



City of Pflugerville

Minutes - Final

Parks and Recreation Commission

Thursday, October 20, 2016

7:00 PM

Pflugerville Recreation Center, 400 Immanuel Rd

Regular Meeting

Commissioners:

Kimberly Castillo, Member

Christie Crouch, Member

Raul Capetillo, Member

Sahaj Shah, Student Member

Lisa Ely, Member

Jim McDonald, Member

Laura Sager, Member

Scott Langer, Alternate Member

1. Call to Order

Christie Crouch, Chair, called the meeting to order at 7:02 p.m.

Lisa Ely, Raul Capetillo, Kimberly Castillo, Laura Sager, and Scott Langer were present. Jim McDonald and Sahaj Shah were absent. Staff attending: James Hemenes, Parks & Recreation Director; Sheila Wiora, Assistant Parks & Recreation Director; Carly Cox, Parks Admin.

2. Citizens Communication

Geoff Guerrero – 21202 Grand National Avenue – spoke to the Commissioners about striping the shoulder along FM 1825/Pecan St to include bike lanes. Mr. Guerrero identified the sections of this road that have sufficient spacing to draw bike lanes, and which sections do not.

5A. [2016-5273](#)

Discuss and consider action to provide a recommendation on the Branson Condominiums South Final Plat as it relates to Parkland Dedication.

Ms. Crouch introduced the topic. Mr. Hemenes showed photos of the proposed 130 residential unit development called the Branson Condominiums. Per the Unified Development Code (UDC) as it relates to Parkland Dedication the developer is required to give the city 2.574 acres of parkland or pay the fee in-lieu in the amount of \$112,123.44. The developer is proposing to pay the fee in-lieu for the cost of the land at \$96,850.00 and also develop a small private park using total or at least a portion of the park development fee. Mr. Guerrero also added that this park and the development's demographic is late 20s and early 30s and the amenities in the park will suit that age group. The developer will be including a half basketball court, small pavilion/gazebo, and grilling stations in this 6/10 acre park. Mr. Hemenes also added that the city generally does not want to accept parks under 3 acres. Discussion began on

demographics that the developer is hoping to attract, the proposal of the developer, ownership of surrounding land, and size of parkland in terms of the amount of units in the development.

Mr. Capetillo made a motion to recommend that the Planning and Zoning Commission accept the developer's proposal of \$112,123.44 and develop and/or make cash payment for the park improvements in the amount of \$96,850.00. Mr. Langer seconded the motion. All were in favor. The motion carried.

Mr. Capetillo made a second motion to recommend to the City Council and the Planning and Zoning Commission that if a portion of the subject tract becomes available for donation as parkland that the city accept the land and/or cash payment to satisfy for the parkland requirement. Mr. Langer seconded the motion. All were in favor. The motion carried.

3. Approval of Minutes

- 3A. [2016-5269](#) Discuss and consider action to approve the minutes from the Parks and Recreation Commission September 15, 2016 Regular Meeting.

Ms. Ely made a motion to approve the minutes from the September 15, 2016 regular meeting. Mr. Langer seconded the motion. All were in favor. The motion carried.

4. Discuss Only

- 4A. [2016-5270](#) Director's Updates including information about the Project Status Report, Monthly Departmental Financials, Commission Meeting Date & Time Requirements, Heritage Park Story Walk and Upcoming Special Events.

Ms. Crouch introduced the topic. Mr. Hemenes began with an update on the November 2014 Bond Election projects. Wilbarger Creek Park (formerly Highland Park) survey has been completed and design has started. Trail gaps are still under construction; the bridge on the Mountain Creek trail off Settlers Valley/Custer's Creek has been installed. We have also received the user agreement allowing us to construct a 10 foot trail on the North side of Pecan St between 10th St and Swenson Farms Blvd. Pfennig Park parking lot is about 99% complete with electrical going in next week. The Swenson Farms trail gap construction documents are about 90% complete, an easement is currently being worked on and the plans will be submitted to TPWD when completed. Mr. Hemenes then showed photos of the bridge that was installed on the Mountain Creek trail and the bridge should be fully installed and ready to use in the next 2 weeks. Stone Hill Park is currently going through permitting. The restroom replacement in Pfluger Park was added to the bid for the Stone Hill Park construction to ensure that the new restrooms will be in place by Deutschen Pfest 2017. Mr. Hemenes anticipates this project going to bid in early November. Mr. Hemenes continued on to an update regarding the 1849 park – the early grading & utility package bid will be awarded next week at City Council & we can expect a groundbreaking for this package at the first part of November. Included in this will be 3 soccer fields, 3 football fields, and a portion of the parking to have ready for use in Fall 2017. Mr. Hemenes also spoke about a new staff member that will be joining the department in early November; their title will be Parks Development Manager. Mr. Hemenes spoke briefly about the charter and ordinance and what the meeting dates are

according to those two documents; the current charter 8.10.b states the commission shall meet at least monthly and the city ordinance 95.26 states that the commission shall hold at least 1 regular meeting each month and shall fix regular meeting dates at a regular meeting place. Discussion began on need to change the meeting times, and when other commissions and boards meet. Ms. Wiora then spoke about the new Story Walk project that has been put together and coordinated by the Library and the Parks & Rec Department. This story walk project is a book, broken up by pages affixed to a pedestal. The first trail this Story Walk will be installed on is the Heritage Loop trail. The goal is to get kids moving while they're reading a story. The first book installed will be called "Sheep Take a Hike". Ms. Crouch asked how much it cost to fund this project because she would like to see these also installed on trails near schools.

Upcoming events: The last regular season Pfarmer's Market will be on Tuesday, Oct. 25 from 3 p.m. to 7 p.m. The Pfestive Pfarmer's Market will start the following Tuesday, November 1 and continue on November 8, 15, and in December on the 6, 13, and 20. Arbor Day is Friday, November 4 and we will be planting trees in Cambridge Heights Park. The annual Pfall Pfest Craft Show will be on Saturday, November 19 from 9 a.m. to 4 p.m. The Holiday Stroll, Pfestival of Lights & Christmas Parade will be on December 3 from 10 a.m. to 8:30 p.m.

4B. [2016-5271](#)

Staff Report and discussion regarding the Adopt-a-Trail Program.

Ms. Crouch introduced the topic. Mr. Hemenes explained the Adopt-A-Trail Program. It encourages families, neighborhoods, community or civic groups to get involved in the beautification of the city's trail system by allowing adoption of trail segments. The city has about 45 miles of trail in its inventory, not all segments are available for adoption as some are located within maintenance areas of HOAs and their organization would prefer to maintain them. There are currently 26 miles of trails adopted by groups and families. Two new adoptees this year are the Ronda Gindin Group and the Liquidation Channel. Altogether, this program averages 280 hours of community service, 384 bags of debris at 35lbs each. Six trail segments will be released by the end of the month due to inactivity.

4C. [2016-5275](#)

Discussion related to a Future Recreation Center.

Ms. Crouch introduced the topic. Discussion began regarding the steps involved with building a new recreation center and the possibility of combining studies for a new recreation center and separate senior activity center. The first step would be to do a feasibility study, which would need to be approved by the City Council. That planning process would involve public input regarding wants and needs. That study would also determine size of the facility and size and ideal location of a site.

5. Discuss and Consider Action

5B. [2016-5272](#)

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

Mr. Capetillo made a motion to discuss and consider action at a future meeting regarding the feasibility study for a new recreation center and or senior center. Ms. Sager seconded the motion. All were in favor. The motion carried.

Mr. Langer made a motion to discuss and consider action as the Tree Care Advisory Board to ask the Planning and Zoning Commission for landscaping requirements and determine what a necessary tree canopy is for a city of this size. Ms. Ely seconded the motion. All were in favor. The motion carried.

6. Adjourn

Mr. Capetillo made a motion to adjourn. Ms. Ely seconded the motion. The meeting was adjourned at 8:34 p.m.

Approved as presented on November 17, 2016.

Christie Crouch, Commission Chair