

1 The Open Space and Trails Committee met on Thursday, June 1, 2023 at Seabrook Public Works  
2 and Animal Control Complex Training Room, 1100 Red Bluff Road, Seabrook, Texas to discuss  
3 and if appropriate, take action on the agenda items listed below.

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5 **THOSE PRESENT WERE:**

6 Monica Comeaux		Chair, Position 5
7 David Popken	Excused Absence	Vice-Chair, Position 6
8 Sally Antrobus		Position 1
9 John Coggeshall	Excused Absence	Position 3
10 Debra Harper		Position 2
11 Nehemiah Jackson		Position 4
12 Jesse Jones		Position 7
13 Sean Landis	Excused Absence	Deputy City Manager
14 Kevin Padgett	Excused Absence	Public Works Director
15 Brian Craig		City Engineer/Asst. Public Works Director
16 Natalie Stephens		Public Works Administrative Coordinator

17  
18 Chair Monica Comeaux called the meeting to order at 5:02 p.m.

19 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

20 Natalie Barry introduced herself and her background in landscaping and as an  
21 environmentalist. She would like to volunteer for any local projects. She suggested  
22 educational signs along the trails with bird and plant names. She would like to know more  
23 about plans to address invasive plants in the area such as the tallow tree. She is interested in  
24 plans for the prairie restoration and seed planting. She has experience with writing grants as  
25 well.

26 **2. CONSENT AGENDA**

27 **2.1** Approve the minutes of the May 4, 2023 Open Space and Trails Committee meeting.

28 *Natalie Stephens, Public Works Admin Coordinator*

29 *Motion made by Member Harper and seconded by Member Antrobus.*

30 **MOTION CARRIED BY 4 IN FAVOR AND 1 ABSTAINED VOTE**

31 **3. NEW BUSINESS**

32 **3.1** Discuss viewed Keep Texas Beautiful webinars. *Committee*

33 Member Coggeshall submitted a brief summary of the Keep Texas Beautiful Webinar he  
34 viewed. Community Tree Inventory Basics discussed the benefits of inventorying your  
35 urban forests. 1. Identify tree species and having insight if a problem arise with a certain  
36 species. 2. Know how your urban forest could affect your community's buildings structures.

37 **3.2 Update on Carothers Coastal Garden grading and drainage report. *Brian Craig***

38 Brian Craig, City Engineer/Asst. Public Works Director, explained the proposed grading and  
39 drainage plans. Once the grading and drainage plan is approved by staff, the City will go out  
40 for bid.

41 **3.3 Review Seabrook Open Space and Park Master Plan Worksheets. *Chair Comeaux***

42 Chair Comeaux asked that the Open Space and Trails committee review the Open Space and  
43 Park Master Plan Worksheets at home so to familiarize themselves with proposed projects.  
44 Committee will meet again to prioritize projects for CIP recommendation.

45 **3.4 Update and report on various Seabrook Park items, including needed repairs, signage,  
46 plants, flowers, and vegetation, and park use matters. *Committee***

- 47 • Trail marker sign for #27 is down. *Member Comeaux*
- 48 • Plant type signage has faded. It would be a good Scout project. *Member Harper*
- 49 • Foot bridge side rails at wildlife refuge is broken. *Member Comeaux*
- 50 • Mohrhusen Park repair list was fixed quickly by parks department. *Member Jones*
- 51 • Pine Gully bamboo was becoming overgrown blocking wheelchair access. Public Works  
52 was quick to respond. Really appreciate Saul's help. *Member Jones*
- 53 • Appreciate Saul helping with the crepe myrtle relocation and hose at Baybrook. *Member  
54 Harper*
- 55 • Water fountains are needed at McHale and Brummerhop Park. *Member Jones*
- 56 • Carothers Community Garden work day this Saturday from 9 AM – 12 PM. *Member  
57 Jones*

58 **3.5 City Staff update and report on various Seabrook Park items including community  
59 events, grant administration, repairs, Council approvals and determinations and emergency  
60 events. *City Staff***

61 Brian Craig, City Engineer/Asst. Public Works Director, provided City updates:

- 62 • The community voted Friendship Park playground has been rescheduled to be replaced  
63 near June 12th.
- 64 • Sewer line Project through Baybrook Park is near completion and the trail will be  
65 reestablished.
- 66 • Pine Gully Pier project has gone out to bid.
- 67 • The Berm trail access has been blocked due to the Pine Gully Waste Water Treatment  
68 plant installation of an outfall.
- 69 • The 4<sup>th</sup> of July parade will be held at Meador Park on Saturday July 1<sup>st</sup>.
- 70 • Memorial Day event was successful with approximately 90 people in attendance.
- 71 • East Meyer sidewalk project is successfully underway.

72 **4. OLD BUSINESS**

73 **4.1** Discuss and take all appropriate action to determine project ideas for volunteers.

74 *Committee*

75 *ATTACHMENT: OST VOLUNTEER TASK LIST (attachment A)*

76 None

77 **5. ROUTINE BUSINESS**

78 **5.1** Report from City Staff on the status of a list of actions taken by the Open Space and  
79 Trails Committee and forwarded to City Council for its action or review. *City Staff*

80 *ATTACHMENT(S): OST RECOMMENDATIONS TO COUNCIL (attachment B)*

81 No changes.

82 **5.2** Update on volunteer hours. *Committee*

83 109 volunteer hours were reported for the month of May by Open Space and Trails,  
84 Carothers Community Garden, Community Service and park volunteers.

85 **5.3** Establish future meeting dates and agenda items. *Committee*

86 Next OST meeting will be held on July 6, 2023 at 5 PM

87 Agenda items:

- 88 • Park Master Plan worksheet prioritization.  
89 • Update on KTB webinars.

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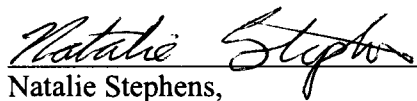
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Natalie Stephens,

Public Works Administrative Coordinator

  
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Monica Comeaux,  
Chair

## OPEN SPACE & TRAILS COMMITTEE VOLUNTEER TASK LIST

#	TASK	WK DATE & TIME	ASSIGNED MEMBER	STATUS	COMMENT
1	Casita paint int & ext	4/21/23	OST Committee	PW completed	
2	Casita clean & weed paver area				
3	Casita pressure wash roof and exterior	1/30/23	PW Dept.	Complete	
4	Casita pressure wash walkway pavers	1/30/23	PW Dept.	Complete	
5	Garden clean up at Carothers Coastal Gardens and Pine Gully park				
6	Tree removal				
7	Watering				
8	Weeding				
9	Hester Turtle Pond deck rehab				
10	Build Map Holders for trail "you are here" maps		Member Coggeshall		
11	Clean Hester Turtle Pond				Ideally clean out pond in the summer
12	Install turtle landing in Hester Tutle pond				
13	Wooden signs for park trails				
14	Hester Butterfly Garden work day				
15	Baybrook Butterfly Waystation workday				
16	Baybrook Park Fall Planting				
17	Prairie Planting				Member Antrobus provided City with a catalog of prairie seeds

ATTACHMENT A:

18	Hester Garden Fall Planting								
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**ATTACHMENT B:**

**Open Space and Trails Committee  
ITEMS TO CITY COUNCIL - 2022**

DATE	DESCRIPTION	STATUS	UPDATES
10/13/22	Recommend Carothers Coastal Gardens East Tract projects for FY 2022-23 in the amount to not exceed \$220,000: 1. Casita Repairs, 2. Dead Tree Removal, 3. Irrigation infrastructure design and Installation, 4. Electrical Service Infrastructure Design and Installation, 5. Trail Design, 6. Trail Construction, 7. Planting Berm Design, 8. Planting Berm Construction, 9. Engineered Drainage Plan as Required 10. Planting Design, 11. Installation of Flowering Trees and Plants as Prescribed within the Planting Design.	APPROVED	City Council at their October 18, 2022 meeting approved unanimously. (Next Steps) Open Space and Trails at a future meeting should discuss design and construction schedule of projects. Funding (Fund 42) FY 22-23 not to exceed \$220,000.00.
8/23/22	Recommend park CIP prioritization: 1. SW1 New Sidewalk Main to El Mar. 2. SW2 New Trails from OSV Subdivision to El Mar. 3. P27 Pine Gully Pier Reconstruction. 4. P26 Enhance Bayside Park and Boardwalk. 5. Prairies Replanting Near Robinson Lift Station.	ITEM ADDRESSED	Items addressed throughout the document
8/23/22	Recommend City staff to work with Harris County to close off small parking area near Todville Bridge and Pine Gully Trail head, due to safety concerns.	APPROVED	City staff is currently working with the County to accomplish this task
6/28/22	Recommend Trailhead Todville; Additional parking on Todville near Pine Gully Bridge be removed from FY23 CIP.	PARTIAL APPROVAL	Todville Trail Head was not added to the CIP. Additional parking on Todville near Pine Gully Bridge has been removed from the CIP.
6/28/22	Recommend P26 Enhance Bayside Park & Boardwalk; Construct boardwalks and fishing deck with reference to the Old Seabrook Livable Center Study be removed from FY23 CIP.	REVISIT FY 23-24	
6/28/22	Recommend Carothers Coastal Gardens Budget Estimate be approved	PARTIAL APPROVAL	City Council approved to proceed with the Carothers Coastal Gardens East Tract projects identified above Oct 13, 2022 in the amount not to
6/28/22	Recommend acquisition of neighboring property to Hester Gardens.	DISAPPROVED	City Council decided not to take action regarding this recommendation
6/28/22	Recommend prairie replanting following the completion of Robinson lift station construction.	APPROVED	Staff will work with contractor once waste water treatment plant utility construction is completed.

DATE	DESCRIPTION	STATUS	UPDATES
6/28/22	Recommend P27 Pine Gully Pier: Rebuild of Pine Gully Pier, be scoped for FY23 CIP	PARTIAL APPROVAL	Identified as P27 within Park CIP, design in progress, Funding FY23 (Fund 28) \$179,998.20.
6/28/22	Recommend CIP P17: Playground Friendship- replace aged playground equipment be scoped for FY23 CIP	APPROVED	Identified as P17 within Park CIP, in progress, Funding FY23 (Park Impact Fee) \$80,000.00
6/28/22	Recommend CIP P18: Trailhead Old SH146 – Entrance point signage, parking.	PARTIAL APPROVAL	Identified as P18 within Park CIP, design in progress for trailhead at Old SH 146, funding (General Fund) \$124,057.00.
6/28/22	Recommend CIP SW1: N Meyer Sidewalk, Main to El Mar – Reconstruct and improvement a concrete sidewalk along N. Meyer be scoped for FY23 CIP	REVISIT FY 23-24	Identified as SW1 within Sidewalk Projects CIP, Funding FY 24 (General Fund) \$331,792.00
6/28/22	Recommend CIP SW2: Main St to OSV Subdivision Sidewalk – Construct a granite/concrete trail from OSV to Main St.be scoped for FY23 CIP	REVISIT FY 23-24	Identified as SW2, Funding identified FY 26 (General Fund) \$159,196.00
6/28/22	Recommend CIP SW3: Trail from City Hall to Ashley Oak Sub. – Construct a sidewalk from Ashley Oaks and Bay Elementary to Cook St granite trail be scoped for FY23 CIP	APPROVED	Identified as SW3 within Sidewalk Projects CIP, Funding FY 23 (General Fund) \$35,158.00
6/28/22	Recommend CIP P19: Carothers Orchards Phase 2 – Task Force recommendation be scoped for FY23 CIP	REVISIT FY 23-24	Identified as P19 within Park CIP, no funding identified.
6/28/22	Recommend CIP P20: Carothers East Tract Trail – Construct a connecting granite trail on the east portion of the Carothers tract be scoped for FY23 CIP	APPROVED	City Council Approved Unanimously, Action taken October 18, 2022, funding shown to be Fund 28, a portion of \$220,00.00 allocation.
6/28/22	Recommend CIP P23 Carothers West Tract Trail-Construct & extend a trail through west tract with wetland boardwalk viewing and seating be scoped for FY23 CIP	REVISIT FY 23-24	Identified as P23 within Park CIP, no funding identified
6/28/22	Recommend P25 Pump Track course be removed for FY23 CIP.	REVISIT FY 23-24	Identified as P25 within Park CIP, funding identified as Potential Grant FY27+ in the amount
6/28/22	Recommend P21: Carothers Waterfront Observation Deck; Construct a public observation deck on the Carothers waterfront property, be scoped for FY23 CIP.	REVISIT FY 23-24	Identified as P21 within Park CIP, no funding identified.
6/28/22	Recommend P22: Carothers Learning Center; Construct a learning center on the Carothers east tract be scoped for FY23 CIP.	REVISIT FY 23-24	Identified as P22 within Park CIP, no funding identified
6/28/22	Recommend Carothers Waterfront: Construct and edge or design breakwater that is an extension for the tract allowing the public a defined and safe area to observe the bay at a lower level be scoped for FY23 CIP	REVISIT FY 23-24	Was not placed within Parks CIP

DATE	DESCRIPTION	STATUS	UPDATES
6/28/22	Recommend park acquisition Old WWTP Site; Convert Old WWTP site after demo for a new park and public area project be scoped for FY23 CIP.	REVISIT FY 23-24	Was not placed within Parks CIP, identified within Livable Center Study, which has been approved by City Council. Project design and schedule TBD.