



# City of Pflugerville

## Minutes - Final

### Parks and Recreation Commission

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Thursday, January 19, 2017

7:00 PM

Pflugerville Recreation Center, 400 Immanuel Rd

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#### Regular Meeting

##### Commissioners:

Kimberly Castillo, Member  
Christie Crouch, Member  
Raul Capetillo, Member  
Sahaj Shah, Student Member  
Lisa Ely, Alternate Member  
Jim McDonald, Member  
Michael Owens, Member  
Scott Langer, Member

#### 1. Call to Order

Christie Crouch called the meeting to order at 7:03 p.m.

Jim McDonald, Lisa Ely, Kimberly Castillo, Scott Langer, and Michael Owens were present. Sahaj Shah and Raul Capetillo were absent. Staff attending: James Hemenes, Parks & Recreation Director; Aileen Dryden, Park Development Manager; Sheila Wiora, Parks & Recreation Assistant Director; Trey Fletcher, Assistant City Manager; Carly Cox, Parks Admin.

#### 2. Discuss and Consider Action

- 2A. [2017-5522](#) Discuss and consider action regarding the Election of Officers for the Parks and Recreation Commission.

Mr. McDonald made a motion to nominate himself as Chair, Ms. Castillo seconded the motion.

Ms. Crouch made a motion to nominate herself as Chair, Ms. Ely seconded the motion. Both Mr. McDonald and Ms. Crouch gave brief introductions of themselves for the new commission member, Michael Owens. Commission members each voted and all votes were counted towards Ms. Crouch. Ms. Crouch nominated Mr. McDonald as vice-chair, Ms. Castillo seconded the motion, all were in favor; Mr. McDonald will serve as Vice-Chair. Mr. McDonald nominated Mr. Owens as Secretary, Ms. Crouch seconded the motion, all were in favor; Mr. Owens will serve as Secretary.

- 2B. [2017-5523](#) Discuss and consider action to select a Deutschen Pfest Liaison.

Ms. Ely made a motion to table this discussion until someone could reach Mr. Capetillo, as he served as the liaison for 2016.

- 2C. [2017-5524](#) Discuss and consider action to approve the minutes from the Parks and Recreation Commission December 15, 2016 Regular Meeting.

Mr. Langer made a motion to approve the December 15, 2016 Regular Meeting minutes. Ms. Castillo seconded the motion. All were in favor, the motion carried.

### 3. Citizens Communication

There was no one present who wished to speak.

The Commission welcomes comment on parks and recreation items not already scheduled on tonight's agenda. In accordance with the Texas Attorney General's opinion, any 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 by the Commission. 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.

### 4. Discuss Only

- 4A. [2017-5525](#) Director's Updates including information about the Project Status Report, Monthly Departmental Financials and Upcoming Special Events.

Ms. Dryden began by informing the Commissioners that Wilbarger Creek Park is under design and nothing was found in the environment report that could delay the project. Mr. Fletcher added that private construction for the Craters of the Moon street and associated side-street parking has also begun. Ms. Dryden continued by showing a photo of the recently completed trail gap connecting 10th Street to Swenson Farms Boulevard. She added that there was some extra storm water drainage needed and there was some additional hand-railing installed at certain intersections. Mr. Hemenes added that for the remaining trail constructions we're needing about \$120K in funding, and only have about \$20K left at this point, so we're looking at using some parkland dedication funds. Mr. Hemenes also announced that the easement for Swenson Farms Trail Gap was granted to the city by the Heatherwilde HOA & construction for that trail gap will begin soon. Ms. Dryden continued to say that a Notice to Proceed was issued for Stone Hill Park construction for Monday, January 28 – weather permitting. As part of the Stone Hill Park Construction Project, the new restrooms in Pfluger Park will also be constructed and that they will be completed by the first weekend in May. Stone Hill Park has a slated completion date for early October 2017. The rough grading for 1849 Park has been completed and the crews are currently working on the sanitary sewer line. Next, they will begin working on storm water and irrigation lines. Ms. Dryden continued to say that all buildings have been removed from the site, and in lieu of trying to save the structures the consultants took notes of the architecture, features, and locations of the buildings and will recreate some structures. In March a bid will be going out for buildings, playground equipment, and parking. The North Park replacement, Moose Park and Genevas Park addition, and practice space addition at Genevas Park projects will start soon. Ms. Dryden has been working with vendors to get early pricing on these projects. Mr. Hemenes announced that

Suzie Galloway, from Corpus Christie, will be our new Aquatics and Athletics Coordinator. Mr. Hemenes also announced that the gymnasium floor replacement construction has begun and is scheduled to be completed by Monday, January 30. He also mentioned that we have chosen to go with a synthetic flooring rather than hardwood. The Pfarmers Market season has ended and we will hold early Market days in March and April. Pfreeze Pflop was very successful with over 170 participants and over 220 lbs of food donated. Spring Pfling will be held on Saturday, March 25 from noon to 3 p.m. The location for the Pfirecracker Pfestival will be changing, with the location TBD. The location is changing due to scheduled construction that will make it very difficult for shuttle bus transportation. Ms. Wiora added that late this afternoon she found out that Pfun Run registration will be going live, tomorrow, January 20. She also added that for all race participants who pick up their race packets during the designated packet pick-up times, Camp Gladiator will be offering a free 1-month membership. Discussion began on the selected Deutschen Pfest fund project & the possibility of changing the selected project. Mr. Hemenes added that through the Commissioners process of setting the 2018 5-Year CIP list there will be time to discuss changing/selecting a project to be done.

[2017-5523](#)

Discuss and consider action to select a Deutschen Pfest Liaison.

Mr. Capetillo has indicated that at the time he cannot fully commit to being the liaison because he may not be in town for the event weekend. Mr. McDonald will attend the February Deutschen Pfest Steering Committee meeting. The discussion has been tabled for the next regularly scheduled meeting.

**4B.** [2017-5530](#)

Discussion regarding designating a member of the Commission as Tree Care Advisory Board Lead.

Mr. Fletcher informed the Commission that as Chair, Christie Crouch is also Chair of the Tree Care Advisory Board, but she may certainly designate one member, or several members, as a committee to handle the duties and concerns of the Tree Care Advisory Board and assign one person to be the committee chair, rather than the board "lead". The Commission will discuss at the February meeting what they would like that committee chairperson to do.

## **5. Discuss and Consider Action**

**5A.** [2017-5526](#)

Discuss and consider action to schedule a Special Meeting (Retreat) and place items on that agenda.

Discussion began on potential retreat dates. There will be a February 16 Worksession to discuss Master Plans and CIPs. On February 18 from 2 p.m. – 4 p.m. there will be a group park tour. Discussion began on what sites the commissioners would like to visit.

**5B.** [2017-5527](#)

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

There were no proposed future items.

## **6. Adjourn**

Ms. Castillo made a motion to adjourn. Mr. McDonald seconded the motion.

The meeting was adjourned at 8:23 p.m.

Approved as \_\_\_\_\_ on February 16, 2017.

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Christie Crouch, Commission Chair