

1 The Open Space and Trails Committee met on Thursday, March 2, 2017 at
2 Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss and if
3 appropriate, take action on the agenda items listed below.

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5 **THOSE PRESENT WERE:**

6 Helen Burton (exc. abs.)	Chair
7 Sally Antrobus	Vice-Chair
8 John Coggeshall	Member
9 Monica Comeaux (exc. abs.)	Member
10 Debra Harper	Member
11 Karen Tisdell	Member
12 David Popken	Member
13 Meredith Brant	Assistant City Secretary
14 Pat Patel	Administrative Assistant
15 LeaAnn Dearman	Communications Director

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17 Vice-Chair Antrobus called the meeting to order at 5:00 p.m.

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19 **1.0 PUBLIC COMMENTS AND ANNOUNCEMENTS**

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21 Ms. Antrobus mentioned that today was Texas Independence Day. Ms.
22 Tisdell announced that she would be moving from Seabrook and resigning
23 from the board. It was also mentioned that this would be Ms. Brant's last
24 meeting prior to her retirement at the end of the month.

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26 **2.0 NEW BUSINESS**

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28 Ms. Antrobus, with the permission of the commission, requested that items
29 2.4 and 2.5 be considered first, as Ms. Dearman was present for the
30 meeting.

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32 **2.4 Update on Carothers Gardens open house.**

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34 LeaAnn Dearman presented the plans for the upcoming open house at Carothers.
35 She explained that as per the Carothers marketing plan, staff will conduct two open
36 house events each year. They will be large events with many vendors catering to
37 parties, weddings and other events. She suggested that an optional date for the
38 committee's open house could be April 1, when there will also be an event in Pine
39 Gully Park, where there will be food trucks, kite making for kids and fishing. This
40 would create foot traffic near Carothers and with promotion, would likely create
41 traffic for an open house.

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43 Previously, Ms. Burton had agreed to work from 11:00 to 1:00. Ms. Antrobus stated
44 that she would work from 1:00 to 4:00. Ms. Harper and Mr. Popken agreed to be
45 there whenever needed.

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47 Ms. Dearman stated that new park and trail maps should be available for the open
48 house on April 1.

2.5 Report on events at Carothers Gardens, including promotions and responses to workshops.

Ms. Dearman distributed information on workshop events and the Carothers marketing plan draft. She explained that the workshops were working well with only one class not making. Ms. Dearman highlighted various aspects of the plan which included target demographics, goals and strategies and the wide use of social media as an important promotional and marketing tool.

2.1 Consider and take all appropriate action concerning variety and method used for planting oleanders at Baybrook Park.

After some discussion as to the best method of planting and what variety to plant, it was decided that rather than planting right away, the committee will wait until plants are on sale in the fall. Ms. Harper will get with Mr. Padgett to see what time of year would work best for the Parks Department staff, to find out if there is a budget available, how many and what color to plant. Ms. Harper will report back to the committee next month.

All were in agreement to plant oleanders.

2.2 Consider and take all appropriate action concerning the refurbishment of the sundial located at the natural playground in Pine Gully Park and the materials needed. This is a Girl Scout project.

Chair Burton reported in a memo that Mr. Padgett had recommended the use of Gorilla Glue as the fixative for the stones on the sundial.

2.3 Update on "Keep Texas Beautiful" grant application.

Ms. Antrobus stated that she had submitted the application prior to the deadline and now it is just a matter of timing. Mr. Padgett, as the contact person, should hear something by March 17, then on April 21 should receive full comments on the application and results.

2.6 Consider and take all appropriate action concerning volunteer recognition in May.

Suggestions for volunteers to be recognized included Carl Fulton, Bayway Homes, Bartlett Trees and Trees for Houston. This item will be discussed again at the April meeting.

3.0 OLD BUSINESS

3.1 Consider and take all appropriate action concerning a Pilot Project to remove privet and other invasive species along the trails and in the parks.

On Tuesday, members are having a walkabout with Mark Cramer of Armand Bayou. They will consider the removal of exotic plants, invasive species as well as woodland regeneration (rather than privet control). Ms. Antrobus stated that even though cane is invasive, if holes are opened up in the cane, a tree can be planted in that hole and

may well shade the cane out of existence.

3.2 Update on new tree donations.

Mr. Coggeshall stated that there was nothing new to report, tree planting was probably done for the season. He added that he would like to see how the trees recently planted do prior to ordering more. Bartlett Trees continues to put in requests for native trees for the City. Mr. Coggeshall suggested that we continue to try different types of native trees.

4.0 ROUTINE BUSINESS

4.1 Update on recent and ongoing park activities and improvements.

Ms. Antrobus mentioned that the sink in the greenhouse at Carothers needs to be replaced. Mr. Coggeshall stated that the new small bridge between Wildlife Park and the trail that runs behind it is a nice addition.

4.2 Chair's Update on meeting with City Staff.

In the absence of Chair Burton, she provided a memo for the update. Items included:

- Ms. Dearman is working on a trail map for the pedestals.
- The City's Volunteer Dinner is scheduled for April 19 at 6:30 p.m.
- A new baseball park is being added at Friendship Park. The other two fields in town are fully reserved in baseball season.
- Parks Department is looking for lifeguards and cashiers for the swimming pool.
- Trash Bash is March 25.
- Easter Egg Hunt is April 15.
- Lucky Trail Marathon is March 17, 18 and 19.
- The clock at the round-about is working due to cut cable. It should be fixed next Thursday.

4.3 Approve the minutes of the February 2, 2017 meeting.

Motion was made by Mr. Popken and seconded by Ms. Tisdell

To approve the minutes as written.

MOTION CARRIED BY UNANIMOUS CONSENT.

4.4 Consider and take all appropriate action concerning the Action Items Checklist which is attached and made a part of this agenda.

There was no discussion on this item, but the question was asked as to whether Jessica Stricker, was still actively volunteering in the parks. This is a question for Ms. Burton.

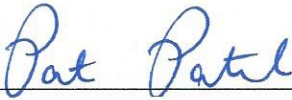
4.5 Consider and take all appropriate action concerning the tasks for Parks staff.

Members agreed to remove the second item from the task list, removal of lumber and debris from a pond near the butterfly garden.

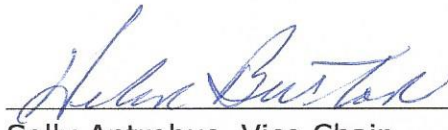
4.6 Consider agenda items and upcoming meeting dates.

The next meeting will be April 6.

The meeting was adjourned at 6:40 p.m.



Pat Patel,
EDC Administrative Assistant



Sally Antrobus, Vice Chair