

1 The Open Space and Trails Committee met on Thursday, February 2, 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	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

17
18 Chair Monica Comeaux called the meeting to order at 5:02 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 Baybrook Butterfly Waystation project was completed during winter break. The project took
23 100 volunteer hours. The freeze and the rain has taken a toll on the Butterfly Waystation,
24 causing the loss of several plants and garden flooding. OST committee will schedule a work
25 day to help restore the butterfly waystation and the Carothers Community Garden will donate
26 some plants.

27 **2. PUBLIC COMMENTS AND ANNOUNCEMENTS**

28 Member Antrobus mentioned there would be a pelican release by Texas Wildlife Center on
29 February 4, 2023 from Surf Oaks.

30 **3. CONSENT AGENDA**

31 **3.1** Approve the minutes of the January 5, 2023 Open Space and Trails Committee meeting.

32 **3.2** Approve the minutes of the January 12, 2023 Open Space and Trails Committee meeting

33 *Natalie Stephens, Public Works Admin Coordinator*

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

35 **MOTION CARRIED BY UNANIMOUS CONSENT**

36 **4. NEW BUSINESS**

37 **4.1** Discuss and take all appropriate action regarding scheduling a volunteer work day for the
38 casita at Carothers Coastal Garden. *Sean Landis, Deputy City Manager*

39 Sean Landis, Deputy City Manager, reported that Public Works has power washed the
40 casita's exterior walls and roof and have cleared out the inside. The inside of the casita is
41 ready for painting. The City will purchase TV screen / computer, conference table and
42 chairs. A work date invitation will be sent out to OST members.

43 **4.2** Discuss adding an alternate voting Open Space and Trails committee member to be
44 available due to the absence of a regular member. *Committee*

45 Chair Comeaux polled the committee on the following questions:

46 *Should there be alternate members added to committee? 4 Yes votes, 3 No votes*

47 *Should alternate members be allowed to vote on committee? 4 Yes votes, 3 No votes*

48 **4.3** Update and report on various Seabrook Park items, including needed repairs, signage,
49 plants, flowers, and vegetation, and park use matters. *Committee*

- 50
- 51 • Hester Butterfly Garden invasive plants need to be removed. Member Jackson will
 - 52 contact Troop 140128 after March 15th to set up a cleanup date. Member Harper
 - 53 • Berm trail has cracks from rain runoff. Chair Comeaux
 - 54 • Drainage near Wildlife refuge trail inquiry. Member Coggeshall. Kevin Padgett,
 - 55 Public Works Director, clarified the work area was for a force main pipe flow
 - 56 towards the new WWTP. Public Works will address the ponding issue by adding a
 - drainage pipe and create a swell to help drain.

57 **4.4** City Staff update and report on various Seabrook Park items including community
58 events, grant administration, repairs, Council approvals and determinations and emergency
59 events. City Staff

60 Kevin Padgett, Public Works Director, reported:

- 61
- 62 • Casita work is ongoing. Public Works department has power washed the exterior,
 - removed old furniture, removed trees and window replaced.
 - 63 • Trash Bash is on March 25, 2023. The City is hoping members of OST will be
 - 64 willing to chaperone the buses. Member Jackson and Vice Chair Popken volunteered
 - 65 to help out.

66 **5. OLD BUSINESS**

67 **5.1** Update on Tree Planting Day of Awesomeness event. *Member Coggeshall*

68 120 trees were planted on Saturday by approximately 100 volunteers. More emphasis
69 recommended for volunteers to bring their shovels and gloves.

70 **5.2** Discuss and take all appropriate action for applying for the Governor's Community
71 Achievement Award (GCAA). *Committee*

72 Member Jackson will work with Member Antrobus on the GCAA Application.

73 **5.3** Discuss and take all appropriate action to determine project ideas for volunteers.
74 *Committee*

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

76 Updates will be added to the Open Space and Trails Volunteer Task List.

77 **6. ROUTINE BUSINESS**

78 **6.1** Report from City Staff on the status of a list of actions taken by the Open Space and
79 Trails Committee and forwarded to City Council for its action or review. *City Staff*
80 *ATTACHMENT(S)*: OST RECOMMENDATIONS TO COUNCIL (attachment B)

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

82 **6.2** Update on volunteer hours. *Committee*

83 385 volunteer hours were reported for the month of January by Open Space and Trails,
84 Carothers Community Garden, Community Service and park volunteers.

85 **6.3** Establish future meeting dates and agenda items. *Committee*

86 Next OST meeting will be held on March 2, 2023, 5 PM

87 Agenda items:

- 88 • Update on bids for Carothers Coastal Garden electrical, irrigation, and tree removal.

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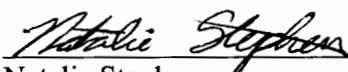
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Monica Comeaux,
Chair



Natalie Stephens,
Public Works Administrative Coordinator

OPEN SPACE & TRAILS COMMITTEE VOLUNTEER TASK LIST

#	TASK	WK DATE & TIME	ASSIGNED MEMBER	STATUS	COMMENT
1	Casita paint int & ext		OST Committee		
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		Member Coggeshall		
11	Clean Hester Turtle Pond				Ideally clean out pond in the summer
12	Install turtle landing in Hester Tutle pond				
13	Wooden signs for park trails				

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. Additinal parking on Todville near Pine Gully Bridge has been removed from the CIP.
6/28/22	Reccomend 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 Livable Center Study, which has been approved by City Council. Project design and schedule TBD.