



City of Pflugerville

Minutes - Final Parks and Recreation Commission

Thursday, February 21, 2013

7:00 PM

100 East Main Street, Suite 500

Regular Meeting

1. Call to Order

Commission Chair Ms. Christie Crouch called the meeting to order at 7:01pm. Commissioners present were Edward Marburger, Raul Capetillo, Glenn Beck, Melody Ryan, Christie Crouch, Sarah Young and Dave Taylor. Staff present was Tom Word, Assistant City Manager for Community Services; Jim Bowlin, Parks and Recreation Director; Sheila Wiora, Assistant Parks & Recreation Director; Jacquelyn Smith, Administrative Assistant; LeAnn Resendez, Recreation Center Superintendent and Kyle Benedict, Athletics and Aquatics Coordinator.

2. Citizens Communication

Ms. Ronda Gindin, resident at 17504 Kessler and president of the Pflugerville Garden Club, apprised the commission about the formation of a new club and the group's upcoming meeting on February 23, 2013 at Green 'N Growing at 10 a.m.

3. Discuss Only

3A. [2013-1700](#)

Parks and Recreation Director's updates regarding senior dance, employee wellness, birdwatching classes, Pfun camp registration, Tree City USA application, Discover Green and commission communication protocol.

Parks and Recreation Director Jim Bowlin presented this item.

Mr. Bowlin discussed the status of current projects and activities within the Parks and Recreation Department including:

- Senior Dance – Mr. Bowlin announced to the commissioners that a dance for senior citizens 50+ would be held from 6 p.m. to 9 p.m. on Friday, February 22, 2013.
- Employee Wellness Program – City staff is working with the Human Resources Department to develop an employee wellness program and will be rolling this out to all employees.
- Birdwatching Classes – in partnership with the Travis County Audubon the Parks and Recreation staff have coordinated several birdwatching classes. The first class is for beginners and will be held on March 12 at the Recreation Center for 9 a.m. to 10:30 a.m.
- Pfun Camp Registration – Summer Pfun Camp registration begins March 25 for kids ages 6 to 15. Last year we averaged 112 youth a week for 10 weeks and we are looking forward to another great summer camp.
- Tree City USA Application –The Tree City USA Application has been

approved and we have qualified as a Tree City for another year.

- Discover Green – A special thanks goes out to Discover Green for their assistance with planting trees and providing service to the community.

Commissioner Ryan asked about maintenance of trees and Sarah Young indicated that Discover Green has been working on a plan to remove the ligustrum, an invasive species, that a citizen had a concern about.

- Commission Communication Protocol – Mr. Bowlin indicated that there had been some questions about communication among commissioners. He indicated that he had checked with the City Secretary and that discussions outside the meeting in groups whether in person or via email is permissible but should be not be done when discussing business.

3B. [2013-1704](#)

Report and discussion regarding the Skate Spots Project.

Mr. Bowlin provided the commission an update on the status of the Skate Spots project. He showed the Commission several concepts for the Marfa Lights location with associated costs. He indicated that he had hoped to have the design for the Bohl's Park location by the meeting and that he has not received from the consultant engineer, Davcar Engineering. He indicated that he would be bringing this item back to the Commission to discuss. Discussion then ensued about funding the skate spots with the monies that are available. Commissioner Taylor asked about the companies that would do this work for the City. Mr. Bowlin indicated that this would go through the normal bid process for construction - - the remaining \$75,000 is for construction.

4. Discuss and Consider

4A. [2013-1701](#)

Discuss and consider action to approve the minutes of the January 17, 2013 Parks and Recreation Commission meeting.

Commissioner Beck motioned to approve the minutes and Commissioner Taylor seconded the motion. Motion was unanimous.

4B. [2013-1688](#)

Discuss and consider action to make recommendation to the City Council to approve a Facility Use Agreement for the Kayak/Canoe Rental Concession at Lake Pflugerville with Pflug Pfun Watercraft Rentals.

Mr. Bowlin presented this item to the Commission. Mr. Bowlin indicated that the contract language was the same as last year with the following two exceptions. 1.) Mr. Martin has requested to begin operation a month earlier in March instead of April; and 2.) Mr. Martin has requested to provide the City with 15% of his revenue instead of the 10% in last year's contract. Mr. Bowlin indicated that Mr. Martin will be adding stand up paddleboards to his fleet at the lake; and that Mr. Martin had been doing a great job at Lake Pflugerville.

Mr. Bowlin indicated that this was a one year contract. Commissioner Ryan asked how much money the City had received from the concessionaire last year and Mr. Bowlin indicated about \$1200.00. Commissioner Ryan motioned to approve the agreement recommendation to the City Council. Commissioner Beck seconded the motion. Motion passed unanimously.

4C. [2013-1702](#)

Discuss and consider action on providing recommendation regarding

Pfairway Park public land dedication.

Mr. Bowlin presented this item. He showed the commission several maps of the location of the property. He then explained to the commissioner his concern and recommendation about not taking a 1 acre parcel of land that is a detention pond to maintain. He recommended that the City take a fee in lieu of the land for the development. Mr. Bowlin indicated that the fee would be approximately \$51,750 with the 1 acre being 69 units. Commissioner Ryan motioned to approve the recommendation of fee in lieu of the land donation. Commissioner Capetillo seconded the motion. Motion passed unanimously.

4D. [2013-1703](#)

Discuss and consider action on providing recommendation regarding the 2013 Deutschen Pfest project.

Mr. Bowlin presented this item for discussion and consideration. Commissioner Glenn Beck provided an update from the Deutschen Pfest committee. He said the committee's activities were coming along well and that the committee was very proactive. He indicated that he had been attendance for the Dfest meetings and that the committee and Terri Waggoner, the City PIO, had stressed the need to have a project from the Commission to promote. Mr. Bowlin mentioned the electrical improvement in Pflugger and Gilleland Park as a possible project. He also mentioned the possibility of funding the remainder of the trail along Gilleland Creek. Discussion ensued among the commissioners about the projects. Mr. Tom Word, Assistant City Manager, was asked to provide some costs information about the possibility of leveraging grant funds to fund the trail project. Discussion continued about the trail project and the commissioners decided to fund a portion of trail with the 2013 Deutschen Pfest funds. Commissioner Crouch also talked about the Commission's involvement at the Pfest and asked the Commission to mark their calendars for the event. Commissioner Beck also invited other commissioners to attend the committee meetings held at the Recreation Center the 1st Wednesday of the month at 6:30 p.m. Commissioner Ryan motioned to select the trail improvement project along Gilleland Creek as the 2013 Deutschen Pfest project. Commissioner Capetillo seconded the motion. Motion passed unanimously.

5. Future Agenda Items

Future agenda items included: an update on the work at Lake Pflugerville; Dave Taylor's appointment as a regular member to the Commission; and the Parkland Dedication Ordinance.

6. Adjourn

Commissioner Crouch asked for a motion to adjourn. Motion to adjourn by Commissioner Ryan at 7:55 pm. Meeting was adjourned.

Approved as presented on March 21, 2013.

Christie Crouch, Commission Chair