



City of Hutto

Agenda

Parks Advisory Board

Wednesday, September 13, 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. Introduction of new City Council liaison
- 4.2. Consideration and possible action on approving the minutes from August 9, 2023.
- 4.3. Discussion and possible action on recommending an amendment to Section A1.004 of the Fee Schedule.
- 4.4. Discussion and possible action regarding signage at Adam Orgain Park
- 4.5. Discussion and possible action on Veteran's Memorial.

5. OTHER BUSINESS

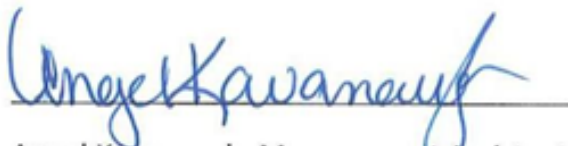
- 5.1. Discussion on Parks Board liaison recommendations.
- 5.2. Discussion and update on Fritz Park redesign.
- 5.3. Discussion on Parks and Recreation FY 24 budget and the 5-year Capital Improvement Plan.

6. ADJOURNMENT

7. CERTIFICATION

I certify that this notice of the September 13, 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 September 8, 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@huttotx.gov or call (512) 759-4033 for assistance.

AGENDA ITEM REPORT

4.1.



To: Parks Advisory Board
Subject: Introduction of new City Council liaison
Meeting: Wednesday, September 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.2.



To: Parks Advisory Board
Subject: Consideration and possible action on approving the minutes from August 9, 2023.
Meeting: Wednesday, September 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Parks advisory Board minutes 8.9.2023



City of Hutto

Minutes

Parks Advisory Board

Wednesday, August 9, 2023 at 6:30 PM

City Council Chambers

1. CALL SESSION TO ORDER

Meeting called to order 6:35 PM

2. ROLL CALL

Members of the Parks advisory Board in attendance were, Perry Savard, Sharon Dyer, Cory Denena, Milton Reichel, Katie Weiss and Charlotte Tyler running late

3. PUBLIC COMMENT

Jim Morris - spoke about Keep Hutto Beautiful

4. AGENDA ITEMS

- 4.1. Consideration and possible action on the meeting minutes for the regular scheduled Parks Advisory Board meeting held on July 12, 2023

A motion was made by Board Member Sharon Dyer to approve meeting minutes for the regular scheduled Parks Advisory Board meeting held on July 12, 2023, seconded by Board Member Milt Reichel.

- 4.2. Discussion and possible action on Veteran's Memorial.

move 5.4 Discussion on compost bin up to 4.2 location

Jeff White updated the board on 2 renderings for the Veteran's memorial- Recess to look at location 6:59 PM Called to order at 7:05 PM

Chair Perry Savard approved the location, get approx quote and a different view, not an aerial of the monument.

- 4.3. Discussion and possible action on Adam Orgain exterior sign.

Jeff White updated the Board on the Adam Orgain Exterior Sign.

- 4.4. Discussion and possible action on moving the October 9, 2023 meeting to October 16, 2023.

5. OTHER BUSINESS

- 5.1. Discussion on Parks Board liaison recommendations.

Jeff White updated staff and discussed

- 5.2. Discussion on Fritz Park redesign.

Jeff White updated on status

- 5.3. Discussion on Parks and Recreation FY 24 budget and the 5-year Capital Improvement Plan.

Jeff White updated on the Budget and 5 year CIP

- 5.4. Discussion on compost bin.
Discussion on Compost bin around the farmers market
- 5.5. Discussion on Hutto Lake Park.
Jeff White updated the status of HLP

6. ADJOURNMENT

The meeting was adjourned at 8:40 PM

7. CERTIFICATION

I certify that this notice of the August 9, 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 August 4, 2023 at 5:00 P.M.

Parks Advisory Board Chair

AGENDA ITEM REPORT

4.3.



To: Parks Advisory Board
Subject: Discussion and possible action on recommending an amendment to Section A1.004 of the Fee Schedule.
Meeting: Wednesday, September 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Staff is requesting approval to amend Section A1.004 of the Hutto Fee Schedule.

Staff is requesting approval to amend Section A1.004 of the Hutto Fee Schedule. The Parks and Recreation Department would like to add Riverwalk Soccer Fields to Section A1.004 (3) Athletic Fields. We will have 3 fields for rental with no lights and 2 fields with lights. The staff is proposing the same fees as for other athletic field rentals.

Hourly Non-Lighted:

Resident: \$75 per hour (2-hour minimum)

Non-Resident: \$100 per hour (2-hour minimum)

Hourly Lighted:

Resident: \$75 per hour (2-hour minimum)

Non-Resident: \$100 per hour (2-hour minimum)

Deposit:

Private Parties: \$200

Corporations: \$400

Restoring the Parkland Improvement Funds.

Sec. A1.004 Development fees

(a) Parkland development fee:

(1) Residential: \$500.00 per unit.

(2) Nonresidential: \$800.00 (minimum); \$800.00 per acre for 3 or more acres.

(b) Parkland fee-in-lieu of land dedication fees:

(1) Residential:

(A) Single-family: \$300.00 per unit.

(B) Multifamily: \$175.00 per unit.

SUMMARY OF REQUEST:

AGENDA ITEM REPORT

4.3.



STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.4.



To: Parks Advisory Board
Subject: Discussion and possible action regarding signage at Adam Orgain Park
Meeting: Wednesday, September 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Review the proposed entrance design for Adam Orgain.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.5.



To: Parks Advisory Board
Subject: Discussion and possible action on Veteran's Memorial.
Meeting: Wednesday, September 13, 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: Planning and Zoning Commission
Subject: Discussion on Parks Board liaison recommendations.
Meeting: Wednesday, September 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.2.



To: Parks Advisory Board
Subject: Discussion and update on Fritz Park redesign.
Meeting: Wednesday, September 13, 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.

July 2023 - Entered into an agreement with Burditt for Design and Construction Documents

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.3.



To: Parks Advisory Board
Subject: Discussion on Parks and Recreation FY 24 budget and the 5-year Capital Improvement Plan.
Meeting: Wednesday, September 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

To review the 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