



City of Pflugerville

Minutes - Final

Parks and Recreation Commission

Thursday, February 16, 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

Ms. Crouch, Chair, called the meeting to order at 7:00 p.m.

Jim McDonald, Lisa Ely, Kimberly Castillo, Raul Capetillo, Michael Owens, Sahaj Shah, and Scott Langer were in attendance. Staff attending: James Hemenes, Parks & Recreation Director; Sheila Wiora, Assistant Parks & Recreation Director; Suzie Galloway, Aquatics/Athletics Coordinator; Aileen Dryden, Parks Development Manager; LeAnn Resendez, Recreation Superintendent; Pamela Cosel, Marketing and Special Events Coordinator; 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. [2017-5580](#)

Discuss and consider action to approve the minutes from the Parks and Recreation Commission January 19, 2017 Regular Meeting.

Mr. Capetillo made a motion to approve the minutes as presented from the January 19, 2017 regular meeting. Ms. Castillo seconded the motion. All were in favor. The motion carried.

4. Discuss Only

4A. [2017-5581](#)

Director's Updates including information about the Project Status Report, Monthly Departmental Financials and Upcoming Special Events.

Ms. Crouch introduced the topic. Mr. Hemenes began with an update on the November 2014 Bond Election projects. Wilbarger Creek Park is in design. The Trail Gaps project is nearing completion--\$985K of the \$1M awarded funding has been spent and another \$120K is needed to complete the remaining gaps. Change Order #1 was approved by City Council to allow funding to be supplemented from the Parkland Dedication Fund to cover the cost of the remaining trail gaps. The Gilleland Creek Trail Gap project's construction documents are 100% completed, an easement from the Heatherwilde HOA has been granted to the city and the plans have been submitted to TPWD for their review. Stone Hill Park construction has begun and they're currently working on the installation of environmental controls. Phase 1 of 1849 Park is moving along—the practice fields are at finish grade, irrigation is 50% completed and the wastewater line is currently going in. Ms. Dryden also mentioned that she has received final pricing for the playscapes that will be going in at Moose Park, Genevas Park, and North Park. Ms. Cosel announced that the Pfarmers Market will start up again in March and April with the early market days, and Spring Pfling will be on Saturday, March 25 from noon – 3 p.m. at the Recreation Center. Ms. Cosel also announced that the Pfirecracker Pfestival has been moved from Lake Pflugerville to the new stadium being constructed by PflSD, the Pfield. This year's event will be an evening only event VS. past year's events being all day long with music and vendors and children's entertainment. The event will begin at 6 p.m. and we will still have live music and food vendors. Deutschen Pfest this year will be held May 19, 20, and 21. Mr. Capetillo briefly spoke about volunteer needs and expectations from the Commission members during Deutschen Pfest weekend.

4B. [2017-5586](#)

Discussion of the Commission's Strategic Plan & Calendar, the Parks, Recreation and Open Space Master Plan and other Master Plans and development of the Parks & Recreation Five-Year Capital Improvement Program (CIP) Budget.

This item was tabled for future discussion. Ms. Crouch has asked the Commissioners to prepare a short list of what they feel are the most important projects that are needing to be completed.

5. Discuss and Consider Action

5A. [2017-5584](#)

Discuss and consider action to select a Deutschen Pfest Liaison.

Ms. Crouch introduced the topic. Mr. McDonald made a motion to designate Mr. Raul Capetillo as the 2017 Deutschen Pfest liaison. Mr. Owens seconded the motion. All were in favor. The motion carried.

5B. [2017-5585](#)

Discuss and Consider Action regarding establishing a Tree Care Advisory Board Committee, establishing associated duties and selecting from the members of the Commission a Committee Chair.

Ms. Crouch introduced the topic. Mr. McDonald nominated Mr. Scott Langer as the lead of the Tree Care Advisory Board Committee. Ms. Castillo seconded the motion. All were in favor.

Mr. Langer mentioned that he has attempted to contact the planning department to ask them about the Landscaping section of the Unified Development Code (UDC). Mr. Langer continued to say that from what he's seen, it seems like they are working on amending the UDC requirements concerning allowed tree sizes for differently categorized lot sizes. Mr. Langer would like to work on increasing the city's tree canopy.

5C. [2017-5582](#)

Discuss and consider action to place items on future Parks & Recreation Commission meeting agendas.

Discussion began on the previously scheduled Park Tour. We were unable to secure a bus driver and were forced to cancel the Park Tour. Mr. Hemenes went through what the planned route was so that Commissioners can do the tour on their own. Mr. McDonald also mentioned that the park sign at Wuthrich Park has been vandalized and he would like staff to see about replacing it with the new signs that were installed at Pfluger Heights Park and Black Locust Park.

6. Adjourn

Ms. Castillo made a motion to adjourn. Mr. Capetillo seconded the motion. The meeting adjourned at 7:50 p.m.

Approved as _____ on March 16, 2017.

Christie Crouch, Commission Chair