

The Open Space and Trails Committee met on Thursday, December 9, 2021 at Seabrook Public Works and Animal Control Complex Training Room, 1100 Red Bluff Road, Seabrook, Texas to discuss and if appropriate, take action on the agenda items listed below.

THOSE PRESENT WERE:

Sally Antrobus		Chair
David Popken		Vice-Chair
Heather Cable	- Ex. Absence	Member
John Coggeshall		Member
Monica Comeaux		Member
Debra Harper		Member
Nehemiah Jackson		Member
Gayle Cook		City Manager
Sean Landis		Deputy City Manager
Robin Lenio		City Secretary
Kevin Padgett		Public Works Director
Brian Craig		City Engineer/Asst. Public Works Director
Natalie Stephens		Public Works Administrative Coordinator

Chair Sally Antrobus called the meeting to order at 5:02 p.m.

1. PRESENTATIONS

1.1 Presentation, Update on the Texas Open Meetings Act and Public Information Act requirements.

City Manager, Gayle Cook and City Secretary, Robin Lenio are reviewing the Texas Open Meetings Act and Public Information Act with each of the City of Seabrook Boards.

Open Meetings Act

- Applicability of the Act
- What Constitutes a Meeting
- Notice Requirements
- Procedures
- Violations

Public Information Act

- Responsibilities
- Definitions
- Policy
- Penalties
- Custodians

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1.2 Presentation, Update on Board and Committee appointment process

City Secretary, Robin Lenio, explained the direction City Council would like to see for the appointment and reappointment process for Boards. Currently, boards and commissions have an annual application deadline of October 15. There will be a new application for each board with description of position and responsibilities. Since everyone on this Open Space and Trails Committee is up for reappointment in January, everyone will need to fill out the new application. The review process will be restructured for a subcommittee of two members of City Council and a staff member to be on the review panel for each board. The panel will interview applicants and take their recommendations back to City Council for consideration. Council has agreed for a one time extension of Open Space and Trails terms to March 1, 2022 to allow for time for the new appointment process to be approved by City Council.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS

Jesse Jones gave an update on the Carothers Community Garden. The Facebook page is followed by over 300 residents. They currently have 46 people that have signed up for the 30 garden beds plus Seabrook Intermediate School garden bed. The requirement to sign up for a garden bed is to be a Seabrook resident. Heavy construction has been completed with the help of Public Works.

Budget

- \$20,000 for the garden / \$40,000 with labor and equipment.
- \$13,290 City equipment and labor
- \$2,320 plumbing materials
- \$3,655 lumber and hardware
- \$2,950 100 cubic yard of soil
- \$5,500 150' fence and 2 gates

Total is \$27,715 with a budget surplus of \$13,000.

Deputy City Manager, Sean Landis will confirm if money not used for the Carothers Community Garden will go back into the Carothers Coastal Gardens fund. \$20,000 is allocated to the Carothers Community Garden or if it is from the Carothers Coastal Gardens funds.

Al Austin introduced himself and his interest in getting more involved with the parks and trails.

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3. CONSENT AGENDA

Approve the minutes of the November 11, 2021 Open Space and Trails Committee meeting.

Natalie Stephens, Public Works Admin Coordinator

Motion made by Member Harper and seconded by Member Jackson.

To approve the minutes of the November 11, 2021 Open Space and Trails Committee meeting.

MOTION CARRIED BY UNANIMOUS CONSENT

4. NEW BUSINESS

4.1 Consider and take all appropriate action to schedule bi-monthly Open Space and Trails meetings unless time sensitive agenda items arise requiring a monthly meeting. *City Staff*

Public Works Director, Kevin Padgett, recommended Open Space and Trails to meet bi-monthly with an option to meet monthly if there are items that need to be discussed sooner. This would allow for a flexible schedule for the Open Space and Trails committee, accommodate the committee to have more time doing what they love out in the parks and have more material for discussion. Bi-monthly may be ideal with a hands on working committee such as Open Space and Trails.

Member Popken was opposed to bi-monthly meetings even if it means that some months will not have an agenda filled with high profile items. He finds value in meeting monthly especially if there are any public comments.

Member Harper was concerned that by meeting only bi-monthly the committee's momentum would dissolve, however would consider perhaps scheduling up to three meetings to be canceled during summer time. With Open Meetings Act restrictions the committee is not able to discuss projects other than at the Open Space and Trails monthly meetings.

Member Comeux supported the idea of a 3 month recess during the summer or winter and continue with monthly meetings.

Motion made by Member Popken and seconded by Member Harper.

To oppose having bi-monthly Open Space and Trails Committee meeting.

MOTION CARRIED BY UNANIMOUS CONSENT

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5. DISCUSSION

5.1 Discuss, consider, and if necessary take all appropriate action on Resolution 2021-23, "Amendment to the terms of office for the members of the Seabrook Open Space and Trails Committee". *City Secretary, Robin Lenio*

City Secretary, Robin Lenio, explained City Council believes terms should be staggered to benefit from the duality of experience and fresh ideas. Per the City Charter, the Open Space and Trails Committee term is 3 years. However the Open Space and Trails Committee can discuss if they want to recommend to council to change to a two year term.

5.2 Discuss, consider, and if necessary take all appropriate action regarding current light poles at Friendship park soccer field. *Member Coggeshall*

Member Coggeshall explained the Harris County soccer fields at Clear Lake Park has updated their field reservation application to require far in advance notification and a charge of \$30 an hour. He would like to see what would be needed to have the lights at Friendship Park soccer field working for use from 7:30 PM to 10 PM. He invited Gary Greivenkamp, who organizes Ultimate Frisbee games, to speak on possible use of Friendship Park soccer field for Ultimate Frisbee.

Gary Greivenkamp stated that Friendship Park soccer field is in good condition to allow for a healthy after work activity of Ultimate Frisbee. Lighted fields are hard to find and Seabrook has an asset that is not being utilized. He would like to use the field on Wednesday nights and he knows of another group that play on Tuesdays and Fridays who may also be interested.

Public Works Director, Kevin Padgett, commented on a couple of Ordinances which would need to be addressed to allow for the Friendship Park soccer field to be lighted and used until 10 PM. Ordinance 8.10 Luminary Regulation state current field lights are not in compliance with. The city has experienced that even with pole height, shielded lights, and certain brightness of bulb, nearby residents have complained on other lights. Ordinance 65.33 Use of City Parks specifying park hours from sunrise to sunset in order to not have anyone at the parks for safety and security.

The committee proposed using the field in the evening for a trial run to determine if the neighboring residents were affected.

Motion made by Member Coggeshall and seconded by Member Popken.

Recommend City Council to change park hours and request temporary evening use of the Friendship Park soccer field with the current lighting.

MOTION CARRIED BY UNANIMOUS CONSENT

5.3 Discuss, consider, and if necessary take all appropriate action regarding Hester Butterfly Garden volunteers for spring gardening. *Member Harper*

Motion made by Member Harper and seconded by Member Popken.

Defer to next Open Space and Trails meeting

MOTION CARRIED BY UNANIMOUS CONSENT

5.4 Discuss, consider and if necessary take all appropriate action regarding TXDOT partnership with plantings near HWY 146 at Red Bluff Rd. *City Staff*

Member Coggeshall, discussed an ideal area for dense planting on west side of Hwy 146 at Red Bluff. It would provide shade for the new sidewalk and provide a sound buffer. There is an application process to partner with TXDOT, however they have a 95% survival rate for their plantings.

Deputy City Manager, Sean Landis, mentioned that the second phase of the Hwy 146 expansion project is for specialized landscape and can incorporate Member Coggeshall's idea. TXDOT will not go out of ROW and the City will need to confirm boundaries for planting.

Motion made by Member Popken and seconded by Member Harper.

Member Coggeshall be the liaison with city staff with meeting with TXDOT for future plantings.

MOTION CARRIED BY UNANIMOUS CONSENT

5.5 Discuss, consider and if necessary take all appropriate action regarding opportunities for education and observation components with the fallen trees at Carothers Coastal Gardens.
Chair Antrobus

Item was pulled from the agenda

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159 **5.6** Discuss, consider and if necessary take all appropriate action regarding Tree Planting
160 Day of Awesomeness on January 8th. *Committee*

161 Member Popken requested a gator early on Friday to stage the planting locations.

162 **5.7** Discussion and update on parks' status or issues. *Committee*

163 Member Coggeshall mentioned Houston Wilderness Society has volunteered to plant 100
164 trees in Seabrook on 12-10-21 at 9 AM.

165 Member Popken would like for committee and staff to pursue grants for resiliency for
166 erosion matts.

167 Public Works Director, Kevin Padgett mentioned that the City has been contacted by a local
168 company interested in adopting a park and showed interest in supporting a project such as
169 100 yard erosion matts.

170 Member Popken noted the trails near the cemetery there is a collection of debris from the
171 hurricane preventing the marsh to grow and need to be removed.

172 Member Popken noted large potholes at the parking lots of Hester, Robinson and
173 Brummerhop parks.

174 **5.8** City Staff update. *City Staff*

175 Deputy City Manager, Sean Landis mentioned the kayak launch near the current Wastewater
176 Treatment plant was completed on 12-8-21. There will be a social media blast to notify the
177 community.

178 Deputy City Manager, Sean Landis noted the Carothers Community Garden is looking very
179 nice with the hard work of Jesse Jones, Member Jackson as well as the Public Work staff.

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6. ROUTINE BUSINESS

6.1 Update on volunteer hours. *Committee*

309.5 volunteer hours were reported for the month of November by Open Space and Trails, Community Service and park volunteers.

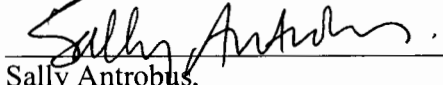
6.2 Establish future meeting dates and agenda items. *Committee*

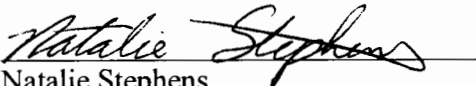
The next Open Space & Trails meeting will be held tentatively on Jan. 6, 2022 at 5 PM.

By Committee consensus, the following will be added to the Jan. Agenda.

- Discuss, consider and take all appropriate action regarding current light poles at Friendship park soccer field. *(Committee)*
- Discuss, consider and take all appropriate action regarding Hester Butterfly Garden volunteers for spring gardening. *(Committee)*
- Discuss, consider and take all appropriate action regarding Tree Planting Day of Awesomeness. *(Committee)*
- Discuss, consider and take all appropriate action regarding Carothers Community Garden. *(Committee)*
- Update on Houston Wilderness Society planting out turn. *(Coggeshall)*

Upon motion duly made, the meeting was adjourned at 6:38 PM


Sally Antrobus,
Chair


Natalie Stephens,
Public Works Administrative Specialist