

**NOTICE OF MEETING
OPEN SPACE AND TRAILS COMMITTEE
THURSDAY, JUNE 2, 2016 – 5:00 P.M.**

NOTICE IS HEREBY GIVEN THAT THE **OPEN SPACE AND TRAILS COMMITTEE** OF THE CITY OF SEABROOK WILL MEET ON **THURSDAY, JUNE 2, 2016 AT 5:00 P.M.** AT **SEABROOK CITY HALL**, 1700 FIRST STREET, SEABROOK, TEXAS, TO DISCUSS AND CONSIDER THE AGENDA ITEMS LISTED BELOW.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS OR INTERPRETIVE SERVICES, MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (281) 291-5600 OR FAX (281) 291-5710 FOR FURTHER INFORMATION.

AS AN ADVISORY COMMITTEE, ITEMS ARE SUBJECT TO CITY COUNCIL APPROVAL.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

2. NEW BUSINESS

The committee will discuss, consider, and if appropriate, take action on the items listed below.

- 2.1. Update on plantings at Pine Gully pier.
- 2.2. Consider night lighting for trails. (Comeaux)
- 2.3. Update on purchase of new park benches.(Burton)
- 2.4. Update on Texas Birding Trail signs. (Popken)
- 2.5. Consider rerouting the trail in Baybrook Park to allow for more shade for runners/walkers. (Harper)
- 2.6. Consider placing a picnic table in Baybrook Park. (Tisdell)
- 2.7. Consider recruitment of volunteers and use of volunteers. (Burton)
- 2.8. Review of items to consider for quarterly report to City Council. (Burton)

3. ROUTINE BUSINESS

The Committee will discuss, consider, and if appropriate, take action on the items listed below.

- 3.1. Update on recent and ongoing park activities and improvements.
- 3.2. Chair's update on meeting with City Staff.
- 3.3. Approve the minutes of the May 5, 2016 meeting. (Brant)

Documents: [050516 OPEN SPACE MINUTES.PDF](#)

- 3.4. Consider Action Items Checklist which is attached and made a part of this agenda.

Documents: [ACTION ITEM CHECKLIST 100115.XLS](#)

3.5. Consider tasks for Parks Staff.

Documents: [TASKS FOR STAFF.PDF](#)

3.6. Consider agenda items and upcoming meeting dates.

CERTIFICATE

I certify that this notice was placed on the bulletin board no later than **Friday, May 27, 2016** on or before 5:00 p.m. and that it will remain posted until the meeting has ended.

Meredith Brant, TRMC
Assistant City Secretary

The Open Space and Trails Committee met on Thursday, May 5, 2016 at Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss and if appropriate, take action on the agenda items listed below.

THOSE PRESENT WERE:

Helen Burton	Chair
Sally Antrobus	Vice-Chair
John Coggeshall	Member
Monica Comeaux	Member
Debra Harper	Member
Karen Tisdel	Member
David Popken	Member
Meredith Brant	Assistant City Secretary

Chair Burton called the meeting to order at 5:00 p.m.

1.0 PUBLIC COMMENTS AND ANNOUNCEMENTS

Ms. Harper thanked Ms. Brant for her efforts with the recent volunteer dinner.

2.0 NEW BUSINESS

2.1 Update on plantings at Baybrook Park.

Ms. Harper stated that she had added more plants as well as mulched around the plants.

2.2 Update on plantings at Pine Gully pier. (Antrobus)

Ms. Tisdel stated that huisache is a native plant which she plans to transplant at Pine Gully. Also, she has planted an oak tree.

2.3 Consider night lighting for trails. (Comeaux)

Ms. Comeaux stated that the pictures of trail lighting submitted for review were taken near Space Center Drive. Additionally, she searched for lighting online. Trails just need a glow rather than bright lighting which can be intrusive in residential areas. Chair Burton stated that she will ask Mr. Padgett what his recommendation is for trail lights. Other suggestions included uplighting into the trees along the trails or mounting lights on the markers along the trails. Ms. Comeaux stated that she would check out the light on the trails early and late to determine visibility and where lighting might be desirable.

2.4 Consider determining volunteer tasks.

Chair Burton stated that it is not practical to recruit volunteers when they have no tasks.

Ms. Harper stated that she has no problem letting others take over tasks. She added that currently Diane Royal and other volunteers have taken over the tasks at Mohrhusen Park.

Chair Burton stated that typically new volunteers want to plant trees or planters, not necessarily take on on-going tasks and maintenance.

Ms. Tisdell suggested that perhaps the process should change whereby volunteers and committee members (when possible) get together in a united effort to accomplish tasks in parks.

Members asked that the volunteer contact list be sent to them.

2.5 Consider recruitment of volunteers.

Chair Burton stated that this item should be put on hold at this time and recruitment should be considered only twice a year, possibly September and January or February.

2.6 Update on Savannah Lee's event to raise money for park benches.

Chair Burton stated that Ms. Lee had raised \$2,324 plus \$400 from Rotary and another \$50 which was received by the Parks Department. Ms. Lee met her goals of placing six or seven benches in the parks.

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

To recommend to council to formally recognize Savannah Lee for her efforts in raising funds for new benches in the parks.

MOTION CARRIED BY UNANIMOUS CONSENT.

2.7 Consider barricade at the end of 10th Street at McHale Park.

Chair Burton stated that the property where the barricade is located previously belonged to Harris County, but has now been deeded to Seabrook. She will ask Mr. Padgett for possibilities for barriers in lieu of what currently exists.

2.8 Update on status of Texas Birding Trail signs. (Popken)

Mr. Popken stated that the request for new signs has been added to a statewide list of signs to be replaced. The estimated timeline is sometime this summer.

3.0 ROUTINE BUSINESS

3.1 Update on recent and ongoing park activities and improvements.

Ms. Harper stated that a flower bed has been planted at Baybrook Park. She suggested moving the trail which runs through Baybrook closer to the trees to allow for shade. Chair Burton asked that members go look at it for additional input at June's meeting.

3.2 Chair's Update on meeting with City Staff. (Burton)

- New volunteer Dylan Brown is trying to get into Peace Corps and needs documentation of 40 volunteer hours. He would like to work on clearing out the privet at Hester Park.

3.3 Approve the minutes of the April 7, 2016 meeting. (Brant)

Chair Burton stated line 53 should be corrected, changing "is in place" to "has been ordered."

Motion was made by Ms. Tisdell and seconded by Ms. Antrobus

To approve the minutes as amended.

MOTION CARRIED BY UNANIMOUS CONSENT.

3.4 Consider Action Items Checklist which is attached and made a part of this agenda.

Item #11 – Complete

Item #13 – Sign has been ordered

3.5 Consider tasks for Parks staff.

The hedge has been trimmed and can be removed from the list.

3.6 Consider agenda items and upcoming meeting dates.

The next meeting is June 2. Agenda items should include:

- Night lighting for trails
- Park benches
- Trail at Baybrook
- Birding trails signs
- Plantings at Pine Gully pier

Upon motion, the meeting was adjourned at 6:10 p.m.

Helen Burton, Chair

Meredith Brant, TRMC
Assistant City Secretary

