



City of Hutto

Agenda

Parks Advisory Board

Wednesday, March 13, 2024 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

1. CALL SESSION TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

Any citizen wishing to speak during public comment may do so after completing the required registration form. The purpose of this item is to allow the residents of Hutto and other interested persons an opportunity to address the City Council on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the City Council (i.e., City policy or legislative issues). Non-agenda issues regarding daily operational or administrative matters should be first dealt with at the administrative level by calling City Hall at (512) 759-4839 during business hours. Each person providing public comment will be limited to 3 minutes. Any citizen wishing to speak during public comment may do so after completing the required registration form. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on March 13, 2024. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

4. AGENDA ITEMS

- 4.1. Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board meeting held on February 14, 2024.
- 4.2. Consideration and possible action on approval of the Athletic Feasibility Study.
- 4.3. Discussion and possible action on 5 year Capital Improvement Projects for Parks and Recreation.
- 4.4. Discussion and possible action on future parkland in the Huggins Crossing development.
- 4.5. Consideration and possible action on Solar Trail Lighting project.

5. OTHER BUSINESS

- 5.1. Discussion on Parks and Recreation projects.
- 5.2. Discussion on Fritz Park.
- 5.3. Discussion on Veteran's Memorial.
- 5.4. Discussion on possible trail expansion along Brushy Creek.

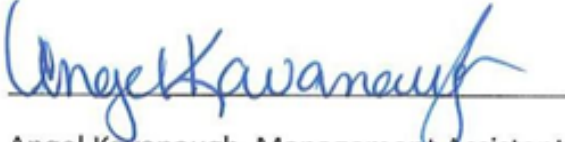
6. DIRECTOR'S REPORT

7. ADJOURNMENT

8. CERTIFICATION

I certify that this notice of the March 13, 2024 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 March 7, 2024 before 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 regular scheduled Parks Advisory Board meeting held on February 14, 2024.
Meeting: Wednesday, March 13, 2024
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Parks Advisory Board meeting minutes 2.14.2024



City of Hutto

Minutes

Parks Advisory Board

Wednesday, February 14, 2024 at 6:30 PM

City Council Chambers

1. CALL SESSION TO ORDER

Called to order at 6:30 PM

2. ROLL CALL

Members of the Parks Advisory Board meeting in attendance were; Perry Savard, Sharon Dyer, Milt Reichek, Katie Weiss and Council Member Dana Wilcott.

3. PUBLIC COMMENT

Any citizen wishing to speak during public comment may do so after completing the required registration form. The purpose of this item is to allow the residents of Hutto and other interested persons an opportunity to address the City Council on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the City Council (i.e., City policy or legislative issues). Non-agenda issues regarding daily operational or administrative matters should be first dealt with at the administrative level by calling City Hall at (512) 759-4839 during business hours. Each person providing public comment will be limited to 3 minutes. Any citizen wishing to speak during public comment may do so after completing the required registration form. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on February 14, 2024. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

No Public Comment

4. PRESENTATIONS

4.1. Presentation from Community Survey.

Allison Struheck, Director of Communications gave a report on the Community Survey results related to Parks and Recreation.

5. AGENDA ITEMS

5.1. Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board meeting held on January 10, 2024

A motion was made by Board member Sharon Dyer to accept the meeting minutes from the regular scheduled Parks Advisory Board meeting held on January 10, 2024 as written, seconded by Board member Cory Denena. Motion passed 5 Ayes to 0 Nays.

5.2. Discussion and possible action on monument sign at Adam Orgain Park.

Staff presented three options of a monument sign. Motion to approve design #2 was made by Chair Perry Savard, Seconded by Board member Milt Reichek, Motion passed 5 Ayes to 0 Nays.

6. OTHER BUSINESS

6.1. Discussion on Parks and Recreation projects

Staff presented monthly updates to parks and recreation projects

- 6.2. Discussion on Fritz Park.

Staff gave an update on Phase 1 of Fritz Park

- 6.3. Discussion on 5 year Capital Improvement Projects.

Staff presented current 5 year CIP projects and asked Board members to start considering future items and rankings. Will be discussed at upcoming meetings

- 6.4. Discussion on Veteran's Memorial.

Staff provided an update on the new vendor selection for the Veteran's Memorial

7. DIRECTOR'S REPORT

Director provided update on events, leagues, and staffing

8. ADJOURNMENT

The meeting was adjourned at 8:42 PM.

9. CERTIFICATION

I certify that this notice of the February 14, 2024 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 9, 2024 before 5:00 P.M.

Parks Advisory Board Chair

AGENDA ITEM REPORT

4.2.



To: Parks Advisory Board
Subject: Consideration and possible action on approval of the Athletic Feasibility Study.
Meeting: Wednesday, March 13, 2024
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.3.



To: Parks Advisory Board
Subject: Discussion and possible action on 5 year Capital Improvement Projects for Parks and Recreation.
Meeting: Wednesday, March 13, 2024
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

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 future parkland in the Huggins Crossing development.
Meeting: Wednesday, March 13, 2024
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.5.



To: Parks Advisory Board
Subject: Consideration and possible action on Solar Trail Lighting project.
Meeting: Wednesday, March 13, 2024
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

This item was approved in the Capital Improvement Projects for FY 24.

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, March 13, 2024
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 Fire lane 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, March 13, 2024
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

April - Phase 1 construction to begin

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

AGENDA ITEM REPORT

5.2.



To: Parks Advisory Board
Subject: Discussion on Fritz Park.
Meeting: Wednesday, March 13, 2024
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

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

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Dates are subject to change

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.3.



To: Parks Advisory Board
Subject: Discussion on Veteran's Memorial.
Meeting: Wednesday, March 13, 2024
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.
Selection of a new architecture firm is underway in Q1 of 2024

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.3.



AGENDA ITEM REPORT

5.4.



To: Parks Advisory Board
Subject: Discussion on possible trail expansion along Brushy Creek.
Meeting: Wednesday, March 13, 2024
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None