

**Parks and Recreation Advisory Board**  
**Minutes of Meeting Held Wednesday, December 14, 2016 – 6:00pm.**  
**CenterPoint Energy Community Center**  
**7001 Fifth Street, Bellaire, TX 77401**

**1. Call To Order:** by Neil Verma at 6:08pm

Attendance: *Board:* Neil Verma, Kevin Sisk, Sharon Veldman, Denise Leisten

*Parks & Rec Department:* Karl Miller, Cheryl Bright, Heysel Zepeda

*Visitors:* City Manager, Paul A. Hoffman, Bellaire Resident, Joy Moran

**2. Announcement of a Quorum** by Neil Verma at 6:08pm

**3. Approval of Minutes from November 16, 2016**

- Denise Leisten moved, Sharon Veldman second, minutes approved.

**4. Public Comments**

- No comments.

**5. Reports**

**a.) Reports from Other Boards, Commissions and Committees**

- Sharon Veldman, Patrons of Bellaire, reported that Patrons is working on hosting a tailgate activity on the Pavilion the weekend before the Super Bowl and are also in the process of preparing for Wine and Tapas. She mentioned that in cooperation with the City of Bellaire, Patrons of Bellaire is starting a concert/movie series on the Great Lawn/Pavilion on the first Friday of the month beginning in March.
- Kevin Sisk mentioned that the Beautification Team had a meeting and presented their final presentation to City Council members.
- Cheryl Bright echoed Kevin Sisk and added that Beautification's final presentation to City Council is available on the City's website. She also mentioned that the Beautification Team worked on a draft final plan and is putting together the final booklet which will be submitted soon.

**b.) Reports from Council Liaison**

- Liaison not present.

**c.) Reports from City Staff**

- Paul A. Hoffman, City Manager, thanked Parks Board members and staff for discussing the Five Year Capital Improvement Plan and for the progress made in the last couple of years. City Council looks forward to getting Parks Board's input on how things are ranked/scheduled, and will take their feedback very seriously. Mr. Hoffman encouraged the board to not feel too restricted over the CIP numbers as it is subject to change and should be viewed as a starting point. He briefly discussed the passing of Proposition 2 – New Municipal Buildings and the effect it will have on the day-to-day activities and major City events. Mr. Hoffman also discussed the Beautification report. He mentioned that they will ask the Planning and Zoning Commission to evaluate the project related recommendations in the Beautification report and to consider the land planning related suggestions that came out of the urban design plan from Terrain Studios.

- Neil Verma encouraged board members to look at the Bellaire Urban Design Plan on the City's website. Mr. Verma thanked Mr. Hoffman for his Five Year CIP comments and anticipates some great discussion on this topic.
- Karl Miller provided an overview of the department's monthly report highlighting the following: February 4 is Daddy Daughter Dance; February 6 is State of the City; April 1 is Wine and Tapas; April 8 is Bellaire Trolley Run; Tree Health FY17 was complete on November 14 at Locust and Driscoll Park as well as Bellaire Blvd. from S. Rice to RR tracks; Engineer Wood Fiber was installed on November 4 at Russ Pitman Park and Ware Family Park playgrounds; Total lamp change-out (30) at Feld Park athletic field was complete on November 16; The Trolley Pavilion and Trolley were power washed and some protective netting was installed inside the roof line to keep pigeons from nesting and roosting; A second phase of the FY17 Tree Health Program would include Holly St. which was identified by the arborist for light pruning and weight removal on specific identified trees in this location. Mr. Miller also stated that this will be the third time the trees on Holy Street have been trimmed in three years and the Parks Department is working with the arborist to determine needs.
- Karl Miller noted that the shade covering approved by Parks Board in November is scheduled to go to Council on January 23 for approval since it's over \$50,000. He briefly discussed the TxDot noise assessment along I-610 proposal to install a 14ft sound wall/barrier between Fournace Place and Elm Street to protect Pin Oak Lane and Post Oak Court from highway noise level.
- Denise Leisten expressed concern over the anticipation of the change TxDot is proposing to do at I-59/I-610 and believes a 14ft wall will concrete the area, lose the visibility of the green space and the feel of a combined community. Karl Miller suggested that the City may be able to work with TxDot and grow some type of planting on the wall to hide the concrete wall from the park.

## **6. Review and discuss the 2015 Parks Master Plan as it relates to proposed Five Year Capital Improvement Plan**

- Karl Miller gave an overview of the Five Year Capital Improvement Plan and reminded board members that this plan is a working draft so the numbers could change and to use it as a guideline. Mr. Miller suggested looking at the plan and prioritizing items.
- Sharon Veldman noted that Bellaire Patrons has money set aside for a playground and would like a detailed list, in order of priority and the cost of each item. Mrs. Veldman also noted concerns brought up during a City Council meeting as regards to the Holly Street project not being completed.
- Karl Miller addressed questions raised by Mrs. Veldman related to the detailed list requested by Patrons and the Holly Street project. He informed Mrs. Veldman that a detailed list was given to Patrons a little over a year ago. He also noted that phase one of the Holly Street project has been completed.
- Neil Verma addressed Mrs. Veldman's questions and confirmed that a detailed list was given to Patrons. He noted that the City has not made a commitment as to when the next phase will take place in regards to the Holly Street project. Parks

Board will need to allocate funds, in relations to the CIP, offer their input to City Council to help prioritize funding. Mr. Verma also reminded the board that City Council approved the Evergreen Park Master Plan, which is more than a conceptual drawing; it represents what the elements are with some variation.

- Kevin Sisk noted that Evergreen Park needs to be re-done and a master plan needs to be finalized. He suggested that board members take time to review the CIP matrix and prioritize items to discuss at the next board meeting.

#### **7. Board Members Comments and Announcements**

- Board members expressed thanks to City Manager, Paul Hoffman, for the pecan pie and Parks and Recreation staff for dinner.

#### **8. Adjournment** –Meeting adjourned 8:11pm.

**Respectfully Submitted,**

**Heysel Renee Zepeda**

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**January 18, 2017: Next Meeting**