

1 The Open Space and Trails Committee met on Thursday, July 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	Excused Absence	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	Excused Absence	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 5:11 p.m.

19 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

20 None

21 **2. CONSENT AGENDA**

22 **2.1** Approve the minutes of the June 1, 2023 Open Space and Trails Committee meeting.

23 *Natalie Stephens, Public Works Admin Coordinator*

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

25 *MOTION CARRIED BY UNANIMOUS CONSENT*

26 **3. NEW BUSINESS**

27 **3.1** Discuss viewed Keep Texas Beautiful webinars. *Committee*

28 Member Coggeshall provided a brief summary of the Keep Texas Beautiful Webinar he
29 viewed regarding Community Tree Inventory Basics. Identify tree species and having
30 insight if a problem arise with a certain species. Know how your urban forest could affect
31 your community's buildings structures. I don't think this is something we need to consider
32 doing right now in Seabrook. This would require a lot of work to be done, and it would
33 require annual maintenance of your inventory.

34 **3.2** Discuss and take all appropriate action regarding Seabrook Open Space and Park Master
35 Plan Worksheets. *Committee*

36 Worksheets that were open for discussion:

- 37 • Standardize park & trail wayfinding signage -standardize signage throughout the City's
- 38 Park and Trail System.
- 39 • Acquisition of additional Park/Open Space/Wildlife property.
- 40 • Construct boardwalks within the slough area underwater ROW (North & South sides of
- 41 Main St.)
- 42 • Berm Trail Span Bridge - Pine Gully Span Bridge construction of a 375 foot long steel
- 43 bridge crossing Pine Gully to connect to trail system.
- 44 • Construct and elevate pedestrian crossing across SH 146 to provide continuous east-
- 45 west connectivity (i.e. no vehicle/pedestrian conflicts).
- 46 • Meador Park trail lights - add lighting along the Meador Park trail.
- 47 • Seabrook Park Cabanas and Pavilion Standardization - Standardize all cabana and
- 48 pavilion design features throughout the Park System.
- 49 • Park restroom facilities standardization - standardize all restroom features throughout
- 50 the park system.

51 The Open Space and Trails committee decided to have a Special Workshop meeting on July
52 20th to vote on which worksheet should be recommended to City Council for future Capital
53 Improvement Projects.

54 **3.3** Update and report on various Seabrook Park items, including needed repairs, signage,
55 plants, flowers, and vegetation, and park use matters. *Committee*

- 56 • Compliment given to Baybrook Construction crew for cleaning up construction debris.
57 *Member Harper*
- 58 • The Carothers Community Garden and Open Space and Trails booths, at the 4th of July
59 City event, was able to reach out to the community and was a success. *Member Jones*
- 60 • Friendship Park fence post is down near the restrooms. *Member Comeaux*
- 61 • Brummerhop Park water fountain and one at another park is broken. *Member Jones*

62 **3.4** City Staff update and report on various Seabrook Park items including community
63 events, grant administration, repairs, Council approvals and determinations and emergency
64 events. *City Staff*

65 Kevin Padgett, Public Works Director, provided City updates:

- 66 • Rotary donated \$1,000 for restoration of Baybrook park trees. Debra Harper selected
67 trees and the City will work towards getting some additional shrubs for Baybrook Park.
- 68 • The 4th of July parade was held on Saturday, July 1st.
- 69 • Kid Fish will be on Saturday, September 9th on Main Street.

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

- 71 • Friendship parks new playground is almost ready. It is missing one piece. There will be
72 an ADA compliant path from the parking lot to the playground.
73 • Carothers Drainage project is in final plan review and then will go for an RFP.
74 • The City has received bids for Pine Gully Pier and is still researching funding options.

75 Kevin Padgett, Public Works Director, provided City updates:

76 **4. OLD BUSINESS**

77 **4.1** Discuss and take all appropriate action to determine project ideas for volunteers.

78 *Committee*

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

80 None

81 **5. ROUTINE BUSINESS**

82 **5.1** Report from City Staff on the status of a list of actions taken by the Open Space and
83 Trails Committee and forwarded to City Council for its action or review. *City Staff*

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

85 No changes.

86 **5.2** Update on volunteer hours. *Committee*

87 154 volunteer hours were reported for the month of June by Open Space and Trails,
88 Carothers Community Garden, Community Service and park volunteers.

89 **5.3 Establish future meeting dates and agenda items. *Committee***

90 Next OST meeting will be held on:
91 July 20th at 5 PM – Special meeting for CIP recommendations
92 August 3, 2023 at 5 PM – Regular meeting

93 Agenda items:

- 94 • Park Master Plan worksheet prioritization.
- 95 • Update on KTB webinars.
- 96 • Carothers Drainage update

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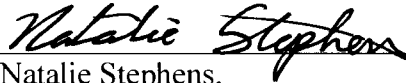


Monica Comeaux,
Chair

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Natalie Stephens,

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Public Works Administrative Coordinator