

WED SPET 7



# City of Richmond

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## Parks and Recreation Board Regular Meeting Minutes

600 Morton Street

Wednesday, July 13, 2016 at 5:00 P.M.

### PARKS AND RECREATION BOARD REGULAR MEETING MINUTES

The Parks and Recreation Board for the City of Richmond, Texas, met in a regular scheduled meeting on Wednesday, July 13, 2016 at 5:00 p.m. Chair Robert Haas called the meeting to order at 5:02 p.m. A quorum was present, with the following members in attendance:

Robert Haas	Barbara Johnson	Veronica Torres
Carrie Jackson	Robert Hodge	Klip Morefield

A1: Robert Haas declared the meeting open.

A2: Introduction and welcome to Park Board Member Carrie L. Jackson.

A3: Robert Haas called for public comments. Hearing none the agenda item was closed.

#### Consent Agenda:

**B1: Review and approve minutes from the May 4, 2016, May 11, 2016, and June 22, 2016 meetings.** There was no discussion and the minutes were approved. Unanimous.

#### Regular Agenda:

**C1: Freeman Town Park Update: Report from Staff about any new movement or lack thereof with this proposed park.** Assistant Public Works Director provided a report, stating that Kelly R Kaluza and Associates, an engineering firm, has been contracted to survey the property. In addition, two signs for the park have been ordered and the property has been mowed. No action.

**C2: Discussion of proposed Parks & Recreation projects to be recommended for inclusion in the Fiscal Year 2016-2017 Budget.** This item was incorporated into item C3 for discussion.

**C3. Presentation from Robert Haas for proposed report to the City Commission July 18, 2016 meeting.** Review and approve, with or without corrections, additions, or deletions. Robert Haas presented data from the City Budgets from 2009 to present. It was noted that there has been little funding in the way of park improvements except for Wessendorff Park. However, in recent budgets the 5-year plans included possible capital improvement projects. In addition, a portion of the Park Improvement Fund balance, \$25,000, has been used for the Parks Study presently underway. City staff added that there was a commitment to work on bringing park improvement forward. Haas concluded that it was evident that the City is taking

steps to make improvements, noting the resurrection of the Park Board, funding the study, and improvements already listed in budget planning.

Haas provided a copy of the proposed letter to be presented to the City Commission during their regular meeting on July 18, 2016, provide a report on Park Board activities, progress with the park study, and preliminary project ideas. In addition, the Park Board is recommending the City Commission set aside \$100,000 in the 2016-2017 Budget for park projects to be brought to the Commission during the 2016-2017 FY. It was noted these were to be several smaller projects and easily accomplished in this year; priorities suggested to Freeman Town Park, Clay Road pedestrian access, Crawford Park improvements, and trail enhancements in George Park.

The letter and report to the Commission was approved. Unanimous.

**C4: Update on Parks and Open Space Master Plan.** Jim Whitehead provided an outline of the progress thus far from the consultant. Jessica Duet, City Planner, elaborated on the preliminary report. No action.

**C5: Discussion regarding request from Ms. Patricia Greenwood, daughter of Mr. Robert L. Greenwood, Jr. in renaming of a football field in George Park after her father, Mr. Robert L. Greenwood, Jr.** Jim Whitehead stated he was unable to contact the family. While there did not seem to be any opposition to the naming of the footballs fields by the Board, Haas asked the City Attorney for guidance. Gary Smith provided information that the City was in the process of establishing guidelines and rules for naming parks and fields. This item was tabled to a future meeting.

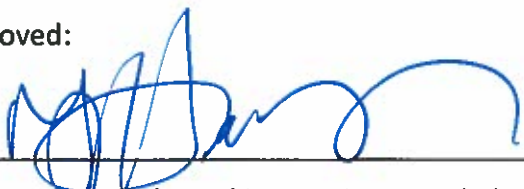
**C6: Determination of Board Member terms.** Haas asked the attorney to speak about this agenda item. Gary Smith said that the nine-member board should serve in staggered terms and he was working on a provision to facilitate how that would be accomplished. This item was tabled to a future meeting.

**C7: Flood Damage Report: Report from Staff about any damage and repairs completed or pending within our Parks.** Jim Whitehead said that two Magnolia Trees were killed in Wessendorff Park and some of the other landscaping. Barbara Johnson said that the roses would probably not survive as well and that she was working with Whitehead on these plants. Clay Park lost some mulch. No action.

**C8: Date of next meeting proposed to be Wednesday, August 3, 2016 at 5:00 p.m.** No action required. No Comments received.

**C9: Adjournment.** There being no further business to be brought before the Parks and Recreation. The meeting was adjourned at 5:58 p.m.

Approved:



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Robert Haas, Parks and Recreation Board Chair