

1 The Open Space and Trails Committee met on Thursday, April 6, 2023 at Seabrook Public Works  
2 and Animal Control Complex Training Room, 1100 Red Bluff Road, Seabrook, Texas to discuss  
3 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	Excused Absence	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 5:01 p.m.

19 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

20 None

21 **2. CONSENT AGENDA**

22 **2.1** Approve the minutes of the March 2, 2023 Open Space and Trails Committee meeting.

23 *Natalie Stephens, Public Works Admin Coordinator*

24 *Motion made by Member Jones and seconded by Member Jackson.*

25 **MOTION CARRIED BY UNANIMOUS CONSENT**

26 **3. NEW BUSINESS**

27 **3.1** Update on River, Lakes Bays' n Bayous Trash Bash 2023. *City Staff*

28 Kevin Padgett, Public Works Director, reported the Trash Bash 2023 event was successful.

29 **3.2** Discuss and take all appropriate action regarding recommendation on park signage  
30 additions, replacement and removal. *City Staff*

31 Kevin Padgett, Public Works Director reported the City is looking into moving towards more  
32 cohesive signs by standardizing signs to clearly be identified as City approved signs. Sean  
33 Landis, Deputy City Manager stated EDC is proposing to financially support branding signage  
34 that would provide a consistent look through the City of Seabrook.

35 Chair Comeaux had some sign suggestions such as replacing the worn Osprey sign, Butterfly  
36 garden sign, native landscaping no mowing, grow zone signs. Metal cut out butterfly signs  
37 were suggested as a dedication plaque for Hester Butterfly Garden. Kevin Padgett, Public  
38 Works Director, will work with LeaAnn Peterson regarding educational sign replacement.

39 **3.3** Update and report on various Seabrook Park items, including needed repairs, signage,  
40 plants, flowers, and vegetation, and park use matters. *Committee*

- 41 • Inquired if the yellow traffic tape along Pine Gully Rd in front of MAAS was placed by  
42 the city. *Member Jones*. Kevin Padgett, Director of Public Works confirmed that it was  
43 not the city who placed the yellow tape.
- 44 • Invasive Cane growing towards Pine Gully Bridge, on the rights side or the no parking  
45 near the driveway, *Member Jackson*. Kevin Padgett, Director of Public Works will have  
46 crew look into it.
- 47 • Boy scouts removed invasive cane on South side of Hester, followed by Public Works  
48 assistance in scraping the Hester berm area, followed by some follow up removal. The  
49 Scouts also removed cane near the Hester Butterfly garden near the water as well as near  
50 the Hester Todville Bridge on the South West side. Public Works put weed block and  
51 top soil, which seems to be working along with some native seeds that are now taking  
52 sprout. *Member Popken*

53 **3.4** City Staff update and report on various Seabrook Park items including community  
54 events, grant administration, repairs, Council approvals and determinations and emergency  
55 events. *City Staff*

56 Kevin Padgett, Director of Public Works, provided City updates:

- 57 • Lucky Trails, Trash Bash, and Easter event were all very successful and well  
58 attended.
- 59 • A new playground structure for Friendship Park should arrive for installation near end  
60 of April.
- 61 • The Monroe Splash Pad will open April 1<sup>st</sup>.
- 62 • The Pelican Bay pool is getting ready for inspection.
- 63 • Keep Seabrook Beautiful was awarded 2<sup>nd</sup> place for the Keep Texas Beautiful GCAA  
64 grant application with the help of Member Jackson and Member Antrobus.
- 65 • Keep Seabrook Beautiful once again qualified for Gold Star Status with the help of all  
66 of the OST committee support with webinars and events.

67 **4. OLD BUSINESS**

68 **4.1** Discuss and take all appropriate action regarding a Native Plant Ordinance. *Member*  
69 *Jones. Attachment: Sample Native Plant Ordinance*

70 Member Jones suggested the City support native plantings in hopes for additional grant  
71 opportunities.

72 Sean Landis, Deputy City Manager stated that the landscaping ordinance is overseen by  
73 P&Z. Sean Landis and Member Jones will work on a presentation requesting for an  
74 amendment to the landscaping ordinance for OST committee to approve. The approved  
75 presentation may then be presented to P&Z. Upon approval, may be forwarded to City  
76 Council for final approval.

77 **4.2** Discuss and take all appropriate action regarding police reports in relations to Seabrook  
78 parks and parking lot safety. City Staff

79 Staff provided OST committee with all police reports involving Seabrook parks and parking  
80 lots for the past year. Of the 89 reports, only 6 involved theft.

81 George Szakacs, IT Director, explained the limitations and financial costs of installing fiber  
82 and cameras at the City parks.

83 *Committee no longer recommends posting signs in parking lot areas stating Park at your*  
84 *own risk. We are not responsible for theft or damage to vehicles or content.*

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

86 **4.3** Discuss and take all appropriate action regarding Carothers Coastal Garden Casita work  
87 day. City Staff

88 *OST Casita Work Day will be May 6<sup>th</sup> at 9 AM. Public Works will get the paint and all the*  
89 *paint supplies.*

90 **4.4** Discuss and take all appropriate action to determine project ideas for volunteers.  
91 *Committee*

92 **ATTACHMENT: OST VOLUNTEER TASK LIST (attachment A)**

93  
94 Suggestions to add to the Volunteer Task List:

- 95 • Work day at Hester Butterfly Garden
- 96 • Work day at Baybrook Butterfly waystation
- 97 • Work day at Carothers Community Garden

98 **5. ROUTINE BUSINESS**

99 **5.1** Report from City Staff on the status of a list of actions taken by the Open Space and  
100 Trails Committee and forwarded to City Council for its action or review. *City Staff*  
101 *ATTACHMENT(S): OST RECOMMENDATIONS TO COUNCIL* (attachment B)

102 No changes.

103 **5.2** Update on volunteer hours. *Committee*

104 659 volunteer hours were reported for the month of March by Open Space and Trails,  
105 Carothers Community Garden, Community Service and park volunteers. This includes Trash  
106 Bash volunteers.

107 **5.3** Establish future meeting dates and agenda items. *Committee*

108 Next OST meeting will be held on May 4, 2023, 5 PM

109 Agenda items:

- 110 • Discuss access from Towers to Seabrook trail system.

111

112

113

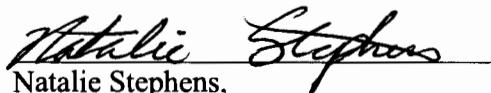
114

115

116

117

118

  
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		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. 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.

<b>DATE</b>	<b>DESCRIPTION</b>	<b>STATUS</b>	<b>UPDATES</b>
6/28/22	Recommend P27 Pine Gully Pier: Rebuild of Pine Gully Pier, be scoped for FY23 CIP	<b>PARTIAL APPROVAL</b>	<b>Identified as P27 within Park CIP, design in progress, Funding FY23 (Fund 28) \$179,998.20.</b>
6/28/22	Recommend CIP P17: Playground Friendship- replace aged playground equipment be scoped for FY23 CIP	<b>APPROVED</b>	<b>Identified as P17 within Park CIP, in progress, Funding FY23 (Park Impact Fee) \$80,000.00</b>
6/28/22	Recommend CIP P18: Trailhead Old SH146 – Entrance point signage, parking.	<b>PARTIAL APPROVAL</b>	<b>Identified as P18 within Park CIP, design in progress for trailhead at Old SH 146, funding (General Fund) \$124,057.00.</b>
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	<b>REVISIT FY 23-24</b>	<b>Identified as SW1 within Sidewalk Projects CIP, Funding FY 24 (General Fund) \$331,792.00</b>
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	<b>REVISIT FY 23-24</b>	<b>Identified as SW2, Funding identified FY 26 (General Fund) \$159,196.00</b>
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	<b>APPROVED</b>	<b>Identified as SW3 within Sidewalk Projects CIP, Funding FY 23 (General Fund) \$35,158.00</b>
6/28/22	Recommend CIP P19: Carothers Orchards Phase 2 – Task Force recommendation be scoped for FY23 CIP	<b>REVISIT FY 23-24</b>	<b>Identified as P19 within Park CIP, no funding identified.</b>
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	<b>APPROVED</b>	<b>City Council Approved Unanimously, Action taken October 18, 2022, funding shown to be Fund 28, a portion of \$220,00.00 allocation.</b>
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	<b>REVISIT FY 23-24</b>	<b>Identified as P23 within Park CIP, no funding identified</b>
6/28/22	Recommend P25 Pump Track course be removed for FY23 CIP.	<b>REVISIT FY 23-24</b>	<b>Identified as P25 within Park CIP, funding identified as Potential Grant FY27+ in the amount</b>
6/28/22	Recommend P21: Carothers Waterfront Observation Deck; Construct a public observation deck on the Carothers waterfront property, be scoped for FY23 CIP.	<b>REVISIT FY 23-24</b>	<b>Identified as P21 within Park CIP, no funding identified.</b>
6/28/22	Recommend P22: Carothers Learning Center; Construct a learning center on the Carothers east tract be scoped for FY23 CIP.	<b>REVISIT FY 23-24</b>	<b>Identified as P22 within Park CIP, no funding identified</b>
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	<b>REVISIT FY 23-24</b>	<b>Was not placed within Parks CIP</b>

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	<b>Was not placed within Parks CIP, identified within Livable Center Study, which has been approved by City Council. Project design and schedule TBD.</b>