

1 The Open Space and Trails Committee met on Thursday, October 5, 2023, at Seabrook Public
2 Works and Animal Control Complex Training Room, 1100 Red Bluff Road, Seabrook, Texas to
3 discuss and if appropriate, take action on the agenda items listed below.
4

5 **THOSE PRESENT WERE:**

6 Monica Comeaux	Excused Absence	Chair, Position 5
7 David Popken		Vice-Chair, Position 6
8 Sally Antrobus		Position 1
9 John Coggeshall		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 Vice Chair Davud Popken called the meeting to order at 5:02 p.m.

19 **1. PUBLIC COMMENTS AND ANNOUCEMENTS**

20 None

21 **2. CONSENT AGENDA**

22 **2.1** Approve the minutes of the September 7, 2023, Open Space and Trails Committee
23 meeting.

24 *Natalie Stephens, Public Works Admin Coordinator*

25 *Motion made by Member Jones and seconded by Member Harper.*

26 **MOTION CARRIED BY UNANIMOUS CONSENT**

27 **3. NEW BUSINESS**

28 **3.1** Discuss recently viewed Keep Texas Beautiful webinars. *Committee*

29 Seven more hours of the 10 hours of webinars are still needed.

30 **3.2** Discuss and take all appropriate action regarding next steps for the Carothers Coastal
31 Garden project. *Member Jones*

32 Member Jones reported that the Carothers Coastal Garden project contract was voided.
33 Member Jones listed proposed steps to moving forward.

- 34 • Develop a correct set of plans.
- 35 ○ Make south drainage swales - straight near along property line.
 - 36 ○ Make berms 12 inches high, not 4 feet high.
 - 37 ○ Trails should cross between trees not to be planted in the center of berms.
 - 38 ○ Request clear ditch drainage.
 - 39 ○ The tennis court should be completely removed, per contract.
 - 40 ○ The new fence should go along the property line.

41 Member Harper inquired what is the standard width of Seabrook trails. Brian Craig, City
42 Engineer/Asst. Public Works Director, confirmed the trails are 8 feet wide. Member
43 Coggeshall and Vice Chair Popken agreed that the trails should be the same width as other
44 City trails.

45 Member Coggeshall mentioned that after the recent 5 inches of rain, the grounds were not too
46 wet. Member Coggeshall suggested for committee to not have berms on the updated plans,
47 focus on the trail and drainage, and later build berms with volunteers to reduce costs.
48 Member Jones stated 400 cubic yards of soil is available on the property to build the berm.
49 Heirloom Soil can come out to bring an additional 6 inches of soil for planting.

50 Member Antrobus inquired if the house pad really needs to be removed. She inquired if
51 future building on the property would require several loads of dirt, so why would dirt need to
52 be removed. Member Jones mentioned at that time of building, flood elevation requirements
53 would need to be factored in.

54 Vice Chair Popken stated that it would be counterproductive to revisit all the plans proposed
55 to Council by Carothers Task Force I and II. Berms should be done before the trails are in
56 place. Brian Craig, City Engineer/Asst. Public Works Director, confirmed that City staff will
57 install filter fabric and 4 inches of crushed granite material for pre lined trail.

58 Member Jones mentioned the Carothers Coastal Garden LLC non-profit 501c (3), which set
59 up approximately a year ago, has brought awareness about Carothers Coastal Garden by way
60 of promoting community events such as: Nature Walk, Tree give aways, Seed give aways,
61 and participating in the Bay Area Plant Swap. The awareness of this non-profit will aid in
62 future fundraising. Carothers Coastal Garden LLC has developed relationships with Port of
63 Houston, Kroger, Seabrook Association, Seabrook Rotary, Galveston Bay Foundation, Texas
64 A & M Agrilife Extension, Exploration Green, TPWD, Trees for Houston, Harris County
65 Precinct 2, Texas General Land Office, Bayou Land Conservancy, Texan by Nature, Armand
66 Bayou Nature Center, Houston Audubon, Houston Wilderness Society, Green Houston,

67 Citizens Environmental Coalition, and several more local businesses and organizations.
68 Several non-profit groups get large projects done. Member Antrobus is concerned that these
69 examples are not typically working on garden projects, and all have a large volunteer base.

70 Member Jones recommends that the above correction be brought to the City Council
71 Workshop, to not do the dirt work and let Carothers Coastal Gardens LLC 501c (3) take
72 charge of this project. Vice Chair Popken would like to stay in line with Carothers Coastal
73 Garden Task Force II proposal and errors.

74 **3.3** Discuss and take all appropriate action regarding the list of plants proposed for Carothers
75 Coastal Gardens. *Member Antrobus*

76 Member Antrobus reported by selecting native plants for City planting, regular maintenance
77 would be reduced. She recommends that a Naturalist be brought to next City Council and
78 Open Space and Trails workshop to advise on native plants for Carothers Coastal Garden.
79 This would clarify the type of garden being proposed for Carothers Coastal Garden with City
80 Council enforcement. Members agreed that a naturalist should assist with plant selection but
81 not at the next city Council workshop.

82 Recommend having naturalist, Jaime Gonzalez, to advise City Council on native plant
83 selection for minimal maintenance expenses at the City Council and OST workshop.

84 *Motion made by Member Antrobus and seconded by Member Coggeshall.*

85 *MOTION DID NOT CARRY WITH A 4-2 VOTE WITH MEMBER JACKSON, MEMBER*
86 *JONES AND VICE CHAIR POPKEN AGAINST; VOTE IN FAVOR BY MEMBER*
87 *ANTROBUS AND MEMBER COGGESHALL.*

88 **3.4** Discuss and take all appropriate action regarding list of plants proposed for Baybrook
89 Park planting. *Member Harper*

90 Member Harper provided a list of colorful and or native plants proposed for Baybrook park
91 planting. Rotary has donated some funds for tree planting at the park as well.

92 Member Coggeshall stated concern with planting plants that are not native.

93 Recommend Member Harper is free to choose from her propose list of plant selection, within
94 her budget, for Baybrook Park planting.

95 *Motion made by Member Jones and seconded by Member Jackson.*

96 *MOTION CARRIED WITH A 4-1 VOTE WITH MEMBER COGGESHALL NOT IN*
97 *SUPPORT.*

98 **3.5** Discuss and take all appropriate action regarding work date for Baybrook Park Rotary
99 planting and reseeding the prairie. *Member Harper*

100 Member Harper requested City staff to pre dig holes for the Rotary donated trees. The Open
101 Space and Trails committee selected Sunday, November 5th at 1 PM if Rotary and staff are
102 available. Staff will contact Rotary to confirm a date and time that works with them and
103 share the information with OST committee.

104 **3.6** Discuss and take all appropriate action regarding work dates for Butterfly Waystation at
105 Baybook Park. *Member Harper*

106 Abby Hill was called up by Vice Chair Popken to talk about her Butterfly Waystation project
107 at Baybrook Park. Abby would like have her volunteers work on the Butterfly Waystation
108 and fill holes with dirt, replant the flower beds, and have granite around the flower beds.
109 Abby would also like to build a bench out of pressure treated wood.

110 City staff can install granite pathway after Abby is done.

111 Approve Abby's concept for continuation of the Butterfly Waystation at Baybrook Park.

112 *Motion made by Member Harper and seconded by Member Jackson.*

113 **MOTION CARRIED BY UNANIMOUS CONSENT**

114 **3.7** Discuss Texas Open Meetings Act. *Member Jackson*

115 Member Jones was contacted by the city attorney and explained to the attorney what the
116 functions of the Opens Space and Trails committee are. Member Jones was under the
117 understanding that OST is not bound by the Texas Open Meetings Act. He believes OST is a
118 recommending body and even though the committee voted that the Texas Open Meetings Act
119 will be followed, OST cannot make change any laws. Therefore, it is Member Jones
120 understanding that OST can speak with anyone at any time and the committee can reply to all
121 in an email.

122 Member Coggeshall asked that the city confirm this information at the next meeting.

123 **3.8** Update and report on various Seabrook Park items, including needed repairs, signage,
124 plants, flowers, and vegetation, and park use matters. *Committee*

- 125 • Live Oaks have been very drought resistant. It should be noted that they are slow
126 growing but very resilient. *Vice Chair Popken*
- 127 • Trail along Searidge needs to have weeds treated *Member Jackson*
- 128 • Digital Speed Sign requested by HOA. *Member Jackson*
- 129 ○ Requests can be made via Seabrook website under How Do I / Make a request.
130 *Brian Craig City Engineer/Asst. Public Works Director*

- 131 • Berm hill has taken some damage from flooding. *Member Coggeshall*
132 • Request Berm Bollard to be moved off center or removed for bikes to gain momentum
133 before mounting the hill. *Member Harper*
134 • A large oak tree down near the library. *Vice Chair Popken*

135 **3.9** City Staff update and report on various Seabrook Park items including community
136 events, grant administration, repairs, Council approvals and determinations and emergency
137 events. *City Staff*

138 Brian Craig City Engineer/Asst. Public Works Director:

- 139 • Celebration Seabrook is October 14th
140 • Fall Sweep will be November 4th
141 • Veterans Day will be November 11th
142 • If OST sees any dead trees to please send Park Maintenance an email
143 • 3 new dog stations have been installed along the trails.

144 **4. OLD BUSINESS**

145 **4.1** Update regarding remote control sailboat Special Event request at Bayside Park. *Brian*
146 *Craig*

147 A Special Event application is not required for the Remote-Control Sailboat races. The
148 cabana and gazebo can be rented. They will need to apply for a Special Event for the
149 National Remote-Control Sailboat races.

150 **4.2** Discuss and take all appropriate action regarding Public Works and Open Space and
151 Trails Annual Appreciation Lunch on October 25, 2023. *Member Harper*

152 City will provide cooked meet, waters and sodas. An email will be sent as a reminder. The
153 Lunch will be again in Building A at Public Works.

154 **4.3** Discuss and take all appropriate action to determine project ideas for volunteers.
155 *Committee*

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

- 157 • None added
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159 **5. ROUTINE BUSINESS**

160 **5.1** Report from City Staff on the status of a list of actions taken by the Open Space and
161 Trails Committee and forwarded to City Council for its action or review. *City Staff*

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

163 None added.

164 **5.2** Update on volunteer hours. *Committee*

165 108 volunteer hours were reported for the month of September by Open Space and Trails,
166 Carothers Community Garden, Community Service and park volunteers.

167 **5.3** Establish future meeting dates and agenda items. *Committee*

168 Next OST meeting will be held on:

169 November 2, 2023, at 5 PM at the Public Works & Animal Control training room.

170 Agenda items:

171 • Clarification on OST requirements under the Texas Open Meetings Act.

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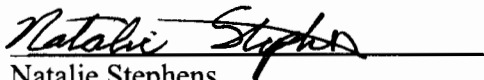
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Monica Comeaux,
Chair



Natalie Stephens,
Public Works Administrative Coordinator

**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
18	Hester Garden Fall Planting				

ATTACHMENT B:

**Open Space and Trails Committee
ITEMS TO CITY COUNCIL - 2023**

DATE	DESCRIPTION	STATUS	UPDATES
7/20/2023	Berm Trail Span Bridge - Construction of 375' steel bridge crossing Pine Gully to connect to trail system.	SUBMITTED	
7/20/2023	Construct Boardwak in the Slough area/ROW (North & South of Main St.)	SUBMITTED	
7/20/2023	Carothers Coastal Garden learning center per recommendation from CCGTF2	SUBMITTED	
7/20/2023	Seabrook Trail Head near Red Bluff and SH 146 area	SUBMITTED	
7/20/2023	Pine Gully/Todville pedestrian bridge	SUBMITTED	