



# City of Richmond

*A Charming Past. A Soaring Future.*

## **Parks and Recreation Board Meeting Minutes**

600 Morton Street  
Richmond, Texas 77469  
Wednesday, October 9, 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, October 9, 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 July 10, 2019, regular meeting. Pat Pittman moved to approve the minutes. Robert Hodge 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 Wednesday, March 11, 2020. No comments or action required.

Chairman Haas introduced agenda item A-6., Keep Richmond Beautiful (KRB) Committee monthly report. a) Pat Pittman introduced the new Keep Richmond Beautiful brochure. Ms. Pittman would like

to recognize and commend Ms. Christine Cappel, Public Works Administrative Manager, for creating the brochure and Ms. Michelle Moore, Communication Specialist, for providing photos for the brochure. b) KRB has been working towards training hours. Ms. Pittman participated in a webinar in September called Dark Skies Community, which explained what Dark Skies Community is, and what the requirements are to become certified as a Dark Skies Community. Ms. Pittman explained that Dark Skies has to do with the lighting within the community. Mr. Gary Smith, City Attorney, commented that he would need to look into legislature regarding Dark Skies. Keep Richmond Beautiful did receive credit for participating in that webinar, and still have 2 more hours of training that is required by the end of the year. Ms. Pittman indicated that Texas A&M AgriLife Extension Master Gardner's is offering a 2 hour workshop on fall colored plants, and growing food and produce. KRB assisted the City of Richmond Parks Department in spreading mulch at City Hall Park. Barbara Johnson and Carlos Garcia spent 2 hours downtown cleaning up weeds.

Ms. Pittman reminded Mr. Howard Christian, Assistant City Manager, that KRB is available to assist the City of Richmond Parks Department with any parks or other areas if needed.

Mr. Gary Smith, City Attorney, stated that the City of Richmond will be recognized by Scenic Texas in San Antonio for reaching the Platinum Level. Mr. Smith commended Keep Richmond Beautiful for playing a significant part on the scoring, and staff will bring the award back to the City for display.

Chairman Haas introduced agenda item A-7., 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. Robert Hodge inquired about additional lights downtown. Mr. Christian stated additional lights were added at City Hall Park for an upcoming event, and staff are also hanging lights across downtown on Morton Street to keep up year round. No discussion or action required.

Chairman Haas introduced agenda item A-8., Update: Staff Information Reports. a) George Park: New Restroom Update. Mr. Howard Christian indicated staff poured sidewalks all the way to the George Park Pavilion, and sidewalk lighting will soon be added. b) George Park Entrance Design Update. Mr. Christian stated the George Park entrance design has been turned in to the Wessendorff Foundation for updates and this will be included in the current contract. c) Collins Road Sidewalk Project Update. Mr. Christian advised that this project just started and the project includes replacing culverts, improving drainage, upsizing inlets, and pouring a sidewalk. Mr. Robert Hodge asked who was doing the work for the City of Richmond. Mr. Christian indicated that DVL Enterprises, LLC are working on that project. Chairman Haas inquired about the drainage portion of the project. Mr. Christian indicated the drainage project has to do with culvert alignment, and culvert sizing. Historically, Collins Road has not flooded but there are things the City of Richmond can do to improve the drainage from the yards, such as changing the size of the culverts. On Clay Street and Collins Road the culverts are being upsized from Clay Park to address drainage issues from Collins Road in to the Heights. d) Staff will be doing fall planting and adding lots of color in all of the City Parks.

Chairperson Haas commented on the black painted fence that has been updated at N Second Street. Mr. Howard Christian indicated that the fence was covered with black fabric. A black wind screen will be placed at the fence to help with the sunshine. Mr. Christian stated there are some plans in the works for this area that have not been made public just yet.

Chairman Haas introduced agenda item A-9: Park visits by Park Board Members. Susan Farris visited George Park and indicated that the park hours sign has faded enough that the park hours are not visible and the sign will need to be replaced. Mr. Howard Christian indicated staff will place a work order for a new sign to be made and replace the old one.

Chairman Haas introduced agenda item A-10: Future agenda items. No comments provided or action required.

There being no further business to be brought before the Parks and Recreation Board, Chairman Haas adjourned the meeting at 5:24 p.m.

Approved:

 01-15-2020  
Robert Haas, Parks and Recreation Board Chair