



**MEETING MINUTES
NOVEMBER 7, 2024**

**SEABROOK OPEN SPACE AND TRAILS
COMMITTEE
MEETING**

Chair Comeaux called the Seabrook Open Space and Trails Committee to order at 6:00 p.m. in the Public Works and Animal Control Complex Training Room. Present were Nehemiah Jackson, Sally Antrobus, John Coggeshall, David Popken, Monica Comeaux, Debra Harper, Jesse Jones.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

There were no citizen comments

2. CONSENT AGENDA

2.1 Approve the minutes of the October 3, 2024 Open Space and Trails Committee meeting.

Motion:	To Approve
Made By:	OST Member Jones
Seconded By:	OST Member Antrobus
Vote:	Passed unanimously by all present

3. OLD BUSINESS

**3.1 Discuss the status of CIP 19 Carothers Phase 2 Orchard and take any appropriate action. -
Member Jones**

The committee discussed that the orchard was not approved by Council. Member Jones indicated that the orchard would not cost anything and a recommendation was made to request approval from Council to move forward.

Motion:	To Approve the Resubmission of the Orchard (CIP 19) for approval by Council
Made By:	OST Member Jones
Seconded By:	OST Member Popken
Vote:	Passed unanimously by all present

**3.2 Consider and take all appropriate action regarding the job description, roles and duties of the
Open Space and Trails committee. - Member Jones**

The Committee discussed the documents that were sent to them (**See Attachment A**). The members requested a Mission Statement. This item will be kept on the agenda for further discussion at the next meeting.

3.3 Consider and take all appropriate action regarding Live Oaks on Main Street.

The Committee discussed the advantages of Live Oaks as well as the number of trees needed for planting on Main Street. They agreed on 15 trees.

3.4 Consider and take all appropriate action on planning and organizing the Staff Appreciation Luncheon. - Committee

The Committee agreed on the date and time of the Staff Appreciation Luncheon to be November 13, 2024 at 11:30 a.m. Members also discussed their contribution to the luncheon.

4. NEW BUSINESS

4.1 Update and report on various Seabrook Park items including needed repairs, signage, plants, flowers, vegetation, and park use matters - Committee

- Member Jackson discussed a broken wooden rail at Friendship Park
- Member Harper discussed some lighting that may not be working on the Trails.
- Member Jones discussed the lights on the Trails facing the wrong direction causing passing cars to activate them.
- Member Antrobus discussed her appreciation for the hard work of City staff relating to the Tallow tree removal and she also discussed possible vine removal.
- Member Popken discussed someone improperly trimming trees within the parks.

4.2 Update and report on various Seabrook Park items including community events, emergency events, and grant administration - Chair Comeaux

Chair Comeaux discussed:

- The fall parade
- Pickle ball courts
- Celebration Seabrook went well and is set for the same time next year
- A new water fountain was installed near Public Works

5. DISCUSSION

5.1 Discussion regarding the Carothers Coastal Garden grading and drainage plan and RFP.

The Committee discussed the following:

- The timeline for the project is on track
- Member Jones discussed that there were no bids and wanted to determine the next steps
- Brian Craig informed the committee that staff is looking to rebid or utilize the buy-board

6. ROUTINE BUSINESS

6.1 Report from the Committee Chair on the status of a list of proposed actions taken by the Open Space and Trails Committee and forwarded to City Council for its action or review - Chair Comeaux

No new updates

6.2 Discuss recently viewed Keep Texas Beautiful webinars and take all appropriate action on remaining required webinar hours – Committee

The committee discussed that there are 5 more hours remaining due by December

6.3 Update on volunteer hours – Committee

- The committee updated their completed volunteer hours

6.4 Establish future meeting dates and agenda items – Committee

- The committee discussed that the next meeting on 12/5/2024 would be on the same day as the Tree Lighting Ceremony. They determined that, if there were any conflicts, that date could be adjusted.

Motion:	To Adjourn
Made By:	OST Member Popken
Seconded By:	OST Member Harper
Vote:	Passed unanimously by all present

The meeting was adjourned at 6:53 p.m.

APPROVED:



Chair

for Monica Comeaux

DATE:

12/12/24

ATTEST:



Amanda Morales
Deputy City Secretary