



City of Hutto

Agenda

Parks Advisory Board

Wednesday, April 17, 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 April 17, 2024. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

4. PRESENTATIONS

4.1. Update on Parks and Recreation Master Plan and Trails Master Plan

5. AGENDA ITEMS

5.1. Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board Meeting held on March 13, 2024.

5.2. Consideration and possible action of recommending any fee changes for 2025.

5.3. Consideration and possible action of recommending approval of Audio Eye for the Civic Recreation website.

6. OTHER BUSINESS

6.1. Discussion on Parks and Recreation projects.

6.2. Discussion on Fritz Park.

6.3. Discussion on Veteran's Memorial.

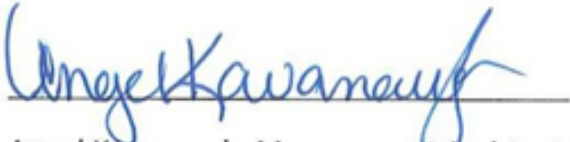
7. DIRECTOR'S REPORT

8. ADJOURNMENT

9. CERTIFICATION

I certify that this notice of the April 17, 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 April 12, 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: Update on Parks and Recreation Master Plan and Trails Master Plan
Meeting: Wednesday, April 17, 2024
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None



City of Hutto

Minutes

Parks Advisory Board

Wednesday, March 13, 2024 at 6:30 PM

City Council Chambers

1. CALL SESSION TO ORDER

The Parks Advisory Board meeting was called to order at 6:30 PM.

2. ROLL CALL

Parks advisory Board members in attendance were: Charlotte Tyer, Milt Reichke, Cory Denena, Sharron Dyer and Perry Savard.

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.

No Public Comment

4. AGENDA ITEMS

- 4.1. Consideration and possible action on the meeting minutes from the regular scheduled Parks Advisory Board meeting held on February 14, 2024.

A motion was made by Board Member Sharon Dyer to approve the meeting minutes from the regular scheduled Parks Advisory Board meeting held on February 14, 2024. as written, seconded by Board Member Milt Reichke.

Motion passed 5 Ayes to 0 Nays.

- 4.2. Consideration and possible action on approval of the Athletic Feasibility Study.

Presentation from MHS design regarding fields, A motion was made by Chair Perry Savard to table this item until the April 10, 2024 meeting, seconded by Board member Cory Denena.

Motion passed 5 Ayes to 0 Nays

- 4.3. Discussion and possible action on 5 year Capital Improvement Projects for Parks and Recreation.

Recess taken from 8:21 PM to 8:31 PM

Chair Perry Savard made a motion to approve 5 year Capital Improvement Projects for Parks and Recreation, seconded by Board member Sharon Dyer. Recommendation

to follow.

Motion passed 5 Ayes to 0 Nays

- 4.4. Discussion and possible action on future parkland in the Huggins Crossing development.

No action taked

- 4.5. Consideration and possible action on Solar Trail Lighting project.
Board Member Milt Reichek made a motion to approve the Solar Trail Lighting project as written, seconded by Board member Charlotte Tyer.

Motion passed 5 Ayes to 0 Nays

5. OTHER BUSINESS

- 5.1. Discussion on Parks and Recreation projects.
Staff updated Board members on Parks and Recreation projects
- 5.2. Discussion on Fritz Park.
Staff updated Board members on Fritz Park
- 5.3. Discussion on Veteran's Memorial.
Staff updated Board Members on status of the Veteran's Memorial.
- 5.4. Discussion on possible trail expansion along Brushy Creek.
Staff updated Board members on thew possible expansion along Brushy Creek.

6. DIRECTOR'S REPORT

Staff gave a tentative timeline of future projects
FY 25
Fritz Park
Athletic Fields
Hutto Lake Park South Trail Extension (Hutto Lake Park to Great Western)
Hutto Lake Park Playground
Caramel Creek Trail Extension (Knowles to Carl Stern)
*Carry-overs from FY 24: Veterans, Pickleball, Orgain Restroom, Orgain Trail

FY 26
Athletic Fields
Disc Golf
Brushy Creek Trail Extension (Riverwalk to Orgain)
Creekside Park improvements
Hutto Lake Park
Great Western Nature Trail (Great Western to Riverwalk)

FY 27
Orgain Park
Durango
Hutto Lake Park
Creekside
Nature Park

FY 28
Aquatic Center
Riverwalk Soccer Field improvements
Cottonwood Trail South
Cottonwood Trail North
Orgain Park
Dog Park

FY 29
Recreation Center
Mustang Creek
SE Loop
Skate Park (if not included in Fritz)

Removal of YMCA from the CIP list.

7. ADJOURNMENT

The Parks Advisory Board meeting adjourned at 9:57 PM.

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.

Parks advisory Board Chair

Exhibit A

ARTICLE A4.000 PUBLIC FACILITY RENTALS

Sec. A4.001 Facilities and equipment rental

Rental procedures and forms will be set and made available through the Parks and Recreation Department.

(1) Generally.

(A) A security deposit shall be required to rent park facilities. Upon inspection and determination that facilities have not been damaged and clean-up costs have not been incurred, the deposit shall be refunded.

(B) A fee will be charged for the preparation of athletic fields (striping).

(C) A per-hour, per-staff member fee will be charged if a city employee is required to be present during usage.

(2) Park facilities.

	Resident	Nonresident	Deposit	
			Private Parties	Corporations
Pavilions (Fritz Park, Adam Orgain Park, Hutto Lake Park, Hutto Community Park)				
Hourly rate (2-hour minimum)	\$20.00	\$30.00	\$200.00	\$400.00
Half day rate	\$140.00	\$210.00	\$200.00	\$400.00
Full day rate	\$300.00	\$450.00	\$200.00	\$400.00
Glenwood Pavilion				
Hourly rate (2-hour minimum)	\$10.00	\$15.00	\$200.00	\$400.00
Half day rate	\$70.00	\$105.00	\$200.00	\$400.00
Full day rate	\$150.00	\$225.00	\$200.00	\$400.00
Brushy Creek Amphitheater				
Amphitheater Non-Commercial Rate (per day)	\$2,000.00	\$2,400.00	\$400.00	\$400.00
Amphitheater Commercial Rate (per day)	\$3,000.00	\$3,600.00	\$400.00	\$400.00
Parking Lot & Pavilion A	\$700.00	\$950.00	\$400.00	\$400.00
Festive Site & Pavilion B Non-Commercial Rate (per day)	\$1,800.00	\$2,250.00	\$400.00	\$400.00
Festive Site & Pavilion B Commercial Rate (per day)	\$2,300.00	\$2,850.00	\$400.00	\$400.00
Green Room Non-Commercial (2-hour minimum)	\$50.00/hour	\$75.00/hour	\$400.00	\$400.00

Green Room Commercial (2-hour minimum)	\$75.00/hour	\$100.00/hour	\$400.00	\$400.00
Amphitheater & Festive Site & Pavilion B Non-Commercial (per day)	<u>\$2,800.00</u>	<u>\$3,450.00</u>	<u>\$400.00</u>	\$400.00
Amphitheater & Festive Site & Pavilion B Commercial (per day)	<u>\$3,800.00</u>	<u>\$4,450.00</u>	<u>\$400.00</u>	\$400.00
Gin Building				
Hourly rate (2-hour minimum)	<u>\$40</u>	<u>\$60</u>	<u>\$200</u>	\$400
Half day rate	<u>\$280</u>	<u>\$420</u>	<u>\$200</u>	\$400
Full day rate	<u>\$560</u>	<u>\$840</u>	<u>\$200</u>	\$400

(3) Athletic fields:

	Resident	Nonresident	Deposit	
			Hourly	
Holmstrom, Nguyen, Riverwalk, and Mager Fields				
Hourly non-lighted (2-hour minimum)	\$75.00	\$100.00	\$100.00	
Hourly Lighted (2 hour minimum)	\$100.00	\$125.00	\$100.00	
Creekside Fields (per field)				
Hourly non-lighted (2-hour minimum)	\$25.00	\$50.00	\$100.00	

(4) Concession facilities.

	Resident Daily Rate	Nonresident Daily Rate	Deposit
Holmstrom and Mager			
Monday–Friday	\$15.00	\$15.00	\$300.00
Saturday–Sunday	\$50.00	\$50.00	\$300.00

(5) Field preparation and staffing.

	Football	Soccer	Baseball/Softball
Stripping fee	\$150.00	\$100.00	\$35.00
Staffing (as needed, hourly)	\$25.00	\$25.00	\$25.00

(6) Equipment. Equipment may be rented if available, in conjunction with a paid field rental and deposit.

Equipment - Per day	Fee
Football field equipment	\$35.00

Sec. A4.002 Youth sports association facility fees

(a) All youth associations will be required to pay no less than a \$5.00 nonresident fee per season for each nonresident child in the association.

(b) A formal agreement, approved by the city council, with each sports association may establish a separate fee schedule.

Youth Leagues	Fees
Electric rate - hourly	\$20.00
Per nonresident rate	\$50.00

Sec. A4.003 Recreation program fees

All recreation program fees are set by the Director of Parks and Recreation on a case-by-case basis. Nonresidents shall pay a \$5.00 surcharge per class.