



## **Parks Board**

Jason Mangum, Parks & Rec. Director  
Randy Troxell, Asst. Parks & Rec Director  
Shane Mize, Rec. Superintendent  
Barry Hamilton, Parks Superintendent  
Pamela Andrews, Board Member  
J.R. Atkins, Board Member  
Diane Giltner, Board Member  
Don Johnson, Board Member  
Thomasine Johnson, Board Member

Adrian Matteucci, Board Member  
Sharman McGilbert, Co-Chair  
Brian Merchant, Board Member  
Loveless Mitchell, Board Member  
Victoria Porter, Board Member  
Rafik Sandford, Board Member  
Buddy Snyder, Board Member  
Llarance Turner, Chairman

# **PARKS BOARD MEETING AGENDA AUGUST 10, 2017 7:00 O'CLOCK P.M. CITY COUNCIL CHAMBER**

1. **CALL TO ORDER**
2. **WELCOMING OF NEW BOARD MEMBERS**
3. **APPROVAL OF JUNE 2017 MEETING MINUTES**
4. **PUBLIC COMMENTS**
5. **BUFFALO RUN PARK COMMUNITY GARDEN PLAN PROPOSALS**
  - a. *W.I.D.E School*
  - b. *Lettuce Live Project*
6. **VEHICULAR GATES AT BUFFALO RUN PARK UPDATE**  
*Sergeant Tracy Cox, MCPD*
7. **LIBERTY RIDGE PARKLAND DEDICATION**
8. **STAFF REPORTS**
  - a. *Capital Improvement & Park Projects*  
Randy Troxell, Assistant Parks Director
  - b. *Park Operations*  
Barry Hamilton, Parks Superintendent
  - c. *Recreation*  
Shane Mize, Rec. Superintendent
9. **DIRECTOR'S UPDATE**  
Jason Mangum, Parks & Recreation Director
10. **BOARD REPORTS**
11. **AGENDA ITEMS FOR SEPTEMBER 7 MEETING**
12. **ADJOURN**

In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending Parks Board meetings. To better serve you, requests should be received 24 hours prior to meetings. Please contact Maria Jackson, City Secretary, at 281.403.8686.

**CERTIFICATION**

I certify that a copy of the August 10, 2017, agenda of items to be considered by the Parks Board was posted on the City Hall bulletin board on August 3 at 4:00 pm.

  
Patricia Yurcak  
*Parks & Recreation Department Administrative Assistant*

I certify that the attached notice and agenda of items to be considered by the Parks Board was removed by me from the City Hall bulletin board on the \_\_\_\_ day of \_\_\_\_\_, 2017.

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

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Buddy Snyder, Board Member  
Llarance Turner, Chairman

# **PARKS BOARD AGENDA PACKET AUGUST 10, 2017**

- 1. August Meeting Agenda**
- 2. June Meeting Minutes (to be approved)**
- 3. Community Garden Proposals**
- 4. Liberty Ridge Parkland Dedication Documents**
- 5. Parks Operations Monthly Report**
- 6. Urban Landscape Monthly Reports**
- 7. Departmental Reports for City Manager's Updates**

**(Note: Documents regarding the vehicular gates at Buffalo Run Park will be provided separately by Sergeant Cox)**

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## Parks Board

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Buddy Snyder, Board Member  
Llarance Turner, Chairman

# PARKS BOARD MEETING MINUTES JUNE 1, 2017 7:00 O'CLOCK P.M. CITY COUNCIL CHAMBER

## ATTENDEES

Parks Board members in attendance were:

Pamela Andrews, J.R. Atkins, Diane Giltner, Don Johnson, Thomasine Johnson, Adrian Matteucci, Co-Chair Sharman McGilbert, Rafik Sandford, Buddy Snyder, and Chairman Llarance Turner. Absent: Loveless Mitchell and Dan Porter.

Staff members in attendance were:

Director of Parks & Recreation Jason Mangum, Assistant Director of Parks & Recreation Randy Troxell, Recreation Superintendent Shane Mize, Parks Superintendent Barry Hamilton, and Administrative Assistant Tricia Yurcak.

Public visitors in attendance were:

City resident Terry Weathers, Kerry R. Gilbert & Associates representative Carlos Froga, and Kerry R. Gilbert & Associates representative Kathryn Edwards.

### 1. CALL TO ORDER

Chairman Llarance Turner called the meeting to order at 7:04 P.M.

### 2. APPROVAL OF MAY 2017 MEETING MINUTES

Board member Pamela motioned to approve April's meeting minutes. The vote was unanimous. **The motion passed.**

### 3. PUBLIC COMMENTS

Terry Weathers of 8435 Quailcrest Drive stated he had been asking the Parks & Recreation Department for some time about reserving a lighted field for his youth football organization and had not yet received an answer. Llarance introduced Mr. Weathers to Director Jason. Jason stated policy changes would be taking place soon, which is why there had been a response delay. Jason stated there would be a discussion later on in the meeting regarding the policy. Recreation Superintendent Shane added that no new organizations had been approved to use fields due to the policy being in the process of being updated. Llarance recommended to Terry that he stay for the remainder of the meeting, and Terry would be welcome to comment when the agenda item regarding the policy comes up.

Recreation Superintendent Shane stated that agenda item 9 would need to be moved up next. J.R. motioned to approve of agenda item 9 being moved to item 4. Pamela seconded the motion. The vote was unanimous. **The motion passed.**

#### **4. PARKLAND DEDICATION**

##### **a. Grove at Riverstone**

Director Jason stated the parkland dedication for the Grove at Riverstone was a property located in Riverstone, with 6.7 acres for 67 lots. The proposal was for a fee in lieu of the parkland at 1400 dollars per lot. Jason continued that staff felt the area had a sufficient amount of parkland, and recommended accepting the proposal for a fee in lieu of parkland.

Chairman Llarance asked where the closest park was. Jason responded that there were many parks in Riverstone, as well as previously dedicated undeveloped parkland from Riverstone Development nearby.

Llarance asked if within the layout, children would have walkable access to recreational facilities. Kathryn Edwards of Kerry R. Gilbert & Associates, stated there would be a detention lake, which would be amenitized with sidewalks to be connected to other areas. J.R. asked if there would be a trail to connect sidewalks all the way through University Boulevard into the existing sidewalk trails. Kathryn responded positively.

Board member Don asked if there would be playground equipment around the lake. Kathryn answered there would not be a playground. Kathryn confirmed in response to Pamela that the park would be more natural. Kathryn stated there would be a sidewalk around the detention area for residents to utilize the area, with specific amenity details to be determined by Riverstone's HOA.

Board member J.R. made a motion to make a positive recommendation to accept the fee in lieu of parkland. Board member Pamela seconded the motion. The vote was unanimous. **The motion passed.**

##### **b. Parks Edge**

Director Jason explained the parkland of Parks Edge was a development occurring within close proximity to one of the city's flagship parks, Community Park. Jason stated there was also city-owned parkland on the southwest side of the proposed parkland.

Jason stated the developer recommended the parkland to be dedicated be satisfied with 50% of parkland dedication by way of private parkland, to be maintained by the area's HOA. According to the parkland dedication ordinance, the HOA may fulfill that requirement only up to 50%. The developer would be providing a recreation center, a corner-piece of their park system, which would be 3.2 acres, as well as on the north side, a 2-acre park. There would also be a detention system, which would meander through the park.

Jason stated the developers agreed to provide street access to the existing parkland owned by the city, and have pedestrian access from there to Community Park. Board member Thomasine stated there didn't seem to be a lot of green space inside the area around the homes. Jason clarified that there were pockets of green space. Randy stated that if the entire distance was added up, there were 5 to 6 acres total of green space. Jason stated there was a lot of linear green space as well. Kathryn stated that while there wouldn't be green space in the middle of where the homes would be, there would be a trail system allowing residents easy access to the other areas with green space, and the detention areas would be amenitized. The main goal would be to provide connectivity and trails amongst all the areas of development. Buddy asked how many homes were in phase 1, and Kathryn answered there would be around 300, and the whole development would be around 1100.

J.R. asked about the elementary school site, and Kathryn responded that there was a plan for it with potential modifications of location, but ultimately the school and its location would be up to the school district.

There was discussion led by Chairman Llarance regarding the conceptual plan. Llarance clarified that the plan was for all of the sections.

Kathryn clarified that the development would provide 50% of dedication through private parkland, and 50% through a fee in lieu of the parkland. Adrian asked about the potential space for the pedestrian bridge. Kathryn responded that as part of the agreement the bridge would be added, though the final location was still to be determined. Buddy asked a question regarding the HOA's knowledge of the conceptual plan. Kathryn stated that the developer already had discussions as far as the HOA, and that whatever parklands being put in would be managed by the HOA and the MUD. Director Jason clarified that the MUD would naturally take over the portion of green space that served as detention areas.

Board member Don made a motion to make a positive recommendation to accept the fee in lieu of parkland. Board member Diane seconded the motion. The vote was unanimous. **The motion passed.**

## **5. STAFF REPORTS (39 mins)**

### **a. Capital Improvement & Park Projects**

**Randy Troxell, Assistant Parks Director:**

There was nothing new to report at this time.

### **b. Park Operations**

**Barry Hamilton, Parks Superintendent:**

Parks Superintendent Barry guided the Board to the agenda packet for the park operations report, and added that the Hunters Glen sprayground would be shut down for about two weeks until replacement parts could be ordered, received and installed.

Co-chair Sharman praised a City employee for clearing out branches after a recent storm in the Fondren Park neighborhood, and Parks Superintendent Barry Hamilton stated that Public Works Streets was responsible for that task.

### **c. Recreation**

**Shane Mize, Rec. Superintendent:**

Recreation Superintendent Shane went over upcoming recreation events, including a new program called 'How Does It Work', which would help participants learn how the City's Public Works department operates, and future sessions would focus on other City departments as well as operations not City-focused; an 'Afternoon with an Expert'; open play tennis; Senior Foodies; monthly Senior Field Trip to the Wildlife Zoo in Alvin; 4<sup>th</sup> of July Celebration; and Summer Day Camp, which would be starting in the next week.

Shane stated that department revenue has continued to project upward this year more than any previous year. Revenue increased in the month of May of 2017 from the month of May of 2016 by over \$11,000. Shane added that this fiscal year to date's revenue is nearly 20,000 higher than revenue of the last fiscal year to date.

Board member Don asked if there was an update about the Silver Sneakers program he mentioned a couple of months earlier. Shane responded that he was still working on the follow-up.

## **6. DIRECTOR'S UPDATE**

**Jason Mangum, Parks & Recreation Director**

Director Jason stated that the fiscal year is ending later in June, and stated that the upcoming fiscal year is the last year the department has funds available for capital projects, and stated the importance of reminding our elected officials of how much we support parks and continue to use those funding sources. Pamela asked if there was any funding progress with the Parks Foundation. Jason responded that a donor from the

NRPA had an interest in donating \$67,000 to the city for park improvements and amenities geared towards children and families, and that staff is currently working on expanding the playground at Community Park with those funds.

**7. VEHICULAR GATE AT BUFFALO RUN PARK UPDATE**

Director Jason stated Sergeant Cox was unable to attend the meeting, and the item would be added to the next meeting's agenda.

**8. NAMING POLICY UPDATE**

***Evelyn Kimeu, First Assistant City Attorney***

First Assistant City Attorney Evelyn stated that there was not a chance to discuss the naming policy with City Council at the last meeting. Evelyn stated she would be able to discuss the policy at the next council meeting. Evelyn reviewed the draft ordinance with the Board, which included either removing the requirement, making an exception for Parks Board initiated application, or linking the number of signatures to at least 10% of the people who voted at the last election, as opposed to 10% of the registered voters.

Sharman asked how many voters there were in the last election. Adrian responded that 5200 people voted in the last city election.

**9. CHAPTER 74 UPDATE**

***Evelyn Kimeu, First Assistant City Attorney***

First Assistant City Attorney Evelyn introduced Chapter 74 as a policy that needed to be amended and updated to include policy regarding a recognized sports association (RSA). Evelyn stated some of the proposed updates were mentioned during the last discussion of the policy. Evelyn stated the policy changes, starting with prohibited conduct in the park, and stated staff had previously recommended extending park curfew from 11 p.m. to 6 a.m. during all times of year. Board member Don asked who should have authority to curtail activities in parks that pose a risk to damage or property. The Board discussed this update, and Co-chair Sharman stated she liked the broad language regarding playing a sport that could pose damage to the park or public. Don stated the term 'risk' was subjective.

Evelyn continued to the policy's administrative changes. Board members J.R. and Adrian asked for points of clarification regarding the administrative changes. Evelyn continued to the policy definitions, including athletic field, athletic field use, park, and park use permit. Evelyn defined the types of permits in the policy. Evelyn described the current regulations, proposed regulations, and qualifications for an RSA.

J.R. stated a concern about only one person being trained in CPR. The Board discussed the need for more than one CPR-trained individual with a sports organization being required. Shane stated that staff discussed the option of offering CPR training quarterly to lift the burden off of sports associations. Shane stated a potential problem with the requirement of at least 51% of the sports association's participants residing within Missouri City.

Board member Rafik stated the importance of requiring at least two people to be trained in CPR, particularly if training would be offered quarterly through the department. Public visitor Terry stated that his organization has more than two people CPR certified and that he agreed with Rafik. The Board discussed the requirement. Board member Diane asked about cost. Shane stated when the training was offered through the fire department the training would be at no cost. The Board agreed to update the requirement to a minimum of two people in the RSA being trained in CPR.

Evelyn stated the next RSA qualification requirement was based off of the last discussion. The requirement was for each coach or trainer to have completed

concussion education. The Board discussed the requirement and agreed it belonged as a requirement. Llarance asked public visitor Terry his view. Terry agreed with the Board.

Evelyn described the requirements of an RSA having comprehensive general liability insurance, adopting a criminal background check policy, and annual application cycles.

Rafik stated a concern about field limitation with the updated policy, as it stated only being able to reserve one field. The Board and staff discussed the requirement. Evelyn stated she could change the language to make the wording more clear for more than one fields.

Evelyn continued to the review and approval process and notice of decisions and appeals. Rafik asked how long the process would take for the updated policy to be put in place and to assist public visitor Terry with his request. Director Jason stated that they hoped it would be in place by fall of this year. Terry asked about his options with available fields. Jason responded that while fields are available to be rented, staff may not yet be able to accommodate an ongoing schedule at the present time. Shane clarified that the RSA rate would not be available for Terry's organization until the policy was updated. Llarance recommended Terry obtain present staff's contact information for future field usage requests.

J.R. and other Board members stated a concern that the department was not able to accommodate public visitor Terry's organization. Jason responded that as of now, there is no current policy for an RSA and that is why staff cannot necessarily accommodate Terry's organization. Jason stated the current policy has been in place for a long time and it is why the department is working to make changes.

Rafik stated a concern about the requirement of two Board members of an RSA being residents of Missouri City. After discussing the concern, the Board concluded to lessen the requirement to 50% to 25% of the Board members being residents of Missouri City.

Llarance entertained a motion to approve of the modifications for the draft ordinance of Chapter 74. Don motioned to send a positive recommendation. Pamela seconded the motion. The vote was unanimous. **The motion passed.**

## **10. BOARD REPORTS**

### **Spark Park – J.R. Atkins, Board Member**

J.R. reviewed with the Board from the last meeting he stated that Briargate Elementary School was working with the organization Spark Park to build a park for the school. The school's goal was to raise a minimum of \$5,000 to build a park. So far they had raised \$4800 and needed \$200 more. J.R. stated he would send an update to the Board via email.

Pamela asked if there would be VIP parking passes for the July 4<sup>th</sup> Celebration. Recreation Superintendent Shane replied that parking passes would be renamed to something other than VIP, and that the Board would be provided passes.

## **11. ITEMS FOR AUGUST AGENDA**

Chairman Llarance stated a reminder to the Board that there would be no meeting in July, unless there was a parkland dedication to discuss. Llarance reiterated the importance of attendance and having a quorum, particularly when there is action that needs to be taken. With no further items to discuss, Llarance adjourned the meeting at 9:05 p.m.

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# Community Garden Co-Sponsorship Project Proposal



Presented by The W.I.D.E. School

for  
The City of Missouri City  
and Buffalo Run Park



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## *Introduction to our School and Philosophy*

The W.I.D.E. School offers progressive, creative education for 150 families with 212 children as young as 6 weeks and currently up to 10 years old, with a vision to grow with our students. Our curriculum is tailored to each child, and children are honored and valued for their capabilities and individuality. They are encouraged to reach their fullest potential in a safe, inspirational, and nurturing environment.

We are heavily influenced by the Reggio Emilia Philosophy of learning which calls for a child-centered evolving curriculum that is largely executed through experiential, Project Based Learning, which encompasses a large scope of subjects depending on the project at hand. A child's natural sense of curiosity, about the world around them, will offer the adults in their presence vast opportunities to help the child discover and apply concepts of every discipline- visual arts, mathematics, science and technology, social studies, language arts, and movement arts. We strongly believe that an understanding and appreciation for nature fosters the growth of a complete and healthy individual.

We are committed to the development of the whole individual. Eating and growing clean, whole foods is central to this goal. In our school, our children begin their journey of learning and exploring whole foods in infancy. As children grow, they become gardeners before they walk and egg collectors soon after. With our Rediscovering Food program, our children are in a long-term investigation of eating whole foods, exploring them inside and out, gardening, and cooking. As they learn about foods, soil, and plants we see them make purposeful choices about food and the environment. It is our responsibility to support them on this journey in every way we can- including at home and after school with our 4H Club.

W.I.D.E. stands for Wonder, Investigate, Discover, and Educate, and embraces not only our students and their families, but also the community at large. In our philosophy, the children are the collective responsibility of the local community, and it is their reciprocal purpose as young citizens to extend their responsibilities beyond the classroom and the perimeter of our new campus. It is our purpose as educators to offer learning opportunities to individuals beyond our immediate community.



## Vision

*"There's a generation now that didn't grow up in nature. Some of these adults are parents and they know that nature is good for their kids but they don't know where to start."  
- Richard Louv, Last Child in the Woods*

In collaboration with the City of Missouri City and Buffalo Run Park, it is our vision to build the Community Garden to be a safe, inspirational, and nurturing environment used as a collective platform to offer educational programming, community events, and volunteering opportunities that foster an intrinsic appreciation for nature, centered around service, healthy living, outdoor life skills, and the arts, for our school and our community. We envision the formation of long-term, inter-generational and inter-organizational relationships founded in the care and appreciation for the Community Garden and the Park.

It is our mission to:

- Offer our community educational opportunities, social events, and volunteer workdays to foster a sense of stewardship to maintain the Community Garden and the Park.
- Collaborate with other organizations and individuals that share a similar vision and mission to co-create events and workshops centered on service, healthy living, outdoor life skills, and the arts.
- Offer our students the opportunity to visit the Community Garden on a regular basis for educational programming that falls in line with the school's curriculum and the park's needs.
- Use harvested food for our Rediscovering Food program and offer a portion for donation to a local, charitable organization.

Our Club W.I.D.E. after school program offers membership in 4H. Following the Head, Hearts, Hands, and Health motto of "Learn by Doing," our students and parent volunteers have embarked on an exploration of outdoor living, further fostering awareness and stewardship for the environment. We hope to use the Community Garden and Buffalo Run Park as an outdoor classroom, service-learning platform, and council space for our 4H Club.



### *What We Can Offer*

Our staff comes from a wide range of backgrounds and professions. Most of our staff are professionals in their field who have found a passion and purpose in teaching, and a place to creatively grow within our school. In addition to our staff, our families hold a strong role in the education of our children, and we envision their active participation in our events and activities. We hope to offer our combined skills and experiences in this collaborative endeavor.

In addition to their experience in education, our current staff holds professional experience and standing in:

- Visual arts- Painting, sculpture, ceramics, projection mapping, photography
- Dance- modern, African, hip-hop, ballet
- Electronic Music Production
- Classical Instrumentation
- Coding/Robotics/Technology
- Outdoor education and survival
- Yoga and meditation
- Nutrition
- Raw Cooking
- Mathematics
- Aquatic and Fisheries Science
- Chemistry
- Horticulture
- Creative Writing
- Languages- Spanish, French, Italian, Chinese, Farsi
- Fashion
- Competitive chess
- Communications

It is our intention to use our combined contacts to invite other professionals to offer their knowledge in the form of workshops and seminars.



*Potential Ideas for Community Events and Workshops*

Service	Healthy Living	Outdoor Skills	Arts
Park Cleanup Day	Yoga	Composting 101	Still Life Drawing
Garden Harvest Fest	T'ai Chi	Survival Skills	Modern Dance
Live Music Fundraisers	Farmers Market	Brick Oven Construction	Nature Art
Restoration Projects	Raw Cooking Classes	All About Pollinators	Community Singing
	Brick Oven Pizza Cooking	Geocaching	Drum Circles
	Cooking with Fresh Herbs	Fisheries Studies	Theater in the Garden
	Family Campfire		

*Next Steps*

Granted the opportunity for this collaboration, The W.I.D.E. School would hold a gathering for involved parties to decide on a calendar for the first 6 months of the project, assigning a coordinator and the key personnel needed for every event. The project would run on a 1-year trial, with the potential for 3-5 year commitment upon completion of the first successful year, as agreed by The W.I.D.E. School, the City of Missouri City, and Buffalo Run Park.



COMMUNITY EVENT PARTICIPATION  
APPLICATION

Submit to:  
City of Missouri City  
Parks and Recreation Department  
1522 Texas Parkway  
Missouri City, Texas 77459

Please complete the following application. You may attach additional pages if necessary.

Name of Applicant: KATHERINE AND EVERETT ROBINSON FOUNDATION

Address: 5090 RICHMOND AVE. STE. 1216  
HOUSTON, TX 77056

Email: KP@urbanphilbykp.com Phone: 713-936-3072

Designated Contact: KARENIA POKE

Email: KP@urbanphilbykp.com Phone: 713-936-3072

Request: Media Relations

Funding \_\_\_\_\_

Waive Facility Permit Fees \_\_\_\_\_

Other \_\_\_\_\_

YES  NO  Have you or will you receive funding for this program from other sources?

YES  NO  Are you aware of any other City program providing this service?

Event Description: THERE WILL BE A FARMER'S MARKET OPEN TO THE PUBLIC.

SITE FOR NON-VIOLENT JUVENILE OFFENDERS TO RECEIVE COMMUNITY SERVICE  
HOURS. VOLUNTEER WORK DAYS OPEN TO THE PUBLIC INCLUDING SENIORS, VETERANS  
AND STUDENTS.

## COMMUNITY EVENT PARTICIPATION

How does or will this program benefit the City of Missouri City? THE SITE PROVIDES A SAFE PLACE FOR SENIORS & VETERANS TO MEET, EXERCISE AND VOLUNTEER. OUTDOOR CLASSROOM FOR STUDENTS IN MISSOURI CITY. PROVIDE FARMERS MARKET WITH AFFORDABLE FRUITS AND VEGETABLES. PROVIDE VENUE WHERE DIFFERENT CULTURES & ETHNICITIES WORK TOGETHER.

% of Missouri City residents served by event: \_\_\_\_\_

Years non-profit organized: 3 YRS 3 YRS

Number of staff/board members: Staff: 3 Board: 3

Number of volunteers: \_\_\_\_\_

Experience in Event area: KAREN POKE is the Master Gardener that over saw the construction of community engagement <sup>on behalf</sup> for the original owners Meals For Change. Micah Woods is currently the Agriculture Science teacher at ELKINS High School. Mr. Woods and the students at ELKINS built the garden beds.

Names and titles of officers and board members with addresses: Attached?

Financial Capabilities/Budget: Attached?

Current funding sources and levels: Attached?

Previous City sponsorship requested: \_\_\_\_\_

YES  NO

A report on how funds were spent will be filed within 60 days following close of the event.

YES  NO

We agree to adhere to the reporting requirements above.

We, the undersigned, do hereby attest that the above information is true and correct to the best of our knowledge. (Two signatures required.)

Karena Poke

[Signature]

3/20/17

## Lettuce Live Project

### **Names of Directors**

Karena Poke – President

Micah Woods - Program Director

### **Financial Capabilities**

We will continue to apply for grants that will support to maintain the upkeep of the garden. Our goal is to have our first Farmers Market November 2017.

Funding will be used to maintain the garden and develop edible fruit tree landscaping.

Lettuce Live is an urban farm project designed to educate students, seniors, refugees and veterans about eating to thrive and navigating the food systems where they live while providing the community with the resources and tools to address their entire family's overall well being.

We were instrumental in the development, construction and implementation of the Missouri City Community Garden (MCCG). The students in Micah Woods Agriculture Science class were commissioned to build all of the raised garden beds at the MSCG. Our goal is to allow other schools in the area access to our outdoor learning lab. In addition to the outdoor learning lab the garden will serve as a place where juvenile offenders are able to earn community service hours.

We are committed to creating a multi-use community centerpiece for the Missouri City community. With our guidance the garden will become more than just raised beds with fruits and vegetables; instead it will become a centerpiece that encourages families to become more engaged in their health by providing them with access to organic fruits and vegetables along with hosting hands-on outdoor classes that educate students and their families about the nutritional benefits they receive when they consume more fresh fruits and vegetables.

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2929 Briarpark Drive, Suite 600, Houston, Texas 77042  
t 713.953.5200 f 713.953.5026 LJA.com TBPE F-1386 TBPLS 10110501

June 27, 2017

Mr. Randy Troxell  
City of Missouri City – Assistant Parks Director  
2701 Cypress Point Drive  
Missouri City, Texas 77459

Re: Liberty Ridge Sections 1&2 – Park Land Dedication & Fees  
Fort Bend Water Control & Improvement District No. 2 –FBWCID No. 2  
LJA Job No. 2457-0001 (6.0)

Dear Mr. Troxell:

Attached is a copy of the Preliminary Plat for Liberty Ridge Sections 1 & 2. In accordance with Section 82-174 of City of Missouri City Code of Ordinances. The developer is proposing to dedicate Reserves O and H as Private Park Land totaling 0.942 acres, which will be maintained by the Developments HOA. The Development contains 161 total dwelling units which requires a total of 1.61 acres of Park Land Dedication.

The developer will pay a fee to the City of Missouri City for half of the Park Land Dedication leaving 0.805 acres of Private Park Land Dedication which will be maintained by the HOA.

The Developer proposes following:

- \$1,400.00 per dwelling unit for half the number of dwelling units totaling \$112,700.00
- Dedicate Reserves O and H as Private Park Land totaling 0.942 acres

The dedication of half the park fees and half private park land will satisfy the City's Park Land Dedication Requirement in accordance with Section 82-174 of the City of Missouri City Code of Ordinances.

If you should have any questions or require additional information in order to approve the construction plans, please contact me at 713.953.5034.

Sincerely,

A handwritten signature in black ink, appearing to read 'Randy Bowles', written over a horizontal line.

Randy Bowles  
Senior Project Manager

RB/lb

Attachment(s)

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## Missouri City Parks & Recreation Parks Operations Report July 2017

### **Routine Maintenance**

- Completed inspection of all park properties including playgrounds, park amenities and trails
- Completed litter collection at all park locations
- Completed weekly softball field preparation and mowing
- Continued herbicide applications along fence lines in right-of-ways, park areas and various city facilities
- Inspected all playgrounds for ants and weeds
- Mowed and striped the lighted field at Roane Park for lacrosse practice
- In-house finish mowing park properties as needed
- Cleaned drain filters at Hunters Glen Park sprayground / splashpad
- Completed monthly playground inspections

### **Operations / Projects / Logistics**

- Completed a tractor mowing cycle
- Set up for, participated in, and cleaned up after the 4<sup>th</sup> of July Celebration event
- Provided support for the ribbon cutting of Gregory Blvd
- Began removal of old playground and preparation for new playground at Quail Valley North Park
- Completed windscreen replacement on all tennis courts at the Recreation & Tennis Center
- Replaced a broken fence rail at Sta-Mo Sports Complex
- Removed fallen trees from the water of channel 'A' south of American Legion Park
- Moved the lacrosse goals to Ridgeview Park for the Introduction to Lacrosse Clinic
- Replaced a litter barrel at Buffalo Run Park
- Installed old windscreens on construction fencing around Community Center Plaza renovation
- Replaced flags at City Hall and Public Safety Headquarters

### **Forestry / Horticulture**

- Provided logistical support for 4<sup>th</sup> of July Celebration
- Performed herbicide treatments at Independence Park & Buffalo Run Park
- Watered trees
- Trail clearing/pruning and chipping at Buffalo Run Park
- Storm damage clean-up at multiple parks
- Herbicide treatment at Hunters Trail, Hunters Trail Park, Independence Park, and Buffalo Run Park
- Pruned and sprayed Right Tree Trail trees at Ridgeview Park
- Removed dead trees at Ridgeview Park and Cartwright Road
- Irrigation repairs at Recreation & Tennis Center

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### New Plantings & Features

May was the finale of planting season, with two additional trees planted at MacNaughton Park. The trees were dedicated to Patty Kreitz by the Exchange Club. Renovations were also finished at several flower bed areas, including Buffalo Run Park, PSHQ, Rec & Tennis Center and City Hall. Renovations included plant replacement and irrigation system repairs.



## Tree Pruning & Landscape Maintenance

The end of planting season means a transition of the Forestry Program into routine maintenance and storm response. 2,315 trees were planted since last fall and now need to be watered throughout the first summer. Fortunately, late May brought several rain storms; however these storms did cause a reasonable amount of tree damage to a few mature trees along Cartwright Rd, GCWA trail, and Oyster Creek Trail.

Renovations to the Tree Farm were also completed, including re-potting about 150 trees to be planted in parks in future years.

Routine maintenance included mulching at Quail Valley North Park, and pruning & mulching at Quail Green West Park. Weeds are actively growing in all parks, which requires herbicide treatments and fire ant control around all establishing trees. The Forestry Division has begun its summer pesticide and fertilization treatments at Ridgeview Park, Buffalo Run Park, Oyster Creek Trail, Freedom Tree Park, Hunters Trail Park, Independence Park, and First Colony Trail.



## Events & Outreach

This month, the City Forester teamed up with MCTV staff to create a new edition of Kids Corner, which answers the question of what Missouri City staff does with trees wood when the tree is pruned or removed. The Kids Corner series is viewable on YouTube.



### New Plantings & Features

There were no new plantings or installations in June.

### Tree Pruning & Landscape Maintenance

Tree fertilization and herbicide applications were completed at Hunters Trail Park, Sta-Mo, First Colony Trail Park, and Freedom Tree Park. In addition, all trees at Freedom Tree Park were pruned and mulched. In preparation for the Juneteenth event and parade, many of the median trees on Independence Blvd, Grand Park Blvd, and Lexington Blvd were pruned, mulched, and fertilized. The remaining city-maintained trees on Lexington & Independence Boulevards will be completed in July. Several irrigation system repairs were made at the 90A landscape area and Rec & Tennis Center. The repairs at the Rec & Tennis Center are ongoing. Three dead trees were removed and stumps grinded on the Cartwright Rd medians. Extensive pruning was started at Buffalo Run Park and will continue well into July.



Freedom Tree Park



Independence Blvd



### Events & Outreach

The City Forester had the honor of presenting at the Keep Texas Beautiful Conference in San Antonio, on June 12<sup>th</sup>. The presentation featured the Edible Arbor Trail and Edible Earth Festival. The Forestry program also provided multi-day assistance with the Juneteenth event and parade. Finally, all Forestry staff participated in the Missouri City staff conference on June 21<sup>st</sup>.



### New Plantings & Features

There were no new plantings or installations in July.

### Tree Pruning & Landscape Maintenance

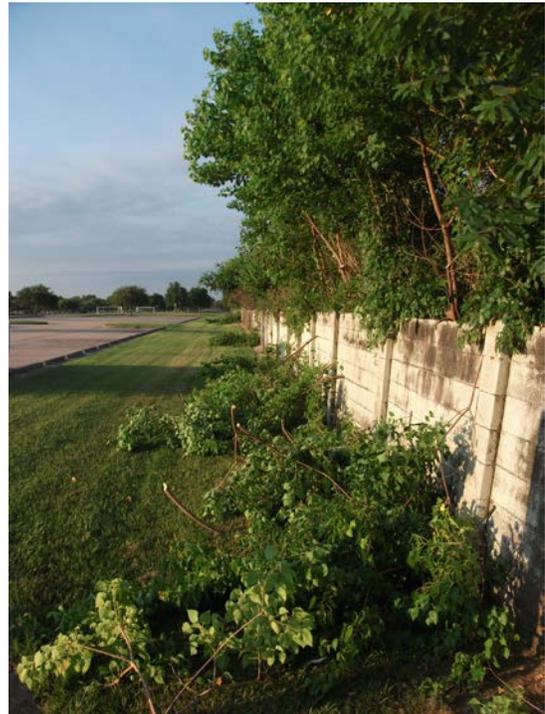
July maintenance included herbicide applications at the following parks: Independence Park, Buffalo Run Park, Hunters Trail & Park, and Ridgeview Park. All tree mulch circles were sprayed to control weed competition and several invasive and toxic vines were cut and sprayed at Buffalo Run Park.

Major irrigation repairs were conducted at the Tennis & Recreation Center, including the replacement of the main control panel. Several breaks were also repaired throughout the facility.

Significant tree pruning was conducted Buffalo Run Park and Community Park. The entire trail system and all pedestrian and vehicle passage areas at Buffalo Run were cleared of encroaching vegetation, including many areas infested by poison oak and ivy. The entire western fence line at Community Park was raised to allow clear passage for mowers and pesticide management.



Two large, dead trees were removed at Ridgeview Park and Cartwright Rd. The Ridgeview Park tree was toppled by a storm and the Cartwright Rd tree was killed by a disease.



July was a relatively dry, hot month, which required a significant need for new tree watering. Several days were spent filling water bags at 8 different parks.

## Events & Outreach

The Forestry program provided set-up, day-of-event, and clean-up assistance for the 4<sup>th</sup> of July Event.

# PARKS & RECREATION

DEPARTMENTAL REPORT: MAY 28 - JUNE 10, 2017

## Recreation

Parks & Rec's monthly e-newsletter was recently sent out to 4,059 subscribers.

### Recreation Programs

- Parks & Rec's 5th Annual **Summer Day Camp** commenced last week and is off to a great start. 50 campers enrolled for Week 1, and over 60 for Week 2. Spots are still open, so register your camper today! Weekly sessions are happening through August 4th.
- On Monday, June 5th, 40 participants got a behind-the-scenes look at our city for the first segment of our new **'How Does It Work?'** program series, which included a tour of the City's Public Works Department, sign shop, traffic control center, fleet, and animal shelter.
- Our **Afternoon with an Expert** on Wednesday, June 7th featured Dr. Kent of Memorial Hermann, who discussed ways to treat and manage joint pain. 18 seniors attended and the free presentation received a positive response.
- **Senior Bingo** secured a sponsorship commitment from Windsor Quail Valley for 4 Bingo prizes each month until the end of 2017. Join us monthly for the chance to win one!
- Start your morning with fun and games at **The Breakfast Club**, at the Rec & Tennis Center Wednesday mornings from 9-11 am. Free coffee and snacks are provided!



Enjoying games and snacks at *The Breakfast Club*, open for all on Wednesday mornings.

### Upcoming

- **Cooking Class for Kids** is a day camp-style program that will give your child the opportunity to explore the world of science through cooking. Storybook Cooking is offered for ages 5-7, and Food Truck Creations is offered for ages 8-12, from June 26 - 30.
- This month's **Senior Field Trip** is at the Bayou Wildlife Zoo in Alvin, where attendees will enjoy an up-close visit with exotic animals. Join us for a wild fun time on Tuesday, June 27th!
- We are finalizing plans for the City's **July 4th Celebration**, which will be hosted at Buffalo Run Park. Check out the flyer below for more information!

### Tennis Programs

- **Adult Open Drills** continue to be offered on Mondays from 7 - 8:30 pm, Thursdays from 9 - 10:30 am, and on Saturdays from 8:30 - 10:00 am. Brush up your skills with one of our qualified coaches!
- The **Junior Tennis Program** is offered Tuesdays and Thursdays and has an average of 12 players.
- Enjoy a morning of **Open Play Tennis** on Saturday, June 17th from 9 am - 12 pm.
- **Junior Tennis Summer Camp** is happening Monday - Thursdays from 8:30 am - 11:30 am for ages 6-16. Get your player enrolled to practice the fundamentals of forehand, backhand, service, volley, overhead and conditioning!



Junior Tennis Camp, now offered at the Rec & Tennis Center for tennis players ages 6-16.

### Facility Rentals

- **The Multi-Purpose Rooms at the Rec Center** hosted **5 events for a total of 142 people:**
  - ◇ 2 graduation parties, 2 board meetings for AARP and Missouri City Green, and a baby shower.
- **The Community Center** hosted **3 events for a total of 400 people:**
  - ◇ 3 parties for birthdays and graduations.
- **Nearly 50 Park Pavilions** were reserved for a variety of gatherings, for a total of 900 people.
- **20 Athletic Fields** were reserved for various soccer, lacrosse, and softball practice and games.

## Parks

### Park / Facility Maintenance

- Our Parks Crew completed routine maintenance, including inspections, litter collection, and finish mowing at all park properties, including playgrounds, park amenities and trails.
- Diagnosed the issue of the splashpad at Hunters Glen Park which stopped working; ordered replacement parts so it can be running again as soon as possible.
- Repaired a leaking hose bib and clogged floor drain at Community Park Pavilion 1.
- Repaired a broken fence and broken bleachers at Sta-Mo Sports Complex; replaced a barrel holder at the Little League Complex of Community Park; repaired broken irrigation lines at Lexington Village Park.
- Installed street signs for Juneteenth.

### Forestry / Horticulture

- Completed clean-up from the recent storm damage.
- Applied pesticide treatment at 17 of our 20 parks.
- Fertilized trees at Independence Park, Sta-Mo, Hunters Trail Park, and First Colony Trailhead.

### The Rec & Tennis Center

offers weekly programs for people of all ages:

Pickleball • Yoga • Senior Strength Training • Tennis Lessons • Tai Chi • Fit Camp • Mah Jongg • Acrylic Painting • And More!

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# PARKS & RECREATION

DEPARTMENTAL REPORT: JUNE 11 - JUNE 24, 2017

## Recreation

On Wednesday, June 21st, Parks & Rec staff attended the City of Missouri City's first Employee Engagement Conference at the City Centre at Quail Valley. Staff were inspired and motivated to excel as employees and leaders through group sessions and interactive seminars.

### Program Outcomes

- 61 campers enrolled for last week's **Summer Day Camp**, and they had a BALL! Guest speaker and original Harlem Globetrotter Thunder talked about bullying, answered questions and showed off his skills. Summer Day Camp is offered in weekly sessions through August 4th.
- **Senior Bingo Night** had a total of **100** players join us for pizza, snacks, and of course, Bingo! Windsor Quail Valley sponsored the evening's 4 Bingo prizes.
- 9 were in attendance for June's **Senior Foodies** group, including 2 new foodies. This month, foodies met at Orient Café in Township Square for traditional Chinese cuisine.
- **Cooking Class for Kids** - Our day camp-styled Food Truck Creations cooking class for ages 8-12 filled up completely! 13 culinary enthusiasts joined our class for the week.

### Upcoming Programs & Events

- Join us for our annual **July 4th Celebration**, which takes place at Buffalo Run Park. The event includes free entry, food and beverages for purchase, and a fantastic fireworks show at 9:15 pm.
- Fly over to our next **Afternoon with an Expert** session July 12th at 1 pm to learn all about butterflies!
- The next **Breakfast & Bingo** happens July 20th at 9 am. Don't miss the fun (and food)!
- **The Breakfast Club** is a great way to start your morning! This social group meets at the Rec & Tennis Center Wednesday mornings from 9-11 am. Free coffee, snacks and games provided!

### Tennis Programs

- **Junior Tennis Drills** on Tuesdays and Thursdays have a consistent average of 12 players.
- 10 Junior players attended the **Junior Meetup** playdate Saturday, June 24th.
- Registration for our **Wimbledon Mixer** on July 8th is already full, with a total of 48 players.
- **Junior Tennis Summer Camp** is happening Monday - Thursdays from 8:30 am - 11:30 am for ages 6-16. Get your player enrolled to practice the fundamentals of forehand, backhand, service, volley, overhead and conditioning!

### Facility Rentals

- **The Multi-Purpose Room at the Rec Center hosted 5 events for a total of 160 people:**
  - ◊ Including a farmer and landowner workshop, HOA meeting, and married couples' event.
- **The Community Center Auditorium hosted 3 events for a total of 215 people:**
  - ◊ Including a rehearsal, wedding and reception, and the annual Juneteenth celebration.
- **Over 25 Park Pavilions** were reserved for a variety of gatherings, for a total of 450 people.
- **21 Athletic Fields** were reserved for various soccer, lacrosse, and softball practice and games.



Guest Speaker and Original Harlem Globetrotter Thunder, at Parks & Rec's Summer Day Camp



Our Senior Foodies at this month's eatery: Orient Cafe

## Parks

### Park / Facility Maintenance

- Our Parks Crew completed routine maintenance, including inspections, litter collection, and finish mowing at all park properties, including playgrounds, park amenities and trails.
- Cleaned the drain filters and replaced the controller for Hunters Glen Park's splashpad.
- Completed weekly softball field prep for Tuesday and Thursday night games.
- Continued working on trail lights and sport field lights at Hunters Glen Park.
- Placed and removed street flag stands for Flag Day.
- Filled a hole on the GCWA trail at the Ashmont Bridge.
- Picked up trash bags from a weekend cleanup on S. Gessner.
- Uncrated and replaced old chairs with new ones at the Community Center Auditorium.
- Provided logistical support for the annual Juneteenth festival events, including parade & concert.
- Installed signs for July 4th Celebration.
- Removed graffiti from a slide at Bicentennial Park.

### Forestry / Horticulture

- Pruned and mulched at Independence and Lexington Boulevards.
- Gave a presentation at the annual Keep Texas Beautiful conference.
- Provided logistical support for the annual Juneteenth Festival.
- Completed irrigation repairs at 90A and the Rec and Tennis Center.
- Performed landscaping at the Parks facility.

Business meeting, birthday party, family gathering? We can host (and have hosted) them all!

Give us a call so we can accommodate you for your next big event.

**281.403.8637**

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# PARKS & RECREATION

DEPARTMENTAL REPORT: JUNE 25 - JULY 8, 2017

## Recreation

The monthly Parks & Rec e-newsletter was recently sent to our 4,057 subscribers.

### Program & Special Event Outcomes

- Missouri City's **4th of July Celebration** brought in an estimated 7,500 guests throughout the day. The city-wide collaboration included family friendly activities such as inflatables, rides, face painting, an amazing speed painting performance and of course, fireworks! Check out the full event highlight on the following page.
- 42 campers enrolled in **Summer Day Camp** last week. Summer Day Camp is offered in weekly sessions through August 4th, with the last week being a special Lego Jedi Engineering camp!
- Our latest **Senior Field Trip** included a visit to the Bayou Wildlife Zoo! We had a total of 40 join in for a safari-style meet and greet with the animals. Afterwards, they headed to Joe's BBQ for lunch, with a final stop to Froberg's Farm for fresh produce and freshly baked goods.

### Current/Upcoming Programs & Events

- The next **Senior Breakfast & Bingo** is set for July 20th at 9 am, and includes breakfast and prizes.
- Our second **Introduction to Lacrosse** will be held July 22nd at Ridgeview Park. Stop by anytime between 10 am and 12 pm to learn the fundamentals of the fastest growing sport in America!
- **Summer Dance Camp** will be at the Rec Center July 24th - 28th from 12 - 4 pm, and introduces children ages 4-12 to the fundamentals of ballet, hip-hop and pom pom.
- **Pickleball** is such a popular activity at the Rec & Tennis Center that we are hosting **PICKLEDON**, a fun co-ed tournament, happening July 28th at 7 pm. 20 of the 22 slots available are already full!

### Tennis Programs

- Monday's **Quick Start** and Tuesday's **Junior Tennis** classes were canceled for July 4th. The **Quick Start** program for beginners resumed on Wednesday, July 5th, with 8 total students in attendance.
- Our **Wimbledon Social Mixed Doubles Tournament** was held last Saturday, July 8th, with a total of 50 players registered. Participants sported all-white Wimbledon attire, and a jolly good time was had by all! Check out the full event highlight on page 3.

### Facility Rentals

- **The Multi-Purpose Room at the Rec Center** hosted an AARP board meeting for 15 people.
- **The Community Center Auditorium** hosted 2 events for a total of 300 people:
  - ◇ Including a retirement celebration and a surprise party.
- **Over 25 Park Pavilions** were reserved for a variety of gatherings.
- **Over 25 Athletic Fields** were reserved for various soccer, lacrosse, and softball practice and games.



A fun wild time at Bayou Wildlife in Alvin for June's senior trip



Enjoying complimentary omelets to kickstart the Wimbledon Tennis Mixer July 8th



One of the many fun rides at the Annual 4th of July Celebration

## Parks

### Park / Facility Maintenance

- The Parks crew completed routine maintenance, including inspections, litter collection, and finish mowing at all park properties, including playgrounds, park amenities and trails.
- Completed weekly softball field prep for Tuesday and Thursday night games.
- Cleaned the drain filters at Hunters Glen Park splashpad.
- Finish mowed and tractor mowed properties as needed.
- Prepared equipment, materials, and the site for the 4th of July Celebration.
- Mowed the Hurricane Lane extension and set up a canopy for Hurricane Lane ribbon cutting and Trammel Fresno groundbreaking ceremonies.
- Completed repairs of trail lights at Hunters Glen Park.
- Trimmed limbs that were blocking street lights at Buffalo Run Park.

### Forestry / Horticulture

- Performed herbicide treatment at Buffalo Run Park.
- Pruned and fertilized trees at the Buffalo Run Park trail.
- Removed dead trees and grinded down stumps.

**The Parks maintenance and forestry crew were instrumental in the set-up, takedown and clean-up of the 4th of July Celebration.**

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# PARKS & RECREATION

DEPARTMENTAL REPORT: JULY 9 - 25, 2017

## Recreation

### *Program/Event Outcomes*

- Saturday, July 22nd was a mix of rain and Texas heat, but that didn't stop dozens of youth from going to our **Introduction to Lacrosse** clinic at Ridgeview Park. The next lacrosse clinic will be August 12th at Ridgeview Park.
- 67 bingo-goers joined us for **Senior Breakfast & Bingo** on July 20th, with Windsor Quail Valley sponsoring the morning's prizes.
- 57 campers enrolled in **Summer Day Camp** the week of July 10th, and 60 enrolled for the week of July 17th.

### *Current & Upcoming Programs/Events*

- 21 dancers between ages 4-12 registered for our **Summer Dance Camp** from July 24 - 28.
- **Line Dancing** at the Rec continues to be offered on Wednesdays from 9 - 10 am, and has a strong turnout with 6-10 participants at each class.
- **Pickledon** is happening July 28th at the Rec & Tennis Center from 7 - 10 pm. With 24 players total, registration is now full for this fun Wimbledon-style pickleball tournament!

### *Tennis*

- New **Adult Beginners' Tennis** class began Wednesday, July 19th. 5 players are enrolled.
- Missouri City's Lucky Aces 4.0 Ladies team, captained by our Tennis Administrator Cristina Escamos, won the Houston City Playoffs Sunday, July 23rd. The team will advance to Sectionals on August 11th - 13th in Dallas, Texas.
- Missouri City's 3.0 Ladies team Simply Smashing won the Houston City Playoffs and will be advancing to Sectionals as well. Congrats, ladies!

### *Facility Rentals*

- **The Multi-Purpose Room at the Rec Center hosted 4 events for a total of 160 people.**
  - ◊ Including 3 business meetings and a baby shower.
- **The Community Center Auditorium hosted 3 events for a total of 550 people:**
  - ◊ Including 2 weddings and a birthday party.
- **Over 20 Park Pavilions** were reserved for a variety of social gatherings.
- **Over 20 Athletic Fields** were reserved for sport practice and league games.



Our wonderful helper handing out donuts for Senior Breakfast & Bingo



Our awesome dance instructor Latasha Gray (in front), taking a pose with our line dancers.

## Did you know...

The first sprayground in Fort Bend County was built in 2009 at Hunters Glen Park! This unique and fun amenity is open each summer from Memorial Day through Labor Day, 10 am to 8 pm.



## Parks

### *Park / Facility Maintenance*

- The Parks crew completed routine maintenance, including inspections, litter collection, and finish mowing at all park properties, including playgrounds, park amenities and trails.
- Completed weekly softball field prep for Tuesday and Thursday night games.
- Cleaned the drain filters at Hunters Glen Park sprayground.
- Completed a tractor mowing cycle.
- Began windscreen replacement on all tennis courts at the Recreation & Tennis Center.
- Began and continued removal of old playground and prep for new playground at Quail Valley North Park.
- Completed windscreen replacement on all tennis courts at Rec & Tennis Center.
- Replaced a broken fence rail at Sta-Mo Sports Complex.
- Removed fallen trees from the water of Channel 'A', south of American Legion Park.
- Transferred the lacrosse goals to Ridgeview Park for the Introduction to Lacrosse clinic.
- Replaced a litter barrel at Buffalo Run Park.

### *Forestry / Horticulture*

- Buffalo Run Park trail clearing & chipping.
- Watered trees.
- Irrigation repairs at the Recreation & Tennis Center.
- Storm damage clean-up at multiple parks.
- Herbicide treatment applied at Hunters Trail & Hunters Trail Park.
- Pruning and chipping at Buffalo Run Park.