



City of Corpus Christi

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

Meeting Agenda - Final

Parks and Recreation Advisory Committee

Wednesday, January 15, 2025

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. When addressing the committee, please give your name/address & 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 to Excuse Absences: Joe De La Paz & Mike Lehnert

D. Approval of Minutes

1. [24-0972](#) Regular Meeting Minutes of December 11, 2024

Attachments: [MeetingMinutes12.11.2024](#)

E. Director's Report

2. [24-0351](#) Parks & Recreation Updates for January 2025

Attachments: [Directors Report - 01.15..2025](#)

F. New Business for Discussion or Possible Action

3. [24-2087](#) Approval of the Parks & Recreation Advisory Committee 2024 Annual Report

G. Committee Liaison and Subcommittee 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

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, December 11, 2024

5:30 PM

City Hall, Basement Training Room

A. Call To Order/Roll Call

Chair Lindsey called the meeting to order and a quorum was established.

Present: 8 - Linda Lindsey, Shawn Flanagan, Adam Rios, Thomas Cronnon, Joan Adams-Wolfe, George Woods, Jay N. Gardner, and Mark Borgeson

Absent: 2 - James Lehnert, and Joe De La Paz

B. Public Comment: None.

C. Approval to Excuse Absences: Jay Gardner & George Woods

A motion was made by Shawn Flanagan to approve the absence of Jay Gardner and it was seconded by Thomas Cronnon. The motion passed.

A motion was made by Shawn Flanagan to approve the absence of George Woods and it was seconded by Jay Gardener. The motion passed.

D. Approval of Minutes

1. [24-0972](#) Regular Meeting Minutes of December 11, 2024

A motion was made by Jay Gardner to approve the minutes listed above and it was seconded by Joan Wolfe. The motion passed.

E. Director's Report

2. [24-0351](#) Parks & Recreation Updates for January 2025

Robert Dodd, Director of Parks & Recreation, updated PRAC on the following items:

- Bill Witt Aquatic Center
- Waldron Park
- Shade Structures & Community Enrichment Funds
- Oso Bay Wetlands Preserve
- Adopt-A-Park
- Wranosky Park

F. New Business for Discussion or Possible Action

[24-2036](#) Approval of the 2025 PRAC Meeting Calendar

A motion was made by Jay Gardner to approve the PRAC 2025 meeting calendar and it was seconded by Shawn Flanagan. The motion passed.

G. Unfinished Business for Discussion or Possible Action

4. [24-1849](#) Discussion Regarding Grant Funding for Potential Projects

No action was taken on this item.

H. Committee Liaison & Subcommittee Reports

Updates were given to recent Adopt-A-Park activities. Thomas Cronnon stated that a Rotary Club that he is a member of adopted Garcia Park. He gave information on a potential grant that they applied for to fund a future project. Lisa Oliver gave an update regarding the digital adopt-a-park application to be made available as soon as the launch of the new City website is completed. Jay Gardner gave information on potential, future City parks located on the Island along Aquarius Drive (pocket parks) which has a living shoreline (Public Improvement District); if these areas are dedicated as a City park then they could be eligible for adoption.

I. Future Agenda Items

J. Adjournment

There being no further business to discuss, the meeting adjourned at 6:36 p.m.

Parks & Recreation Department Updates

Parks & Recreation Advisory Committee
January 15, 2025



Drought Preparedness

- PARD will be incorporating the use of Tree T-Pees - An advanced tool designed to create a greenhouse effect at the base of trees.
- A Tree T-Pee is a cone-shaped device that traps heat & moisture, creating a micro-environment that protects tree growth & reduces water evaporation.
- The average tree needs 25,000 gallons a year - This product reduces it to 800 gallons.
- Currently our team spends 8-10 minutes watering trees. We are looking to reduce time on each tree while at the same time using less resources.
- Our watering strategy incorporates effluent water from the Oso & Allison Water Treatment Plants, leveraging this recycled resource to irrigate our parks.
- To streamline operations, PARD has partnered with the Fire Department to utilize their 3,000-gallon water truck. This truck will refill our three, 1,000-gallon water buffalos every three hours, ensuring a consistent/efficient irrigation process.

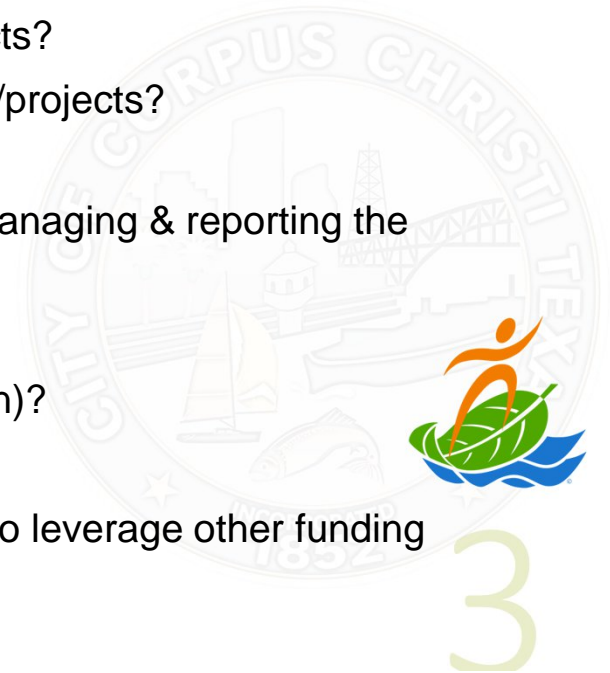


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Grants

PARD looks at several criteria to determine the cost/benefit & appropriateness of applying for a given grant including:

- **Eligibility Criteria** – Do any of the requirements conflict with City policy?
- **Alignment with Department & City strategic plans**
 - Many funding agencies/grants only allow one application per entity.
- **Stakeholder Support**
- **Planning priorities** - Where does the project rank in priority with other projects?
 - Does timing of the grant favorably coincide with timelines of existing plans/projects?
- **Suitability / Return on Investment**
 - Does the grant amount justify the costs of searching for, applying, managing & reporting the grant?
 - Is this a one-time grant? Are future grants opportunities available?
 - Does the grant cover all project phases (e.g. design and construction)?
 - Is PARD the optimal entity to apply for & manage this grant?
 - Other entities may have more expertise, capacity, or the ability to leverage other funding sources.



Grant Criteria: Resource Capacity – Operational/Financial

- **Operational** - Does staff have sufficient expertise/time to successfully apply for & manage this grant?
 - For many projects, this also requires coordinating with Engineering Services since they typically manage these projects from design to construction.
 - PARD has one Special Projects Manager & does not have staff dedicated to grants for capital projects (Grant Directors, Writers, Analysts & Grant Coordinators).
 - PARD currently manages over 70 active capital projects totaling over \$70 million dollars, utilizing 10+ fundings sources, each with their own specific rules/requirements - More than double the amount of active capital projects in FY2022.
 - Grants often have strict deadlines, compliance reporting & other requirements such as cooperative marketing that must be fulfilled.

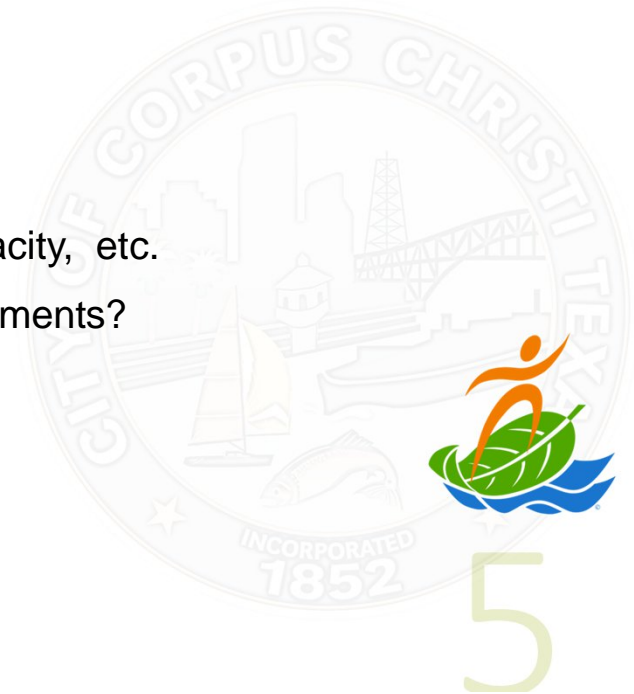
- **Financial** - Is there a match requirement and if so, what is the required cost share (e.g. 60/40)?
 - Are there any unallowable expenses the department will have to cover out-of-pocket?
 - Are in-kind contributions permitted?
 - What funding source will the city's portion come from?
 - What is the likelihood of securing funding for the city's required match?



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Grant Criteria

- **Competitiveness of solicitation**
 - What are the odds of winning the award?
 - How much time is needed to complete the application?
 - What level of expertise is needed to submit the application?
 - Does the department meet the criteria necessary to submit a highly competitive application?
- **Relationship with funding agency**
- **Risk assessment**
 - What are the odds of successfully completing this grant?
 - Assessment of project complexity, grant requirements, resource capacity, etc.
 - What are the potential negative outcomes for failing to fulfill grant requirements?
 - Reputational damage
 - May limit future grant opportunities
 - Takes limited staff resources away from other projects
 - Inefficient use of city funds and resources



Oso Bay Wetlands Preserve Learning Center

- The City of Corpus Christi is still in the process of exploring partnership options to ensure uninterrupted operations at the center. Additional funding was identified to continue operations through January 2025 with an announcement of a potential partnership tentatively scheduled by February 1st.
- Parks & Recreation Department will issue a memo & news release as soon as everything is finalized.
- Operations have been extended to February 1st.



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Special Events – Permit Process

1. Preliminary application submitted.
2. Preliminary application approved or rejected; notification sent by automated email.
3. If approved, the organizer receives an email to complete the full-length special event application.
4. Full application is reviewed for completeness and forwarded to special event teams for feedback and/or approval. ** Due at least 60 days prior to the proposed event as per City Ordinance Sec. 53-202(a)**
5. Special events team coordinates event meeting with organizer if needed.
6. The required Traffic Control Plan is reviewed and either approved or denied.
7. The invoice for the permit is sent to the organizer 4 weeks prior to event.
8. Special event insurance is due and reviewed 3 weeks prior to the event.
9. Payment is due two weeks prior to the event.
10. The permit is issued one week prior to the event.



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Proposal for Adopt-A-Median/Green Space

The Leadership Team would like to focus energy on advancing the Adopt-a-Park Program before including other areas that may require more development, but this can be reassessed in the future.

FY 2026 Budget Priority – PRAC Discussions

- The Budget Calendars for 2025 have been adjusted to allow for scheduling items earlier in the year & to allow for more City Council workshops/discussions.
- It is suggested that PRAC should initiate budget recommendation conversations beginning in February.

Sand Distribution Project

- While procurement & bids are being executed, it is planned to begin this project next week between January 20th or the 27th.
- Five, 18-wheel, belly dump trucks will be used for this project.
- Sand will be distributed along the seawall through Whitecap Street.
- For this area, the estimated completion time is one to two weeks.

