

Parks and Recreation Advisory Board
Minutes of Meeting Held Wednesday, January 20, 2016 - 6 pm
Bellaire City Hall
7008 South Rice Blvd.
Bellaire, Texas 77401

1. Call To Order: by Neil Verma at 6:04PM

Attendance: *Board:* Neil Verma, Susan Hawes, Denise Purcell Leisten, Kevin Sisk, Todd Blitzter, Julie McNee and Travis Crabtree

Council Liaison: Pat McLaughlan (*not in attendance*)

Parks & Rec Department: Karl Miller, Cheryl Bright,

Guests: Paul Hofmann.

2. Announcement of a Quorum by Neil Verma at 6:04PM

3. Approval of Minutes from December 16, 2015 Meeting

- Denise Purcell Leisten moved and Todd Blitzter seconded, minutes approved.

4. Reports

a) Council Liaison Comments

- No reports.

b) Staff Comments and Upcoming Meetings

- Karl Miller provided an update as follows:
 - Pat McLaughlan has been appointed as the Council Liaison for the Parks Advisory Board.
 - Upcoming meetings include the February 1, 2016 open house hosted by the City of Bellaire's new Mayor Andrew Friedberg. The City Council will have a special session at 6 PM with a presentation, and at 7 PM Mayor Friedberg will present the State of the City. Neil Verma will represent the Parks Advisory Board at this meeting and will present the board's accomplishments the past year and define the role of the Parks Advisory Board ("PAB"). Other City of Bellaire Boards will do the same.
 - The Next Parks Advisory Board Meeting is scheduled for February 27, 2016 at 10 AM at the Nature and Discovery Center. There will be a presentation followed by a tour. At this meeting the Parks Advisory Board will need to approve a Capital Improvement Program ("CIP") to present to City Council. Neil Verma confirmed that a quorum of the Parks Advisory Board Members would be present for this meeting.
 - The Bellaire Trolley Run is scheduled for April 9, 2016.

5. Review and possible action regarding Fiscal Year 2017 Proposed Capital Improvement Program.

- Karl Miller indicated that the CIP spreadsheet identifies capital projects which were funded last year and carried over to this year. The proposed schedule for the CIP was compiled in 2015 and identifies a 5 year plan. These are only projections that have been compiled from the Master Plan and was voted on by the prior PAB.
- Kevin Sisk indicated that the Bellaire Little League is investing heavily in the Mulberry Park facilities. He estimates that the BLL has committed nearly \$200,000 for improvements. BLL would like to brick the dugouts with a similar design to the West University fields. He questioned if the BLL bought extra bricks for a future project if the

City of Bellaire has storage space for the bricks. Karl Miller indicated that he would check to see if the bricks could be stored at the Public Works Facility. Kevin Sisk asked for an update about the possibility of building restroom facilities at Mulberry Park. Karl Miller indicated that he would need to figure out the drain lines and sanitary lines that might be available for a possible restroom. Karl Miller also indicated that the phases of construction for such a facility would likely be 1) 1st Year plan and budget the cost; 2) 2nd Year is design; 3) 3rd Year implementation and construction of the design. Paul Hofmann indicated that design could be implemented in the same year as construction. Karl Miller indicated that he would come up with numbers. It is likely that design and construction would be near \$100,000, as Feld Park's restroom construction cost was \$75,000 nearly two years ago. Kevin Sisk moved to table this discussion, Julie McNee seconded. The matter was tabled.

- The PAB discussed Evelyn's Park funding. Paul Hofmann indicated that the contract to construct Phase I is \$6.2 Million. The City of Bellaire approved a \$5,000,000 bond for Phase I Evelyn's Park construction; the remainder of the funds is coming from fundraising events. The total estimate for the full construction of Evelyn's Park is \$16-17 Million; however, only Phase I is currently funded.
- The PAB discussed restroom facilities needed at other Bellaire Parks. If the use of the park justifies installing a restroom, it is identified as such in the Master Plan. Lafayette Park has been identified as needing a restroom facility, and it is allocated for fiscal year 2020.
- Lighting and benches at some parks are deteriorating and in need of replacement. The PAB will need to prioritize projects moving forward. New Castle Trail needs lighting improvements. Karl Miller indicated that he is awaiting feedback from Brant Gary regarding the needs for illumination and cost estimate which he should have for the February meeting for PAB's consideration as part of the CIP.
- The Master Plan provides that every park will have a consistent trash can and benches. It is a substantial cost to replace all. Currently, Buster Adams is preparing an inventory of trash cans and benches. The plan is to replace as needed.

6. New Business and Board Comments

- Evelyn's Park has been identified as one of 15 most anticipated openings in the Houston area.
- Security issues relating to the Mulberry Park concession stand was raised and inquiry was made if we could consider cameras and/or lighting to address the issues.

7. Adjournment Todd Blitzer moved to adjourn, Susan Howes, second. Meeting adjourned.

Respectfully Submitted,

Denise Purcell Leisten

January 27, 2016: Next Meeting