

PARKS AND RECREATION
6:00 p.m. Wednesday, August 27, 2014
Recreation Center Meeting Room
Meeting Minutes

Members present: Jim Broadwell, Todd Blitzer, Kim Padgett, Gay Mayeux, Paula Mey, Julie McNee and Neil Verma

Members absent: None

Staff liaison: Jane Dembski

Council liaison: Mandy Nathan

Visitors: Staff: Paul Hofmann, City Manager, and Karl Miller, Director, Parks, Recreation and Facilities

1 & 2. Call to order, roll call and announcement of quorum and Introductions

Meeting called to order by Kim Padgett at 6:00 PM, quorum present. Went around the room and introduced each other since there were new members on the Board.

3. Approval of minutes from June 18, 2014

Jim Broadwell presented motion to approve minutes for June 18, 2014; seconded by Neil Verma; approved unanimously.

4. Visitors' comments

Paul Hoffman and Karl Miller discussed the following topics:

- Reorganization of the Parks & Recreation Department and its goals which include finishing the Master Plan
- FY '15 Capital Program for the City of Bellaire – discussed later in the meeting
- FY '15 Operations and Management – discussed later in the meeting

5. Election of the Board Officers

- Chair – Kim Padgett nominated Jim Broadwell; Paula Mey seconded the nomination. There were no other nominations and Jim Broadwell was unanimously elected as the new Chair.
- Vice-Chair – Gay Mayeux nominated Paula Mey; Todd Blitzer seconded the nomination. There were no other nominations and Paula Mey was unanimously elected as the new Vice-Chair.
- Secretary - Gay Mayeux nominated Julie McNee; Jim Broadwell seconded the nomination. There were no other nominations and Julie McNee was unanimously elected as the new Secretary.

6. Review the Rules of Procedures

The Rules of Procedures for the Parks and Recreation Advisory Board were reviewed. Todd Blitzer moved to approve the rules; Gay Mayeux seconded the motion and the Rules of Procedure were unanimously approved

7. Reports

a) Patrons for Bellaire Parks:

- Wine & Tapas will be held on Great Lawn April 25, 2015
- Tents in Town will be in the fall of 2015

b) Liaisons to/from other Bellaire Boards or Commissions:

Kim stated that the summer was quiet Evelyn's Park as far as not hosting any events. The Conservancy Board has been busy with finalizing the Phase 1 plans and agreements with the City.

c) Staff Comments:

- Jane Dembski provided preliminary participation numbers for the different programs in the three main divisions; Recreation, Athletics and Aquatics. She commented that the summer went extremely well with almost all the camps, classes, and programs being full.
- On a given day participants in programs:
 - At the Recreation Center: 425
 - At Civic Center: 150 – includes BLIFE
 - Swimming Pools: 415 - that is only classes/programs, not daily admissions
 - When adding in tennis courts with camps, leagues and lessons and the total amount of participants is over 1,000 a day.
- Revenue projections have already surpassed in many areas including rentals as well as the programs. Overall revenues for the year should be over total projections.
- The 4th of July Parade and Festival was a great success. Also, the play, *Snow White* had 160 in attendance – this was the first time this type of program was offered.
- Closed out the Great Lawn Project.
- Work to begin on Evergreen Park to construct wrought iron fencing, spray hydro-mulching and add landscaping.
- 610 Cleanup started August 14, 2014; removed dead trees and plants
- Tree Health Program
 - Holly Street – pruned and cleaned up trees and removed nine trees
 - Bellaire Blvd tree pruning is complete.
 - Bellaire Town Square, Loftin Park, Rice Median trees to be done soon.

d) Council Liaison Comments:

- Property Tax Rates for FY '15 will remain unchanged
- The terms of an agreement between the Conservancy for Evelyn's Park and the City were renegotiated; an architect was approved to prepare plans for the facility rebuild.
- The City is moving forward with the Condit SUP.
- Council will tour the Metro facilities; City still in negotiations with Metro about the Metro Transit Center.
- There will be a meeting at Bellaire High School on September 4, 2014 to discuss the future of this school.

8. FY '15 Proposed Budget update pertaining specifically to the Parks and Recreation Department. Discussed the FY '15 Capital Program:

- Design of Bellaire Town Square Municipal Facilities site plan; \$11 million bond package approved November 2013
- Concept design of the South Rice esplanade
- Holly Street Phase 1
- Evergreen Park Master Plan
- Evelyn's Park update - City Council approved the new operation agreement between Evelyn's Park and the City. Phase 1 has a budget of \$5 million and about \$2 million has been raised; the overall goal is \$17 million. The City will be responsible for maintenance of the park which will cost approximately \$200,000 per year. The Conservancy will be responsible for the operations of the park.

- Nature Discovery Center Gateway Plan

Discussed the FY '15 Operations and Management Plan:

- Increase landscaping and custodial services to 7 days a week from 5 days a week
- Continue tree health program and playground safety surfaces
- Improvements to Lafayette and Joe Gaither Parks
- Improvements to Bellaire Family Aquatic Center and Evergreen Pool
- Paint and rekey Recreation Center
- Replace gym curtain and damaged pieces of fitness equipment

9. Discussion pertaining to the Parks Mater Plan:

- Discussed Master Plans for Holly Street, Evelyn's Park and Paseo Park at 3rd Street.
- Discussed Nature Discovery Center Gateway Plan.
- Discussed Bellaire Town Square Municipal Site Plan and reviewed artist renderings of proposed facilities.
- Discussed Wayfinding and Gateway Committee Report and reviewed artist renderings of proposed construction.
- Will review some components of the Master Plan at next meeting on September 17, 2014.

10. Board Comments:

- Jim Broadwell expressed appreciation to Paul and Karl for their time and update of the FY '15 plans; he welcomed the new board members and recommended that everyone attend the September 4 meeting at Bellaire High School.
- Paula Mey recommended that we review the maintenance program and long-term Master Plan in detail next meeting.
- Neil Verna recommended that we add a bike path to the Master Plan.
- Todd Blitzer discussed ways to protect Feld Park from too many people parking there.

12. Adjournment

- Paula Mey presented motion to adjourn; seconded by Todd Blitzer; meeting adjourned at 8:30 pm.

**Respectfully submitted,
Gay Mayeux**

Upcoming Meetings/Events:

9/4/2014: Meeting at Bellaire High School to discuss future plans for the high school – 6:30 pm

9/17/2014: Parks Board Meeting – 6 pm
