



City of Pflugerville

Minutes - Final

Parks and Recreation Commission

Thursday, March 16, 2017

7:00 PM

Pflugerville Recreation Center, 400 Immanuel Rd

Regular Meeting

Commissioners:

Christie Crouch, Chair

Jim McDonald, Vice Chair

Michael Owens, Secretary

Kimberly Castillo, Member

Raul Capetillo, Member

Sahaj Shah, Student Member

Lisa Ely, Alternate Member

Scott Langer, Member

1. Call to Order

Christie Crouch, Chair, called the meeting to order at 7:03 p.m.

Jim McDonald, Kimberley Castillo, Lisa Ely, Scott Langer, and Raul Capetillo were in attendance. Michael Owens and Sahaj Shah were absent. Staff attending: James Hemenes, Parks & Recreation Director; Sheila Wiora, Assistant Parks & Recreation Director; Trey Fletcher, Assistant City Manager; Aileen Dryden, Parks Development Manager; LeAnn Resendez, Recreation Center Superintendent; Carly Cox, Admin Tech.

2. Citizens Communication

There were no citizens present that 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 Minutes

3A. [2017-5671](#)

Discuss and consider action to approve the minutes from the Parks and Recreation Commission February 16, 2017 Worksession and Regular Meeting.

Mr. Capetillo made a motion to approve the minutes from the February 16, 2017 Worksession and Regular Meeting as written. Ms. Castillo seconded the motion. All were in favor, the motion carried.

4. Discuss Only

4A. [2017-5672](#)

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

Ms. Crouch introduced the topic. Ms. Dryden gave an update on the ongoing November 2014 Bond projects. Wilbarger Creek Park is currently in design and staff will be meeting with the consultant next week. Change Order #1 was approved by City Council to allow for supplemental funding from the Park Development Fund to be used on the final trail segment connecting Wuthrich Park to Dessau. Swenson Farms trail project will go out to bid at the end of the month. The projected construction start date is for early June. StoneHill Park construction is moving along, they're currently working on the early grading. The Pfluger Park restroom building pad is in place as well. 1849 Park is at finish grade, irrigation is about 75% complete and wastewater lines are currently going in. Staff is expecting sod installation in early May. Ms. Dryden continued to say that the playground equipment has been ordered for North Park, Geneva's Park, and Wuthrich Park. Removal of old playground equipment will start in early April at North Park, and the crews will move each week to Geneva's and then Wuthrich—new equipment installation will stagger as well, with construction beginning at North Park. The Early Pfarmers Market will continue on March 21, and then again on April 11 and 25, leading into the regular market season beginning on May 5. Spring Pfling will be on Saturday, March 25 from noon – 3 p.m. at the Recreation Center. Deutschen Pfest will be May 19 – 21 at Pfluger Park.

5. Discuss and Consider Action

5A. [2017-5674](#)

Discuss and consider action to provide a recommendation regarding the Parks & Recreation Five-Year Capital Improvement Program (CIP) Budget.

Ms. Crouch introduced the topic. Mr. Hemenes suggested to the Commissioners that they narrow their CIP list down to 5 projects with a max budget of \$2M to present to Council. Discussion began on how these projects would be funded and the feasibility of acquiring land and/or easements to build trails listed on the FY2016 5-Year CIP list. Discussion continued on grant funding possibilities for Gilleland Creek Trail connection from Picadilly to Grand Ave. Ms. Crouch added that she would like to see a feasibility study done for a future recreation/senior center. She continued to say that if there is another Bond Committee in the near future, it's hard to have them approve a bond without knowing a cost. Discussion continued on qualifying for grants, how much funding would potentially be awarded, and how much up-front funding would be needed. The Commissioners all gave their top-2 projects that they believe are the most important. The projects listed were:

- Gilleland Creek trail connection – Grand Ave to Picadilly Park & neighborhood connections
- Pfluger Park – Playground Replacement
- A feasibility study for a future Recreation/Senior Center
- Splash Pad (to be constructed in Stone Hill Park)
- Practice Field Improvements – Heritage Park, Wells Point, Moose Park, Cambridge Heights, Swenson Pond, Geneva's Park, Falcon Pointe,

Windermere, Katymead Detention Pond, Royal Pointe Detention Pond, Saxony Detention Pond, Villages of Hidden Lake

- Design for next 2 Undeveloped Parks

- o Total: approximately \$1.5M

Discussion continued about existing preliminary designs staff already has for undeveloped parks. Mr. Hemenes added that the Practice Field Improvements could potentially be a program requested in the departments operating budget. Mr. Fletcher also made a comment that their priority projects should stay consistent with what was submitted to Council last year. In addition to the projects listed above the Commissioners would like to express to Council their support for a new Parks, Recreation & Open Space Master Plan, as well as emphasize the desire for progress on the Lake Pflugerville Improvements—those funds were approved by the voters in the November 2014 Bond Election and there has been no movement on any projects at the Lake.

Mr. Capetillo made a motion to submit the FY2017 5-Year CIP list as discussed to the Planning and Zoning Committee for their recommendation to City Council. Mr. McDonald seconded the motion. All were in favor, the motion carried.

5B. [2017-5675](#)

Discuss and consider action to provide a recommendation regarding the Parks & Recreation Commission's Five-Year Tree Capital Improvement Program (CIP) Budget.

Ms. Crouch introduced the topic. Mr. Hemenes informed the Commissioners that the FY2017 5-Year Tree CIP will be a continuation of identifying tree planting locations, and add-ons to existing irrigation. Discussion began on incorporating landscaping improvements on medians and right-of-ways as part of the 5-Year Tree CIP.

Mr. Langer made a motion to update the Cambridge Heights Arbor Day tree plantings to reflect continuation of 2016 tree plantings, and to advocate for landscaping improvements along the city's transportation routes (roads, medians, trails, right of ways, etc.). Mr. McDonald seconded the motion. All were in favor, the motion carried.

5C. [2017-5676](#)

Discuss and Consider Action regarding the recommendation of a project for the 2017 Deutschen Pfest Proceeds.

Ms. Crouch introduced the topic. Mr. Capetillo and Mr. McDonald nominated a replacement of the Gilleland Creek Gazebo with use of the 2017 Deutschen Pfest Proceeds.

Mr. Capetillo made a motion to approve using the 2017 Deutschen Pfest Proceeds to replace the Gilleland Creek Gazebo. Mr. McDonald seconded the motion. All were in favor, the motion carried.

5D. [2017-5673](#)

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

Mr. Fletcher suggested that staff and Commission discuss the department's annual operation budget at their next regularly scheduled meeting. Mr. Hemenes added that next month's meeting will begin our yearly staff reports and Mr. Eddie Garcia will be making a presentation.

6. Adjourn

Ms. Ely made a motion to adjourn. Mr. Capetillo seconded the motion. All were in favor. The meeting was adjourned at 9:39 p.m.

Approved as presented on April 20, 2017.

Christie Crouch, Commission Chair