



Meeting Minutes

Parks and Recreation Advisory Committee

Wednesday, November 9, 2022

5:30 PM

City Hall - 6th Floor Conference Room

- A. Call To Order/Roll Call:** Chair Mejia called the meeting to order and a roll call took place with no absences.
- B. Public Comment:** Carrie Meyer at 4401 Gulfbreeze & Ron Graban at 202 Surfside Boulevard
- C. Approval of Absences - Duke Canchola & Hannah Husby: Approved.**
- D. Approval of Minutes**
1. [22-1888](#) Regular Meeting Minutes of October 12, 2022

A motion to approve the minutes with a correction to omit the Rally-4-Parks subcommittee update was made by Twila Stevens. It was seconded by Linda Lindsey and the motion passed.

E. Director's Report

Robert Dodd, Director of Parks and Recreation Department, gave an update on the following items:

Upcoming City Council Items - November/December:

- Coastal Management Program Grant to complete Phase 1 - A recreational connection (hike/bike trail) from the Flour Bluff to Oso Bay Wetlands Preserve. Phase 1 - Completion of a feasibility & structural engineering assessment of the old railroad trestle (Tex-Mex railway spur); a Master Plan.
- Three year Service Agreement Extension: Friends of the Museum of Science & History for the management of the Museum (Hotel Occupancy Tax Revenue fund).
- West Guth Park: Purchase of a new, additional playground unit/swing set, both with shade structures.
- Food & food supplies purchase for the senior & summer youth nutrition programs - Participation in the TEXAS 20 Purchasing Cooperative (Grant).
- Construction contract for the Salinas Park improvements project - Funding available from the Community Development Block Grant (CDBG) Program.
- Salinas Park Connectivity - Connecting Airport Park with Salinas Park.

Cole Park Skate Park:

Facility was designed for the specific use of skateboarding; does not include additional measures to prevent damage from other uses. Corroded steel coping, recently replaced with cast, in place of pool coping, and is more susceptible to damage from uses other than skateboards. Failure to use equipment in accordance with manufacturer specifications creates City liability in the event of an accident. Parks & Recreation recommends the Skate Park remain for its intended use. The BMX facility at Salinas Park is currently not operational. Parks & Rec along with the BMX community & Joey Jewel from VCC are working together for a resolution. A local Corpus Christian has been in contact with VCC - Expressed interest in the possibility of building a BMX Track at Bill Witt.

Scooters:

To improve the issue of scooters being left strewn about in an unsightly manner, the City is currently working on creating scooter drop zones (6-week implementation timeline). Scooter companies will enable geofencing; riders should receive a notification to drop off at a designated site, when within 1,000 feet. The City is also working with the Clean Team to conduct three scooter sweeps daily, and companies are also supposed to reset scooters overnight.

Adopt-A-Park:

Mr. Dodd gave information regarding a suggestion from PRAC from the October 12, 2022 Committee meeting. It was asked if a utility bill insert could be included for advertising Adopt-A-Park. Approximately 100,000 utility customers receive paper bills (electronic customers will also receive/view digital insert). The estimated cost is \$4,000 for a 3X8 inch double-sided insert and \$11,000 for a full page.

Riley P. Dog Park:

Acting as liaison, Assistant Director, Kevin Johnson, along with the Water Utilities/Engineering Department, met with the Owner on October 21, 2022. Line locations were identified during the site visit. Research is ongoing for the use potable water lines instead of effluent water. Corpus Christi Water will design the plan/profile for the line. The lead-time/arrival of materials will determine installation schedule. Dog Park operators will have to engage with a contractor to design/install irrigation system. Next steps are being coordinated because the original lease agreement needs an amendment as it states the owner will pay for water utilities.

Southside Drainage Ditches: Response to the Liaison report from the Pedestrian/Bicycle Connectivity Committee's inquiry to improve implementation of the Mobility Plan by increasing mowing frequency for areas adjacent to drainage ditches in the southside area of town - The Committee believes it would create an opportunity for cyclists to establish a pattern of use/bike paths with the inclusion of minimal signage.

Mr. Dodd stated the Public Works Department is responsible for the maintenance of drainage ditches. There are approximately 17, southside ditches from Kostoryz Road/Carroll Lane to Cimarron Boulevard. These ditches are listed as "off-road/multi-use trails" in the Mobility Plan. The ditches are on a mowing schedule of every 35 to 45 days (depending on weather conditions, etc.) and light equipment is utilized. Heavy equipment is mobilized for major channel maintenance cycles, which could possibly damage established trails.

Memorials:

To continue with the request for information on the responsibility for the operation/maintenance of memorials, Staff has been tasked with compiling an inventory list. Specifically, monuments at Sherril Park will take time/research as Staff will have to obtain the names on the markers for each memorial and research the background information.

F. Briefing

2. [22-1889](#) PRAC Duties & Open Meetings Act

Aimee Alcorn-Reed, Attorney with the Legal Department, presented item "2" 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.

The required, written notice for meetings is at least 72-hours and public comment must be allowed. Ms. Alcorn-Reed 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. She 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. PRAC sought guidance on the process of presenting a resolution and asked for an example. It was discovered that no other City advisory committee has successfully passed a resolution in the past two years when an established resolution process was put in place.

G. Unfinished Business for Discussion & Possible Action

Regarding an erosion response plan, Chair Mejia updated the Committee on an upcoming Joint Resolution, with the help of Ms. Alcorn-Reed, between PRAC, Marina, WBAC & ISAC committees. The resolution will be added to the December PRAC agenda for action/recommendation. Staff noted that the parks along Ocean Drive (Bayfront Parks presentation - PRAC 9/14/22) already have a plan in place and will not

need to be included with this specific resolution.

Regarding Cole and Labonte Park Master Plans, it was discussed that this item was added back to today's agenda after City Council requested that the Parks & Recreation Department obtain more Committee/Stakeholder/Public input. Discussion took place regarding how Staff plans to execute that process as there is no definitive timeline right now. For this project, the Committee recommended that Staff draft/provide a timeline schedule for the next PRAC meeting in December with updates/next steps/community engagement efforts. It was mentioned that timelines are also coordinated with the Executive Leadership team to deliberate phases/stages. It is PRAC's intent to follow a procedural timeline for future key projects moving forward. The Committee would like to see a template that is finalized, with proper terminology, in January 2023.

Further discussion took place regarding the type of engagement is planned such as surveys, town hall/open house meetings with consultants. Social media and press releases would be utilized as well to disseminate information/events. The process would be similar to the methods used for the 10-year Parks and Recreation Master Plan.

Thomas Cronnon suggested if informational signage (QR Code) could be placed at the specific park, informing visitors of surveys/town hall meetings and echoed having a PRAC representative assigned for specific projects. Discussion also took place regarding the Bond process. For future Bond packages, PRAC should provide input for that as well.

H. New Business for Discussion & Possible Action

PRAC was notified that the master planning projects for Sherrill and Commodores Park have not yet begun. For these projects, the Committee also requested that a timeline schedule be provided at the earliest stage of initiation. Discussion took place regarding the 2022 Bond project for Commodores Park which passed during the recent election. The project is for the design and development for a community center and recreational amenities to be placed within the park.

I. Committee Liaison Reports

Strategic Action Plan Subcommittee - Alissa Mejia:

The most recent draft of the Plan was presented to the Committee. Chair Mejia updated the Committee on the addition of advocacy priorities for advancing the 10-year Master Plan (Initiative 4 - Goals 1 & 2):

Goal 1: Improve communication to help public park and recreation facility users learn about parks/facilities, get involved, make suggestions, and report problems, via:

- Informational signage at each park
- Improvements to the city web site
- Promotion of the awareness of PRAC & Adopt-A-Park program

Goal 2: Develop an off-road pedestrian and bicycle connectivity network beginning with drainage canals on the South Side, via:

- A regular mowing schedule of canal-side land
- Low-tech directional signage
- Trailheads
- A map of off-road trails

Chair Mejia stated these goals reference the types of recurring comments from the public that the Committee receives, and that they feel have an opportunity for momentum. She also stated the Plan is a living document and can be amended by future PRAC Committee groups.

Island Strategic Action Committee (ISAC) - Twila Stevens:

Ms. Stevens gave updates regarding Packery Channel Park. Restrooms are planned with funding through TIRZ; benches will be removed from the cabanas and replaced with picnic tables and BBQ grills. She also gave an update on erosion at the Park that occurred during this hurricane season. During this ISAC meeting (November 8, 2022), the Committee discussed a draft of a Joint Resolution regarding erosion for inland beaches. They plan to take action on the resolution at the December 2022 meeting.

Bayfront Area Development Plan (ADP) - Alissa Mejia:

Chair Mejia updated the Committee on the community survey results. Transportation was listed as a top priority along with safe access for pedestrians/bicycles. Park enhancements and the environment were also recurring themes (pollution/beautification of the bay). The next opportunity for public input is planned for January 2023.

Rally 4 Neighborhood Parks (R4NP) - Linda Lindsey: She gave information on the application process and said a simple application form is in place. The time frame to process the application is based on legal steps and should be a maximum of 60 days to complete. Beginning in 2023, there will be monthly events for community information about adopt-a-park with a culminating "Park Adoption/Cleanup Day" in April on Earth Day.

J. Future Agenda Items for December 14, 2022

- Peary Place Park
- Joey Jewell with VCC
- Sherri & Commodores Park

K. Adjournment

There being no further business to discuss, the meeting adjourned at 7:05 p.m.