements for a yearly fee $24,3000 with a total of $72,900 for a three year contract. Ms. Victor answered questions from the Board and provided further information regarding the submitted proposals. Mr. Zambrano, Director of Economic Development and Community Services, addressed concerns from the Board and confirmed that the vendor, Sky Elements, which scored the highest, had experienced an incident at one of their 2024 shows. He stated that the vendor was under investigation and their license was reinstated after its conclusion. Staff addressed questions from the Board regarding the evaluation of the proposals.

The Board elected to deny all proposals and reissue is the Request for Proposals and updating the language to specify a minimum requirement of at least 24 elements.

A motion was made by Member Moore, with a second by Member Lyon, to deny the proposals and reissue the RFP with an updated to the language to specify a minimum requirement of at least 24 elements. Motion carried.

Lynn Moore made a motion to Deny that was seconded by Jane Lyon with a result of 5-0-0-0-0

2.B. Discussion and Action Regarding Holiday Displays and Decorations at the Saginaw Switchyard -- Director of Economic & Community Engagement, Pedro Zambrano- 6:31 PM

Mr. Zambrano introduced the item to the Board. Staff is requesting input from the Board regarding decorations and display ideas to be added to the Switchyard during the Holidays. The Board expressed interest in attending a Christmas Expo with Mr. Zambrano to explore decoration options. No action was taken.

2.C. Discussion Regarding the Adoption of a 2025 - 2026 Budget for the Parks Donation Fund -- Planning Tech, Maria Hernandez- 6:43 PM

Ms. Victor introduced the item and informed the Board of the procedure for adopting a new budget. The Board requested for the line items to include the yearly requests from Staff, as well as a discretionary line item for the Board to allocate funds for special projects and supplies.

Staff addressed questions from the Board and indicated that they would return with a proposed budget for approval.

2.D. Discussion Regarding the Reallocation of Unspent Bond Funds Previously Allocated for Park Improvements -- Assistant Director of Public Works, Jarred Coursey- 6:54 PM

Jarred Coursey, Assistant Director of Public Works, introduced the item and addressed the Board's questions. The Board expressed their priorities as follows: the top priority being the replacement of the small playground near the dog park, followed by the construction of a driveway connecting the new parking lot to the switchyard. The expansion of the parking lot to the West of the Switchyard is the third priority, and finally, restriping the tennis courts to include a pickleball court.

3. Staff Reports

3.A. Expenditure Fund Report- 7:10 PM

Recording Secretary, Susy Victor-Trevino, introduced the item and reported the April Expenditure Report.

3.B. Future Agenda Items- 7:20 PM

The staff addressed the Board's questions regarding the Vet Brick program and noted they would be working on updating the city's webpage to include updated program information.

4. Adjournment

4.A. Adjournment- 7:20 PM

A motion was made by Member Torres, with a second by Member Moore to adjourn the meeting. Motion carried. Chairman Weaver declared the meeting of May 19, 2025, closed at 7:21 p.m.

Adhel Torres made a motion to Approve that was seconded by Lynn Moore with a result of 5-0-0-0-0

APPROVED:

Thomas Weaver, Chairman

ATTEST:

Maria Hernandez,
Planning Tech/Recording Secretary