

Parks and Recreation Advisory Board
Minutes of Meeting Held Wednesday, May 20, 2015 - 6 pm
CenterPoint Energy Community Center
7001 Fifth Street, Bellaire. Texas 77401

1. Call To Order: by Jim Broadwell at 6:08 pm

Attendance: *Board:* Jim Broadwell, Paula Mey, Julie McNee, Neil Verma, Susan Hawes and Todd Blitzer

Parks & Rec Department: Karl Miller, Cheryl Bright-West, Shadae Martin, Kevin Browne, Michelle Jordan, Ryan Smith

Guests: Henry Owen, (Bellaire Nature Discovery Center)

2. Announcement of a Quorum by Jim Broadwell at 6:08 pm.

3. Approval of Minutes from March 25, 2015 Meeting

- Todd Blitzer moved and Neil Verma Second, minutes approved.

4. Visitor Comments

- No visitor comments

5. Reports

a) Staff Comments

- Karl Miller made the introductions of several new staff members: Ryan Smith, Athletics/Aquatics Superintendent; Shadae Martin, Administrative Assistant to Director; Michelle Jordan, Project Manager; Kevin Browne, newly appointed as Recreation Supervisor who would be presenting Revenue Management Plan. He mentioned the Improvements to Bellaire pools, including the new landscaping and irrigation that is being added near Evergreen Pool. Other Facilities updates included lights added to the Nature Discovery Center parking lot, fencing at Feld, Joe Gaither and Loftin Park. Staff is working hard in preparation for recreation camps and classes for summer. Karl reminded the Board of the upcoming meetings and topics for discussion, he also reminded the Board of some City's events: Concerts in the Park, Trolleywood Movie night and July 4th parade.

b) Council Liaison Comments

- No comments

6. Review and discuss upcoming improvements to Russ Pittman Park

- Henry Owen, Executive Director of the Bellaire Nature Discovery Center, presented an overview of the Gateway Renovation Project which will be rolled out in two phases. The first phase is now completed and included improvements and repairs to the Henshaw House. Phase II will comprise of enhancements to the one acre surrounding area. Slated improvements include additional signage, new outdoor restrooms, and an outdoor classroom. Two informational sessions will be held for the general public on June 2nd and June 6th.
- The Parks Board provided numerous recommendations and considerations for the proposed improvements: such as, consistency in signage, additional social and outdoor classroom areas and recommended construction materials to ensure longevity.

7. Preview and discuss Lafayette Park improvements

- Michelle Jordan presented four playground structures for the Parks Board to review. The four vendor options were from: Playground Packages.com, Little Tikes, PlayWorld and Burke.
- After much conversation on the various benefits and features of each, the Board voted to select the Little Tikes option with a few modifications.
- Susan Hawes moved to approve the Little Tikes option with modifications and Julie McNee Seconded, vote approved

8. Review and discuss Revenue Management Plan

- Kevin Browne presented the Revenue Management Plan to the Board.
- Susan Hawes moved to approved the Revenue Management Plan and Todd Blitzer, vote approved

9. Park Master Plan update

- The Park Master Plan was reviewed and approved by the Planning and Zoning Board on May12th
- Master Plan will be presented to City Council for approval on June 1st

10. New Business and Board comments

- Jim Broadwell – overall great things are happening in the department with lots of improvements. Revenue management presentation was great and believes that it will be a good tool to implement.
- Todd Blitzer - provided an update on the numerous plans being considered for Bellaire High School and possible partnership with HISD.
- Julie McNee – excited to see the park fencing and the consistency in materials throughout the parks.
- Paula Mey –stated Henry is a good addition to the Nature Discovery Center team; there is lots of great potential for the center.

11. Adjournment

Respectfully Submitted,

Julie McNee

June 17, 2015: Next Meeting