

City of Brenham Parks & Recreation Advisory Board Minutes

A regular meeting of the Parks and Recreation Advisory Board was held on Wednesday, October 14, 2020, beginning at 12:00 p.m. at the Blue Bell Aquatic Center – Multi-Purpose Room at 1800 E. Tom Green Street Brenham, Texas.

Members present:

Luis Mendoza
Bill Betts
Delbert Boeker
Ginger Bosse
Matthew Wehring

Members absent:

Paula Buls
Jim Baker
Lee Chalmers
Andrea Fischer

Others present:

Assistant City Manager of Public Services and Utilities Donald Reese, Public Works Director Dane Rau, Stephen Draehn, Tammy Jaster, Kelsey Toy, Crystal Locke

Others present:

Suzy Hankins, Don Holley, Linda Thomas, Ben Seeker

Media Present:

Josh Blaschke, KWHI News

1. Call Meeting to Order

2. Citizens/Visitor Comments

Citizen Ben Seeker with the Washington County Veterans Association updated the Board with work planned for the Veteran's Memorial Plaza. More than 3,000 bricks need to be refreshed. Funding for the project is coming for the Washington County Veterans Association and donations. Seeker added that the project take place this winter.

WORK SESSION

3. Discussion and Update on Parks and Recreation Projects Funded in FY20-21

This item was presented by Public Works Director Dane Rau. Rau explained to the Board that the Brenham Community Development Corporation (BCDC) approved \$1,019,500 for various park and recreation projects and events as well as any required matching grant funds for the Brenham Family Park. Rau presented the list of projects and when staff expected to incur expenses.

	Description	Budget Request
First Quarter (Oct-Dec)	Sidewalk Repairs – Fireman’s Park	\$15,000
	Replace Roof – Blue Bell Aquatic Center	\$73,500
	Upgrade to Accu Tab & Acid Rite System – BBAC	\$25,000
	Add Playground - Jerry Wilson (deferred from 2020)	\$85,000
	Resurface two (2) tennis courts – Hasskarl	\$15,000
	Christmas Stroll Programming	\$5,000
	Request for FY21 First Quarter	\$218,500

	Description	Budget Request
Second Quarter (Jan-Mar)	Replace Outfield Wall - Fireman's Field	\$80,000
	Resurface two BB fields with MasterTurf – Linda Anderson	\$27,500
	Refurbish Big Yellow Slide – BBAC	\$30,000
	Refurbish Banana Split Slide – BBAC	\$20,000
	Conceptual/Engineering Design – Phase II(a)	\$10,000
	Splashpad Phase II – Henderson Park	\$250,000
	Request for FY21 Second Quarter	\$417,500

	Description	Budget Request
Third Quarter (April-June)	Replace Landing Pads for Leisure Pool – BBAC	\$8,500
	Covered Basketball Courts – Jackson Street Park	\$125,000
	Improvements - Jerry Wilson Park	\$120,000
	Request for FY21 Third Quarter	\$253,500

	Description	Budget Request
Fourth Quarter (July-Sept)	Movies in the Park	\$4,000
	Renovations - Blinn Softball Field (deferred from 2020)	\$25,000
	Repaint Steel Beams & Replaster Competition Pool and add New Handicap Lift	\$101,000

Request for FY21 Fourth Quarter

\$130,000

Total Budget Requests

\$1,019,500

Citizen Linda Thomas questioned the timeline for handicap parking at the Blue Bell Aquatic Center (BBAC). Rau explained that the Purchase Order (PO) for the Conceptual Design for Phase II(a) of the BBAC which would include additional parking is scheduled for January-March. Rau added that this would allow staff to have pricing for the next BCDC funding meeting in June 2021.

4. Discussion and Update on the Brenham Family Park and Texas Parks and Wildlife Grant Award

This item was presented by Community Services Specialist Crystal Locke. Locke reported that the Texas Parks and Wildlife Commission had approved the grant request for the Brenham Family Park project in the amount of \$750,000. Locke reminded the Board that the required match will come from the Brenham Community Development Corporation (BDCD) and the City of Brenham.

Locke stated that the total project cost for Phase I(a) is approximately \$1.7 million dollars and the proposed developments included a 10-foot wide concrete pedestrian and bike friendly trail, restrooms, pedestrian bridge, security lighting, native landscaping, picnic facilities, a parking lot, road expansion, lake development, and park signage.

Locke added that staff had met with the Local Park Grants Coordinator, Matthew Fougerat, at the end of September for an initial site visit and meeting to discuss the grant requirements and a tentative project timeline. Locke explained that this project would seek federal funding through the National Park Service Land and Water Conservation Fund with an anticipated window to apply during mid-December to mid-January with an approval and grant agreement execution of April 2021. Documentation such as plans and specs (100%), Texas Department of Licensing and Regulation (TDLR), Texas Commission of Environment Quality (TCEQ) Stormwater Permit, and construction plan submissions were due within the first six (6) months following the grant execution. Locke said that construction is estimated to begin in August of 2021 with an estimated completion date of February 2023.

Rau added that per the Texas Parks and Wildlife Department, staff can move forward with the engineering and design concept prior to the grant agreement execution.

5. Presentation and Discussion Regarding the Addition of Phase II at the Splash Pad at Henderson Park

This item was presented by Public Works Director Dane Rau. Rau stated that BCDC allocated \$250,000 for Phase II improvements at the splash pad at Henderson Park. Rau reminded the Board that the City received \$50,000 from HEB that would be used for a shade structure. A Purchase Order (PO) for the shade structure had already been issued and is expected to be installed late-winter, early spring.

Rau added that staff posted a survey to obtain feedback following season 1 about future splash pad amenities. Rau noted feedback from the survey responses included closer restrooms, facilities, more picnic areas and seating, additional shade, a water bottle filling station, and a fence or buffer blocking access to N. Valley Street. Rau noted the photos included in the memo with examples of restroom options, breakout picnic areas, and fencing options and asked for the Boards direction in moving forward with funding for Phase II.

Board Member Ginger Bosse was in favor of adding fencing and natural landscaping along N. Valley Street for safety with its proximity to the splash pad. Board Member Matthew Wehring noted that based on the survey responses a restroom should be considered and fencing and landscaping along N. Valley Street would enhance the aesthetics and safety of the area. Board Member Luis Mendoza stated there were existing restrooms in the park and questioned the practicality of adding more restrooms. Board Member Delbert Boeker agreed with Bosse's idea to include landscaping along with fencing at N. Valley Street.

Chairperson Bill Betts encouraged the Board to send staff additional feedback by the end of the following week.

6. Discussion and Update on Possible Modifications to Old Infrastructure at Fireman's Park and Henderson Park

This item was presented by Public Works Director Dane Rau. Rau explained the recent restroom upgrades that have taken place at Henderson Park and Fireman's Park. Rau elaborated on the restroom/concession facility located at Henderson Park near Fink and Korthauer Fields. Rau added that the isolated location of the building and lack of easy access invited unwanted activity. Rau mentioned that he would like to see the building demolished and replaced with an open-air shade canopy which would require less maintenance. Rau noted that the batting cages between Henderson Field and Korthauer Field could also be removed subsequently and a sidewalk added that would provide a direct path to the Hike n' Bike Trail and connect to the improved restrooms near the baseball field. Rau asked the Board for input. Chairperson Bill Betts liked the direction of an open-air canopy rather than continued expense and maintenance on a building with underserved use. Board Member Bosse agreed.

Rau also discussed the Works Progress Administration (WPA) restrooms located at Fireman's Park between the Finke Pavilion and N. Park Street. Rau stated that revitalizing this building was in the original scope of work when the new restrooms at Fireman's Park were constructed, but high bids and issues with the contractor did not allow for this building to be renovated, or re-purposed. Rau added that since the opening of the new 3-building restrooms at Fireman's Park, the WPA restrooms have remained locked. Rau proposed to gut the inside of the building, salvage the exterior, add a new roof, create four columns, and open up the building to use as an educational piece.

Board Member Matthew Wehring suggested using the building as storage for the Parks and Recreation Department. Maintenance Supervisor Stephen Draehn added that the exterior rock also serves as the interior structure of the building that supports the roof which posed challenges when opening up the building. Citizen Linda Thomas recommended to leave the

existing structure because it serves as a focal point of the park. Board Member Ginger Bosse suggested keeping the existing exterior of the structure and gutting the interior to serve as additional storage for special events. Board Member Luis Mendoza also suggested using the building for concessions.

Chairperson Bill Betts encouraged the Board to send staff additional feedback by the end of the following week.

REGULAR SESSION

7. Discuss and Possibly Act Upon the Approval of the Minutes from the June 10, 2020 Regular Meeting

A motion was made by Board Member Delbert Boeker and seconded by Board Member Ginger Bosse to approve the minutes from the June 10, 2020 regular meeting.

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

Board Member Jim Baker	Absent
Board Member Bill Betts	Yes
Board Member Delbert Boeker	Yes
Board Member Ginger Bosse	Yes
Board Member Paula Buls	Absent
Board Member Lee Chalmers	Absent
Board Member Luis Mendoza	Yes
Board Member Andrea Fischer	Absent
Board Member Matthew Wehring	Yes

8. Discuss and Possibly Act Upon the Implementation of The Little Free Library Program in Brenham Parks

This item was presented by Community Services Specialist Crystal Locke. Locke noted that the Little Free Library (LFL) Program was introduced to the Board at the June meeting as a work session item. Suzy Hankins, Owner/Manager of Ant Street Inn, proposed to partner with the Parks and Recreation Department to house LFL in local parks.

Locke noted that the Fortnightly Club of Brenham had agreed to assist with the project and be responsible for the monies raised for the LFL grant fund, purchase materials for installation, provide books, and maintain the books at each LFL by checking the libraries a minimum of one time per month. Locke added that the City would be responsible for selecting park sites, choosing library styles, installation, and physical maintenance of the LFL.

Since the last meeting, Locke explained, Hankins was contacted by a resident who offered to donate materials and build the libraries. Locke added that the annual BookFest occurred early September and raised \$80-\$100 for the LFL grant fund and that several individuals and businesses have contacted Hankins about how to sponsor an LFL.

Staff recommended to approve the Little Free Library Program in Brenham Parks.

A motion was made by Board Member Delbert Boeker and seconded by Board Member Luis Mendoza to approve the Little Free Library Program in Brenham Parks.

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

Board Member Jim Baker	Absent
Board Member Bill Betts	Yes
Board Member Delbert Boeker	Yes
Board Member Ginger Bosse	Yes
Board Member Paula Buls	Absent
Board Member Lee Chalmers	Absent
Board Member Luis Mendoza	Yes
Board Member Andrea Fischer	Absent
Board Member Matthew Wehring	Yes

9. Discuss and Possibly Act Upon the Recommended Changes to the 2021 Parks and Recreation Fee Schedule

This item was presented by Public Works Director Dane Rau. Rau explained that staff reviewed the current fee schedule and recommended to increase the cost of Henderson Field from \$100 to \$175 per day with the improvements made to the field. Rau added this would be consistent with the cost of Schulte Field, a similar size field. In addition, Rau recommended to simplify the way field charges are calculated by eliminating the field light fee of \$50 per field per day and slightly increasing the cost of field rental by \$25 per day.

Rau also asked the Board for direction on how an adult soccer organization not based in Washington County should be charged for field use. Rau explained that last year this adult league was charged a flat rate of \$75 dollars per day for multi-field use. This year, the league is asking to be charged based on the 10 dollars per player fee structure. Rau explained that the per-player fee structure was designed for Washington County sports groups and staff did not feel it should apply to a league that is not local. Rau noted that the proposed new fee schedule has "local" added to the per-player rate for clarification. Rau asked the Board whether it wanted to consider making arrangements with the adult soccer league.

Chairperson Betts suggested that the City consider moving this league from Hohlt Park to Jackson Street Park as an alternative, especially considering that adult leagues often are hard on field conditions, which could affect safety for the youth leagues that play on the same fields.

The Board agreed that the league should be charged the per-player fee this year, but staff would work on transitioning the adult league to Jackson Street Park next year.

A motion was made by Board Member Luis Mendoza and seconded by Board Member Delbert Boeker to approve the 2021 Parks and Recreation Fee Schedule.

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

Board Member Jim Baker	Absent
Board Member Bill Betts	Yes
Board Member Delbert Boeker	Yes
Board Member Ginger Bosse	Yes
Board Member Paula Buls	Absent
Board Member Lee Chalmers	Absent
Board Member Luis Mendoza	Yes
Board Member Andrea Fischer	Absent
Board Member Matthew Wehring	Yes

10. Parks and Recreation Staff Updates

Blue Bell Aquatic Center (BBAC)

Blue Bell Aquatic Center Superintendent Tammy Jaster reported on the following:

- Current daily visits, passes, and revenues were presented to the Board
- A list of work in progress and completed maintenance projects were presented
- A list of programs, publicity, and special events were presented
- BBAC and PARK Central usage for September were presented
- Tradewinds Aquatic Therapy canceled contract

Parks Maintenance

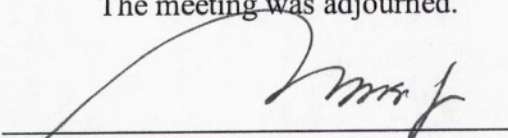
Director of Public Works Dane Rau reported on the following:

- Improvements to Henderson Park are complete
- Multi-purpose fields in use my local soccer and football leagues
- Tournament recap from mid-June through early October was presented to the Board

Chairperson Bill Betts added that Luis Mendoza and Matthew Wehring would not be returning to the Board and thanked them for their service.

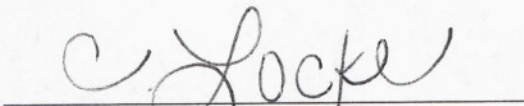
11. Adjourn

The meeting was adjourned.



Bill Betts, Chair

ATTEST:



Crystal Locke, Staff Liaison