

**CITY OF COTTONWOOD SHORES**

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*People, Parks and Prosperity*

**Parks & Recreation Commission Special Meeting Minutes**

The Parks & Recreation Commission held a Special meeting on Wednesday, Jan 25, 2017. 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 @ 10AM
2. Roll Call was taken by Ray Whitis.

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

*Chair, Ray Whitis, announced that a quorum was present. Mayor Orr joined the meeting.*

**3. Chairperson report:**

*Announced that the Grant has been accepted.*

**Mayor Orr comments:**

*Commented about lack of action from the Parks but understands the logic of completing the grant obligations. Due to frustrating process of meeting Commission requirements and so the Parks commission needs to decide whether we want to remain as a Commission or change to a Committee with less regulations. It is up to the Parks Commission. Mayor Orr reminds the Commission to submit monthly reports each month. Parks Commission will add the discussion of being a Commission or a Committee in the Future Agenda.*

**4. Renewing 2 year terms for Commissioners.**

**4.1 Discussed and considered action** on renewing 2 year terms for Commissioners Whitis, Breen and Wayson.

**4.1.1. Motion to renew 2 year terms for Commissioners Whitis.**

**4.1.1.1. Motion:** *Chair Whitis resigned.*

**4.1.1.2. Second:** *Barbara Bristow*

<b>NAME</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Chair Whitis	<b>X</b>		
Vice-Chair Rex Holloway	<b>X</b>		
Commissioner Wayson	<b>X</b>		
Commissioner Bristow	<b>X</b>		
Commissioner Breen			Not in attendance

**4.1.2 Votes: Yea: 5 Nay: Abstain:**

**4.1.3 Motion:   X   Passed        Failed**

**4.2.1. Motion to renew 2 year terms for Commissioners Breen.**

**4.2.1.1. Motion:** *Barbara: Since Commissioner Breen is not here, we will reschedule this to next months agenda.*

**4.2.1.2. Second:** *RayWhitis*

<b>NAME</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Chair Whitis	<b>X</b>		
Vice-Chair Rex Holloway	<b>X</b>		
Commissioner Wayson	<b>X</b>		
Commissioner Bristow	<b>X</b>		
Commissioner Breen	<b>X</b>		

**4.2.2 Votes: Yea: 5 Nay: 0 Abstain:**

**4.2.3 Motion:   x   Passed        Failed**

**4.3.1. Motion to renew 2 year terms for Commissioners Wayson.**

**4.3.1.1. Motion:** *Accept Commissioner Wayson's resignation*

**4.3.1.2. Second:** *Barbara Bristow*

<b>NAME</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Chair Whitis	<b>X</b>		
Vice-Chair Rex Holloway		<b>X</b>	
Commissioner Wayson	<b>X</b>		
Commissioner Bristow	<b>X</b>		
Commissioner Breen	<b>X</b>		

**4.3.2 Votes: Yea: 4 Nay: 1 Abstain:**

**4.3.3 Motion:   x   Passed        Failed**

**5. Election of Officers**

**5.1 Discussed and considered action on electing Parks and Recreation Chairperson.**

**5.1.1. Motion to elect \_\_\_\_\_ as Parks and Recreation Chairperson.**

**5.1.1.1. Motion:** Wendy: Take no action

**5.1.1.2. Second:** Barbara:

<b>NAME</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Chair Whitis	<b>X</b>		
Vice-Chair Rex Holloway	<b>X</b>		
Commissioner Wayson	<b>X</b>		
Commissioner Bristow	<b>X</b>		
Commissioner Breen			

**5.1.2. Votes:** Yea 4 Nay: Abstain:

**5.1.3. Motion:**   x   **Passed**        **Failed**

**5.2 Discussed and considered action on electing Parks and Recreation Vice-Chairperson.**

**5.2.1. Motion to elect \_\_\_\_\_ as Parks and Recreation vice-Chairperson.**

**5.2.1.1. Motion:** Wendy: Take no action.

**5.2.1.2. Second:** Barbara

<b>NAME</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Chair Whitis	<b>X</b>		
Vice-Chair Rex Holloway	<b>X</b>		
Commissioner Wayson	<b>X</b>		
Commissioner Bristow	<b>X</b>		
Commissioner Breen			

**5.2.2. Votes:** Yea 4 Nay: Abstain:

**5.2.3. Motion:**   x   **Passed**        **Failed**

**6. Consent Agenda**

**6.1 Minutes from a regular meeting of the Parks and Recreation Commission held on July 20, 2016.**

**6.1.1. Motion to accept the July 20, 2016 minutes**

**6.1.1.1. Motion:** Rex: *to accept the meeting notes*

**6.1.1.2. Second:** Wendy

<b>NAME</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Chair Whitis			<b>x</b>
Vice-Chair Rex Holloway	<b>X</b>		
Commissioner Wayson	<b>X</b>		
Commissioner Bristow	<b>X</b>		
Commissioner Breen			

**6.1.2. Votes:** Yea: 3 Nay: Abstain: 1

**6.1.3. Motion:**   x   **Passed**        **Failed**

**6.2 Minutes from a regular meeting of the Parks and Recreation Commission held on September 21, 2016.**

**6.2.1. Motion to accept the September 21, 2016 minutes**

**6.2.1.1. Motion: Rex to accept**

**6.2.1.2. Second: Barbara**

<b>NAME</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Chair Whitis	<b>X</b>		
Vice-Chair Rex Holloway	<b>X</b>		
Commissioner Wayson			<b>X</b>
Commissioner Bristow	<b>X</b>		
Commissioner Breen			

**6.2.2 Votes: Yea: 3      Nay:              Abstain: 1**

**6.2.3 Motion:        x   Passed                     Failed**

**7. Old Business:**

**7.1 Discussed and considered action on appointing a Parks and Recreation Secretary. *As requested by Staff***

**7.1.1 Motion to**

**7.1.1.1 Motion: REX: no action be taken, add to next months agenda**

**7.1.1.2 Second: Barbara**

<b>NAME</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
Chair Whitis	<b>X</b>		
Vice-Chair Rex Holloway	<b>X</b>		
Commissioner Wayson	<b>X</b>		
Commissioner Bristow	<b>X</b>		
Commissioner Breen			

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

**7.1.3 Motion:      **Passed****

**7.2 Discussed and considered action of funding priorities. *As requested by Staff.***

**7.2.1 Motion to**

**7.2.1.1 Motion: Rex: Motion to postpone setting priorities of Park projects to the Feb Parks meeting**

**7.2.1.2 Second: Barbara**

<b>NAME</b>	<b>PRESENT</b>	<b>Nay</b>	<b>Abstain</b>
Chair Whitis	<b>X</b>		

Vice-Chair Rex Holloway	<b>X</b>		
Commissioner Wayson	<b>X</b>		
Commissioner Bristow	<b>X</b>		
Commissioner Breen			

7.2.2 Votes: Yea: 4 Nay: 0 Abstain: 0

7.2.3 Motion: **Passed**

**8. New Business:**

**8.1 Discussed and considered action on city council recommendations. As requested by Chair.**

*Submit Wendy Wayson as an Alternate Parks Commissioner.*

*Submit Justin King to be accepted as Parks Commissioner.*

*The Parks Commission recommends the Council to change our Commission to a Committee.*

**8.1.1.1 Motion: REX: To submit the above recommendations to Council for Consideration.**

**8.1.1.2 Second: Barbara**

NAME	Yea	Nay	Abstain
Chair Whitis	<b>X</b>		
Vice-Chair Rex Holloway	<b>X</b>		
Commissioner Wayson	<b>X</b>		
Commissioner Bristow	<b>X</b>		
Commissioner Breen			

8.1.2 Votes: Yea: x Nay: 0 Abstain: 0

8.1.3 Motion: **Passed**

**9. Future Agenda Items:**

9.1: Discuss and take action for renewal of 2 year terms for Commissioners Breen or recommendations for a replacement.

9.2: Discuss and take action to elect a new Chair Person

9.3: Discuss and take action to elect a new Secretary.

9.4: Discuss and take action to set priorities in the budget and recommendations for improvements to the parks

**10. Adjournment: Ray Whitis adjourns meeting at 11:43am\_\_\_\_\_**

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 January 215, 2017.

Attest:

**Ordinances 1000 and 1121 repealed on 2-2-2017. Dissolution of Parks and Recreation Commission**



**Dissolved**

**Parks and Recreation Secretary**