



# CITY OF RICHMOND

Parks and Recreation Board

Regular Meeting Minutes

600 Morton Street – City Hall Annex

A Charming Past. A Soaring Future. Wednesday, February 1, 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, February 1, 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	Vacant	4	Robert Haas	7	Veronica Torres
2	Steve Host	5	Carrie Jackson	8	Robert Hodge
3	Vacant	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 January 4, 2017.** Torres indicated a change was required to the minutes as follows: 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. There was no further discussion and the minutes were approved as corrected. Motion by Johnson and second by Hodge to approve. Unanimous.

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

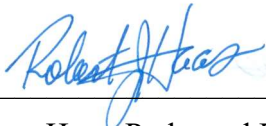
### Regular Agenda:

**C-1 Status of the Master Plan draft and timetable for review and approval. Information Only. Duet.** Duet not present. Christian said Duet had nothing new to report. Haas asked for a timetable that Duet may expect for the plan to be drafted, reviewed, and presented to the Commission.

**C-2 Current Park Projects: Staff Information Reports: Wessendorff Park. Freeman Town Park. Others.** Christian: Wessendorff project off and running on a 150-day contract. Clearing along the bayou. Large amounts of trash and debris discovered. Suggested that maintenance of this park may require additional staff time, primarily with regard to debris removal. Freeman Town Park project should start advertising for bids this week or next. Asked Board to forward to the City Commission recommendations for a Park Name, monument/signage, and landscaping. Haas to put on March 1, 2017 agenda. Crawford Park, staff has cleaned it up, removed the chain link fencing, adding boulders delineating the vehicle area and grass. Flowers added and picnic tables. Possibly add split-rail fence along the edge of the river later in the year. The Board lauded the improvements. George Park is adding a parking lot in the softball area and they have added several pet stations.

- C-3 **Crawford Park Improvements. Site plan by Duet. Review and act on a proposal to forward to staff for further consideration.** Discussed in C-2. Improvements complete at this time.
- C-4 **Fields Street Park information. Haas to provide parcel information. Discussion only.** City Attorney, Gary Smith reported the vacant land without FBCo CAD information appears to have been removed from the tax rolls at some point probably due to long deceased heirs and relatively invaluable property as a large portion of it is part of major area drainage systems and deep into the flood plain. In addition, it appears there are several inconsistencies in various plats of the subdivisions, cemeteries, and former street rights of way. Haas presented six properties with FBCo CAD and FBCo Tax-Assessor/Collector information. None of the properties showed much CAD value and none were presently delinquent in taxes. Smith spoke briefly about the procedures to take property via eminent domain, indicating while it can be attempted, it can also be a lengthy and expensive process. This would especially be true if the owners or heirs cannot be located. Smith added that some of the cleanup is underway via code enforcement action. Assistant Police Chief, Brzozowski shared that the cleanup was also to help eliminate some of the criminal activity.
- C-5 **Review and act on sending a request to City Staff for providing periodic information updates (briefs) to the Park Board on matters concerning parks.** Haas presented a letter (Attached) requesting information to be passed on to the Board as needed. The intention was to request staff to keep the Board informed related to activities in Parks. The letter was reviewed with no additional comments. Motion by Johnson and second by Host to approve. Unanimous.
- C-6 **Review the City Commission January 17, 2017 Meeting Agenda Item: A16. Review and consider taking action on the vacancies of Board Members to the Parks and Recreation Board, Resolution No. 171-2017. (Copy enclosed)** Haas discussed the Commission resolution stating that having the positions vacated would allow for a lower number of members present to constitute a quorum until they can be filled. The vacancies were not permanent and the spots are required to be filled as soon as practical. Haas asked the Board to seek out prospective Board members for the vacancies and have them apply to City Hall at least 7-10 days before the City Commission Meeting (February 20, 2017) to be considered. Applications may be downloaded from the City website, picked up at City Hall, or Haas said he would hand deliver one if ask.
- C-7 **Discussion: Park visits by park board members.** The rusted Wessendorff Park bench and trash receptacle were sandblasted and powder coated. Christian stated they were only 6 months old. Also, there are two new picnic tables at City Hall.
- C-8 **Adjournment.** 5:38 p.m.

Approved:



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Robert Haas, Parks and Recreation Board Chair