



NOTICE OF A MEETING
Parks and Recreation Advisory Board
Wednesday, April 13, 2022 @ 12:00 p.m.
City Hall – Second Floor Conference Room
200 W. Vulcan Brenham, Texas 77833

1. **Call Meeting to Order**
2. **Citizen and Visitor Comments**

REGULAR SESSION

3. **Discuss and Possibly Act Upon the Approval of the Minutes from the February 9, 2021, Regular Meeting** **(Pages 1-5)**
4. **Discuss and Possibly Act Upon the Fiscal Year 2022-23 Funding from the Brenham Community Development Corporation (BCDC) for Various Parks and Recreation Projects** **(Page 6)**
5. **Staff Updates:** **(Pages 7-13)**
 - **Administration**
 - **Recreation**
 - **Blue Bell Aquatic Center**
 - **Parks Maintenance**
6. **Presentation and Training on the City of Brenham's Policies and Procedures for Advisory Boards and Commissions to Include, but Not be Limited to, Board Meeting Procedures and Requirements, Roberts Rules of Order and Parliamentary Procedure, Conflicts of Interests, the Texas Open Meetings Act, and the Texas Public Information Act**
7. **Adjourn**

CERTIFICATION

I certify that a copy of the April 13, 2022, 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 8, 2022, at 9:00 a.m.

Crystal A. Locke

Crystal A. Locke, 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. 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) 337-7567 for assistance.

I certify that the attached 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 the _____ day of _____, 2022 at _____ a.m./p.m.

Signature

Title



MINUTES
CITY OF BRENHAM PARKS AND RECREATION BOARD
February 9, 2022

A regular meeting of the Parks and Recreation Advisory Board was held on Wednesday, February 9, 2021, beginning at noon at Brenham City Hall – Conference Room 2-A, 200 W. Vulcan Street, Brenham, Texas.

Members Present:

Jim Baker
Bill Betts
Delbert Boeker
Ginger Bosse
Paula Buls
Lee Chalmers
Andrea Fischer
Tina Henderson
Dusty Robinson

Members Absent:

None

City of Brenham Staff Present:

City Manager Carolyn Miller, Director of Public Works Dane Rau, Monique Breaux, Shawn Bolenbarr, Casey Redman, Tammy Jaster, Ramsey Walner, and Crystal Locke

Citizens/Others Present:

Linda Thomas and JC Robinson

Media Present:

Josh Blaschke, KWHI News and Jason May, Brenham Banner Press

1. Recreation Specialist Crystal Locke called the meeting to order

2. Citizen/Visitor Comments

There were no citizen comments.

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

A motion was made by Board Member Delbert Boeker and seconded by Board Member Andrea Fischer to re-elect Bill Betts as Chairperson and Ginger Bosse as Vice-Chairperson.

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	Yes
Board Member Lee Chalmers	Yes
Board Member Andrea Fischer	Yes
Board Member Luis Mendoza	Yes
Board Member Matthew Wehring	Yes

WORK SESSION

4. Discussion and Update Related to the Texas Parks and Wildlife Department (TPWD) Local Park Grant Program for Brenham Family Park and Recreational Trails Grant Program for the Nature Trail at Hohlt Park

Recreation Specialist Crystal Locke presented this item. Locke informed the Board that the National Park Service (NPS) opened a two-week window in December 2021 for the Land Water Conservation Fund (LWCF) application for the Brenham Family Park project. Locke noted the City worked with Texas Parks and Wildlife Department (TPWD) Grant Manager and submitted the application on December 17, 2021. Locke added the tentative project timeline:

- Pre-application review window – December 17-March 11, 2022
- LWCF Formal Submittal – March 11, 2022
- LWCF Grant Agreement Issued to TPWD – June 1, 2022
- TPWD Grant Agreement issued and executed – July 1, 2022

Locke explained that staff would continue to meet with Jones-Cater to work on the park design. Locke added that plans and specifications could be forwarded to TPWD before the grant agreement and pre-approved to start the bid phase and construction as soon as the agreement is signed.

Locke reported that the City had received the Recreational Grant Agreement from TPWD for the Crossover Nature Trail project at Hohlt Park. Locke added that the agreement would be presented at the February 17, 2022, Council meeting for approval.

5. Discussion and Update on Parks and Recreation Projects Funded in FY21-22

Director of Public Works Dane Rau presented this item. Rau updated the Board about various park and recreation projects and each project's status.

Blue Bell Aquatic Center (BBAC)

Description	Budget Request	Status
Replace/add shade structures	\$53,045	Obtaining quotes
Replace metal furniture (final phase)	\$50,000	Receiving in February 2022
Sealant on exterior brick	\$30,000	Work start February 2022
Modified Phase II(a) -Parking lot	\$250,000	Bids opening 4/19/22
Budget Request for FY22	\$383,045	

Parks and Recreation

Description	Budget Request	Status
Brenham Family Park infrastructure	\$265,000	Coincide with grant
Replace scoreboard – Kenjura Field	\$46,350	Receiving in March 2022
Repaint iron bridges – Henderson (2) & Hohlt	\$92,700	Regrouping. Bids to High
Resurface two (2) baseball fields with MasterTurf – Matthies at Linda Anderson & Boehm at Hohlt	\$15,000	After 02/2022
Phase II Carousel horses, gondolas, mechanical, and paint exterior – Fireman’s Park	\$74,196	Painting Complete, Mechanical work In-Progress
Resurface parking lot - Linda Anderson	\$82,400	Planned 2/2022
Comprehensive Park signage	\$27,600	1st Phase Complete, 2 nd Phase In-Progress
Bullpen upgrades - Hohlt Park	\$30,900	After 06/2022
Turf home plate – Schulte Field	\$14,450	Complete
Replace play equipment – Hattie Mae Flowers	\$72,100	PO Awarded 2/7/22
Park improvement plan – Jackson Street Park	\$30,000	Working with Burditt Consulting LLC
Movies in the Park	\$4,000	Summer 2022
Christmas displays – Walk-Thru Parks	\$15,000	Re-Allocated to Park Improvements
Budget Request for FY22	\$769,696	

6. Presentation and Discussion Related to the 5-Year Capital Plans for FY23-28 for Parks, Recreation, and Aquatics

City staff presented and discussed the FY23-28 Capital Improvement Plan (CIP). Director of Public Works Dane Rau explained that the CIP is a planning and fiscal management tool used by the City's budget team. Rau added that the CIP includes a description of proposed capital improvements ranked by priority, an estimate of project costs, and potential financing sources. Rau said that the CIP is a working document that should be reviewed and updated annually to reflect changing community needs, priorities, and funding opportunities. Staff noted projects such as amenities at the Brenham Family Park, Blue Bell Aquatic Center, and the skate park.

REGULAR SESSION

7. Discuss and Possibly Act Upon the Approval of the Minutes from the November 10, 2021, Regular Meeting

A motion was made by Board Member Lee Chalmers and seconded by Board Member Andrea Fischer to approve the minutes from the November 10, 2021, 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 Ginger Bosse	Yes
Board Member Paula Buls	Yes
Board Member Lee Chalmers	Yes
Board Member Andrea Fischer	Yes
Board Member Tina Henderson	Yes
Board Member Dusty Robinson	Yes

8. Parks and Recreation Staff Updates

- Parks Superintendent Casey Redman introduced Ramsey Walner, the new Assistant Parks Superintendent, and reported on maintenance updates
- Recreation Specialist Crystal Locke reported completed projects, work in progress, and future programs and events.
- Public Works Director Dane Rau recognized Aquatic Superintendent Tammy Jaster and Blue Bell Aquatic Center staff for being awarded the Agency of the Year – Class III Division (population up to 39,999) and Safety Program of the Year at the Texas Public Pool Council (TPPC) conference.
- Blue Bell Aquatic Center Aquatic Superintendent Tammy Jaster reported statistics for the Blue Bell Aquatic Center, staffing, maintenance, programs, and usage.

The meeting was adjourned.

Bill Betts, Chairperson

ATTEST:

Crystal Locke, Staff Liaison

DRAFT



To: Parks and Recreation Advisory Board

From: Dane Rau, Director of Public Works

Subject: Parks and Recreation FY23 BCDC Budget Requests

Date: March 24, 2022

Staff identified the following Parks and Recreation projects for FY23 Brenham Community Development Corporation (BCDC) funding. Detailed items will be presented at the meeting.

Blue Bell Aquatic Center (BBAC)

	Fiscal Year	Description	Budget Request
Tier I	2023	REFURBISH MEN/WOMEN LOCKER ROOM	208,000
	2023	LIGHTS FOR COMPETITION & THERAPY POOL	31,200
	2023	DOOR CARD READER	39,520
	2023	UPDATE SOUND SYSTEM & ADD DISPLAYS	47,616
	2023	REPLACE LEISURE POOL SAND FILTER	12,480
	2023	REPLACE TOUCH PADS	20,800
	2023	REFURBISH MINI PLAYScape (IN WATER)	10,400
	2023	REFURBISH EPOXY/VINYL FENCE	10,400
	2023	SEALANT ON EXTERIOR BRICK (PHASE II)	55,120
	2023	ADD AFLEX INFLATABLES	15,600
<i>Aquatic Budget Request for FY23</i>			451,136

Parks and Recreation

	Fiscal Year	Description	Budget Request
	2023	REFURBISH EXISTING EQUIPMENT AT SKATE PARK	31,926
Tier I	2023	PLAY FOR ALL EQUIPMENT (PHASE I) - BRENHAM FAMILY PARK	520,000
	2023	REPAINT IRON BRIDGES (PHASE II)	100,000
	2023	ADD DISC GOLF COURSE - BRENHAM FAMILY PARK	26,000
	2023	TURF SOFTBALL 4-PLEX (PHASE I) - HOHLT PARK	433,680
<i>Parks and Recreation Budget Request for FY23</i>			1,111,606

Total Budget Requests for FY23 1,562,742



Recreation

<p>Completed Projects</p>	<ul style="list-style-type: none"> • Walk with a Doc is back! 31 participants for our first event on April 5 • Intro to Pickleball clinic – April 3, 17 participants • Hosted Bike Rodeo & Safety Day – March 26, partnering with BSW, Pilot, Anchor, Compass, and BGC – 35 youth served • Secured sponsors for HNCT – July 9, 16, 23, & 30 • Secured sponsors for Movies in the Park – June 3, 24, July 15, & August 5 • Special Event permitting – 15 request permits to date • New children's book at half-mile StoryWalk trail at Fireman's Park
<p>Work in Progress</p>	<ul style="list-style-type: none"> • Parks and Recreation slides for Comp Plan Update to Council April 20 • Planning for Walk with a Doc – first Tuesday of every month at noon at the Kruse Center-Blinn College • Planning, permitting, & promotion for HNCT and Movies in the Park • Planning Lonestar Legacy Reception for Henderson Park • Issued PO for the park signage project • CDBG-MIT start-up documents for the Harvey project • Brenham Family Park Update – July 1 is the tentative date for TPWD to issue Grant Agreement; in the meantime, the staff is working through project elements such as TDLR, TCEQ, and construction plans & specs • Grant Management – TPWD Rec Trails Grant for Nature Trail – received the Notice to Proceed (NTP) with construction on April 6
<p>Upcoming Programs & Events</p>	<p>April 13-14 – hosting Texas Recreation & Park Society Leadership Academy</p> <p>May 3 – WWAD</p> <p>May 21 – Kids to Parks Day</p> <p>TBD – Lone Star Legacy Reception @ Henderson Park</p>



City of Brenham Blue Bell Aquatic Center

To: Parks and Recreation
From: Tammy Jaster, Aquatic Superintendent
Subject: Aquatics
Date: April 7, 2022

Personnel Update

- Hiring Lifeguards – for summer 2022
- Currently 27 Returning Staff – that we are aware of
- 13 new trained; 22 applications
- 62 if they all come to training and make it thru drug screen, background, and physicals
- **NEED Total of 60-70 min to run full modified operations**

Professional Development

- Tammy attended TRAPS

Update on Projects

- **Flow Meters and VFD** – final install set for April 11 – 13th
- **Furniture Replacement** – RECEIVED this week
- **Leisure Pool Lights** –PO entered; lights ordered with rush order awaiting shipping
- **Metal Furniture** – COMPLETE
- **Phase II Conceptual Design** –Strand Associates is working on design work. Tentative Timeline: April-advertise for Bids; May-award Bid; June-start construction; August-complete
- **Pool Pak** – Compressor in and installed
- **Shade Structures** – PO Issued, – canopy on order awaiting approval
- **Seal Exterior Brick** – COMPLETE
- **Slide Repair** – Parts in work set for April 11 - 13
- **Water Fountains** – we have, installing when good weather
- **Summer Prep Work** has begun
- **PUMP Room** – Craig continues to clean and discover little issues in the pump room, so he is addressing as we go

CAROUSEL

- Carousel OPENed – **March 5**
 - o **Spring Break March 12 – 20 – 1,321 riders**
 - o **March total number riders – 1, 752**

Splish Splash Spring Break

- Little over 400 swimmers attended



- BBAC Usage

BBAC USAGE	February / March	PARK CENTRAL USAGE (RENTALS)	February / March
TOTAL VISITS	6008	CAROUSEL RIDERS & RENTALS	1752
PASSES SOLD	105	FIREMAN'S PARK KITCHEN	17
PHONE CALLS TO PARK CENTRAL	819	FIREMAN'S ROCK ROOM KITCHEN	9
BRENHAM STATE SUPPORTED LIVING CENTER	6	FINKIE PAVILION RENTAL	1
KRUSE VILLAGE VISITS	70	HENDERSON PARK KITCHEN	5
RENEW ACTIVE VISITS	216	AMPHITHEATRE	0
SILVER SNEAKER VISITS	378	ALL SPORTS BUILDING	10
SILVER & FIT VISITS	40	JACKSON STREET PARK KITCHEN	3
SWIM TEAMS	4		

- **DOLPHIN SWIM TEAM** – registration began March 1st currently 187 registered
 - o Swim Practice began Monday, April 4th (**we extend evening hours to 8pm to allow lap swimmers to swim from 6-8pm**)
 - o Current Swim Meets Scheduled
 - April 23rd – Officials Training
 - April 30th – Mock Meet
 - May 14th – Brenham vs Bryan
 - May 28th – Brenham vs College Station
 - June 4th – Brenham vs Lee County
- **Brenham Swim Club** – after school swim - 430–530pm
- **Brenham Junior High** – continues to swim 7-8am and 215 – 345pm
- **Brenham High School** – continues to swim 7-8am and 215 – 345pm

Water Safety Classes – 2nd graders (1230-230pm so pool to just the school)

- **April 4 & 5** – St. Paul’s
- **April 7, 12, 14** – Krause Elementary
- **April 21** – 1st Baptist
- **April 26 & 27** – Alton Elementary
- **April 28** – Burton ISD
- **May 3, 4, 5** – Bellville ISD

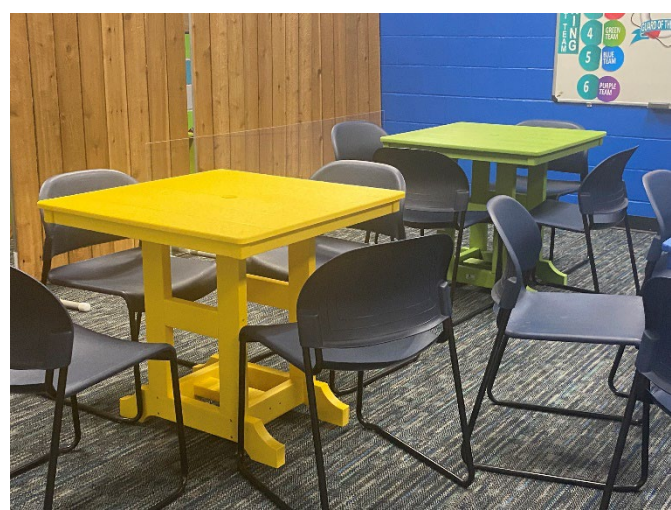
End of School Pool Parties

- **May 16** – Anderson Shiro
- **May 18** – BES - Kindergarten
- **May 19** – CSI
- **May 20** – Krause 3 grade
- **May 20** – BES – 4th grade
- **May 23** – BES – 3rd Grade
- **May 24** – KES – 1st Grade
- **May 24** – Bellville ISD
- **May 25** – BES – 2nd Grade
- **May 26** – KES – Kindergarten
- **May 26** – BES – 1st grade

Future Programs & Events

- April 11 - BOY Scouts 6pm swim test
- April 12 - Water Safety -1230pm - 230pm - Krause Elementary
- April 13 - Parks Board Meeting - Noon
- April 14 - Water Safety 1230pm - 230pm - Krause Elementary

- April 15 - 17 - CLOSED for EASTER HOLIDAY
- April 16 & 17 - CAROUSEL CLOSED for EASTER HOLIDAY
- April 21 - Water Safety -1230pm - 230pm -First Baptist Church
- April 23 & 24 -CAROUSEL Open - Sat. 11a-4p; Sun 1p-4p
- April 26 - Water Safety -1230pm - 230pm - Alton Elementary
- April 27 - Water Safety 1230pm - 230pm - Alton Elementary
- April 28 - Water Safety 1230pm - 230pm - Burton Elementary
- **April 28 - May 1 - Lifeguard Training**
- April 30 & May 1 - CAROUSEL Open - Sat. 11a-4p; Sun 1p-4p
- April 30th - Dolphin Mock Meet - Indoor Pools CLOSED 9am - 1pm
- May 3 - Water Safety -1230pm - 230pm - Bellville ISD
- May 4 - Water Safety 1230pm - 230pm -Bellville ISD
- May 5 - Water Safety 1230pm - 230pm -Bellville ISD



New Furniture



Water Aerobics



Lifeguard Training

Memorandum



To: Parks and Recreation Advisory Board Members
From: Ramsey Walner
cc: Casey Redman
Date: April 13th, 2022
Re: Park Maintenance

Park Maintenance:

- WCLL and WCYSL have started
- Asphalt laid to improve Linda Anderson parking lot (BCDC)
- Hanging Sponsor signs on Fireman's wall completed
- Resurfaced Fink & Korthauer softball fields (BCDC)
- Installed a new scoreboard for Kenjura Field (BCDC)
- Pressure washed & repainted the splash pad for the upcoming season
- Replaced bad light bulbs on fields at Hohlt Park
- Added yellow fence topper to seven fields at Hohlt Park (LCRA project)
- Freshly painted 16 foul poles at Hohlt Park (LCRA project)
- Splashpad season began April 1st
- Replaced AstroTurf in five batting cages and installed hitting mats at Hohlt Park
- Replaced old/torn volleyball nets at all parks
- Repairing fencing at Hohlt Park baseball/softball fields continued

Tournaments:

Dates	Event	Number of Teams	Days of Play
March 3-5	Brenham High School Softball	15	3
March 3-5	Brenham High School Baseball	7	3
March 5-6	Perfect Game – youth baseball	28	2
March 10-12	Brenham Hig School Baseball	9	3
March 12-13	Play FASA – youth softball	8	1
April 9-10	Play FASA – youth softball	38	2

