



# City of Pflugerville

## Minutes - Final - Final

### Parks and Recreation Commission

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Thursday, June 21, 2018

7:00 PM

Pflugerville Recreation Center, 400 Immanuel Rd

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#### Regular Meeting

##### Commissioners:

Christie Crouch, Chair

Raul Capetillo, Member

Kimberly Castillo, Secretary

Scott Langer, Member

Michael Owens, Vice Chair

Barbara Woodworth, Member

Sebastian Carzola, Student Member

Lisa Ely, Alternate Member

#### 1. Call to Order

Kimberly Castillo, Secretary, called the meeting to order at 7:02 p.m. Lisa Ely, Scott Langer, and Barbara Woodworth were in attendance. Christie Crouch, Michael Owens, Raul Capetillo, and Sebastian Carzola were absent. Staff attending: James Hemenes, Parks and Recreation Director; Sheila Wiora, Assistant Parks and Recreation Director; Maggie Holman, Special Events Coordinator; Aileen Dryden, Park Development Manager; Carly Cox, Parks Admin Tech.

#### 2. Citizens Communication

There was no one present who wished to speak to the Commission.

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 the Minutes

- 3A. [2018-6863](#) Discuss and consider action to approve the minutes from the Parks and Recreation Commission May 17, 2018 Regular Meeting.

Ms. Woodworth made a motion to approve the minutes as presented from the May 17, 2018 Regular Meeting. Mr. Langer seconded the motion. All were in favor. The motion carried.

#### 4. Discuss Only

- 4A. [2018-6864](#) Director's Updates including information about the Project Status Report, Monthly Departmental Financials and Upcoming Special Events.

Ms. Castillo introduced the topic. Ms. Dryden began with an update on 1849 Park Phase 1B construction. The north restroom and concession stand building have been framed out, fencing is up around all fields, and 2 of the stadium lighting poles have been installed. She stated we have two larger ones that will be installed soon. The project is moving along well and should remain on schedule, with consideration to missed time from heavy rains and issues with Oncor. Ms. Dryden continued with an update on Stone Hill Park; the project is substantially complete with various small items still outstanding. A ribbon cutting for the dog park is planned for July 21. Discussion began on Facebook discussions by neighbors living near the park; some are concerns with how long the project has taken. Ms. Dryden continued with the project status update and informed the group that Wilbarger Creek Park design is currently in permit review and the project will go out to bid later this year. Ms. Dryden also mentioned that 7 RFQ's were received for the Lake Pflugerville project funded by the November 2014 bond election & that RFQ's were due today (June 21, 2018) for the Recreation Center and Senior Center feasibility study. A single proposal was received for the Recreation Center senior room expansion/restroom renovation and it was over budget as a whole project but staff is hoping to proceed with the senior activity center room expansion; it will be presented to city council on July 10. Discussion began on FY19 budget, CIP project list submissions and the procedure for awarding funding to projects. Ms. Holman gave a brief overview of the current events; events currently going on or coming up include the weekly Pfarmers Market every Tuesday from 3 – 7 p.m., weekly Music in the Park concerts in June and September, Pfloating Movies at Scott Mentzer Pool will start on June 29, and the annual Pfirecracker Pfestival will be held on Wednesday, July 4 from 5 – 9:30 p.m. Ms. Holman also presented a promotional video she made for Parks and Recreation Month, which occurs in July each year. We have weekly activities planned to celebrate Parks and Recreation Month, and a full schedule can be found on our website.

- 4B. [2018-6865](#) Staff Report and discussion regarding Keep Pflugerville Beautiful.

Ms. Castillo introduced the topic. Ms. Wiora gave a presentation on the Keep Pflugerville Beautiful and how programs established with this initiative assist with other programs in the city. Ms. Wiora began by announcing to the group that we were awarded the gold medal affiliate award at this years Keep Texas Beautiful (KTB) conference in Georgetown. She stated the program is involved in many KTB projects. Projects and programs that tie into KTB programs include our waterway clean-up, the "Fall Sweep" in Heritage Park, Waste in Place, and Public Works' annual Clean-Up Day. Patricia Rinehart of the Public Works Department also created a Girl Scouts patch for Water Conservation and each year she has had an increase in troops requesting it. Ms. Wiora also mentioned that from 2016 to 2017 we had a 116% increase in volunteer participation. Once a project/program has been completed we use that data to apply for several grants; a grant awarded to us recently was used to get brand new volunteer safety vests and new trash grabbers.

**5. Discuss and Consider Action**

- 5A.** [2018-6868](#) Discuss and consider action on providing a recommendation regarding donation of 2.722 acres of land currently owned by CESM Investments, LLC.

Ms. Castillo introduced the topic. Mr. Hemenes described the area and showed the location on a map as well. Mr. Hemenes also informed them about the group who owns the land and why and how they would like to donate it to the city. The land that the developer would like to donate is immediately adjacent to the undeveloped "Springbrook Park". Discussion began on land size, possible maintenance cost, and potential for development. Ms. Woodworth made a motion to make a recommendation to accept the land donation based off the potential for trail access. Mr. Langer seconded the motion. All were in favor. The motion carried.

- 5B.** [2018-6866](#) Discuss and consider action to place items on future Parks & Recreation Commission meeting agendas.

Ms. Castillo introduced the topic. Mr. Hemenes told the Commissioners that next month Ms. Suzie Galloway will give a presentation and that in July City Council would like to discuss Lake Pflugerville Park hours, and that the commission will have a chance to discuss first.

**6. Adjourn**

Ms. Woodworth made a motion to adjourn the meeting at 8:12 p.m. Ms. Ely seconded the motion. All were in favor.

Approved as presented on July 19, 2018.

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Christie Crouch, Commission Chair