

1 The Open Space and Trails Committee met in teleconference session on Thursday, April 1, 2021
2 to discuss and if appropriate, take action on the agenda items listed below.

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4 THOSE PRESENT WERE:

5 Sally Antrobus	Chair
6 David Popken	Vice-Chair
7 John Coggeshall	Member
8 Monica Comeaux - Ex. Absence	Member
9 Debra Harper	Member
10 Heather Cable	Member
11 Sean Landis	Deputy City Manager
12 Kevin Padgett	Public Works Director
13 Brian Craig	City Engineer/Asst. Public Works Director
14 Natalie Stephens	Public Works Administrative Specialist

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16 Vice-Chair Sally Antrobus called the meeting to order at 5:06 p.m.

17 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

18 Vice Chair Antrobus stated that there was a nice sending off for Helen Burton with some
19 Open Space and Trails committee and City Staff presence.

20 **2. COMMITTEE BUSINESS**

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22 **2.1 Consider and take all appropriate actions to recognize Helen Burton and appoint a**
23 **Chair and Vice Chair for the Open Space and Trails Committee. (Committee)**

24 *Motion was made by Vice Chair Antrobus and seconded by Member Popken*

25 *Open Space and Trails Committee recognizes Helen Burton whereas:*

- 26 • *Open Space and Trails committee recognize longtime Chair Helen Burton for*
27 *exceptional leadership for 10 years.*
- 28 • *Her development of a highly productive team of City staff, committee members, other*
29 *volunteers, and outside partners, all working together for the improvement of*
30 *Seabrook green spaces.*
- 31 • *Her Support for ongoing tree planting, and trail development, anti-littering, and*
32 *public events for adults and children enjoying and celebrating outdoors, and a steady*
33 *hand in undertaking, whatever the committee was asked to do.*
- 34 • *The Open Space and Trails committee value Helen's patient encouragement of a wide*
35 *range of volunteers, full and gracious quarterly report back to City Council*
- 36 • *Her calm and disciplined handling of monthly meetings, everyone in Seabrook has*
37 *benefited from her outstanding public service.*

38 *MOTION CARRIED BY UNANIMOUS CONSENT*

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40 *Motion was made by Member Harper and seconded by Member Coggeshall*

41 *Sally Antrobus to become current Chair and David Popken to become Vice Chair*
42 *temporarily until City Council fills vacant seat on the committee.*

43 *MOTION CARRIED BY UNANIMOUS CONSENT*

44 **2.2 Discussion on grants. (Committee/City Staff)**

45 Kevin Padgett, Director of Public Works, stated the Texas Parks and Wildlife grant was
46 approved and, awarded last year and is still in the environmental research portion of the
47 process. The City should have a status update in the summer. The City has applied for a
48 Port of Houston Community Grant. The City has received a response from Port of Houston
49 requesting a full application submission by April 16th for the Wildlife Refuge trailhead
50 project that would embellish the entryway by upgrading the parking lot and amenities. The
51 City is able to request up to \$50,000, which could fund the majority of the Wildlife Refuge
52 parking lot upgrade costs.

53 **2.3 Discussion on Keep Texas Beautiful. (City Staff)**

54 Kevin Padgett, Director of Public Works, stated Keep Seabrook Beautiful is in good standing
55 and remains in Gold Star status. Keep Seabrook Beautiful has accomplished the Sustained
56 Excellence award with a score of 90 or better for the GCAA Grant Application 2021.
57 Maintaining Sustained Excellence allows eligibility for future grants. Next year Keep
58 Seabrook Beautiful will be eligible to win the GCAA grant again.

59 Chair Antrobus stated that record keeping will be crucial this year in order to submit a quality
60 grant application.

61 **2.4 Update on Trash Bash. (City Staff)**

62 Kevin Padgett, Director of Public Works, stated the City of Seabrook has become heavily
63 involved with Trash Bash. City and Community involvement has steadily grown each year.
64 This year's Trash Bash was virtual and many people participated by registering and inputting
65 how much litter they removed with a QR code.

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67 **2.5 Discussion on the Story Walk Signage. (City Staff)**

68 Kevin Padgett, Director of Public Works stated the Story Walk Signage has been approved
69 by Harris County Commissioners. The library will put the agreed number of Story Walk
70 signs near the library with interchangeable stories for the kids to enjoy for years to come.

71 **2.6 Update on parks' status or issues. (Committee)**

72 Chair Antrobus mentioned concern for removing vegetation at the base of a tree with Round
73 Up at Carothers Coastal Gardens. Another concern is a few Tallow and Tamarisk trees near
74 the Pine Gully pier that should be removed. Chair Antrobus suggested she will tie a white
75 ribbon for vegetation that needs to be removed and red ribbon for vegetation that should
76 remain for Public Works. Member Harper and Chair Antrobus will meet at Carothers
77 Coastal Gardens to note plants that may need to be removed.

78 Member Harper requested to meet with Kevin Padgett, Director of Public Works, at
79 Baybrook and Friendship parks to address watering system.

80 **2.7 Update on Volunteer Hours (Committee)**

81 Committee members will submit their monthly volunteer hours to Natalie Stephens for
82 record keeping.

83 **2.8 City Staff update. (City Staff)**

84 Kevin Padgett, Director of Public Works reported that City Council will be honoring Helen
85 Burton with a proclamation at the April 6th City Council meeting.

86 Deputy City Manager, Sean Landis, stated City Communications Department is going to post
87 on social media that there is a vacancy on the Open Space and Trails Committee. Applicant
88 will be appointed by City Council.

89 **2.9 Approve the minutes of the March 4, 2021 Open Space and Trails Committee meeting.**
90 **(Stephens)**

91 *Motion made by Member Harper and seconded by Vice-Chair Popken*

92 *To delay approval of the March 4, 2021 Open Space and Trails Committee meeting minutes*
93 *until following meeting.*

94 *MOTION CARRIED BY UNANIMOUS CONSENT*

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96 **2.10 Establish future meeting dates and agenda items. (Committee)**

97 The next meeting will be held on May 6, 2021.

98 By Committee consensus, the following will be added to the April's agenda:

- 99
- 100 • Updates on Harris County Flood Control project.
 - 101 • Approved volunteer list that committee can contact for a project on short notice.
 - 102 • Staff update on City Council's appointed Open Space and Trails committee applicant.

103 Upon motion duly made, the meeting was adjourned at 5:38 p.m.

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Sally Antrobus,
Chair

111 Natalie Stephens,
112 Public Works Administrative Specialist