

1 The Open Space and Trails Committee met on Thursday, June 6, 2022 at Seabrook Public Works  
2 and Animal Control Complex Training Room, 1100 Red Bluff Road, Seabrook, Texas to discuss  
3 and if appropriate, take action on the agenda items listed below.

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- 5 **THOSE PRESENT WERE:**
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|---------------------|---|
| 6 Sally Antrobus    | Chair, Position 1                         |
| 7 David Popken      | Vice-Chair, Position 6                    |
| 8 John Coggeshall   | Position 3                                |
| 9 Monica Comeaux    | Position 5                                |
| 10 Debra Harper     | Position 2                                |
| 11 Nehemiah Jackson | Position 4                                |
| 12 Jesse Jones      | Position 7                                |
| 13 Sean Landis      | Deputy City Manager                       |
| 14 Kevin Padgett    | Public Works Director                     |
| 15 Brian Craig      | City Engineer/Asst. Public Works Director |
| 16 Natalie Stephens | Public Works Administrative Coordinator   |

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18 Chair Sally Antrobus called the meeting to order at 5:07 p.m.

19 **1. PUBLIC COMMENTS AND ANNOUCEMENTS**

20 None

21 **2. CONSENT AGENDA**

22 Approve the minutes of the May 5, 2022 Open Space and Trails Committee meeting. *Natalie*  
23 *Stephens, Public Works Admin Coordinator*

24 *Motion made by Member Jones and seconded by Member Harper.*

25 *To approve the minutes of the May 5, 2022 Open Space and Trails Committee meeting.*

26 ***MOTION CARRIED BY UNANIMOUS CONSENT***

27 **3. DISCUSSION**

28 **3.1** Discuss Open Space and Trails Committee by-Laws. *City Staff*

29 Sean Landis, Deputy City Manager reviewed the park committees history and bylaws from  
30 Resolution 2009-17. Open Space and Trails committee is a recommending body. Sean  
31 Landis proposed a formal process, similar to other committees, to submit recommendations  
32 to City Council. An official report will be submitted to City Council by staff regarding OST  
33 Committee voted recommendations. Staff will then share City Council's response at the  
34 following OST meeting. The report will serve as a mechanism to make recommendations  
35 regarding, but not limited to, by-law changes, grant requests and Capital Improvement  
36 Programs. The Agenda will be modified to include recommendations to City Council and  
37 status. The report does not replace the quarterly report present by Open Space and Trails to  
38 City Council. Open Space and Trails committee is held to the guidelines of Robert Rules of  
39 Order and Texas Open Meetings Act. New agenda items can be emailed to Natalie Stephens,  
40 Public Works Administrative Coordinator, no later than one week before the meeting to  
41 allow time for public posting.

42 **3.2** Discuss, consider, and if necessary take all appropriate action regarding new trail opening  
43 event. *Committee*

44 Member Coggeshall would like to organize a trail opening event once the Texas Parks and  
45 Wildlife Department grant funded and City in-kind berm project is completed. Member  
46 Coggeshall would like to meet with Seabrook's Parks Department to discuss event details  
47 followed by bringing the event plans back to the OST committee for review. Kevin Padgett,  
48 Public Works Director, reported the projected completion date should be the end of August.  
49 Public Works began working on the berm project once the grant funds were received from  
50 TPWD. At this time, Parks Department has had to balance laying down 1,600 feet of trail  
51 while still maintaining all the parks and trails throughout the city. The trail opening event  
52 ideally would take place in the fall with lapel pins and social media blasts.

53 **3.3** Discuss, consider, and if necessary take all appropriate action regarding Carothers  
54 Coastal Gardens timeline as presented by Carothers Coastal Gardens Task Force II and  
55 accepted by Council. *Committee*

56 Member Jones discussed the Carothers Coastal Gardens timeline and budget. Phase 1 is  
57 completed, except for Casita, with further discussion needed. Member Jones recommends  
58 the City to move forward with Phase 2.

59 Sean Landis, Deputy City Manager confirmed OST committee could submit to City Council  
60 recommendation for fund allocation for Phase 2 for the Carothers Coastal Gardens project.

61 Member Jones and Member Popken will work on updating the Carothers Coastal Garden  
62 timeline budget sheet. Brian Craig, City Engineer/Asst. Public Works Director will calculate  
63 estimate water line cost based on proposed footage. Member Jones will research cost of dirt  
64 to create 18 inch landscaping berms. Kevin Padgett, Public Works Director will confirm cost  
65 for 800 feet of trail. Committee unanimously agreed for an updated budget timeline to  
66 submit to City Council.

67 **3.4** Update and report on various Seabrook Park items, including needed repairs, signage,  
68 plants, flowers and vegetation, and park use matters. *Committee*

69 Chair Antrobus mentioned:

- 70 • Prairie restoration needed after Robinson lift station project is completed. Kevin  
71 Padgett, Public Works Director stated the projected completion date should be after  
72 the end of the year. The majority of the committee recommends an assessment of  
73 planting needs be done once the lift station project is completed. George Kayme,  
74 volunteer and Prairie specialist, may offer recommendations on seeds and plantings.

75 Member Harper mentioned:

- 76 • Baybrook Park would be an excellent location for the proposed Butterfly waystation  
77 by Abbey Hill. Abbey may present at July meeting in hopes to start construction in  
78 the fall.
- 79 • Asked if the oleanders near the tennis courts could be allowed to grow tall and not  
80 trimmed short.

81 Member Jackson mentioned:

- 82 • Hester Butterfly Garden was weeded by the Girl Scouts. Bay Area landscaping has  
83 some mulch that they are willing to drop off at Hester Garden. Then they can spread  
84 it out with some dirt. At this point, Hester Garden has been cleared, and the Girl  
85 Scouts continue to work on weeding until the mulch arrives. Member Harper  
86 suggested some additional plants be removed.

87 Member Jones mentioned:

- 88 • Carothers Community Garden BBQ was a success.
- 89 • Port of Houston Grant will acknowledge recipients of the grants on June 28<sup>th</sup>.

90 **3.5** City Staff update and report on various Seabrook Park items including community  
91 events, grant administration, repairs, Council approvals and determinations and emergency  
92 events. *City Staff*

93 Kevin Padgett, Public Works Director updated the committee:

- 94 • Port of Houston Community Grant results are expected on June 28th. The City has  
95 applied for a Friendship Park improvements and for the Wildlife Refuge trail head.
- 96 • TPWD Berm Trail project is being worked on. The berm portion has the trail in place  
97 and needs benches and signage to be complete. Some clearing is still needed through  
98 the wooded area and connection back to trails near Public Works building. Trail  
99 work will resume once the Parks Departments gets caught up with park maintenance  
100 and mowing.
- 101 • Fence behind the new WWTP will be removed once the construction gets to a certain  
102 point in construction.

103 **4. ROUTINE BUSINESS**

104 **5.1** Update on volunteer hours. *Committee*

105 248 volunteer hours were reported for the month of May by Open Space and Trails,  
106 Carothers Community Garden, Community Service and park volunteers.

107 **5.2** Establish future meeting dates and agenda items. *Committee*

108 The next Open Space & Trails meeting will be held tentatively on July 7, 2022 at 5 PM. A  
109 Special Meeting to discuss park related CIPs is scheduled for June 22, 2022 at 5 PM.

110 Upon motion duly made, the meeting was adjourned at 6:51 PM

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Sally Antrobus,  
Chair

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Natalie Stephens,  
Public Works Administrative Coordinator