



City of Corpus Christi

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

Meeting Agenda - Final-revised

Parks and Recreation Advisory Committee

Wednesday, October 11, 2023

5:30 PM

City Hall, Basement Training Room

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.

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. 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: Duke Canchola

D. Approval of Minutes

1. [23-1648](#) Regular Meeting Minutes of September 13, 2023

Attachments: [MeetingMinutes13-Sep-2023](#)

E. Director's Report

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

Attachments: [Directors Report - 10.11](#)

[Tourist District Work Log Sheets.](#)

[Park Operations Work Log Sheets](#)

F. Old Business for Discussion

- Proposition A - Election to Expand Type A Funding

G. 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*

H. Future Agenda Items

I. Adjournment



Meeting Minutes

Parks and Recreation Advisory Committee

Wednesday, September 13, 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 Duke Canchola absent.

B. Introduction of New Committee Members

C. Public Comment

Jonathan Martinez, Coalition Coordinator for Project HOPE at the Coastal Bend Wellness Foundation spoke to supporting the Resolution for item "3"; Terry Palmer at 13718 Sea Horse Avenue addressed the Committee and spoke to the need for soccer goals at Billish Park on North Padre Island.

D. Approval of Absences: Duke Canchola

A motion was made by Mike Lehnert to approve the absence listed above and it was seconded by Twila Stevens. The motion passed.

E. Approval of Minutes

1. [23-1382](#) Regular Meeting Minutes of August 9, 2023

A motion was made by Thomas Cronnon to approve the minutes listed above and it was seconded by Twila Stevens. The motion passed.

F. Director's Report

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

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

- Submarine Sail at Sherrill Park
- Veteran Beach Passes
- Community Input/Survey Results for Commodore Park Master Plan
- Amendments to the PARD Budget for FY24
- Water Sport Launching Sites
- Proposition for Electric ATV's

G. Unfinished Business for Discussion or Possible Action

3. [23-1276](#) Resolution Supporting the Prohibition of Smoking/Vaping in all Corpus Christi Parks.

A motion was made by Thomas Cronnon to approve the Resolution as listed above and it was seconded by Adam Rios. The motion passed unanimously.

4. [23-1316](#) Possible Change in PRAC Meeting Schedule - Second Wednesday of the Month vs. First Wednesday

After PRAC discussion, it was determined that a change in the schedule is not needed. No action was taken on this item and the PRAC meeting schedule will remain the same with no changes.

H. New Business for Discussion or Possible Action

5. [23-1315](#) Nominations & Action Regarding Vice Chair Elections

A motion was made by Twila Stevens to nominate Thomas Cronnon for Vice Chair. The motion was seconded by Kellie Summers and the motion passed.

6. [23-1470](#) Election to Expand Type A Funding

Heather Hurlbert, Assistant City Manager, presented item "6" for the record as shown above. She began the presentation by explaining the current allowable uses (Arena/Seawall) of Type A funds and the proposition to expand uses. It is proposed to allocate 1/4 cent for the Convention Center Complex including the Seawall, regional parks, Commercial/Industrial streets (arterial/collector streets) and the Airport (new flight destination options). If approved, collections can be used for the specific items approved by voters without expiration or until a change is approved by voters. Annually, parks, streets and the Convention Center Complex will receive a minimum of 5% of the collections. The Airport will be allocated an annual amount not to exceed 5%.

Ms. Hurlbert listed the projects funded by the Type A Seawall funding such as the Water Garden Restoration, Science Museum Floodwall and McGee Beach Nourishment. She informed PRAC that City Council approved a Resolution defining Regional Parks to include Bill Witt, Cole, Commodore, Labonte, Parker, Salinas and West Guth. Each of the five Council districts have a minimum of one regional park and are within a five mile radius of each other.

Ms. Hurlbert concluded the presentation by going over the next steps and the election process. The election will be on November 7, 2023 to approve the repurpose of 1/4 cent after the existing debt is paid in full. She also supplied the sample ballot language for the proposition. After her presentation, the floor was opened for questions/comments. No action was taken on this item.

I. Subcommittee & Committee Liaison Reports

Island Strategic Action Committee: Ms. Stevens mentioned that there was discussion regarding Riley P. Dog Park and how the site does not have access to water. Other topics mentioned were the Island Mobility Plan and the upcoming stakeholder meeting; Erosion; Resolution for the rate of pay increase for beach lifeguards.

Chair Lindsey gave a recap on the Mayor's Commendation recognizing Adopt-a-Park Partners for their volunteer service to our community. She said that Adopt-A-Park is going strong and new partners have been recruited.

A liaison for the Bayside Area Development Plan is no longer needed and will be removed from this list. There was no update for WBAC. PRAC will be determining new members for the Strategic Action Plan and Pedestrian and Bicycle Connectivity subcommittees so that these committees can move forward.

J. Future Agenda Items

- Update on Riley P. Dog Park - No Water?
- Possible initiation of a Military Subcommittee for PRAC
- Public Comment - Proposed Soccer Goals at Billish Park
- Oso Preserve Concerns (benches/snakes/signage)
- Operation/Maintenance of parks/facilities

K. Adjournment

There being no further business to discuss, the meeting adjourned at 7:00 p.m.

Parks & Recreation Department Updates

Parks & Recreation Advisory Committee
October 11, 2023



PRAC Follow-Up Questions



Oso Wildlife Preserve

Tressel Trail





Billish Park



Public Interest for Soccer Goals

- Private entities are responsible for purchasing their own sporting equipment such as soccer goals.
- The Department does not currently have a program/budget to support this sporting equipment.
- If the Department were to establish such a program, clear eligibility rules & application procedures are needed to ensure limited resources are fairly distributed.



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Collier Pool



Inquiry Regarding Collier Pool

Concern regarding transient activity after business hours.

- Restrooms have been used during business hours.
- Staff have not witnessed any activity that the pool is being entered/used after business hours.
- Restrooms are locked each day when pool facility is closed.
- CCPD have been called on several occasions to control/deter overnight “camping” in Collier Park.



Commodore Park Master Plan



Master Plan Updates

- Survey Results & Stakeholder feedback has been compiled.
- The Community Engagement Group has reviewed initial concepts/feedback from survey.
- Draft report has been completed & Turner/Ramirez Architects are developing the initial Master Plan concept based on feedback.
- Initial Master Plan concept will be submitted for Staff review this month.
- Next Step: Share initial concept plan with Stakeholders for review – TBD.



Riley P. Dog Park



Inquiry Regarding Water Supply

- Riley P. Dog Park is a privately-managed dog park (leased) that must be open to the public and has not been designated as a City park; should not be considered a City park.
- An amendment to the current lease agreement between the City of Corpus Christi (Owner) and Riley P. Dog Park (Lessee) is currently being coordinated by the Lessee, CC Water & the City Legal Department.
- Once the draft of the lease agreement has been finalized, it will be scheduled for a City Council date for consideration - TBD.



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Maintenance Initiatives of City Parks/PARD Facilities



Initiatives

Expand 311 Utilization

- Add capability for public to submit park-related service tickets directly through the 311 app.
- Promote use of 311 to report maintenance concerns - Post signage with QR codes at PARD facilities.

Digitize Park Maintenance Inspections

- Posting the current paper-based, park inspection form to Maximo to aid with maintenance tracking/reporting.

Repair Parking Lots

- PARD has met with the Streets Department & developed a plan to address deteriorated parking lots.
 - Submitting a prioritized list of parking lots in need of repair
 - Streets can assist with site assessments/cost estimates
 - Once funding is confirmed, Streets can commence work



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Other Inquiries

“Corpus Christi Beaches” is a Facebook page which gives daily, local beach condition updates such as “flag” designations for the status of water currents/rip-tides.



City Council

October 17, 2023

- Coastal Bend Bays & Estuaries Grant for improvements to the Hans & Pat Suter Wildlife Refuge (Shoreline Management & Trails)



PARK: Cole Park	Date:
Employee ID#	Employee ID #
Employee ID #	Employee ID #

TIME	Task- Daily Maintenance	Comments of task addressed & Time of completion
	Liter and debris Removal	
	Restroom cleaned / supplied	
	Inspection equipment	
	Safety Hazards	

TIME	Weekly Maintenance	Comments of tasked addressed & Time of completion
	Curbs swept	
	Blowing Kids Place and Skate Park	
	BBQ Pits Cleaned	

TIME	Bi-Weekly Maintenance	Comments of tasked addressed & Time of completion
	Power wash Kids Place and Playground	
	Power wash sidewalks	
	Power wash shade structures and tables	
	Power wash Amphitheater	
	Power wash trash cans	
	Treat for Ants	
	Treat for weeds	

TIME	Monthly Maintenance	Comments of tasks addressed & Time of Completion
	Safety inspection	
	Power wash Signage	
	Landscape beds	

TIME	High Importance Maintenance	Comments of tasks addressed & Time of completion
	Graffiti Removal	
	Backfill holes in Park	
	Parking lot potholes	
	Painting tables	

Date	End of Maintenance Shift	Comments
	Number of Trash Bags	

North Beach	Date:		
	# Of Bags	Time In and Out	Notes
Lex restroom			
Central restroom			
N. End restroom Dolphin park			
Breakers Point Plaza			
Beach from Lex to N. End			
Beach parking			
Lots and fields			
All medians			
Bird watch and wet lands			
Jetties North and South			
Surf Side Central park			
Dolphin Park			
Kiwanis Park			
shovel curbs			
blow/clear sidewalks			
Graffiti removal			
weedeat			
wash kubotas/ club cars			
stock beach bag bins			
SELENA Mirador			
Total bags:			
Projects and special assignments list below:			
Employee name and ID#			
Employee name and ID#			
Employee name and ID#			
Employee name and ID#			

Shoreline		Date:		
	# Of Bags	Time In and Out	Notes	
MaGee Beach				
Restroom at waters edge				
Restroom at Sherrill Park				
Seawall and steps				
SELENA Mirador				
Miradore's 1-8				
McCaughn Park				
Great Lawn				
Old City Hall Park				
Sherrill Park				
Art Center Park				
All Medians				
Dog Park				
Muhly Grass area				
Barge Dock				
Basketball nets				
Torch				
Sweep/Shovel sand				
Rake granite				
Cigarette butts				
Total Bags:				
Projects and Special assignment list below:				
employee name and ID #				
employee name and ID #				
employee name and ID #				
employee name and ID #				

CITYHALL ROUTE :2	Name & ID	DATE:	TIME IN & Out	INSPECTION COMMENTS	Number Of Trash Bags
CITY HALL GROUNDS					
SELENA MIRADOR					
South Bluff /Al Kruse					
BLUCHER Park/ Library					
UPPER/ LOWER BROADWAY					
LOUISIANA PKWY					
OCEAN DR.PARKS-ALL 5					
Heritage Park					
Harbor Playhouse					
C.C. Museum grounds					
Harbor Bridge parking lot					
Asian Museum					
Tourist District grounds					
Tourist SHOP Restrooms Break room & All Trash					
Carroll House grounds – Laura's Office					
GATEWAY / IH 37 ALL MEDIANS					
SISTER CITY Park					
ARTESIAN PARK					
MANN Street Parking Lots					
La RETAMA Park					
Oveal Williams SR. Center grounds					
Cabra Park					
Old Bay View Cemetery grounds					
Catalina Martinez Park					



CITY OF CORPUS CHRISTI PARK OPERATIONS

WORK ORDERS

Park Name: _____

Date: _____

1. Mow/Weed Eat Park _____
2. Inspect park for Irrigation issues _____
3. Inspect playground for hazards _____
4. Inspection for other hazards _____

Completion Time: _____

ID #'s: _____

Comments: _____

Park Name: _____

Date: _____

1. Mow/Weed Eat Park _____
2. Inspect park for Irrigation issues _____
3. Inspect playground for hazards _____
4. Inspection for other hazards _____

Completion Time: _____

ID #'s: _____

Comments: _____

Park Name: _____

Date: _____

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Completion Time: _____

ID #'s: _____

Comments: _____

Park Name: _____

Date: _____

1. Mow/Weed Eat Park _____
2. Inspect park for Irrigation issues _____
3. Inspect playground for hazards _____
4. Inspection for other hazards _____

Completion Time: _____

ID #'s: _____

Comments: _____

PARKS OPERATIONS - TEAM

[illegible]

PARK	INSPECTIONS	GOOD	BAD
BASKETBALL NETS-			
PLAYGROUND-			
BENCHES-			
TABLES-			
BACKSTOPS-			
TREES-			
BASKETBALL NETS-			
PLAYGROUND-			
BENCHES-			
TABLES-			
BACKSTOPS-			
TREES-			
BASKETBALL NETS-			
PLAYGROUND-			
BENCHES-			
TABLES-			
BACKSTOPS-			
TREES-			
BASKETBALL NETS-			
PLAYGROUND-			
BENCHES-			
TABLES-			
BACKSTOPS-			
TREES-			
BASKETBALL NETS-			
PLAYGROUND-			
BENCHES-			
TABLES-			
BACKSTOPS-			
TREES-			
BASKETBALL NETS-			
PLAYGROUND-			
BENCHES-			
TABLES-			
BACKSTOPS-			
TREES-			

Parks Operation - Construction Crew

WO#:	Date:	Team Lead:
Service Address:		Problem:

LABOR		
ID#	EMPLOYEE	HRS
16407	David Ayala	
17773	Jonathan Ybarra	
17784	Ernest Abeyta	
17783	Jason Hernandez	

WORK PRODUCTS			EQUIPMENT		
Item	Description		Unit #		HRS
PRKCON	Construction				
PRKINSPEC	Inspections				
PRKSP	Special Projects				

Park:				Hours:	
	Installed/ Replaced	Needs Replacing	Not Working	Notes	
Basketball					
BBQ Pits					
Bench					
Bike Rack					
Climber					
Fence					
Lights					
Parking					
Pet Trash					
Picnic Table					
Playground					
Signage					
Swings					
Trash Cans					
Walkway					
Water Fountain					
OTHER					

Park:				Hours:	
	Installed/ Replaced	Needs Replacing	Not Working	Notes	
Basketball					
BBQ Pits					
Bench					
Bike Rack					
Climber					
Fence					
Lights					
Parking					
Pet Trash					
Picnic Table					
Playground					
Signage					
Swings					
Trash Cans					
Walkway					
Water Fountain					
OTHER					

Park:				Hours:	
	Installed/ Replaced	Needs Replacing	Not Working	Notes	
Basketball					
BBQ Pits					
Bench					
Bike Rack					
Climber					
Fence					
Lights					
Parking					
Pet Trash					
Picnic Table					
Playground					
Signage					
Swings					
Trash Cans					
Walkway					
Water Fountain					
OTHER					

Park:				Hours:	
	Installed/ Replaced	Needs Replacing	Not Working	Notes	
Basketball					
BBQ Pits					
Bench					
Bike Rack					
Climber					
Fence					
Lights					
Parking					
Pet Trash					
Picnic Table					
Playground					
Signage					
Swings					
Trash Cans					
Walkway					
Water Fountain					
OTHER					

Park:				Hours:	
	Installed/ Replaced	Needs Replacing	Not Working	Notes	
Basketball					
BBQ Pits					
Bench					
Bike Rack					
Climber					
Fence					
Lights					
Parking					
Pet Trash					
Picnic Table					
Playground					
Signage					
Swings					
Trash Cans					
Walkway					
Water Fountain					
OTHER					

DAILY VEHICLE/EQUIPMENT INSPECTION

TYPE OF VEHICLE	<input type="checkbox"/> Car	<input type="checkbox"/> Tractor	<input type="checkbox"/> Other			Print Driver/Operator		
	<input type="checkbox"/> Truck					Driver's Signature		
	<input type="checkbox"/> Trailer					Inspection Date		Unit#
NOTE: Lift Trucks and Crane Trucks will only be inspected by trained operators								
VEHICLE INFORMATION		Mileage / Hours		Service Due Date		Lift/Crane Truck Capacity		
		Inspection Sticker Date		Service Due Mileage / Hours		Other		
ACTIVITY								
<i>Gd=Good</i>			<i>NG=No Good</i>			<i>Cor=Corrected</i>		<i>--- Not Applicable</i>
		Gd	NG	Cor		Gd	NG	Cor
VITAL SAFETY CHECKS	1. Lights, Signals (Stop, Head, Directional, Clearance, beacon, etc.)				6. Brakes (Foot and Emergency) [Must drain air brakes Daily]			
	2. Horn				7. Tires (Wear, Pressure, Seal Leaks, Rim, Damage)			
	3. Windshield Wipers and Defroster				8. Hydraulic Controls			
	4. Gages and Warning Lights				9. Truck Bed (Clean, Secure, etc.)			
	5. Windshield, Windows, Mirrors				10. Car Jack and Wheel Chocks			
SAFETY CHECKS	11. Doors and Locks				20. Cables, Straps and Chains			
	12. Seat Belts				21. Slow Moving Sign			
	13. Cab Clean				22. Mud Flaps and Tail Gate			
	14. Springs and Shocks				23. Propane and CNG Connections			
	15. Tool Box Secure				24. Fire Extinguishers			
	16. Hoses, Tubing and Belts				25. First Aid Kits			
	17. Valve Bodies and Pumps				26. Flashlights and Batteries			
	18. Motor Mounts				27. Body (Dents, Scratches, Hubcaps, etc.)			
	19. Battery Terminals				28. Other:			
FLUID LEVELS	29. Engine Coolant				33. Hydraulic Fluid			
	30. Engine Oil				34. Power Steering			
	31. Brake Fluid				35. Windshield Wiper Fluid			
	32. Transmission Fluid				36. Grease			
FLUID LEAKS	37. Oil				40. Transmission			
	38. Fuel				41. Hydraulic			
	39. Wheel Seals				42. Gear Boxes			
ITEM#	DEFICIENCY				EXPECTED CORRECTION DATE			

Print Supervisor _____
 Supervisor's Signature _____

(Use "Additional Inspection Information" form if necessary)

Original - Safety Coordinator
 Copy - Work Coordinator

