



City of Pflugerville

Minutes - Final

Parks and Recreation Commission

Thursday, January 17, 2019

7:00 PM

Pflugerville Recreation Center, 400 Immanuel Rd

Regular Meeting

Commissioners:

Raul Capetillo, Member

Kimberly Castillo, Member

Scott Langer, Member

Michael Owens, Member

Barbara Woodworth, Member

Patrick Clynch, Member

Sebastian Carzola, Student Member

Lisa Ely, Alternate Member

1. Call to Order

2. Election of Officers

2A. Discuss and consider action regarding the Election of Officers for the Parks and Recreation Commission.

Mr. Capetillo introduced the topic. This item is to allow for the election of officer positions of chair, vice-chair, and secretary, for 2019.

Mr. Capetillo nominated Mr. Owens as chair. Ms. Castillo nominated Mr. Capetillo as vice-chair. Mr. Capetillo nominated Ms. Castillo as secretary. Ms. Woodworth seconded all the nominations made. All were in favor for all nominated officers.

3. Citizens Communication

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.

There was nobody present who wished to speak to the committee.

4. Approval of the Minutes

- 4A.** Discuss and consider action to approve the minutes from the Parks and Recreation Commission December 20, 2018 Regular Meeting.

Mr. Langer made a motion to approve the minutes as presented from the December 20, 2018 regular meeting. Mr. Capetillo seconded the motion. All were in favor. The motion carried.

5. Discuss Only

- 5A.** Director's Updates including information about the Project Status Report, Monthly Departmental Financials and Upcoming Special Events.

Mr. Owens introduced the topic. Ms. Dryden began with an update on Wilbarger Creek Park. The project is out to bid with a bid opening currently scheduled for January 31, with an award to council in February. This project has a projected date of early 2020. Ms. Aileen continued with the project updates and informed the group that the Lake Pflugerville Phase 1 refined concepts will be completed in February and the following preliminary design report (PDR) will take about 4 months to complete. There was a brief discussion on the location of the project site for Phase 1. Ms. Dryden continued on to give an update on the progress of the Senior and Recreation Center Feasibility Study project; the RFQ agreement has been executed, and there is currently a community input survey live online & paper version is available in person at the Recreation Center. A focus committee for the next phases of this project will be appointed by city council in January 2019. The committee members will be a mix of citizen and current board/committee members. The discussion moved to the current Senior Room Renovations—the project is coming together and the crew will be working on floor installation soon. The Pfluger Park playground accessibility project is also set to complete soon as well, with fencing coming down in the next 2 weeks. A shade structure addition and accessibility sidewalks were installed in the Pfluger Park playground area, as well as connection to the Pfluger Grove Picnic Area and surrounding trails. Discussion began on the location of some of the shade structures post placements—playground equipment “fall space” requirements played a factor in determining the placement and there should not be any accessibility issues due to post placement. Ms. Holman then briefly spoke about the upcoming events. The Pfarmers Market will not resume until March & April with the Early Market Days. The Unplug & Explore program will continue through February, and Mr. Daulton Mobley, Recreation Program Coordinator, will be introducing new 2 program series’ in the Spring called “Java and Journey” & “Picture Perfect”. These programs will be targeted at individuals ages 18 – 35.

6. Discuss and Consider Action

- 6A.** Discuss and consider action to select a Deutschen Pfest Liaison.

Ms. Woodworth nominated Mr. Capetillo. Mr. Cazola seconded the motion. All were in favor, the motion carried.

- 6B.** Discuss and Consider Action regarding continuing the Tree Care Advisory Board Sub-Committee, establishing associated duties and selecting from the members of the Commission a Sub-Committee Chair.

Ms. Woodworth nominated Mr. Langer as the TCAB sub-committee chair. Mr. Capetillo seconded the motion. All were in favor, the motion carried.

- 6C** Discuss and Consider Action regarding the recommendation of a project for the 2019 Deutschen Pfest Proceeds and reallocation of past years' proceeds.

Mr. Owens introduced the topic. Mr. Hemenes briefly spoke about the past years' proceeds and project selections. Ms. Holman gave a brief presentation concerning a project selection recommendation from staff. There is currently an allocated budget of \$80,000 for the purchase of a new stage, but there are necessary additions not considered in the funding allocation. Staff is recommending that the Commissioners add \$18,678.00 of available Deutschen Pfest proceeds to the \$80,000 allocated funding to help in the purchase of a new stage for the city. Ms. Holman pointed out the current staff requirements and time/preparation it currently takes to set up the stage we currently own. The stage itself is becoming a hazard, as it is worn and aging. The new stage includes hydraulics for and easy, level, and safe stage set-up. This new stage that staff is hoping to purchase is also constructed in a way that it can be stored within itself, outdoors, and be fully protected from the weather and outdoor elements.

Ms. Woodworth made a motion to accept the staff recommendation to use \$18,678.00, not to exceed \$20,000.00, to help in the purchase of a new stage. Mr. Capetillo seconded the motion. All were in favor, the motion carried. There was a brief discussion on the project selection of the 2019 Deutschen Pfest proceeds. Ms. Castillo made a motion to table this discussion until the next regular scheduled meeting. Mr. Capetillo seconded the motion. All were in favor, the motion carried.

- 6D.** Discuss and consider action on providing a recommendation regarding proposed changes to the City of Pflugerville Code of Ordinance Title XV Land Usage, Chapter 157 Unified Development Code, Subchapter 14, Parkland Standards.

Mr. Owens introduced the topic. Mr. Hemenes explained that the purpose of this item is to address the following: The changed reference of Parks and Recreation Commission to Parks and Recreation Advisory Board to be consistent with the city Charter; Establish minimum persons per unit as 1.75 persons per unit for higher density projects in determining the parkland dedication requirement and the parkland development fee requirements; Clarified credit for private park area & amenities. Mr. Hemenes continued on to say that previously there was no minimum unit ratio and this amendment will add minimum density/persons per unit to a minimum of 1.75. The clarified credit will grant full credit for a park under 3 acres as long as it meets established criteria, and parks over 3 acres will get no credit unless the density is a minimum 10 per acre, or greater. The parkland dedication fund is used only for purchasing and developing parkland. Mr. Fletcher added that the city does not want developers building only private parkland and not contributing to publicly accessible parkland. There was a brief discussion on the other included revisions.

Ms. Woodworth made a motion to table action on this item until the next regular scheduled meeting. Mr. Carzola seconded the motion. All were in favor, the motion carried.

6E. Discuss and consider action to place items on future Parks & Recreation Commission meeting agendas.

Mr. Owens introduced the topic. Mr. Hemenes reminded the Commissioners that the next meeting has been pushed back one week to February 28.

Ms. Woodworth requested a report of park accessibility compared to other cities. Mr. Fletcher told her that staff can look into current requirements and what the city currently has.

7. Adjourn

Mr. Capetillo made a motion to adjourn. Ms. Woodworth seconded the motion. The meeting was adjourned at 9:04 p.m.

This is to certify that a copy of this agenda for this meeting was posted on the bulletin board located at the City Municipal Building on January 11, 2019 at 5:00 PM pursuant to Section 551.041, Government Code.
Karen Thompson, City Secretary

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Attendance By Other Elected or Appointed Officials:

It is anticipated that members of the City Council and/or other city board, commissions and/or

committees may attend the meeting in numbers that may constitute a quorum of the City

Council and/or other city boards, commissions and/or committees. Notice is hereby given that

the meeting, to the extent required by law, is also noticed as a meeting of the City Council

and/or other boards, commissions and/or committees of the City, whose members may be in

attendance. The members of the City Council and/or boards, commissions and/or committees

may participate in discussions on the same items listed on the agenda, which occur at the

meeting, but no action will be taken by such in attendance unless such item and action is

specifically provided for on an agenda for the City Council or board, commission or committee

subject to the Texas Open Meetings Act.