



City of Pflugerville

Minutes - Final - Final

Parks and Recreation Commission

Thursday, September 20, 2018

7:00 PM

Pflugerville Recreation Center, 400 Immanuel Rd

Regular Meeting

Commissioners:

Christie Crouch, Chair

Raul Capetillo, Member

Kimberly Castillo, Secretary

Scott Langer, Member

Michael Owens, Vice Chair

Barbara Woodworth, Member

Sebastian Carzola, Student Member

Lisa Ely, Alternate Member

1. Call to Order

Christie Crouch, Chair, called the meeting to order at 7:02 p.m.
Raul Capetillo, Kimberly Castillo, Scott Langer, Michael Owens and Sebastian Carzola were present. Barbara Woodworth and Lisa Ely were absent. Staff attending: James Hemenes, Parks & Recreation Director; Sheila Wiora, Assistant Parks & Recreation Director; Trey Fletcher, Assistant City Manager; Maggie Holman, Special Events Coordinator; Carly Cox, Parks Admin Tech.

2. Citizens Communication

There was no one present who wished 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.

3. Approval of the Minutes

- 3A. [2018-7065](#) Discuss and consider action to approve the minutes from the Parks and Recreation Commission August 16, 2018 Regular Meeting.

Mr. Langer made a motion to approve the minutes as presented from the August 16, 2018 Meeting. Mr. Capetillo seconded the motion. All were in favor. The motion carried.

4. Discuss Only

4A. [2018-7066](#)

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

Ms. Crouch introduced the item. Mr. Hemenes began with an update on 1849 Park. Weather delays on the project have occurred after the asphalt, parking and driveways were completed so the project is looking to go through the end of September, with early Oct completion. Site buildings and Playground delivery and installation is expected soon. Staff is continuing to work with Travis County to coordinate the turn-lane construction. Mr. Hemenes continued to say that Wilbarger Creek Park is currently in permitting and expected to go to bid in October. The floodplain discussions concerning the project have been completed. The Lake Pflugerville Project selection of Halff Associates, Inc was approved by City Council. The Senior Room/Nursery Room Repurposing project construction will begin in early October. The project should take about 60 days. Mr. Hemenes added that a new fiscal year will begin October 1, and then briefly spoke about the upcoming events. Pfurry Splash Party held on Sept. 8 attracted about 200 dogs. The Pfarmers Market regular season continues through the end of October with Pfestive Market Days scheduled in November and December. The last two Music in the Park events were rained out and have been rescheduled for Sept. 21 and Oct. 5. International Park(ing) Day is Sept. 21 as well. National Night Out is Tuesday, Oct. 2 and we will be holding our own neighborhood party in Old Town Park from 6 – 8 p.m. The Pfloating Pumpkin Patch will be held on Saturday, Oct. 13 at Gilleland Creek Pool. Pfall Chili Pfest will be held Saturday, Oct. 20 from noon – 5 pm in downtown Pflugerville.

5. Discuss and Consider Action**5A. [2018-7069](#)**

Discuss and consider action regarding a recommendation to City Council on the Athletic Field Use Policy.

Ms. Crouch introduced the topic. Mr. Hemenes explained to the commissioners that there was a need to develop an Athletic Field Use Policy for the city owned and operated field space because there is a constraint on field space the city currently has, the city highly subsidizes youth sports and there are competing priorities for maintenance. The fields need to be properly scheduled in order for adequate renewal times as so fields are not overused. Mr. Hemenes added that staff is currently working on a final draft to present to City Council. Some parameters in the use policy include; field use limited to 16 hours per week for all areas, except for allowed tournaments; practice pods are for practice only; 4 tournaments on game fields per year; football fields are available for games including lacrosse, soccer, and football; scheduling will follow a sports organization hierarchy establishment criteria (resident vs non-resident league, youth vs adult). Staff is recommending that organizations based in Pflugerville get priority. The allocated priority to Pflugerville residents is pro rata share of space based on a percentage of the total. With 1849 Park, maintenance costs will be around \$400K, and staff is looking to achieve 25% cost recovery. Discussion began on different field cost scenarios & current cost schedule for leagues using space, new tournament/practice fees, and concession logistics. Mr. Hemenes continued to say that staff is recommending an hourly rate fee with an annual agreement with each league. Staff is hoping to present the final Athletic Field Use Policy to city council on Oct. 9. Mr. Capetillo made a motion to accept the Athletic Field Use Policy as

presented. Mr. Owens seconded the motion. All were in favor. The motion carried.

5B. [2018-7067](#)

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 there will be a Recreation & Senior Center staff report. Mr. Langer also mentioned to the group that he may have a presentation from the Tree Care Advisory Board for next month's meeting as well.

6. Adjourn

Mr. Capetillo made a motion to adjourn the meeting. Mr. Owens seconded the motion. All were in favor. The meeting was adjourned at 8:17 p.m.

Approved as _____ on October 17, 2018.

Christie Crouch, Commission Chair