



# **RICHMOND**

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

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

Wednesday, October 11, 2023, at 2:00 p.m.

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The Parks and Recreation Board for the City of Richmond, Texas met in a regular meeting on Wednesday, October 11, 2023, at 2:00 p.m. Chairman Haas, called the meeting to order at 2:00 p.m. A quorum was present, with the following members in attendance:

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

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

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 consent agenda item B1., Review and approve minutes of the Regular Meeting held on Wednesday, September 13, 2023. A typo was noted by Board Member Pittman on item C6 on the agenda. Board Member Pella moved to approve the meeting minutes once corrected. The motion was seconded by Board Member Farris. The vote for approval was unanimous.

Chairman Haas introduced consent agenda item B2., Date of next meeting: The next meeting will be held on Wednesday, November 15, 2023, at 5:00 p.m. All Board Members were in favor. Chairman Haas asked the Board if they would be opposed to not having a meeting in December, the Board had no opposition.

Chairman Haas introduced regular agenda item C1., Monthly Park Board Report to City Commission. None to discuss.

Chairman Haas introduced regular agenda item C2., Keep Richmond Beautiful (KRB) Committee.

- a) KRB Monthly Report. Ms. Pittman stated they have been busy weeding and planting annuals for the upcoming events on Morton Street. In mid-September, with the assistance of the Parks Department, they were able to weed City Hall Park and clean out all planters on Morton Street. They also cleaned the butterfly garden and rose bed at Wessendorff Park.
- b) KRB Notifications, Requests, Projects, Plans, and Others. The 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.

Chairman Haas introduced regular agenda item C3., General discussion on the proposed neighborhood park near Juan Seguin Early Childhood Center. Mr. Christian did not have an update at this time.

Chairman Haas introduced regular agenda item C4., Review and consider approval of a letter from the Parks and Recreation Board to the City Commission in reference to Decker Park. There was unanimous approval of the recommendation letter by the Board. Board Member Farris moved to accept the draft as presented. The motion was seconded by Board Member Pella. The vote for approval was unanimous.

Chairman Haas introduced regular agenda item C5., Staff Information Reports. The Board was shown examples of different Traffic Signal Box Wraps presented by Mr. Whitehead. According to Mr. Christian, there are fourteen total. The Richmond Historical Commission will determine the four that occupy the Historical District, while the Parks Board will decide the ten locations throughout the City. A request was made for input from the Board regarding the design of the traffic signal box wraps. Board Member Farris inquired about the lifespan of the wraps. It is expected that they will last between five and eight years; the upkeep will be the responsibility of the City. As a result, Board Member Pella liked what was presented and liked the Richmond logo, and Vice-Chair Torres asked when the City would like their input. As soon as the input is received, Mr. Whitehead will get it to the designer for a proof, and then he will bring the proof to the Board for approval. According to Board Member Cortinas, he would prefer to see fewer flowers and perhaps some livestock or something related to Texas. Chairman Haas suggested images that high school students put out for the livestock shows.

Mr. Whitehead stated the Parks Department has kept up with mowing. The repair part for the slide came in.

Chairman Haas introduced regular agenda item C6., Park visits by Park Board Members. Board Member Farris stated that she had visited all the parks except George Park, and that they all appeared to be in good condition. She reported seeing something white running down the Clay Park sign. Mr. Whitehead stated that they would investigate the matter. Board Member Pella reported going to George Park and finding everything to be in good shape. Vice-Chair Torres stated that she visited George Park twice and everything looked good. Board Member Pittman stated that Wessendorff Park and City Hall Park both exhibited a good appearance. Board

Member Cortinas was pleased to see that the slide at George Park had been repaired. He commended the Parks Department for doing a good job at maintaining the Parks.

Chairman Haas introduced regular agenda item C7., Future agenda items. Chairman Haas would like to keep Decker Park as an update and add a discussion on the Traffic Signal Wraps.

Chairman Haas introduced regular agenda item C8., Excuse from attendance at regular Park and Recreation Board Meeting. Board Member Farris moved to approve the absence of Board Member Hodge. Vice-Chair Torres seconded the motion. The vote for approval was unanimous.

There being no further business to be brought before the Parks and Recreation Board, Chairman Haas adjourned the meeting at 2:41 p.m.

Approved



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Robert Haas, Chairman  
Parks and Recreation Board