**MEETING NOTES**

Brazos River Corridor Recreation Master Plan

Steering Committee Meeting

Held February 16, 2012, 1:30pm-3:30pm

Desired Outcomes

* Develop and adopt Mission Statement (statement of purpose)
* Adopt template and process for collecting existing plan data
* Discuss potential project costs & Identify potential sponsor(s) for each cost/task
* Form a GIS Committee & Identify lead/host organization for GIS database

In attendance: Beth, Joe, Kim, John, Janis, Kathryn, Chance, Lisa, Marta

Agenda Item: Announcements and/or Updates:

*Tom Wilcox resigned the Steering Committee because of his inability to attend the meetings for schedule conflicts.*

*Kim is still waiting to hear from the City of Simonton about their desire to send a representative to the Steering Committee meetings.*

Agenda Item: Review, Discuss & Adopt Mission Statement. Discuss applications/functions of Mission Statement:

*After much discussion and the documentation of several ideas and changes, the NPS-RTCA staff, in consideration of all the commentary, proposes the following Mission and Vision Statements:*

Who we are: The Brazos River Corridor Recreation Master Plan Steering Committee

Our Mission: To create a collaborative plan that recommends priority projects for recreation and conservation within a specified corridor along the Brazos River in Fort Bend County.

Our Vision for the Brazos River:

In the future….

* The natural resources of the Brazos River are protected and appreciated by the community at-large.
* The Brazos River is celebrated as one of the most outstanding and unifying resources of Fort Bend County.
* Land trails, paddle trails and parks are seamlessly connected in a distinguished Brazos River Greenway.

Agenda Item: Review & Adopt Data Collection Template. Discuss process & timeline for collecting data. Identify volunteer to review each existing plan:

*Please see the chart below, called “Plan Review,” listing each plan for review, the volunteer charged with acquiring a copy of the plan, and the volunteer charged with reviewing the plan. If you come by an additional plan, please send the information to Marta at* *marta\_newkirk\_de\_la\_garza@nps.gov* *for addition to the chart.*

*Attached are: the Excel file for inputting your review data and an Instruction Sheet, explaining the various fields in the Excel file.*

*When you have input your data into the Excel file, please send it to Chance at* *chance\_kinnison@nps.gov**. IMPORTANT: Be sure to include your name in the name of the file. (Example: Kim Icenhower.xlsx )*

***These reviews are due to Chance by Tuesday, March 13. Please be prepared to present your findings in a brief 3-minute presentation at the March 15 meeting. Each person will be asked present on each plan they reviewed.***

Agenda Item: Discuss Potential Project Costs & Identify potential Sponsor(s) for each:

*Please see the chart below, called “Potential Project Costs” identifying possible costs in the planning process. Next to each possible cost is an identified sponsor. Costs labeled with a $ will require funding. Otherwise, sponsor organizations believe they can cover the costs in-house or in-kind.*

*In many cases NPS-RTCA volunteered to research the potential costs and return with a cost estimate. In other cases, others have volunteered to research potential costs.*

***Cost estimates are due by the March 15 meeting.***

Discuss and Form GIS Committee & Identify the Lead/Host Organization:

*A GIS Committee has formed to discuss the technical issues regarding our future maps and plans. The GIS Committee includes: Chance, Janis, Eric or Kimberley (Sugarland) and K.C. The GIS Committee will try to meet by phone in advance of our March 15 meeting.*

Discuss Next Steps and set Next Meeting Date:

**Next meeting is scheduled for Thursday, March 15, 1:30-3:30pm.**

Location: Greater Fort Bend Economic Development Council, One Fluor Daniel Drive, Sugar Land, TX, 77478. There will also be a call-in option.

Agenda Topics: Individual presentations of plan reviews, presentation by GIS committee, presentation of cost estimates

PLAN REVIEW

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| --- | --- | --- |
| PLAN | COLLECTED? | REVIEW |
| Ft Bend County Parks Master Plan | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif Shared – on website | John, Janis |
| City of Sugarland (River corridor, Parks & Open Space, Hike & Bike Trail) | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif On Sugarland website | Joe |
| City of Missouri City (Trails, Parks) | Lisa to collect, Joe has hard copy | Lisa  |
| Sienna Plantation (LID, Parks & Trails) | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif Shared – on website | Lisa |
| Camp Sienna Master – MUD 1 | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif Shared – on website | Lisa |
| City of Rosenberg | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif Kim has hard copy | Kim |
| Houston Wilderness | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif Shared – on website | Kim |
| Ft Bend County Thoroughfare Plan | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif Shared – on website | Janis |
| Toll Road Authority Plans | Kim to collect | Beth |
| Brazos River Authority | Kim to collect | Kim |
| Brazos Bend State Park | Kim to collect | Kim |
| West Ft Bend Management District | Kim to collect | Kim |
| Cullinan Park Master Plan | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif Shared – on website | Lisa |
| Ft Bend County MUD 25 | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif Shared – on website | Janis |
| Ft Bend County Precinct 1 Trail Plan | C:\Program Files\Microsoft Office\MEDIA\OFFICE12\Bullets\BD21301_.gif Shared – on website | Beth |
| Other LID Plans | Kim and Janis to collect | Kim |
| City of Richmond | Kim to collect | Kim |
| George Foundation Plans | Roland | Roland |

POTENTIAL PROJECT COSTS

|  |  |
| --- | --- |
| Mapping | GIS Committee to discuss and estimate $ |
| Surveying (Public Input) | NPS-RTCA to discuss with TAMU, Janis to discuss with Linda Shead (ex-TPL) estimate $ |
| Resource Inventory | Steering Committee in-house |
| Site Assessment | Steering Committee in-house |
| Writing | Steering Committee in-house |
| Editing | NPS-RTCA to research and estimate $ |
| Graphic Design | NPS-RTCA to research and estimate $ |
| Printing | NPS-RTCA to research and estimate $ |
| Interim Maps | Fort Bend Green and Van De Wiele in-kind |
| Workshop Expenses | Fort Bend Green to sponsor |
| Website | In-house – Utilize existing Fort Bend Green site  |