



NOTICE OF A MEETING
City of Brenham Parks & Recreation
Advisory Board
Wednesday April 11, 2018 @ 5:30 p.m.
Jackson Street Park
1300 S. Jackson Street
Brenham, Texas

1. Call Meeting to Order

2. Citizen and Visitor Comments

Work Session

3. Presentation and Discussion Relating to the Review of the Action Plan in the City of Brenham Parks, Recreation and Open Spaces Master Plan for 2015 – 2025 **Pages 1 -4**

Regular Session

4. Discuss and Possibly Act Upon the Approval of the Minutes from the February 28, 2018 Meeting **Pages 5 - 9**

5. Presentation and Discussion Relating to Blinn College's Use of Hohlt Park for Soccer **Page 10**

6. Parks and Recreation Update

- **Administration**
- **Recreation**
- **Blue Bell Aquatic Center**
- **Maintenance**

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7. Adjourn

CERTIFICATION

I certify that a copy of the April 11, 2018 agenda of items to be considered by the City of Brenham Parks and Recreation Advisory Board was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Friday, April 6, 2018 at 2:00 p.m.

Paula Shields

*Paula Shields, Staff Liaison
City of Brenham Parks and Recreation Advisory Board*

I certify that a copy of the April 11, 2018 agenda of items to be considered by the City of Brenham Parks and Recreation Advisory Board was posted at the Jackson Street Park facility at 1300 S. Jackson Street, Brenham, Texas on Friday, April 6, 2018 at 2:00 p.m.

Disability Access Statement: This meeting is wheelchair accessible. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7200 for assistance.
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I certify that this notice and agenda of items to be considered by the City of Brenham Parks and Recreation Advisory Board was removed by me from the City Hall bulletin board on _____ at _____ Am/ PM

Signature

Title



To: Parks and Recreation Advisory Board

From: Crystal Locke, Community Services Specialist

Subject: Action Plan and Prioritization of Needs

Date: 04/09/2018

The 2015-2025 Parks, Recreation, and Open Spaces Comprehensive Plan was approved by Council in March 2015. An Action Plan was included in the document. This plan was developed by comparing the demand for recreation to the existing inventory of recreational opportunities. Since the plan's existence, the City, along with generous donations and grant funding have been able to complete multiple projects listed in the plan.

Staff would like to re-visit the Action Plan, update Parks and Recreation Board members with completed projects, and discuss priorities moving forward.

City of Brenham: Parks, Recreation and Open Spaces Master Plan

Action Plan 2015-2025

Priority	Action	Potential Funding Sources	Time Frame
A. Parks and Recreation Park Development			
1	Henderson Park - evaluate park usage; possible park re-design to better utilize the site and better meet surrounding area needs	BCDC ¹ , General Fund, Grants	In Progress
2	Identify and pursue opportunities to increase operational efficiency in parks.	BCDC, General Fund, Grants	2015-2025
3	Identify and acquire key open spaces and natural areas worthy of preservation throughout the city	BCDC, General Fund, Grants	2015-2025
4	Brenham Family Park (Initial Phase) - pavilion with small kitchen, restrooms, large playscape, trails, parking	BCDC, General Fund, Grants	2018-2020
5	Identify 5-20 acres for a neighborhood park on the east-central side of town	BCDC, General Fund, Grants	2020-2025
6	Identify 5-20 acres for a neighborhood park on the west-central side of town	BCDC, General Fund, Grants	2020-2025
7	Identify and acquire areas suitable for specialized parks	BCDC, General Fund, Grants	2020-2025

Note ¹ - Brenham Community Development Corporation

City of Brenham: Parks, Recreation and Open Spaces Master Plan

Action Plan 2015-2025

Priority	Action	Potential Funding Sources	Time Frame
B. Parks and Recreation Facilities			
1	Add secondary sanitation system to indoor pools at the Blue Bell Aquatic Center	BCDC ¹ , General Fund, Grants	Completed 2015
2	Incorporate new library structure into Fireman's Park setting	BCDC, General Fund, Grants	Completed 2017
3	Plan for additional innovative structures within the park system including an interactive spray pad (i.e. splash pad)	BCDC, General Fund, Grants	2016-2018
4	Construct pavilion cover for basketball courts	BCDC, General Fund, Grants	2016-2018
5	Develop comprehensive signage program in coordination with community wide goals	BCDC, General Fund, Grants	2016-2020
6	Enhance kitchen areas, restroom facilities and picnic areas	BCDC, General Fund, Grants	2016-2020
7	Enhancements and/or relocation of skate park	BCDC, General Fund, Grants	Completed 2016
8	Replace and add new play structures as needed	BCDC, General Fund, Grants	2017-2025
9	Develop a water feature suitable for fishing and passive recreation	BCDC, General Fund, Grants	2018-2020
10	Develop an off-leash, kid friendly Dog Park	BCDC, General Fund, Grants	2018-2022
11	Add lightning detection systems to necessary parks for safety of park patrons	BCDC, General Fund, Grants	2020-2025
12	Blue Bell Aquatic Center - modified version of Phase 2 Implementation	BCDC, General Fund, Grants	2025

Note ¹ - Brenham Community Development Corporation

City of Brenham: Parks, Recreation and Open Spaces Master Plan

Action Plan 2015-2025

Priority	Action	Potential Funding Sources	Time Frame
C. Parks and Recreation Trails			
1	Provide a safe trail environment including adequate lighting, safe parking, and signage	BCDC ¹ , General Fund, Grants	2015-2025
2	Enhance Hohlt Park Nature Trail - clear the area for additional visibility and add signage	BCDC, General Fund, Grants	2018-2020
3	Create bike trails combining existing street and park trails	BCDC, General Fund, Grants	2018-2025
4	Connectivity to Brenham Greenways project	BCDC, General Fund, Grants	2020-2025
5	Improve connectivity with in our current trail system and create linkage to community venues such as schools and downtown Brenham	BCDC, General Fund, Grants	2020-2025
6	Develop longer trails - more than one mile	BCDC, General Fund, Grants	2020-2025

Note ¹ - Brenham Community Development Corporation



Parks and Recreation Advisory Board

A regular meeting of the Parks and Recreation Advisory Board was held on Wednesday, February 28, 2018, beginning at 12:00 p.m. at Brenham City Hall, Conference Room 2-A, 200 W. Vulcan Street, Brenham, Texas

Members present:

Paula Buls, Luis Mendoza, Jim Baker, Pam Hohlt, Bill Betts, Darron Smith, Ginger Bosse, and Delbert Boeker

Members absent:

Robert Haberman

City staff present:

James Fisher, Lowell Ogle, Wende Ragonis, Dane Rau, Casey Redman, Stephen Gerhard, and Paula Shields

Others present:

Jean Shoup, Helen Jordan, Lisa Keesler and Matthew Wehring representing Pickleball and William Amelang, Texas Roots

1. Call Meeting to Order

2. Citizens/Visitor Comments

William Amelang, representing Texas Roots, explained how this new organization is helping the Harvey victims in Rockport by donating plants. He said that volunteers are needed, as the plan is to donate plants in Rockport over a period of a couple of years.

3. Discuss and Possibly Act Upon the Election of a Chairperson and Vice Chairperson for a Term of One (1) Year

A motion was made by Delbert Boeker and seconded by Jim Baker to re-elect Bill Betts as Chairperson and Luis Mendoza as Vice Chairperson for a term of one (1) year.

Chairperson Bill Betts called for a vote. The motion passed with the Board voting as follows:

Board Member Jim Baker	Yes
Board Member Bill Betts	Yes
Board Member Delbert Boeker	Yes
Board Member Robert Haberman	Absent
Board Member Pam Hohlt	Yes
Board Member Paula Buls	Yes
Board Member Luis Mendoza	Yes
Board Member Darron Smith	Yes
Board Member Ginger Bosse	Absent

4. Discuss and Possibly Act Upon the Approval of the Minutes from the October 11, 2017 Meeting

A motion was made by and seconded by to approve the minutes from the October 11, 2017 regular meeting.

Chairperson Bill Betts called for a vote. The motion passed with the Board voting as follows:

Board Member Jim Baker	Yes
Board Member Bill Betts	Yes
Board Member Delbert Boeker	Yes
Board Member Robert Haberman	Absent
Board Member Pam Hohlt	Yes
Board Member Paula Buls	Yes
Board Member Luis Mendoza	Yes
Board Member Darron Smith	Yes
Board Member Ginger Bosse	Absent

5. Discuss and Possibly Act Upon the Additional Planned Upgrades to Convert the Jackson Street Park Tennis Courts to Pickleball Courts

Public Works Director Dane Rau presented this item. Rau explained that last year the City was approached about Pickleball in Brenham. Rau said at that time Staff discussed with Parks Board modifying Jackson Street Tennis Courts to allow for Pickleball. The modifications consisted of having a dual purpose for both tennis and pickleball by adding pickleball courts striping to the tennis courts. Once the addition of the lines were completed, the City purchased portable pickleball nets that was stored on-site. A sign has already been installed stating “Jackson Street Park Pickleball Courts”.

Rau explained that over the year, the local Pickleball League has grown and many great stories came from this new sport played on the tennis courts. Matthew Wehring, one of the league players, stated the league’s appreciation of the work the City has done to allow for Pickleball. Wehring explained that currently there are 49 paying members, paying annual dues of \$25 each, with many more nonpaying participants. Wehring stated that the organization hopes to have a stake in the courts either by funds paid and/or by labor for upkeep.

Ginger Bosse stated that there is a need to make sure there are sufficient tennis courts available. Community Services Director Wende Ragonis explained that when the parks master plan was created, the community polls indicated there was a deficiency in the number of tennis courts. All agreed that the tennis courts at Jackson Street Park were underutilized and most players choose to use the courts at Hasskarl Tennis Courts. Ragonis suggested that staff would reach out to BISD regarding the shortage of tennis courts to find out what their long range plans are for Hasskarl Tennis Courts and to address the shortage for the UIL sponsorships and do a survey of the citizen users of the tennis courts.

Luis Mendoza stated that several years ago there were “bootleg camp groups” that were using the city parks, charging their members a fee and not paying the city. At the time, this was a discouraged use of the city parks. Mendoza stated that the pickleball groups are similar and cautioned that we allow them to use the parks but discourage other from collecting funds for their organizations for use of city parks. Wehring again stated that the organization would contribute in some way.

Rau stated that he anticipates recommending improvements for the pickleball court conversion in the BCDC FY18-19 budget with the following costs for upgrades:

Repainting of existing courts to 6 pickleball courts with permanent nets:	\$19,400.00
Correct expansion court joint issues to make a smooth surface:	1,250.00
Adding a slab and a set of bleachers:	<u>8,000.00</u>
Total Cost:	\$28,650.00

A motion was made by Jim Baker and seconded by Paula Buls to approve the conversion of Jackson Street Park tennis courts to pickleball courts with a recommendation to the Brenham Community Development Corporation (BCDC) to approve the recommended fund request for FY18-19 budget.

Chairperson Bill Betts called for a vote. The motion passed with the Board voting as follows:

Board Member Jim Baker	Yes
Board Member Bill Betts	Yes
Board Member Delbert Boeker	Yes
Board Member Robert Haberman	Absent
Board Member Pam Hohlt	Yes
Board Member Paula Buls	Yes
Board Member Luis Mendoza	Yes
Board Member Darron Smith	Yes
Board Member Ginger Bosse	Yes

6. Discussion and Update Regarding the Fireman’s Park Restroom Facilities Improvement

City Manager James Fisher presented this update. Fisher explained that the City is currently working with the surety bond company as the contractor has left the jobsite. The site is secured. We will be bringing in event-style restrooms that will be on site until the project is completed.

7. Discussion and Update Regarding Henderson Park Planned Improvements

Public Works Director Dane Rau presented this update. Rau stated that BCDC approved \$294,500 in their FY2017-18 budget for improvements to Henderson Park. Staff is currently working with O’Malley Strand Associates to obtain cost estimates of the plan improvements as it relates to items requiring engineering. Other project items that do not require any engineering, such as the playground and basketball goal improvements, either have been installed or will be installed within a month.

Rau explained that the City has signed an agreement with O’Malley Strand to provide estimated costs for a mini-park plan that will include the following items. The total cost of these items are expected to exceed BCDC’s FY17-18 budget amount of \$294,500. The plan will identify how these items can be phased in over the next couple of years. The items are:

- Swing Set and Playscape (close to pavilion)
- Covered Barbeque Area
- Modifications to Kitchen (access door)
- Addition of sidewalks and lighting
- Field renovation
- Grandstand modifications

Currently, the cost spent to date for engineering and the playscape structure and swing set is \$88,372.41. Therefore, for phase 1, the city will have \$206,127.59 remaining for improvements. Once some to these items are completed, another public meeting at Henderson Park will need to be scheduled.

8. Discussion Relating to the 2018 Meeting Dates

Chair Bill Betts requested the Board take note of the proposed 2018 meeting dates. No additional action needed.

9. Parks and Recreation Update

➤ Administration

Community Service Director Wende Ragonis provided the following update:

- Introduction of Lowell Ogle, Assistant City Manager Public Works; Ryan Rapelye left the city for a position in the San Antonio area.
- Tammy Jaster and Crystal Locke is at TRAP meeting this week
- Plan to schedule a meeting at Jackson Street Park

➤ **Recreation**

Community Services Director Wende Ragonis provided the following update on behalf of Crystal Locke:

- Programming Guide is available. Pickleball is highlighted in the guide.
- Walk with the Doc dates have been set for the remainder of the year. We are collaborating with various wellness/nonprofit organizations.
- Spring Training Camp was held in late January with 55 participants.

➤ **Blue Bell Aquatic Center**

Community Services Director Wende Ragonis provided the following update on behalf of Tammy Jaster:

- BBAC was awarded Best Community Outreached Agency in our class from the National Aquatics Professional Association. This award will be recognized at Council on March 8, 2018.
- Tammy Jester has been assisting temporarily with the Animal Shelter.
- Two new programs at BBAC: Beginning Wellness and Aquatics for Arthritis, which started on January 22.

➤ **Maintenance**

Parks Superintendent Casey Redman and Parks Assistant Superintendent Stephen Gerhard provided the following update:

- Basketball goal installed at Henderson complete
- Fireman's Halo reinstalled and paid for by advertising signs
- Removed some the brick pavers and reinstalled with cement walking stones at Fireman's Park
- Cemented benches along trail at Hohlt Park
- All Sports Building parking lot repaving going out for bids
- 2018 tournament field reserved total 34

10. Adjourn

The meeting was adjourned.

Bill Betts
Chair

ATTEST:

Paula Shields
Staff Liaison

Memo

To: Parks Advisory Board Members
From: Dane Rau
CC: James, Fisher, Lowell Ogle, Casey Redman
Date: 4/9/2018
Re: Discussion Related to Blinn Soccer at Hohlt Park

Board Members

As you may have read in the media, Blinn College has approved moving forward with Men's and Women's soccer for 2018. Staff has been approached about the possibility of utilizing Hohlt Park as a permanent home for the Blinn soccer program and is interested in working out a memorandum of understanding (MOU) for the use of several fields. The fields that are up for consideration are Rankin Field and a practice field, which would be either field #4 or field #2. At this time, we do not know all the details about the needs of the program but it appears that the main season is in the fall with approximately 18 games on the schedule with 8-9 of those being home games. Practices most likely would be between the times of 1 pm- 5pm weekdays when games are not being played. Therefore, we are looking at the possibility of 18 home games (Men's and Women's combined) with practices during the week. The schedule would be from August to November, which includes practices and games. Some spring usage would be needed but at this time, we do not know the specifics on the spring needs.

Blinn is in the process of hiring a head coach and after the hire we will work out more specifics if the board is interested in staff moving forward. City staff feels that this will be a good partnership especially since we have a field that has not gotten a lot of use since Brenham Soccer left in 2016. Based on the logistics that we have been told we feel that this will be a benefit to both entities. We will be careful not to affect the other programs who utilize this complex and will work with them to accommodate all the needs in the fall. We would definitely use either field #2 or field #4 for practices so that Rankin can be preserved for game days.

Last year since Rankin was not being utilized we moved 6-man football to that stadium and it served those organizations well. Prior to last year 6-man football played on Kenjura along with youth football. This same approach can be done in 2018.

If approved we will still need to agree on a MOU in which Blinn College will be expected to reimburse the city for their usage and maintenance costs for using the fields. This will be similar to the Softball MOU that was approved at last week's Council meeting in which Blinn Softball now reimburses the City \$10,000 annually with a \$1,250 increase annually until 2027 when it is capped at \$20,000 and the MOU will expire.

We would like to have discussion to see if the Parks Board is open to the City of Brenham hosting Blinn soccer at Hohlt Park and if so we will work with Blinn.



To: Parks and Recreation Advisory Board
From: Crystal Locke, Community Services Specialist
Subject: Community Programs and Marketing
Date: 04/09/2018

Walk with a Doc

Walk with a Doc is Saturday, April 28. We will meet from 9am-10am at the Amphitheatre located at Hohlt Park. Dr. Andrew De Jong, ENT will lead this event and discuss “Allergies, Sinuses and Springtime Remedies”.

Intro to Pickleball

Our target audience is males and females ages 50+. We’re happy to partner with the Brenham Paddle Pushers to host a free clinic at Jackson Street Park beginning at 3pm on Sunday, May 6.

“Movies in the Park” summer series

This event brings families and children of all ages together for a fun, appropriate, and safe evening of entertainment. Movie dates and titles are listed below:

- *Thursday, May 31
- Thursday, June 21
- Thursday, July 5
- Thursday, July 19
- *Thursday, August 2

Hot Nights, Cool Tunes

The lineup for the popular downtown summer concert series has been announced by the City of Brenham. Attendees are encouraged to support downtown businesses for food, drinks and treats. The concerts will start at 7:00pm.

- Saturday, July 7
- Saturday, July 14
- Saturday, July 21
- Saturday, July 28

Memo

To: Parks Board Members
 From: Tammy Jaster, Aquatic Supervisor
 Date: 4/9/2018
 Re: Blue Bell Aquatic Center Update

- VISITS:

- Current Daily Visits:

- Summer (Memorial Day – Labor Day)
 - 2016-38,369 2017 – 41,079 2018-
 - Calendar Year (January – December)
 - 2016- 66,195 2017 – 61,705 2018- 7,080
 - Budget Year (October – September)
 - 2016- 68,036 2017- 70,440 2018- 15,136

- BBAC Passes: CALENDAR YEAR

Pass TYPE:	Individual Monthly	Individual Aerobic Monthly	Family Monthly	Senior Monthly	Senior Aerobic Monthly	Individual Annual	Individual Aerobic Annual	Family Annual	Senior Annual	Senior Aerobic Annual	Summer Pass – Family	Summer Pass – Individual
2016	147	-----	352	407	-----	8	-----	11	93	-----	96	4
2017	124	10	285	373	179	11	-----	18	76	-----	77	6
2018	25	5	11	81	45	4	0	3	28	0	1	0

- REVENUE:

- Current through end of Budget Year

Items:	Aquatic Admission:	Member Pass:	Programs:	Leisure Pool Rental:	Comp Pool Rental:	Therapy Pool Rental:	Table/ Locker Rental:	Room Rental:	Aquatic Misc	Concessions:
2016 (year)	\$94,152	\$68,923	\$28,363	\$10,496	\$19,230	\$1,700	\$1,185	\$2,385	\$5,895	\$29,012
2017 (year)	\$91,273	\$66,214	\$34,925	\$15,705	\$20,220	\$2,200	\$1,075	\$1,977	\$3,935	\$31,258
2018	\$7,689	\$23,927	\$7,178	\$900	\$2,350	\$900	\$215	\$105	\$905	\$454

- STAFFING:

- STAFF –We are hiring for summer lifeguard staff... We are in need of 15 – 25 guards.. We have promoted at BHS during lunch times as well as at Blinn College.. We are also promoting on Facebook, radio, and newspaper
 - Trainings this month: April 5-8; April 19-22; April 26—29

● USAGE:

- DOLPHIN SWIM TEAM –
 - Dolphins in full force.. They are swimming 3 groups between 4pm—6pm...
 - Currently they have 147 signed up this season...
 - Mock meet Saturday, April 21st along with Official Training..
 - Swim meets—May 19th, June 2nd, June 9th
- Birthday & Private Parties – Booking indoor Parties and Outdoor Summer Parties
- Water Safety Weeks – Continue... We had 7 school participate this year...
 - April 2, 3, 4, 5, — Krause Elementary — 9a—11a
 - April 16, 17 — 1st Baptist — 12p—2p
 - April 18, 19 — Burton Elementary — 915a—1045a
 - April 18—19 — Alton Elementary — 12p—2p
 - April 30, May 1, 2 — Bellville ISD — 845a-1015a; 1030a—1230p; 1230p—2pm
- END OF SCHOOL PARTIES – End of School Parties in Leisure Pool begin May 15th
 - May 11—10a-noon Normangee ISD
 - May 17—Noon—2p — Brenham Elementary—Kindergarten
 - May 18—10a-noon—Burton ISD
 - May 18 — Noon- 2pm—Brenham Elementary—1st grade
 - May 18— 6—8pm — Krause PTO end of Year Party
 - May 21 — 10a—Noon — Krause Elementary — 3rd grade
 - May 21 — Noon—2p—Lexington ISD
 - May 22 — 10a—Noon — Krause Elementary—1st grade
 - May 22 — Noon—2pm—Brenham Elementary—3rd grade
 - May 23 — 10a—Noon—Burton ISD
 - May 23 — noon -2p - 1st Baptist Church
 - May 24 — 10a-Noon - Caldwell Middle School
 - May 25 — 10a—Noon — Somerville ISD

● MAINTENANCE

- Pool Pak will be installed week of April 23—27...
- Therapy Pool & Leisure Pool replastered that week.
- Since this is our Clean Sweep Week, there are several maintenance / cleaning projects set to happen as well..
- Staff will be onsite from 7a—7p getting things done

- PROGRAMS/PUBLICITY/SPECIAL EVENTS:

- SWIM LESSONS – Private Swim Lessons are still in high demand... Summer Lessons Registration will begin Monday, May 7th at 8am. This will be the second year for online registration.
- CAROUSEL – Has been a BUSY March.. \$1,287.50 (Open 15 days)....
 - Spring Break —564 riders
 - Easter Weekend — Saturday 119 riders (2 birthday parties) Sunday 31 riders
 - Maifest Weekend we will have Carousel in FULL Force:
 - Wednesday, May 2nd — 6:30—8pm
 - Friday, May 4th — 5:30p—11p
 - Saturday, May 5th — 12p—11p
 - Sunday, May 6th — 1p—4pm
- EVENTS:
 - Seniors Day, April 4th—10a—2p
 - Get the Summer Scoop Brenham Elementary—April 24th—5p-7p

HOLIDAYS

- Memorial Day Weekend:
 - Saturday 26th 10a—5p
 - Sunday 27th 1p-5p
 - Monday 28th 1p-4p
- Summer Hours Begin May 29th
 - Monday—Friday:
 - Indoor Pools - 6a-7p
 - Leisure Pool - 11a - 7p
 - Saturdays — All Pools 10a - 7p
 - Sundays—All Pools 1p - 5p



Memorandum

To: Parks and Recreation Advisory Board Members

From: Casey Redman, Parks Superintendent

Date: April 11, 2018

Re: Parks Maintenance

Maintenance update for the City of Brenham Parks:

- LCRA Project – Fence Topper and Restroom Painting
- Little League Baseball / Softball is Underway
- Lion Head Fountain will be Installed Soon
- Henderson Playground is Complete
- Large Shade Tree at Fireman’s Field Had to be Removed for Safety Precaution
- Rock Room Renovations are Complete
- Tournaments
 - Brenham / Montgomery & J.V. Tournament
 - U.S.C. Soccer Tournament \$600
 - Texas Heat Softball Tournament \$750
 - U.S.C. Soccer Tournament \$600