



RICHMOND

EST. **TEXAS** 1837

Where History Meets Opportunity

Parks and Recreation Board Regular Meeting City Commission Room | 600 Morton Street, Richmond, Texas 77469 Wednesday, August 16, 2023, at 5:00 p.m.

<u>Position 1:</u>	Susan Farris
<u>Position 2:</u>	Robert Haas (Chairman)
<u>Position 3:</u>	Ruben Cortinas
<u>Position 4:</u>	Vacant
<u>Position 5:</u>	Veronica Torres (Vice-Chair)
<u>Position 6:</u>	Robert Hodge
<u>Position 7:</u>	Pat Pittman (Secretary)
<u>Alternate:</u>	David Pella

A quorum of the City Commission may be present at this meeting.

AGENDA

- A1. Call to Order, Quorum Determined, and Meeting Declared Open.
- A2. Recite the Pledge of Allegiance to the U.S. Flag and the Texas Flag.
- A3. Public comments. (Public comment is limited to a maximum of 3 minutes per item. No deliberations with the Board. Time may not be given to another speaker).

CONSENT AGENDA

- B1. Review and approve the minutes of the Regular Meeting held on Wednesday, July 12, 2023.
- B2. Date of next meeting: To be announced.

REGULAR AGENDA

- C1. Monthly Park Board Report to City Commission.

- C2. Keep Richmond Beautiful (KRB) Committee.
 - a) KRB Monthly Report.
 - b) KRB Notifications, Requests, Projects, Plans, and Other.
 - c) Membership for KRB
- C3. General discussion on the proposed neighborhood park near Juan Seguin Early Childhood Center.
- C4. General discussion on Decker Park.
- C5. Staff Information Reports.
- C6. Park visits by Park Board Members.
- C7. Future agenda items.
- C8. Excuse from attendance at regular Parks and Recreation Board Meeting.
- C9. Adjournment.

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The Parks and Recreation Board (PRB) meetings are available to all persons regardless of disability. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations, should you require special assistance, must be made 48 hours prior to this meeting. Braille is not available. Please contact the City Secretary's office at (281) 342-5456 for needed accommodations.



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EST. **TEXAS** 1837

Where History Meets Opportunity

Parks and Recreation Board Meeting Minutes

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

Wednesday, July 12, 2023, at 5:00 p.m.

The Parks and Recreation Board for the City of Richmond, Texas met in a regular meeting on Wednesday, July 12, 2023, at 5:00 p.m. Vice-Chair Torres, called the meeting to order at 5:00 p.m. A quorum was present, with the following members in attendance:

Veronica Torres – Vice-Chair
Pat Pittman
Susan Farris
Ruben Cortinas
Robert Hodge
David Pella

Staff in attendance: Howard Christian, Assistant City Manager; Gary Smith, City Attorney; and Brittany Mullings, Public Works Executive Secretary.

Vice-Chair Torres 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.

Vice-Chair Torres introduced agenda item A3., Public Comments. She asked if there were any public comments. Hearing no public comments, the agenda item was closed.

Vice-Chair Torres introduced consent agenda item B1., Review and approve minutes of the Regular Meeting held on Wednesday, May 10, 2023. Board Member Pittman moved to approve the meeting minutes. The motion was seconded by Board Member Hodge. The vote for approval was unanimous.

Vice-Chair Torres introduced consent agenda item B2., Date of next meeting: The next meeting will be held on Wednesday, August 16, 2023, at 5:00 p.m. All Board Members were in favor.

Vice-Chair Torres introduced regular agenda item C1., Monthly Park Board Report to City Commission. No discussion on this item.

Vice-Chair Torres introduced regular agenda item C2., Keep Richmond Beautiful (KRB) Committee.

- a) KRB Monthly Report. Ms. Pittman stated that the Butterfly Garden was planted in Wessendorff Park at the end of May, and blooming annuals were planted in Crawford Park, both with the assistance of the Parks Department. For Memorial Day and the Fourth of July, flags were displayed on Morton Street and in City Hall Park. KRB is aware that City Hall Park is overgrown with weeds, and they have contacted the Parks Department to request assistance. She mentioned that KRB has completed the annual training required by Keep Texas Beautiful.
- b) KRB Notifications, Requests, Projects, Plans, and Others. The next Shred Event will be held on October 21, 2023, from 9:00 a.m. – noon at City Hall Park.
- c) Membership for KRB. No discussion.

Vice-Chair Torres introduced regular agenda item C3., General discussion on the proposed neighborhood park near Juan Seguin Early Childhood Center. Mr. Christian stated they met with the School District. The School District requested that the City provide them with three alternative options. The first option is what was originally presented. The second would include the property adjacent to the cemetery, which contains the old concession stand. As a final option, the walking trail would be included with the property adjacent to the cemetery. In order to share the recommendation with the School District, Mr. Christian requested a recommendation from the Board. Option three was favored by the Board.

Vice-Chair Torres introduced regular agenda item C4., Review Board Members' suggestions from the parks' needs, priorities, projects, etc. for the updated Parks Master Plan. Board Member Pittman stated she went over the current Parks Master Plan, and the main focus was maintaining the current parks we have.

Vice-Chair Torres introduced regular agenda item C5., Staff Information Reports. Mr. Christian stated the Parks Department has been installing decorative trash can at George Park. They have also been keeping up with mowing all the parks.

Vice-Chair Torres introduced regular agenda item C6., Park visits by Park Board Members. Board Member Farris reported that Clay Park looks really good. She also mentioned at Freeman Town Park there is a black border around the swing set that has been broken and needs to be fixed. Crawford and Wessendorff parks also look nice. Board Member Pella asked in the poles will be removed at Clay Park where the old signage was. Board Member Cortinas stated at George Park, the playset slide is broken/cracked at the end and is hazardous.

Vice-Chair Torres introduced regular agenda item C8., Future agenda items. None were discussed. The Board would like to take agenda item C4 off the future agenda.

Vice-Chair Torres introduced regular agenda item C9., Excuse from attendance at regular Park and Recreation Board Meeting. Board Member Farris moved to approve the absence of Chairman Haas. Board Member Hodge seconded the motion. The vote for approval was unanimous.

There being no further business to be brought before the Parks and Recreation Board, Vice-Chair Torres adjourned the meeting at 5:30 p.m.

Approved

Robert Haas, Chairman
Parks and Recreation Board