

STATE OF TEXAS           §  
COUNTY OF CALHOUN   §  
CITY OF PORT LAVACA   §

On this the 16th day of October 2019, the Recreation and Parks Board of the City of Port Lavaca, Texas, convened in special session at 12:00 p.m. in the regular meeting place in City Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas, with the following members in attendance:

Mac Sistrunk	Chairman
Olga Szela	Board Member
Chris Scroggs	Board Member
Michael Tien	Board Member

And with the following absent:

Jeff Sabedra	Board Member
Patty Weaver	Board Member
Ross Stapp	Board Member

Constituting a quorum for the transaction of business, at which time the following business was transacted:

### **CALL TO ORDER**

- Chairman Mac Sistrunk called the meeting to order and presided at 12:03 p.m.

### **GENERAL DISCUSSION AND HEAR STATEMENTS FROM CITIZENS**

Board Member Mac Sistrunk advised the next meeting will be Wednesday, November 20, 2019 at 12:00 p.m. at the regular meeting place.

City Manager William DiLibero introduced new Parks Superintendent Joe Rodriguez and Senior Accountant Blake Buller to the parks board.

Senior Accountant Buller expressed a concern about the current enforcement ordinance regarding the RV rentals. He mentioned his goal is to visit the ordinance and the rules and regulations and update them to make enforcement of those guidelines an easier process.

### **APPROVE MINUTES FROM THE REGULAR MEETING HELD OCTOBER 16, 2019**

Board Member Olga Szela made a motion.

THAT, the Recreation and Parks Board hereby approve the minutes of the regular meeting held on October 16, 2019.

Board Member Chris Scroggs seconded the motion.

AYES: Sistrunk, Szela, Scroggs and Tien,

NAYS: None

### **RECEIVE UPDATE ON PARK ASSIGNMENTS FROM BOARD MEMBERS**

Board Member Michael Tien questioned the status on the Light House Beach pier, he stated he saw was material coming in but was uncertain as to the actual status of the project. Shaffer stated the contractor started to put the hand rails up. Tien mentioned he saw a lot of empty RV slots and was concerned as to how we are advertising availability. Senior Accountant Buller explained that a lot of the inquires were for the four hundred-dollar spots with the six months stay that are currently not available. He also responded that staff was working on establishing software to allow the public to have access to availability on information online via our website. Discussion on changing the waterfront months during winter months to have a longer availability for the waterfront spots was initiated. The board was in agreement that changing the stay from one month to up to three months would be an adequate change to allow for those slots to be occupied.

Board Member Olga Szela's commented that in reference to the City Park there are a lot of lights out on the Pavilion. Public Works Director Shaffer stated he is working on fixing that issue. Szela also noted there was a portable potty that was left there and would like for them to take a look at it and requested an update for the playground padding due to children safety. Parks Superintendent Joe Rodriguez explained that the padding on the playground is getting worked on and should be completed soon. Szela also commented that she would like to see more picnic tables in the park.

Board Member Mac Sistrunk's said he did not have discussion on the Bayfront Park.

Board Member Chris Scroggs mentioned that none of the things that she had previously suggested for Butterfly park had been done. She did mention she appreciates the fact that the mowing is maintained along with the trimming of the bushes. Rodriguez explained to her that now that he has taken over parks, he is trying to finalize projects one park at a time and will be getting to Butterfly park as soon as they can. He stated they do not want to leave projects unfinished throughout the parks.

Board Member Olga Szela made a motion.

THAT, the RV waterfront rental properties at the Light House Beach be extended from one month stay to up to three months stay during the winter months, October 1<sup>st</sup> through March 1<sup>st</sup>, at the same rate as they are currently being rented as stated on the fee schedule of the ordinance effective immediately.

Board Member Chris Scroggs seconded the motion.

AYES: Sistrunk, Szela, Scroggs and Tien,

NAYS: None

#### **RECEIVE STATUS REPORT ON BAYFRONT PARK IMPROVEMENT PROJECT**

Public Works Wayne Shaffer explained that approval from City Council has been obtained for a number of projects at the Bayfront park but those projects are now pending bids. Sistrunk asked if anyone has heard the Historical Environmental Impact Grant and Shaffer responded that there were no updates on that as far as he knew. Shaffer also stated that the playscape for the Bayfront park was in works with the manufacturer and should be complete in about three months. Board Member Scroggs questioned what the status on the entrance for the Bayfront park was and suggesting for it to be placed for discussion on the agenda of the upcoming meeting in November,

#### **RECEIVE STATUS REPORT ON LIGHTHOUSE BEACH PARK IMPROVEMENT PROJECT**

Public Works Director said the bids for the roof replacement for the pavilion were brought to City Council and the bids were awarded to BLS Construction. Along with the reroofing, BLS Construction will also be working on the electrical on the pavilion and replace all of the lights. Shaffer explained that with the selection of the galvanized purling lights they should not have to worry about current issues with the light fixture because the longevity of the building should be longer. He also stated that the new bathhouse at the Light House Beach was approved by City Council and paperwork was sent out for the construction of it. While they wait for it to be completed, city crews will go in and demolish old building.



## **RECEIVE UPDATE ON CITY PARKS FROM DIRECTOR OF PUBLIC WORKS**

Public Works Wayne Shaffer explained that things in the parks are overall looking better and that hopefully now that a superintendent is established, they should be fully staffed within the next couple of weeks.

## **DISCUSS CURRENT RATES CHARGED AT LIGHTHOUSE BEACH RV PARK**

Chairman Mac Sistrunk's initiated discussion about Lighthouse Beach Recreational Park rates. He explained that this topic of discussion was brought up due to a concerned citizen expressing that the current rates charged for RV rentals were unfairly competing with the private sector. Clarification was made that we are a campground and not an RV park. Explanation that a campground is different from a RV park because a campground has a limited occupancy stay time. City Manager William DiLibero explained that new software, Resnexus, is in the works to make the reservations on the RV rentals more convenient and accessible to the public. All agreed that based on the discussion there was no need to take any action on this topic at the moment. It was noted that rates were raised in January and the goal was to attract more tourist here in Port Lavaca and maintain our park as a campground not an RV park.

## **RECEIVE AND DISCUSS REPORT ON NEW PROCEDURES FOR COLLECTION OF ALL FEES AT THE LIGHTHOUSE BEACH**

Public Works Wayne Shaffer informed the board that the collection of the fees and anything that involved the rentals was now processed in house through Blake Buller, Senior Accountant. He also explained that the kiosk was shut down for the upcoming winter months. Winter months were identified as October 1<sup>st</sup> to March 1<sup>st</sup>. Collection of fees at the kiosk will resume after March 1<sup>st</sup>. Staff has plans to entertain a motion to hire part time workers to take care of the collection of fees at that time.

## **ADJOURN**

Board Member Scroggs made a motion to adjourn.

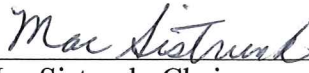
Board Member Tien seconded the motion.

Motion passed by the following vote:

AYES: Sistrunk, Szela, Scroggs and Tien,

NAYS: None

Meeting Adjourned at 12:59 p.m.

  
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Mac Sistrunk, Chairman

ATTEST:

  
\_\_\_\_\_  
Lorena Perez-Diaz, Assistant City Secretary

PUBLIC NOTICE IS HEREBY GIVEN THAT THE RECREATION AND PARKS BOARD OF THE CITY OF PORT LAVACA, TEXAS WILL HOLD A REGULAR MEETING WEDNESDAY, OCTOBER 16, 2019, BEGINNING AT 12:00 P.M., AT THE REGULAR MEETING PLACE IN CITY HALL, 202 NORTH VIRGINIA STREET, PORT LAVACA, TEXAS, TO CONSIDER TO CONSIDER THE FOLLOWING ITEMS OF BUSINESS:

**CALL TO ORDER**

**AGENDA: (THE RECREATION AND PARKS BOARD WILL CONSIDER/DISCUSS THE FOLLOWING ITEMS AND TAKE ANY ACTION DEEMED NECESSARY)**

1. GENERAL DISCUSSION AND HEAR STATEMENTS FROM CITIZENS
2. APPROVE MINUTES FROM THE SPECIAL MEETING HELD SEPTEMBER 18, 2019
3. RECEIVE UPDATE ON PARK ASSIGNMENTS FROM BOARD MEMBERS
4. RECEIVE STATUS REPORT ON BAYFRONT PARK IMPROVEMENT PROJECT
5. RECEIVE STATUS REPORT ON LIGHTHOUSE BEACH PARK IMPROVEMENT PROJECT
6. RECEIVE UPDATE ON CITY PARKS FROM DIRECTOR OF PUBLIC WORKS
7. DISCUSS CURRENT RATES CHARGED AT LIGHTHOUSE BEACH RV PARK
8. RECEIVE AND DISCUSS REPORT ON NEW PROCEDURES FOR COLLECTION OF ALL FEES AT THE LIGHTHOUSE BEACH

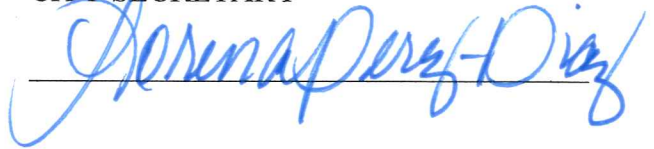
**ADJOURN**

MAC SISTRUNK, CHAIRMAN

CERTIFICATION OF POSTING NOTICE

THIS IS TO CERTIFY THAT THE ABOVE NOTICE OF A MEETING OF THE RECREATION AND PARKS BOARD OF THE CITY OF PORT LAVACA TO BE HELD WEDNESDAY, OCTOBER 16, 2019, BEGINNING AT 12:00 P.M., WAS POSTED AT CITY HALL, EASILY ACCESSIBLE TO THE PUBLIC AS OF 1:30 P.M., FRIDAY, OCTOBER 11, 2019.

MANDY GRANT,  
CITY SECRETARY

A handwritten signature in blue ink, appearing to read "Mandy Grant", is written over a horizontal line.