ROSENBERG PARKS AND RECREATION BOARD
MEETING MINUTES

On this the 25th day of January 2018, the Parks and Recreation Board of the City of Rosenberg, Fort Bend County, Texas, met in a regular Session, at the Rosenberg Civic Center, located at 3825 Highway 36 South, Rosenberg, Texas.

Present: Amanda Barta, Chairman
         Andy Peal, Secretary
         Rudy Cuellar, Member
         Rudy Guerrero, Member
         Edmund Samora, Member
         Steven Sterling, Member
         George Zepeda, Member

Absent: Bertha Nell Kelm, Honorary Member
        Dawnysell Gallien, Vice-Chairman

Staff Present: Darren McCarthy, Parks and Recreation Director
               Carrie Kmise, Recreation Programs Coordinator
               Angelica Guzman, Administrative Technician

Call to order: Rosenberg Civic Center
Chairman Amanda Barta called the meeting to order at 6:02 p.m.

AGENDA

1. Consideration of and action on minutes of the Parks and Recreation Board meeting for November 16, 2017.

   KEY DISCUSSION
   • Amanda Barta, Chairman, verified everyone reviewed the previous meeting minutes for clarification.

   ACTION
   Motion by Member Steven Sterling, seconded by Secretary Andy Peal to approve the minutes of the Parks and Recreation Board Meeting on November 16, 2017.

   Vote: 7 - 0 Carried - Unanimously

2. Review and discuss a request by John Buckner for the use of Seabourne Creek Nature Park to hold a family reunion on March 31, 2018, and take action as necessary.

   EXECUTIVE SUMMARY
   John Buckner will present a request to set up a 10' by 20' tent with stakes near the lake in Seabourne Creek Nature Park on Saturday, March 31, 2018, for a family reunion. Mr. Buckner would also like to have a bounce house which he will need his own generator to operate. Staff recommends approval.

   KEY DISCUSSION
   • Mr. Buckner did not follow-up to make a reservation with Parks staff and did not present himself to the Parks and Recreation Board Meeting.
   • Darren McCarthy asked the Board for feedback regarding bounce house use and similar requests in the future.
   • Mr. McCarthy stated a bounce house near the lake is not a good idea because of safety reasons; the Board agreed.
   • If Mr. Bucker contacts the Parks staff to complete a reservation for the family reunion, Parks Board agreed to bounce house use near the Gazebo in Seabourne Creek Nature Park.
   • Parks Board recommended an update of Park Policies with a detailed outline of what is allowed and what is not allowed in City parks which will be discussed at next month’s meeting.

   No action taken.
3. Consideration of and action on Park Land Dedication Fund No. 221 - Analysis of Revenues, Expenditures, and Pavilion and Athletic Field Fee Reports for the months of November 2017 and December 2017.

EXECUTIVE SUMMARY
The November 2017 and December 2017 Park Land Dedication Fund No. 221 - Revenues, Expenditures, and Pavilion and Athletic Field Fee Reports are attached for review and consideration. Staff recommends approval.

KEY DISCUSSION
- Park reservations were slower in December due to cold weather, but reservations are picking back up.
- City Council decided to add $164,000 from the Hotel/Motel Funds to cover the full cost of the contract for the Big League Field scheduled for construction in the Sports Complex.
- Contractors should begin construction of the Big League Field approximately on Tuesday, February 13, 2018.
- No issues with the parks during the Freeze Warning.

ACTION
Motion by Secretary Andy Peal, seconded by Member Rudy Guerrero to approve Park Land Dedication Fund No. 221 - Analysis of Revenues, Expenditures, and Pavilion and Athletic Field Fee Report for the months of November 2017 and December 2017.

Vote: 7 - 0 Carried - Unanimously

4. Review and discuss awards received from the Houston-Galveston Area Council (H-GAC) for the Seabourne Creek Park Nature Center, and take action as necessary.

EXECUTIVE SUMMARY
This item will provide information regarding awards received from Houston-Galveston Area Council in December 2017 for the Seabourne Creek Park Nature Center.

KEY DISCUSSION
- Rudy Cuellar received the Our Great Region 2017 Opportunity Award on behalf of the Rosenberg Parks and Recreation Department at the Houston-Galveston Area Council award ceremony Friday, December 1, 2017.
- Mr. Cuellar stated a role Houston-Galveston Council plays is to group counties together and the City of Rosenberg was honored for their plans, diligence, and beautification of the Seabourne Creek Park Nature Center.
- Darren McCarthy distributed the 2017 Awards Showcase and our region 2040 magazines to the Board and passed the Our Great Region 2017 Opportunity Award around for everyone to see.
- Three key components were reached with the Seabourne Creek Park Nature Center which were, Environment, Healthy Communities, and Resiliency.
- Funding has been approved for the design and engineering phase of the Seabourne Creek Park Nature Center.
- Mr. McCarthy is looking forward to present the Our Great Region 2017 Opportunity Award to Council in March and will invite Parks Board to attend.

No action taken.

5. Review and discuss Parks 2018 Strategic Plan Update, and take action as necessary.

EXECUTIVE SUMMARY
Darren McCarthy will present the 2018 Strategic Plan Update to the Board and discuss any topics necessary.

KEY DISCUSSION
- Darren McCarthy passed around the Strategic Plan he put together which outlines park amenities, equipment, funding received, staff responsibilities, staff organization charts, and a fiscal year planning summary.
- Baseball fields have been mentioned in the Strategic Plan since 2014.
- The plan developed for Seabourne Creek Nature Park was developed in 2009.
- We do not have an updated Master Plan and it has not been updated since 2007 which Mr. McCarthy has been trying to get updated in the past few years.
- We are a full year out of date for any Texas Parks and Wildlife Department grant.
- Since the Master Plan is outdated this creates a huge competitive disadvantage.
- To update a Master Plan we would need to hire an outside front to assess our facilities which can be completed in the span of one to two years.
- Parks Board recommended the Parks staff put together a Parks survey for residents to receive feedback on what they think would benefit our community.
- Costs ranging from 30,000 to $50,000 are needed to update the Master Plan and it continues to get pushed back because of budget reasons.
- Mr. McCarthy will contact other cities to get information and possibly copies of their strategic plans.
- Parks staff will meet with Jenny to speak about creating a Parks survey for residents.
No action taken.

6. **Announcements.**
   - Kickball League registration will be held Tuesday, February 13 and the season will begin Monday, February 19.
   - FISH-tastic Kids Fishing Tournament will be held Saturday, February 17 at Seabourne Creek Nature Park from 8 a.m. to 11 a.m. Ages 4 - 14 are welcome.
   - Darren McCarthy showed everyone the picture of the Christmas tree at Rosenberg Christmas Nights from the newspaper for those who had not seen it.
   - Mr. McCarthy presented another article regarding the Williams family interpretive sign that was placed in Seabourne Creek Nature Park.
   - The Williams family are long time Fort Bend County residents with an ancestor who combined Richmond and Rosenberg and donated part of the land to help build Seabourne Creek Nature Park.
   - Board participation for future Fourth of July event entertainment and activities was discussed.

7. **Adjournment.**
   Completing announcements, Steven Sterling moved seconded by Rudy Cuellar, to adjourn the Parks and Recreation Board Meeting. The motion carried unanimously by those present and the meeting adjourned at 7:04 p.m.

[Signature]

Angelica Guzman, Administrative Technician