



# **RICHMOND**

**EST. TEXAS 1837**

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

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

Wednesday, November 17, 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, November 17, 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  
Robert Hodge  
Barbara Johnson  
Susan Farris

Staff in attendance: Terri Vela, City Manager; Howard Christian, Assistant City Manager / Public Works Director; Jim Whitehead, Assistant Public Works Director; Gary Smith, City Attorney; and Christine Cappel, Public Works Administrative Manager.

Chairman Haas introduced agenda item A2., Recite the Pledge of Allegiance to the U.S. Flag and Texas Flag. The Pledge of Allegiance to the U.S. Flag and Texas Flag was recited by the Board.

Chairman Haas introduced agenda item A3., Public Comments. He asked if there were any public comments. Hearing no public comments, the agenda item was closed.

Chairman Haas introduced agenda item A4., Review and consider acting on the Minutes of the Regular Meeting held on Wednesday, October 13, 2021. Mr. Hodge moved to approve the minutes. Ms. Farris seconded the motion. The vote for approval was unanimous.

Chairman Haas introduced agenda item A5., Date of next meeting: Wednesday, January 19, 2022, at 5:00 p.m. There was no objection.

Chairman Haas introduced agenda item A6., Monthly Park Board to City Commission. There was a brief discussion between Chairman Haas and Howard Christian about recommendations being sent to the City Commission in October. Terri Vela gave an update regarding the neighborhood park near Seguin School. No further discussion.

Chairman Haas introduced regular agenda item A7., Keep Richmond Beautiful (KRB) Committee.

- a) KRB Monthly Report. Ms. Pittman reported that the Keep Richmond Beautiful Committee attended training on the database that will be used to report littler clean-ups. KRB has now completed its training for the year.
- b) KRB Notifications, Requests, Projects, Plans, and Others. – Ms. Pittman stated on November 1<sup>st</sup>, she attended a Keep Texas Beautiful webinar on how to host an art contest. On October 16<sup>th</sup> KRB held their fall Shred Event, there were 11.66 tons of documents shredded. Ms. Pittman mentioned KRB has confirmed with 2022 dates for their Shred Event and those will be April 23, 2022, and October 15, 2022. Ms. Pittman also mentioned that last week in preparation for all the holiday events, KRB and City Park Staff cleaned up the City Hall Park. KRB also put flags out for Veterans Day. Terri Vela briefly mentioned the possibility of expanding to electronic recycling for the Shred Event. Ms. Pittman mentioned KRB was gifted two Monarch butterfly houses and they would like to put them at Wessendorff Park. The City Staff will investigate and come up with an idea on how to set the butterfly houses up. They will follow up next meeting.
- c) Membership for KRB. Chairman Haas asked if there were any other members at this time. Ms. Pittman stated there are 3 active members. Chairman Haas asked if there is a limit on members, Gary Smith stated there is not a limit on members. Terri Vela mentioned that she has had a few people interested in becoming part of the KRB committee, she will get that information to Ms. Pittman and Ms. Johnson.

Chairman Haas introduced regular agenda item A8., Update on the new Richmond Community Park and Golfview / Richmond Parkway Trail. This item was previously discussed during agenda item A6. No further discussion.

Chairman Haas introduced regular agenda item A9., Access Health update. Sindhu Sathees with Access Health stated as a Community Health Center, they are hoping to get more involved with the parks. She briefly discussed how Access Health is ready to help and support in any way they can. Chairman Haas briefly mentioned in the future he would like to conduct some community meetings with the help of Access Health. Ms. Sathees mentioned that one of the initiatives they have started is Street Captain Leaders, which is an individual on several different streets acting as a liaison. Chairman Haas mentioned that one of the highlights of an Access Health discussion with Street Captain Leaders was about street lighting. Ms. Sathees stated that Street Captain Leaders went door to door to rekindle with their neighbors and get some insight on how the community could be better; streetlights were the number one safety concern along with speeding. Mr. Whitehead mentioned there is a way to report street light outages on CenterPoint's website. Ms. Vela also mentioned the City put out a social media post to inform the community on how they can self-report any outages. She also stated that the Public Works Department is very good about reporting these outages when any outage is called in. Mr. Christian briefly discussed the placement of streetlights. Mr. Christian also mentioned the speed hump policy. No further discussion.

Chairman Haas introduced regular agenda item A9., Staff Information Reports. Mr. Whitehead briefly went over the HGAC grant, that the City has applied for. The City is requesting trash and recycling can upgrade in George Park. The City is currently on the list for funding, and the application has been sent to TCEQ for approval. Ms. Pittman requested assistance looking into how to set up recycling at the events the City has. Mr. Whitehead also mentioned the City will

be installed four pet stations around the walking trail at Wessendorff Park. Ms. Pittman asked about getting pet stations at Clay Park also. Mr. Christian stated there has been a new picnic table ordered for the City Hall Park area. Mr. Christian stated the Parks Department will be working on clearing out the ditch line at the bridge. Mr. Whitehead stated the gazebo at Wessendorff Park will be power washed and primed and repainted. No further discussion.

Chairman Haas introduced regular agenda item A10., Park visits by park board members. Ms. Pittman stated everything looked good, Wessendorff Park looked great. Ms. Johnson mentioned weeds are growing around the trees at George Park. Mr. Whitehead did acknowledge the comments and will address the issue. No further discussion.

Chairman Haas introduced regular agenda item A11., Future Agenda Items. Chairman Haas would like to keep the standard items on the agenda. No further discussion.

Chairman Haas introduced regular agenda item A12., Excuse from attendance at regular Park and Recreation Board Meeting. Ms. Torres has requested to be excused from the meeting citing a death in the family. Chairman Haas moved to approve the absence for Ms. Torres. There were no objections. No further discussion.

There being no further business to be brought before the Parks and Recreation Board, Chairman Haas adjourned the meeting at 5:49 p.m.

Approved:



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Robert Haas, Parks and Recreation Board Chair