



NOTICE OF A MEETING
City of Brenham Parks & Recreation
Advisory Board
Wednesday May 30, 2018 @ 12:00 p.m.
City Hall – 2nd Floor Conference Room
200 W. Vulcan
Brenham, Texas

1. Call Meeting to Order

2. Citizen and Visitor Comments

WORK SESSION

3. Discussion Relating to Shared Use Parks Facilities

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REGULAR SESSION

4. Discuss and Possibly Act Upon the Approval of the Minutes from the April 11, 2018 Meeting

Pages 2 - 5

5. Discuss and Possibly Act Upon Requested Project Funding from the Brenham Community Development Corporation (BCDC) for Budget Year FY18 – 19

Pages 6 - 22

6. Parks and Recreation Update

- **Administration**
 - **Update on Fireman’s Park Restrooms**
- **Blue Bell Aquatic Center**

7. Adjourn

CERTIFICATION

I certify that a copy of the May 30, 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 Thursday, May 24, 2018 at 3:30 p.m.

Paula Shields

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

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Accessible parking spaces are located adjoining the entrance. 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.

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



MEMORANDUM

TO: Parks Advisory Board of Directors
FROM: Wende Ragonis
SUBJECT: Shared Use Park Facilities
DATE: May 22, 2018

The Parks Advisory Board (PAB) established a sub-committee in the fall of 2012 to assess park facility fees and usage by group. This committee along with City staff presented field maintenance costs and field usage to the PAB at the March 13, 2013 PAB meeting. Since that time, City staff with guidance from the PAB continues to meet with user groups utilizing facilities within the park system. Staff seeks the guidance of PAB to ensure the field usage is aligned with the stated goals of the 2015-2025 Parks, Recreation and Open Spaces Master Plan.



Parks and Recreation Advisory Board

A regular meeting of the Parks and Recreation Advisory Board was held on Wednesday, April 11, 2018 beginning at 5:30p.m. at Jackson Street Park, 1300 S. Jackson Street, Brenham, Texas

Members present:

Paula Buls, Jim Baker, Pam Hohlt, Bill Betts, Darron Smith, and Ginger Bosse

Members absent:

Luis Mendoza, Delbert Boeker, and Robert Haberman

City staff present:

Lowell Ogle, Wende Ragonis, Dane Rau, Casey Redman, Stephen Gerhard, Tammy Jaster, Crystal Locke, and Paula Shields

Others present:

Lisa Keesler and Matthew Wehring representing Pickleball, Curtis Martin and members from Kenny Boye Scout Troop 74

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

Community Services Director Wende Ragonis explained that in 2014, the Parks Board and Staff, with the support of the Brenham Community Development Corporation, created a ten-year Master Plan with the intent to review it every 12-18 months to ensure goals and objectives are met and to make any revisions as needed. Ragonis stated that the Board and Staff reviewed the Action Plan of the City of Brenham Parks, Recreation and Open Spaces Master Plan (Master Plan) around this time last year at when we met at Blue Bell Aquatic Center.

Community Services Specialist Crystal Locke explained that the packet information contained three action areas from the Master Plan – Parks and Recreation Park Development, Parks and Recreation Facilities, Parks and Recreation Trails. Locke provided an overview of each of the action areas.

Curtis Martin, Kenny Troup 74 Eagle Scout Leader, inquired about bike and walking trail enhancement in Jackson Street Park. Dane Rau explained that this is on staff’s seven-year plan to expand some of the current trails in the City’s parks and revise the park’s ordinances to allow for bike on the trails. Biking and walking trails are included in the future Brenham Family Master Plan.

Regular Session

4. Discuss and Possibly Act Upon the Approval of the Minutes from the February 28, 2018 Meeting

A motion was made by Darron Smith and seconded by Paula Buls to approve the minutes from the February 28, 2018 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	Absent
Board Member Robert Haberman	Absent
Board Member Pam Hohlt	Yes
Board Member Paula Buls	Yes
Board Member Luis Mendoza	Absent
Board Member Darron Smith	Yes
Board Member Ginger Bosse	Yes

5. Presentation and Discussion Relating to Blinn College’s Use of Hohlt Park for Soccer

Public Works Director Dane Rau presented this item. Rau explained that the Blinn College Board recently approved Men’s and Women’s Soccer for 2018. As of this meeting, Blinn College does not have a soccer coach. Blinn College staff met with City Staff about using Hohlt Park as a permanent home for the Blinn Soccer Program. A Memorandum of Understanding (MOU) would be utilized for the use of Rankin Field and a practice field, either field #2 or field #4. Rau stated that details for the program under review, however, the main season is in the fall with approximately 18 games on the schedule with 8-9 games will be home games. Practice would most likely be between 1pm to 5pm weekdays. The schedule would be from August to November. Rau explained that there has not been a lot of recent activity on Rankin Field and this would be a good opportunity to use Rankin Field as well as the other fields.

Rau explained that the MOU still needs to be drafted; however, it will include reimbursement to the City for Blinn’s usage and maintenance costs for the fields.

The Parks Board approved the usage of Hohlt Park's fields for Blinn College Men's and Women's Soccer program.

6. Parks and Recreation Update

➤ Administration

- Parks Board will meet on May 30th for the Budget Review
- Parks Board will not meet on June 13 as originally scheduled

➤ Recreation

Crystal Locke, Community Services Specialist, provided the following highlights from the Community Programs and Marketing report:

- Walk with the Doc will be April 28, Dr. Andrew DeJong, ENT will be at this event
- Summer series Movies in the Park begins at the Aquatic Center on May 31
- Hot Nights Cool Tunes will begin on Saturday July 7
- The Asset Map in the Parks Master Plan is in the process of being updated
- Parks Metrix is being updated

➤ Blue Bell Aquatic Center

Tammy Jaster, Aquatic Supervisor, provided the following highlights from the BBAC report:

- BBAC is hiring summer lifeguard staff
- Local elementary schools participated in Water Safety Week
- Clean Sweep Week beginning April 23rd. Pool Pak installed as well as Therapy and Leisure Pools re-plastered.

➤ Maintenance

Casey Redman, Parks Superintendent, provided the following highlights from his Maintenance report:

- Volunteers for the LCRA completed the fence topper and restroom painting at Anderson Park
- Lion Head Fountain donated by the Evening Lions Club has been received and will be installed soon.
- Henderson Park Playground is complete

7. Adjourn

The meeting was adjourned.

Bill Betts
Chair

ATTEST:

Paula Shields
Staff Liaison

DRAFT



MEMORANDUM

TO: Parks Advisory Board of Directors
FROM: Wende Ragonis
SUBJECT: Community Services FY19 Funding Requests
DATE: May 22, 2018

Staff seeks the guidance of the Parks Advisory Board for the Community Services FY19 funding requests from the Brenham Community Development Corporation (BCDC) Board of Directors. The BCDC Board will meet June 14, 2018 at City Hall to discuss these requests. Departments of Community Services seeking guidance from the Parks Advisory Board for BCDC funding requests include Community Programs and Marketing and the Blue Bell Aquatic Center.

Requests from Community Programs include funding support for the Movies in the Park series and for programming for the weekend of the 2018 Lighted Christmas Stroll and Parade. In years, past programming options have included inflatable slides and playscapes, "snow" slides, ice skating rinks and live entertainment. Staff seeks to request BCDC funding for Movies in the Park and Christmas Stroll FY19 programming.

Fiscal Year Planned	Description	Budget Request
2019	Movies in the Park	\$ 4,000
2019	Christmas Stroll Programming	\$ 10,000
Total Budget Request for FY19		\$ 14,000

Proposed funding requests from the Blue Bell Aquatic Center (BBAC) facility for a two-year snapshot in FY19 and FY20 will be presented to the Parks Advisory Board for review and discussion.

Fiscal Year Planned	Description	Budget Estimate
2019	REPLACE AQUATIC CENTER PLAYGROUND EQUIP	\$ 60,000
2019	REPAIR TOWER STRUCTURE FOR OUTSIDE SLIDE	\$ 50,000
2019	SAND FILTERS COMPETITION/THERAPY POOLS	\$ 12,500
2019	REPLACE HVAC UNITS - PHASE 2	\$ 12,000
2019	REFURBISH CONTRY CONES	\$ 18,000
2019	PURCHASE ALEX INFLATABLES	\$ 25,000
2019	REFURBISH POPSICLES	\$ 10,000
Total Budget Request for FY19		\$ 187,500
2020	RESURFACE LEISURE POOL DECK	\$ 65,000
2020	REPAINT STEEL BEAMS	\$ 50,000
2020	REFURBISH ICE CREAM SANDWICH	\$ 6,500
2020	REPLACE LOUNGE CHAIRS	\$ 15,000
Total Budget Request for FY20		\$ 136,500



Memorandum

To: Parks and Recreation Advisory Board Members

From: Casey Redman, Parks Superintendent

Date: May 30, 2018

Re: Budget Requests

During this year's budget process, staff has identified numerous projects that we would like to present to the BCDC board for funding. Before they are presented, we would like you, the Parks Advisory Board, to review, modify, or provide input on the prioritization of these items. Currently they are in the prioritization that staff has agreed on. The next BCDC board meeting is scheduled for June 14, 2018. Below are the 16 items that we are requesting, along with the requested budget amount for each:

(1) Henderson Park Improvements Phase II

Price: \$300,000

This will be Phase II of the enhancements designed by O'Malley-Strand of Henderson Park. Phase I was funded at \$294,500, which included an addition of a playground, improvements to the bathroom/pavilion related to ADA regulation, ADA parking, and a barbeque pit area with covered roof, and new sidewalks. Phase II will concentrate on completing what was discussed with the mini-master plan that could not be funded in Phase I. This includes enhancing the baseball field footprint including a new 10'-16' fence, new dugouts, larger bleacher pads and bleachers, additional walkways with pedestrian lighting as well as parking lighting. (See attached plan). In Phase I, we focused on meeting as many community needs as possible and in Phase II, we would like to complete the community needs and focus on the economic aspect, which will allow us to use Henderson Field for 14-17 yr. old tournament play. With Schulte, Fireman's and sometimes Blinn this will give us another field that will draw larger tournament teams and be in close proximity where tournament directors can keep teams in Brenham rather than using a field in Bellville. This is much needed considering Phase I has begun and that it will put money back into Henderson Park, which is one of our largest parks.

(2) WPA Rock Party Room Repairs

Price: \$21,000

This facility is used for many parties, gatherings, and for Maifest activities and is nestled in Fireman's Park. It was formally the old Girl Scout Hut before being turned into a rental facility. It has turned into a popular rental spot to enjoy the activities that Fireman's Park has to offer. In order to make sure that the renters are getting an adequate spot the building is in desperate need of a new roof. The old roof is slate shingles that contain asbestos. The facility has begun to leak when rain storms occur and due to the old structure of the roof and the asbestos we would like to add a new metal roof as we did with the carousel, remove the asbestos material, and also improve the windows to allow more light inside. We have received some insurance money from a previous water pipe leak in which we improved the facility but it did not allow us to completely restore the building and the roof. It is in use and is a historic building being that it was constructed during the WPA time-period.



(3) Hohlt Playground Equipment

Price: \$68,000

This item will be replacing the Hohlt Park playground equipment, which was installed in 2000. This play structure has shown significant wear and tear due to use, and age of the structure. Over the years, we have replaced key components to keep it safe and in good working order, but due to the age the structure replacement parts are discontinued and are no longer available. Replacing this play scape is a proactive approach in ensuring children safety, and to give Hohlt Park a new attraction.



(4) Pickle ball Court Modifications

Price: \$29,000

As you know from previous meetings, we have begun to permanently turn the Jackson St courts into Pickle ball. This is one of the fastest growing sports in America. We would like to use funds to surface these courts with permanent pickle ball lines that would allow for six courts. These would replace the two tennis courts. It would allow for permanent pickle ball nets along with a bleacher pad and a small set of bleachers for players and spectators. This has been a great movement in Brenham and we would like to keep it going. We feel that we need to offer different age group opportunities to exercise and attract visitors and future residents to Brenham. These changes have already given life to Jackson St Park courts and with permanent upgrades, we are sure to keep this older park alive.



(5) Fireman's Bleacher Painting / Repairs

Price: \$50,000

Repainting of bleachers at Fireman's Baseball Field. Includes sandblasting metal structure underneath seats, repainting metal, replacing boards that are bad, and repainting entire bleacher sitting area.



(6.) Backstop Netting Fireman's

Price: \$25,000

This project will involve replacing the current backstop/home plate area netting at Fireman's baseball field with a more modern backstop netting and poles. As you see at most newer complexes there is a 2-4 pole set up with one net that connects at the top and at the bottom. This type of setup allow for better viewing for baseball games, Maifest activities, and other events. Current net attaches to the roof, which makes for poor visibility and unsafe work conditions when repairs are needed. It is in need of a new net and the current set up does not protect the parking lot from foul balls very well. If we improved this setup, we could help the parking along with the visibility related to cub games, tournament ball, and community activities such as Maifest. We would have to engineer this for pole installation and that is why it drives the costs up. Tear down would take place in-house.



(7)Lightning Detectors Jackson St. Park

Price: \$11,000

This item is for additional lightning detectors to be added to Jackson Street Park to help protect visitors from possible lightning strikes and give them early warning of potential bad weather threats. Currently, there are detectors at Hohlt (2), Linda Anderson, and Fireman’s Park.



(8)Lightning Detectors Henderson Park

Price: \$11,000

This item is for additional lightning detectors to be added to Henderson Park to help protect visitors from possible lightning strikes and give them early warning of potential bad weather threats. Currently, there are detectors at Hohlt (2), Linda Anderson, and Fireman’s Park.

(9)Entrance Signs-Hattie Mae & Jerry Wilson

Price: \$15,000

The Parks Department is requesting \$15,000 for two new signs at Hattie Mae Flowers Park and Jerry Wilson Park. The current park signage is difficult to see because of its size, and needs to be replaced in order for visitors to see. The new sign will be similar to those at Jackson Street and Henderson Parks (2016 BCDC project) and would give the park a new, fresh look. The entrance signs will be 4' by 8' with rock columns on each side. Sign costs to be \$7,000, columns and concrete base to be \$8,000.



(10) Jackson St. Park 3 Parking Lots

Price: \$22,000

Jackson Street Park parking lots handle numerous cars throughout the year. Currently, these parking lots are in bad shape- numerous pot-holes, loose gravel, large cracks, missing surfacing that exposes natural ground, and a constant battle with weeds/grass growing in it makes it very unattractive for such a nice park. The Parks Department is requesting from the BCDC Board \$22,000 to make upgrades to these three parking lots. Work to the parking lots will include patching any holes, large cracks, or any other problem areas with a base material, and then applying a layer of asphalt. Once the asphalt is installed, parking stripes will be painted, along with appropriate handicap decals.



(11) Fireman's Playground Equipment

\$90,000

This would replace the current playground that gets used 7 days a week at our most popular park-Fireman's. This playground equipment will be at its useful life of approximately 21 years.



(12) Hattie Mae Basketball Court Lights

Price: \$15,000

This item is for new lights, poles, wiring, etc... To fulfill numerous requests from citizens inquiring about the ability to play basketball at night. Currently there are no lights at this facility. Years ago, the court was located directly across Burleson Street at which time it did have lights. Due to major creek erosion, the court was moved to its current location but lights were never installed.

(13)Night Light Replacement Fireman’s Park

\$15,000

Replacement of Fireman's night lights in the parks. Current night-lights are very old and require more than usual maintenance to keep working. Would like to replace with LED night-lights to save maintenance costs and energy consumption.



(14) Bottle Filling Stations

Price: \$20,000

This item will be replacing our current drinking fountains in our parks with bottle filling stations. These stations will replace the traditional fountains with a more safe and approachable source of drinking water. This price includes 10 bottle filling stations for Hohlt, Henderson, Fireman’s and Jackson Street Parks



(15)Hohlt Nature Trail Improvements

Price: \$40,000

This project falls down the list a bit due to the location and need for other items in higher profile areas. We have always wanted to upgrade the nature trail that leads from the south end of Hohlt Park behind Lauren Concrete. This is park property but has a narrow configuration and is between the RR tracks and private property. In the past years, it has been a hide out for local teens and needs to be upgraded but serve as a nature trail. We would like to apply for TP&W grants in which an 80/20 match would be required. Our portion would be \$40,000 with a total of project cost of \$200,000. We would only spend this money if a grant was awarded. We anticipate having an upgraded trail with informational signage describing items that inhabit the area of different vegetative species along with insect identification. There would also be benches added along with off path educational areas.



(16)Cover Batting Cages at Linda Anderson

\$30,000

Install roof / canopy structure over batting cages at Linda Anderson Park for shade and weather protection.

