



# CITY OF RICHMOND

Parks and Recreation Board

Regular Meeting Minutes

600 Morton Street – City Hall Annex

A Charming Past. A Soaring Future. Wednesday, March 22, 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. Two persons signed up to speak.

1. Evalyn Moore, Mayor City of Richmond – 900 Hilcrest Drive – Richmond, TX 77469. Mayor Moore extended her thanks and appreciation to the Park Board for the work the Board is doing and especially the work on Freeman Town Park. She noted that the citizens are appreciative and excited to have this new park in the neighborhood.
2. Paul Metcalf – 1628 Plantation Drive – Richmond, TX 77406. Mr. Metcalf expressed his support for the inclusion of Dog Parks into the Park Master Plan and for future consideration. He noted the advantages and needs for such parks and that there are no dog parks in Richmond presently. He suggested there was an area in George Park that would be suitable for a dog park.

### Consent Agenda:

**B1: Review and approve minutes from the February 1, 2017.** Haas introduced a change he made to the minutes which were not included in the Board packet to Item C-5. There were no objections or discussion. Motion by Johnson and second by Torres to approve. Unanimous.

**B2: Monthly Report to the City Commission.** No report.

**B3: Date of next meeting: Moved to C-1.**

### Regular Agenda:

- C-1 **Propose to move the regular meeting date to the Wednesday following the Regular City Commission Meeting. Wednesday, April 19, 2017.** Haas explained moving the meetings to the same week as other meetings can help those attending multiple meetings. He suggested using the Wednesday before the City Commission Meeting. No objections. The next meeting date is Wednesday, April 12, 2017 at 5:00 p.m.
- C-2 **Consider the official name for the new park located near Burnet Street and South 7th Street.** Haas proposed to name the park: Freeman Town Park. No discussion. Motion to approve by Pittman, second by Jackson, unanimous.

- C-3 **Consider choosing the style and design of the sign and monuments for the new park located near Burnet Street and South 7th Street.** Howard Christian, Public Work Director, stated he will bring some options to the next meeting.
- C-4 **Consider the landscape for the new park located near Burnet Street and South 7th Street.** Howard Christian, Public Work Director, stated he will bring some options to the next meeting.
- C-5 **Status of the Master Plan draft and timetable for review and approval. Information Only.**  
**Duet.** Jessica Duet, City Planner stated the plan is currently being reviewed internally with city staff and consultants. Duet expects to have a draft for Board review at the next meeting. Duet will supply a copy via email and two hard copies to Haas for delivery to members without email.
- C-6 **Current Park Projects: Staff Information Reports: Wessendorff Park. Freeman Town Park. Others.** Christian: Wessendorff project in full construction. Host asked about maintenance concerns. Christian noted that he expects trash and debris will be an ongoing challenge. Mowing and keeping the unwanted vegetation in check, Christian said there should be 2 mow strips on each side of the trail. However, most of these features will require manual maintenance on a continuing basis and additional staff time/equipment.
- Freeman Town Park construction is underway with City crews installing storm drainage. The contract was approved by the City Commission and the contractor should start in about 2 weeks. city crews will complete the project with paving the parking areas and other details as needed.
- C-7 **Discussion Only: Bicycle Lanes-feasibility update.** Duet discussed some of the technical details and challenges with adding lanes to existing roadways. Christian added that some roadways are not always as simple as adding pavement to the shoulders. Some roadways may require extensive engineering design to relocate utilities and install storm drainage. Duet suggested that the Board use the Trails Master Plan to identify specific areas to work toward. She will provide copies of the Trails Master Plan to members. Haas asked that construction details and requirements be provided so members can become familiar with some of the ROW issues.
- C-8 **Discussion: Park visits by park board members.** Haas ran a slideshow which included the work going on at Freeman Town Park, Wessendorff Park, and the new parking lot in George Park.
- C-9 **Adjournment.** 5:40 p.m.

Approved:



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Robert Haas, Parks and Recreation Board Chair