

CITY OF COTTONWOOD SHORES

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

Chair: Ray Whitis
 Vice-Chair: Susan Montgomery
 Commissioner: Wendy Wayson



Commissioner: Barbara Bristow
 Commissioner: Sylvia Breen
 Alternate: Lynn Porter
 Alternate: Rex Holloway

People, Parks and Prosperity

Parks & Recreation Commission Regular Meeting Minutes

The Parks & Recreation Commission held a regular meeting on Monday, July 20, 2015. The meeting was held at 10:00 A.M. at the Cottonwood Shores City Library, located at: 4111 Cottonwood Drive, Cottonwood Shores, Texas 78657

AGENDA

1. Called to Order at 10:00 a.m.
2. Roll Call was taken by Deputy City Secretary Bobby Herrin

NAME	PRESENT	ABSENT EXCUSED	ABSENT UNEXCUSED
Chair Ray Whitis	✓		
Vice-Chair Susan Montgomery	✓		
Commissioner Wendy Wayson	✓		
Commissioner Barbara Bristow		✓	
Commissioner Sylvia Breen	✓		
Alternate Lynn Porter	✓		
Alternate Rex Holloway	✓		

Deputy City Secretary Bobby Herrin announced that a quorum was present.

3. Consent Agenda
 - 3.1. Minutes from a special meeting of the Parks and Recreation Commission held on June 15, 2015.
 - 3.1.1. Motion to accept the June 15, 2015 minutes as amended
 - 3.1.1.1. Motion: Vice Chair Montgomery
 - 3.1.1.2. Second: Commissioner Sylvia Breen

NAME	PRESENT	Nay	Abstain
Chair Whitis	✓		
Vice-Chair Montgomery	✓		
Commissioner Wayson	✓		
Commissioner Bristow			
Commissioner Breen	✓		
Alternate Lynn Porter			

Alternate Rex Holloway			
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3.1.2 Votes: Yea: 4 Nay: 0 Abstain: 0
 3.2.3 Motion: **Passed**

4. Old Business:

4.1 Discussed and reviewed status of all parks. As requested by Chairperson Whitis.

Boat Ramp:

Mayor Orr mowed the boat ramp area. The boat ramp still needs to be finalized by getting the ADA requirements completed. The City is working on this process. The marker line on the west side of the boat ramp is directing vehicles to a drop off. Rex Holloway informed the commission he would make a formal complaint and forward it to the city. It was mentioned about putting a reflector or some type to mark the drop off. Chair Whitis suggested this should be considered an emergency situation. The boat ramp also has some type of bumps on the ramp under the water that are extremely large and make boats bounce on the trailers. It was suggested to see if the rocks under the water could be marked to prevent boats from hitting them. It was suggested to write a letter to the city and Lower Colorado River Authority and see if something could be done. Vice Chair Montgomery was elected to write the letter.

Aspen Park:

Aspen Park seems to be decaying rapidly. The rail fence (next to the parking area) is falling down. The park needs mowing extremely bad. The park is infested with sand burrs (stickers. It was mentioned that maybe some cottonwood or sycamore trees could be planted in the park for shade. The fence around the basketball court still needs to be installed. It was mentioned that the city needs to hire or get someone to help mow or trim the parks regularly. Several methods were discussed as to how to get rid on the grass burrs. It was mentioned that if the park has special type of vegetation installed it could help, but the vegetation would need lots of water. This water could be obtained from the lake. Lynn Porter informed the commission they could cross her property and get lake water. It was brought up that a new item could be swings for next year.

Noah Thompson Park:

We need to put an ADA Picnic Table in the park. We also need to install the ADA Parking area when we can. It was suggested to request funding to purchase the ADA Table from the City.

Nature Preserve:

The nature preserve is in need of clean up.

P-Squared Park:

See 5.3

Community Park:

The structure in the park was in really bad condition. The city workers checked it out and determined the nuts on the bolts had been removed. The workers re-installed the nuts and the structure is safe. It was brought up that a new item could be swings for next year.

Splash Pad:

The splash pad will be postponed until the meeting in August.

It was suggested that all of the parks needed new signs.

Motion to move 5.3 up before 5.1

Motion: Vice Chair Montgomery
Second: Commissioner Breen

NAME	PRESENT	Nay	Abstain
Chair Whitis	✓		
Vice-Chair Montgomery	✓		
Commissioner Wayson	✓		
Commissioner Bristow			
Commissioner Breen	✓		
Alternate Lynn Porter			
Alternate Rex Holloway			

Votes: Yea: 4 Nay: 0 Abstain: 0
Motion: Passed

5. New Business:

5.3 Discussed and considered action on future of Bike Park at P-Squared Park. *As requested by Staff.*

Marley Porter informed the commission that he would volunteer his time to help build or form the bike park at P-Squared Park if the city would let him use the Skid Steer Loader. Lynn Porter addressed the commission stating that the kids want it. It was determined that to complete the park would cost approximately \$10,000.00 for the ADA, Railings, Parking, Etc. Chair Whitis mentioned that the commission needed to follow the Parks and Wildlife guidelines and complete the contract. He addressed the issue that it was already behind. One issue was after the park was complete how would it be maintained, mowed, etc.

Questions were brought out as to what the public wanted. Chair Whitis stated input from the city council and citizens should be obtained to change the functions of the park. Vice Chair Montgomery suggested placing a letter in the mail outs asking the citizens whether they wanted the bike park or something else.

5.3.1 Motion to take no action

5.3.1.1 Motion: Commissioner Wayson
5.3.1.2 Second: Commissioner Breen

NAME	PRESENT	Nay	Abstain
Chair Whitis	✓		
Vice-Chair Montgomery	✓		
Commissioner Wayson	✓		
Commissioner Bristow			
Commissioner Breen	✓		
Alternate Lynn Porter			
Alternate Rex Holloway			

5.3.2 Votes: Yea: 4 Nay: 0 Abstain: 0
 5.3.3 Motion: **Passed**

5.1 Discussed and considered action on budget for 2015/ 2016. As requested by Chair Whitis. It was discussed what type of funding would be required for next years budget. After a lengthy discussion the following was agreed upon.

- \$10,000.00 for ADA of P-Square Park
- \$5,000.00 for the Bike Way marking
- \$2,500.00 for Swings and Slides
- \$4,000.00 for Soil and Sod for Aspen Park
- \$2,000.00 for removal of sand burrs from Aspen Park
- \$500.00 for Rubber Mulch
- \$500.00 for Signage for parks
- \$500.00 for Splash Pad
- \$500.00 for Misc. usage
- \$25,500.00 = Total of Budget 2015/2016

5.1.1 Motion to accept the 2015/2016 budget for \$25,500.00

5.1.1.1 Motion: Vice Chair Montgomery

5.1.1.2 Second: Commissioner Wayson

NAME	PRESENT	Nay	Abstain
Chair Whitis	✓		
Vice-Chair Montgomery	✓		
Commissioner Wayson	✓		
Commissioner Bristow			
Commissioner Breen	✓		
Alternate Lynn Porter			
Alternate Rex Holloway			

5.1.2 Votes: Yea: 4 Nay: 0 Abstain: 0
 5.1.3 Motion: **Passed**

5.2 Discussed and considered action on council recommendations. As requested by Chair Whitis.

It was discussed that the city has not been performing the required maintenance on the parks. All the parks need mowing and trimming. It was discussed to add one ADA Picnic Table to Noah Thompson Park. The budget was approved and accepted ready to be submitted to the city council. A letter will

be drafted for approval and sent to the City of Cottonwood Shores to be forwarded to the Lower Colorado River Authority for possible marking the underwater rocks around the boat ramp.

5.2.1 Motion to accept the following recommendations and submit them to the city council: 1) Recommend to the city for them to do park maintenance, mow and trim the park every 2 weeks or more as needed; 2) Purchase the ADA Picnic Table for Noah Thompson Park; 3) Submit the budget to the city council.

5.2.1.1 Motion: Vice Chair Montgomery

5.2.1.2 Second: Commissioner Breen

NAME	PRESENT	Nay	Abstain
Chair Whitis	✓		
Vice-Chair Montgomery	✓		
Commissioner Wayson	✓		
Commissioner Bristow			
Commissioner Breen	✓		
Alternate Lynn Porter			
Alternate Rex Holloway			

5.2.2 Votes: Yea: 4 Nay: 0 Abstain: 0

5.2.3 Motion: Passed

6. Future Agenda Items:

6.1 Splash Pad

6.2 Park Signs

6.3 Underwater Rocks at Boat Ramp

7. Adjournment: 12:28 p.m.

The preceding document is a true and accurate reflection of the minutes of the Meeting of the Parks and Recreation Commission of the City of Cottonwood Shores, held on July 20, 2015.



Attest:

Bobby Herrin
Deputy City Secretary