



City of Sugar Land

Parks, Art, Recreation, Culture, and Streetscapes Board Agenda

Sugar Land City Hall
2700 Town Center
Boulevard North
Sugar Land, TX 77479

Tuesday, July 8, 2025

Parks, Art, Recreation, Culture, and Streetscapes
Board Meeting
Cane Room 161
5:30 PM

I. Attention

Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through video conferencing means. A quorum of the City Council, Board and/or Commission will be physically present at the above-stated location, and said location is open to the public. Audio/Video of open deliberations will be available for the public to hear/view; and are recorded as per the Texas Open Meetings Act.

The meeting will live stream at <https://youtube.com/live/OE4loHA-94s?feature=share>.

II. Call to Order

III. Public Comment

Pursuant to Texas Government Code section 551.007, citizens are permitted to address the City Council, Board and/or Commission in person with regard to matters posted for consideration on the agenda. Each speaker must complete a "Request to Speak" form and give it to the City Secretary or designee, prior to the beginning of the meeting.

Each speaker is limited to 3 minutes, speakers requiring a translator will have 6 minutes, regardless of the number of agenda items to be addressed. Comments or discussion by City Council, Board, and/or Commission members, will only be made at the time the subject is scheduled for consideration.

For questions or assistance, please contact the Office of the City Secretary (281) 275-2730.

IV. Minutes

- A. Consideration of and action on the minutes of the April 8, 2025 meeting.
Linda Mendenhall, City Clerk

V. Workshop

- A. Review of and discussion on the Community Financial Sustainability Strategy.
Kimberly Terrell, Director of Parks & Recreation
- B. Review of and discussion on an update of the park development projects from the past twelve (12) months.
Fenglin Du, Parks Development Manager

VI. Director's Report

- A. Parks Topics
Upcoming Events
Recap April, May and June
Kimberly Terrell, Director of Parks & Recreation

VII. Adjournment

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact the City Secretary, (281) 275-2730. Requests for special services must be received 48 hours prior to the meeting time. Reasonable accommodations will be made to assist your needs.

The agenda and supporting documentation is located on the [City Website](#) under meeting agendas.



Parks, Art, Recreation, Culture, and Streetscapes Board Agenda Request July 8, 2025

Agenda Request No: IV.A.

Agenda of: Parks, Art, Recreation, Culture, and Streetscapes Board Meeting

Initiated by: Justin Perez, Agenda Coordinator

Presented by: Linda Mendenhall, City Clerk

Responsible Department:

Agenda Caption:

Consideration of and action on the minutes of the April 8, 2025 meeting.

Recommended Action:

Consider the minutes of the April 8, 2025 meeting.

Executive Summary:

Consider the minutes of the April 8, 2025 meeting.

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

Account Number (ORG-OBJ-Project): N/A

Attachments

1. 040825parcs_minutes



PARCS ADVISORY BOARD

MINUTES

Sugar Land City Hall
2700 Town Center Boulevard North
Sugar Land, Texas 77479

TUESDAY, APRIL 8, 2025

PARCS ADVISORY BOARD

CITY HALL ANNEX

AUDITORIUM

10405 CORPORATE DRIVE

SUGAR LAND, TX 77478

<https://youtube.com/live/yjoh0owJ6tA?feature=share>

5:30 PM

I. ATTENTION

A. *Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through videoconferencing means. A quorum of the City Council, Board and/or Commission will be physically present at the above-stated location, and said location is open to the public. Audio/Video of open deliberations will be available for the public to hear/view, and are recorded as per the Texas Open Meetings Act.*

The meeting will live stream at <https://youtube.com/live/yjoh0owJ6tA?feature=share>.

QUORUM PRESENT

All members of the Board were present. Kelly Reynolds arrived at 5:31 p.m.

II. PUBLIC COMMENTS

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Each speaker is limited to three (3) minutes, speakers requiring a translator will have six (6) minutes, regardless of the number of agenda items to be addressed. Comments or discussion by City Council, Board, and/or Commission members, will only be made at the time the subject is scheduled for consideration.

For questions or assistance, please contact the Office of the City Secretary (281) 275-2730.

No members of the public addressed the Board.

III. MINUTES

A. Consideration of and action on the minutes of the March 11, 2025 meeting.
Linda Mendenhall, City Clerk

Kelly Reynolds arrived at 5:31 p.m. for the meeting and did not vote on this item.

A motion to **Approve**, Item III-A, Approval of the minutes of the March 11, 2025 meeting was made by Andy Phan and seconded by Heather Guillen, the motion **Passed**.
Ayes: Ayes: Guillen, Johnston, Lim, Low, Maresh-Hansen, Phan, Pipes

Absent: Reynolds

IV. WORKSHOP

A. Review of and discussion on the City of Sugar Land 2025-2027 Strategic Action Plan.
Brittney Sinclair, Assistant Director of Strategic and Government Affairs

Kierra Dobbins, Strategic Initiatives Manager, gave a presentation, made comments and answered questions from the Board.

V. FACT, FINDING, AND RECOMMENDATION

A. Consideration of and action on a recommendation for the Fort Bend Hike for Hope Volunteer Planning Committee fee exemption appeal for City facilities use, to the City Manager.

Briana Williams, Assistant Director of Parks & Recreation

Briana Williams, Assistant Director of Parks & Recreation, gave a presentation, made comments, and answered questions from the Board.

A motion to **Approve**, Item V-A, Approval of a recommendation to the City Manager on the Fort Bend Hike For Hope Volunteer Planning Committee's appeal for fee exemption for the use of City facilities was made by Joan Maresh-Hansen and seconded by Sonny Johnston, the motion **Passed**.

Ayes: Guillen, Johnston, Lim, Low, Maresh-Hansen, Phan, Pipes, Reynolds

VI. DIRECTOR REPORT

A. Parks Topics
Upcoming Events
Recap March

Kimberly Terrell, Director of Parks and Recreation

Kimberly Terrell, Director of Parks & Recreation, gave a presentation, made comments, and answered questions from the Board.

VII. ADJOURNMENT

A motion to **Approve**, Adjournment at 6:16 p.m. was made by Andy Phan and seconded by Tracy Pipes, the motion **Passed**.

Ayes: Guillen, Johnston, Lim, Low, Maresh Hansen, Phan, Pipes, Reynolds

Linda Mendenhall, City Clerk





Parks, Art, Recreation, Culture, and Streetscapes Board Agenda Request July 8, 2025

Agenda Request No: V.A.

Agenda of: Parks, Art, Recreation, Culture, and Streetscapes Board Meeting

Initiated by: Kimberly Terrell, Director of Parks & Recreation

Presented by: Kimberly Terrell, Director of Parks & Recreation

Responsible Department: Parks

Agenda Caption:

Review of and discussion on the Community Financial Sustainability Strategy.

Recommended Action:

Review of and discussion on the Community Financial Sustainability Strategy.

Executive Summary:

The Parks & Recreation Department provides a variety of services to the public including public parks, recreation centers, classes, rental facilities and events. These services and the employees who provide them are funded through the General Fund. The Department has been working with a consultant over the last several months to develop a Community Financial Sustainability Strategy. This strategy serves to develop and utilize data in order to inform decision-making.

Staff will provide an update to the PARCS Board on the outcomes of the Community Financial Sustainability Strategy.

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

Account Number (ORG-OBJ-Project): N/A

Attachments

None



Parks, Art, Recreation, Culture, and Streetscapes Board Agenda Request July 8, 2025

Agenda Request No: V.B.

Agenda of: Parks, Art, Recreation, Culture, and Streetscapes Board Meeting

Initiated by: Fenglin Du, Parks Development Manager

Presented by: Fenglin Du, Parks Development Manager

Responsible Department: Parks

Agenda Caption:

Review of and discussion on an update of the park development projects from the past twelve (12) months.

Recommended Action:

Review of Parks Development Projects Completed Over the Past 12 Months

Executive Summary:

The City of Sugar Land Parks and Recreation Department is committed to delivering high-quality parks and recreational spaces that meet the diverse needs of our residents and visitors while consistently exceeding community expectations

Over the past 12 months, staff has completed a series of development projects aimed at enhancing community amenities and furthering this mission. These projects include:

1. Build-out of the Cardio Room at Imperial Park Recreation Center
2. New pavilion near the Butterfly Garden at Sugar Land Memorial Park
3. Installation of shade structures at the Brazos River Park playground
4. Installation of a shade structure at Imperial Park
5. Vehicular signage and wayfinding improvements at Brazos River Park and Memorial Park
6. Additional Parking at Sugar Land Memorial Park
7. Design and construction documentation for a future splash pad at Memorial Park

Staff previously provided the PARCS Board with a progress update on most of these projects in July 2024. Now that these projects are complete, staff will present an update on the outcomes and improvements achieved.

Budget

Expenditure Required: 0

Current Budget: 0

Additional Funding: 0

Funding Source: 0

Account Number (ORG-OBJ-Project): NA

Attachments

None



Parks, Art, Recreation, Culture, and Streetscapes Board Agenda Request July 8, 2025

Agenda Request No: VI.A.

Agenda of: Parks, Art, Recreation, Culture, and Streetscapes Board Meeting

Initiated by: Michelle Carroll, Administrative Manager

Presented by: Kimberly Terrell, Director of Parks & Recreation

Responsible Department: Parks

Agenda Caption:

Parks Topics

Upcoming Events

Recap April, May and June

Recommended Action:

Receive Director's Report

Executive Summary:

Director Kimberly Terrell will discuss with the board current hot topics, upcoming events for July and recap significant department happenings from April, May and June.

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

Account Number (ORG-OBJ-Project): N/A

Attachments

None