



# City of Pflugerville

## Minutes - Final - Draft

### Parks and Recreation Commission

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Thursday, November 16, 2017

7:00 PM

Pflugerville Recreation Center,  
400 Immanuel Rd

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#### 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.  
Jim McDonald, Michael Owens, Raul Capetillo, Kimberly Castillo, Lisa Ely, and Scott Langer were in attendance. Jayden Black was absent. Staff attending: James Hemenes, Parks & Recreation Director; Sheila Wiora, Assistant Parks & Recreation Director; Suzie Galloway, Aquatics/Athletics Coordinator; Aileen Dryden, Park Development Manager; Maggie Holman, Marketing & Special Events Coordinator; LeAnn Resendez, Recreation Center Superintendent; Carly Cox, Parks Admin Tech.

#### 2. Citizens Communication

Jianna Smith, leader of the student Parks and Recreation Committee at Hendrickson High School wanted to attend the Commissioners meeting to hear what they discuss at a typical meeting and what exactly the Commissioners get to help make decisions on. Jianna also mentioned that her group will be volunteering at our Christmas Parade and Pfestival of Lights event and are also planning on becoming an Adopt-A-Trail sponsor.

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. [2017-6312](#) Discuss and consider action to approve the minutes from the Parks and

Recreation Commission September 21, 2017 Regular Meeting.

Ms. Ely made a motion to approve the minutes from the September 21, 2017 meeting. Mr. McDonald seconded the motion. All were in favor. The motion carried.

#### **4. Discuss Only**

##### **4A. [2017-6313](#)**

Director's Updates including information about the Project Status Report, Monthly Departmental Financials, 2017 Pfall Chili Pfest re-cap and Upcoming Special Events.

Ms. Crouch introduced the topic. Ms. Dryden began with an update on the current bond projects. Wilbarger Creek Park design is 90% complete and all parties should have necessary information needed to proceed with finalizing the design. The final trail segments that were part of the trail gaps project are moving along—the Right of Entry was signed and now we can proceed with construction. This final segment will connect the Pecan and Kuempel streets. The Bohls House Renovation Project went out to bid on November 2. A received bid was over budget, and staff worked with the City Manager and Assistant City Managers to come up with a plan to save funds and to also find additional funding. We hope to have the bid awarded at the next City Council meeting. Discussion began on budget of project and possibly reallocating funds from other projects that have not yet started. Ms. Dryden continued by informing the group that the Gilleland Creek Trail segment for Swenson Farms Trail Project is substantially complete and the crews are currently working on site furnishings. The Stone Hill Park Project is progressing as well—All masonry is complete, roofing for the site buildings has started, the playground equipment and the shade has been installed, irrigation has also been installed and topsoil has been delivered. Ms. Dryden and Mr. Hemenes then spoke about 1849 Park—Phase 1A is complete & bids for Phase 1B went out on October 26. Discussion began about all bids coming in over budget, what can be reduced in the plans to offset costs, and prioritizing these projects over other projects that are not yet started or where funding can be reallocated. Mr. Hemenes then informed the group that he will be proposing to reallocate \$600K from Lake Pflugerville funding. Mr. Hemenes continued to say that the Gilleland Creek house renovation has been scaled back and we will only be replacing all the mechanical elements of the pool and performing a restroom renovation. Mr. Hemenes then informed the group that PCDC has said they want to help fund more park projects and are wanting to give us a challenge grant for up to \$100K so Mr. Hemenes will be submitting an application to get matching funds for the complete Pfluger Park playground replacement. He also mentioned that the Gilleland Creek Gazebo funding was approved in the budget so he is working on that project as well. Mr. Hemenes also informed the Commissioners that the Recreation Program Coordinator position has been posted and that we hope to have someone on staff January 1 and the two 1849 Park Maintenance employee positions will be posted within the next few weeks. Ms. Holman then spoke about Chili Pfest and upcoming events. At Chili Pfest this year more tasting cups were sold than any previous years, and for the first time ever there was a waitlist for cook teams. Next year's event will be the 10 year anniversary and Ms. Holman is already thinking of ways to make next year's event special. The next event is the Pfall Pfest Craft Show on November 18 at the Recreation Center, then then Christmas Parade & Pfestival of Lights on December 2 in the downtown area and on December 5 & 12 we will have our final two Pfestive

Pfarmer's Markets of the year. On December 12, Mrs. Claus will be there from 4 – 6pm to take holiday photos with pets. On January 1 we will hold annual Pfreeze Pflor event at 10am at the Scott Mentzer Pool.

**4B.**     [2017-6314](#)

Staff Report and discussion regarding Aquatics & Athletics Programs.

Ms. Crouch introduced the topic. Ms. Galloway gave an overview of the Aquatics and Athletics programs and what we have planned for the upcoming year. Ms. Galloway provided a summary of pool attendance by open public swim, swim team utilization, and event attendance. Over the summer we launched a summer movie series held at Mentzer Pool called Pfloating Movies—we had 4 movie nights over the Summer and the family nights were the most popular. We also had a dog swim day event for the first time, also held at the Mentzer Pool—The Pflurry Splash Party was held on the Saturday after the pools closed for the Summer season. Our next new event was a Pfloating Pumpkin Patch at the Gilleland Creek Pool. This event allowed for kids and adults to come pick a pumpkin from the pool and then we had paint, glitter, and other fun crafts for the kids to decorate their pumpkins with. This past Summer we had over 1000 group lessons taken and Ms. Galloway also restructured the private swim lessons and we saw an increase in private swim lesson utilization over this past Summer. In the future, we would like to possibly offer year-round swim lessons, swim clinics, and adaptive swim lessons as well. Mentzer pool had the slides recently refinished and repainted. Mentzer will also be replastered early next year. We're also working to repair the Windermere Pool heater so that pool can be used year-round. We currently have a year-round indoor volleyball league with 4 seasons each year and Ms. Galloway has added a championship prize for the league winner and we also recently replaced the nets and equipment. We're going to be introducing a sand volleyball league and clinics, a pickleball league, and SkyHawks programming.

**4C.**     [2017-6316](#)

Staff Report and discussion regarding the 2017 Summer Pfun Camp.

Ms. Crouch introduced the topic. Ms. Wiora gave a brief recap of this year's Summer Pfun Camp program. Our Director this year was a past counselor so it was nice to have someone on board that was very familiar with camp procedures. The children took weekly field trips as usual, the Teens did community service around the city, and the children also visited the shelter to read books to the shelter animals and learned about pet safety. We also had the police department and fire department come speak to the children about bullying, social media awareness, and fire safety. We also continued our use of Remind 101—this texting service/smartphone app is a great way for all the parents to stay connected to their child's counselors and the camp director throughout the day. The program allows us to send updates and photos throughout the day, and if a parent needs to speak with our camp director they can respond to any message and be connected with them directly.

**5.     Discuss and Consider Action**

**5A.**     [2017-6318](#)

Discussion and Possible Action regarding submitting the Tree Care Advisory Board's Annual Report for 2017.

Ms. Crouch introduced the topic. This item is to allow to the Parks and Recreation Commission, who also serves as the Tree Care Advisory Board, to

review their annual report before submitting to Council. Included in the letter is the Arbor Day plantings, Nature Pfest, 5 Year Tree Capital Improvement Project list, and an emphasis on developing public awareness of proper tree care.

Mr. Langer made a motion to approve the Annual Report for 2017. Mr. Capetillo seconded the motion. All were in favor. The motion carried.

**5B. [2017-6315](#)**

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

There were no agenda items that the Commissioners would like to add to future meetings at this time.

**6. Adjourn**

Mr. Capetillo made a motion to adjourn the meeting. Mr. Langer seconded the motion. They meeting adjourned at 8:08 p.m.

Approved as \_\_\_\_\_ on December 21, 2017.

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Christie Crouch, Commission Chair