



# CITY OF FULSHEAR

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## MEETING MINUTES

NOTICE IS HEREBY GIVEN OF A MEETING OF THE PARKS AND RECREATION COMMISSION TO BE HELD ON **MONDAY, JULY 17, 2023, AT 9:00 A.M.** AT THE FULSHEAR CITY HALL, 6611 W CROSS CREEK BEND, FULSHEAR, TEXAS 77441 FOR THE PURPOSE OF CONSIDERING THE FOLLOWING ITEMS:

### I. CALL TO ORDER

*The meeting was called to order at 9:02am by Kimberly Bow.*

### II. CITIZEN COMMENTS

*No comments*

### III. QUORUM/INTRODUCTIONS

*Present Members- Kimberly Bow, Joe Goodwin, Sarah McLeod, Leah Smith, Ramona Ridge, Dax Riley*

*Council Member Liaison- Kent Pool-Absent*

*Staff Members- Kayla Villagomez, Tiffany Stodder, Jessika Villarreal, Cliff Brouhard, Sharon Valiante, Byron Brown, Mariah Gallegos*

*Guest- Councilmember Sarah Johnson, Casey Collins (Halff), and Kristin LeBlanc (Halff)*

*Absent Members- Kathryn Kist*

### IV. BUSINESS ITEMS

- A. Approval of minutes for meeting held June 9, 2023.

*A motion was made by Ramona Ridge to approve the amended minutes from June 09, 2023, seconded by Dawn McRea. The motion was unanimously approved by Smith, McRea, Riley, McLeod, Ridge, Bow, and Goodwin.*

- B. Update from City Council- Councilmember Kent Pool

*Councilmember Pool provided an update from the recent Council meeting.*

- C. Welcome new members Dax Riley to the Parks and Recreation Commission.

*Chairperson Kim Bow introduced to member Dax Riley to the commission. Mr. Riley introduced himself and gave a brief synopsis of his hopeful contributions to the Parks and Recreation Commission.*

- D. City Attorney, Byron Brown to discuss rules/regulations of serving on the commission.

*The City Attorney discussed the policies and procedures for serving the commission including a daisy-chain and walking quorum.*

- E. Discussion on Parks and Recreation priorities and goals

*Chairperson Bow discussed the priorities of the commission and solicited each member to their top three goals for the Parks and Recreation in the coming year. Below are the responses for each member:*

*Joe Goodwin: Eagle Landing, Primrose Design, Events-Art in the Parking Lot*

*Kimberly Bow: Eagle Landing, Primrose Design, Events-Art in the Parking Lot*

*Ramona Ridge: Eagle Landing, Primrose Design, Events-Art in the Parking Lot*

*Dawn McRea: Primrose, Eagle Landing, Events-Art in the Parking Lot*

*Sarah McLeod: Eagle Landing, Primrose Design, Events-Art in the Parking Lot*

*Leah Smith: Financials reporting on fund distribution, Fundraising, Primrose Park*

*Dax Riley: Land Acquisitions, Fundraising, Primrose Park*

*Following the goal rating, the top four priorities are the following:*

- 1. Completion of a City Park*
- 2. Host a City event.*
- 3. Budgeting/Fundraising*
- 4. Land Acquisitions*

F. Park Development Updates:

1. Primrose Phase II: Cliff Brouhard-Anticipate construction beginning April 2024.

*Cliff Brouhard introduced Casey Collins and Kristin LeBlanc with Halff Associates.*

*Casey and Kristin provided the commission with the most up to date progress on Primrose Park. Casey explained that 50 % of the construction documents have been completed and he expects them to be at 90% by September 2023. Kristin discussed the drainage and possibilities of a wet pond. They are working through the soil demands and budgetary possibilities with the City Engineer. Cliff discussed Phase III including a amphitheater and the parking lot to accommodate reasonable parking for events.*

2. Eagle Landing: Tiffany Stodder

*Tiffany Stodder provided an update on the progress at Eagle Landing Park. KGA is currently working through the final plans along with DR Horton to re-negotiate the stipulated funds originally agreed upon to possibly include more finances to assist in the total completion of the park.*

3. Little Libraries: Tiffany Stodder

*Tiffany Stodder provided an update regarding the Eagle Scout project. The project is ongoing, the structures are currently being built by the Scouts and will ready shortly for installation.*

4. Art Box Project: Tiffany Stodder

*Tiffany Stodder provided an update regarding the Art Box project. The TX DOT portion of the agreement is being developed by the Legal department and will be ready soon for approval.*

G. Discussion and possible action regarding the proposed FY24 Parks & Recreation Events:

1. Art in the Park(ing lot) update:

*Tiffany Stodder proved the update regarding the Art in the Park(ing lot) event with prospective date in October 2023. A logo was designed the Communication department. The event will be presented on July 18, 2023, City Council agenda for approval. Also discussed was the creative concept of the event, possible event sponsorship, vendor applications, and special food vendors.*

H. Discussion and possible action regarding current grant opportunities or future opportunities:

1. City submitted two projects to the commissioner on May 19, 2023.

*An update regarding the grants, unfortunately the grants have been denied. The grants do not fund City owned parks.*

I. Discussion regarding community parks and recreation events.

1. IT department will assistance any member experiencing email issues.
2. Parks budget updates: standing line item
3. HR Horton- negotiations update
4. Eagle Scout project presentation: Veterans Memorial
5. Update regarding bond potential

V. **ADJOURNMENT**

*A motion to adjourn was made by Ramona Ridge and seconded by Sarah McLead to adjourn the meeting at approximately 10:30am. The motion was unanimous.*