

1 The Open Space and Trails Committee met on Thursday, January 5, 2023 at Seabrook Public
2 Works and Animal Control Complex Training Room, 1100 Red Bluff Road, Seabrook, Texas to
3 discuss and if appropriate, take action on the agenda items listed below.
4

5 **THOSE PRESENT WERE:**

6	Monica Comeaux		Chair, Position 5
7	David Popken		Vice-Chair, Position 6
8	Sally Antrobus	Excused absence	Position 1
9	John Coggeshall		Position 3
10	Debra Harper		Position 2
11	Nehemiah Jackson		Position 4
12	Jesse Jones		Position 7
13	Sean Landis		Deputy City Manager
14	Kevin Padgett		Public Works Director
15	Brian Craig		City Engineer/Asst. Public Works Director
16	Natalie Stephens		Public Works Administrative Coordinator

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18 Chair Monica Comeaux called the meeting to order at 5:04 p.m.

19 **1. PRESENTATIONS**

20 1.1 Baybrook Park Butterfly Waystation update by applicant to achieve an American
21 Heritage High School Level Award. Abbey Hill

22 Rescheduled

23 **2. PUBLIC COMMENTS AND ANNOUNCEMENTS**

24 None

25 **3. CONSENT AGENDA**

26 3.1 Approve the minutes of the December 8, 2022 Open Space and Trails Committee
27 meeting. *Natalie Stephens, Public Works Admin Coordinator*

28 *Motion made by Member Jones and seconded by Member Harper.*

29 ***MOTION CARRIED BY UNANIMOUS CONSENT***

30 **4. NEW BUSINESS**

31 **4.1** Update on Seabrook social media release protocol. *Sean Landis, Deputy City Manager*

32 The City request social media blasts from City committees to go through the City
33 Communication Department until an updated protocol is finalized.

34 **4.2** Update and report on various Seabrook Park items, including needed repairs, signage,
35 plants, flowers, and vegetation, and park use matters. *Committee*

- 36 • Hester Butterfly Garden took a hard hit from the freeze. Request that Nemo reach out
37 to Nicole and Troop 140128 have a garden work day. Member Popken
- 38 • Hester Parking lot has pot holes and would benefit being crowned to not hold water.
39 Member Popken
- 40 • Pine Gully parking lot could use some crushed granite. Member Jones
- 41 • Berm Trails has areas that are washed out along the upward slope. Chair Comeaux
- 42 • Request Public Works delay placing the large rocks at Carothers Coastal Garden
43 parking lot a couple of months. Member Harper

44 **4.3** City Staff update and report on various Seabrook Park items including community
45 events, grant administration, repairs, Council approvals and determinations and emergency
46 events. *City Staff*

47 Kevin Padgett, Public Works Director, reported:

- 48 • Tree Lighting and Breakfast with Santa events were well attended.
- 49 • Christmas decorations throughout the city are being taken down.
- 50 • The City is doing some ADA access and drainage work at Carothers Community
51 Garden.
- 52 • GAGA pit at Friendship Park was created due to community recommendation.
- 53 • Sidewalk grinding down was completed near Baybrook tennis courts.
- 54 • Trail addition is on work schedule for next week to connect Friendship Park to Mystic
55 Village.
- 56 • Meador Park restroom project is completed. The restroom automatically open at 6
57 AM and locks at 6 PM.

58 **4.4** Update on Open Space and Trails City Council member appointments. *City Staff*

59 Debra Harper (Position 2), Nehemiah Jackson (Position 4) and David Popken (Position 6)
60 were reappointed with term 1/1/23 to 1/1/26.

61 **4.5** Discuss information to include within quarterly report/presentation to City
62 Council. *Committee*

63 Chair Comeaux expressed the importance of presenting a quarterly report to City Council to
64 see OST before and after projects. Sean Landis, Deputy City Manager, will add OST
65 presentation to the City Council Agenda.

66 Suggested items to add to presentation:

- 67 • Tree Planting
- 68 • Baybrook Butterfly Waystation project by Abbey Hill
- 69 • New Berm benches
- 70 • Berm Trail
- 71 • New playground at Wildwood Park
- 72 • Carothers Community Garden
- 73 • Hester Butterfly Garden adoption by Troop 110128
- 74 • Trash Bash 2022
- 75 • Fall Sweep 2022

76 **5. OLD BUSINESS**

77 **5.1** Discuss and take all appropriate action regarding identifying next steps for Carothers
78 Coastal Garden East Track project. *Sean Landis*

79 Suggested next steps for Carothers Coastal Garden East track

- 80 • Casita upgrade - \$5,000 - \$6,000
 - 81 ○ City will provide the supplies for volunteers to paint interior and exterior.
 - 82 ○ Conference table and screen
- 83 • Onsite meeting
 - 84 ○ Discuss Casita, tree removal, trails
- 85 • Bids for irrigation and electrical
 - 86 ○ Determine cost for full or partial project
 - 87 ○ Option to do irrigation back flow and tap and later add on.
- 88 • Identify potential location for future facility

89 **5.2 Update on Tree Planting Day of Awesomeness and proposed planting locations. *Member***
90 *Coggeshall*

91 150 trees have been donated by Trees of Houston.

- 92 • Members and planting assignments:
93 • Member Popken – Meador Park, 50 trees with gator vehicle, mulch near library
94 • Member Harper – Baybrook, 30 trees
95 • Chair Comeaux – Friendship Park

96 Sunday planting of any leftover trees at Carothers Coastal Gardens and near Wildlife refuge
97 along the gully where invasive plants were removed.

98 **5.3 Discuss and take all appropriate action to determine project ideas for volunteers.**
99 *Committee*

100 *ATTACHEMENT*: Open Space and Trails Volunteer Task list (attachment A)

101 **6. ROUTINE BUSINESS**

102 **6.1 Report from City Staff on the status of a list of actions taken by the Open Space and**
103 **Trails Committee and forwarded to City Council for its action or review. *City Staff***
104 *ATTACHMENT(S)*: OST RECOMMENDATIONS TO COUNCIL (attachment B)

105 Sean Landis, Deputy City Manager will continue to maintain log for review and discussion.

106 **6.2 Update on volunteer hours. *Committee***

107 66 volunteer hours were reported for the month of December by Open Space and Trails,
108 Carothers Community Garden, Community Service and park volunteers.

109 **6.3 Establish future meeting dates and agenda items. *Committee***

110 Carothers Coastal Garden walkthrough meeting will be on January 12, 2023

111 Next OST meeting will be held on February 2, 2023, 5 PM

112 Agenda items:

- 113 • Tree Planting Day of Awesomeness event update.
114 • GCAA grant update.
115 • OST recommendation to council on having a stand by member

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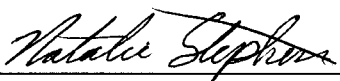
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Natalie Stephens,
Public Works Administrative Coordinator



Monica Comeaux,
Chair

**OPEN SPACE & TRAILS COMMITTEE
VOLUNTEER TASK LIST**

#	TASK	WK DATE & TIME	ASSIGNED MEMBER	STATUS	COMMENT
1	Casita paint int & ext				
2	Casita clean & weed paver area				
3	Casita pressure wash roof and exterior	1/30/23	PW Dept.	Complete	
4	Casita pressure wash walkway pavers	1/30/23	PW Dept.	Complete	
5	Garden clean up at Carothers Coastal Gardens and Pine Gully park				
6	Tree removal				
7	Watering				
8	Weeding				
9	Hester Turtle Pond deck rehab				
10	Build Map Holders for trail "you are here" maps				

ATTACHMENT B:

**Open Space and Trails Committee
ITEMS TO CITY COUNCIL - 2022**

DATE	DESCRIPTION	STATUS	UPDATES
10/13/22	Recommend Carothers Coastal Gardens East Tract projects for FY 2022-23 in the amount to not exceed \$220,000: 1. Casita Repairs, 2. Dead Tree Removal, 3. Irrigation infrastructure design and Installation, 4. Electrical Service Infrastructure Design and Installation, 5. Trail Design, 6. Trail Construction, 7. Planting Berm Design, 8. Planting Berm Construction, 9. Engineered Drainage Plan as Required 10. Planting Design, 11. Installation of Flowering Trees and Plants as Prescribed within the Planting Design.	APPROVED	City Council at their October 18, 2022 meeting approved unanimously. (Next Steps) Open Space and Trails at a future meeting should discuss design and construction schedule of projects. Funding (Fund 42) FY 22-23 not to exceed \$220,000.00.
8/23/22	Recommend park CIP prioritization: 1. SW1 New Sidewalk Main to El Mar. 2. SW2 New Trails from OSV Subdivision to El Mar. 3. P27 Pine Gully Pier Reconstruction. 4. P26 Enhance Bayside Park and Boardwalk. 5. Prairies Replanting Near Robinson Lift Station.	ITEM ADDRESSED	Items addressed throughout the document
8/23/22	Recommend City staff to work with Harris County to close off small parking area near Todville Bridge and Pine Gully Trail head, due to safety concerns.	APPROVED	City staff is currently working with the County to accomplish this task
6/28/22	Recommend Trailhead Todville; Additional parking on Todville near Pine Gully Bridge be removed from FY23 CIP.	PARTIAL APPROVAL	Todville Trail Head was not added to the CIP. Additional parking on Todville near Pine Gully Bridge has been removed from the CIP.
6/28/22	Recommend P26 Enhance Bayside Park & Boardwalk; Construct boardwalks and fishing deck with reference to the Old Seabrook Livable Center Study be removed from FY23 CIP.	REVISIT FY 23-24	
6/28/22	Recommend Carothers Coastal Gardens Budget Estimate be approved	PARTIAL APPROVAL	City Council approved to proceed with the Carothers Coastal Gardens East Tract projects identified above Oct 13, 2022 in the amount not to
6/28/22	Recommend acquisition of neighboring property to Hester Gardens.	DISAPPROVED	City Council decided not to take action regarding this recommendation
6/28/22	Recommend prairie replanting following the completion of Robinson lift station construction.	APPROVED	Staff will work with contractor once waste water treatment plant utility construction is completed.

DATE	DESCRIPTION	STATUS	UPDATES
6/28/22	Recommend P27 Pine Gully Pier: Rebuild of Pine Gully Pier, be scoped for FY23 CIP	PARTIAL APPROVAL	Identified as P27 within Park CIP, design in progress, Funding FY23 (Fund 28) \$179,998.20.
6/28/22	Recommend CIP P17: Playground Friendship- replace aged playground equipment be scoped for FY23 CIP	APPROVED	Identified as P17 within Park CIP, in progress, Funding FY23 (Park Impact Fee) \$80,000.00
6/28/22	Recommend CIP P18: Trailhead Old SH146 – Entrance point signage, parking.	PARTIAL APPROVAL	Identified as P18 within Park CIP, design in progress for trailhead at Old SH 146, funding (General Fund) \$124,057.00.
6/28/22	Recommend CIP SW1: N Meyer Sidewalk, Main to El Mar – Reconstruct and improvement a concrete sidewalk along N. Meyer be scoped for FY23 CIP	REVISIT FY 23-24	Identified as SW1 within Sidewalk Projects CIP, Funding FY 24 (General Fund) \$331,792.00
6/28/22	Recommend CIP SW2: Main St to OSV Subdivision Sidewalk – Construct a granite/concrete trail from OSV to Main St.be scoped for FY23 CIP	REVISIT FY 23-24	Identified as SW2, Funding identified FY 26 (General Fund) \$159,196.00
6/28/22	Recommend CIP SW3: Trail from City Hall to Ashley Oak Sub. – Construct a sidewalk from Ashley Oaks and Bay Elementary to Cook St granite trail be scoped for FY23 CIP	APPROVED	Identified as SW3 within Sidewalk Projects CIP, Funding FY 23 (General Fund) \$35,158.00
6/28/22	Recommend CIP P19: Carothers Orchards Phase 2 – Task Force recommendation be scoped for FY23 CIP	REVISIT FY 23-24	Identified as P19 within Park CIP, no funding identified.
6/28/22	Recommend CIP P20: Carothers East Tract Trail – Construct a connecting granite trail on the east portion of the Carothers tract be scoped for FY23 CIP	APPROVED	City Council Approved Unanimously, Action taken October 18, 2022, funding shown to be Fund 28, a portion of \$220,00.00 allocation.
6/28/22	Recommend CIP P23 Carothers West Tract Trail-Construct & extend a trail through west tract with wetland boardwalk viewing and seating be scoped for FY23 CIP	REVISIT FY 23-24	Identified as P23 within Park CIP, no funding identified
6/28/22	Recommend P25 Pump Track course be removed for FY23 CIP.	REVISIT FY 23-24	Identified as P25 within Park CIP, funding identified as Potential Grant FY27+ in the amount
6/28/22	Recommend P21: Carothers Waterfront Observation Deck; Construct a public observation deck on the Carothers waterfront property, be scoped for FY23 CIP.	REVISIT FY 23-24	Identified as P21 within Park CIP, no funding identified.
6/28/22	Recommend P22: Carothers Learning Center; Construct a learning center on the Carothers east tract be scoped for FY23 CIP.	REVISIT FY 23-24	Identified as P22 within Park CIP, no funding identified
6/28/22	Recommend Carothers Waterfront: Construct and edge or design breakwater that is an extension for the tract allowing the public a defined and safe area to observe the bay at a lower level be scoped for FY23 CIP	REVISIT FY 23-24	Was not placed within Parks CIP

DATE	DESCRIPTION	STATUS	UPDATES
6/28/22	Recommend park acquisition Old WWTP Site; Convert Old WWTP site after demo for a new park and public area project be scoped for FY23 CIP.	REVISIT FY 23-24	Was not placed within Parks CIP, identified within Liviable Center Study, which has been approved by City Council. Project design and schedule TBD.