



## Minutes

### PARKS AND RECREATION COMMISSION REGULAR MEETING

100 EAST MAIN STREET, SUITE 500

Thursday, December 20, 2012

7:00 PM

Corey Shepperd - Chairman

Raul Capetillo - Member

Nicole Ward - Member

Melody Ryan - Vice Chairman

Dale Legband - Member

Christie Crouch - Alternate

Glenn Beck - Secretary

Sarah Young - Student Member

1. **Call to Order.** Commissioner Corey Shepperd called the meeting to order at 7:02pm. Commissioners present were Corey Shepperd, Raul Capetillo, Glenn Beck, Melody Ryan, Dale Legband and Christie Crouch. Staff present was Tom Word, Assistant City Manager for Community Services; Jim Bowlin, Parks and Recreation Director; Sheila Wiora, Assistant Parks & Recreation Director and Jacquelyn Smith, Administrative Assistant.
2. **Citizen's Communication.** Kevin Kluge, a representative of the Highland Park HOA and resident at 17905 Ice Age Trail, asked to speak during the agenda item 4c. regarding the general capital reserve project list about the Parks Development Plan project.
3. **Discuss Only.**
  - a. **Director's Updates.**

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:

    - **New Commission Appointees** – Mr. Bowlin announced that the Commission will have two new members in January – Edward Marburger and Dave Taylor, Alternate. In addition, he noted that Christie Crouch would assume regular member status.
    - **Commission Service Recognition** – Mr. Bowlin recognized Corey Shepperd and Dale Legband for their tremendous service to the Commission. He voiced his appreciation for their guidance and participation on the board. He also stated that the City Council would be officially recognizing both at their January 8, 2013 Council Meeting.
    - **Event Recap/Planned**
      - Pfall Pfest – held at the Recreation Center on November 17<sup>th</sup>. This event had 36 vendors and vendor registration fees provided \$1,600 in revenue. The seniors were also impressed with the increase in foot traffic at the event.
      - Holidays at Heritage Park – This event was held on Friday, December 14<sup>th</sup> at the Green Red Barn with Santa, music and fun activities for the kids. Over 1,000 people participated and staff is already thinking of ways to improve next year's event.

**PARKS AND RECREATION COMMISSION REGULAR MEETING**

**100 EAST MAIN STREET, SUITE 500**

**Thursday, December 20, 2012**

**7:00 PM**

- Pfreeze Pflop – January 1, 2013 – The 2<sup>nd</sup> annual Pfreeze Pflop will be held January 1<sup>st</sup> at Mentzer Park. Participants must bring a can good that will be donated to the local food bank.
  - **Tree City USA Application Status** – Mr. Bowlin stated that the Tree City USA application had been submitted for recertification; and this will be the 6<sup>th</sup> year that the City has participated in the program.
  - **2012 Deutschen Pfest Project Update** – Mr. Bowlin indicated that staff is currently looking at QR codes for the interpretive signage for the trails. He said that the Audobon Society has been contacted and he is hoping to add birding along with the geological and vegetative features along the trails and specifically near Gilleland Creek.
  - **Council Items**
    - Texas Longhorn Aquatics Contract Status – Mr. Bowlin stated that the Texas Longhorn Aquatics Agreement is set to go before the Council on January 8, 2013.
    - Acceptance of Parkland Donation – Mr. Bowlin said that the Council had approved accepting the donation of parkland located south of Picadilly Drive at the intersection with Fitzgerald Lane, between Picadilly Court and Jerusalem Drive --directly across the street from Caldwell Elementary School. Mr. Bowlin stated again that he felt this property would be a great addition to the existing trail and provide an opportunity to build and area that could serve as an outdoor classroom.
- b. **Timeline to Update Parkland Dedication Ordinance.** Mr. Bowlin stated that staff has developed a timeline for this effort; and he reviewed the timeline milestones provided to the Commissioners in their packets. Commissioner Ryan and Beck indicated to Mr. Bowlin that if staff still has a committee strategy in mind for putting this together that they would like to participate.

**4. Discuss and Consider.**

- a. **Approve the minutes for November 15, 2012 Parks and Recreation Commission meeting.** Commissioner Capetillo motioned to approve the minutes and Commissioner Ryan seconded the motion. Motion was unanimous.
- b. **Discuss and Approve the 2013 Deutschen Pfest Project.** Mr. Bowlin provided cost estimates for all potential projects that were introduced at the last meeting for discussion. Projects included:
  - Electrical Improvements Study at Pfluger and Gilleland Creek Parks – no cost estimate is available at this time
  - Construction of Trail Connection from Swenson Farms Boulevard through Heatherwilde – the entire segment would cost about \$300,000 and ½ of the segment starting on the west end and tie in near clubhouse – \$75,000.

**PARKS AND RECREATION COMMISSION REGULAR MEETING**

**100 EAST MAIN STREET, SUITE 500**

**Thursday, December 20, 2012**

**7:00 PM**

- Replace Bohl's Park Outdoor Fitness Equipment Replacement for approximately \$20,000 .
- Resurfacing Tennis (1) and Basketball (6) Court for approximately \$10,000 a court to help improve safety on courts.
- Sand Volleyball Court Construction at Lake Pflugerville for approximately \$20,000.
- Trash Receptacles and Benches at \$500 a piece.

Discussion ensued about each project as Mr. Bowlin went through the list.

Commissioner Ryan asked if there were grant opportunities to fund some of the items on the list and then asked about paying for some of the items out of maintenance or from other funding sources such as PCDC or Safe Routes to Schools. The commissioners had a lengthy discussion about the projects presented. The commissioners discussed the merits of each project and what projects would provide the most benefit to the community.

Commissioner Beck motioned to immediately fund the electrical improvements study at Pfluger and Gilleland Creek Parks as part of the 2013 Deutschen Pfest project and at a later date discuss funding another project or portion of a project as an additional part of the 2013 Deutschen Pfest project. Commissioner Ryan seconded the motion. Motion was unanimous.

**c. Discuss and Approve the Parks and Recreation Commission General Capital Reserve Projects.**

Mr. Tom Word, Assistant City Manager for Community Services, presented this item. Mr. Word indicated that staff had presented the City Manager's Proposal for Parks related items for the 2013 General Capital Reserve at the last meeting and one additional item has been added to the list since the last meeting. The item was \$50,000 of additional funding for the parks development plans study to include all parks that were presented to the consultant in the original project scope. At the previous meeting there were two additional items that members of the commission had asked to be included. These items were \$200,000 for Neighborhood Park Development and \$70,000 to construct a South Shore Beach at Lake Pflugerville in lieu of the North Shore Beach Extension.

Mr. Word explained that there was also a dialogue at the last meeting about prioritization and that after discussing with the City Manager and City Attorney there is not a requirement for prioritization. He indicated that the Commission was only required by the City Charter to submit a recommendation for a prioritized 5-Year CIP to the City Council; and this is not the CIP so prioritization is not required.

**PARKS AND RECREATION COMMISSION REGULAR MEETING**

**100 EAST MAIN STREET, SUITE 500**

**Thursday, December 20, 2012**

**7:00 PM**

The commissioners began a lengthy discussion and dialogue about the need to prioritize the projects to show the City Council what was most important to them. Mr. Word indicated that if the Commission decided to prioritize projects it would be communicated to the City Council.

Commissioner Ryan asked about studying parkland that is being developed that is not on the study list now. Mr. Word indicated that we will always have gaps in the plan as we need to move forward at this time with what we have proposed to study. Mr. Word indicated that 12 parks will be studied as part of last year's General Capital Reserve projects. Commission suggested to Mr. Word adding additional for the parks that are left off the list including \$15,000 for each park that is currently not funded on the list.

Kevin Kluge, a representative of the Highland Park HOA/17905 Ice Age Trail, thanked the City and the commission for providing funding for the additional parks. He encourages the Commission to put a high priority on parkland development.

Commissioner Shepperd indicated that if the Commission wanted to prioritize the list it could be done. Discussion then ensued about the opportunity to provide a prioritized list to City Council and how a list should be prioritized.

Commissioner Ryan motioned to approve the list as presented with an additional \$150,000 added to trail development as well as \$15,000 added for the additional parkland studies. Commissioner also added that the commission prioritizes the list as one tonight. Commissioner Legband seconded the motion. Motion failed with 4 nays and 2 ayes.

Commissioner Crouch motioned to move forward with the 2 lists that were presented tonight without any additions and provide a priority list as presented tonight with the 10 prioritized items. Commissioner Beck seconded the motion. Motion passed with 4 ayes and 2 nays.

Discussion ensued about the logistics of how this would happen tonight and Mr. Word said each person would vote and those votes would be tallied and averaged to come up with the list. Staff prepared and tallied list. Commission priorities are listed below:

**PARKS AND RECREATION COMMISSION REGULAR MEETING**

**100 EAST MAIN STREET, SUITE 500**

**Thursday, December 20, 2012**

**7:00 PM**

**Fiscal Year 2013  
Parks and Recreation Commission  
Prioritized Capital Reserve Projects**

| <b>Priority</b> | <b>Project</b>                                   |
|-----------------|--|
| 1.              | Construct Trail Segment                          |
| 2.              | Neighborhood Park Development                    |
| 3.              | Extend North Shore Parking at Lake Pflugerville  |
| 4.              | Lake Pflugerville Master Plan                    |
| 5.              | Undeveloped Parks Study                          |
| 6.              | Construct South Shore Beach at Lake Pflugerville |
| 7.              | Fireworks Barge for Lake Pflugerville            |
| 8.              | Extend North Shore Beach at Lake Pflugerville    |
| 9.              | Construct Electrical System at Lake Pflugerville |
| 10.             | Trees  |

**5. Future Agenda Items.**

No future agenda items were discussed.

**6. Adjourn.**

Commissioner Shepperd asked for a motion to adjourn. Motion to adjourn by Commissioner Ryan at 8:37 pm. Meeting was adjourned.

Approved as \_\_\_\_\_ on \_\_\_\_\_.

\_\_\_\_\_