

PARKS AND RECREATION
6:00 PM Wednesday March 26, 2014
Recreation Center Meeting Room
Meeting Minutes

Members present: Jeff Addicks, Todd Blitzer, Paula Mey, Alissa Leightman, Jim Broadwell

Members Absent: Gay Mayeux, Kim Padgett

Staff Liaison: Jane Dembski, Director, Staff Present: Brooks Smith, Parks Superintendent

Council Liaison: Mandy Nathan

Visitor: Paul Hofmann, City Manager; Robert Requelmy

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

Meeting called to order by chair, Jeff Addicks at 6:04 pm.

3: Approval of minutes from February 19, 2014:

Corrections made previously. Motion made by Paula Mey to approve, and second by Alissa Leightman.

4: Visitors' comments:

Paul Hofmann has hit the ground running as the new City Manager and is creating teams with the staff and getting acclimated with the City of Bellaire. Trolley Run is Saturday, Paul will be running as well as Jeff.

5. Reports:

a. PATRONS for Bellaire Parks:

- a. Trolley Run is Saturday. PATRONS is working with Parks and Recreation with this event. Already have more than 400 participants signed up and expecting 150 of 200 more to sign up at day of race.

- i. Started doing chip timing over six(6) years ago, which is the best way to go.

- b. Tents in Town is next weekend, April 5th & 6th.

c. Evelyn's Park:

- i. Pop Up in the Park

- a. Was this past weekend. It was not a great turn-out.

- b. Next event is April 26th.

b. Staff Comment:

- a. Beautification Team.

- i. Jane is heading this up.
 - ii. Branding and Signage for the entire city is part of the focus.
- b. Holly Street Trail:
 - i. Taking out 9 trees.
 - ii. Raising the canopy of the trees and pruning the dead limbs.
 - iii. Beautification money is being used to take care of this work.
- c. Urban Forestry program being set in place.
 - i. Maintenance and Preservation is the goal that is being set in motion.
- d. Bellaire Town Square.
 - i. Punch list is still being finished.
 - ii. Retainer is being held.
- e. Soccer season has started.
- f. Camp Paseo registration continues for the summer. Spots are still available.
- g. A new swimming coach has been hired. His name is Richard Butler.
 - i. He has and still coaches at several venues in Houston, such as JCC and Chancellors.
 - ii. Target of May 5 to get started with the swimming season.
- h. New agreements with the City of Bellaire and the following are being updated:
 - i. Nature Discovery
 - ii. Evelyn's Park

c. Council Liaison Comments:

- a. Mid Year Budget Report is being discussed.
 - i. \$300,000 sales tax boost.
 - ii. An estimated 99.3% of sales tax actually gets paid.
- b. Passed a proposed amendment to Downtown and Bellaire Corridor.
- c. The city is having a hearing for a Specific Use Permit for the new Condit Elementary School building on April 8th.
- d. City of Bellaire is speaking to an Attorney about the proposed freeway braided ramp being proposed by TXDOT.
 - i. Main concern is the sound mitigation issues.
- e. Paul Hofmann, the new City Manager has been busy with the City of Bellaire.
 - i. He has been proactive with generating lists of items to consider to City Council.
- f. Uptown:
 - i. Field trip is being organized to look at garage and transit centers for examples of successful projects in other areas and other cities.

6. Parks and Recreation Master Plan:

- a. Discussion and possible action on the Parks and Recreation Master Plan

- a. According to Paul Hofmann, the Budget process will begin in April.
- b. Bellaire Town Square.
 - a. Area 1 – Parking Lot.
 - i. To scope is to be removed from Parks and Recreation because of proposed Police & City Hall Building.
 - b. Area 3 – Skate Park.
 - i. Concerns about whether or not Parks and Rec want a Skate park due to liability reasons.
 - c. Area 4 – Signage and Graphics.
 - i. Should be incorporated with the city wide Signage & Graphics program.
 - 1. Branding
 - 2. Way Finding
 - 3. Etc.
- c. Shade structures are required by law to be installed over any metal playground equipment areas.
- d. Discussion that the Master Plan Should be broken down into two ways.
 - a. Project Basis.
 - i. Choose a specific item in the parks to repair/replace furnishings, and address for all of the city parks at the same time.
 - ii. An example of this may be fencing for all parks, etc.
 - b. Park Basis.
 - i. Address all items for specific parks on a park by park basis.
- e. The schedule of the proposed work for each park on the Master Plan was reviewed.
 - a. Recommendations for the schedule of execution for each item for each park were made.
 - b. The schedule will be updated accordingly for the Parks and Recreation Board review.

7. **Board Comments:**

General comments from Board members: thanked Jane and Brooks for their work on the Master Plan.

8. **Adjournment:**

Paula presented a motion to adjourn, Jim seconded the motion. Meeting ended at 8:55 p.m.

Respectfully Submitted: Todd Blitzler and Jeff Addicks``