

1 The Open Space and Trails Committee met on Thursday, May 4, 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.

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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	Excused Absence	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 5:03 p.m.

19 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

20 None

21 **2. CONSENT AGENDA**

22 **2.1** Approve the minutes of the April 6, 2023 Open Space and Trails Committee meeting.

23 *Natalie Stephens, Public Works Admin Coordinator*

24 *Motion made by Member Harper and seconded by Member Popken.*

25 *MOTION CARRIED BY 4 IN FAVOR AND 1 ABSTAINED VOTE*

26 **3. NEW BUSINESS**

27 **3.1** Discuss and take all appropriate action regarding Keep Texas Beautiful recognition and
28 2023 affiliate requirements. *City Staff*

29 Kevin Padgett, Public Works Director, reported City Council recognized Open Space and
30 Trails for receiving the Gold Star and GCAA award. Moving forward, 2023 requirements
31 will need to be fulfilled in order to maintain Keep Texas Beautiful affiliation. One
32 requirement is to watch 8 hours of training. OST members can sign in to watch the webinars
33 and report back to the committee on what was discussed.

34 **3.2** Discuss and take all appropriate action regarding access from the Towers of Seabrook to
35 the Seabrook trail system. *Chair Comeaux*

36 Chair Comeaux discussed the proposal to connect Towers complex with the trail system.

37 Sean Landis, Deputy City Manager, explained this would require permission from the
38 developer to allow for easement or access along detention pond to develop a sidewalk system
39 to the trails. This would allow for all the residents at the Towers to walk through the single
40 family residential area to access the trail system. There is potential to build a CIP for this
41 proposal and add to the Trail Plan List.

42 Committee agreed to review Park Master List at next meeting, keeping this proposal in mind.

43 **3.3** Update and report on various Seabrook Park items, including needed repairs, signage,
44 plants, flowers, and vegetation, and park use matters. *Committee*

- 45 • The trellis at Baybrook Park was knocked down. *Member Harper*. Kevin Padgett,
46 Director of Public Works confirmed the contractors working the sewer line project will
47 be smoothing out the work area and Public Works will reestablish the trails, grass area
48 and take care of the trellis.
- 49 • Hester has a reflective sign down. *Member Jackson*
- 50 • Hester new seeding is taking off. Sustainability is important and this helps reduce the
51 invasive cane from coming back. *Member Popken*
- 52 • Hester Butterfly Garden has been weeded by Girl Scout troop. *Member Jackson*
- 53 • The Osprey sign near the gully along Robinson Park is worn and would be nice if it could
54 be replaced. Member Coggeshall can send Kevin Padgett, Director of Public Works, the
55 sign electronically. *Member Coggeshall*.
- 56 • Appreciates the safe site-lines along the new no parking along Todville / Pine Gully
57 Bridge. *Member Coggeshall*
- 58 • Impressed with growth of the pine trees planted 5 years ago along the Robinson trail near
59 Todville. *Chair Comeaux*
- 60 • The erosion mat and seeding has been very effective. *Member Harper*
- 61 • Recommends benches be locating with the pine trees for a shady look out towards the
62 gully. *Member Harper*

63 **3.4** City Staff update and report on various Seabrook Park items including community
64 events, grant administration, repairs, Council approvals and determinations and emergency
65 events. *City Staff*

66 Brian Craig, City Engineer/Asst. Public Works Director, provided City updates:

- 67 • The community voted Friendship Park playground has been rescheduled to be replaced
- 68 near May 30th.
- 69 • Grading and drainage for Carothers Coastal Garden report has been received from the
- 70 engineer. Brian Craig will bring report to OST committee for feedback.

71 Sean Landis, Deputy City Manager, provided City updates:

- 72 • Carothers Coastal Garden's irrigation plan and electric plan can be given to contractor.
- 73 TOPO elevations, grading and design was professionally created.

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

- 75 • Waste Water Treatment Plant project update: The Baybrook force main and gravity
- 76 sewers are being installed moving towards Red Bluff and Robinson Park. The contractor
- 77 will be boring under Red Bluff road and Robinson parking lot the week of May 8th. The
- 78 contractor are trying to minimize the amount of excavation by boring.
- 79 • Robinson Park has a new water fountain with water bottle refill, 2 drinking fountain
- 80 heights and 1 dog station. The City is working with the vendor to resolve a valve
- 81 malfunction.

82 **4. OLD BUSINESS**

83 **4.1** Discuss and take all appropriate action to determine project ideas for volunteers.

84 *Committee*

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

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87 Suggestions to add to the Volunteer Task List:

- 88 • Baybrook Park Fall planting
- 89 • Prairie Planting. Member Antrobus has provided the City with a catalog with prairie
- 90 seeds.
- 91 • Hester Garden Fall planting and mulching.

92 **5. ROUTINE BUSINESS**

93 **5.1** Report from City Staff on the status of a list of actions taken by the Open Space and

94 Trails Committee and forwarded to City Council for its action or review. *City Staff*

95 *ATTACHMENT(S): OST RECOMMENDATIONS TO COUNCIL (attachment B)*

96 No changes.

97 **5.2** Update on volunteer hours. *Committee*

98 239 volunteer hours were reported for the month of April by Open Space and Trails,

99 Carothers Community Garden, Community Service and park volunteers.

100 **5.3** Establish future meeting dates and agenda items. *Committee*

101 Next OST meeting will be held on June 1, 2023 at 5 PM

102 Agenda items:

- 103 • Park Master Plan worksheet review.
- 104 • Carothers Coastal Garden drainage plan review.
- 105 • Update on KTB webinars.

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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	4/21/23	OST Committee	PW completed	
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				
14	Hester Butterfly Garden work day				
15	Baybrook Butterfly Waystation workday				
16	Baybrook Park Fall Planting				
17	Prairie Planting				Member Antrobus provided City with a catalog of prairie seeds

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 Livable Center Study, which has been approved by City Council. Project design and schedule TBD.

