



# CITY OF RICHMOND

Parks and Recreation Board

Regular Meeting Minutes

600 Morton Street – City Hall Annex

A Charming Past. A Soaring Future.

Wednesday, January 4, 2017 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, January 4, 2017 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	Carrie Jackson	8	Robert Hodge
3 — <del>Klip Morefield</del>	6	Barbara Johnson	9	Pat Pittman

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

**A2:** Membership: Steve Host was reappointed by the City Commission.

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

### Consent Agenda:

**B1: Review and approve minutes from the November 9, 2016 and December 7, 2016 meetings.** There was no discussion and the minutes were approved. Motion by Pittman and second by Hodge to approve. Unanimous.

**B2: Date of next meeting: Wednesday, February 1, 2017 at 5:00 p.m.** No comments.

### Regular Agenda:

**C-1 Election of Vice Chairperson.** Haas asked for nominations. Torres nominated Steve Host. Hearing no other nominations, Haas asked for a motion to approve the nomination of Steve Host for Vice Chair of the City of Richmond Parks & Recreation Board. Motion by Johnson to approve the nomination of Steve Host for Vice-Chairman, second by Hodge. Vote was unanimous, approving Steve Host as Vice Chairman.

**C-2 Parks and Recreation 2017-2027 Improvement Implementation Schedule. Review and approve; forwarding to Staff and Hunter Rush, Senior Planner, MHS Planning & Design, LLC. Request a timetable for receiving the first draft of the Master Plan.** Haas presented the proposed outline asking for comments and any changes before submitting to Staff for further consideration. Pittman asked if a date was needed for a playground for Wessendorff. Reply was that no year was necessary. Jessica Duet explained that the outline included several new parks, but new parks may be in contradiction with the citizen survey and public stakeholder meetings. Furthermore, she suggested that too many new parks may be more that can be realistically completed in this master plan. The object of the master plan should provide a workable and doable scheme. She added that while this is a 10-year plan, it is best to review it in five years and make changes at that time in accordance with real-time events that may have changed the direction the master plan may need to take. Haas stated that, as a board, we have included all items discussed and suggested knowing that it must be pared-down to a practical framework by City Staff. Haas added that much of the

timeline and cost estimates should be compiled by staff and the consultant. The Board will have an opportunity to review and comment on the master plan draft which ultimately will be left to the City Commission for final approval.

Motion to approve by Johnson and a second by Hodge. Approved, unanimous.

- C-3 ***Current Park Projects: Update report from staff: Wessendorff Park. Freeman Town Park. Crawford Park Improvements.*** Howard Christian, Public Works Director, provided an update: Wessendorff Park: The ‘order to proceed’ has been issued and likely start date is January 23, 2017. Freeman Town Park: Design & engineering complete and waiting on funding. City forces may start work soon. Crawford Park Improvements: Christian asked for a full understanding of the vision for improvements. Haas suggested to give the park a more open feel, removing the front chain-link fence and possibly repurposing it along the bank of the river and car stops added along the front of the park. Duet to provide a site plan to work from. Haas to have an agenda item for the February meeting.
- C-4 ***Fields Street Park Proposal. Haas, discussion only.*** Haas presented a slide show which outlined the look of the property and property lines. He believes that land acquisition being the most problematic for this site but that something needs to be done with the property, possibly code enforcement measures. Haas to research properties and provide details to Duet so she can evaluate for possible improvements. No action.
- C-5 ***Park visits by park board members.*** Some of the new metal benches in Wessendorff park were rusting and there was water standing on a sidewalk. Christian to look at these. No Action.
- C-6 ***Meeting dates and times and attendance. Vote to keep standard meeting date and time as first Wednesday of the month at 5:00 pm, or establish a new date and time.*** Haas discussed the standing meeting date and time, the first Wednesday of the month at 5:00 pm. Due to failing to achieve a quorum at the last meeting he asked if there was a problem or any changes needed with communication and notifications? There were no comments or objections. Approved.
- C-7 ***Adjournment*** 5:42 p.m.

Approved:



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Robert Haas, Parks and Recreation Board Chair