



City of Hutto

Agenda

Parks Advisory Board

Wednesday, June 14, 2023 at 6:30 PM

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

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 regularly scheduled Parks Advisory Board meeting on May 10, 2023.
- 4.2. Discussion and possible action on a Facility Use Agreement with Hutto Youth Baseball and Softball Association.
- 4.3. Discussion and possible action on Facility Use Agreement with Sting Soccer Association.
- 4.4. Discussion and possible action on Parks and Recreation FY 24 budget and the 5-year Capital Improvement Plan.
- 4.5. Discussion and possible action on Veteran's Memorial.

5. OTHER BUSINESS

- 5.1. Discussion on Parks Board liaison recommendations.
- 5.2. Discussion on Fritz Park redesign.
- 5.3. Discussion on future trails.
- 5.4. Discussion on Fritz Park Bridge dedication.
- 5.5. Discussion of Hutto Lake Park.
- 5.6. Discussion on Adam Orgain Sign.

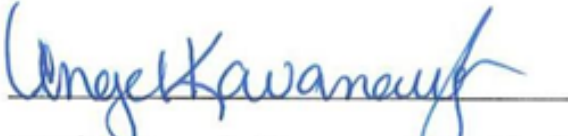
6. DIRECTOR'S REPORT

7. ADJOURNMENT

8. CERTIFICATION

I certify that this notice of the June 14, 2023 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 June 9, 2023 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@huttox.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 regularly scheduled Parks Advisory Board meeting on May 10, 2023.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Parks Advisory Meeting minutes May 10,2023



City of Hutto

Minutes

Parks Advisory Board

Wednesday, May 10, 2023 at 6:30 PM

City Council Chambers

1. CALL SESSION TO ORDER

The meeting was called to order at 6:31PM.

2. ROLL CALL

- 2.1. Perry Savard-
- Katie Weiss -
- Sharon Dyer-
- Charlotte Tyer-
- David Meyer-
- Milt Reichel-
- Cory Denena-

Members of the Parks Advisory Board in attendance were, Perry Savard, Sharon Dyer, Charlotte Tyer, Milt Reichel and Cory Denena. David Meyer was not in attendance. Katie Weiss will be late.

3. PUBLIC COMMENT

No Public Comment

4. AGENDA ITEMS

- 4.1. Consideration and possible action on the meeting minutes from the regularly scheduled Parks Advisory Board meeting on April 10, 2023.

Sharon Dyer made a motion to approve the meeting minutes from the regularly scheduled Parks Advisory Board meeting held on April 12, 2023 with date change, seconded by Cory Denena. Motion Passed 4 Ayes to 0 Nays.

- 4.2. Discussion and possible action on approving a cell tower in the Riverwalk Soccer Complex.

Jeff White had a presentation from Kimley Horn about a cell tower approval at the Riverwalk Soccer Tower. Capacity and lighting upgrades on the soccer field. A motion was made by Chair Perry Savard to include a 8 foot fence 50X50, with tower dimensions to be made at a later date, and green added, seconded by board member Cory Denena. Katie Weiss arrived 6:57 PM. 4 Ayes to 1 Nay

5. OTHER BUSINESS

- 5.1. Discussion on Parks Board liaison recommendations.

Jeff White and the staff discussed the recommendations of checking out the parks.

- 5.2. Discussion on Veteran's Memorial.

Jeff White discussed updates on the Veterans memorial, there was no update from the council,. We adjourned the meeting 7:11 PM to go outside and look at the side of city hall for location. The meeting opened at 7:22 PM. Add to agenda for next month.

5.3. Discussion on Fritz Park redesign.

Jeff White update Fritz Park redesign. Going forward to budget workshop 2023-24

5.4. Discussion of Hutto Lake Park.

Jeff White updated Hutto Lake Park, clean around lake area, limbs by bridge, butterfly garden needs workseeding park with wild flowers.

5.5. Discussion on Parks and Recreation FY 23-24 budget.

Jeff Update Board on Budget

6. DIRECTOR'S REPORT

Summer Leagues,

Summer camp

Had 24 families for Family Camp out

7. ADJOURNMENT

The meeting was adjourned at 8:20 PM

8. CERTIFICATION

I certify that this notice of the May 10, 2023 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 May 5, 2023 at 5:00 P.M.

Parks Advisory Chair

AGENDA ITEM REPORT

4.2.



To: Parks Advisory Board
Subject: Discussion and possible action on a Facility Use Agreement with Hutto Youth Baseball and Softball Association.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

This request is to recommend approval to enter into a Facility Use Agreement with Hutto Youth Baseball and Softball Association.

Council adopted a revised agreement in January 2023 and only executed an agreement through July 31, 2023. Section 18.02.004 of our Parks and Recreation Ordinances requires youth sports associations must meet with the parks and recreation director or an appointed agent and agree to terms in a written contract agreement. This contract will cover fees, policies, procedures, and guidelines as to the acceptable uses, maintenance, operation, and standards by which city facilities will be maintained.

This agreement includes:

- (1) Youth sports associations shall reimburse the city for all electric costs during the months that their programs are in session.
- (2) All youth associations will be required to submit demographic and financial information regarding resident and nonresident usage on an annual basis.
- (3) All youth associations will be required to pay a nonresident fee, per season, for each nonresident child in the association.
- (4) All youth associations may be subject to a minimum individual player fee for each participant for each season of play.
- (5) All youth associations shall reimburse the city for the cost of marble dust, paint, and infield topping used (outdoor field sports) unless addressed by a City Council-executed Facility Use Agreement.
- (6) All youth associations utilizing city athletic fields must require criminal history background checks on all coaches by an agency approved by the city manager or his/her designee.
- (7) Coaches and parents must be currently certified and/or trained by an agency approved by the city manager or his/her designee.
- (8) Contract terms run on the calendar year and are subject to review and renewal on an annual basis unless a different contract term is approved by the City Council in a Facility Use Agreement.

SUMMARY OF REQUEST:

AGENDA ITEM REPORT

4.2.



STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. FUA.HYBSA.2023

**CITY OF HUTTO
PARKS AND RECREATION
ATHLETIC FACILITIES UTILIZATION AGREEMENT FOR
HUTTO YOUTH BASEBALL AND SOFTBALL ASSOCIATION**

This Athletic Facilities Use Agreement (the “Agreement”) is entered into on this ____ day of _____ (the “Effective Date”) between the City of Hutto, a home-rule municipal corporation in the State of Texas (herein called “City”), by and through its Parks and Recreation Department, and the Hutto Youth Baseball and Softball Association (herein called “Association”), individually referred to as “Party” or collectively the “Parties.”

Recitals

WHEREAS, the City is a home-rule municipal corporation that has the authority under Local Government Code Chapter 282.003(a) to grant the use of the municipality’s public grounds by ordinance; and

WHEREAS, Chapter 18, Article 18.02, Division 1, of the Code of Ordinances (the “Parks and Recreation Ordinance”), pursuant to Section 18.02.004, allows youth sports associations and recreational programs to use public facilities provided and maintained by the City and establishes certain required contract terms and fees; and

WHEREAS, the Parks and Recreation Ordinance requires the City to enter into a written contract agreement with the Association and that it contains specific terms; and

WHEREAS, the Association is a youth sports association operating a volunteer baseball and softball program that works with the City to provide baseball and softball programs to the City’s youth.

NOW, THEREFORE in consideration of the foregoing premises and mutual covenants hereinafter set forth, the Parties agree as follows:

Agreement:

1. **Incorporation of Recitals:** The recitals are hereby accepted as true and are incorporated and adopted as part of this Agreement.
2. **Purpose:** The Association may use public athletic facilities that are provided and maintained by the City of Hutto. In return for the use of those facilities, the Association hereby agrees to abide by the following standards, requirements, and policies established by the City of Hutto Parks and Recreation Department, with the understanding that failure to abide by these standards and policies could result in restriction of facility use or the cancellation of this Agreement.
3. **Nature of the Agreement:** The Association will sign this Agreement with the City specifying league management and sports guidelines, insurance requirements, budget, and fiscal controls, concessions, field scheduling, and follow/adhere to the schedule of required documents and deadlines. The Agreement will be signed prior to the Association

advertising and conducting registration for a new season. The Parks and Recreation Department reserves the right to not renew this agreement.

4. **Term:** The term of this Agreement shall be from August 1, 2023, through December 31, 2023.
5. **Annual Financial Reports:** The Association will be required to make a presentation annually to the Parks Advisory Board outlining detailed financial reports and a general overview of the Association.
6. **Communication with the City:** The Association shall maintain a communication network with the City through the President of the Association for facility requests or needs. Any member of the board may contact the City if the two listed points of contact cannot be reached.
7. **Repairs or Services to City Facilities Prohibited:** No Association member or representative shall approve or authorize any repair or services to City facilities on behalf of the City. Any services rendered under these conditions shall be the financial responsibility of the Association and may result in the cancellation of this agreement.
8. **League Management and Sports Guidelines:**
 - a. The Association will submit its practice and game schedules as well as current (in-season) tournaments, camps, or clinics, via email to pard@huttotx.gov within three (3) weeks after the close of registration in order to prevent double bookings and other scheduling conflicts. Failure to comply could result in a loss of fields.
 - b. All age groups, divisions, or leagues, shall have equal access to available field use time, subject to this Agreement and the schedule approved by the City Parks and Recreation Department. All-Stars or tournaments are subject to Tournament rental fees.
 - c. Any expansion or changes (such as post-season tournaments or All-Stars) in Association programming that may affect field preparation or league programming must be pre-approved by the Parks and Recreation Department. Written requests must be submitted at least fifteen (15) business days in advance to pard@huttotx.gov. Decisions will be based on the overall benefit to the participants, as determined by the City.
 - d. The Association will adhere to all City Ordinances and policies that regulate the use of City athletic fields and facilities.
 - e. Each Association must provide an update on its non-profit IRS 501(c)(3) status. It must be in good standing with the IRS and other local, state, and federal agencies.
 - f. All park rules shall be adhered to at all times.

- g. The Association is responsible to ensure athletic fields and facilities lighting is operational only during periods of use for the pre-approved activity. Under no circumstance should field lights be on with no activity present.
- h. When offering youth sports for those under the age of eighteen (18), the Association must comply with the following:
 - i. Parks and Recreation Ordinance Section 18.02.004 (b)(6) all youth associations utilizing city athletic fields must require criminal history background checks on all coaches by an agency approved by the city manager or his/her designee.
 - ii. New coaches added at any time during the year must also undergo this background check. Background checks must be completed on each coach at least one time per year.
 - iii. Parks and Recreation Ordinance Section 18.02.004 (b)(7) Coaches and parents must be currently certified and/or trained by an agency approved by the city manager or his/her designee.
- i. The Association is responsible for ensuring there is no alcohol present on City property. (Sec.18.02.002)
 - i. It shall be unlawful and considered a class C misdemeanor offense for anyone to consume any alcoholic beverage, or possess an open container that contains any amount of an alcoholic beverage, in all designated parking areas, or within 25 feet either side of any roadway, within the boundaries of the city-owned public parks located within the city limits.
 - ii. Alcoholic beverages are prohibited at any and all organized youth sports activities or programs within city park property. Any event that wishes to sell alcoholic beverages at an event using public park facilities must meet any and all required state alcoholic beverage commission requirements as set by the city special event request form required by the city police department.
 - iii. Glass containers. It shall be considered a class C misdemeanor offense for anyone possessing, exhibiting, using, carrying or disposing of glass beverage containers in all city parks within the city limits, and at all city sports facilities. For purposes of this subsection “glass container” shall mean any receptacle, made wholly or partially of glass, which is designed for the storage or consumption of any food or beverage

- j. Any and all signage (banners, flyers, menu boards, etc.) temporary or permanently mounted at the City fields, fences, or inside the area must be approved by the Parks and Recreation Department. Signage must be removed at the end of each season.

9. Fee Requirements:

- a. The Association shall pay fees to help recover a portion of the operations costs of providing and maintaining athletic fields and facilities, including reimbursing the City for all electric costs during the months that the Association's programs are in session. These fees shall be \$15.00 per resident registration and \$20.00 per nonresident registration.
- b. Field preparation (stripping, dragging, and chalking) will take place prior to the start of the first scheduled game for that day. The City of Hutto will cover this cost. Additional field preparation will be at the cost of the Association.
- c. All fees are for each season. Fees are due to the City within fifteen (15) business days of the conclusion of the season. Failure to pay fees in a timely manner may result in loss of field privileges.
- d. The Association may not charge any fees without prior approval of the City for any event. Each event will be considered separately. The Association shall not sub-lease facilities or collect fees from any other use of the facilities without prior permission. (Example: independent tournaments, inter-league scheduling, etc.).
- e. Potential sponsors and sponsorships must be appropriate for minor and youth sports participants. The City reserves the right to deny a sponsor if they are not deemed appropriate.

Association Fees

Light Fee	\$20 per hour per field
Resident Fee	\$15 per player per season
Non- Resident Fee	\$20 per player per season

Out-of-Season Tournaments Field Rental Fees (Mager and/or Holmstrom)

Field & Light Rental	\$500 per season
Deposit	Waived
Gate Fee (if approved)	20% of fee

Team Fee (All-Star Only) \$10 per team

Concessions Fees (Mager and/or Holmstrom)

Rental fee (Weekend) \$50 per day
Rental fee (Weekday) \$15 per day
PARC Staff (if necessary) \$25 per hour
Deposit \$500 refundable per season

Additional Field Maintenance Fees

Re-Chalking \$25 per field
Re-Dragging \$20 per field

10. Insurance Requirements:

- a. Individual players, participants, or spectators are not covered by any insurance policy held by the City of Hutto.
- b. The Association shall carry commercial general liability insurance with a minimum coverage of \$1 million for each occurrence, with at least \$1 million aggregate. The City of Hutto shall also be listed as an additional insured on the policies. Insurance policies that do not meet these requirements will be forwarded to the City's Legal Department for review. Acceptance is at the City's sole discretion. Proof of insurance must be submitted by January 31st of each year.
- c. Glass breakage or other damage to vehicles on right-of-ways or in parking lots are not subject to coverage under the City's insurance policy. Theft, vandalism, or damage to personal vehicles parked on the park property is not subject to any coverage by the City of Hutto and the City shall be released, indemnified, and held harmless from such incidents. It is recommended that participants and spectators carry their own auto insurance and lock their vehicles during events at City facilities.
- d. Theft or loss of property/damage to equipment and supplies caused by inclement weather or any other means is not the responsibility of the City of Hutto. All participants release, indemnify and hold the City harmless from and against any damages from such incidents. This includes all items stored in concession facilities, meeting rooms, and storage areas.
- e. THE CITY'S PARKS AND ALL FACILITIES ARE ACKNOWLEDGED BY THE ASSOCIATION TO BE ACCEPTED IN AN "AS IS" AND "WHERE IS" CONDITION AND NO REPRESENTATIONS OR WARRANTIES AS TO FITNESS, SAFETY, HABITABILITY OR SUITABILITY ARE MADE BY THE CITY, SAID REPRESENTATION AND WARRANTIES ARE HEREBY

EXPRESSLY DISCLAIMED. THE CITY DOES NOT GUARANTEE OR WARRANT THAT THE PARK, THE FACILITIES, THE SERVICES TO BE PROVIDED BY THE CITY, OR LIGHTING FACILITIES OR OTHER EQUIPMENT WILL BE APPROPRIATE, EFFECTIVE OR USEABLE BY THE ASSOCIATION. THE CITY SHALL NOT BE HELD RESPONSIBLE OR LIABLE IN ANY WAY FOR ANY FAILURE TO FURNISH OR MAKE AVAILABLE ANY FACILITY, SERVICE OR EQUIPMENT.

- f. THE ASSOCIATION ACKNOWLEDGES THAT ITS ACTIVITIES AND ITS INTENDED USE OF CITY FACILITIES CARRY INHERENT RISKS AND MAY RESULT IN INJURY TO PERSONS AND LOSS OR DAMAGE TO PROPERTY. THE ASSOCIATION SHALL INSPECT ALL FIELDS AND FACILITIES PRIOR TO ANY USE AND ASSUMES ANY DAMAGE OR LOSS ARISING FROM THE ASSOCIATION'S NEGLIGENCE. THE ASSOCIATION SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY AND ITS OFFICIALS, OFFICERS, EMPLOYEES AND REPRESENTATIVES FROM AND AGAINST ANY AND ALL CLAIMS, DAMAGES, INJURIES, AND LOSSES IN ANY WAY ARISING FROM THE NEGLIGENCE OR WILLFUL ACTS OR OMISSIONS OF THE ASSOCIATION.

11. Budget and Fiscal Controls:

- a. The Association will submit within thirty (30) days after each season ends, copies of a detailed financial report, including all final participation numbers (resident and non-resident).
- b. To assure fiscal control, the Association will:
 - i. Immediately notify Hutto Parks and Recreation Department at pard@huttotx.gov, of any financial difficulty.
 - ii. Association must use best practices for records and storage retention.
- c. The City reserves the right to inspect the Association's financial records at any time. All financial documents must be provided within seventy-two (72) hours of a written request from the City of Hutto. It will be the Association's responsibility to provide all requested items.

12. Concessions:

- a. Associations may operate concession stands under the following guidelines:
 - i. The Association must pick up litter/trash in the area of its facility each game day. This includes the breakdown of all boxes. Non-compliance with

concession and litter collection will result in the forfeiture of concession privileges by the association.

- ii. Associations may not subcontract the concession facility to a third party.
- iii. Any other sales of concessions not identified in this Agreement must comply with and pay fees as required under the current City ordinances.
- b. The Association must follow local, state, and federal laws regarding food preparation. Association is responsible for any warnings or citations from the Williamson County and Cities Health District if food handling regulations are not followed.
- c. The Association must contact the Parks and Recreation Department at pard@huttotx.gov to confirm reservations of concession stands. Mager and Holmstrom concessions will be available on game dates.

13. Scheduling – Status of Playing Conditions:

- a. The Parks and Recreation Department has final authority in field allocation.
- b. The Association will provide practice and game dates and times. The Association must notify the City of any changes to the practice or game schedule five (5) business days before the proposed schedule change.
- c. All game fields must be reserved through the Parks and Recreation Department. All game fields are closed to reservations from December 31st to January 31st and August 1st to August 31st to allow proper maintenance, upkeep, and renovation. Any exception must be approved in writing by the Director of Parks and Recreation.
- d. Field preparation requests must be submitted to pard@huttotx.gov a minimum of ten (10) business days before the start of the season.
- e. The City must be immediately notified at pard@huttotx.gov of any proposed game cancellations. The City has the absolute authority to close the parks and facilities in the event of inclement weather, wet grounds, man-made issues, or any other “act of nature” that causes questionable playing conditions.
- f. Make-up games or practices must be submitted to pard@huttotx.gov at least five (5) business days before any games or practices, unless such make-up games or practices use existing reserved days and times.

- g. City parks and fields close at 11:00 p.m. as set by City ordinance. Any formal exemptions must be requested at least ten (10) business days in advance by emailing the reasoning and justification to pard@huttotx.gov. The City has sole discretion whether to grant such an exception for programming purposes.

14. Field/Facility Use and Enhancements:

- a. The Association may not make any permanent improvements without the written approval of the City. Permanent improvements will be subject to City inspection and must meet City codes.
- b. Field maintenance will be done by the City.
- c. The Association is required to report any broken, damaged, or unsafe items via pard@huttotx.gov.
- d. Association shall pick up all trash on and between all playing fields, dugouts, restrooms, bleacher areas, and parking areas (where applicable and within reason) and disposed of such trash into trash receptacles on the scheduled game and practice days. If the trash receptacles become full, it is the responsibility of the Association to empty them into the dumpster. The Association must replace the receptacles with bags provided by the City. Failure to clean ground trash and trash receptacles will result in a \$25 per hour per person fee for the cleaning of facilities.
- e. Scheduled game times may begin no earlier than 8:00 a.m. and conclude no later than 11:00 p.m.
- f. The City is not obligated to provide storage or meeting space for the Association, the participants, or any other user groups. Any City property storage area that is made available to the Association, the participants, or any other user groups shall be maintained in a clean and orderly manner or the user's privileges will be revoked. Any additional storage areas that are needed must be pre-approved and comply with the City of Hutto building and permit standards.

15. Field Allocations:

- a. Association is able use to fields at Creekside, Holmstrom, and Mager. Field allocations remain in effect throughout the contract period subject to any changes made by the City.

- b. The City reserves the right to offer the fields for reservations by other parties when not in use by the Association.
- c. Holmstrom field is closed to the Association on Monday, Wednesday, and Thursday nights. Mager fields will be closed to the Association on Thursday nights.

16. Tournaments, Clinics, Camps, and Special Events:

- a. Tournaments must be approved in writing by the City. Tournaments are defined as a special series of play that includes teams either in or out of the Association. This includes tournaments that are exclusive to the Association's teams only.
- b. Requests for use of City facilities/fields for tournaments and special events must be made in writing at least six (6) weeks in advance. Tournaments and special events must not be scheduled or advertised in advance until the Association receives written approval from the City.
- c. Out-of-season or All-Star Tournaments may only be scheduled within the allowable dates according to this contractual Agreement. The Association will be charged \$10.00 for each team participating in the tournament.
- d. Gate fees may not be charged for entry into any public park without the written consent of the Parks and Recreation Department.

17. Revocation of Contract:

- a. Enforcement of this Agreement will be implemented through periodic monitoring by the Parks and Recreation Department.
- b. Failure to comply with all of the provisions set forth in this Agreement may result in this Agreement being immediately revoked without notice by the City and all privileges set forth being eliminated.
- c. Reapplication for use of City facilities may be presented to the City and Parks Advisory Board the following season.

18. City-Owned Field Maintenance Agreement:

- a. The City will maintain the infields, fencing, grass, and lighting.
- b. The City will paint field lines on the grass when deemed necessary by the City.

- c. The City will prepare and maintain the restrooms in a safe and sanitary condition.
- d. The Association will receive keys or codes to the fields and be responsible for unlocking/locking the fields or facilities.
- e. The Association will be responsible for the adjustments of bases and mounds during games. The Association is responsible for moving bases for any additional games played after bases have been set by the City. Any damages to or missing City-owned equipment will result in a fee based on the price of the damaged or missing equipment.
- f. The Association is not permitted to perform any field repairs, dragging, or other maintenance. If additional maintenance is needed, the Association must pay a fee of \$25 per hour per Groundskeeper needed.
- g. The Association will prohibit its coaches and players from hitting softballs/baseballs into any Ballfield fences unless it occurs in the natural course of a game. Failure to enforce this policy may result in the Association incurring costs associated with the repairs of the fencing or termination of this Agreement.
- h. The Association will have permission to schedule field lights on an as-needed basis only. Lights are used for league practices, games, scheduled tournaments, special events, and make-up games approved by the City.
- i. Field lights will be turned on no earlier than thirty (30) minutes prior to sunset and will be turned off at the earlier of either the completion of scheduled games for that day or 11:00 p.m.
- j. The Association is responsible for ensuring that athletic fields and facilities lighting is operational only during periods of use under this Agreement. Under no circumstance should field lights be on with no activity present.
- k. Failure to comply could result in the cancellation of this Agreement and/or a charge-back of costs to the Association.

19. Field/Facility Inspection and Closure Agreement:

- a. The City will close the fields/facilities under the following conditions:
 - i. A City-sponsored event is scheduled.

- ii. The fields need to be rested due to usage.
- iii. The athletic fields and facilities are too wet and unplayable for games.
- iv. The athletic fields and facilities need to be closed in the interest of participant safety and/or preservation of the playing surfaces.

20. Procedures for Athletic Fields and Facilities Closure:

- a. The primary responsibility to determine athletic fields and facilities closure decisions shall rest with the City.
- b. The appropriate Association contact has the responsibility to inform the Association and participants concerning field closure decisions and will also render a final game-day decision on the weekends when necessary.
- c. The City will inspect the athletic fields and facilities by 3:00 p.m. on the game and/or practice day.
- d. The City will render a decision based on field conditions and/or the weather.
- e. The decision of the City will be final.
- f. If inclement weather becomes a factor after 3:00 p.m. the umpires and/or Association officials shall follow the same guidelines for deciding cancellation or postponement.

21. **Limitations of Liability:** Under no circumstances will the City be liable for any claim, loss, damage, or injury, whether to persons or property, in connection with the use of City parks or facilities or in any way arising from this Agreement. An Association's sole remedy in the event of any breach of this Agreement by the City is a cancellation of this Agreement.

22. **Contact Information:** The following person is designated as the Association's contact person, who is to serve as the Association's primary point of contact. This person's phone number and address must be current at all times throughout this agreement. This contact person or information may be changed by the Association only by written notice to the City.

Name: _____ Name: _____

Phone Number: _____
Email: _____

Phone Number: _____
Email: _____

23. **Agreement Approval:** The person executing this Agreement on behalf of the Association, or representing themselves as executing the Agreement on behalf of the Association, warrants that they have been fully authorized by the Association to execute the Agreement and that they will comply and uphold all terms and provisions contained herein. Any violations of the terms will result in revoking of this Agreement.
24. **Severability:** If any provision of this Agreement is found to be invalid or unenforceable by a court of competent jurisdiction, then the invalid or unenforceable provision shall be struck from the Agreement and all other provisions shall remain in full force and effect, or the invalid or unenforceable provisions shall be amended to be enforceable and valid and to reflect the original intent of the Parties to the extent possible.
25. **Waiver:** Failure to remedy any breach shall not constitute a waiver of that right at the time of the breach or in the future. A waiver by either Party of any one right shall not be deemed to be a waiver or any other right. Rights may only be waived in writing or as waived herein.
26. **Jurisdiction and Venue:** This Agreement shall be subject to and interpreted in accordance with the laws of Texas. Venue shall be proper in Williamson County, Texas.

IN WITNESS WHEREOF, the Parties have executed this Agreement by their duly authorized representatives as of the date indicated below.

Hutto Youth Baseball and Softball Association

By: _____, President of the Association

Date: _____

City of Hutto, Texas

By: James Earp, City Manager [or Designee]

Date: _____

DRAFT

AGENDA ITEM REPORT

4.3.



To: Parks Advisory Board
Subject: Discussion and possible action on Facility Use Agreement with Sting Soccer Association.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

This request is to recommend for approval to enter into a Facility Use Agreement with Sting Soccer Association for the use of Riverwalk Soccer Complex.

In early 2020, the City of Hutto took ownership of the Riverwalk Soccer Complex. To better utilize the fields for the community, the Parks and Recreation Department submitted a Request For Proposals for a Soccer Provider. Sting Soccer Association was awarded the bid to become the Soccer Provider and staff began working with the association on the terms of the agreement. Section 18.02.004 of our Parks and Recreation Ordinances requires youth sports associations must meet with the parks and recreation director or an appointed agent and agree to terms in a written contract agreement. This contract will cover fees, policies, procedures, and guidelines as to the acceptable uses, maintenance, operation, and standards by which city facilities will be maintained.

This agreement includes:

- (1) Youth sports associations shall reimburse the city for all electric costs during the months that their programs are in session.
- (2) All youth associations will be required to submit demographic and financial information regarding resident and nonresident usage on an annual basis.
- (3) All youth associations will be required to pay a nonresident fee, per season, for each nonresident child in the association.
- (4) All youth associations may be subject to a minimum individual player fee for each participant for each season of play.
- (5) All youth associations shall reimburse the city for the cost of marble dust, paint, and infield topping used (outdoor field sports) unless addressed by a City Council-executed Facility Use Agreement.
- (6) All youth associations utilizing city athletic fields must require criminal history background checks on all coaches by an agency approved by the city manager or his/her designee.
- (7) Coaches and parents must be currently certified and/or trained by an agency approved by the city manager or his/her designee.
- (8) Contract terms run on the calendar year and are subject to review and renewal on an annual basis unless a different contract term is approved by the City Council in a Facility Use Agreement.

AGENDA ITEM REPORT

4.3.



SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. FUA.STING.2023

**CITY OF HUTTO
PARKS AND RECREATION
ATHLETIC FACILITIES UTILIZATION AGREEMENT FOR
STING SOCCER ASSOCIATION**

This Athletic Facilities Use Agreement (the “Agreement”) is entered into on this ____ day of _____ (the “Effective Date”) between the City of Hutto, a home-rule municipal corporation in the State of Texas (herein called “City”), by and through its Parks and Recreation Department, and the Sting Soccer Association (herein called “Association”), individually referred to as “Party” or collectively the “Parties.”

Recitals

WHEREAS, the City is a home-rule municipal corporation that has the authority under Local Government Code Chapter 282.003(a) to grant the use of the municipality’s public grounds by ordinance; and

WHEREAS, Chapter 18, Article 18.02, Division 1, of the Code of Ordinances (the “Parks and Recreation Ordinance”), pursuant to Section 18.02.004, allows youth sports associations and recreational programs to use public facilities provided and maintained by the City and establishes certain required contract terms and fees; and

WHEREAS, the Parks and Recreation Ordinance requires the City to enter into a written contract agreement with the Association and that it contains specific terms; and

WHEREAS, the Association is a youth sports association operating a volunteer baseball and softball program that works with the City to provide baseball and softball programs to the City’s youth.

NOW, THEREFORE in consideration of the foregoing premises and mutual covenants hereinafter set forth, the Parties agree as follows:

Agreement:

1. **Incorporation of Recitals:** The recitals are hereby accepted as true and are incorporated and adopted as part of this Agreement.
2. **Purpose:** The Association may use public athletic facilities that are provided and maintained by the City of Hutto. In return for the use of those facilities, the Association hereby agrees to abide by the following standards, requirements, and policies established by the City of Hutto Parks and Recreation Department, with the understanding that failure to abide by these standards and policies could result in restriction of facility use or the cancellation of this Agreement.
3. **Nature of the Agreement:** The Association will sign this Agreement with the City specifying league management and sports guidelines, insurance requirements, budget, and fiscal controls, concessions, field scheduling, and follow/adhere to the schedule of required documents and deadlines. The Agreement will be signed prior to the Association

advertising and conducting registration for a new season. The Parks and Recreation Department reserves the right to not renew this agreement.

4. **Term:** The term of this Agreement shall be from August 1, 2023, through December 31, 2023.
5. **Annual Financial Reports:** The Association will be required to make a presentation annually to the Parks Advisory Board outlining detailed financial reports and a general overview of the Association.
6. **Communication with the City:** The Association shall maintain a communication network with the City through the President of the Association for facility requests or needs. Any member of the board may contact the City if the two listed points of contact cannot be reached.
7. **Repairs or Services to City Facilities Prohibited:** No Association member or representative shall approve or authorize any repair or services to City facilities on behalf of the City. Any services rendered under these conditions shall be the financial responsibility of the Association and may result in the cancellation of this agreement.
8. **League Management and Sports Guidelines:**
 - a. The Association will submit its practice and game schedules as well as current (in-season) tournaments, camps, or clinics, via email to pard@huttotx.gov within three (3) weeks after the close of registration in order to prevent double bookings and other scheduling conflicts. Failure to comply could result in a loss of fields.
 - b. All age groups, divisions, or leagues, shall have equal access to available field use time, subject to this Agreement and the schedule approved by the City Parks and Recreation Department. All-Stars or tournaments are subject to Tournament rental fees.
 - c. Any expansion or changes (such as post-season tournaments or All-Stars) in Association programming that may affect field preparation or league programming must be pre-approved by the Parks and Recreation Department. Written requests must be submitted at least fifteen (15) business days in advance to pard@huttotx.gov. Decisions will be based on the overall benefit to the participants, as determined by the City.
 - d. The Association will adhere to all City Ordinances and policies that regulate the use of City athletic fields and facilities.
 - e. Each Association must provide an update on its non-profit IRS 501(c)(3) status. It must be in good standing with the IRS and other local, state, and federal agencies.
 - f. All park rules shall be adhered to at all times.

- g. The Association is responsible to ensure athletic fields and facilities lighting is operational only during periods of use for the pre-approved activity. Under no circumstance should field lights be on with no activity present.
- h. When offering youth sports for those under the age of eighteen (18), the Association must comply with the following:
 - i. Parks and Recreation Ordinance Section 18.02.004 (b)(6) all youth associations utilizing city athletic fields must require criminal history background checks on all coaches by an agency approved by the city manager or his/her designee.
 - ii. New coaches added at any time during the year must also undergo this background check. Background checks must be completed on each coach at least one time per year.
 - iii. Parks and Recreation Ordinance Section 18.02.004 (b)(7) Coaches and parents must be currently certified and/or trained by an agency approved by the city manager or his/her designee.
- i. The Association is responsible for ensuring there is no alcohol present on City property. (Sec.18.02.002)
 - i. It shall be unlawful and considered a class C misdemeanor offense for anyone to consume any alcoholic beverage, or possess an open container that contains any amount of an alcoholic beverage, in all designated parking areas, or within 25 feet either side of any roadway, within the boundaries of the city-owned public parks located within the city limits.
 - ii. Alcoholic beverages are prohibited at any and all organized youth sports activities or programs within city park property. Any event that wishes to sell alcoholic beverages at an event using public park facilities must meet any and all required state alcoholic beverage commission requirements as set by the city special event request form required by the city police department.
 - iii. Glass containers. It shall be considered a class C misdemeanor offense for anyone possessing, exhibiting, using, carrying or disposing of glass beverage containers in all city parks within the city limits, and at all city sports facilities. For purposes of this subsection “glass container” shall mean any receptacle, made wholly or partially of glass, which is designed for the storage or consumption of any food or beverage

- j. Any and all signage (banners, flyers, menu boards, etc.) temporary or permanently mounted at the City fields, fences, or inside the area must be approved by the Parks and Recreation Department. Signage must be removed at the end of each season.

9. Fee Requirements:

- a. The Association shall pay fees to help recover a portion of the operations costs of providing and maintaining athletic fields and facilities, including reimbursing the City for all electric costs during the months that the Association's programs are in session. These fees shall be \$15.00 per resident registration and \$20.00 per nonresident registration.
- b. Field preparation (stripping and painting) will be done by the Association.
- c. All fees are for each season. Fees are due to the City within fifteen (15) business days of the conclusion of the season. Failure to pay fees in a timely manner may result in loss of field privileges.
- d. The Association may not charge any fees without prior approval of the City for any event. Each event will be considered separately. The Association shall not sub-lease facilities or collect fees from any other use of the facilities without prior permission. (Example: independent tournaments, inter-league scheduling, etc.).
- e. Potential sponsors and sponsorships must be appropriate for minor and youth sports participants. The City reserves the right to deny a sponsor if they are not deemed appropriate.

Association Fees

Light Fee	\$20 per hour per field
Resident Fee	\$15 per player per season
Non- Resident Fee	\$20 per player per season

Out-of-Season Tournaments Field Rental Fees (Mager and/or Holmstrom)

Field & Light Rental	\$500 per season
Deposit	Waived
Gate Fee (if approved)	20% of fee
Team Fee (All-Star Only)	\$10 per team

10. Insurance Requirements:

- a. Individual players, participants, or spectators are not covered by any insurance policy held by the City of Hutto.
- b. The Association shall carry commercial general liability insurance with a minimum coverage of \$1 million for each occurrence, with at least \$1 million aggregate. The City of Hutto shall also be listed as an additional insured on the policies. Insurance policies that do not meet these requirements will be forwarded to the City's Legal Department for review. Acceptance is at the City's sole discretion. Proof of insurance must be submitted by January 31st of each year.
- c. Glass breakage or other damage to vehicles on right-of-ways or in parking lots are not subject to coverage under the City's insurance policy. Theft, vandalism, or damage to personal vehicles parked on the park property is not subject to any coverage by the City of Hutto and the City shall be released, indemnified, and held harmless from such incidents. It is recommended that participants and spectators carry their own auto insurance and lock their vehicles during events at City facilities.
- d. Theft or loss of property/damage to equipment and supplies caused by inclement weather or any other means is not the responsibility of the City of Hutto. All participants release, indemnify and hold the City harmless from and against any damages from such incidents. This includes all items stored in concession facilities, meeting rooms, and storage areas.
- e. THE CITY'S PARKS AND ALL FACILITIES ARE ACKNOWLEDGED BY THE ASSOCIATION TO BE ACCEPTED IN AN "AS IS" AND "WHERE IS" CONDITION AND NO REPRESENTATIONS OR WARRANTIES AS TO FITNESS, SAFETY, HABITABILITY OR SUITABILITY ARE MADE BY THE CITY, SAID REPRESENTATION AND WARRANTIES ARE HEREBY EXPRESSLY DISCLAIMED. THE CITY DOES NOT GUARANTEE OR WARRANT THAT THE PARK, THE FACILITIES, THE SERVICES TO BE PROVIDED BY THE CITY, OR LIGHTING FACILITIES OR OTHER EQUIPMENT WILL BE APPROPRIATE, EFFECTIVE OR USEABLE BY THE ASSOCIATION. THE CITY SHALL NOT BE HELD RESPONSIBLE OR LIABLE IN ANY WAY FOR ANY FAILURE TO FURNISH OR MAKE AVAILABLE ANY FACILITY, SERVICE OR EQUIPMENT.
- f. THE ASSOCIATION ACKNOWLEDGES THAT ITS ACTIVITIES AND ITS INTENDED USE OF CITY FACILITIES CARRY INHERENT RISKS AND MAY RESULT IN INJURY TO PERSONS AND LOSS OR DAMAGE TO PROPERTY. THE ASSOCIATION SHALL INSPECT ALL FIELDS AND

FACILITIES PRIOR TO ANY USE AND ASSUMES ANY DAMAGE OR LOSS ARISING FROM THE ASSOCIATION'S NEGLIGENCE. THE ASSOCIATION SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY AND ITS OFFICIALS, OFFICERS, EMPLOYEES AND REPRESENTATIVES FROM AND AGAINST ANY AND ALL CLAIMS, DAMAGES, INJURIES, AND LOSSES IN ANY WAY ARISING FROM THE NEGLIGENT OR WILLFUL ACTS OR OMISSIONS OF THE ASSOCIATION.

11. Budget and Fiscal Controls:

- a. The Association will submit within thirty (30) days after each season ends, copies of a detailed financial report, including all final participation numbers (resident and non-resident).
- b. To assure fiscal control, the Association will:
 - i. Immediately notify Hutto Parks and Recreation Department at pard@huttotx.gov, of any financial difficulty.
 - ii. Association must use best practices for records and storage retention.
- c. The City reserves the right to inspect the Association's financial records at any time. All financial documents must be provided within seventy-two (72) hours of a written request from the City of Hutto. It will be the Association's responsibility to provide all requested items.

12. Concessions:

- a. Associations may operate concession stands under the following guidelines:
 - i. The Association must pick up litter/trash in the area of its facility each game day. This includes the breakdown of all boxes. Non-compliance with concession and litter collection will result in the forfeiture of concession privileges by the association.
 - ii. Any other sales of concessions not identified in this Agreement must comply with and pay fees as required under the current City ordinances.
- b. The Association must follow local, state, and federal laws regarding food preparation. Association is responsible for any warnings or citations from the Williamson County and Cities Health District if food handling regulations are not followed.

13. Scheduling – Status of Playing Conditions:

- a. The Parks and Recreation Department has final authority in field allocation.

- b. The Association will provide practice and game dates and times. The Association must notify the City of any changes to the practice or game schedule five (5) business days before the proposed schedule change.
- c. All game fields must be reserved through the Parks and Recreation Department. All game fields are closed to reservations from December 31st to January 31st and August 1st to August 31st to allow proper maintenance, upkeep, and renovation. Any exception must be approved in writing by the Director of Parks and Recreation.
- d. Field preparation requests must be submitted to pard@huttotx.gov a minimum of ten (10) business days before the start of the season.
- e. The City must be immediately notified at pard@huttotx.gov of any proposed game cancellations. The City has the absolute authority to close the parks and facilities in the event of inclement weather, wet grounds, man-made issues, or any other “act of nature” that causes questionable playing conditions.
- f. Make-up games or practices must be submitted to pard@huttotx.gov at least five (5) business days before any games or practices unless such make-up games or practices use existing reserved days and times.
- g. City parks and fields close at 11:00 p.m. as set by City ordinance. Any formal exemptions must be requested at least ten (10) business days in advance by emailing the reasoning and justification to pard@huttotx.gov. The City has sole discretion whether to grant such an exception for programming purposes.

14. Field/Facility Use and Enhancements:

- a. The Association may not make any permanent improvements without the written approval of the City. Permanent improvements will be subject to City inspection and must meet City codes.
- b. Field maintenance will be done by the Association.
- c. The Association is required to report any broken, damaged, or unsafe items via pard@huttotx.gov.
- d. Association shall pick up all trash in the playing fields, bleacher areas, and parking areas (where applicable and within reason) and disposed of such trash into trash receptacles on the scheduled game and practice days. If the trash receptacles become full, it is the responsibility of the Association to empty them into the dumpster. The Association must replace the receptacles with bags

provided by the City. Failure to clean ground trash and trash receptacles will result in a \$25 per hour per person fee for the cleaning of facilities.

- e. Scheduled game times may begin no earlier than 8:00 a.m. and conclude no later than 11:00 p.m.
- f. The City is not obligated to provide storage or meeting space for the Association, the participants, or any other user groups. Any additional storage areas that are needed must be pre-approved and comply with the City of Hutto building and permit standards.

15. Field Allocations:

- a. Association is able use to the fields at Riverwalk Soccer Complex. Field allocations remain in effect throughout the contract period subject to any changes made by the City.
- b. The City reserves the right to offer the fields for reservations by other parties when not in use by the Association.
- c. *Riverwalk field is closed to the Association on Fridays.*

16. Tournaments, Clinics, Camps, and Special Events:

- a. Tournaments must be approved in writing by the City. Tournaments are defined as a special series of play that includes teams either in or out of the Association. This includes tournaments that are exclusive to the Association's teams only.
- b. Requests for use of City facilities/fields for tournaments and special events must be made in writing at least six (6) weeks in advance. Tournaments and special events must not be scheduled or advertised in advance until the Association receives written approval from the City.
- c. Out-of-season or All-Star Tournaments may only be scheduled within the allowable dates according to this contractual Agreement. The Association will be charged \$10.00 for each team participating in the tournament.
- d. Gate fees may not be charged for entry into any public park without the written consent of the Parks and Recreation Department.

17. Revocation of Contract:

- a. Enforcement of this Agreement will be implemented through periodic monitoring by the Parks and Recreation Department.

- b. Failure to comply with all of the provisions set forth in this Agreement may result in this Agreement being immediately revoked without notice by the City and all privileges set forth being eliminated.
- c. Reapplication for use of City facilities may be presented to the City and Parks Advisory Board the following season.

18. City-Owned Field Maintenance Agreement:

- a. The Association will maintain the fields.
- b. The City will be responsible for lights.
- c. The City will prepare and maintain the restrooms in a safe and sanitary condition.
- d. The Association will receive keys or codes to the fields and be responsible for unlocking/locking the fields or facilities.
- e. The Association will be responsible for the adjustments of goals during games. Any damages to or missing City-owned equipment will result in a fee based on the price of the damaged or missing equipment.
- f. The Association will prohibit its coaches and players from hitting softballs/baseballs into any Ballfield fences unless it occurs in the natural course of a game. Failure to enforce this policy may result in the Association incurring costs associated with the repairs of the fencing or termination of this Agreement.
- g. The Association will have permission to schedule field lights on an as-needed basis only. Lights are used for league practices, games, scheduled tournaments, special events, and make-up games approved by the City.
- h. Field lights will be turned on no earlier than thirty (30) minutes prior to sunset and will be turned off at the earlier of either the completion of scheduled games for that day or 11:00 p.m.
- i. The Association is responsible for ensuring that athletic fields and facilities lighting is operational only during periods of use under this Agreement. Under no circumstance should field lights be on with no activity present.
- j. Failure to comply could result in the cancellation of this Agreement and/or a charge-back of costs to the Association.

19. Field/Facility Inspection and Closure Agreement:

- a. The City will close the fields/facilities under the following conditions:
 - i. A City-sponsored event is scheduled.
 - ii. The fields need to be rested due to usage.
 - iii. The athletic fields and facilities are too wet and unplayable for games.
 - iv. The athletic fields and facilities need to be closed in the interest of participant safety and/or preservation of the playing surfaces.

20. Procedures for Athletic Fields and Facilities Closure:

- a. The primary responsibility to determine athletic fields and facilities closure decisions shall rest with the City.
- b. The appropriate Association contact has the responsibility to inform the Association and participants concerning field closure decisions and will also render a final game-day decision on the weekends when necessary.
- c. The City will inspect the athletic fields and facilities by 3:00 p.m. on the game and/or practice day.
- d. The City will render a decision based on field conditions and/or the weather.
- e. The decision of the City will be final.
- f. If inclement weather becomes a factor after 3:00 p.m. the umpires and/or Association officials shall follow the same guidelines for deciding cancellation or postponement.

21. **Limitations of Liability:** Under no circumstances will the City be liable for any claim, loss, damage, or injury, whether to persons or property, in connection with the use of City parks or facilities or in any way arising from this Agreement. An Association's sole remedy in the event of any breach of this Agreement by the City is a cancellation of this Agreement.

22. **Contact Information:** The following person is designated as the Association's contact person, who is to serve as the Association's primary point of contact. This person's phone number and address must be current at all times throughout this agreement. This contact person or information may be changed by the Association only by written notice to the City.

Name: _____

Phone Number: _____

Email: _____

Name: _____

Phone Number: _____

Email: _____

23. **Agreement Approval:** The person executing this Agreement on behalf of the Association, or representing themselves as executing the Agreement on behalf of the Association, warrants that they have been fully authorized by the Association to execute the Agreement and that they will comply and uphold all terms and provisions contained herein. Any violations of the terms will result in revoking of this Agreement.
24. **Severability:** If any provision of this Agreement is found to be invalid or unenforceable by a court of competent jurisdiction, then the invalid or unenforceable provision shall be struck from the Agreement and all other provisions shall remain in full force and effect, or the invalid or unenforceable provisions shall be amended to be enforceable and valid and to reflect the original intent of the Parties to the extent possible.
25. **Waiver:** Failure to remedy any breach shall not constitute a waiver of that right at the time of the breach or in the future. A waiver by either Party of any one right shall not be deemed to be a waiver or any other right. Rights may only be waived in writing or as waived herein.
26. **Jurisdiction and Venue:** This Agreement shall be subject to and interpreted in accordance with the laws of Texas. Venue shall be proper in Williamson County, Texas.

IN WITNESS WHEREOF, the Parties have executed this Agreement by their duly authorized representatives as of the date indicated below.

Hutto Youth Baseball and Softball Association

By: _____, President of the Association

Date: _____

City of Hutto, Texas

By: James Earp, City Manager [or Designee]

Date: _____

DRAFT

AGENDA ITEM REPORT

4.4.



To: Parks Advisory Board
Subject: Discussion and possible action on Parks and Recreation FY 24 budget and the 5-year Capital Improvement Plan.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

To seek input for Parks and Recreation budgeting requests for FY 23-24 and Capital Improvement Projects.

SUMMARY OF REQUEST:

FY 23-24 budget requests are due in June for City Administration review.

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. CIP Draft

Project	Funding	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total Project Costs
Fritz	Bond	\$3,500,000	\$6,500,000				\$10,000,000
Athletic Fields	Bond		\$500,000	\$2,750,000	\$2,750,000		\$6,000,000
Durango	Community Benefit		\$200,000	\$1,800,000			\$2,000,000
Hutto Lake	Bond				\$200,000	\$2,800,000	\$3,000,000
Parks Master Plan	Bond			150000			\$150,000
Trail Extension Request #1: Brushy Creek Trail Expansion Carl Stern to Riverwalk/685 to Adam Orgain 2 miles	Bond				\$600,000		\$600,000
Trail Extension Request #2: Great Western to Hutto Lake Park .5 mile	Bond				\$150,000		\$150,000
Trail Extension Request #3: Cottonwood Creek Trail Expansion South (Carl Stern to Glenwood) 1.5 miles	Bond					\$475,000	\$475,000
Trail Extension Request #4: Cottonwood Creek Trail Expansion North (Emory Crossing to University) 1.5 miles	Bond					\$475,000	\$475,000
Trail Expansion Design	Bond			\$125,000			\$125,000
Field Lighting	Parkland Development	\$250,000					\$250,000
Trail Lighting	Parkland Development	\$250,000					\$250,000
Orgain	Bond		\$200,000	\$1,800,000			\$2,000,000
Creekside	Bond				250000	\$2,500,000	\$2,750,000
Rec Center Feasibility Study	Bond				\$175,000		\$175,000
Rec/Community Center	Bond					\$2,000,000	\$2,000,000
Disc Golf	Parkland Development		\$250,000				\$250,000
Pickleball Courts	Bond		\$150,000	\$1,500,000			\$1,650,000
		\$4,000,000	\$7,800,000	\$8,125,000	\$4,125,000	\$8,250,000	\$32,300,000

AGENDA ITEM REPORT

4.5.



To: Parks Advisory Board
Subject: Discussion and possible action on Veteran's Memorial.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

County Commissioner Russ Bowles has requested the Parks and Recreation Department examine the option of adding a Veteran's Memorial in Hutto. The original concept was for Williamson County to design a few options and then have the Parks Board decide on a location. This direction changed in the summer of 2022.

Staff presented this item for discussion at the May 4th, 2023 City Council Work Session.

SUMMARY OF REQUEST:

Staff had an initial meeting with a design firm and pending approval will move forward with the project.

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.1.



To: Parks Advisory Board
Subject: Discussion on Parks Board liaison recommendations.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Parks Board members serve as liaisons to different Hutto Parks. They are provided with a checklist to identify any deficiencies.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.2.



To: Parks Advisory Board
Subject: Discussion on Fritz Park redesign.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

To review and discuss the Fritz Park redesign plans.

SUMMARY OF REQUEST:

December 2022 - The Parks Advisory Board reviewed the master plan concept at the December 14, 2022 meeting. The board voted unanimously to approve the master plan concept.

January 2023 - The plan was presented to the Council for review

April 2023 - The Parks Advisory Board was presented with feedback from the community on this Park design.

April 2023 - It ranked as the #1 Parks and Recreation priority at the budget workshop.

May 2023 - It ranked as the #2 project at the May budget workshop.

June 2023 - Presented as part of the City of Hutto Capital Improvement Projects 5 year plan.

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.3.



To: Parks Advisory Board
Subject: Discussion on future trails.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Discussion on future trails and connectivity.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

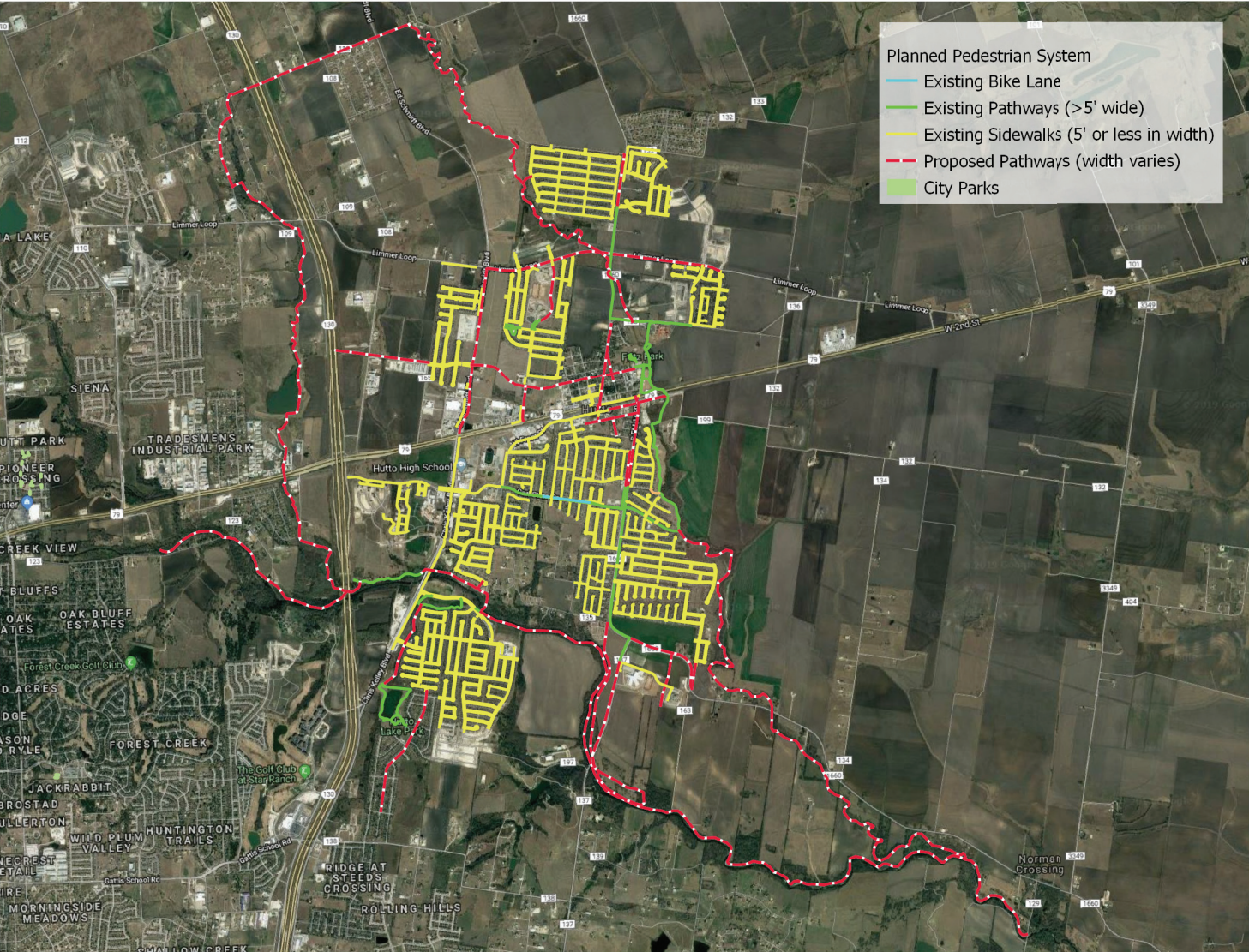
POLICY IMPLICATIONS:

ATTACHMENTS:

1. Trailsmap

0 1 mi

Proposed Trails
Hutto, Texas



AGENDA ITEM REPORT

5.4.



To: Parks Advisory Board
Subject: Discussion on Fritz Park Bridge dedication.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Mr. and Mrs. Limmer donated the bridge in 2006 in memory of their son, Clayton, who passed away. Mr. and Mrs. Limmer donated the bridge to the City of Hutto for connectivity for Fritz Park and the Mager baseball fields and Hutto Elementary School. Williamson County funds and resources were used to install and refurbish the bridge.

SUMMARY OF REQUEST:

Staff is requesting the installation of a plaque commemorating this bridge dedication.

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Bridge Image 1



AGENDA ITEM REPORT

5.5.



To: Parks Advisory Board
Subject: Discussion of Hutto Lake Park.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.6.



To: Parks Advisory Board
Subject: Discussion on Adam Orgain Sign.
Meeting: Wednesday, June 14, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Parks Board voted to move forward with a metal sign over Adam Orgain Park.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None