



City of Hutto

Agenda

Parks Advisory Board

Wednesday, December 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. Consideration and possible action on approving the minutes from November 8, 2023.
- 4.2. Consideration and possible action on amending the methodology for calculating the fee in lieu of parkland within the 2020 City of Hutto Parks, Recreation, Open Space and Trails Master Plan
- 4.3. Discussion and possible action on Veteran's Memorial.
- 4.4. Discussion and possible action on selection of Splash Pad vendor for Fritz Park.
- 4.5. Discussion and possible action on selection of a Playground vendor for Fritz Park

5. OTHER BUSINESS

- 5.1. Discussion on Parks and Recreation projects
- 5.2. Discussion on Fritz Park

6. DIRECTOR'S REPORT

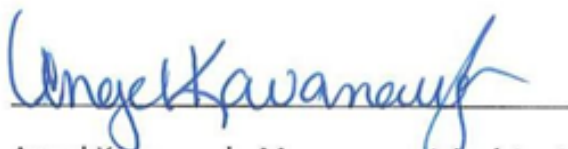
- 6.1. Discussion on Parks and Recreation events
- 6.2. Discussion on Parks and Recreation signage

7. ADJOURNMENT

8. CERTIFICATION

I certify that this notice of the 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 DATE 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 approving the minutes from November 8, 2023.
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Parks Advisory Board minutes 11.8.2023

AGENDA ITEM REPORT

4.1.



To: Parks Advisory Board
Subject: Consideration and possible action on approving the minutes from November 8, 2023.
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Parks Advisory Board minutes 11.8.2023



City of Hutto

Minutes

Parks Advisory Board

Wednesday, November 8, 2023 at 6:30 PM

City Council Chambers

1. CALL SESSION TO ORDER

The Parks Advisory Board Meeting was called to order at 6:31 PM.

2. ROLL CALL

The parks advisory Board members in attendance were Charlotte Tyer, Sharon Dyer, Cory Denena, Katie Weiss, Milton Reichel and Perry Savard.

Member of the City of Hutto staff in attendance were: Jeff White, Director of Parks and Recreation

3. PUBLIC COMMENT

No public comment

4. AGENDA ITEMS

- 4.1. Consideration and possible action on approving the minutes from October 18, 2023.

A motion was made by Board Member Sharon Dyer to approve the minutes from October 18, 2023 as written, seconded by Board member Charlotte Tyer.
Motion passed 6 Ayes to 0 Nays.

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

No action, Rather have the eagle than the soldier , need routing # Bank account

- 4.3. Discussion and possible action on Hutto Lake Park Basketball Court

Board Member Milt Reichel made a motion to table, seconded by Cory Denena, Motion failed 4 Nays to 3 Ayes.

Board Member Cory Denena made a motion to accept Hutto Lake Park Basketball Court as is, seconded by Board member Charlotte Tyer.
Motion passed 6 Ayes to 0 Nays.

- 4.4. Discussion and possible action on potential Fritz Park amenities (Pickleball, Pump Track, Skate Park, or Dog Park)

A motion was made by Chair Perry Savard to accept potential Fritz Park amenities (Pickleball, Pump Track, Skate Park, or Dog Park) recommending hybrid skate park and pump track, seconded by Board member Sharon Dyer. Motion passed 5 Ayes to 1 Nay

5. OTHER BUSINESS

- 5.1. Discussion on Parks and Recreation projects

Update from Jeff White on PARD projects.

- 5.2. Discussion on Fritz Park parent committee

Update from Jeff White on Fritz Park parent committee

5.3. Discussion on Fritz Park schedule

Update from Jeff White on the Fritz Park schedule.

6. DIRECTOR'S REPORT

7. ADJOURNMENT

Parks Advisory Board meeting was adjourned at 8:09 PM

8. CERTIFICATION

I certify that this notice of the November 8, 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 November 3, 2023 at 5:00 P.M.

Parks Advisory Board Chair

AGENDA ITEM REPORT

4.2.



To: City Council
Subject: Consideration and possible action on amending the methodology for calculating the fee in lieu of parkland within the 2020 City of Hutto Parks, Recreation, Open Space and Trails Master Plan
Meeting: Wednesday, December 13, 2023
Department: Community Services /
Staff Contact: Jeff White

BACKGROUND INFORMATION:

The Parks and Recreation Department seeks amendments to the Parks, Recreation, Open Space, and Trails Master Plan established in January 2020 to clarify the method of calculating Parkland Dedication fees.

During the January 5, 2023 session, Council approved Ordinance No. O-2023-003, amending Section 10.609 of the Hutto Unified Development Code. This revision specifically addresses Parkland and open space dedication. Proposed changes to the fee calculation method were introduced by staff during the February 16, 2023, meeting under Item 10.3. However, further discussion was deferred by the Council until after the Council retreat. During this retreat, the Council emphasized prioritizing funds over land.

Parkland dedication is a requirement imposed on developers and builders within the city, mandating either land dedication for park use or the payment of fees. These fees are then utilized by the city for acquiring and developing park facilities. This requirement aims to improve or establish new park facilities without adding an extra burden to current city residents. The parkland dedication ordinance encompasses three crucial elements: land dedication, fees in lieu of land dedication, and a park development fee.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

ATTACHMENTS:

1. Methodology

AGENDA ITEM REPORT

4.2.



2. Parkland Total

Parkland Dedication Fee Methodology

Current Fees

Sec. A1.004 Development fees

Parkland fee-in-lieu of land dedication fees:

a) Residential: \$800.00 per unit.

b) Nonresidential: \$975.00 (minimum); \$975.00 per acre for 3 or more acres.

Residential: Parkland Fee In Lieu of Land Dedication

L1	City Population ¹	27,577
L2	Total City Park Acreage ²	299.59
L3	Average occupancy per dwelling unit (Census data) ¹	2.6
L4	Number of Dwelling units: (L1/L3)	10,606
L5	Dwelling units per acre of parks: (L4/L2)	35.40
L6	Expected market value of an acre of land for the new development ³ is \$50,469	\$50,469
L7	Parkland Fee In Lieu of Land per each dwelling unit: (L6/L5)	\$1,425.54

Residential: Park Development Fee

P1	Cost of Fritz Park Renovation	\$11,000,000
P2	Fritz Park Acreage	12.53
P3	Park development cost per acre (P1/P2)	\$877,893
P4	Dwelling units per acre of parks (L5)	35.47
P5	Park Development Fee per each dwelling unit: (P3/P4)	\$24,750.30

¹ 2020 Census

² Williamson County Appraisal District

³ Analysis of the Parkland Dedication Ordinance Fees

Hutto Parkland (As of 11/29/2023)

Mustang Creek Parkland	39.93
Fritz Park	12.53
Holmstrom/Nguyen Fields	14.26
Mager Fields	4.28
Creekside Park	23.78
Caramel Parkland	26.9
Hutto Community Park	1.41
Glenwood Splash Pad	0.83
Hutto Lake Park	54.62
Durango Liberty & East Parkland	3.14
Cross Creek Parkland	34.19
Adam Orgain Park	65.9
Riverwalk Soccer Fields	16.82
Sandbox at Madeline's Place	1
Total	299.59

AGENDA ITEM REPORT

4.3.



To: Parks Advisory Board
Subject: Discussion and possible action on Veteran's Memorial.
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

History

County Commissioner Russ Boles made a formal request for the Parks and Recreation Department to explore the possibility of incorporating a Veteran's Memorial in Hutto. Initially, the plan involved Williamson County devising a range of design options, with the Parks Board subsequently determining a suitable location. However, this approach shifted during the summer of 2022.

The Parks and Recreation Department introduced this topic for deliberation during the City Council Work Session held on May 4, 2023. Funding for the project was endorsed in the fiscal year 2024 budget.

Funding

Council approved this project in the FY 24 budget under the Capital Improvement Plan.
Project #P06-2024

Design

The schematic design and color choices were finalized at the Parks Advisory Board meeting on October 18, 2023.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Black Perspective 1
2. Black Perspective 2
3. Design

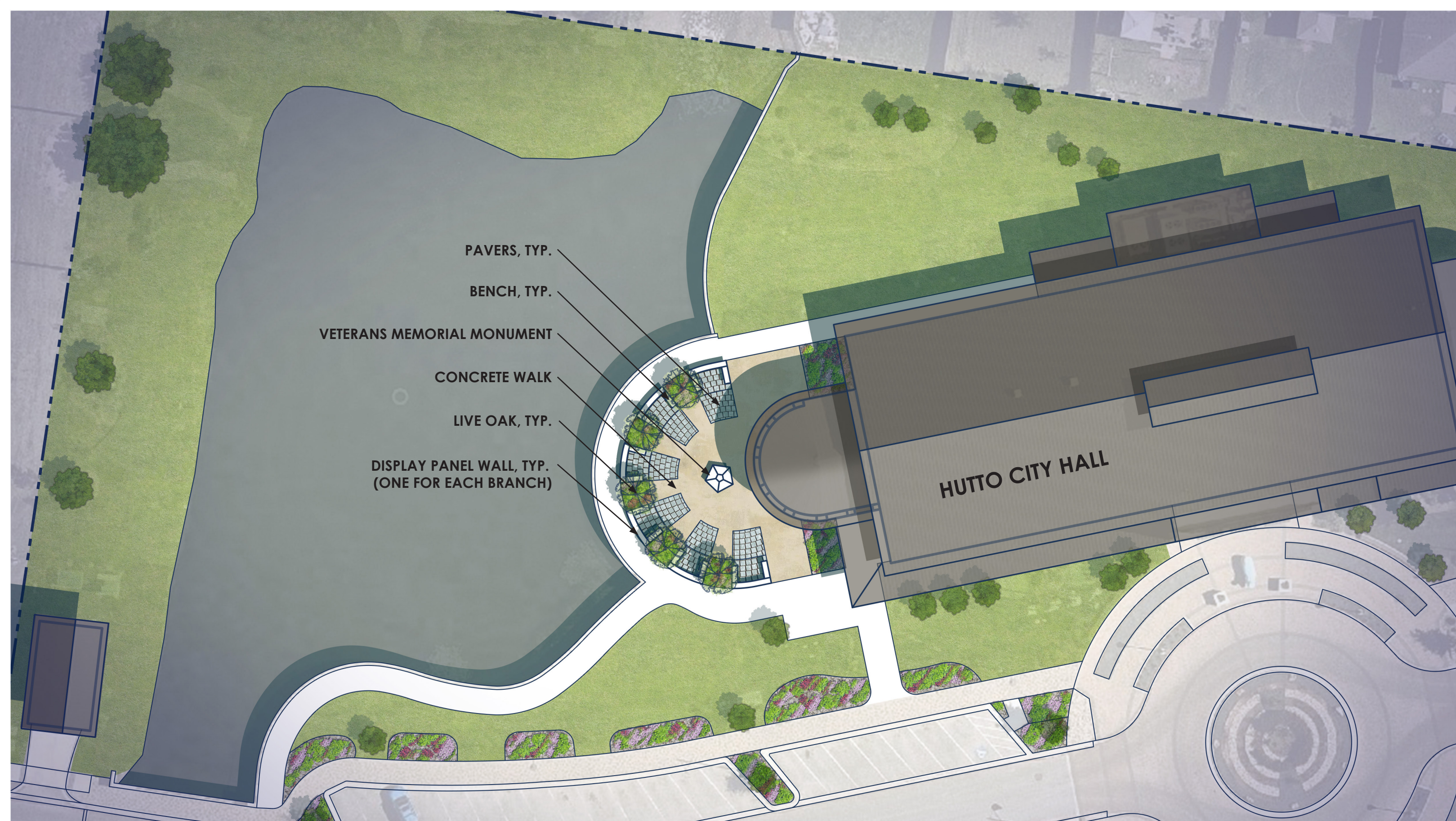
AGENDA ITEM REPORT

4.3.









AGENDA ITEM REPORT

4.4.



To: Parks Advisory Board
Subject: Discussion and possible action on selection of Splash Pad vendor for Fritz Park.
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

The council authorized the installation of LED lights at our basketball courts in 2022 at Hutto Lake, Hutto Community, and Fritz Park. A new lighting system was installed that allows staff to monitor the usage.

Time Period: January 1-November 1

Hutto Lake usage: 121 hours and the last usage recorded was April 24, 2023

Hutto Community usage: 234 hours and the last usage recorded was November 1, 2023

Fritz Park usage: 240 hours and the last usage recorded was November 1, 2023

This request is to review the possibilities of repurposing the Hutto Lake Park basketball court as one of the following options.

1. Lighted playground (not funded)
2. Indoor soccer (not funded)
3. Pickleball courts (funding)
4. Tennis courts (not funded)

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.4.



To: Parks Advisory Board
Subject: Discussion and possible action on selection of Splash Pad vendor for Fritz Park.
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

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2. Indoor soccer (not funded)
3. Pickleball courts (funding)
4. Tennis courts (not funded)

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 selection of a Playground vendor for Fritz Park
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

The Fritz Park redesign calls for a space for an additional recreation component.

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 selection of a Playground vendor for Fritz Park
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

The Fritz Park redesign calls for a space for an additional recreation component.

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 selection of a Playground vendor for Fritz Park
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

The Fritz Park redesign calls for a space for an additional recreation component.

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 selection of a Playground vendor for Fritz Park
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

The Fritz Park redesign calls for a space for an additional recreation component.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.1.



To: Parks Advisory Board
Subject: Discussion on Parks and Recreation projects
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Project List for FY 2024

Hutto Lake Park Dock Replacement
Replace Fencing at Fritz Tennis Courts
Field Lighting
Trail Extension at Adam Orgain Park
Adam Orgain Restroom
ZapStand (AED) at Mager Fields
Trail Expansion from Cross Creek to Creekside
Trail Lighting
Security Cameras at multiple parks
Pickleball Courts
Brushy Creek Amphitheater Improvements
Veterans Memorial
Fritz Park
Bottle filler drinking fountain at Hutto Lake and Mager.
Parking Lot and Fireline re-striping at Adam Orgain
Light poles around Hutto Community

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.1.



AGENDA ITEM REPORT

5.1.



To: Parks Advisory Board
Subject: Discussion on Parks and Recreation projects
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Project List for FY 2024

Hutto Lake Park Dock Replacement
Replace Fencing at Fritz Tennis Courts
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Trail Extension at Adam Orgain Park
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Veterans Memorial
Fritz Park
Bottle filler drinking fountain at Hutto Lake and Mager.
Parking Lot and Fireline re-striping at Adam Orgain
Light poles around Hutto Community

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.1.



AGENDA ITEM REPORT

5.2.



To: Parks Advisory Board
Subject: Discussion on Fritz Park
Meeting: Wednesday, December 13, 2023
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

Provide an update for future milestones for the Fritz Park renovation.

November 2 - Council approved the sale of bonds for Fritz Park

November 2 - Council approved a contract with STR Constructors as the Construction Manager at Risk (CMAR)

November 10 - 90% of Construction Documents for Phase 1 are due

December 14 - Council presentation of Phase 1 bid package

December 22 - Final Phase 1 bid package deadline

May 3 - Final Phase 2 construction and design documents deadline.

Dates are subject to change.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None