



MINUTES

CITY OF BRENHAM PARKS AND RECREATION BOARD

January 24, 2024

A regular meeting of the Parks and Recreation Advisory Board was held on Wednesday, January 24, 2024, beginning at noon at Brenham City Hall – Conference Room 2-A, 200 W. Vulcan Street, Brenham, Texas.

Members Present:

Bill Betts, Delbert Boeker; Ginger Bosse; Wendy Buth; Lee Chalmers; Ann Jacobs; Courtney Mason, Harvey McIntyre, Dusty Robinson

Members Absent:

Trisha Hartstack and Tina Henderson

City of Brenham Staff Present:

Director of Public Works Dane Rau, Casey Redman, Tammy Jaster and Kyle Branham

Citizens/Others Present:

Vicki Bruce and Lisa Keesler

Media Present:

KTEX/KWHI –
Brenham Banner Press – Sarah Forsythe

1. Chairman Bill Betts called the meeting to order

2. Citizen/Visitor Comments

No comments outside of the agenda items were discussed.

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

Aquatic & Recreation Superintendent Tammy Jaster started this discussion. This item enables the Board to appoint (or reappoint) the Chairperson and Vice-Chairperson for 2024. Setting the Chairperson and Vice-Chairperson is done annually. The term is for a

one (1) year period per the Policies and Procedures for Boards and Commissions adopted by the City. The Chairperson of the Board shall be the presiding officer for meetings, and the Vice-Chairperson shall act in the Chairperson's absence.

General Information:

- The term of Office: Three-year term-limit, nine years total; one-year layoff
- Meeting Schedule: Every other Month, 2nd Wednesday at Noon
- Staff Liaisons: Dane Rau, Tammy Jaster

A motion was made by Board Member Delbert Boeker and seconded by Board Member Courtney Mason to approve Bill Betts as Chairperson and Ginger Bosse as Vice-Chairperson. Chairperson Bill Betts called for a vote. The motion passed with the Board voting as follows:

Board Member Bill Betts	Yes
Board Member Delbert Boeker	Yes
Board Member Ginger Bosse	Yes
Board Member Wendy Buth	Yes
Board Member Lee Chalmers	Yes
Board Member Trisha Hartstack	Absent
Board Member Tina Henderson	Absent
Board Member Ann Jacobs	Yes
Board Member Courtney Mason	Yes
Board Member Harvey McIntyre	Yes
Board Member Dusty Robinson	Yes

WORK SESSION

3. Discussion and Update of Turf Field Project at Hohlt Park

Park Superintendent Casey Redman started this discussion. Staff is excited to announce that the Hohlt Park turf infields project is progressing well. Construction on these 4 fields began on November 13th, and crews are working hard as we speak to get these fields completed by mid-February. Fortunately, the weather has been cooperating for the most part, so work has been progressing at a steady pace. Just recently, TGS has brought in an additional crew to increase production in order to get ahead of any delays with future winter arctic blasts and/or winter rain events. TGS has assured us that this project will be completed on time for the first mid-February tournament.

Pictures to show of the steps taken so far which include:

- Fence removal and building of service roads on the fields.
- Removal of 1' of material from the infields
- Location of scoreboard electrical line to be used later.
- Chemical injection to stabilize the soil.
- Drying of the fields
- Chemical injection test results
- Drainage trenches

- Drainpipe installation and back-fill of rock
- Infields leveled and then covered with plastic moisture barrier.
- Entire infield covered with rock, leveled, packed, and repeated 2-3 times.
- Wooden border installed along backstop for turf to connect to
- Rubber border installed along back apron.

Casey stated that we were on track to be complete by February 15th. We will do final walk thru's that week of. Director of Public Works stated that the first games being played on the fields will be the BHS Softball teams and High School tournament the week of Valentines Day.

4. Discussion and Update on Parks and Recreation Projects Funded in 2023-24

Public Works Director Dane Rau started this discussion. Staff would like to update the Board on Capital Projects that were funded by BCDC in 2023-24.

During the 2023-24 funding cycle, BCDC funded 12 projects with a total value of \$1.15 M that derives from local sales tax allocations. Each year staff evaluates projects and needs, rates them in order of preference and takes those lists to Parks Board & BCDC for approval and possible funding for the upcoming year.

Staff have been very busy gaining quotes, meeting with vendors/consultants and issuing purchase orders to get these projects in motion. As you can see from the table, we have 4 of the 12 projects completed (YELLOW) and 7 other projects have either started or purchase orders have been issued and are waiting for the supplies to arrive or contractor to begin work (GREEN). The one sole project in (WHITE) is being delayed until the major locker room project is completed at the Aquatic Center so all restrooms are not under construction at one time. We expect this project to begin in late 2024, with the major locker room construction to take place in late February.

The largest project in the 2023-24 list is the Jackson St Park Improvements Phase I. We have engaged Burditt Consultants to start on the design, opinion of probable costs and site options. The Parks Board will be a big part of the improvement process. We have a kick-off meeting planned on January 23 and will follow up with Burditt making a presentation to the Parks Board in the Spring of 2024. With the input we have from the last Parks Board meeting as well as the community over the last 3-4 months we feel we have good direction. We have 6 target items to start our focus on in Phase I. Engineers will be bringing those items/plans at the next Parks Board Meeting. You will see plans for another 6 pickleball courts (not a complex) looking at ADA, Electrical, lighting, and other necessary items to get this park phase I started.

There are 2 of the major projects from 2022-23 that are still in motion, that being the turf fields at Hohlt Park and the Locker Room Upgrades at the Blue Bell Aquatic Center. These projects have taken some time due to the value of these projects and each had to be bid out and either designed by an engineer or an architect.

We are happy to say that once done there will be dramatic improvements to both facilities.

2023-2024 BCDC Parks & Recreation Projects		Budget	Expense to Date
Aquatics:			
1	Indoor and Outdoor Sound System Update	75,000	\$69,031
2	Therapy Pool Restroom Refurbishment	125,000	
3	Door Replacements-Chemical Room & Exterior Door	75,000	\$46,000
Parks:			
4	Jackson St. Park Improvements Phase I	715,280	\$132,607
5	Hohlt Restroom Ventilation Enhancements	50,000	\$4,015
6	Owsley Playground Surface Repairs	15,000	\$15,405
7	Turf Mounds & Home plate (Schroeder & Dallmeyer)	27,500	\$29,989
8	Batting Cage Turf - Phase 3 (Fireman's & Henderson)	12,000	\$16,225
9	Fireman's Park Kitchen Wood Door Replacement	13,500	\$13,790
10	Fireman's Restrooms - Floor Refurbishment	13,000	\$6,505
11	Story Book Panel Upgrades (Fireman's Park)	8,500	\$5,310
12	Sitting Areas (Owsley & Hattie Mae)	25,000	\$19,085

REGULAR SESSION

5. Discuss and Possibly Act Upon the Approval of the Minutes from the November 29, 2023, Regular Meeting

A motion was made by Board Member Lee Chalmers and seconded by Board Member Dusty Robinson to approve the minutes from the November 29, 2023, regular meeting.

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

Board Member Bill Betts	Yes
Board Member Delbert Boeker	Yes
Board Member Ginger Bosse	Yes
Board Member Wendy Buth	Yes
Board Member Lee Chalmers	Yes
Board Member Trisha Hartstack	Absent
Board Member Tina Henderson	Absent
Board Member Ann Jacobs	Yes
Board Member Courtney Mason	Yes
Board Member Harvey McIntyre	Yes
Board Member Dusty Robinson	Yes

6. Parks and Recreation Staff Updates

- Public Works Director Dane Rau tagged on to Casey & Tammy with updates to the Parks and Recreation Team. Dane spoke on the new 18-hole Disc Golf Course at the Brenham Family Park and how it is being utilized already. The feedback has been amazing, and everyone loves the new course.
- Aquatics & Recreation, Superintendent Tammy Jaster reported statistics for the Blue Bell Aquatic Center, staffing, maintenance, programs for recreation, and usage/participation. Locker-room project getting ready to start. BBAC staff is working on hiring for Spring/Summer; lots of visitors continue. On the Recreation side we are offering a Babysitters Training Course several times this year, Couple of New Programs Pizza Bingo & Cards Club. We are also in planning stages of Intro to Pickleball and Pop-Up Play Days. Recreation programs continue monthly with good attendance and partnerships.
- Parks Superintendent Casey Redman reported on maintenance updates. Concrete for tables at Hattie Mae & Fireman's Park; Moved numerous Waterlines at the softball fields; Fireman's Homeplate and mound concrete/turf; Hohlt Bridge side rails replaced, fence installed with benches at the Pickleball courts; Batting Cages got new turf; Mowing, weed eating, reel mowing, and leak repairs and several other projects and maintenance. Casey also updated on tournaments for the 2024 year. There are currently 41 tournaments scheduled or penciled in for the year.

7. Adjourn

Chairman Bill Betts adjourned the meeting.

Bill Betts

Chairperson

ATTEST:

Tammy Jaster

Staff Liaison