



City of Pflugerville

Minutes - Final - Draft

Parks and Recreation Commission

Thursday, August 17, 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

Jayden Black, Student Member

Lisa Ely, Alternate Member

Scott Langer, Member

1. Call to Order

Christie Crouch, Chair, called the meeting to order at 7:01 p.m.

Michael Owens, Lisa Ely, Kimberly Castillo, and Raul Capetillo were in attendance. Pat McCord, Deutschen Pfest Steering Committee Chair, was also in attendance. Jim McDonald, Scott Langer, and Jayden Black were absent.

Staff attending: James Hemenes, Parks & Recreation Director; Aileen Dryden, Park Development Manager; Maggie Holman, Special Events Coordinator; Patrick Tate, Parks Operations Supervisor; Trey Fletcher, Assistant City Manager; 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. [2017-6084](#)

Discuss and consider action to approve the minutes from the Parks and Recreation Commission July 20, 2017 Regular Meeting.

Mr. Capetillo made a motion to approve the minutes as presented from the July 17, 2017 regular meeting. Mr. Owens seconded the motion. All were in favor. The motion carried.

4. Discuss Only

4A. [2017-6086](#) Staff Report and discussion regarding Parks Operations & Maintenance.

Ms. Crouch introduced the topic. Mr. Patrick Tate, Parks Operations Supervisor, gave a brief presentation. Mr. Tate started the presentation with an overview of his staff. Mr. Tate currently has 15 employees, 2 of which consist of part-time seasonal help over the summer. We also have 2 part time regular employees, who work year-round but only part-time. Mr. Tate's staff is currently structured under 3 crew leaders, who each maintain a "region" in Pflugerville. The North region consists of 1 crew leader, and 4 crew members. The South region consists of 1 crew leader, and 2 crew members. The East region consists of 1 crew leader, and 2 crew members. The regions are determined by the need of continuous maintenance. For example, the North region is much smaller than the East region, but the North region has multiple heavy traffic parks and trails within it, which require much more continuous maintenance. Right now the East region only has 1 heavy traffic area – Lake Pflugerville. Mr. Tate then showed photos from projects completed over the last year. Some photos showed included helping with moving bleachers and other work while the Recreation Center's gymnasium floor was being replaced, repairs made to the playhouse in Pfluger Park, and the labeling of the fishing piers and docks at Lake Pflugerville. The Pflugerville Fire Department reached out to us to have the piers and docks labeled more clearly; this will help first responders reach a person in an emergency more quickly. In addition to special projects and regular maintenance, our parks maintenance staff helps out at various city events, and are especially needed for any event at the Recreation Center or held in a city park (i.e. Pfirecracker Pfestival in previous years, annual Deutschen Pfest in Pfluger Park). Other special projects parks maintenance staff help with included the demolition of the old shed in Heritage Park behind the Heritage House Museum. The Library, with help of a building inspector, determined the building was not structurally sound and they decided to replace it. Each year the Rotary Club in Pflugerville approaches the Parks Department and asks what special projects we would like help funding; the project the Rotary helped fund and install with our parks maintenance staff was the new shower at the Pfluger Park volleyball courts. The discussion then moved on to 1849 Park, as in the FY2018 budget we have requested for 2 additional full-time employees whose main task will be to properly care for and maintain the field turf at the practice pods currently being constructed in 1849 Park, as part of construction Phase 1. These 2 new employees will be maintaining all 22 acres of turf on the practice pods and football fields, which are slated to open in Spring/Summer 2018. In addition to requesting 2 new full-time employees, Mr. Hemenes and Mr. Tate have requested specialized equipment to properly care for and maintain 1849 Parks many acres of sports turf. Unlike Wells Point Soccer Complex or other existing practice space maintained by the city, 1849 Park was developed as, and is being constructed as a proper sports complex with proper practice fields so we need to properly care for and maintain the fields from the start. We will then work on implementing any field care practices developed for 1849 Park to our other existing practice fields.

4B. [2017-6085](#) Director's Updates including information about the Project Status Report, Monthly Departmental Financials, 2017 Pfall Chili Pfest and Upcoming

Special Events.

Ms. Crouch introduced the topic. Ms. Aileen Dryden began by briefly going over a 50% development plan received this week for Wilbarger Creek Park (previously Highland Park). The development plans showed plans for abundant parking, restroom facilities, a destination playground, potential natural resource and outdoor educational area, especially to demonstrate natural storm water drainage. There is also open space and an outdoor amphitheater on the northwest portion of the parkland. Craters of the Moon Blvd. elevation is significantly higher than the parkland, so there will be a terrace installed. The project is currently within budget. Discussion began on the parks location, and the need to phase in other amenities with future funding (dog park, further development in the south end of the property). A dog park was included in the original plans, but due to the south end of the park being so undeveloped – no utilities or electricity, and because of the floodplain, parking for the south end would have to be so far into the park property that an access road would need to be built – the civil engineering alone was going to cost double the entire budget amount. Ms. Dryden then informed the group on the progress of the trail gap construction projects. The Kuempel/Pecan trail gap is going to require a maintenance agreement and easement from neighboring property owners. The Swenson Farms trail gap project is nearing completion. Ms. Dryden showed photos of the trail in progress. Ms. Dryden also mentioned that a change order was submitted and approved to add a retaining wall at the section of the trail that meets Heatherwilde Blvd. Ms. Dryden continued on to an update for Stone Hill Park construction. The slab for the restrooms has been poured, storm water headwalls are completed, and the base for the parking lot is currently going in. The pole has also been set for Oncor to come install a meter. The pavilion and restroom buildings are scheduled to be on-site the first week in September. Pfluger Park restrooms are 99.9% complete—we are still awaiting signage; once the signage is delivered and installed, Ms. Dryden and Mr. Hemenes will do a final walk through of the facility with the contractor and then the Certificate of Occupancy will be issued and the project will be officially completed. 1849 Park is having sod installed on the 3 practice pods. Practice pods 1 & 3 are complete, with 2 nearing completion. Ms. Dryden then showed photos of the park's irrigation pond. The irrigation pond is able to hold 1 million gallons of water, and will be able to handle the watering of all 22 acres. We are only permitted to fill 250K gallons per day, and use 550K per day. This irrigation system will be run very efficiently, so that we are sure we are using the max allowed per day and that we are properly irrigating these practice pods. Discussion began on the irrigation equipment specifics, and the possibility of a future weather station being installed at site to help make the watering schedule as efficient as possible. Ms. Dryden continued to say that 1849 Park Phase 1B development plans—which includes parking, trails, and playgrounds—are currently being reviewed and we are hoping it will go to bid within a month. Mr. Hemenes then informed the Commissioners that City Council is currently reviewing FY2018 budget and they are expected to adopt the highest tax rate allowed by law. Ms. Holman then informed the group of our upcoming events. Pfall Chili Pfest vendor and cook team applications are out and the event is scheduled for Saturday, Oct. 21 in downtown Pflugerville. Ms. Holman added that she is hoping to get enough commercial sponsors so that some of that sponsorship funding can be reimbursed to the cook teams. In past years, cook teams have ran out of chili early on into the event. Ms. Holman is hoping that if we are able to reimburse the cook teams even a small portion of what they pay to prepare their chili that they will bring more to the event. Pfarmers Market is in its regular system and is held each Tuesday, from

3 – 7 p.m. through October. The final Pfloating Movie Night of the summer is tomorrow, Aug. 18, at the Scott Mentzer Pool and we will be showing Moana. Music in the Park is scheduled for next week as well on Friday, Aug. 25 and The Human Circuit will be playing. A new event, scheduled for Sept. 9, is the Pfurry Splash Party at the Scott Mentzer Pool; citizens will be able to bring their dogs for a dip in the pool!

4C. [2017-6093](#)

Discussion regarding Deutschen Pfest.

Ms. Crouch introduced the topic. Mr. Capetillo told the group he though the event ran very well, despite the rain and low attendance. Mr. Capetillo then introduced Pat McCord, Deutschen Pfest Steering Committee Chair. Mr. McCord informed the Commissioners that he took a break for about 4 years and wasn't involved with the Pfest at all but before that he was part of the committee in some capacity for 25 years. Mr. McCord said the threat of weather was a big issue for the Pfest this year, some of his neighbors mentioned to him they never made it to the Pfest Friday evening because every 20 minutes they were receiving weather alerts for lightning and approaching storms. The rain ended up causing the parade to be cancelled, the Pfest itself opened 3 hours late Saturday and closed 45 minutes early on Sunday. Mr. McCord also received comments that there were less arts & craft vendors than in the past. Mr. McCord continued on to say that our festival is not very big, so we can't have too many of the same or similar type vendor. When we have 3 or more of a similar vendor it creates a competitive environment and the vendors don't return the next year because their sales were low and it's not worth their time or money. Another comment Mr. McCord received was that it wasn't "German" enough – Deutschen Pfest was never a German event but we have tried to stick with the German theme, because of the event's name, with German performers and food vendors. In the past the park would have small details to help push the German theme, such as signage in German, and German flags. In the past the committee has also asked vendors to decorate their booths with a German theme, but more than half of the vendors that attend are not local and have the same set-up that they use at every event and if we were to require a German theme decorated booth the vendors will just not come to our event and will go someplace else. Mr. McCord continued to say that there has been discussion regarding a separate "German" section of the Pfest. There is also a strong desire to have a PA System installed in the park – this will assist with announcements and can also be used to play background music in the park during less busy times at the Pfest. Mr. McCord continued to say that there was an issue with the evening entertainment booking for this year; this year the Committee worked with a promoter and the musicians booked for the Pfest didn't have the same draw that our past evening entertainment has had. The evening entertainment booked for this year had small local-crowd draw, but not a large general-crowd draw like a musician such as Dale Watson has, for example. The Committee has already started discussing evening entertainment for 2018's Pfest and they will be sure it is a much higher quality than what was presented in 2017. Mr. McCord continued to say that he also plans to speak with the Carnival. Mr. McCord noticed that they did not bring or set up the rides that draw the teenaged crowd, and we want to be sure that all of the valuable carnival space is used properly. The Committee will come up with a contingency plan for their trucks and other equipment in case of rain or other unfavorable ground conditions. Mr. McCord continued to say that they are also looking at restructuring the booth placements and adding more 220V electricity to the park; there are a few spots where traffic gets backed-up fairly

often and all the new food trucks and trailers are using 220V power for their equipment. Mayor Gonzales, who also serves as the Deutschen Pfest Steering Committee Parade Coordinator, suggested giving cash prizes to the parade participants rather than trophies. Mr. Gonzales thinks this may be a better incentive for people to actually enter a decorated float, rather than a car with a company logo/sticker on it. Mr. McCord is also trying to come up with a special event to occur during the Pfest to help draw people to the Pfest. Discussion began on other area German festivals, the expectations of the event, and on moving the event's date (the event is currently held at the end of the School year).

4D. [2017-6094](#)

Update and Discussion regarding the State of Texas Legislature's Special Session as it relates to Tree Ordinances.

The discussion was tabled for a later date.

5. Discuss and Consider Action

5A. [2017-6087](#)

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

Ms. Crouch introduced the topic. Mr. Hemenes informed the group that there will be an Adopt-A-Trail update at the next regularly scheduled meeting.

6. Adjourn

Ms. Ely made a motion to adjourn. Mr. Capetillo seconded the motion. All were in favor. The meeting adjourned at 8:40 p.m.

Approved as _____ on September 21, 2017.

Christie Crouch, Commission Chair