

# CITY OF COTTONWOOD SHORES

3808 Cottonwood Drive, Cottonwood Shores, Texas 78657  
 Office: (830) 693-3830 [www.cottonwoodshores.org](http://www.cottonwoodshores.org) Fax: (830) 693-6436

Chairperson: Susan Montgomery  
 Vice-Chair: Vacant  
 Commissioner: Wendy Wayson



Commissioner: Barbara Bristow  
 Commissioner: Ray Whitis

*People, Parks and Prosperity*

## PARKS & RECREATION COMMISSION SPECIAL MEETING MINUTES

### **\*\* NOTICE \*\***

The Parks & Recreation Commission held a special meeting on Monday, June 2, 2014 at 03:00 P.M. The meeting was held at the Cottonwood Shores Public Library, located at 4111 Cottonwood Drive, Cottonwood Shores, Texas 78657.

#### AGENDA

1. Call to Order at 3:00pm
2. Roll Call

Name	Present	Absent	Absent Unexcused
Chairperson Susan Montgomery	√		
Commissioner Ray Whitis	√		
Commissioner Barbara Bristow	√		
Commissioner Wendy Wayson	√		

*City Secretary/City Administrator announced a quorum was present.*

3. Consent Agenda
  - 3.1. Minutes from a meeting of the Parks and Recreation Commission held on May 19, 2014
    - 3.1.1. Motion to approve the May 19 Minutes
      - 3.1.1.1. Motion: Chairman Montgomery
      - 3.1.1.2. Second: Commissioner Bristow

Name	Yea	Nay	Abstain
Commissioner Wendy Wayson	√		
Commissioner Barbara Bristow	√		
Chairperson Susan Montgomery	√		
Commissioner Ray Whitis	√		

3.1.2. Votes: Yea: 4 Nay: 0 Abstain: 0  
 3.1.3. Motion: Passed

4. New Business:
  - 4.1. Discuss and consider action on electing a new Vice Chairperson

**4.1.1. Motion to table until all commissioners have been appointed**

**4.1.1.1. Motion:** Commissioner Whitis

**4.1.1.2. Second:** Commissioner Bristow

Name	Yea	Nay	Abstain
Commissioner Barbara Bristow	√		
Chairperson Susan Montgomery	√		
Commissioner Ray Whitis	√		
Commissioner Wendy Wayson	√		

**4.1.2. Votes:** 4 Yea: Nay: 0 Abstain: 0

**4.1.3. Motion:** Tabled

**4.2. Discuss and Consider action on developing future goals and objectives of the Commission to present to City Council.**

*Discussion included asking City for a line item in the City budget and who to recommend as Commissioners to the Council for consideration of appointment. Chairperson Montgomery asked that each Commissioner take ownership of a project. Commissioner Bristow's husband, Jim Bristow said he would volunteer to mow the parks if he could use the City's mower. He will also purchase some yellow rope and yellow safety paint for the basketball court. Commissioner Bristow will head-up mowing. Commissioner Wayson will head up the City Wide Garage Sale on October 25. Commissioner Whitis will head up equipment for the parks. Commissioner Montgomery will head up Group Adoption of the Parks. Commissioner Wayson will head up an Aspen clean-up day and Jean Langendorf will be approached to do Grant Searches and Applications.*

**4.2.1. Motion:** Chairperson Montgomery to present short term plans to Council with 'immediate needs' budget at the June 5 Council Meeting.

**4.2.1.1. Motion:** Commissioner Wayson

**4.2.1.2. Second:** Commissioner Bristow

Name	Yea	Nay	Abstain
Commissioner Ray Whitis	√		
Commissioner Barbara Bristow	√		
Commissioner Wendy Wayson	√		
Chairperson Susan Montgomery	√		

**4.2.2. Votes:** Yea: 4 Nay: 0 Abstain: 0

**4.2.3. Motion:** Passed

**4.3. Discuss and Consider action on safety issues at Aspen Park**

*Discussion included safety issues with the playscape, culvert, wires, drainage pipe, etc.*

**4.3.1. Motion:** Commissioner Whitis and Jim Bristow to access issues and make recommendation if scheduling a workday is needed.

**4.3.1.1. Motion:** Chairperson Montgomery

**4.3.1.2. Second:** Commissioner Wayson

Name	Yea	Nay	Abstain
Chairperson Susan Montgomery	√		

Commissioner Wendy Wayson	√		
Commissioner Ray Whitis	√		
Commissioner Barbara Bristow	√		

4.3.2. Votes: Yea: 4 Nay: 0 Abstain: 0

4.3.3. Motion: Passed

5. Future Agenda Items

5.1. Long Term Park Plans and Budget Discussions

6. Adjournment at 4:45 pm.

The preceding document is a true and accurate reflection of the minutes of the Special Meeting of the Parks and Recreation Commission of the City of Cottonwood Shores, held on June 2, 2014.

Attest:



Sheila C. Moore  
City Administrator/City Secretary