



# RICHMOND

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

City Commission Room | 600 Morton Street, Richmond, Texas 77469

Wednesday, June 16, 2021, at 5:00 p.m.

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The Parks and Recreation Board for the City of Richmond, Texas met in a regular meeting on Wednesday, June 16, 2021, 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 - Chairman  
Pat Pittman  
Barbara Johnson  
Susan Farris  
Veronica Torres

Staff in attendance: Jim Whitehead, Assistant Director of Public Works; Christine Cappel, Public Works Administrative Manager; Gary Smith, City Attorney; Joe Medina, IT; and Rebecca Haas, Mayor.

Chairman Haas introduced agenda item A2., Public Comments. He asked if there were any public comments. Hearing no public comments, the agenda item was closed.

Chairman Haas introduced agenda item A3., Review and consider acting on the Minutes of the Regular Meeting held on Wednesday, January 15, 2020. Ms. Pittman moved to approve the minutes. Ms. Farris seconded the motion. The vote for approval was unanimous.

Chairman Haas introduced agenda item A4., Discuss and consider taking action of reciting the Pledge of Allegiance to the U.S. flag and Texas flag before each meeting. Ms. Torres moved to approve reciting the Pledge of Allegiance to the U.S. flag and Texas flag before each meeting. Ms. Farris seconded the motion. The vote for approval was unanimous.

Chairman Haas introduced agenda item A5., Discuss FY 2021-22 Budget for the Parks Board and priorities. Mr. Smith, City Attorney mentioned Terri Vela, City Manager and Howard Christian, Assistant City Manager were unable to attend today's meeting. Ms. Vela recommends the next Parks and Recreation Board meeting to be scheduled for next month, so a presentation can be made regarding the FY 2021-22 Budget.

Chairman Haas introduced agenda item A6., Review of Park Board members – Replacements if needed, term expiration. Mr. Smith stated there are three members that their terms are expiring in July. Mr. Smith mentioned there may be a delay before re-appointments are made because the City Commission is working on a new policy to encourage participation and notify the public when there is an opportunity for a new appointment coming up. Mr. Smith also mentioned that an item will be added to the agenda

for the next meeting, regarding attendance. If someone misses a meeting, it will allow the Board an opportunity to consider the absence and if it should be excused. This means, if a member misses three consecutive meetings, re-appointment may not be automatic. Chairman Haas mentioned that in the past there has come a time where members are unable to be a part of the Board or Commission and at that time they have come to the Board or Commission and let them know in advance to get a replacement. He also mentioned that he would like to have all the present members contacted because two members are not in attendance. Chairman Haas wants to allow them to be made aware of the changes in policy and attendance that are forthcoming. He briefly went over training for this Board. He also stated that the Parks and Recreation Board is purely advisory, this Board does not have voting power. Mr. Smith stated while this Board may not have final decision-making authority, it carries a great deal of responsibility in making recommendations to the Parks and Recreation and the beautification efforts within the City. He mentions that this Board is one of the connections to the community, to bring the community's wishes forward. Mayor Haas stated that she had been visiting with the residents in North Richmond. She stated the residents are very interested in parks built there. No further discussion.

Chairman Haas introduced agenda item A7., Monthly Park Board Report to City Commission. Discussion was not held on this item.

Chairman Haas introduced agenda item A8., Date of next meeting: To be determined by City Staff.

Chairman Haas introduced regular agenda item A9., Keep Richmond Beautiful (KRB) Committee.

- a) KRB Monthly Report. Ms. Pittman reported that Keep Richmond Beautiful was very busy the first half of this year, mainly due to the freeze in February 2021. The City Hall Park made it through fairly well, all the plants survived. There was some major trimming of said plants, the City Staff helped re-mulch everything. The Morton Street planters did not do well after the freeze at all. All the plants froze. The Committee had to start over, by replanting new plants. The City Park Staff assisted in removing everything from the planters, then putting new dirt back into the planters. The Committee purchased plants that are drought tolerant and freeze hardy.
- b) KRB Notifications, Requests, Projects, Plans and Other. – In April the Committee held their Keep Richmond Beautiful Shred Day. There were 9.4 tons of documents that were shredded during that event. The Committee continues their favorite project, which is setting up the flags for all the major holidays. For a recap of 2020, all the requirements were met. The Committee completed the beautification project, the Shred Event in October, and completed four hours of training. Mr. Smith asked Ms. Pittman, how the membership for the Keep Richmond Beautiful Committee was. Ms. Pittman stated she could use some extra people. Mr. Smith recommended adding this issue to the agenda for the next meeting. Ms. Pittman stated the next Shred Event is in October 2021, the Committee will return to using High School and College students as volunteers.

Chairman Haas introduced regular agenda item A10., Update on Parks and Trails Master Plan. Mr. Haas is asking if A10 & A11 can be combined. Mr. Smith stated this is a combination of this item and the next item on the regular agenda. He started with the sidewalks on Clay Street, because it is an element of the Master Plan, connecting communities with the hubs and parks. There was an event scheduled for Thursday, June 17<sup>th</sup> from 4:00 p.m. to 7:00 p.m. at Friends of North Richmond, the City hosted a Community Meeting, hoping to get community input, to make sure it fits the desires of the surrounding community. The Clay Street sidewalk will connect a significant portion of this community with churches, schools, and will continue to Collins Road. Chairman Haas asked about the Project on Richmond Parkway and how that project was coming along and if there will be sidewalks on both sides. Jim Whitehead, Assistant Public Works Director, stated there are no current updates of this time, and yes there will be sidewalks on both sides. Chairman Haas mentioned that once the Project on Richmond Parkway takes off, the City might want to look at connecting the sidewalks to Freeman Town Park. He also mentioned finding a way to connect Golfview Drive to Richmond Parkway down the Rabbs Bayou corridor. No further discussion.

Chairman Haas introduced regular agenda item A11., Update on Clay Street Project. See A10 comments.

Chairman Haas introduced regular agenda item A12., Update on the new park near Seguin School. Mr. Smith mentioned he did not have much detail on this project. He stated he this item needs to be added to the next meeting. Chairman Haas stated Access Health donated \$20,000.00 to this project. He would like to know if it has been used or what the City can use it for. If it has been used, he would like to know what he has been used for. Ms. Farris was wanting to know if there was a name for this park yet. Chairman Haas stated there is not an official name for the park yet. No further discussion.

Chairman Haas introduced regular agenda item A13., Staff Information Reports. Comments combined in A14.

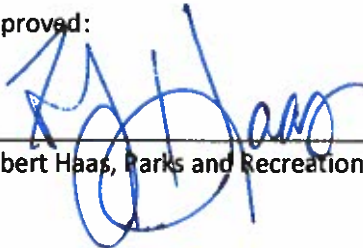
Chairman Haas introduced regular agenda item A14., Park visits by park board members. Ms. Farris stated that she and Ms. Pittman went by all the parks. Ms. Farris stated that the Freeman Town Park looked good, but the beds need to have some weeding done. At Clay Park, the paint is chipping on some of the picnic tables. She is not sure if there are budgeted funds to get those picnic tables re-painted. At Crawford Park, the planter does not currently have any plants in them. Ms. Farris asked if the irrigation in those planters functioning. Mr. Whitehead stated there is no irrigation in those planters. Ms. Pittman mentioned that Keep Richmond Beautiful will be planting some annual flowers in those planters soon. Mr. Whitehead mentioned that a large pecan tree fell at Wessendorff Park, the City is working on getting that cleared out. Ms. Farris stated that the flower beds in Wessendorff in need of weeding. At George Park, there are six large palm trees and all the fronds are dead. She noted she did not see any new growth. Mr. Whitehead asked if the palm trees are by the Lamar Little League area. Ms. Farris said yes. Mr. Whitehead stated Lamar Little League is reasonable for those palm trees, he will reach out to them. Ms. Farris stated by the softball fields, there is a large pecan tree there and there are huge ant hills there. She also mentioned there is a dead tree behind the restrooms and a dead tree trunk in the same area that could have poison ivy on it. No further discussion.

Chairman Haas introduced regular agenda item A15., Future Agenda Items. Items to be discussed:

- Discuss FY 2021-22 Budget for the Parks Board and priorities.
- Discuss Absences/Excuse from attendance at regular Parks and Recreation Board Meeting
- Seguin School Park - Access Health Grant
- Boosting interest, membership in KRB
- Update on Parks and Trails Master Plan

There being no further business to be brought before the Parks and Recreation Board, Chairman Haas adjourned the meeting at 5:41 p.m.

Approved:



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Robert Haas, Parks and Recreation Board Chair