



# CITY OF RICHMOND

Parks and Recreation Board

Regular Meeting Minutes

600 Morton Street – City Hall Annex

A Charming Past. A Soaring Future.

Wednesday, October 5, 2016 at 5:00 P.M.

## PARKS AND RECREATION BOARD REGULAR MEETING MINUTES

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

- |   |                          |   |                           |   |                 |
|---|--------------------------|---|---------------------------|---|-----------------|
| 1 | <del>Mary Doetterl</del> | 4 | Robert Haas               | 7 | Veronica Torres |
| 2 | <del>Steve Host</del>    | 5 | <del>Carrie Jackson</del> | 8 | Robert Hodge    |
| 3 | Klip Morefield           | 6 | Barbara Johnson           | 9 | Pat Pittman     |

**A1:** Robert Haas declared the meeting open.

**A2:** Robert Haas called for public comments. Hearing none the agenda item was closed.

### Consent Agenda:

**B1: Review and approve minutes from the September 7, 2016 meeting.** There was no discussion and the minutes were approved. Motion by Torres and second by Hodge to approve. Unanimous.

**B2: Date of next meeting: Wednesday, November 2, 2016 at 5:00 p.m.** No comments.

### Regular Agenda:

**C-1 Wessendorff Park Update. Trail system plans and construction progress. Llarance Turner, Kelly R. Kaluza & Associates. Review and approve to forward approval to the City Commission.** Llarance Turner, Kelly R. Kaluza & Associates, provided copies of the plan and made a presentation outlining the proposed improvements to Wessendorff Park. The project consists primarily of an eight-foot wide trail system around the Park, crossing the bayou in several areas, with benches and lighting along the trails. It was noted that the light fixtures were to match existing fixtures. The plan also included possible future improvements and additions. Turner stated the contractor has been chosen by staff and will forward the contract to the City Commission for review. If approved construction would likely start after January 1, 2017.

There was short question & answer period and input from Hunter Rush, Senior Planner, MHS Planning & Design, LLC.

Haas asked for a motion on the item. Motion to approve by Pittman and second by Hodge. Unanimous. Haas to forward recommendation to the City Commission.

- C-2 ***Football field naming for Mr. Robert L. Greenwood, Jr. Jessica Duet and Gary Smith. Review and take action.*** Gary Smith, City Attorney, was not present but provided a document that explained the process and rules. There was no one present to represent the family of Mr. Robert L. Greenwood, Jr. Duet explained about some of the options and possible actions, which may be taken. Hodge commented that someone representing the family should attend. Duet stated that several unsuccessful attempts have been made to make contact since the application was received. Torres commented that without public comment, others might be interested in naming the field. Haas commented that the people and organizations that utilize the fields should be notified and allowed an opportunity to comment. Johnson stated she could not make a decision based solely on the letter as she did not know the man or family. Haas stated that it appeared there was no actual objection from the board, except lack of information and public input as stated in City Ordinance No. 2016-19, Section 1-75. Guiding Principals, M. Have broad public support. Hodge stated he would attempt to make contact with the family. Motion to disapprove due to lack of information and broad public support by Morefield and second by Johnson. Unanimous. Haas to forward Letter to Duet of the Board's action.
- C-3 ***Freeman Town Park Update: Funding Grants and other progress. Report from Staff. Review and approve to forward approval to the City Commission.*** Llarance Turner, Kelly R. Kaluza & Associates, and Hunter Rush, Senior Planner, MHS Planning & Design, LLC. made a presentation outlining the proposed improvements to the Freeman Town Park Plan which provided an overview of the project; the site is tight and the design reflects the best use of the site in its present configuration to include a basketball court, a pavilion, park benches, and possible a small play area. The park will be lighted minimally for safety and security and not intended for use of the court during the hours of darkness. Turner stated that that an application will be submitted for a grant and should expect an answer soon. Haas to provide a letter to the City Commission with the Board's action on this item. Motion to approve by Hodge and second by Torres. Unanimous.
- C-4 ***Update on the Study Results and Park Improvement Plan. Jessica Duet.*** Hunter Rush, Senior Planner, MHS Planning & Design, LLC, gave an update on the plan with an outline of projects and estimated costs. He stated that the public input indicates that 90% of the respondents wanted upgrades and better maintenance of the existing facilities and that new large parks were not desirable. Rush to provide updated outline for the board to consider for priorities. There was discussion on spray grounds with considerable favorable comments. Rush to provide more details. Disk Golf courses were discussed with Rush providing the technical details. Information Item, no action.
- C-5 **Outline for Park Board Recommendations for Park Improvements. Review update, provide comments, and approve as amended.** Haas stated he added an item to major projects, which was sidewalks, and connectivity improvements to the downtown area. It would probably require an outside funding source to facilitate and manage the project. Haas also stated that

the current Trails Master Plan addresses this need in some detail. Haas asked that due to time limitations the time as a whole be tabled until the next meeting. He asked the Board to review the outline closely and discuss in detail at the next meeting. No action.

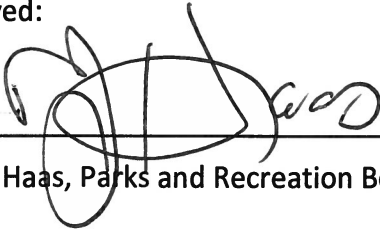
C-6 **Parks & Recreation webpage information. Report from Staff.** Duet reported that was nothing to report. No action.

C-7 **Park visits by park board members.** There was a brief discussion about members periodically visiting the Parks and providing comments. Comment included the sidewalk mural at Clay Park could use repainting with Johnson volunteering to research and bring more information at the next meeting. Haas asked for simple ideas, which could be implemented at Crawford Park to dress it up some. No Action.

C-8 **Monthly report to City Commission. Propose to compile a report, including approvals, of our meetings activities and provided it to the City Commission for inclusion in regular monthly meeting packets.** Haas asked the Board for authorization to prepare a brief monthly report to the City Commission, based on information and actions (As reflected in minutes) of the Board's meetings. No discussion. Motion to approve by Pittman and second by Morefield. Unanimous.

C-9 **Adjournment** 6:10 p.m.

Approved:



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Robert Haas, Parks and Recreation Board Chair