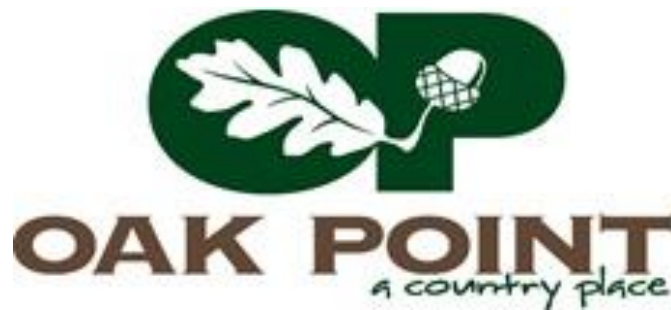
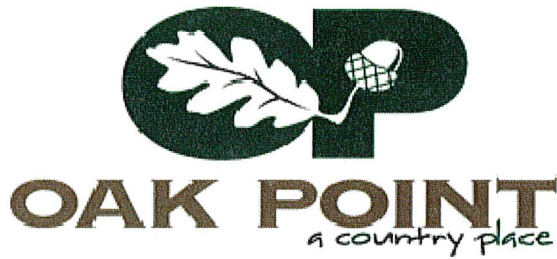


**PARKS &
RECREATION
COMMISSION
PACKET**



March 13, 2023



Meeting Agenda
Regular Meeting of the
Oak Point Parks and Recreation Commission

Oak Point City Hall
100 Naylor Road
Oak Point, Texas 75068

Monday, March 13, 2023 – 5:30 P.M.

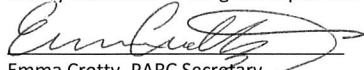
1. **Call to order, roll call, and announce a quorum is present.** (Chair)
In the event a quorum is not present, the Commission may meet as a committee, but no action will be taken.
2. **Pledge of Allegiance and Pledge to the Texas Flag.** (Chair)
3. **Public Input.**
This agenda item provides an opportunity for citizens to address the Parks and Recreation Commission on any matter that is not posted on the agenda, as well as specific agenda items. The Parks and Recreation Commission is not permitted to take action or engage in any discussion on presentations or inquiries concerning an item not listed on the agenda. However, in accordance with Section 551.042 of the Government Code, a representative of City staff or the Parks and Recreation Commission may respond with either a statement of specific information relating to the inquiry or a recitation of existing policy in response to the inquiry.
4. **Discussion with CCA Landscape Architects regarding the vision for Jake's Place Park.**
5. **Consider and act upon the minutes from the February 13, 2023 regular meeting of the Oak Point Parks and Recreation Commission.** (Chair)
6. **Envisioning exercise for the Commercial Corridor.** (City Planner)
7. **Share updates from the Support Services Coordinator pertaining to service request and work order management, grant opportunities, the Mayors' Monarch Pledge, and the broken slide at Jake's Place Park.** (Support Services)
8. **Consider and act on purchasing a kiosk to install at the Oak Point Boat Ramp.** (Support Services/Chair)
9. **Discuss location of the kayak launch.** (Chair)
10. **Adjourn.** (Chair)

The Parks and Recreation Commission of the City of Oak Point, Texas, reserves the right to meet in a Closed Session on any item listed on this Agenda should the need arise, pursuant to authorization by Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact City Hall at (972) 294-2312 or FAX (972) 294-1619 for further information.

CERTIFICATION:

I do hereby certify that this Notice of public meeting was **posted** on the outside bulletin board at the Oak Point City Hall, a place convenient and readily accessible to the general public at all times, and said Notice was posted by 5:00p.m. on the 10th day of March, 2023.


Emma Crotty, PARC Secretary

This notice was removed at _____ a.m./p.m. on the _____ day of _____, 2023.

Joni Vaughn, City Secretary

NOTE: It is possible a quorum of Oak Point Council Members could be present, but the City Council will not act on any issues.





Meeting Minutes

Regular Meeting of the Oak Point Parks and Recreation Commission

Oak Point City Hall
100 Naylor Road
Oak Point, Texas 75068

Monday, February 13, 2023 -- 6:00 P.M.

1. Call to order, roll call, and announce a quorum is present.

Chairperson Risher called the meeting to order at 6:07 p.m. with the following roll call:

Candy Risher	Chairperson	Present
Ryan McDow	Vice Chairperson	Present
Jeanine Hall	Commissioner	Present
Kathy Cox	Commissioner	Present
Julie Love	Commissioner	Present
Elizabeth Savage	Alternate	Present
Valerie Watson	Alternate	Absent

City staff present:

Emma Crotty	Support Services Coordinator
Stephen Ashley	City Manager

City Council present:

Dena Meek	Mayor
Scott Dufford	Deputy Mayor Pro Tem

And with a quorum present the following items were addressed:

2. Pledge of Allegiance and Pledge to the Texas Flag.

Chairperson Risher led the Pledge of Allegiance and Pledge to the Texas Flag.

3. Public Input.

Deputy Mayor Pro Tem Dufford shared that he has been trying to contact the Army Corps of Engineers for an update on the Boat Ramp lease but has not heard back.

4. Consider and act upon the minutes from the January 9, 2023 regular meeting of the Oak Point Parks and Recreation Commission.

Commissioner Hall made a motion to approve the minutes of the January 9th meeting; motion seconded by Vice Chairperson McDow.

Motion Passed 5-0

5. Share updates from the Support Services Coordinator pertaining to landscaping quotes, electric quotes, community survey, reserve study, service request signs, and the Facebook page.

City Staff Crotty shared her updates on projects worked on since the last meeting.

6. Review and discuss results from the community survey.

The Board reviewed the final survey results and expressed interest in doing more research on common items that came up such as a splashpad, dog park, pickleball court, and better advertising of Park facilities including bathrooms at Jake's Place Park.

7. Consider and act on acquiring a proposal for professional services for Jake's Place Park.

City Staff Crotty shared with the Board the Staff's thoughts on the benefits of acquiring a comprehensive proposal for improvements at Jake's Place Park. Vice Chairperson McDow made a motion to approve staff seek a proposal for professional services for Jake's Place Park; motions seconded by Commissioner Cox.

Motion Passed 5-0

8. Adjourn.

Vice Chairperson McDow made a motion to adjourn the meeting; motion seconded by Commissioner Cox.

Chairperson Risher adjourned the meeting at 6:54 PM.

Candy Risher, Chairperson

ATTEST:

Emma Crotty, PARC Secretary

DRAFT



To: Oak Point Parks & Recreation Commission
From: Emma Crotty, Support Services Coordinator
Re: March Updates
Date: March 10th, 2023

Please see below for updates on projects I have worked on since we last met. Some of these items will be discussed in greater detail as part of our regular meeting agenda, but I have provided additional information where needed.

Service Requests & Work Orders – I’ve been asked to review the process for how the City handles service requests for Park properties. These requests, when submitted to the service request portal available on the City website and the QR code signage we recently installed, are turned into work orders that are then distributed to the appropriate staff members for completion. We’ve had two internal trainings in February/March going over this process.

Grant Opportunities – I’ve begun working on a grant application through Texas Parks & Wildlife for the purpose of funding planning for the leased USACE property. The grant is due in May, and I will update the Board should we be permitted to apply and selected to receive the award.

Mayors’ Monarch Pledge – A representative from the National Wildlife Federation shared with us the Mayors’ Monarch Pledge program which we shared with Mayor Meek who then agreed to participate. The pledge was digitally signed and commits the City to completing a series of tasks I selected from their set list by the end of the year. Many of the tasks I picked align with PARC goals or are feasible for me to incorporate into my regular job duties. This program will be officially recognized at the City Council Meeting on Wednesday, March 15th.

Broken Slide at Jake’s Place Park – The City was made aware of a broken slide at Jake’s Place Park and has removed it until a replacement can be found. I’ve been in touch with a sales representative from the playset manufacturer and we are exploring other options to make up for the missing slide.

Kiosk – I have spoken with sales representatives and have pricing to share with the Board for consideration as part of agenda item 8.