



## **RECREATION AND PARKS BOARD MEETING**

Wednesday, June 19, 2024 at 12:00 PM

City Council Chambers | 202 N. Virginia Street, Port Lavaca TX 77979

### **MINUTES**

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

On this the 19<sup>th</sup> day of June, 2024, the Recreation and Parks Board of the City of Port Lavaca, Texas, convened in regular session at 12:00 p.m. at the regular meeting place in Council Chambers at City Hall, 202 North Virginia Street, Port Lavaca, Texas with the following members in attendance:

#### **ROLL CALL**

Mac Sistrunk	Chairman
Olga Szela	Vice Chairwoman
William “Bill” Reagan	Board Member
Gregory Falcon	Board Member
Mary Lou Tharling	Board Member
Dina Smith	Board Member
Kevin Kuntschik	Board Member

And with the following absent:

None

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 at 12:14 p.m. and presided.

**COMMENTS FROM THE PUBLIC** - *(Limited to 3 minutes per individual unless permission to speak longer is received in advance. You may make public comments as you would at a meeting by logging on with your computer and using "Join Zoom Meeting" information on first page of this agenda).*

**1. General discussion and hear statements from citizens.**

Chairman, Mac Sistrunk announced that the next Recreation and Parks Board Meeting would be Wednesday, July 17, 2024, at 12:00 p.m. Sistrunk introduced new board member Gregory Falcon to the board and each board member did a brief introduction of themselves.

**2. Approve minutes from the regular meeting held March 20, 2024.**

Motion made by Board Member Kuntschik,

THAT, the Recreation and Parks Board hereby approve the minutes of the regular meeting held on March 20, 2024.

Second by Vice Chairwoman Szela.

Voting Yea: Chairman Sistrunk, Vice Chairwoman Szela, Board Member Reagan, Board Member Falcon, Board Member Tharling, Board Member Smith and Board Member Kuntschik

**3. Approve minutes from the regular meeting held April 17, 2024.**

Motion made by Board Member Kuntschik,

THAT, the Recreation and Parks Board hereby approve the minutes of the regular meeting held on April 17, 2024.

Second by Vice Chairwoman Szela.

Voting Yea: Chairman Sistrunk, Vice Chairwoman Szela, Board Member Reagan, Board Member Falcon, Board Member Tharling, Board Member Smith and Board Member Kuntschik

**4. Approve minutes from the regular meeting held May 15, 2024.**

Motion made by Board Member Smith,

THAT, the Recreation and Parks Board hereby approve the minutes of the regular meeting held on May 15, 2024.

Second by Vice Chairwoman Szela.

Voting Yea: Chairman Sistrunk, Vice Chairwoman Szela, Board Member Reagan, Board Member Falcon, Board Member Tharling, Board Member Smith and Board Member Kuntschik

**5. Receive Parks & Recreation Operations and Maintenance report from Director of Public Works.**

Public Works Director, Wayne Shaffer stated that the parks department has been doing regular maintenance at all of the parks. He told the board that there have been 622 rentals at Lighthouse Beach since October 1, 2023.

**6. Receive Monthly Inspections Report from Public Works Department.**

The board reviewed and discussed the playground inspections report.

No additional comments were made.

**7. Receive updates on park assignments from park board members.**

Board Member Bill Reagan's Park assignments Wilson Park. Reagan stated that the park looks good as whole.

Board Member Kevin Kuntschik's Park assignments are Claret Crossing. He reported that the park overall looks good.

Chairman Sistrunk Park assignment is Bayfront Park, he stated looks very good. Sistrunk stated the park was ready for the upcoming weekend celebration for Juneteenth.

Board Member Dina Smith's Park assignment is Lighthouse Beach and Butterfly Park. She stated the Butterfly park needs a new sign and possibly more swings. Smith said that the pool at Lighthouse Beach with the new slides looks great. She did mention that area needed more parking.

Vice Chairwoman Olga Szela's Park assignment is City Park. She stated that the park looks good overall.

Board Member Greg Falcon was assigned Faye Bauer Sterling Park and the Veterans Memorial at Bayfront Park.

Guest at the meeting asked about the exercise equipment at Butterfly park and a brief discussion was held.

**8. Receive financial status report on the Parks Recreation Department.**

The financial status was reviewed and discussed.

**9. Discuss potential projects for the 2024-2025 Capital Improvement Plan (CIP).**

Interim City Manager, Jody Weaver opened discussion for potential Capital Improvement Plan projects. Board discussed different ideas. Public Works Director Wayne Shaffer asked the board members to submit any ideas to him via e-mail by June 28<sup>th</sup>, 2024.

**10. Discuss Request for Qualifications solicitation for a consultant to prepare a Parks Master Plan.**

Interim City Manager, Jody Weaver, stated she e-mail each member information regarding the Request for Qualifications (RFQ) for he Parks Board Master Plan. The board names a Selection Committee consisting of four Parks Board members. The Members were Mac Sistrunk, Gregory Falcon, Dana Smith, and Bill Reagan. The committee is to meet on June 24, 2024 at 11:00 a.m. in Wayne Shaffer’s office and go over details to discuss and complete the (RFQ’s) for the Parks Master Plan.

**11. Discuss location of new restroom facility at Wilson Park.**

Wayne Shaffer stated that he needed feedback to place the new restroom at Wilson Park. Board discussed the location briefly.

Motion made by Board Member Kuntschik

THAT, the Recreation and Parks Board hereby approves placement of the new restroom at Wilson Park to move forward with construction.

Second by Board Member Falcon.

Voting Yea: Chairman Sistrunk, Vice Chairwoman Szela, Board Member Reagan, Board Member Falcon, Board Member Tharling, Board Member Smith and Board Member Kuntschik

**12. Discuss Gate entry system at Lighthouse Beach Park.**

Jody Weaver presented information regarding possibilities for a gate entry system at Lighthouse Beach. The parks discussed the item and no action was taken.

**ADJOURN**

Motion made by Board Member Kuntschik

Second by Board Member Falcon

Voting Yea: Chairman Sistrunk, Vice Chairwoman Szela, Board Member Reagan, Board Member Falcon, Board Member Tharling, Board Member Smith and Board Member Kuntschik

Meeting adjourned at 1:15 P.M.

These minutes were approved on July 17, 2024

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Mac Sistrunk, Chairman

ATTEST:

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Lorena Perez-Diaz, Assistant City Secretary