



City of Pflugerville

Minutes - Final - Draft

Parks and Recreation Commission

Thursday, May 18, 2017

7:00 PM

Pflugerville Recreation Center, 400 Immanuel Rd

Regular Meeting

Commissioners:

Christie Crouch, Chair

Jim McDonald, Vice Chair

Michael Owens, Secretary

Kimberly Castillo, Member

Raul Capetillo, Member

Sahaj Shah, Student Member

Lisa Ely, Alternate Member

Scott Langer, Member

1. Call to Order

Lisa Ely, Kimberly Castillo, Scott Langer and Michael Owens were in attendance. Sahaj Shah, Jim McDonald and Raul Capetillo were absent. Staff attending: James Hemenes, Parks & Recreation Director; Carly Cox, Parks Admin Tech.

2. Citizens Communication

There was no one present who wished to speak.

The Commission welcomes comment on parks and recreation items. Public comment that is made on an item that is not on the published agenda will only be heard by the Commission. No formal action, discussion, deliberation, or comment will be made. Each person providing public comment will be limited to three (3) minutes and will be asked to state his or her name and address for the public record.

3. Approval of Minutes

- 3A. [2017-5862](#) Discuss and consider action to approve the minutes from the Parks and Recreation Commission April 20, 2017 Regular Meeting.

Ms. Castillo made a motion to approve the April 20, 2017 regular meeting minutes. Ms. Ely seconded the motion. All were in favor. The motion carried.

4. Discuss Only

- 4A. [2017-5863](#) Director's Updates including information about the Project Status Report, Monthly Departmental Financials, FY18 Budget Submittals,

2017 Deutschen Pfest and Other Upcoming Special Events.

Ms. Crouch introduced the topic. Mr. Hemenes gave an update on the progress of the November 2014 Bond Election projects. Wilbarger Creek Park is in full design and the budget for this park is very tight. Mr. Hemenes and Ms. Aileen Dryden are working with the consultant to phase the development so the project does not go over budget. Discussion began on the architectural design for Wilbarger Creek Park. Mr. Hemenes continued on to the trail gap projects. The Bohls Loop Connection has been completed and Mr. Hemenes has an upcoming meeting regarding the Pecan/Kuempel easement. A bid was awarded for the Swenson Farms Trail Gap Project and that project has a 120 day construction schedule. Stone Hill Park early grading is complete and sidewalks are currently going in. Pfluger Park restrooms, which was part of the same construction bid package as Stone Hill Park, is about 90% complete but are usable and will be open during Deutschen Pfest. The restroom doors still need to be painted, columns in the back of the building need more brick, and the lights currently installed are temporary lights. Mr. Hemenes continued with the update for the playground replacement project--North Park and Genevas Park's playgrounds have been replaced, Moose Park is still under construction. Mr. Hemenes then informed the group of what the department has requested in our operating budget for FY2018. Requests included: 1 full-time Recreational Programmer, a \$150K per year Playground Replacement Program, replacement of Pfluger Park playground, replacement of the Gilleland Creek Gazebo, purchase of a program called Cityworks (asset and work order program), a full-time Parks Operations Superintendent, 2 additional Park Maintenance employees for 1849 Park, and new equipment & equipment barn for maintenance duties at 1849 Park. Mr. Hemenes also included, for FY2019, the implementation of a Park Ranger program. A Park Ranger would assist with city ordinance and park rule enforcement when police officers are not necessary—i.e. loud music, a dog not on a leash, glass containers, etc. In light of the recent criminal activity at Lake Pflugerville, the Police Department has some concerns about evening and nighttime concerns and Mr. Hemenes has belief that the Park Ranger Program could possibly be discussed as a FY2018 budget item. Discussion began on the types of equipment requested for 1849 Park.

The Pfarmers Market regular season is ongoing through October. The Pfarmers Market is now open weekly, each Tuesday, from 3 p.m. – 7 p.m. We're averaging 32 vendors each week, 4 of which are fresh produce vendors. Deutschen Pfest opens tomorrow at 6 p.m. and will run through Sunday, May 21. KIDFISH will be Saturday, June 3, from 9 a.m. to noon on the south shore of Lake Pflugerville. Music in the Park starts on Friday, June 16 and will take place every other Friday through September 8. The Pfirecracker Pfestival will be held at the PfISD Stadium, The Pfield, on Tuesday, July 4.

4B. [2017-5865](#)

Staff Report and discussion regarding Volunteer & Community Services.

Ms. Crouch introduced the topic. Mr. Eddie Garcia gave a brief presentation about all the volunteers we've had since January 2017. Mr. Garcia included photos of PfISD student volunteers at the Big Event, various church group clean ups, various company volunteer clean ups (Dell, LCRA), and the riparian workshop that was completed in Blackhawk. On Monday, May 15, 85 Dell employees visited Pfluger Park and helped city staff prep the park for Deutschen Pfest. These volunteers spread mulch, got into the creek water and picked up trash, and painted park tables and benches. On Friday, March 3,

thousands of high school and middle school students participated in The Big Event and performed volunteer services for the city and other areas inside the school district limits. The students cleaned garden plots at the Community Gardens, cleaned up at various city parks, helped neighbor HOAs with some maintenance tasks, picked up trash along the medians and roadways, and much more. On March 31, LCRA Employees visited Lake Pflugerville and helped clean up the park as part of their LCRA Steps Forward program. 36 LCRA employees helped trim trees and pick up trash along the shoreline. Our volunteer groups for this year so far include: PflSD high school & middle school students, Hendrickson High School and Pflugerville High School Interactors, FedEx, Boy Scouts, Cub Scouts, Church of Latter Day Saints, First United Methodist Church, Rotary Club, Dell Employees, LCRA, and more.

4C. [2017-5866](#) 1849 Park Project Update and Discussion.

Ms. Crouch introduced the topic. Mr. Hemenes briefly went over the contents of the 1849 Park Master Plan Draft. The contents of the draft plan include: an introduction, existing conditions, community involvement, conceptual park plan, park master plan (draft), park theme & character, implementation, and an appendix will also be included that will include a history study. Mr. Hemenes then updated the Commissioners on the current project status of 1849 Park construction. The fields included in Phase 1A are at finish grade and soil amendments have gone in. Irrigation is ~90% complete, waste water lines are complete, and sod installation will begin in June. Phase 1A is slated to be complete by August with the practice pods and football fields completed. Phase 1B will include the construction of restroom facilities, parking, and site buildings (i.e. concessions). Mr. Hemenes then showed architectural designs for the restroom and concession buildings. Mr. Hemenes continued to say that he met with the health inspector a few weeks ago and learned what must be included in the concession food prep area in order to keep safe food handling practices.

5. Discuss and Consider Action

5A. [2017-5864](#) Discuss and consider action to place items on future Parks & Recreation Commission meeting agendas.

Ms. Crouch introduced the topic. The next staff report is scheduled to be a Keep Pflugerville Beautiful update, but we may also have special events present to give a report as well. There has been discussion of a forthcoming parkland dedication and Mr. Hemenes will bring that to the Commissioners as soon as that has been confirmed with him.

6. Adjourn

Ms. Ely made a motion to adjourn. Ms. Castillo seconded the motion. The meeting adjourned at 8:12 p.m.

Approved as _____ on June 15, 2017.

Christie Crouch, Commission Chair