

AGENDA
SPECIAL MEETING OF THE PARKS AND RECREATION COMMISSION
CITY OF LIVE OAK
WILL BE HELD AT THE LIVE OAK COUNCIL CHAMBERS
8001 SHIN OAK DRIVE
WEDNESDAY, September 25, 2024, IMMEDIATELY FOLLOWING
THE TREE CARE BOARD

1. CALL TO ORDER
2. INVOCATION/PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CITIZENS TO BE HEARD
5. CONSENT AGENDA
 - A. Approval of Minutes
 1. April 9th, 2024
6. NEW BUSINESS
 - A. Presentation and discussion regarding Parks Master Plan – Paul Howard with Burditt Land and Place Consultants.
 - B. Presentation and discussion regarding city wide events – Ms. Weese
 - C. Update on park improvement projects –Mr. Wagster
7. GENERAL ANNOUNCEMENTS FOR COMMISSIONERS AND STAFF
 - A. Commissioners
 - B. Staff
8. ADJOURNMENT

I certify that the above notice of meeting was posted on the bulletin board of the City Hall, 8001 Shin Oak Drive, City of Live Oak, Texas, on September 18th, 2024, by 5:00 p.m.



Jymie J. Perna, Administrative Assistant

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretative services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office, for concerns or requests, at (210) 653-9140, Ext. 2213.

REQUEST ALL PAGERS AND PHONES BE TURNED OFF, WITH THE EXCEPTION OF EMERGENCY ON-CALL PERSONNEL
It is possible that a quorum of the Live Oak Economic Development Corporation, Parks and Recreation Commission, Planning and Zoning Commission and Board of Adjustment Commission could attend this meeting. The individual members will not engage in any discussion or deliberation on any matters presented on the agenda.

MINUTES
REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION
CITY OF LIVE OAK
HELD AT THE LIVE OAK COUNCIL CHAMBERS
8001 SHIN OAK DRIVE
TUESDAY, APRIL 9TH, 2024
IMMEDIATELY FOLLOWING THE TREE CARE BOARD MEETING

1. CALL TO ORDER - Chairman Mario Ward called the Parks and Recreation Commission meeting to order on April 9th, 2024, at 6:10 p.m.
2. INVOCATION/PLEDGE OF ALLEGIANCE – A moment of silence was observed, and the Pledge was recited.
3. ROLL CALL

PRESENT

Chairman Mario Ward
Commissioner Elizabeth Ramirez
Commissioner Daniel Buntjer
Commissioner Angela Green
Alternate Commissioner Bonnie Tullgren – in place of Vice Chairperson Cherice Smith
Alternate Commissioner Dorothy Scott – in place of Commissioner Brian Read
City Council Liaison Bob Tullgren

ABSENT

Vice Chairperson Cherice Smith
Commissioner Brian Read
Commissioner Crystal Smith
Alternate Commissioner Chris Hockman

STAFF

Mark Wagster, Director of Public Works
Courtney Weese, Recreation & Special Events Manager
Jymie J. Perna, Administrative Assistant
Anas Garfaoui, City Manager
Isa Gaytan, City Secretary
Donna Lowder, EDC Director
Leroy Kowalik, Finance Director
Linc Surber, Fire Chief

Chairman Ward appointed Alternate Commissioner Dorothy Scott to sit in for Commissioner Brian Read and Alternate Commissioner Bonnie Tullgren to sit in for Vice Chairperson Cherice Smith.

4. CITIZENS TO BE HEARD - None
5. CONSENT AGENDA
 - A. Approval of Minutes
 1. January 9th, 2024

Commissioner Elizabeth Ramirez made a motion to approve the Consent Agenda; seconded by Commissioner Angela Green.

VOTE FOR: Chairman Mario Ward, Commissioner Angela Green, Commissioner Elizabeth Ramirez, Commissioner Daniel Buntjer, Alternate Commissioner Bonnie Tullgren, Alternate Commissioner Dorothy Scott

PASSED: 6/0

6. NEW BUSINESS

- A. Presentation and discussion regarding citywide events
- Mrs. Courtney Weese relayed the positive feedback received regarding the EGGstravaganza. She thanked all the volunteers.
 - Chairman Ward commented on the success of the event.
 - Commissioner Elizabeth Ramirez thanked the volunteers that placed eggs on the fields.
 - Mrs. Weese gave Armed Forces Day Parade event details and requested volunteers to decorate and ride on the truck and trailer.
 - Pool opens June 1st at noon.
 - Jr. Fishing Day June 1st - Director Mark Wagster gave appreciation to the Kiwanis Club for a \$500 donation
 - Shindig set for Oct. 5th
 - LOSO Disc Golf Tournament May 1-3
 - Bob Tullgren commented on the line at the women's restroom, the food trucks running out of food, suggested a QR code at the entrance to the pool, QR code and volunteer table at the parade, shoot t-shirts from a t-shirt gun at Shindig, drone for pictures, another volunteer booth with a QR code for sign-up

7. GENERAL ANNOUNCEMENTS FOR COMMISSIONERS AND STAFF

- A. Commissioners –
Chairman Mario Ward reminded everyone of the parks survey.
Commissioner Daniel Buntjer asked if the disc golf tournament will need volunteers
- B. Staff
Director Mark Wagster spoke of the importance of the parks survey. Parks workshop on 4/17/24 at 6:00 p.m.

8. ADJOURNMENT

Commissioner Angela Green made a motion to adjourn, seconded by Commissioner Daniel Buntjer. The Parks & Recreation Commission adjourned at 6:31 p.m.

APPROVED:

Mario Ward, Chairman

ATTEST:

Jymie J. Perna, Administrative Assistant



PARKS & RECREATION AGENDA ITEM FORM

Meeting Date September 25, 2024

Agenda item: 6A

Prepared by: _____

Reviewed by: Mark Wagster

Department: Public Works

AGENDA ITEM DESCRIPTION:

Presentation and discussion regarding Parks Master Plan – Paul Howard with Burditt Land and Place Consultants

Staff Briefing:

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

Recommend to City Council adoption of the new Park Plan.



PARKS & RECREATION AGENDA ITEM FORM

Meeting Date September 25, 2024

Agenda item: 6B

Prepared by: _____

Reviewed by: Mark Wagster

Department: Public Works

AGENDA ITEM DESCRIPTION:

Presentation and discussion regarding city wide events – Courtney Weese

Staff Briefing:

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

None.



PARKS & RECREATION AGENDA ITEM FORM

Meeting Date September 25, 2024

Agenda item: 6C

Prepared by: _____

Reviewed by: Mark Wagster

Department: Public Works

AGENDA ITEM DESCRIPTION:

Update on park improvement projects – Mark Wagster

Staff Briefing:

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

None.