



City of Pflugerville

Minutes - Final - Final

Parks and Recreation Commission

Thursday, February 15, 2018

7:00 PM

Pflugerville Recreation Center, 400 Immanuel Rd

Regular Meeting

1. **Commissioners:**
Christie Crouch, Chair
Raul Capetillo, Member
Kimberly Castillo, Member
Scott Langer, Member
Michael Owens, Secretary
Barbara Woodworth
Jayden Black, Student Member
Lisa Ely, Alternate Member

2. **Call to Order**

Christie Crouch, Chair, called the meeting to order at 7:00 p.m.
Michael Owens, Lisa Ely, Scott Langer, Kimberley Castillo, and Barbara Woodworth were in attendance. Raul Capetillo and Jayden Black were absent.
Staff attending: James Hemenes, Parks & Recreation Director; Sheila Wiora, Assistant Parks & Recreation Director; LeAnn Resendez, Recreation Center Superintendent; Carly Cox, Parks Admin. Jim McDonald, City Councilmember, was present as well.

3. **Citizens Communication**

There was no one present who signed up to speak to the commission.

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.

4. **Approval of the Minutes**

[2018-6548](#)

Discuss and consider action to approve the minutes from the Parks and Recreation Commission January 18, 2018 Regular Meeting.

Mr. Owens made a motion to approve the minutes from the January 18, 2018 regular meeting as presented. Ms. Woodworth seconded the motion. All were in favor. The motion carried.

5. Discuss Only

[2018-6549](#)

Director's Updates including information about the Project Status Report, Monthly Departmental Financials and Upcoming Special Events.

Ms. Crouch introduced the topic. Mr. Hemenes began with an update on 1849 Park. Phase 1B construction has started and has a project schedule of about 180 days. We hope to start using the field space in the Fall of this year. Stone Hill Park construction is ongoing; Oncor is awaiting electrical installation. Wilbarger Creek construction documents are being finalized and we will begin the permitting process this Winter. Construction for the Gilleland Creek Pool Renovation Project is underway and will be completed in time for the pool to reopen for the Summer season. Mr. Hemenes also announced that the Pflugers Park Playground Replacement Project has received an additional \$90K in funding from the Pflugerville Community Development Corporation (PCDC). This project now has nearly \$250K in funding. In addition to a full playground replacement we will be making park enhancements that improve accessibility, new site amenities, etc. Our next event will be Spring Pfling on Saturday, March 24, at the Pflugerville Recreation Center from 12 – 3 p.m.

6. Discuss and Consider Action

[2018-6550](#)

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

Ms. Crouch introduced the topic. Mr. Hemenes informed the group that the City Attorney advised him to post a meeting notice inviting the public and stating that availability on the tour is first come, first serve. Discussion began on a special meeting date, and it was also mentioned that the next regularly scheduled monthly meeting is scheduled during the week of Spring Break; The Commissioners decided to move the regularly scheduled monthly meeting to Thursday, March 22. A special meeting date for Saturday, March 10 from 8 – 10 a.m. was set for the bus tour. Mr. Owens made a motion to approve the discussed meeting dates for the special meeting and also the regularly scheduled monthly meeting. Ms. Crouch seconded the motion. All were in favor. The motion carried.

Discuss Only

[2018-6547](#)

Discussion of the Commission's Strategic Plan & Calendar, the Parks, Recreation and Open Space Master Plan and other Master Plans and development of the Parks & Recreation Five-Year Capital Improvement Program (CIP) Budget.

Ms. Crouch introduced the topic. Mr. Hemenes gave an overview of the project lists included in the meeting attachments. Discussion began on how these project lists have been compiled and also how a 5-Year CIP list is compiled each year by the Commissioners. Mr. McDonald suggested that the

Commissioners always include tree plantings in any new projects. Discussion continued on bond election possibilities, existing issued bonds, and projects that can possibly be funded by a request to have funding added to the Parks and Recreation Department general operation budget. Mr. McDonald also mentioned to the Commissioners that he has spoken with Mountain Creek HOA and they are willing to match funding to replace park signage in their neighborhood; this could be a way to help fund the park signage update project. Discussion continued on the need to feasibility studies, priorities of the Commission, and the creation of a separate "Bond Funding Project" list. Mr. Hemenes will send out a working list of the new 5-Year CIP as he removes projects in process or that have received funding, and new priorities outlined by Commissioners.

Discuss and Consider Action

[2018-6558](#)

Discuss and Consider Action regarding the recommendation of a project for the 2018 Deutschen Pfest Proceeds.

Ms. Crouch introduced the topic. The Commissioners discussed how many citizens, and especially people who do not live in Pflugerville, do not know what the Deutschen Pfest gate fees and t-shirt sale fees go towards and that educating the public on where the proceeds go may help increase revenue. Discussion continued and Ms. Ely made a motion to use the 2018 Deutschen Pfest proceeds to further the Park Signage Standardization Project. Mr. Owens seconded the motion. All were in favor. The motion carried.

[2018-6551](#)

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 next month CIP discussions will continue and staff reports will begin April.

7. Adjourn

Ms. Woodworth made a motion to adjourn. Ms. Crouch seconded the motion. The meeting adjourned at 8:32 p.m.

Approved as presented on February 15, 2018.

Christie Crouch, Commission Chair