

MINUTES OF THE SPECIAL MEETING OF THE CITY OF TOMBALL PARKS, RECREATION AND BEAUTIFICATION ADVISORY BOARD, HELD ON **MONDAY, JANUARY 5, 2004**, AT 5:30 P.M., TOMBALL CITY HALL, CONFERENCE ROOM, 401 MARKET STREET, TOMBALL, TEXAS, 77375

1.0 MEETING WAS CALLED TO ORDER BY CHAIRMAN PAT BAILEY. OTHER MEMBERS PRESENT:

LATRELL SHANNON
DANE DUNAGIN
MARY HARVEY
LESSIE UPCHURCH

OTHERS PRESENT:

MARY COKER, ASST. CITY MANAGER
DORIS SPEER, CITY SECRETARY

3.0 NO REPORTS AND ANNOUNCEMENTS WERE RECEIVED.

4.0 MOTION WAS MADE BY LATRELL SHANNON TO APPROVE MINUTES OF SPECIAL MEETINGS OF NOVEMBER 3, 2003 AND DECEMBER 9, 2003; SECOND BY MARY HARVEY.

MOTION CARRIED UNANIMOUSLY.

DISCUSSION/ACTION REGARDING THE FOLLOWING ITEMS:

5.0 NEW BUSINESS:

5.1 THE "HOLIDAY AWARD" PROGRAM WAS DISCUSSED, SEVERAL SUGGESTIONS FOR IMPROVED PUBLICITY AND PARTICIPATION:

- A. CHANGE HEADING ON "NOMINATION FORM" TO "ENTRY FORM"
- B. INSTEAD OF FLYERS, MAKE QUARTER-PAGE NOTICES TO BE HANDED OUT BY BOARD MEMBERS AND TO BE PLACED AT VARIOUS LOCATIONS THROUGHOUT THE CITY
- C. SEPARATE DECORATIONS VIEWING NIGHT FROM THE WASSAILFEST AND THE MUSEUM TOUR; WOULD PREFER NOT TO HAVE A "TOMBALL HOLIDAY WEEKEND"
- D. CONTACT HOMEOWNERS ASSOCIATIONS AND SEND CONTEST INFORMATION TO THEM
- E. CONTACT INDIVIDUAL HOMEOWNERS AND ASK IF THEY WOULD LIKE TO ENTER THEIR HOMES IN THE CONTEST
- F. MOVE JUDGING DAY TO LATER DATE IN DECEMBER:
 - a. DEADLINE FOR 2004 WILL BE DECEMBER 13
 - b. JUDGING WILL BE HELD ON TUESDAY, DECEMBER 14

- c. SEND RESULTS TO NEWSPAPER(S) ON DECEMBER 15 TO RUN THE FOLLOWING WEEK
- d. RECOGNIZE WINNERS AT COUNCIL MEETING ON DECEMBER 20.
- G. YARD SIGNS ANNOUNCING WINNERS INSTEAD OF PLAQUES; PUBLIC WORKS CAN PICK UP THE SIGNS AFTER NEW YEARS DAY
- H. AWARDS WILL GO TO FIRST, SECOND AND THIRD-PLACE HOMES; FIRST AND SECOND PLACE FOR SMALL BUSINESSES; FIRST AND SECOND PLACE FOR LARGE BUSINESSES; AND FIRST AND SECOND PLACE FOR PLACES OF WORSHIP.

5.2 CONSIDERATION WAS GIVEN TO NOMINATIONS AND POSSIBLE VOTE FOR LANDMARK, HISTORICAL, HERITAGE OR SPECIAL STATUS TREES. NOMINATIONS WERE:

- A. "IRMA'S TREE" – TOMBALL REGIONAL HOSPITAL
- B. 100+ YEAR-OLD PEAR TREES ON INWOOD STREET

MOTION WAS MADE BY MARY HARVEY TO RECOGNIZE "IRMA'S TREE" – TOMBALL REGIONAL HOSPITAL AS AN HISTORICAL TREE, TO BE AWARDED AT COUNCIL MEETING ON JANUARY 19, 2004; SECOND BY LESSIE UPCHURCH.

MOTION CARRIED UNANIMOUSLY.

MOTION WAS MADE BY LATRELL SHANNON TO RECOGNIZE THE 100+ YEAR-OLD PEAR TREES ON INWOOD STREET AS LANDMARK TREES, TO BE AWARDED AT COUNCIL MEETING ON FEBRUARY 2, 2004; SECOND BY DANE DUNAGIN.

MOTION CARRIED UNANIMOUSLY.

LESSIE UPCHURCH NOMINATED THE SYCAMORE TREE LOCATED AT THE RAILROAD AND MAIN STREET, DUBBING IT "GINNY'S TREE," FOR CONSIDERATION AT THE MARCH MEETING.

5.3 NO NOMINATIONS WERE RECEIVED FOR BEAUTIFICATION AWARDS AND FOLLOW-UP LETTERS TO FORMER RECIPIENTS OF BEAUTIFICATION AWARDS. NO ACTION NECESSARY.

5.4 CONSIDERATION WAS GIVEN TO THE TOMBALL PARKS, BEAUTIFICATION AND RECREATION SURVEY RESULTS AND FIVE-YEAR PLAN FOR THE 2004-2005 BUDGET YEAR. DORIS SPEER WILL TABULATE RESULTS AND MAIL WITH MARCH AGENDA PACKETS.

MARY COKER ADVISED THAT AN OLD WELL SITE HAD BEEN FOUND ON THE PROPERTY NORTH OF THE LITTLE LEAGUE FIELDS; CONTRACTOR IS

WORKING TO TAKE CARE OF IT. CITY OF TOMBALL HAS RECEIVED A \$5,000 GRANT, WHICH WILL BE USED TO IMPROVE THIS PROPERTY.

CURRENT IDEAS FOR THE 2004-05 BUDGET RECOMMENDATION TO CITY COUNCIL ARE:

- A. INCLUDE \$4,000 FOR A TIERED TREE WITH LIGHTS AND BOWS FOR HERITAGE PLAZA, DUE TO SAFETY ISSUES OF VOLUNTEERS WHEN DECORATING PLAZA TREE.
- B. HIKE AND BIKE TRAIL FROM DEPOT TO PROPERTY NORTH OF LITTLE LEAGUE FIELDS AND ALONG HARRIS COUNTY DITCHES.
- C. WALKING PATH AROUND PROPERTY NORTH OF LITTLE LEAGUE FIELDS.
- D. ADDITIONAL TENNIS COURTS AT MATHESON PARK.

DANE DUNAGIN REQUESTED THAT THE PROPERTY NORTH OF LITTLE LEAGUE FIELDS BE DESIGNATED AS "OPEN PLAY" SO THAT ALL CITIZENS COULD USE THEM.

MARCH MEETING WILL BE A WORK SESSION FOR SURVEY RESULTS AND THE FIVE-YEAR PLAN FOR THE 2004-2005 BUDGET YEAR.

6.0 OLD BUSINESS:

7.0 DANE DUNAGIN MADE MOTION TO ADJOURN; SECOND BY LESSIE UPCHURCH.

MOTION CARRIED UNANIMOUSLY.

MEETING ADJOURNED.

(signed) Doris Speer

DORIS SPEER, TRMC
CITY SECRETARY

(signed) Pat Bailey

PAT BAILEY
CHAIR