



# City of Hutto

## Agenda

### Parks Advisory Board

Wednesday, February 9, 2022 at 6:30 PM

### City Council Chambers

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at [huttotx.gov](http://huttotx.gov)

**1. CALL SESSION TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENT**

**4. AGENDA ITEMS**

- 4.1. Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board meeting held on January 12, 2022.
- 4.2. Discussion and possible action on recommending approval with City Council for setting up a yard tool rental facility at Parks office.
- 4.3. Discussion and possible action on recommending approval with City Council for accepting from Williamson County Commissioners Court for a Veterans Memorial at City Hall or one of the parks.
- 4.4. Discussion and possible action on parks improvement items.

**5. OTHER BUSINESS**

- 5.1. Discussion on creating a wildflower area in Parks
- 5.2. Discussion on Parks and Recreation budget.

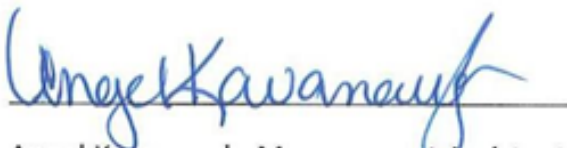
**6. SUPERINTENDANT REPORT**

**7. ADJOURNMENT**

**8. CERTIFICATION**

I certify that this notice of the February 9, 2022 Hutto Parks Advisory Board meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on February 2, 2022 at 5:00 P.M.



  
Angel Kavanaugh, Management Assistant

The City of Hutto is committed to comply with the Americans Disability Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special accommodations must be made 48 hours prior to the meeting. Please email the City Secretary's office at [City.Secretary@huttotx.gov](mailto:City.Secretary@huttotx.gov) or call (512) 759-4033 for assistance.

# AGENDA ITEM REPORT

## 4.1.



**To:** Parks Advisory Board  
**Subject:** Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board meeting held on January 12, 2022.  
**Meeting:** Wednesday, February 9, 2022  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FINANCIAL IMPACT:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

1. Parks Advisory Board Meeting minutes 1.12.2022



# City of Hutto

## Minutes

### Parks Advisory Board

Wednesday, January 12, 2022 at 6:30 PM

### City Council Chambers

#### 1. CALL SESSION TO ORDER

The Meeting was called to order at 6:30 PM

#### 2. ROLL CALL

Members of the Parks Advisory Board in attendance were: Perry Savard, Rose McMillin, Sharon Dyer, Deborah McPherson, Katie Weiss, Eddie Restrepo and David Meyer called in. Members of the City of Hutto Staff in attendance were: Matt Wojnowski, Assistant City Manager, Jeff White, Parks Superintendent and Angel Kavanaugh, Management Assistant.

#### 3. PUBLIC COMMENT

Introduction and welcome new Parks Advisory Board member Eddie Restrepo.

Mandi Villareal Salvo spoke to board that she had met with the Crosscreek HOA and they want to reachout to the Parks Advisory Board about discussion on the trail.

#### 4. AGENDA ITEMS

##### 4.1. Introduction of New Parks Superintendent.

Jeff White was welcomed back to the City in his new role as Parks Superintendent.

##### 4.2. Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board meeting held on December 8, 2021.

Chair Perry Savard made a motion to accept the meeting minutes from the regular scheduled Parks Advisory Board meeting held on December 8, 2021, with the spelling correction of his last name. Sarvard to Savard,seconded by Board member Rose Mcmillin. Motion passed 7 Ayes to 0 Nays

##### 4.3. Discussion and possible action on recommending approval with City Council for setting up a yard tool rental facility at Parks office.

The board updated that there was no new information but put board member Eddie Restrepo in charge of reaching out to Mike Snyder and Jeff White to get this project up and running. Changing rental to loan, Chair Perry Savard made a motion to recommend approval with City Council for setting up a yard tool loan facility at Parks office once more information is provided,seconded by board member Sharon

Dyer. Motion passed 7 Ayes to 0 Nays

- 4.4. Discussion and possible action on recommending approval with City Council for accepting from Williamson County Commissioners Court for a Veterans Memorial at City Hall or one of the parks.

Council member Mandi Villareal Salvo updated the board that Commissioner Boles will be bringing this item to the next Commissioners' court for approval of this \$50,000 grant. Commissioner Boles will be looking to get 2 more Architech renderings for the board to look at. Council member Mandi Villareal Salvo will reach out to see if their Architech is providing these or if the service will come out of the grant money. they also suggested reaching out to VFW to see about fundraising for benches to go around the memorial. No action on this item

- 4.5. Discussion and possible action on individual improvements to parks, board member updates and recommendations for their park.

Board members spoke about the list of improvements they would recommend for each of their parks. Jeff White updated the board with items that he had already visited : pond management - reached out to Wilco Extension office to look at the ponds at Hutto Lake. The big pond is in decent shape regarding water clarity, the small pond needs the lake edge re-established. Grass will need to be cut and Round-up made for ponds will need to be applied. It was recommended that each board member send in their list with the top items they want prioritized and Parks will work on a matrix with all items. We will keep this item on the next agenda for more updates. Jeff will also reach out to board members to schedule a tour of all the parks. No action was taken.

- 4.6. Parks and Recreation Budget updates

Jeff updated the board on mowing contracts (\$200,000) and looking at reaching out to get an engineer's reports for Bridge ( \$20,000 budgeted ), will reach out to streets and drainage to prioritize sidewalk updates as well as requesting some in parks.

- 4.7. Consideration and possible action for a tree project utilizing "fees in lieu of" as a tree planting funding source.

Jeff updated the board on the 61k fee in lieu of budget. For example, the tree quantity is based on installation ( if staff and volunteers do or if the company were purchased completes this task.) 15 gallon trees -642 trees, 45 gallon - 206 trees,65 gallon - 150 trees and 95 gallon- 110 trees. Keeping on the next agenda and staff will provide a list of recommended trees, sizes and quantity.

Keeping Hutto Legacy Church in mind as volunteers for this project as well as others.

## **5. OTHER BUSINESS**

## **6. ADJOURNMENT**

Chair adjourned meeting at 8:20 PM

## **7. CERTIFICATION**

I certify that this notice of the January 12, 2022 Hutto Parks Advisory Board meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on January 7, 2022 at 5:00 P.M.

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Parks Advisory Chair

# AGENDA ITEM REPORT

## 4.2.



**To:** Parks Advisory Board  
**Subject:** Discussion and possible action on recommending approval with City Council for setting up a yard tool rental facility at Parks office.  
**Meeting:** Wednesday, February 9, 2022  
**Department:** City Manager  
**Staff Contact:**

### BACKGROUND INFORMATION:

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FINANCIAL IMPACT:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None

# AGENDA ITEM REPORT

## 4.3.



**To:** Parks Advisory Board  
**Subject:** Discussion and possible action on recommending approval with City Council for accepting from Williamson County Commissioners Court for a Veterans Memorial at City Hall or one of the parks.  
**Meeting:** Wednesday, February 9, 2022  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FINANCIAL IMPACT:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None

# AGENDA ITEM REPORT

## 4.4.



**To:** Parks Advisory Board  
**Subject:** Discussion and possible action on parks improvement items.  
**Meeting:** Wednesday, February 9, 2022  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FINANCIAL IMPACT:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None

# AGENDA ITEM REPORT

## 5.1.



**To:** Parks Advisory Board  
**Subject:** Discussion on creating a wildflower area in Parks  
**Meeting:** Wednesday, February 9, 2022  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FINANCIAL IMPACT:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None

# AGENDA ITEM REPORT

## 5.2.



**To:** Parks Advisory Board  
**Subject:** Discussion on Parks and Recreation budget.  
**Meeting:** Wednesday, February 9, 2022  
**Department:** Community Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FINANCIAL IMPACT:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

None