



City of Pflugerville

Minutes - Final - Draft

Parks and Recreation Commission

Thursday, December 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 7:04 p.m. Barbara Woodworth, Raul Capetillo, Scott Langer, Michael Owens, Kimberly Castillo, and Sebastian Carzola were present. 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.

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. [2018-7249](#) Discuss and consider action to approve the minutes from the Parks and Recreation Commission November 15, 2018 Regular Meeting.

Ms. Woodworth made a motion to approve the minutes as presented from the November 15, 2018 regular meeting. Mr. Capetillo seconded the motion. All were in favor. The motion carried.

4. Discuss Only

4A. [2018-7250](#)

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 by introducing the newly appointed Commission member for next year, Patrick Clynch. Ms. Dryden then moved on to an update on 1849 Park. There was a ceremonial ribbon cutting held at the park on November. During their last walkthrough there was a brief list of items to be completed and the project is substantially complete. The contractor is completing those items and working on revegetation. The turn lane coordination between the city and Travis County is ongoing as well. We will be accepting bids for Wilbarger Creek Park from December 26 to January 31. Lake Pflugerville Phase 1 RFQ approved by city council back in October 2018, refined concepts are expected to be ready in January. The PDR schedule for this project is about 4 months, as this project also includes Biehle House land; this land includes potential space for a new community gardens location, and additional parking to further alleviate the parking at the North Shore of the Lake. Ms. Dryden continued on with an update on the Senior Center / Recreation Center needs assessment and feasibility study. An agreement with the consultant has been executed, and the community survey is currently available online. A focus group for the project will possibly be formed in early January by city council. The current Recreation Center renovation project is ongoing with a January completion date. Ms. Holman then spoke about our upcoming events. This week was the final Pfestive Market of the season & final market day overall for 2018. The Pfarmers Market will resume in March with Early Market Days. Pfreeze Pflop will be on Tuesday, January 1 beginning at 10 a.m. at the Scott Mentzer Pool. Unplug and Explore programming is scheduled for January & February. Winter Pfun Camp will be held January 2 – 4. Camp will be followed by Pfieldtrippin' on Monday, January 7; this program is similar to Pfield Day in October where the school district is closed for a staff prep/training day, so we are offering a structured outing for the kids to participate in on that day. Pfun Run registration will open on Tuesday, January 1—race day will be May 19.

5. Discuss and Consider Action

Adjourn

5A. [2018-7253](#)

Discuss and consider action on providing recommendation regarding Pfluger Farm PUD parkland dedication.

Ms. Crouch introduced the topic. Mr. Hemenes described the property for the commission—proposed 40.36 acre multi-family and townhome development. The developer is required to dedicate and develop a minimum 7.23 acres or pay a \$314,938.80 for land/park development. The developer's proposal is to dedicate 3.62 acres of land in the floodplain, 0.78 acres not in the floodplain, and pay approximately \$123K fee in lieu. Discussion began on the location of the development & the parkland to be dedicated. It was noted that the

developer also intends to construct a trail that will connect the city parkland to nearby Pfluger Farm Loop & the Highland Park Neighborhood. Staff is recommending that the proposal be accepted for the following reasons:

- Meets & exceeds UDC requirements
- Developer will provide immediate trail connection to existing trail system
- Amenities provide an immediate use for the future residents

Mr. Owens made a motion to approve the recommendation regarding Pfluger Farm PUD parkland dedication. Mr. Langer seconded the motion. All were in favor. The motion carried.

5B. [2018-7252](#)

Discussion and Possible Action regarding submitting the Tree Care Advisory Board's Annual Report for 2018.

Ms. Crouch introduced the topic. Mr. Hemenes informed the group that the TCAB report has been updated for 2018 with the events completed during this year. Some updates to action items were made as well. Item 7 has been updated to show the recommendation proposed in October 2018 to have landscape funding allocated as part of each future bond project. Mr. Fletcher added that currently, under the city's development policy & practices, site development projects will always have landscaping. The deficit the city is currently seeing in landscaping additions is mostly with linear roadway construction. Mr. Fletcher suggests rather than 1% - 2% allocation for bond projects, to advocate for all city CIP projects to have landscaping and tree plantings, & to also maximize the landscaping in existing roadways and site buildings, where possible. There was a brief discussion on how to quantify and measure landscape installation. Mr. Fletcher is suggesting the verbiage read that all CIP projects should allocate funding for landscape incorporation, & to allocate resources in the CIP to include landscaping. Mr. Fletcher continued to say that the TCAB duties do not allow them to direct funding, but to recommend policy. The suggested policy should state the requirement to include landscaping funding in all CIP projects, and add landscape improvements in the other corridors (ROW/medians) where possible.

Ms. Woodworth made a motion to approve submission of the annual report of activity of the Tree Care Advisory Board with the following revision to 7.2: Collaborate with School District to have tree plantings where appropriate, whether that be new or existing campuses; 7.3: Require landscape funding allocation in all CIP projects, and retrofit existing corridors with appropriate landscaping, where applicable. Mr. Capetillo seconded the motion. All were in favor. The motion carried.

5C. [2018-7251](#)

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

Ms. Crouch introduced the topic. Ms. Woodworth would like to see other cities inventory of accessible parks compared to Pflugerville and have an agenda item for the purpose of discussing and/or proposing projects to improve the mobility access and needs at current/future parks.

Mr. Langer would like to see an updated tree canopy report for the city.

6. Adjourn

Ms. Crouch made a motion to adjourn. Mr. Capetillo seconded the motion. The meeting was adjourned at 8:02 p.m.

Approved as _____ on January 17, 2019.

Christie Crouch, Commission Chair