

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 Special Meeting Minutes

The Parks & Recreation Commission held a special meeting on Thursday, March 19, 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 10:03
2. Roll Call was taken by Deputy City Secretary Bobby Herrin

NAME	PRESENT	ABSENT EXCUSED	ABSENT UNEXCUSED
Chair Commissioner Ray Whitis	✓		
Vice-Chair Susan Montgomery	✓		
Commissioner Wendy Wayson	✓		
Commissioner Barbara Bristow		✓	
Commissioner Sylvia Breen	10:05		
Alternate Lynn Porter			✓
Alternate Rex Holloway	✓		

Alternates were activated

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

3. Chairperson report

Chair Whitis opened his report and redirected to two visitors; Fred Goff and John Taylor with the Baptist Church Program that came to give an update report on the volunteer church program that will take effect in our area this year. The church group will be hosting or bringing around 100- 150 youths to our community to help and support with projects throughout the city. They will be arriving in or around the 22nd of June and leaving the 26th of June. The program will have the children helping with activities within and around the city on the 23, 24, and 25 of June. So far there have been 25 sign up to work in the parks again. Supervision should not be an issue. The only complaint the youths presented last year was the depth of the gully at the Nature Preserve.

4. Commissioners reports

No reports or information submitted.

5. Consent Agenda

5.1. Minutes from a special meeting of the Parks and Recreation Commission held on February 13, 2015.

5.1.1. Motion to accept the February 13, 2015 minutes

5.1.1.1. Motion: Commissioner Wendy Wayson

5.1.1.2. Second: Vice Chairperson Susan Montgomery

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

7.1.2 Votes: Yea: 4 Nay: 0 Abstain: 0

7.2.3 Motion: **Passed**

6. Old Business:

6.1 Discussed and considered action on status of all parks; including grant completion, safety, maintenance, functions and conditions for use. *As requested by Chairperson Whitis.*

Boat Ramp: *It was mentioned that the City of Cottonwood Shores Grant Administrator Karrie Cummings was in the process of obtaining an "As Built" for the boat ramp through the contractor which carried out the work. It was noted that the picnic tables have temporarily been relocated to the P-Squared Skate Part until they can be relocated to the water treatment plant. It was mentioned that there have not been as many complaints at the boat ramp, however they all agreed to possibly get the citizens that live or visit the park to help monitor it. Consumption of alcoholic beverages in the park was the biggest complaint. It was mentioned that the Police Department was making patrols through the park daily and this seemed to be helping.*

Community Park: *The need for an "As Built" was discussed and Chair Whitis informed that he was working on accomplishing this task himself for presentation to the commission and Parks and Wildlife. He mentioned the table for the ADA was located on the pad closer to the front door of the library instead of the outer position designated for it. It was mentioned that this was possibly due to the accessibility of the restroom facilities.*

Aspen Park: The need for an "As Built" was discussed and Chair Whitis informed that he was working on accomplishing this task himself for presentation to the commission and Parks and Wildlife. The need for the fence around the basketball court is still a big issue. The fence was approved in the original plans for this park and shown to be designed out of chain link material. Plants and/or hedging were part of the discussing to be placed around the fence for decoration. It was then mentioned that this would be a sight barrier. It was agreed upon that the material should be chain link but to utilize a colored material, not galvanized. Colors of green, brown, or black were discussed and a decision was reached to get what was more readily available. A drainage issue was mentioned and the commission decided to request the assistance of Roger Wayson to help determine the appropriate corrective measures. Railroad ties that were installed initially in the parking area were used ones and in pretty bad condition. Since then newer and better ones have been obtained. It was decided that the old ones need to be removed and the new ones installed. These project will be considered on the next work day, scheduled later.

6.1.1 Motion to suggest to the city council to obtain colored chain link fencing for Aspen Park that is in the original plans and already approved.

6.1.1.1 Motion: Commissioner Wendy Wayson

6.1.1.2 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			

6.1.2 Votes: Yea: 4 Nay: 0 Abstain: 0

6.1.3 Motion: Passed

P-Squared Skate Park: The priority concern at this park is the old tires that were obtained for the initial construction and that have now been considered a problem. Rex Holloway obtained information that a company will pick up the tires for a price of about \$3.00 each. Having the city remove the tires was also an option addressed. Another option discussed was getting a company to come and submit a bid to remove the tires.

Nature Preserve: Open for Church Youth Program for future work. (See Chairperson Report)

7. New Business:

8. Future Agenda Items:

8.1 Status of all parks

8.2 Modification of Noah Thompson Park Plans

9. Adjournment: 12:14 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 March 19, 2015.

Attest:



Bobby Herrin

**Bobby Herrin
Deputy City Secretary**