

**PARKS &  
RECREATION  
COMMISSION  
PACKET**



*September 12, 2022*



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

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

Monday, September 12, 2022 -- 6:00 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. **Administer Oath of Office and Statement of Appointed/Elected Official to the newly appointed Parks and Recreation Commission member.** (City Staff)
5. **Consider and act upon the minutes from the August 8, 2022 regular meeting of the Oak Point Parks and Recreation Commission.** (Chair)
6. **Discuss and act on a location for an additional trash can at Jake's Place Park.** (City Staff)
7. **Review, discuss, and act on a quote for Jake's Place Park pavilion repairs.** (Chair)
8. **Discuss, consider, and act on conducting a reserve study for Oak Point's Park and Recreation assets.** (Chair)
9. **Workshop to discuss goals and projects for the Parks and Recreation Commission.**
10. **Discuss future agenda items and the date of the next Parks and Recreation Commission meeting.** (Chair)
11. **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 9<sup>th</sup> day of September 2022.

  
Emma Crotty, PARC Secretary

This notice was removed at \_\_\_\_\_ a.m./p.m. on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Joni Vaughn, City Secretary



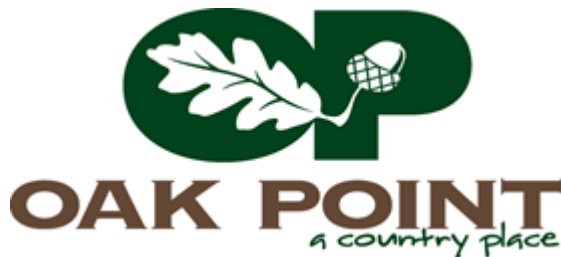
**NOTE: It is possible a quorum of Oak Point Council Members could be present, but the City Council will not act on any issues.**

Meeting Minutes

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

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

**Monday, August 8, 2022 -- 6:00 P.M.**



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

Vice Chairperson McDow called the meeting to order at 6:04 p.m. with the following roll call:

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

City staff present:

Emma Crotty	Support Services Coordinator
Stephen Ashley	City Manager
Joni Vaughn	City Secretary

City Council present:

Scott Dufford	Deputy Mayor Pro Tem
Dena Meek	Mayor
John Lusk	Mayor Pro Tem

And with a quorum present the following items were addressed:

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

Chairperson S. Cox led the Pledge of Allegiance and Pledge to the Texas Flag.

**3. Public Input.**

No public input.

**4. Administer Oath of Office and Statement of Appointed/Elected Official to appointed Parks and Recreation Commission members.**

The City Secretary administered the Oath of Office and Statement of Appointed/Elected Officials to new members Candy Risher, Jeanine Hall, and Elizabeth Savage.

**5. Consider and act upon nominations and appointments of a Chairperson, Vice Chairperson, Secretary, and Treasurer to the Parks and Recreation Commission.**

Commissioner Hall nominated Candy Risher as Chairperson; motion seconded by Commissioner Love.

**Motion Passed 5-0**

Chairperson Risher nominated Ryan McDown to continue as Vice Chairperson; motion seconded by Alternate Savage.

**Motion Passed 5-0**

No Secretary or Treasurer appointed; City Staff will serve these roles as needed.

**6. Consider and act upon the minutes from the July 11, 2022 regular meeting of the Oak Point Parks and Recreation Commission.**

Vice Chairperson McDow made a motion to approve the minutes of the July 11, 2022 meeting; motion was seconded by Alternate Raye.

**Motion Passed 5-0**

**7. Presentation from Dr. Maier (TWU) on pollinator gardens.**

Dr. Maier from TWU presented on pollinator gardens and answered questions.

**8. Consider and act upon poison ivy removal.**

City Staff Crotty shared an update on poison ivy removal along the southern tree line at Jake's Place Park. The Board was asked to vote on approving PARC funds to be allocated towards paying the contractor. Commissioner Love made a motion to approve payment; motion seconded by Vice Chairperson McDow.

**Motion Passed 5-0**

**9. Discuss future agenda items and the date of the next Parks and Recreation Commission meeting.**

Chairperson Risher suggested incorporating a workshop into the next PARC meeting to educate new members on current PARC projects and set goals for the upcoming year; Board in agreement.

**10. Adjourn.**

Vice Chairperson McDow made a motion to adjourn the meeting at 6:41 PM; motion was seconded by Alternate Savage.

**Motion Passed 5-0**

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Candy Risher, Chairperson

**ATTEST:**

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Emma Crotty, PARC Secretary

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# Estimate



ADDRESS
TOWN OF OAK POINT 100 NAYLOR RD. OAK POINT, TEXAS

ESTIMATE #	DATE	EXPIRATION DATE
2475	09/08/2022	10/07/2022

**P.O. NUMBER**  
 TOWN GAZEBO

DESCRIPTION	QTY	RATE	AMOUNT
STONE MASONRY REPAIR AT GAZEBO - LABOR AND MATERIALS FURNISHED BY TEJAS - 2 MAN CREW- @ \$85.00 PER MAN HOUR	20	170.00	3,400.00

THIS ESTIMATE IS FOR THE STONE MASONRY REPAIR AT THE GAZEBO AT THE TOWN HALL . THE REPAIR WILL CONSIST OF THE CHISELLING OUT AND REPLACEMENT OF THE CRACKED AND DISCOLORED MORTAR ON THE COLUMNS AND STONE WALL AND THE REPLACEMENT OF LOOSE AND MISSING STONES ON THE COLUMNS AND BACK STONE WALL .THIS ESTIMATE INCLUDES ALL MATERIALS, LABOR , CLEAN UP AND HAUL OFF.  
 PLEASE NOTE - THIS ESTIMATE IS FOR A 2 MAN CREW PER MAN HOUR . TEJAS STONE WILL SUPPLY ALL SAND MORTAR MIX AND STONE NEEDED FOR THE REPAIRS .

SUBTOTAL	3,400.00
TAX	0.00
<b>TOTAL</b>	<b>\$3,400.00</b>

Accepted By

Accepted Date