



City of Hutto

Agenda

Parks Advisory Board

Wednesday, May 8, 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 May 8, 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 April 17, 2024.
- 4.2. Consideration and possible action of Parks and Recreation Department Policies
- 4.3. Consideration and possible action on Veteran's Memorial.

5. OTHER BUSINESS

- 5.1. Discussion on update of the Athletic Feasibility Study.
- 5.2. Discussion on Parks and Recreation projects.
- 5.3. Discussion on Fritz Park.
- 5.4. Discussion of budget requests for Parks and Recreation in the fiscal year 2024-2025.

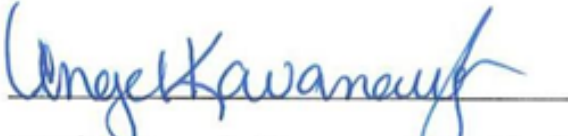
6. DIRECTOR'S REPORT

7. ADJOURNMENT

8. CERTIFICATION

I certify that this notice of the May 6, 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 May 3, 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 April 17, 2024.
Meeting: Wednesday, May 8, 2024
Department: Community Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Parks Advisory Board Meeting Minutes 4.17.2024



City of Hutto

Minutes

Parks Advisory Board

Wednesday, April 17, 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

Members of the Parks Advisory Board in attendance were: Board Members Sharon Dyer, Katie Weiss, Milton Reichel, Byron Washington and Chair Perry Savard. Charlotte Tyler arrived at 6:43 PM and Cory Denena arrived at 6:41 PM

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.

No Public Comment

4. PRESENTATIONS

- 4.1. Update on Parks and Recreation Master Plan and Trails Master Plan
Presentation by Clark Condon

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.
A motion was made by Board Member Sharon Dyer to approve the meeting minutes from the regular schedule Parks Advisory Board meeting held on March 13, 2024 as written, seconded by Board Member Katie Weiss. Motion passed 7 Ayes to 0 Nays
- 5.2. Consideration and possible action of recommending any fee changes for 2025.
A motion was made by Board Member Milt Reichel to approve the recommendation of fee changes for 2025, seconded by Board member Cory Denena. Motion passed 7 Ayes to 0 Nays.
- 5.3. Consideration and possible action of recommending approval of Audio Eye for the Civic Recreation website.
Chair Perry Savard made a motion to table this item, seconded by Board member Cory Denena. Motion passed 7 Ayes to 0 Nays

6. OTHER BUSINESS

6.1. Discussion on Parks and Recreation projects.

Updates from staff

6.2. Discussion on Fritz Park.

Updates from staff

6.3. Discussion on Veteran's Memorial.

Updates from staff

7. DIRECTOR'S REPORT

*Verison

*athletic Feasability study

8. ADJOURNMENT

The Parks Advisory Board meeting adjourned at 8:36 PM

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.

Chair Perry Savard

CONTRACT INSTRUCTORS

1. Policy Statement

- The Parks and Recreation Department recognizes the value of offering diverse recreational programs to the community. Contracting with qualified individuals to serve as instructors allows us to provide a wide range of programs that meet the needs and interests of our residents.

2. Contract Instructor Selection Process

- *Needs Assessment*: The Parks and Recreation Department will conduct regular needs assessments to identify programmatic needs and interests within the community.
- *Request for Proposals (RFP)*: When there is a need for new programs or replacement of existing programs, the department will issue a Request for Proposals (RFP) to solicit applications from potential contract instructors.
- *Qualification Criteria*: Contract instructors must meet minimum qualification criteria established by the department, which may include but are not limited to:
 - i. Demonstrated expertise in the program area.
 - ii. Relevant certifications or qualifications.
 - iii. Previous teaching or instructional experience.
 - iv. Background checks as required by law.
- *Evaluation and Selection*: Proposals will be evaluated based on factors such as instructor qualifications, program content, proposed schedule, and cost. Selection will be made based on the best fit for the department's needs and the community's interests.

3. Contract Agreement

- *Contract Terms*: Contract instructors will enter into formal agreements with the Parks and Recreation Department outlining the terms and conditions of their engagement. All contracts will expire on December 31st. Contracts will specify:
 - i. Program description and objectives.

- ii. Instructor responsibilities.
- iii. Program schedule, duration, and location.
- iv. Compensation structure and payment terms.
- v. Insurance and liability requirements.
- vi. Termination clauses.
- *Insurance and Liability:* Contract instructors are required to carry liability insurance and provide proof of coverage to the department. The department may also carry additional insurance coverage as deemed necessary.
- *Background Checks:* Contract instructors may be required to undergo background checks in accordance with state and local regulations, especially if their programs involve working with children or vulnerable populations.

4. Program Oversight and Evaluation:

- *Program Monitoring:* The Parks and Recreation Department will monitor contract programs to ensure compliance with program objectives, safety standards, and quality expectations.
- *Participant Feedback:* Feedback from program participants will be solicited and used to evaluate program effectiveness and instructor performance.
- *Performance Review:* Contract instructors will undergo periodic performance reviews to assess their adherence to program guidelines, participant satisfaction, and overall effectiveness. Instructors may be subject to contract renewal or termination based on performance evaluations.

5. Code of Conduct and Ethics:

- *Professional Conduct:* Contract instructors are expected to maintain high standards of professionalism and conduct themselves in a manner that reflects positively on the department and the community.
- *Conflict of Interest:* Contract instructors must disclose any potential conflicts of interest that may arise in the course of their engagement with the department, including any affiliations or financial interests that could influence their program delivery or decision-making.

- *Ethical Guidelines:* Contract instructors will adhere to ethical guidelines established by relevant professional organizations and industry standards applicable to their program area.

6. Compliance and Enforcement:

- *Compliance Monitoring:* The Parks and Recreation Department will regularly review contracts and program activities to ensure compliance with departmental policies and procedures.
- *Enforcement:* Violations of contract terms, departmental policies, or ethical guidelines may result in disciplinary action, contract termination, or legal recourse as appropriate.

7. Policy Review:

- This policy will be subject to periodic review and revision as needed to reflect changes in programmatic needs, regulations, or best practices.

Hutto Parks and Recreation Department Policy and Procedure

FEES

I. Purpose

- The purpose of this policy is to establish guidelines for the refund of fees for programs and services offered by the Parks and Recreation Department in accordance with fair and consistent practices.

2. Refund Eligibility

- Refunds may be granted for programs, activities, and services that are canceled by the Parks and Recreation Department.
- Refunds may be granted for participants who withdraw from a program or activity prior to the start date, subject to the refund schedule outlined below.
- Refunds will not be granted for programs, activities, or services that have already commenced unless there are exceptional circumstances, as determined by the Parks and Recreation Department.

3. Refund Requests

- All refund requests must be made via email to pard@huttotx.gov.
- Refund requests must be submitted 10 business days in advance of the program or activity start date.
- Requests for refunds must include the participant's name, program/activity name, reason for the refund request, and any supporting documentation (e.g., medical certificate).

4. Refund Schedule

- The refund amount will be determined based on the following schedule:
- Requests received more than 10 days before the start date.
- No refunds will be granted for requests received after the program or activity has started, except for exceptional circumstances.

5. Refund Payment

- Refunds will be processed within a reasonable timeframe after the request is approved.
- Refunds will be issued in the original form of payment, unless otherwise requested by the participant.

6. Appeals

- Participants who are dissatisfied with the outcome of their refund request may appeal in writing to the Parks and Recreation Department Director.

- The decision of the Director will be final.

7. Rules

Administrative Fee:

An administrative fee may be charged for processing refund requests.

The amount of the administrative fee will be determined by the Parks and Recreation Department and may vary depending on the program or activity.

Refund Exceptions:

In cases of program cancellations or changes initiated by the Parks and Recreation Department, full refunds will be issued.

Refunds may be granted for medical reasons or other exceptional circumstances, as determined by the Parks and Recreation Department.

Refund Disputes:

Any disputes regarding refunds will be resolved by the Parks and Recreation Department in accordance with this policy.

Implementation: This policy shall be implemented immediately upon approval and shall be communicated to all department staff, program participants, and the public through appropriate channels, including the department's website, program brochures, and other promotional materials.

8. Enforcement

- Staff of the City of Hutto Police Department and Parks and Recreation Department have the authority to enforce trail regulations.
- Violators may be subject to fines, expulsion from the park, or other penalties as determined by local ordinances.

9. Amendments and Review

- This policy will be reviewed annually and updated as needed to reflect changes in trail conditions, usage patterns, or community needs.
- Amendments to the policy will be subject to approval by the Parks and Recreation Department administration.

10. Compliance

- All users of trails within parks managed by the Parks and Recreation Department are expected to adhere to the rules and regulations outlined in this policy.
- Failure to comply may result in penalties as outlined in section 7.

II. Conclusion

- The Parks and Recreation Department's Trail Usage Policy and Procedures are designed to prioritize the safety and well-being of all stakeholders while using the trails. Regular review and updates ensure that the policy remains relevant and

effective in meeting the needs of the community while preserving the natural resources of the parks. Users are encouraged to familiarize themselves with the rules and guidelines outlined in this document to ensure a positive and enjoyable outdoor experience for all.

DRAFT

Hutto Parks and Recreation Department
Policy and Procedure

INCLEMENT WEATHER

I. Policy Statement

- The Parks and Recreation Department is committed to ensuring the safety and well-being of all staff, visitors, and participants during inclement weather conditions.
- This policy outlines the procedures to be followed to mitigate risks associated with adverse weather and ensure efficient operations during such circumstances.

2. Weather Monitoring and Decision-Making

- The department shall monitor weather forecasts regularly through reliable sources, including the National Weather Service, local meteorological agencies, and other reputable sources.
- Staff from Emergency Management Division and Parks and Recreation Department will be responsible for monitoring weather conditions and making decisions regarding park closures or program cancellations.

3. Notification Procedures

- If inclement weather conditions necessitate park closures or program cancellations, the designated staff member shall promptly communicate the decision to all relevant parties.
- Notification methods may include:
 - a. Posting updates on the department's website and social media channels.
 - b. Sending out mass emails or text messages to registered participants and staff.
 - c. Contacting local media outlets to announce closures or cancellations.

4. Park Closure and Program Cancellation Criteria

- Closure or cancellation decisions will be based on the severity of weather conditions, including but not limited to:
 - a. Severe thunderstorms with lightning or high winds.
 - b. Heavy rainfall leading to flooding or unsafe field conditions.
 - c. Extreme heat or cold temperatures posing health risks.
 - d. Snow or ice accumulation impeding safe access to park facilities.
- Decisions will prioritize the safety and well-being of staff, visitors, and participants.

5. Staff Responsibilities

- All staff members shall be familiar with the inclement weather policy and procedures.
- Staff members must promptly report any hazardous conditions observed in the park, such as fallen trees, flooding, or other weather-related hazards, to the designated supervisor.

- During inclement weather events, staff members must follow instructions from supervisors and assist with park closure or program cancellation procedures as needed.

6. **Rescheduling and Refund Policies**

- In the event of program cancellations due to inclement weather, the department shall make reasonable efforts to reschedule activities or offer refunds to participants.
- Rescheduling options and refund procedures will be communicated to participants through appropriate channels, including the department's website and customer service representatives.

7. **Training and Preparedness**

- Staff members receive training on inclement weather procedures during orientation and regular staff meetings.
- Emergency preparedness drills shall be conducted periodically to ensure staff members are familiar with their roles and responsibilities during severe weather events.

8. **Review and Evaluation**

- The inclement weather policy and procedures shall be reviewed annually to ensure relevance and effectiveness.
- Feedback from staff, participants, and other stakeholders shall be solicited to identify areas for improvement and inform updates to the policy as necessary.

9. **Conclusion**

- The Parks and Recreation Department's Inclement Weather Policy and Procedures are designed to prioritize the safety and well-being of all stakeholders while maintaining efficient park operations during adverse weather conditions.
- This policy and procedures document shall be reviewed annually and revised as necessary to ensure its effectiveness and relevance.

Hutto Parks and Recreation Department
Policy and Procedure

PAVILION RENTALS

I. Policy Statement

- To establish guidelines and procedures for reserving pavilions within parks managed by the Parks and Recreation Department.
- This policy aims to ensure fair access, efficient management, and the enjoyment of park facilities for all residents and visitors.

2. Reservation Eligibility

- Pavilion reservations are open to both residents and non-residents, subject to availability.

3. Reservation Process

- Pavilion reservations are exclusively made online through the Parks and Recreation Department's website at www.huttotx.gov.pard.
- Reservations must be made at least 10 days in advance and can be booked up to 12 months prior to the desired date.
- Full payment, including a refundable deposit, is required at the time of reservation.
- Reservation requests are handled in the order they are received, adhering to a first-come, first-served basis.

4. Pavilion Rental Fees

- Rental fees are listed in the City of Hutto Fee Schedule.
- Fees are based on the residency and duration of the reservation.
- Deposits are required in advance and subject to refund following the reservation.
- Pavilion rental does not include the entire park or surrounding areas, just the pavilion.
- Cancellations made at least 10 business days prior to the reservation date to receive a refund, less credit card fees
- In the event of inclement weather, the Parks and Recreation Department reserves the right to cancel or reschedule reservations.
- In the case of cancellation due to weather, a full refund will be issued.

5. Pavilion Regulations

- The pavilion must be left in a clean and orderly condition after use. Failure to do so may result in loss of the deposit.
- For alcoholic beverages in the park and pavilion, see the Code of Ordinance Section 18.02.002 Prohibited items and activities.
 - 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.

- 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.
- 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.

6. Enforcement

- Staff of the City of Hutto Police Department and Parks and Recreation Department have the authority to enforce trail regulations.
- Violators may be subject to fines, expulsion from the park, or other penalties as determined by local ordinances.

7. Conclusion

- The Parks and Recreation Department's Trail Usage Policy and Procedures are designed to prioritize the safety and well-being of all stakeholders while using the pavilions.
- This policy and procedures document shall be reviewed annually and revised as necessary to ensure its effectiveness and relevance.

Hutto Parks and Recreation Department
Policy and Procedure

PLAYGROUND INSPECTIONS

I. Policy Statement

- The Parks and Recreation Department is committed to providing safe and enjoyable playgrounds for all users.
- Regular inspections will be conducted to identify and address any potential hazards, ensuring compliance with safety standards and regulations.

2. Parks Superintendent Responsibilities

- Maintain a Certified Playground Safety Inspection certification.
- Oversee the implementation of the playground inspection policy.
- Ensure that all playground inspections are conducted as scheduled.
- Review inspection reports and prioritize necessary repairs and maintenance.
- Provide training to staff on playground safety and inspection procedures.

3. Parks Crew Leader Responsibilities

- Maintain a Certified Playground Safety Inspection certification.
- Conduct weekly visual inspections of playground equipment.
- Complete detailed inspections using the Playground Safety Checklist (Appendix A) monthly.
- Report any hazards or maintenance needs to the Parks Superintendent.
- Ensure that playgrounds are closed off if hazards are identified until repairs are made.

4. Parks Maintenance Technician Responsibilities

- Assist the Parks Crew Leader in conducting playground inspections.
- Perform minor repairs and maintenance as needed.
- Maintain records of inspections and repairs.
- Communicate with the Parks Crew Leader regarding any safety concerns.

5. Weekly Visual Inspections

- Check for loose or missing bolts, sharp edges, and broken parts.
- Inspect surfacing materials for signs of wear or damage.
- Ensure that access points are secure and that signage is in place.

6. Monthly Detailed Inspections

- Use the Playground Safety Checklist (Appendix A) to conduct a thorough inspection.
- Check all equipment, surfacing, and surrounding areas for hazards.
- Document any issues and report them to the Parks Superintendent.

7. Rules for Playground Use

- Children must be supervised by a responsible adult at all times.
- Proper attire, including closed-toe shoes, should be worn on the playground.
- Use equipment as intended; do not climb on the outside of structures.
- No pushing, shoving, or rough play allowed.
- Pets are not allowed on playgrounds.

8. Enforcement

- Parks and Recreation Department staff will monitor playgrounds regularly to ensure compliance with rules.
- Violations may result in temporary or permanent closure of the playground.

9. Review and Revision

- This policy will be reviewed annually and revised as necessary to ensure it remains current and effective in meeting the department's needs and goals.

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Hutto Parks and Recreation Department
Policy and Procedure

TRAIL USAGE

I. Purpose

- The Parks and Recreation Department aims to provide safe and enjoyable outdoor recreational opportunities for all community members. This policy outlines the rules and procedures for the usage of trails within our parks to ensure the safety, preservation, and enjoyment of these natural resources.

2. Trail Access and Hours

- Per City Ordinance, Section 18.02.001 (a) trails are open to the public daily from 6am to 11pm.
- Access to trails may be restricted during extreme weather conditions or for maintenance purposes. Any closures will be communicated to the public through signage and online updates.

3. Trail Etiquette

- Users must yield to pedestrians when on a bicycle.
- Keep right and pass on the left.
- Keep pets on a leash and clean up after them.
- Respect wildlife and their habitats. Do not disturb or feed wildlife.
- Avoid using headphones at a high volume to remain aware of surroundings.
- Stay on designated trails and refrain from creating new paths.
- Pack out all trash and leave no trace.

4. Trail Safety

- Wear appropriate footwear and clothing for the terrain and weather conditions.
- Carry sufficient water and snacks for the duration of your hike or ride.
- Inform someone of your planned route and estimated return time.
- Stay hydrated and take breaks as needed.
- In case of emergency, call 911 and provide your location as accurately as possible.

5. Trail Maintenance

- The Parks and Recreation Department is responsible for the regular maintenance of trails, including clearing debris, repairing erosion, and ensuring signage is visible and up to date.
- Report any maintenance issues or hazards encountered on the trails to pard@huttotx.gov or 512-759-5967.
- Volunteers are welcome to participate in trail maintenance activities under the supervision of the Parks Superintendent.

6. Trail Use Regulations

- Bicycles are allowed on designated multi-use trails only.
- Motorized vehicles, including ATVs and dirt bikes, are prohibited on all trails unless otherwise designated.
- Special events, 5K races, or commercial activities require prior approval from the Parks and Recreation Department.

7. Enforcement

- Staff of the City of Hutto Police Department and Parks and Recreation Department have the authority to enforce trail regulations.
- Violators may be subject to fines, expulsion from the park, or other penalties as determined by local ordinances.

8. Education and Outreach

- The Parks and Recreation Department will conduct educational programs and outreach initiatives to promote responsible trail usage and environmental stewardship.
- Informational signage will be placed at key access points to communicate rules and safety guidelines to users.

9. Amendments and Review

- This policy will be reviewed annually and updated as needed to reflect changes in trail conditions, usage patterns, or community needs.
- Amendments to the policy will be subject to approval by the Parks and Recreation Department administration.

10. Compliance

- All users of trails within parks managed by the Parks and Recreation Department are expected to adhere to the rules and regulations outlined in this policy.
- Failure to comply may result in penalties as outlined in section 7.

II. Conclusion

- The Parks and Recreation Department's Trail Usage Policy and Procedures are designed to prioritize the safety and well-being of all stakeholders while using the trails. Regular review and updates ensure that the policy remains relevant and effective in meeting the needs of the community while preserving the natural resources of the parks. Users are encouraged to familiarize themselves with the rules and guidelines outlined in this document to ensure a positive and enjoyable outdoor experience for all.

Hutto Parks and Recreation Department
Policy and Procedure

TREE MANAGEMENT POLICY

I. Policy Statement

- The Parks and Recreation Department is committed to the responsible management of trees within our Parks.
- This Tree Management Plan outlines the procedures and rules for tree maintenance, preservation, and removal to ensure the safety of park visitors, the health of trees, and the preservation of natural habitats.

2. Rules

- Do not damage or vandalize trees in any way.
- Do not climb, attach objects to, or otherwise harm trees.
- Do not remove trees or branches without proper authorization.
- Respect tree protection zones and avoid compacting soil around trees.
- Report any tree-related hazards or concerns to PARDD@huttotx.gov.

3. Tree Inventory and Assessment:

- Conduct an annual comprehensive inventory of all trees within Hutto Parks.
- Regularly assess the health and condition of trees to identify potential hazards and maintenance needs.

4. Tree Maintenance

- Prune trees regularly to maintain their health and shape.
- Remove dead or diseased branches promptly to prevent safety hazards.
- Mulch and water trees as needed to promote healthy growth.
- Inspect trees after severe weather events for damage and take necessary action.

5. Tree Preservation

- Identify and protect significant or heritage trees from harm or removal.
- Implement measures to prevent damage to tree roots.

6. Tree Planting

- Follow a planting plan based on species diversity and suitability to Williamson County.
- Plant trees in appropriate locations to ensure their long-term health and minimize conflicts with infrastructure.

7. Tree Removal

- Prioritize tree removal based on safety concerns, and health.
- Parks Superintendent or their authorized designee must approve all tree removals.

8. Emergency Response

- Establish an emergency response plan for addressing tree-related hazards, such as fallen trees blocking trails or posing immediate danger.

9. Public Education and Engagement

- Conduct an Arbor Day event in the Fall to engage with public involvement
- Implement an annual social media campaign to educate about the importance of trees.
- Plant trees in appropriate locations to ensure their long-term health and minimize conflicts with infrastructure.

10. Compliance and Enforcement

- Ensure compliance with all relevant laws, regulations, and industry best practices related to tree management.
- International Society of Arboriculture (ISA) will serve as the information source.
- Enforce rules and regulations related to tree protection and preservation through appropriate measures.

11. Penalties for Violations:

- Violations of the Tree Management Plan may result in fines, removal from the park, or other appropriate disciplinary actions.

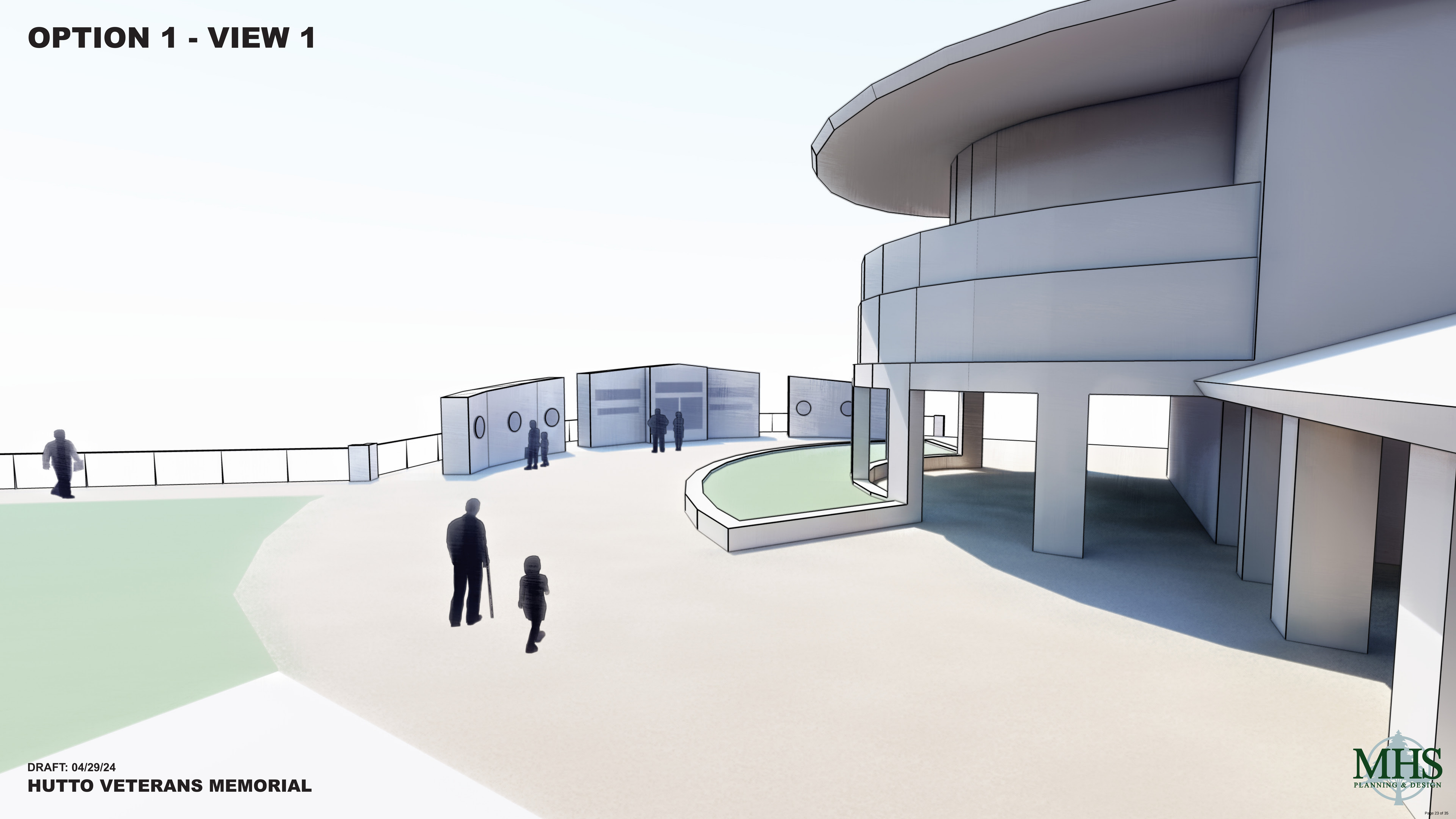
12. Implementation:

- The Parks and Recreation Department will implement this Tree Management Plan through the coordination of park staff, volunteers, and contractors as needed.

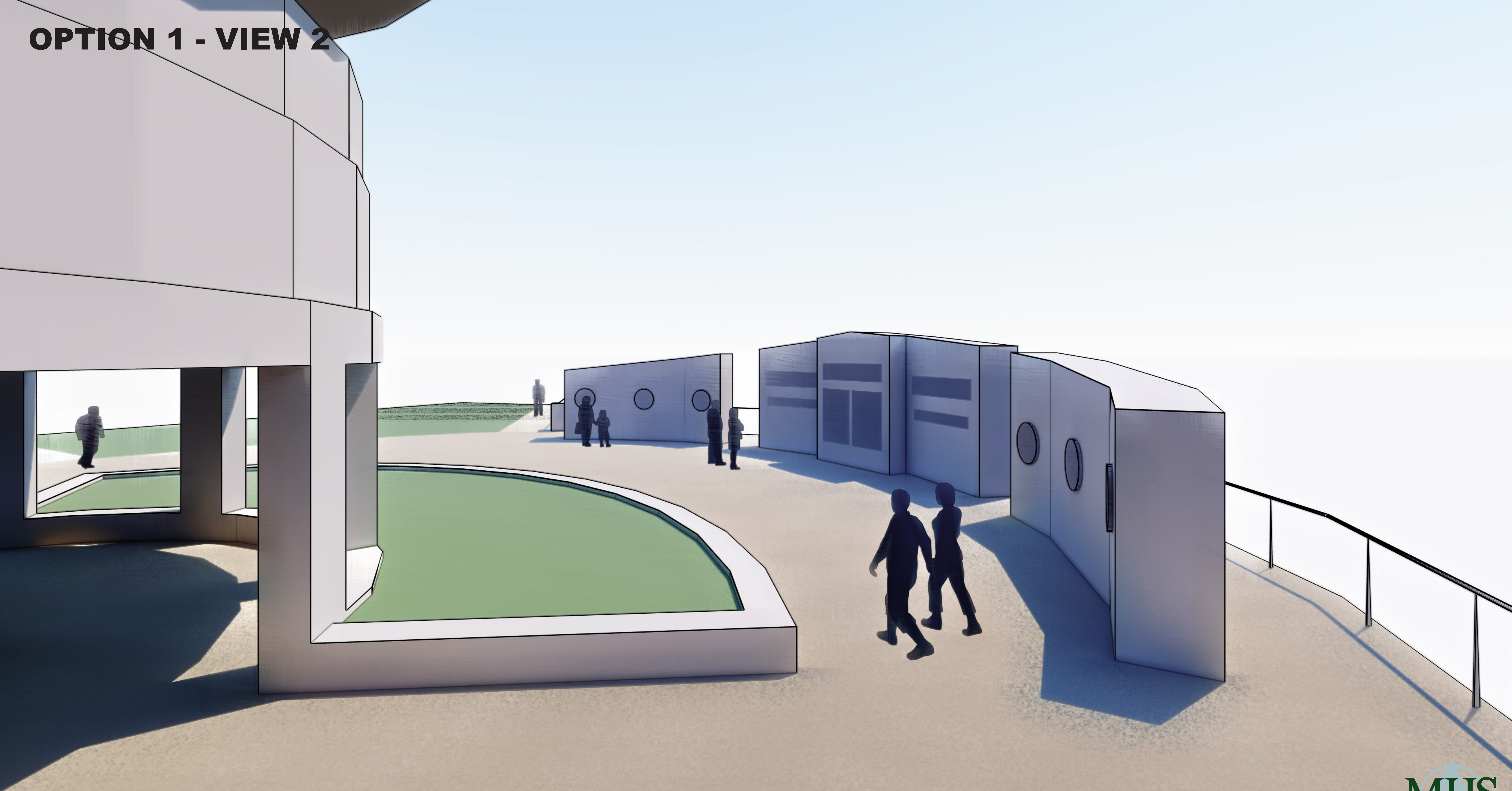
13. Review and Revision

- This policy will be reviewed annually and revised as necessary to ensure it remains current and effective in meeting the department's needs and goals.

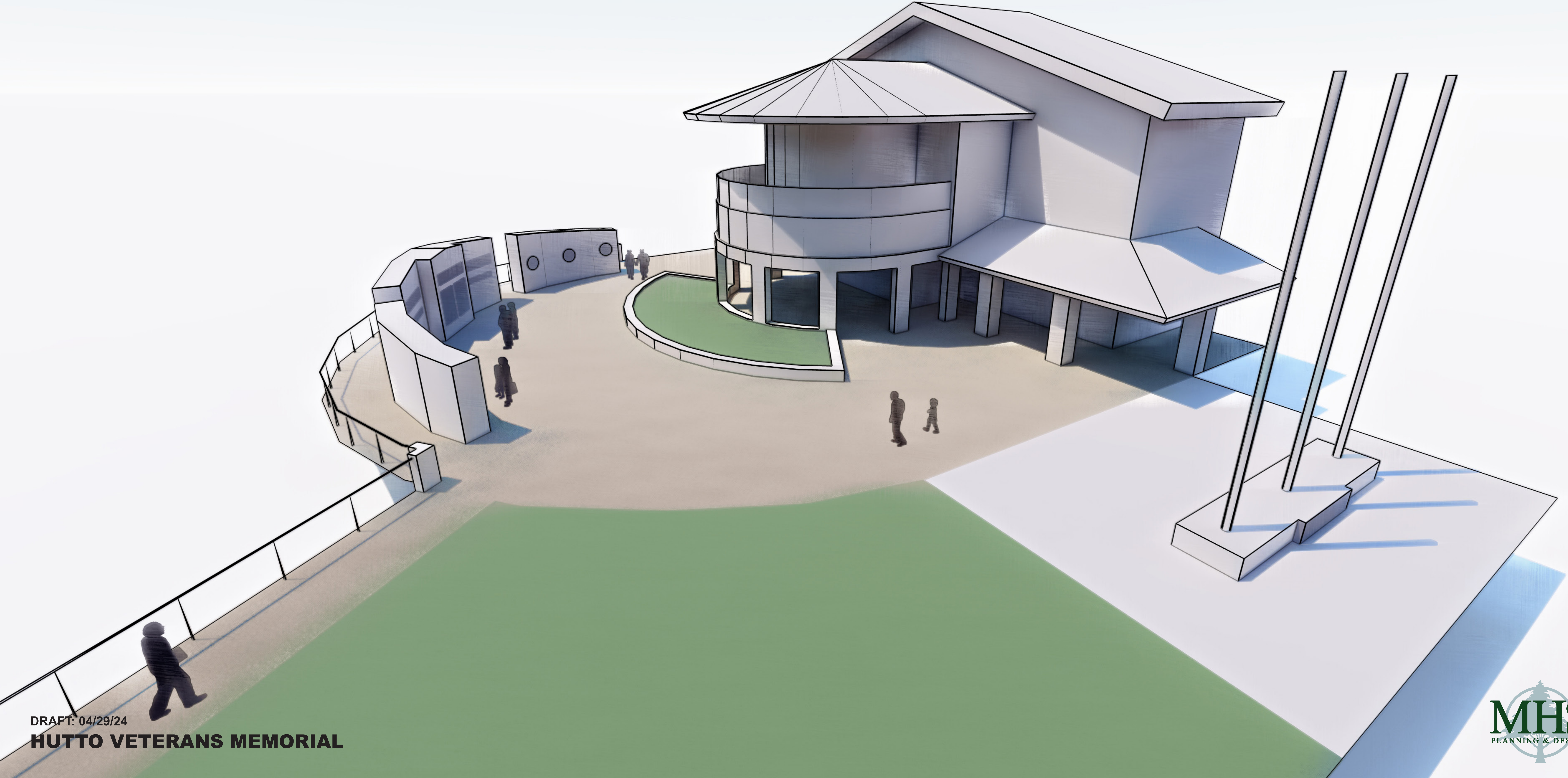
OPTION 1 - VIEW 1



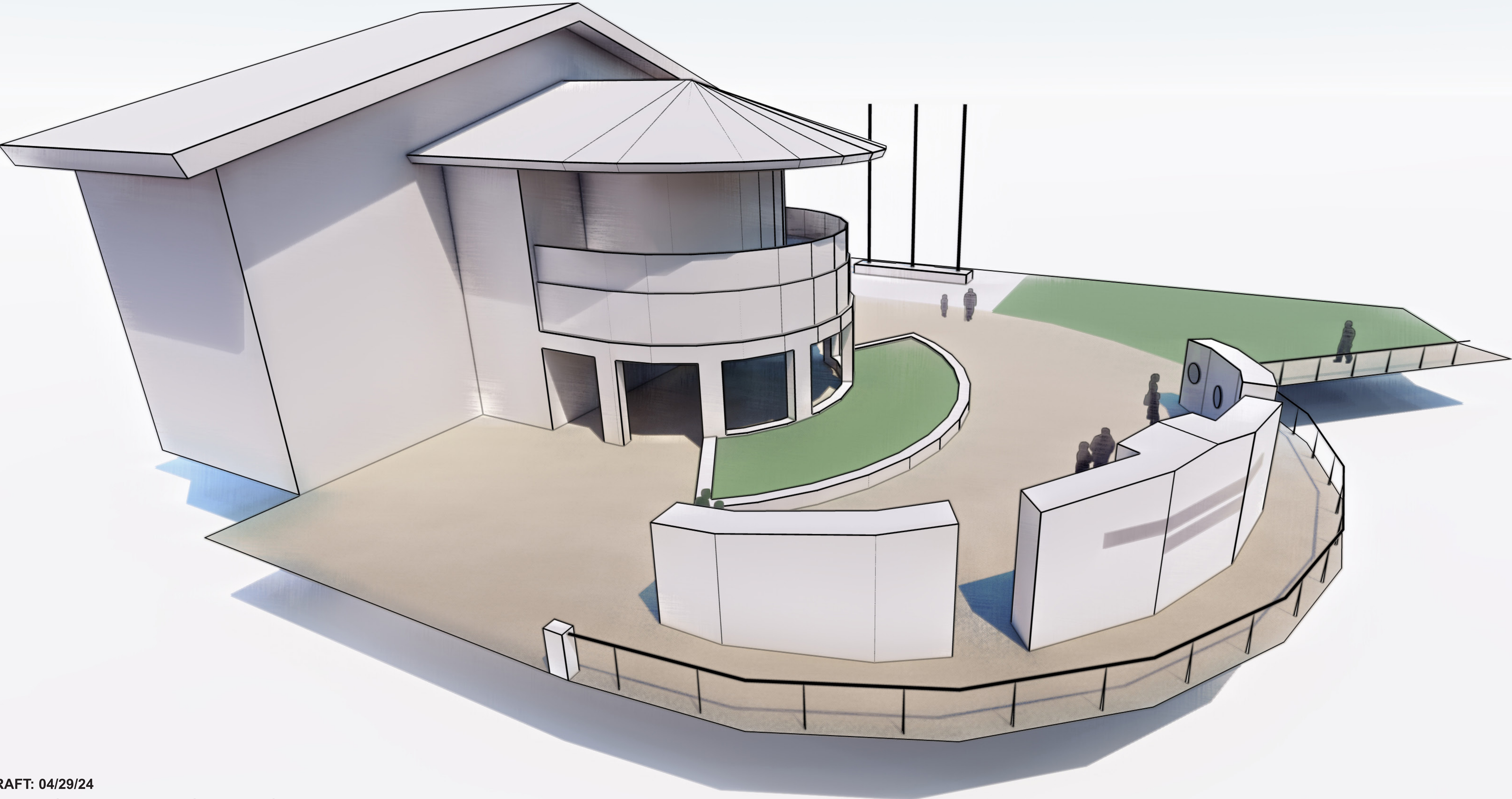
OPTION 1 - VIEW 2



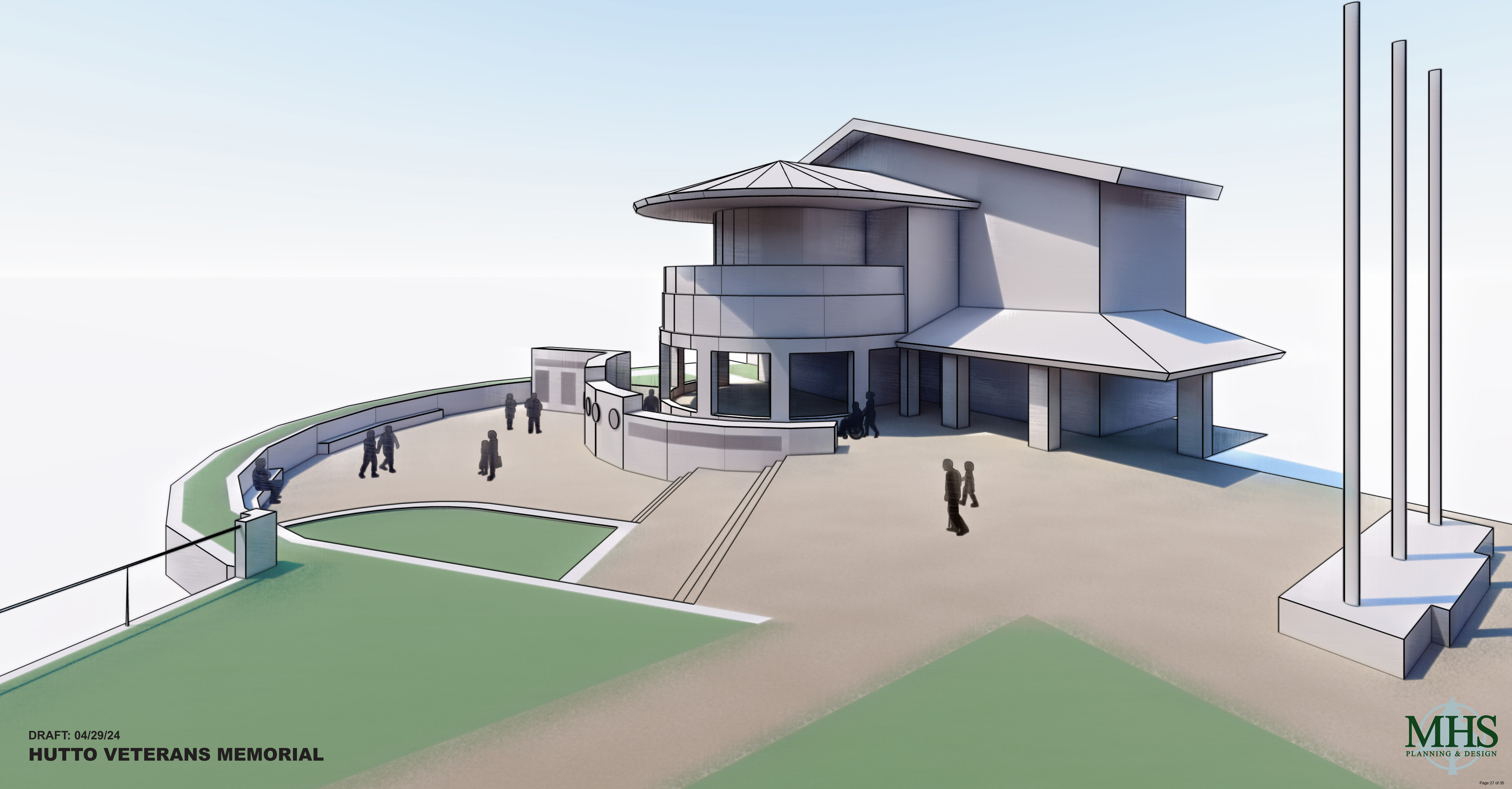
OPTION 1 - VIEW 3



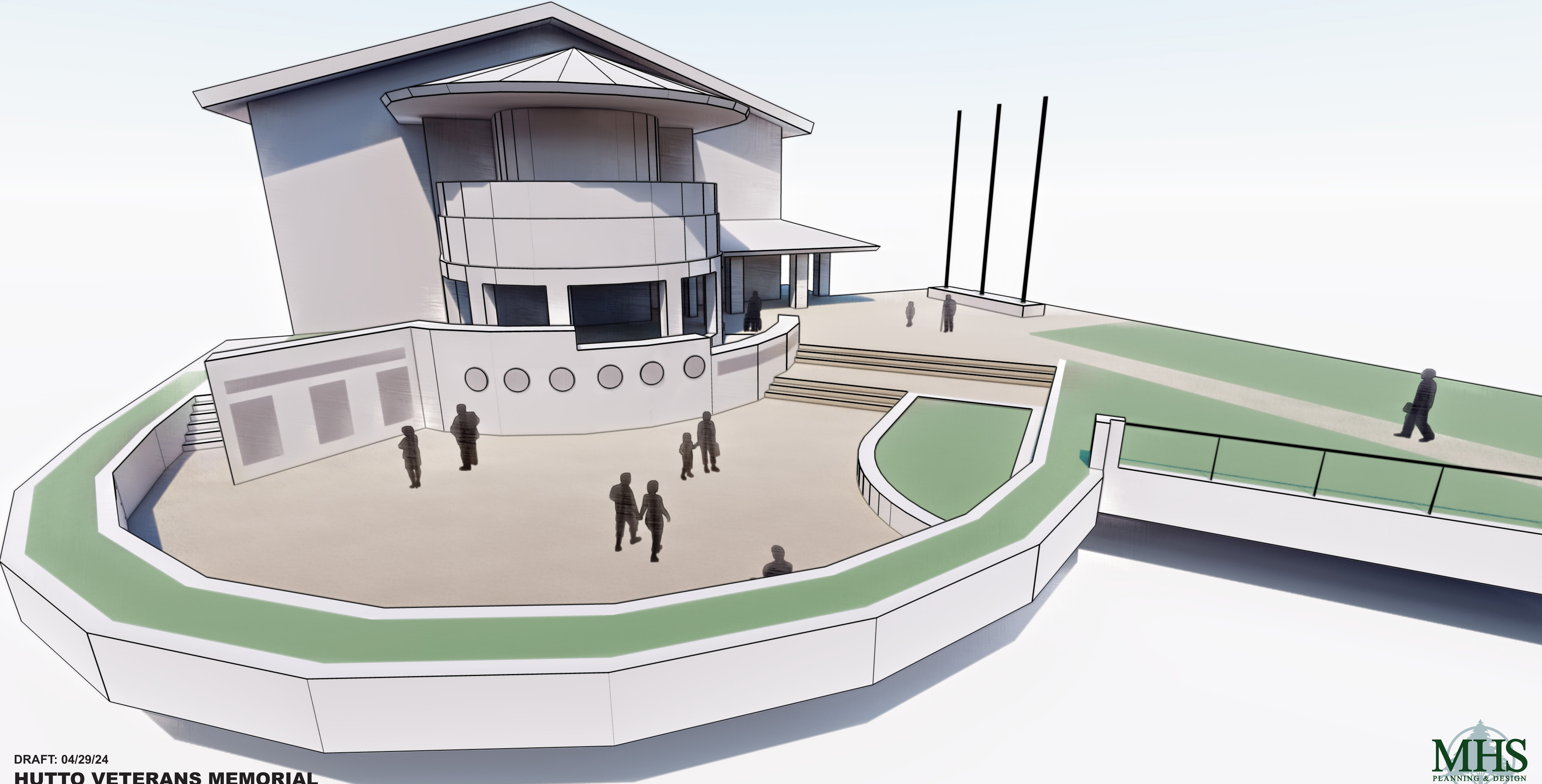
OPTION 1 - VIEW 4



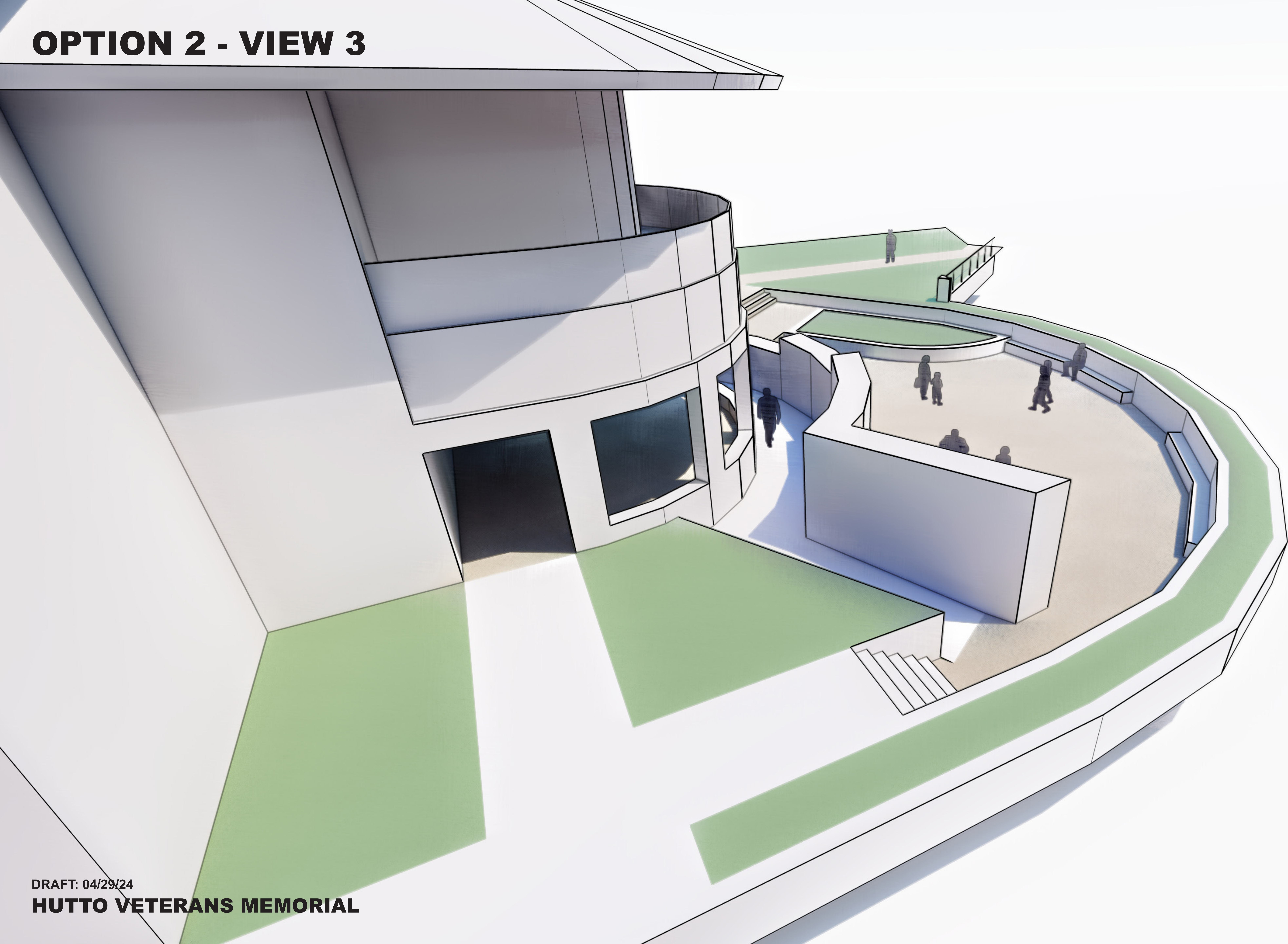
OPTION 2 - VIEW 1



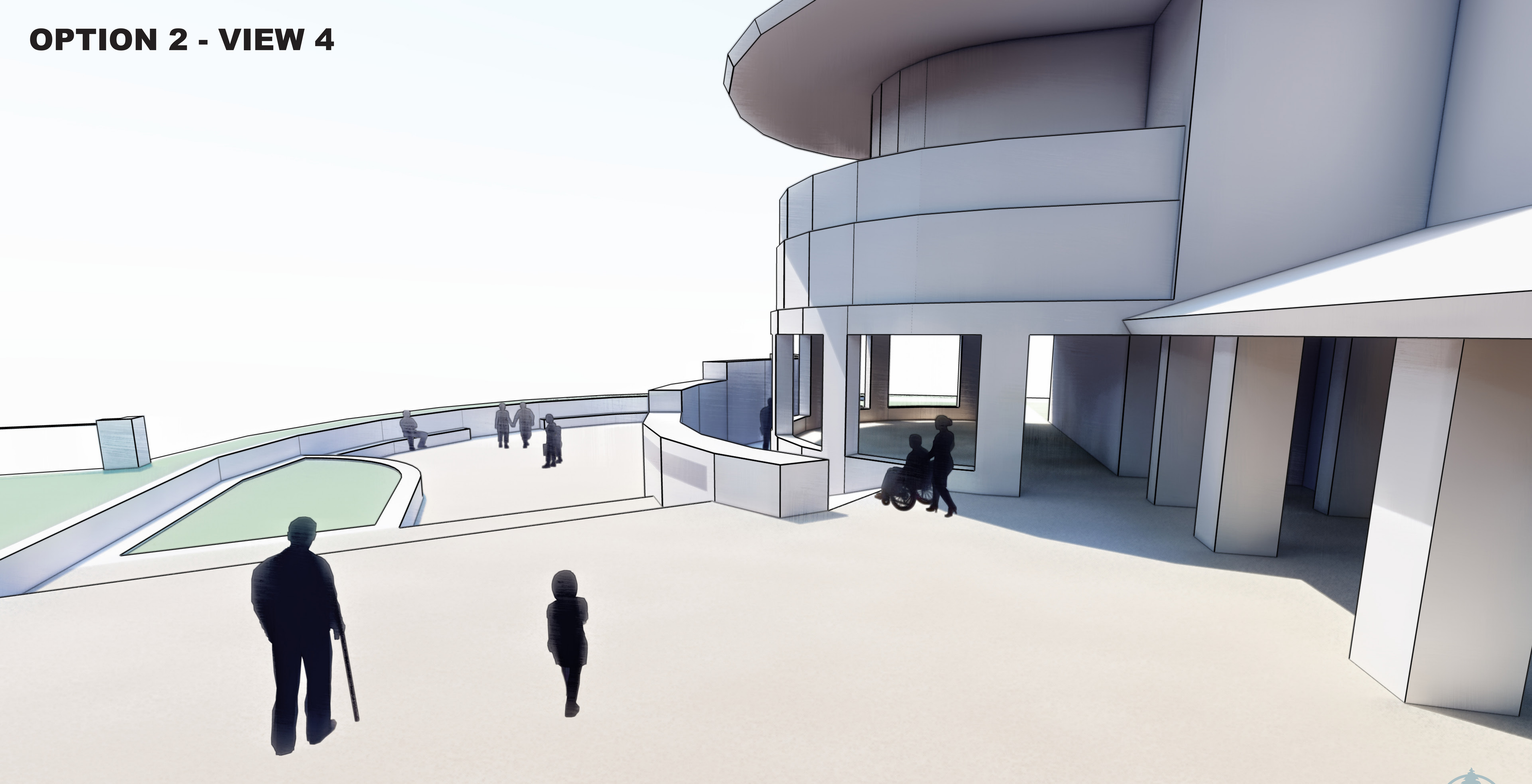
OPTION 2 - VIEW 2



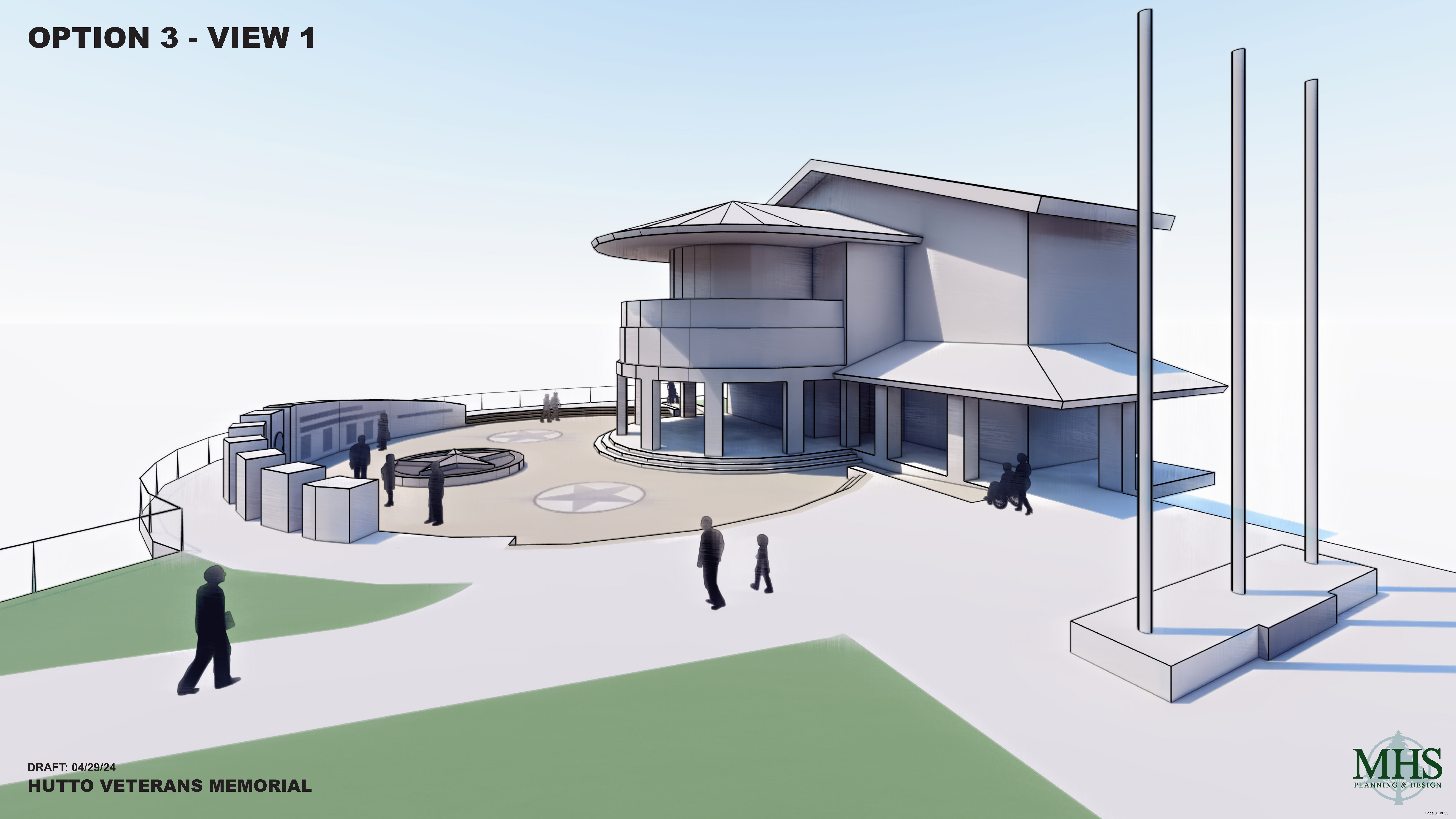
OPTION 2 - VIEW 3



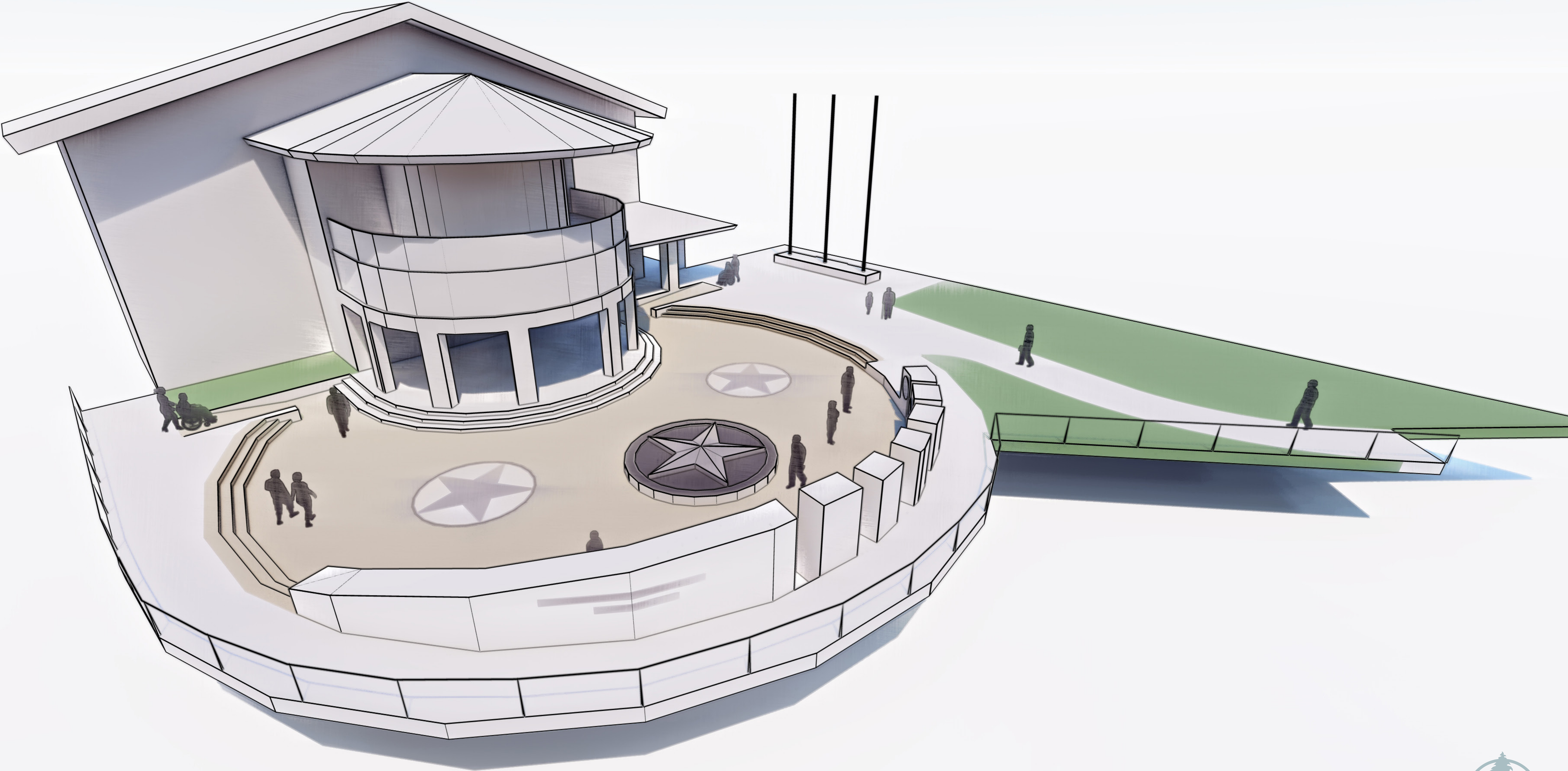
OPTION 2 - VIEW 4



OPTION 3 - VIEW 1



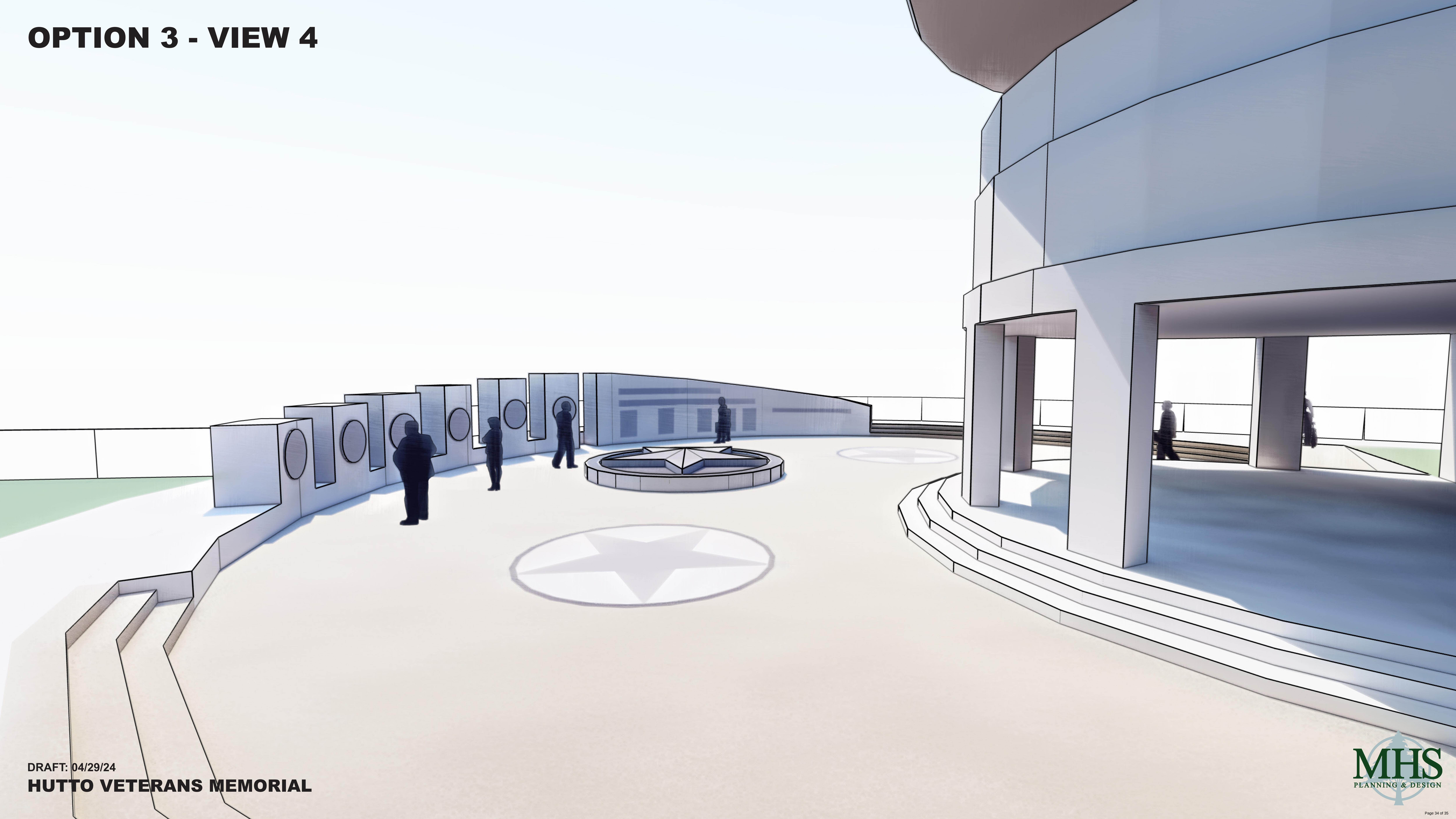
OPTION 3 - VIEW 2



OPTION 3 - VIEW 3



OPTION 3 - VIEW 4





May 01, 2024

Attn: Mr. Jeff White
City of Hutto Director of Parks and Recreation
Via email: jeffrey.white@huttotx.gov

RE: Hutto Athletic Field Study – CIP Project # P15-2025 – Parks Board Update

Dear Jeff:

Below is an update on several items that are currently being revised and added to the Hutto Athletics Field Study based on City Council (April 04, 2024) feedback for the May 08 Parks Board Meeting.

- We have coordinated with the President of Hutto Youth Football and Cheer Association and received feedback regarding participant numbers and needs. We will provide this data in the plan but overall, the request was for additional field space and equipment.
- We have updated the proposed field sizes to meet the PONY League for baseball and softball, USSF for soccer, and USA Football for football.
- We have calculated the total recommended fields needed to meet the estimated buildout population of 100,000. We will provide the estimated cost associated with the construction of these fields and the acreage needed.
 - Recommended number of baseball fields: 7
 - Recommended number of softball fields: 3
 - Recommended number of soccer fields: 16
 - Recommended number of football fields: 3 (includes tackle and flag)
- We are scheduled to attend the May 13th Hutto EDC Meeting to present the Field Study and receive feedback.

We have enjoyed the opportunity to partner with you and the City of Hutto through this project and appreciate any feedback you provide. If you have any questions, please feel free to contact me.

Thank you,

Senior Planner & Partner