

**RECREATION AND PARKS BOARD MEETING**

Wednesday, July 21, 2021 at 12:00 PM

City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

MINUTES

STATE OF TEXAS §
COUNTY OF CALHOUN §
CITY OF PORT LAVACA §

On this the 21st day of July, 2021, due to the COVID-19 concerns and in accordance with the Governor's Orders and recommendations, the Recreation and Parks Board of the City of Port Lavaca, Texas, convened in regular session at 12:00 p.m. by utilizing "Zoom Meeting and Facebook Live Transmission" on the City of Port Lavaca's Facebook page beginning at 12:00 p.m. Central Time on Wednesday, July 21st, 2021.

JOIN ZOOM MEETING

<https://us02web.zoom.us/j/87642255762?pwd=S045RHh1VXRZaVRqa0ViYWtiY2NUZz09>

Meeting ID: 876 4225 5762

Passcode: 233805

To Connect VIA Phone: +1 (346) 248-7799

The following members participated by Zoom and were in attendance:

Mac Sistrunk	Chairman
Olga Szela	Board Member
William J. Reagan	Board Member
*Jean Wehmeyer	Board Member
*Melinda Cain	Board Member

*left at 12:56 p.m.

*left at 1:21 p.m.

The following members were absent:

None

Constituting a quorum for the transaction of business, at which time the following business was transacted:

CALL TO ORDER

Chairman Mac Sistrunk called the meeting to order at 12:05 p.m. and presided.

COMMENTS FROM THE PUBLIC - *Limited to 3 minutes per individual unless permission to speak longer is received in advance. You may make public comments as you would at a meeting on Zoom by logging on with your computer and/or smart phone as described in the zoom invitation below or on Facebook Live through the comment section, which will be monitored and answered. As appropriate.*

1. General discussion and hear statements from citizens

No comments.

ACTION ITEMS - *Council will consider/discuss the following items and take any action deemed necessary*

2. Approve minutes from the regular meeting held June 16, 2021

NOW, THEREFORE, BE IT RESOLVED BY THE RECREATION AND PARKS BOARD OF THE CITY OF PORT LAVACA, TEXAS:

THAT, in accordance with recommendation of staff, the Recreation and Parks Board hereby approve the minutes of the regular meeting held on June 16, 2021 with the mentioned corrections.

Motion made by Board Member Cain, Seconded by Board Member Wehmeyer.
Voting Yea: Vice Chairwoman Szela, Board Member Reagan, Board Member Cain
Voting Abstaining: Chairman Sistrunk,

*Board Member Wehmeyer stepped out during final vote.

3. Receive Parks & Recreation Operations and Maintenance report from Director of Public Works

Public Works Director Wayne Shaffer advised that Joe Rodriguez, Parks Superintendent, would report on park operations since he regularly works in the parks. Rodriguez reported that they are currently working on regular maintenance on all of the parks, cutting trees at the Lighthouse Beach, and replacing necessary items at the different parks such as sink items, light balance, and other things that need maintenance.

After recent vandalism at the Bayfront Park restrooms, Shaffer reported that he is pending quotes on surveillance cameras for all of the city parks. The main goal when installing cameras is for them to serve as a deterrent to the recent increase of vandalism.

4. Receive update on park assignments from park board members

Board Member William "Bill" Reagan's park assignment is Wilson Park, he stated the park looks very good. He did mention that he feels that the park is lacking a park sign. Sistrunk mentioned

that there was a Sign Committee that was working on signage for all of the city parks but some of those board members were no longer on the Parks Board. He stated that an agenda item would be created to reassign the board member to the Sign Committee for the next parks board meeting.

Board Member Jean Wehmeyer's park assignment is Faye Bauer Sterling Park, she mentioned the park looks good but that the pots are full of weeds. She noted she understood that it was due to the amount of rain in the last couple of weeks. She did not have any other comments.

Chairman Mac Sistrunk's park assignment is Bayfront Park, he stated that the park looked good. He mentioned the Bayfront Beats are currently going on and have been very well attended. Sistrunk also made mention of the recent vandalism to the restrooms at the Bayfront Park.

Board Member Melinda Cain's park assignment is George Adams Park, she stated that the park looked good and the mowing at the park was very well kept up. The bathrooms at the park were clean and looked very good.

Board Member Olga Szela's park assignment is City Park, she mentioned the park overall looked very good. Szela wanted to know if playscape parts can be replaced. Shaffer advised that he was currently working on taking care of the playscape at the City Park. Interim City Manager Jody Weaver advised that both the City Park and George Adams were on the parks budget for those playscape replacement parts for the upcoming year.

Public Works Director advised that he is currently working on quotes for a fence at Butterfly Park. He explained that he is having issues getting contractors to bid on the job. Shaffer also reported that there has been vandalism issues with both the splashpad at the Lighthouse Beach and at the Bayfront Park.

Sistrunk temporarily assigned Lindy Cain to Lighthouse Beach and Olga Szela to Butterfly Park.

5. Receive status report on the 2019 Texas Parks and Wildlife Trails Grant project

Interim City Manager Jody Weaver presented to the Parks Board the estimate of proposal cost for the City of Port Lavaca Bayfront Peninsula Park Walking Trail and the most recent site proposed maps. The current available amount in the budget is three hundred twenty-five thousand (\$325,000.00). The total proposed bid is four hundred nine thousand seven hundred sixty-eight dollars (\$409, 768.00). She explained the plan is to make a recommendation to City Council to award base bid and budget the additional funds in the upcoming budget. The board discussed the presented site plans for the project. Board member Cain suggested that since there was going to be a bicycle path that maybe the city should talk to a bike company to maybe provide a bicycle rental at the Bayfront Park.

6. Receive Status report of the New Skate Park project at Wilson Park

Jody Weaver stated that the company sent her a final proposed layout. She will send by e-mail a copy of the layout for the board to review. She also stated they are currently working on a soils report and it is being studied by the company. Furthermore, she plans on getting with Urban

Engineering to put together a summary of scope of work and bid package to reflect amenities to compliment the skate park.

7. Receive status report on improvement projects at Lighthouse Beach Park

Weaver advised that they are behind schedule due to the weather in the last couple of weeks. Weaver also reminded the board that they can keep up with progress on all capital improvement projects via the city website.

8. Receive financial status report on the Parks & Recreation Department

Jody Weaver presented the current park budget to the board. The board reviewed the reports and there were no further comments.

9. Consider and discuss the five-year Capital Improvement Plan (CIP)

Weaver presented a proposed budget for calendar year 2021-2022. She presented the following Capital Improvement Plan (CIP) information and discussed with the board.

			7.20.2021		p. 2/5					
Link to Comprehensive Plan	Action Plan Item	Parks	2020/21		2021/22	2022/23	2023/24	2024/25	2024/25	
		BAYFRONT PARK ENTRANCE REHABILITATION			\$ 255,000					
		SHADE STRUCTURE AT BAYFRONT SPLASH PAD + 2 bench shades			\$ 60,000					
Park Improvements	4	Bayfront Park Improvements	\$ 500,000							
Land Use/Recreation	10	TPWL Grant: Bayfront Multi-Use Park and amenities	\$ 200,000	\$ 374,234	\$ 325,766	\$ 175,000				Phase 3 complete; Phase 2 to be sent for TPWL review soon; need to carry over balance and add \$15K to cover full scope + paving of Rd to Memorial
Park Improvements	4	Wilson Park: Construction of Skate park (\$50K is in the 2019/20 CIP budget)**	\$ 300,000	\$ 300,000	\$ -					
Park Improvements	4	Wilson Park Improvements	\$ 190,000	\$ -	\$ 190,000	Carry over				
Park Improvements		New Park benches at City Park	\$ 20,000	\$ -	\$ 20,000	Carry over				
Improving Quality of Life		1/2 TON Pickup (Part)	\$ 30,000		26,576	3,424				
Land Use and Recreation	10	Improvements at Butterfly Park	\$ 15,000	\$ -	\$ 15,000					Need to add \$15K to carry over \$15K
Land Use and Recreation	10	Shade Structure at Butterfly Park				\$ 40,000				
Land Use and Recreation	10	George Adams Park Enhancements					\$ 100,000			
Land Use and Recreation	10	City Park Enhancements						\$ 80,000		
		Bauer								
Protecting Investments		Parking Lot Rehabilitation	\$ 250,000	\$ 30,500	\$ 219,500	\$ 50,000				UE preparing bid documents
		LHB								
Link to Comprehensive Plan	Action Plan Item	LHB								
Land Use and Recreation	10	Reroof/rehab floor/replace lavatories/lights at Pier Restroom Building	\$ 30,000	\$ 18,885	\$ 11,115					
Land Use and Recreation	10	LHB Pier Rebuild - required matching funds	\$ 250,000	\$ 250,000	\$ -					
Enterprise Fleet Lease Program (inc maint & fuel costs)					\$ 111,423	\$ 81,964	\$ 27,691	\$ 60,049	\$ 83,199	
GENERAL FUND RESERVES			\$ 4,716,500		\$ 1,843,251	\$ 2,491,097	\$ 1,947,691	\$ 1,733,049	\$ 1,501,193	
unbudgeted to be transferred for following year CIP					\$ 265,669					
Fair Funds			\$ 413,700		\$ 40,000	\$ 75,000	\$ 30,000	\$ 30,000		
Hot Funds			\$ 50,000		\$ 50,000					
TPWL Grant Funds			\$ 200,000		\$ 200,000					
TARGET TOTAL FOR CIP projects using reserves			\$ -		\$ 2,108,921	\$ -	\$ -	\$ -	\$ -	

10. Discuss participation with United Way Born Learning Trail

United Way representative Wendy Cabrera presented the Parks Board with information regarding the Board Learning Trail. She explained that they have funding for three sets of signs. Each set consists of ten signs and signs will be in both English and in Spanish. One of the sets has already been claimed and will be located between HJM elementary and the district office on Commerce Street. Weaver explained that she has considered that the City Park or the Wilson Park would be an ideal location for this project. She also explained the goal with this project is community involvement with the anticipation of donations and possibly even in kind work from local contractors.

NOW, THEREFORE, BE IT RESOLVED BY THE RECREATION AND PARKS BOARD OF THE CITY OF PORT LAVACA, TEXAS:

THAT, in accordance with recommendation of staff, the Recreation and Parks Board hereby approves participation with United Way for the Born Learning Trail.

Motion made by Board Member Reagan, Seconded by Vice Chairwoman Szela.
Voting Yea: Chairman Sistrunk, Vice Chairwoman Szela, Board Member Reagan, Board Member Wehmeyer

ADJOURNMENT

Board Member Wehmeyer made a motion to adjourn the meeting.

Vice Chairwoman Szela seconded said motion.

Motion passed by the following vote:

AYES: Sistrunk, Szela, Reagan, and Wehmeyer

NAYS: None

Meeting adjourned at 1:21 P.M.

Mac Sistrunk, Chairman

ATTEST:

Lorena Perez-Diaz, Assistant City Secretary

CALL TO ORDER WORKSHOP

Chairman Mac Sistrunk called the meeting to order at 1:30 p.m. and presided.

11. Tour City Park Facility

The Recreation and Parks Board toured the City Park.

ADJOUR WORKSHOP SESSION

Vice Chairwoman Szela made a motion to adjourn the meeting.

Board Member Reagan seconded said motion.

Motion passed by the following vote:

AYES: Sistrunk, Szela, and Reagan,

NAYS: None

Meeting adjourned at 1:30 P.M.



Mac Sistrunk, Chairman

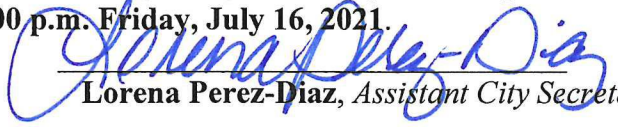
ATTEST:



Lorena Perez-Diaz, Assistant City Secretary

CERTIFICATION OF POSTING NOTICE

This is to certify that the above notice of a regular meeting of The City Council of The City of Port Lavaca, scheduled for **Wednesday, July 21, 2021**, beginning at 12:00 p.m., was posted at city hall, easily accessible to the public, as of **5:00 p.m. Friday, July 16, 2021**.


Lorena Perez-Diaz, Assistant City Secretary