



City of Corpus Christi

1201 Leopard Street
Corpus Christi, Texas
forward.cctexas.com

Meeting Agenda - Final

Parks and Recreation Advisory Committee

Wednesday, December 13, 2023

5:30 PM

City Hall, Basement Training Room

The Parks & Recreation Advisory Committee shall advise the City Council as to all public parks and the buildings therein, public outdoor recreation areas and centers, and any other grounds placed under its purview by the City Manager.

A. Call To Order/Roll Call

B. Public Comment

Members of the audience will be provided an opportunity to speak at the Committee meeting. A recording is made at these meetings. When addressing the committee, please give your name and address, and state your point as briefly as possible. Please be advised that the Open Meetings Act prohibits the board members from responding to or discussing your comments at length. The law only authorizes them to do the following:

- 1) Make a statement of factual information;*
- 2) Recite an existing policy in response to the inquiry; or*
- 3) Advise the citizen that this subject will be placed on an agenda at a later date.*

C. Approval of Absences

- October 11, 2023: Jerry Plemons & Duke Canchola
- November 8, 2023: Duke Canchola, Thomas Cronnon & Adam Rios

D. Approval of Minutes

1. [23-1910](#) Regular Meeting Minutes of November 8, 2023

Attachments: [Draft MeetingMinutes11.08.23](#)

E. Director's Report

2. [23-1383](#) Parks & Recreation Department Updates - December

Attachments: [Directors Report - December](#)

[MOU - CCMC4VA](#)

[Senior Centers Presentation](#)

F. Unfinished Business for Discussion or Possible Action

3. [23-1793](#) PRAC Bylaw Amendments Regarding Absences

Attachments: [231103 PRAC Bylaws - DRAFT](#)

4. [23-1794](#) Proposed Whitecap Seawall (North Padre Island) Photo Op Sign on Park Land

Attachments: [PRAC Presentation_PIBA Photo Sign_V2](#)

G. New Business for Discussion or Possible Action

5. [23-1974](#) 2023 PRAC Annual Report

Attachments: [5772504263416674852-Board-and-Commission-Annual-Report](#)

H. Subcommittee & Committee Liaison Reports

- *Island Strategic Action Committee*
- *Water Shore & Beach Advisory Committee*
- *Pedestrian & Bicycle Connectivity Subcommittee*
- *Adopt-A-Park Subcommittee*
- *PRAC Strategic Action Plan Subcommittee*

I. Future Agenda Items

J. Adjournment

The City of Corpus Christi promotes participation regardless of race, color, national origin, sex, age, religion, disability or political belief. Reasonable accommodation is provided upon request and in accordance with the Americans with Disabilities Act. For assistance or to request a reasonable accommodation, contact (361) 826-3300 at least 48 hours in advance. Upon request, this information can be available in larger print and/or in electronic format.



Meeting Minutes

Parks and Recreation Advisory Committee

Wednesday, November 8, 2023

5:30 PM

City Hall, Basement Training Room

A. Call To Order/Roll Call

The meeting was called to order and a quorum was established with Thomas Cronnon, Adam Rios and Duke Canchola absent.

B. Public Comment: None.

C. Approval of Minutes

1. [23-1795](#) Regular Meeting Minutes of October 11, 2023

D. Director's Report

2. [23-1383](#) Parks & Recreation Department Updates - December

Robert Dodd, Director of Parks and Recreation, gave the following updates:

- Oakmonts in Commodore Park (Proposed Master Plan)
- Riley P. Dog Park Lease Agreement
- Texas Beach Watch
- Future City Council Items/Events
- Projects for Bill Witt Aquatic Center, Cole Park Splash Pad & Submarine Sail for Sherrill Park

Regarding the Oakmont Trees in Commodore Park, Ms. Adams-Wolfe requested that the Master Plan include placement of educational signage regarding the importance of the trees.

F. New Business for Discussion or Possible Action

3. [23-1794](#) Proposed Whitecap Seawall (North Padre Island) Photo Op Sign on Park Land

Roger Montelongo, Special Projects Manager with Economic Development, has been assisting the Padre Island Business Association (PIBA) with their project proposal to erect a tourist, "photo op" sign with views of the gulf in the background. Currently, the most popular photo op area on the island is located at Ocean Treasures, a souvenir shop on Park Road 22 (shark structure). PIBA would like the opportunity to give people a better area for photo ops and is looking at city owned, park land to enter into a license

agreement. The proposed site is located off of Windward Drive at the North Padre Seawall.

To fund this project, PIBA will acquire sponsorships and fundraising to obtain architect/engineer consultants and will also look for a local artist for the design of the structure. PIBA has initially agreed to being responsible for the maintenance of the structure but the size of the structure has not yet been determined. Mr. Montelongo provided a conceptual design of the sign and sample photographs from other beach destinations to give an idea of what the sign could look like. He stated that PIBA has a ambitious deadline for project completion and hope to have the sign in place for the Spring Break 2024 season. Mr. Montelongo informed PRAC that the license agreement will be tentatively scheduled in December for Mayor/Council consideration. This item has been brought to the Committee for informational purposes and to obtain Committee input since the proposed location is on park land.

After the presentation, the floor was opened for Committee comments/questions. The Committee expressed their support for the sign and felt it is a good location due to it's proximity to public parking lot/restrooms. Chair Lindsey asked that this item be placed on the December PRAC agenda for possible action of support.

4. [23-1792](#) PRAC Mission & Open Meetings Act Refresher

Adelita Cavada, Attorney with the Legal Department, presented item "4" for the record as shown above. She went over the purpose and role as an advisory committee; the method of providing recommendations. She proceeded to go over key points of the Open Meetings Act. She gave the definition of a meeting and examples and general rules of meetings. While the Texas Open Meetings Act does not apply to advisory committees, Council policy requires this committee to comply with the Open Meetings Act.

The required, written notice for meetings is at least 72-hours and public comment must be allowed. Ms. Cavada gave information on quorum requirements and when a quorum is not established/lost; what establishes a walking quorum. Meetings must be accessible and open to the public. A vote may not take place by secret or written ballot and action may not be circulated by letter without a meeting. She explained how deliberation need not be oral, and cautioned the Committee when communicating via E-mail; gave a list of best practices when using E-mail or social media. After the briefing concluded, the floor was opened for Committee comments/questions.

5. [23-1793](#) PRAC Bylaw Amendments Regarding Absences

Ms. Cavada informed the Committee that the purpose of this amendment is to be consistent with Council Policy, Article II Section, 10.2.8. General Provisions for City-Created Boards/Ad Hoc Committees/Task Forces. It is suggested to amend PRAC Bylaws Article 4, Section 6 as follows:

Attendance requirements:

(a) Unexcused absences from more than 25% percent of regularly scheduled meetings during a term year on the part of any Member shall result in an automatic vacancy, which vacancy shall be promptly reported to the City Council. An absence shall be deemed unexcused unless excused by the committee for good cause no later than its next meeting after the absence.

(b) Good cause under this section will be in the event of an emergency or illness of the Member or family member of the Member. In the event of an emergency or illness, Member shall notify the staff liaison and Committee Chair at least 2 hours prior to the start of the meeting, or as soon as practical.

(c) Staff liaison shall keep attendance records and notify the City Secretary when a Member fails to comply with attendance requirements.

Chair Lindsey asked the Committee for other amendment suggestions regarding absences to be prepared for discussion/action at the next PRAC meeting in December.

G. Subcommittee & Committee Liaison Reports

- ISAC: No meeting.
- Adopt-A-Park: Kellie Summers has volunteered for this subcommittee.
- WBAC: Discussed goals and projects for the upcoming year.
- PRAC Strategic Action Plan: Thomas Cronnon will take the lead on this subcommittee in which will meet quarterly with first meeting to be held in January 2024.

H. Future Agenda Items

- Riley P. Dog Park
- Update on Trestle Project
- Proposed Bathrooms at Blucher Park
- Update on Dog Park at Parker Park
- Update on Improvements to Wronosky Park

I. Adjournment

There being no further business to discuss, the meeting adjourned at 6:40 p.m.

Parks & Recreation Department Updates

Parks & Recreation Advisory Committee
December 13, 2023



PRAC Follow-Up Questions



PARK UPDATES

Parker/Blucher/Wronosky



Park Updates

- Proposed Bathrooms at Blucher Park: PARD will work with Stakeholders to formulate alternative amenities with the available funding.
- Dog Park at Parker Park: Bid opening was conducted on 11/20/23. Tentatively awarded to Gurley. Next steps will include pre-construction kick-off meeting.
- Improvements to Wranosky Park: Current discussions with adjacent, RV park owner on potentially adopting & assisting with park improvements. Proposed improvements include adding a new parking lot & other amenities.



Holly Road Train Trestle to Tourism Trail Project



Project Update

- Project will be transitioning to the Engineering Department for processing like other TXDOT funded/grant projects.
- The City must enter into an Advanced Funding Agreement with TXDOT before a timeline can be established.
- The project will have significant environmental permitting through the US Corps of Engineers which can customarily be a lengthy process.
- The 500k approved in Bond 2022 will be used for the project design.



6

OTHER INQUIRIES



MOU- CC Mayor's Committee for Veterans Affairs

Under Section 7.C – Responsibilities of City: *“Provide use of Ben Garza Gym, if available, for scheduled events when inclement weather occurs.”*

Parks & Recreation will continue to support Martin Longoria the Committee's use of Ben Garza Gym when available. Parks & Recreation has had a good working relationship with Martin Longoria and we will continue to help support/coordinate events.



MEMORANDUM OF UNDERSTANDING

Section 1. Parties. This Memorandum of Understanding (MOU) is made by and between the City of Corpus Christi (City) Parks and Recreation Department (City) and the Corpus Christi Mayor's Committee for Veterans Affairs, (Committee).

Section 2. Definitions.

- a) **Park:** Sherrill Park an approximately 3.2 acre park located at 222 South Shoreline Drive.

Section 3. Background.

- a) The park was acquired or dedicated by the City in 1940.
- b) The park is named for US Navy service member Joseph Warren Sherrill by the City of Corpus Christi, TX. Comrade Sherrill was serving aboard the USS Arizona when Japan attacked Pearl Harbor on December 7, 1941. Comrade Sherrill along with almost all of his shipmates remain entombed aboard the USS Arizona.
- c) The Honorable Mayor Emeritus USA Colonel Retired Luther Jones contacted local city veterans and assisted in establishing the Corpus Christi Mayors Committee for Veterans Affairs, Inc (CCMC4VA) in 1978. He along with the City Council members tasked the Committee with the responsibility of caring for and conducting all patriotic ceremonies conducted by the city. A responsibility that has been passed on to the committee by every Mayor and City Council that has followed in his footsteps.

Section 4. Purpose. This MOU is entered into to establish the obligations between the parties regarding Park usage and maintenance.

Section 5. Term. This MOU shall be effective upon signature by City Manager, with term of one year. The MOU automatically renews for additional one-year terms unless amended or terminated by mutual written agreement.

Section 6. Responsibilities of Committee

- a) Schedule, coordinate and host events celebrating national holidays, patriotic events and memorials at the park.
- b) No later than December 15 of each year submit a list of scheduled events at the park coordinated by the Committee for the following year to the Parks and Recreation Department's Special Events Coordinator.
- c) Direct requests by outside entities wishing to utilize the park for an event to the Special Events Coordinator. Events should be limited to those that reflect the reverent nature of the park.
- d) Replace the United States Flag at the park when necessary.
- e) Provide input regarding improvements to be made to the park by the City.
- f) Provide input regarding addition of memorials at the park.

Section 7. Responsibilities of City.

- a) Provide general maintenance and operation of the park.
- b) Issue a special events permit and provide chairs and public announcement set, podium, at no cost, for scheduled events at the park coordinated by the Committee.
- c) Provide use of Ben Garza Gym, if available, for scheduled events when inclement weather occurs.
- d) Consult the Committee on improvements to be made or on the addition of memorials to the park.
- e) Notify the Committee when issuing special events permits to other entities for use of the park as described in Section 6c.

Section 8. Notices. Any notices under this MOU must be provided as follows:

To the City:

City of Corpus Christi
 Director of Parks and Recreation
 P. O. Box 9277
 Corpus Christi, Texas 78469-9277

To the Committee:

PO Box 60952Corpus Christi, Texas 78466-6817**Section 9. Approval.** All parties identified below agree to the provisions and terms of this MOU.

COMMITTEE

By: 

Eliseo "Al" Cantu Jr

Title: Chairman

Date: 6.2.2016

CITY OF CORPUS CHRISTI

By: 

Stacie Talbert Anaya

Interim Director of Parks and Recreation

Date: 6/2/16



Senior Center Programs



Overview

Senior Center staff strive to cultivate the best quality of life for persons aged 50+.

All programs are designed to enhance overall health, social interaction & life satisfaction.

Each center is unique in their own way and offer a variety of programs & activities that are designed to meet social, recreational, nutritional, educational & health needs of individuals in our community.



Fitness Classes

Exercise is essential for those 50+ years of age. By offering a variety of classes, members are benefitted by:

- Maintaining healthy heart/lungs
- Improving mental health
- Reducing aches/pains
- Increased energy levels
- Reducing falls risks

In return, members will be able to retain mobility & continue an independent lifestyle.

Number of Current Fitness Classes: 29

Total Attendance: 11,188

Some of the Classes Offered: Tuesday Dance Class, Belly Dancing, Square Dancing, Zumba, Tai-Chi/Balance, Chair Volleyball/Yoga, Silver Sneakers, Walking Club & Cardio/Strength Training.

Art Classes

- Art classes increase imagination. Step-by-step art classes help members exhibit their artistic side they never knew existed.
- Art also aids in improving quality of life & overall well-being; better cognitive function, memory & self-esteem.

Number of Current Art Classes: 24

Total Attendance: 1,733

Some of the Classes Offered:

- Candle/Soap Making
- Sewing
- Tie Dye
- Quilting
- Color Therapy
- Wreath/Jewelry Making
- Hope Depot Art Class
- K-Space Painting,
- Mosaic Art Class &
- Bird House Building





Special Events

- Senior Centers host a variety of Special Events such as holiday celebrations throughout the year.
- The goal is to increase socialization among members which in turn helps to keep the brain sharp.
- More importantly, events provide members who may be feeling isolated/alone the opportunity to experience a sense of belonging.

- ❖ Number of Special Events: 522
- ❖ Total Attendance: 10,444

Wellness Checks

- On occasion, members are not able to attend Centers for a variety of reasons.
- Checkups are important & provide an opportunity for Staff to reconnect.
- Wellness Checks are typically done through a phone call but sometimes Staff go above & beyond to visit members in person.
- By going above the call of duty, Staff ensure each member is receiving the care & socialization needed to recover/return to a Center.

Number of Wellness Checks Completed: 1,599





Attendance

October 2022
14,003

November 2022
10,591

December 2022
8,612

January 2023
12,815

February 2023
11,948



Presentat

**Bylaws of the
Park and Recreation Advisory Committee of Corpus Christi**

Article 1. Committee Duties by Ordinance

Chapter 2, Article IV, Sec. 2-72. - Duties.

The Parks and Recreation Advisory Committee shall advise the city council as to all public parks and the buildings therein, public outdoor recreation areas and centers, and any other grounds placed under its purview by the city manager. Further, the Parks and Recreation Advisory Committee and the Water Shore and Beach Advisory Committee shall have joint jurisdiction over all waters adjacent to city parks located along Oso Creek and the Nueces River. However, the Parks and Recreation Advisory Committee will continue to have sole jurisdiction on the parkland adjoining the waterways.

(Ord. No. 19831, § 1, 7-7-1987; Ord. No. 21443, § 1, 7-28-1992; Ord. No. 027408, § 3, 9-11-2007)

Part 2, Section 6 - Naming of City parks and recreational facilities.

See APPENDIX I – PROCEDURES FOR NAMING CITY PARKS AND FACILITIES

Article 2. Committee Membership by Ordinance

Chapter 2, Article IV, Sec. 2-70. - Membership; organization changed.

The city park and recreation advisory committee is hereby changed and reorganized to hereafter consist of eleven (11) members, each a resident of the city. Each member shall serve without compensation; The committee shall elect a chairperson and adopt bylaws to govern its operations in cooperation with the city manager and the city council.

(Ord. No. 11046, § 1, 8-23-1972; Ord. No. 16511, § 1, 9-2-1981; Ord. No. 17748, § 5(b), 7-27-1983)

Chapter 2, Article IV, Sec. 2-71. – Terms of Members; Filling Vacancies

Each member shall be appointed for a term of two (2) years until their successor is appointed. Initially, five (5) members shall be designated to each serve a term of one (1) year only, and five (5) members appointed shall be designated to each serve a term of two (2) years only. Each successor to a member completing a one-year term as above provided shall be appointed to a regular two-year term. Whenever a vacancy occurs during a term, the appointment filling the vacancy shall be to fill the unexpired term.

(Ord. No. 11046, § 2, 8-23-1972; Ord. No. 17748, § 5(b), 7-27-1983)

Article 3. Officers

Section 1. The officers of the Committee shall be a Chair and Vice-chair. There will be an election of officers each year and those members will be elected to a one-year term.

- Section 2. The duties of these officers shall be those customarily assigned to them, as in Roberts Rules of Order, Revised.
- Section 3. Officers shall serve for one year from the date of their election or for the remainder of their individual term, if less than one year. Upon the occurrence of a vacancy in any office by resignation or removal of the officer, the Chair shall hold an election for that office at the next regular meeting of the Committee or at a called meeting.
- Section 4. Members are eligible to serve as chair or Vice-chair after serving for one year on the committee. All eligible members may be considered for office at the yearly election.
- Section 5. Ex-officio members are not eligible members under this Article and cannot serve as officers.

Article 4. Meetings

- Section 1. Regular meetings shall be held monthly at the Committee’s discretion.
- Section 2. Special meetings may be held by call of the Chair, or Vice-chair in the absence from town of the Chair, or by any three (3) members.
- Section 3. A majority of the Committee members will constitute a quorum.
- Section 4. In the absence of the Chair and Vice-chair, Chair Pro-tem shall be appointed by majority vote of the members.
- Section 5. The agenda for the regular meeting of the Park and Recreation Advisory Committee shall be closed on the Friday, noon, preceding the meeting. All regular meetings are open meetings.
- Section 6. Attendance requirements:
 - (a) Unexcused absences from more than 25% percent of regularly scheduled meetings during a term year on the part of any Member shall result in an automatic vacancy, which vacancy shall be promptly reported to the City Council. An absence shall be deemed unexcused unless excused by the committee for good cause no later than its next meeting after the absence.
 - (b) Good cause under this section will be in the event of an emergency or illness of the Member or family member of the Member. In the event of an emergency or illness, Member shall notify the staff liaison and Committee Chair at least 2 hours prior to the start of the meeting, or as soon as practical.
 - (c) Staff liaison shall keep attendance records and notify the City Secretary when a Member fails to comply with attendance requirements.

Article 5. Committees

Section 1. Standing or special committees may be appointed as needed by the Chair or by a majority vote of the members present at any meeting.

Article 6. Amendments

- Section 1. These Bylaws may be amended at any regular meeting, a quorum being present, by a majority vote of the Committee, provided notice of such proposed amendment has been sent to each member at least one week before the meeting.
- Section 2. If any conflict between Municipal Code Article 1, Article 2, and/or City of Corpus Christi Council policies, as amended from time to time, conflict with these bylaws, Municipal Code and City of Corpus Christi Council policies control.

Article 7. Rules of Order

- Section 1. In any cases not covered by these Bylaws, Roberts Rules of Order, Revised shall govern.

APPROVED: March 8, 2023
REVISED: February 8, 2023

APPROVED: December 8, 2021
REVISED: October 26, 2021

APPROVED: June 8, 2011
REVIEWED: June 8, 2011

APPROVED: February 11, 2009
REVISED: January 14, 2009

APPROVED: August 14, 2002
REVISED: July 10, 2002

APPENDIX I – PROCEDURES FOR NAMING CITY PARKS AND FACILITIES

Part 2, Section 6 - Naming of City parks and recreational facilities.

A formal policy for naming of parks and recreation facilities in the City of Corpus Christi is hereby adopted, and the guidelines shall be as follows:

- A. Donations. Upon donation of at least 51 percent of the value of a park or park facility and upon recommendation of the Parks and Recreation Advisory Committee, the City Council may name the park or park facility as the donating party designates if the park or park facility has not already been specifically named in honor of a person, group, or event.

- B. New Parks.
 - (1) Subdivision Dedication. Park land received through dedication under the City's Platting Ordinance shall be named by the Parks and Recreation Director or designee and shall be named after the platted subdivision or a geographic reference adjacent or related to the subdivision area. No formal action needs to be taken by the City Council.

 - (2) Naming Rights. The Director or designee may seek potential naming rights with contractual compensation for new parks or facilities where the potential exists and is deemed appropriate. Any such naming rights would require City Council approval.

- C. Name Change. Only the following facilities are eligible to be considered for name changes: (1) park or park facility which is not already named in honor of a person, group, or event; and (2) park or park facility which was named for the subdivision in which it is located. The following definitive steps shall be taken regarding a proposed name change for these eligible parks and park facilities.
 - (1) Persons, groups, or organizations desiring the name change shall complete a request for name change and submit the proposal to the staff of the Parks and Recreation Department for review and consultation with the requesting entity.

 - (2) Name change requests shall be submitted to the Parks and Recreation Advisory Committee. No action may be taken by the committee for a minimum of 60 days after receipt of the proposal.

 - (3) During the 60-day waiting period, legal notice shall be published twice in a newspaper of general circulation giving notice of the proposed name change.

 - (4) Written comments are to be submitted to the Parks and Recreation Advisory Committee and interested individuals are invited to come before the committee to address the issue.

(5) At the first meeting after the 60-day waiting period, the Parks and Recreation Advisory Committee will take one of the following actions:

- (a) Approve the request and refer the recommendation to the City Council;
- (b) Reject the request; or
- (c) Table the request for future action or additional information.

In the event the request is rejected by the committee, the requesting entity may appeal the rejection to the City Council.

(6) The Council shall consider the request and either approve or reject the request. The Council, at its option, can waive all provisions herein provided for eligible park and recreation facilities in commemorating or memorializing an individual, group or event. If approved, the Parks and Recreation Department shall arrange suitable renaming ceremonies. Costs associated with renaming ceremonies and the provisions of markers, signs, plaques, or memorials shall be borne by the entity proposing the name change.

D. Special Considerations. In choosing names after individuals, consideration may only be given to persons who have been deceased for at least one year. Special consideration shall be given to the contributions the person has made to the City, State, or Country. Names related to religious denominations will generally not be favorably considered unless the rules of donation apply. Input from neighborhood organizations in the immediate vicinity of the park or facility will be sought in the case of a name change request.

E. Renaming of Park or Park Facility. The renaming of a park or park facility which is already named in honor of a person, group, or event is not permitted.

(Res. No. 21901, § 1, 3-22-1994; Res. No. 028430, § 1, 12-8-2009; Res. No. 029190, § 1, 8-30-2011)



Most Photographed Location

The Concept





Restrooms

Parking

Sign Site

CONCEPTUAL DRAFT RENDERING



CONCEPTUAL DRAFT RENDERING



City Board, Commission & Committee

Annual Report to City Council

Parks & Recreation Advisory Committee

1. State the goals and objectives for the 2023 calendar year.

Be an asset to Parks & Recreation in promoting programs & services.
Assist in facilitating the ideas, suggestions, and programs that are brought forth by community input.
Promote the adoptive park program by increasing awareness and participation.

2. Description of the action taken in furtherance of the goals and objectives during the 2023 calendar year.

Initiated Strategic Action Committee Plan
PRAC members are requested to promote & participate in Adopt a Park Program.
Working in conjunction w/ISAC and Water/Beach Committee

3. Did the Board make recommendation to Council? If so, what did they recommend?

Sent a "letter of support" on smoking issue

4. What are the goals and objectives for the 2024 calendar year?

Improve participation in Adopt A Park program.
Enhance Pickleball availability
Continue awareness of "connectivity" movement.
Facilitate Sherrill Park Improvement Project
Promote Aquatic Facility at Bill Witt

5. How many times did the board meet or failed to meet?

12-once per month, all quorums were met

6. How many vacancies did the board have and for how long?

0 as of 11/30/23. One is expected in December, 2023.

Approved by Committee:

Linda L Lindsey

Board Chair Signature

Linda Lindsey

Board Chair Name

linda.lindsey1@yahoo.com

Board Chair Email

Approved

Review Status

Submitted by:

Robert Dodd

Department Head Signature

Robert L. Dodd

Department Head Name

RobertD4@cctexas.com

Department Head Email

Approved

Review Status

For Department Head Only:



I have reviewed the report as submitted by the Board Chair. (Please check to confirm.)

Comments (Optional):