



# City of Richmond

*A Charming Past. A Soaring Future.*

## Parks and Recreation Board Meeting Minutes

600 Morton Street  
Richmond, Texas 77469  
Wednesday, July 10, 2019 at 5:00 P.M.

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### PARKS AND RECREATION BOARD MINUTES

The Parks and Recreation Board for the City of Richmond, Texas met in a regular meeting on Wednesday, July 10, 2019 at 5:00 p.m. Chairman Haas, called the meeting to order at 5:00 p.m. A quorum was present, with the following members in attendance:

Robert Haas  
Pat Pittman  
Barbara Johnson  
Susan Farris  
Veronica Torres  
Robert Hodge

Staff in attendance: Howard Christian, *Assistant City Manager*; Jamie Walker, *Public Works Executive Secretary*; Gary Smith, *City Attorney*

Chairman Haas declared the meeting open.

Chairman Haas introduced agenda item A-2., public comment. He asked if there were any public comments. Hearing no public comment the agenda item was closed.

Chairman Haas introduced agenda item A-3., Review and approve minutes from June 12, 2019 regular meeting. Chairman Haas moved to approve the minutes. Pat Pittman seconded the motion. The vote was unanimous for approval.

Chairman Haas introduced agenda item A-4., the Parks and Recreation Board's monthly report to City Commission. No discussion or action required.

Chairman Haas introduced agenda item A-5., announcing the next Parks and Recreation Board meeting. Chairman Haas set the date of the next meeting for August 14, 2019. No comments or action required.

Chairman Haas introduced agenda item A-6., Keep Richmond Beautiful (KRB) Committee monthly report: a) The date of next shred event has been scheduled for April 25, 2020. Flags were set out for the 4<sup>th</sup> of July, and will be set out again on August 30<sup>th</sup> for the Labor Day holiday weekend. Pat

Pittman has selected new photos for the KRB brochure and has made a few modifications. No other changes requested by board members. Main focus going forward will be on training. The webinar training, Fall Sweep, will be on August 5, 2019 hosted by Keep Texas Beautiful, and will provide information about what other City affiliates have done for upcoming fall project. b) Chairman Haas inquired if there were any grants available. Ms. Pittman stated that grant information is usually sent to them and that the committee has not pursued any grants at this time as they have not had any resources available to help with the grant application process. Ms. Pittman indicated she would contact Keep Texas Beautiful to obtain a list of all the grants available. Howard Christian, Assistant City Manager, indicated that the City has some resources available for the grant writing process that the board may utilize.

Chairman Haas introduced agenda item A-7., Update: Sports Leagues' park use agreements. Gary Smith, City Attorney, stated that there may be a few items to discuss with the sports leagues' regarding the agreements but this may take a while. Chairman Haas brought up the issue of having to pay for admittance into a City Park. Mr. Smith indicated that this is something we could work on with the sports leagues' to cover these types of issues.

Chairman Haas introduced agenda item A-8., Update: Development of the new Community Park. Howard Christian, Assistant City Manager, indicated there were no updates at this time, and that he will provide an update at the next board meeting. No discussion or action required.

Chairman Haas introduced agenda item A-9., Staff Information Reports. a) Howard Christian, Assistant City Manager, stated delivery of the restrooms to George Park should occur about the middle of August. A contractor should be out there 2 to 3 weeks prior to that preparing the site for the delivery. b) Mr. Christian emailed the Grant Administrator for Wessendorff asking if some of the grant funds could be used for the entrance design at George Park, but the Grant Administrator has not yet responded. c) Mr. Christian has received bids for the Collins Road Sidewalk Project. They did include street lighting, park benches, and some decorative items, such as stone edging around culverts, into those bids. D) Mr. Christian indicated there has been some discussion about some type of evening venue attraction at the end of Morton Street across 2<sup>nd</sup> Street in the temporary overflow parking lot. City staff is looking to use this as a staging area to bring in some food trucks and a platform deck that will look out over the river.

Chairman Haas introduced agenda item A-10: Park visits by Park Board Members. Pat Pittman and Barbara Johnson visited all of the parks. Concerns include the Rotary Club sign by the pavilion in George Park, which is broken and the bottom of the sign has rotted. Ms. Pittman asked who was responsible for repairing that sign. Ms. Pittman stated she did send the current President of the Rotary Club photos of the sign. Howard Christian, Assistant City Manager, stated those repairs could be done by City Staff. Mr. Christian asked for contact information for the President of the Rotary Club indicating he would reach out to them regarding this issue. Ms. Pittman asked if there was only one pet waste station through George Park. Mr. Christian indicated these are new in the last couple of months, and there are a couple of these stations throughout George Park. Ms. Pittman indicated she would like to see the pet waste stations at other parks as well and Keep Richmond Beautiful (KRB) may be able to assist with this. Veronica Torres indicated she also visited George Park and noticed the new park benches that were placed and commented that they were in the shade and look very nice. Mr. Christian mentioned that in the future staff would also like to add water fountains to the park as well.

Pat Pittman stated that the flower beds at Clay Park need weeding, and Keep Richmond Beautiful (KRB) would be happy to assist with that once the weather cools down.

Pat Pittman reported that there are no issues with the rest of the parks and they are all looking very good.

Chairman Haas introduced agenda item A-11: Future agenda items. Chairman Haas would like to add Keep Texas Beautiful grants to the next agenda.

There being no further business to be brought before the Parks and Recreation Board, Chairman Haas adjourned the meeting at 5:36 p.m.

Approved:



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Robert Haas, Parks and Recreation Board Chair