



City of Hutto

Agenda

Parks Advisory Board

Wednesday, February 12, 2025 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

Please fill out required registration form before meeting. Public comment is limited to 3 minutes. City Council can not talk about any items not on the agenda per state law. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on February 12, 2025. 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 meeting minutes from January 8, 2025 meeting
- 4.2. Discussion and possible action on creation of a sub-committee for renaming the Pavilion at Hutto Lake Park

5. OTHER BUSINESS

- 5.1. Discussion on Fritz Park
- 5.2. Discussion on Veteran's Memorial
- 5.3. Discussion on Parks and Recreation projects
- 5.4. Discussion on Parks Advisory Board Strategic Goals for 2025
- 5.5. Discussion on 2025 Holidays in Hutto programs and activities
- 5.6. Discussion on possible Texas Department of Agriculture grant

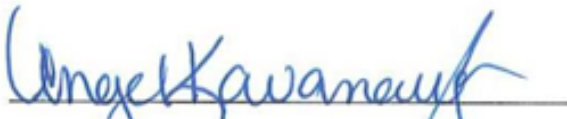
6. DIRECTOR'S REPORT

7. ADJOURNMENT

8. CERTIFICATION

I certify that this notice of the February 12, 2025 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 7, 2025 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 meeting minutes from January 8, 2025 meeting
Meeting: Wednesday, February 12, 2025
Department: Parks and Recreation
Staff Contact: Jeff White

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Parks Advisory Board Meeting minutes 1.8.2025



City of Hutto

Minutes

Parks Advisory Board

Wednesday, January 8, 2025 at 6:30 PM

City Council Chambers

1. CALL SESSION TO ORDER

The Parks Advisory Board meeting was called to order at 6:36 PM

2. ROLL CALL

Members of the Parks Advisory Board in attendance were: Perry Savard, Katie Weiss, Sharon Dyer, Milt Reichel, Cory Denena. Absent: Charlotte Tyer and Byron Washington

3. PUBLIC COMMENT

Please fill out required registration form before meeting. Public comment is limited to 3 minutes. City Council can not talk about any items not on the agenda per state law. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on January 8, 2025. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

There was 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 December 11, 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 December 11, 2024, seconded by Board member Milt Reichel. Motion passed 5 Ayes to 0 Nays

- 4.2. Discussion and potential action regarding the Parks and Recreation Capital Improvement Plan.

CIP added the following projects:

Nature Trail - Chris Kelley to 130 (Trails Master Plan T20)

Decomposed Granite Trail - Enclave to Riverwalk Foot Bridge (Trails Master Plan T16)

Decomposed Granite Trail - Enclave to Chris Kelley (Trails Master Plan T9)

5. OTHER BUSINESS

- 5.1. Discussion on Veteran's Memorial.

Staff provided an update on project

- 5.2. Discussion on Parks and Recreation projects.

Staff provided an update on projects

- 5.3. Discussion on Fritz Park.

Staff provided updates on park renovations

6. DIRECTOR'S REPORT

Staff provided update on events, camps and leagues

7. ADJOURNMENT

The Parks Advisory board adjourned at 9:30 PM

8. CERTIFICATION

I certify that this notice of the January 8, 2025 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 January 3, 2024 before 5:00 P.M.

Parks advisory Board representative

AGENDA ITEM REPORT

4.2.



To: Parks Advisory Board
Subject: Discussion and possible action on creation of a sub-committee for renaming the Pavilion at Hutto Lake Park
Meeting: Wednesday, February 12, 2025
Department: Parks and Recreation
Staff Contact: Jeff White

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

A citizen has submitted a request for consideration to rename the Hutto Lake Park pavilion.

If the board feels this request is warranted, then it can:

- 1) Shall name a sub-committee that will be responsible for recommending name(s)
- 2) Shall provide a rationale for the selection of the recommended name in writing
- 3) Approve or disapprove of the name recommended by the sub-committee.
- 4) If disapproved, then the matter can be referred back to the sub-committee for future action
- 5) If approved, the recommended name will be forwarded to City Council for their final consideration and action.

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Resolution-R-18-02-15-10F-Approval of policy for naming facilities, events, and properties
2. Naming Request 1
3. Naming Request 2

RESOLUTION NO. R-18-02-15-10F

A RESOLUTION FOR THE ACCEPTANCE AND APPROVAL OF A POLICY FOR NAMING FACILITIES, EVENTS, AND PROPERTIES FOR THE CITY OF HUTTO, TEXAS.

WHEREAS, City Council of the City of Hutto in its desire to improve and enhance facilities, events and property assets of the City; and

WHEREAS, the City Council desires to provide buildings, events, spaces, and resources to meet the community needs into the next decade and beyond; and

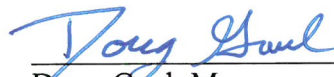
WHEREAS, the City Council desires to amend the Parks and Recreation Facility Naming Policy to include not only the naming of facilities and parks, but all City facilities, events, and properties both existing and in the future;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS:

that the Hutto City Council hereby accepts and approves the Policy for Naming Facilities, Events, and Properties.

CONSIDERED and RESOLVED by the City Council of the City of Hutto on this the 15th day of February, 2018.

THE CITY OF HUTTO, TEXAS


Doug Gaul, Mayor

ATTEST:


Lisa L. Brown, City Secretary

**CITY OF HUTTO
CITY COUNCIL AGENDA**

AGENDA ITEM NO.: 10F.

AGENDA DATE: February 15, 2018

PRESENTED BY:

ITEM: Consideration and possible action on a resolution regarding an amended Policy for Naming Facilities, Events, and Properties. (Eliska Padilla and Larry Foos)

STRATEGIC GUIDE POLICY: Quality of Life & Services

ITEM BACKGROUND:

In 2009, by Resolution No. 2009-006-00, the City Council approved a resolution for naming of the Parks and Recreation Facilities for the City of Hutto. Parks and Recreation, Downtown Events and Tourism, and the Hutto Public Library are collaborating on seeking community support to sponsor events and name spaces in the new City of Hutto City Hall and Library. A revised naming policy is needed to be more inclusive and establish policy for how we manage and approve naming rights for those who contribute significantly monetarily or in kind.

BUDGETARY AND FINANCIAL SUMMARY:

No budgetary implications.

RELATED COUNCIL COMMITTEE OR ADVISORY BOARD RECOMMENDATIONS:

Recommended for approval from the Parks & Recreation Advisory Board and the Library Advisory Board.

CITY ATTORNEY REVIEW:

Not applicable.

STAFF RECOMMENDATION:

Staff recommends approval.

SUPPORTING MATERIAL:

1. Redline Naming Policy Amendment
2. Clean Naming Policy Amendment
3. Resolution - Naming Policy for Facilities, Events & Properties

CITY OF HUTTO

POLICY FOR NAMING FACILITIES, EVENTS AND PROPERTIES

(Approved By Hutto City Council per Resolution #2009-006-00)

PROPOSED Amendment to City Council 2/15/2018

PURPOSE

To establish a systematic, fair, and consistent policy and process for the official naming of City facilities, events and properties such as public parklands, KOKEFEST, recreational areas, the library, rooms, municipal buildings, and property. The policy provides for citizen input, recommendations from a diverse committee, and City Council approval to adopt all names.

No commercial activity as defined or allowed by this policy shall be associated in any way with, among other things, the sale of tobacco, alcohol, illegal drugs, or weapons; contain vulgar and plainly offensive, obscene, or sexually explicit language; advocate the violation of law or City policy; advance any religious or political organization; promote, favor, or oppose a candidate for elected office or a ballot measure; or be associated with any company or individual whose actions are otherwise in violation of law.

The City has the exclusive discretion to determine whether to pursue, accept or decline an opportunity to name facilities. The factors to be considered by the City include, but are not limited to:

- The extent to which a naming opportunity limits or restrains the City's discretion or its ability to pursue other opportunities;
- The duration of the arrangement or agreement and the City's ability/discretion to terminate the arrangement/agreement;
- The extent to which the naming opportunity imposes any obligation on the City, either presently or in the future, financial or otherwise and whether the opportunity is subject to conditions acceptable to the City;
- The extent to which the naming opportunity constitutes a conflict of interest or creates the appearance of or potential for a conflict of interest; and
- The extent to which the naming opportunity affects the appearance of City property or disrupts the operation of the City.

PROCEDURES TO ESTABLISH NAMING RIGHTS

The City Manager or his designee, City Council, Board or Commission, City Council Subcommittee (if constituted) may submit proposed naming rights to be implemented as approved by resolution of the City Council.

1. All requests for naming and renaming city facilities, events, and properties shall be made in writing to the respective City Board, Commission, City Manager or his designee,
2. The Chairman of the respective board, i.e. Hutto Parks and Recreation Advisory Board, Library Advisory Board, Economic Development Corporation Board, shall name a subcommittee that will be responsible for recommending a name for the park lands, facilities, event, and/or properties to the Board,
3. The committee shall be responsible for research, study and recommendation of a proposed name to the Advisory Board. Rationale for the selection of the recommended name shall be given in writing,
4. The respective Board shall approve or disapprove of the name recommended by the subcommittee.

Eliska Smith 2/6/2018 2:14 PM
Formatted: Left, Indent: Left: 0"

Eliska Smith 2/5/2018 1:17 PM
Deleted: PARKS AND RECREATION

Eliska Smith 2/5/2018 1:18 PM
Deleted:
Eliska Smith 2/5/2018 1:18 PM
Deleted: and

Eliska Smith 2/5/2018 1:42 PM
Formatted: No bullets or numbering

Eliska Smith 2/5/2018 1:42 PM
Formatted: All caps

Eliska Smith 2/5/2018 1:42 PM
Formatted: All caps

Eliska Smith 2/5/2018 1:42 PM
Formatted: No bullets or numbering

Eliska Smith 2/5/2018 1:41 PM
Deleted: PROCEDURES

Eliska Smith 2/5/2018 1:21 PM
Deleted: park land

Eliska Smith 2/5/2018 1:21 PM
Deleted: and facilities

Eliska Smith 2/5/2018 1:21 PM
Deleted: Hutto Parks and Recreation Advisory Board.

Eliska Smith 2/5/2018 1:23 PM
Deleted:

Eliska Smith 2/5/2018 1:44 PM
Deleted: all

Eliska Smith 2/5/2018 1:23 PM
Deleted: and

Eliska Smith 2/5/2018 1:24 PM
Formatted: Font: 12 pt

Eliska Smith 2/5/2018 1:25 PM
Deleted: .

Eliska Smith 2/5/2018 1:25 PM
Deleted: Parks and Recreation Advisory

5. If the sub-committee's recommendation is disapproved by the Advisory Board, then the matter may be referred back to the sub-committee for further action.
6. Upon approval, the recommended name will be forwarded to the City Council for their final consideration and action.

NAMING CRITERIA

For Parks

1. Regional / City level parks may be named after a geographical designation, a predominant physical feature of the land, a historical name, historical event, organizations, or the name of an individual.
2. Community and neighborhood level parks should be named after the subdivision, which dedicated the land, the name of the neighborhood, organizations, or the name of an individual.
3. The suffix "park" should be added to the name of the park.
4. Areas, facilities, and accessories such as playgrounds, pavilions or sport fields within a park can be named differently using the above stated criteria.

For Facilities & Properties

1. Consideration is given for naming for financial contributions, sponsorship or other commercial transactions, including the provision or supply of equipment, materials, land or services.
2. The City may partner with other community organizations, or Boards, to raise funds.
3. Major donations/sponsorships for physical spaces are given consideration, including, but not limited to: Amphitheaters/Auditoriums/Theaters, Libraries, Park Amenities, Gardens/Walks/City-owned streets and ways, Classrooms, Meeting Rooms, Conference Rooms, and Foyers.
- 4.

Other criteria may be based on the following:

1. A monetary, grant, donation or bequest to the City;
2. A substantial community service that has had a major impact or benefit to a large sector of the City from an individual who:
 - a. Demonstrates dedication to service in ways that brings special credit to the City, or
 - b. Volunteers and gives extraordinary help to individuals, families, groups, or community service;

Eliska Smith 2/5/2018 1:26 PM

Formatted: Normal, No bullets or numbering

Eliska Smith 2/5/2018 1:27 PM

Formatted: Font:Bold

Eliska Smith 2/5/2018 1:27 PM

Formatted: Font:12 pt, Bold

Eliska Smith 2/5/2018 1:34 PM

Formatted: Font:12 pt

Eliska Smith 2/5/2018 1:34 PM

Formatted: List Paragraph, Right: 0.08", Space Before: 0.1 pt, Line spacing: multiple 1.02 li, Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.07" + Indent at: 0.57", Tabs: 0.57", Left

Eliska Smith 2/5/2018 1:34 PM

Formatted: Font:12 pt, Font color: Auto

Eliska Smith 2/5/2018 1:34 PM

Formatted: Font:12 pt, Font color: Auto

Eliska Smith 2/5/2018 1:34 PM

Formatted: Indent: Left: 0.57"

3. Memoriam for an individual, who may be considered only after he/she has been deceased for a minimum of one year;
4. Honoring a living individual which will be subject to the most careful examination; and/or
5. Honoring City officials, management, staff or appointed public officials who may be considered after the employment or public service has concluded for a minimum of one year.

DURATION OF NAMING RIGHTS

The duration of naming rights shall be decided or negotiated on a case-by-case basis. However, all naming rights may be approved for a specific term, which shall not be longer than the useful life of the property or facility, as determined by the City Council, unless otherwise established in the contract with the donor and approved by the City Council and the donor. The duration of naming rights shall be proportionate to the value of a donation, endowment or other significant contributions to the City.

Eliska Smith 2/5/2018 1:36 PM

Formatted: Normal, No bullets or numbering

RENAMING OF A CITY FACILITIES OR PARK LANDS

Renaming of a City facility or parkland is strongly discouraged. Once it is named after an individual, the name of the public property should not be changed unless there are compelling reasons presented for the change. Requests to change a name should be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributors.

Eliska Smith 2/5/2018 1:36 PM

Formatted: Font:12 pt

Eliska Smith 2/5/2018 1:36 PM

Formatted: Normal, No bullets or numbering

Physical Display of Naming Rights

The physical display of the naming rights shall be decided or negotiated on a case-by-case basis. In the case of buildings, the physical display of the naming rights will take into account the identification of the City and comply with all applicable laws and regulations including, but not limited to, zoning and sign requirements.

Transferability

Naming rights may only be transferred to any other naming rights by mutual agreement between all the named parties.

Assignment

"Naming Rights in Consideration" may be assigned by mutual agreement between all parties. Assigned is defined as "to exchange one naming right for another." For example when a company changes its name the naming right may be changed to reflect the new name.

LIMIT OF NAMING RIGHTS

On the part of the City

The City's right to use the name and other brand elements of the named party shall only be permitted by express agreement with the named party.

On the part of the Named Party

The named party after whom a building or part of a building is named shall have no right to use or control the use of that building or part of the building. Use will ordinarily be determined consistent with the City's facility use policy. The use of that building or part of the building may, however, be the subject of negotiated agreement in the specific contract between the parties. The City will not agree to any condition in a contract that could unnecessarily limit the following: progress towards the City's mission and purpose, statutory obligations, or the local authority of the City Council for the City of Hutto.

Eliska Smith 2/5/2018 1:38 PM

Formatted: All caps

Eliska Smith 2/5/2018 1:38 PM

Formatted: All caps

In turn, the named party shall bear no liability in respect of that building or part of a building unless provided for in a specific contract between the parties. Any limits should be included in any Naming Rights agreement.

EARLY TERMINATION OF NAMING RIGHTS

In the event of this policy and any specific contract entered into being breached, the parties may terminate a naming rights agreement in advance of the scheduled date, under the following conditions:

Termination by the City

The City reserves the right, in accordance with the terms of the applicable contract, to terminate naming rights without refund of consideration, prior to the scheduled termination date, should it feel it is necessary to do so to avoid the City being brought into disrepute.

Termination by the Named Party

The named party may without refund of consideration, in accordance with the terms of the applicable contract, terminate its acceptance of the naming rights prior to the scheduled termination date, in the event that the City directly brings the named party into disrepute.

In accordance with the terms of the applicable contract and this policy, the City Council shall have discretionary authority to rescind a naming right at any time based on any action by a private individual or corporate entity that is deemed by the City Council to be inappropriate and/or in conflict with the City's values.

GENERAL

1. When naming a City facility, event, or property, consideration must be given to any legal agreement or promises made when originally named.
2. City facilities, events, and property shall not be given the same name as existing school or public facility sites except where sites are adjacent to one another.
3. A recommendation to name a City facility, event, or property after an individual(s) should not be publicized (or assumed to be approved) until final action has been taken by the City Council.
4. Names, whenever possible, should be concise, easy to spell, and easily understood.
5. City facilities, events, and property previously named for individuals should not be renamed.
6. City facilities, events, and property may be named or renamed for deceased or living persons. For a living person to be considered, they must have established the most credible service to the community and the City of Hutto.

NAMING RIGHTS AS SPONSORSHIP OF CITY FACILITIES

The City of Hutto reserves the right to seek sponsorship for the naming rights to a City facility, event, or property such as a park or athletic facility, structure, playground or entire park, amphitheater, auditoriums, library, classroom, meeting room, conference room, and foyer as a method of obtaining funds to aid in the maintenance and operation of said facility, property, or event. This process may be done through a RFP (Request For Proposal) that is coordinated through the City. If a Board or Commission Chairperson is solicited with the request to obtain these naming rights, the Chairperson must notify the Staff Liaison of said interest. The existing committee will be utilized as well as City staff members to evaluate potential corporate and/or local sponsors if naming rights are sought. Careful scrutiny will be used in this process and a

Eliska Smith 2/5/2018 1:38 PM

Formatted: Indent: Left: 0.32", Hanging: 0.25"

Eliska Smith 2/5/2018 1:41 PM

Formatted: All caps

Eliska Smith 2/5/2018 1:47 PM

Deleted: .

Eliska Smith 2/5/2018 1:48 PM

Deleted: park or recreation facility

Eliska Smith 2/5/2018 1:48 PM

Deleted: Parks and recreation facility

Eliska Smith 2/5/2018 1:49 PM

Deleted: park or recreation facility

Eliska Smith 2/5/2018 1:49 PM

Deleted: Parks or other recreation facilities

Eliska Smith 2/5/2018 1:49 PM

Deleted: Parks or recreation facilities

Eliska Smith 2/5/2018 1:52 PM

Formatted: Default, Right: 0.08", Space Before: 0.1 pt, Tabs: 0.57", Left

Eliska Smith 2/5/2018 1:52 PM

Deleted: as

Eliska Smith 2/5/2018 1:53 PM

Deleted: ies

Eliska Smith 2/5/2018 1:54 PM

Deleted: the

Eliska Smith 2/5/2018 1:54 PM

Deleted: Parks & Recreation Department as well as through the City's Finance Department

Eliska Smith 2/5/2018 1:54 PM

Deleted: the

Eliska Smith 2/5/2018 1:54 PM

Deleted: Parks and Recreation Advisory

Eliska Smith 2/5/2018 1:54 PM

Deleted: Parks & Recreation Department

Eliska Smith 2/5/2018 1:55 PM

Deleted: Director

Eliska Smith 2/5/2018 1:55 PM

Deleted: to items such as athletic fields or complexes

| recommendation from the sub-committee to the Advisory Board as well as an evaluation and approval by City Council will be necessary for such action to occur.

Eliska Smith 2/5/2018 1:55 PM
Deleted: Parks and Recreation

CITY OF HUTTO
POLICY FOR NAMING FACILITIES, EVENTS AND
PROPERTIES
(Approved By Hutto City Council per Resolution #2009-006-00)
PROPOSED Amendment to City Council 2/15/2018

PURPOSE

To establish a systematic, fair, and consistent policy and process for the official naming of City facilities, events and properties such as public parklands, KOKEFEST, recreational areas, the library, rooms, municipal buildings, and property. The policy provides for citizen input, recommendations from a diverse committee, and City Council approval to adopt all names.

No commercial activity as defined or allowed by this policy shall be associated in any way with, among other things, the sale of tobacco, alcohol, illegal drugs, or weapons; contain vulgar and plainly offensive, obscene, or sexually explicit language; advocate the violation of law or City policy; advance any religious or political organization; promote, favor, or oppose a candidate for elected office or a ballot measure; or be associated with any company or individual whose actions are otherwise in violation of law.

The City has the exclusive discretion to determine whether to pursue, accept or decline an opportunity to name facilities. The factors to be considered by the City include, but are not limited to:

- The extent to which a naming opportunity limits or restrains the City's discretion or its ability to pursue other opportunities;
- The duration of the arrangement or agreement and the City's ability/discretion to terminate the arrangement/agreement;
- The extent to which the naming opportunity imposes any obligation on the City, either presently or in the future, financial or otherwise and whether the opportunity is subject to conditions acceptable to the City;
- The extent to which the naming opportunity constitutes a conflict of interest or creates the appearance of or potential for a conflict of interest; and
- The extent to which the naming opportunity affects the appearance of City property or disrupts the operation of the City.

PROCEDURES TO ESTABLISH NAMING RIGHTS

The City Manager or his designee, City Council, Board or Commission, City Council Subcommittee (if constituted) may submit proposed naming rights to be implemented as approved by resolution of the City Council.

1. All requests for naming and renaming city facilities, events, and properties shall be made in writing to the respective City Board, Commission, City Manager or his designee.
2. The Chairman of the respective board, i.e. Hutto Parks and Recreation Advisory Board, Library Advisory Board, Economic Development Corporation Board, shall name a sub-committee that will be responsible for recommending a name for the park lands, facilities, event, and/or properties to the Board.
3. The committee shall be responsible for research, study and recommendation of a proposed name to the Advisory Board. Rationale for the selection of the recommended name shall be given in writing.
4. The respective Board shall approve or disapprove of the name recommended by the sub-

- committee.
5. If the sub-committee's recommendation is disapproved by the Advisory Board, then the matter may be referred back to the sub-committee for further action.
 6. Upon approval, the recommended name will be forwarded to the City Council for their final consideration and action.

NAMING CRITERIA

For Parks

1. Regional / City level parks may be named after a geographical designation, a predominant physical feature of the land, a historical name, historical event, organizations, or the name of an individual.
2. Community and neighborhood level parks should be named after the subdivision, which dedicated the land, the name of the neighborhood, organizations, or the name of an individual.
3. The suffix "park" should be added to the name of the park.
4. Areas, facilities, and accessories such as playgrounds, pavilions or sport fields within a park can be named differently using the above stated criteria.

For Facilities & Properties

1. Consideration is given for naming for financial contributions, sponsorship or other commercial transactions, including the provision or supply of equipment, materials, land or services.
2. The City may partner with other community organizations, or Boards, to raise funds.
3. Major donations/sponsorships for physical spaces are given consideration, including, but not limited to: Amphitheaters/Auditoriums/Theaters, Libraries, Park Amenities, Gardens/Walks/City-owned streets and ways, Classrooms, Meeting Rooms, Conference Rooms, and Foyers.
- 4.

Other criteria may be based on the following:

1. A monetary, grant, donation or bequest to the City;
2. A substantial community service that has had a major impact or benefit to a large sector of the City from an individual who:
 - a. Demonstrates dedication to service in ways that brings special credit to the City, or
 - b. Volunteers and gives extraordinary help to individuals, families, groups, or community service;
3. Memoriam for an individual, who may be considered only after he/she has been deceased for a minimum of one year;
4. Honoring a living individual which will be subject to the most careful examination; and/or
5. Honoring City officials, management, staff or appointed public officials who may be considered after the employment or public service has concluded for a minimum of one year.

DURATION OF NAMING RIGHTS

The duration of naming rights shall be decided or negotiated on a case-by-case basis. However, all naming rights may be approved for a specific term, which shall not be longer than the useful life of the property or facility, as determined by the City Council, unless otherwise established in the contract with the donor and approved by the City Council and the donor. The duration of naming rights shall be proportionate to the value of a donation, endowment or other significant contributions to the City.

RENAMING OF A CITY FACILITIES OR PARK LANDS

Renaming of a City facility or parkland is strongly discouraged. Once it is named after an individual, the name of the public property should not be changed unless there are compelling reasons presented for the change. Requests to change a name should be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributors.

Physical Display of Naming Rights

The physical display of the naming rights shall be decided or negotiated on a case-by-case basis. In the case of buildings, the physical display of the naming rights will take into account the identification of the City and comply with all applicable laws and regulations including, but not limited to, zoning and sign requirements.

Transferability

Naming rights may only be transferred to any other naming rights by mutual agreement between all the named parties.

Assignment

"Naming Rights in Consideration" may be assigned by mutual agreement between all parties. Assigned is defined as "to exchange one naming right for another." For example when a company changes its name the naming right may be changed to reflect the new name.

LIMIT OF NAMING RIGHTS

On the part of the City

The City's right to use the name and other brand elements of the named party shall only be permitted by express agreement with the named party.

On the part of the Named Party

The named party after whom a building or part of a building is named shall have no right to use or control the use of that building or part of the building. Use will ordinarily be determined consistent with the City's facility use policy. The use of that building or part of the building may, however, be the subject of negotiated agreement in the specific contract between the parties. The City will not agree to any condition in a contract that could unnecessarily limit the following: progress towards the City's mission and purpose, statutory obligations, or the local authority of the City Council for the City of Hutto.

In turn, the named party shall bear no liability in respect of that building or part of a building unless provided for in a specific contract between the parties. Any limits should be included in any Naming Rights agreement.

EARLY TERMINATION OF NAMING RIGHTS

In the event of this policy and any specific contract entered into being breached, the parties may terminate a naming rights agreement in advance of the scheduled date, under the following conditions:

Termination by the City

The City reserves the right, in accordance with the terms of the applicable contract, to terminate naming rights without refund of consideration, prior to the scheduled termination date, should it feel it is necessary to do so to avoid the City being brought into disrepute.

Termination by the Named Party

The named party may without refund of consideration, in accordance with the terms of the applicable contract, terminate its acceptance of the naming rights prior to the scheduled termination date, in the event that the City directly brings the named party into disrepute.

In accordance with the terms of the applicable contract and this policy, the City Council shall have discretionary authority to rescind a naming right at any time based on any action by a private individual or corporate entity that is deemed by the City Council to be inappropriate and/or in conflict with the City's values.

GENERAL

1. When naming a City facility, event, or property, consideration must be given to any legal agreement or promises made when originally named.
2. City facilities, events, and property shall not be given the same name as existing school or public facility sites except where sites are adjacent to one another.
3. A recommendation to name a City facility, event, or property after an individual(s) should not be publicized (or assumed to be approved) until final action has been taken by the City Council.
4. Names, whenever possible, should be concise, easy to spell, and easily understood.
5. City facilities, events, and property previously named for individuals should not be renamed.
6. City facilities, events, and property may be named or renamed for deceased or living persons. For a living person to be considered, they must have established the most credible service to the community and the City of Hutto.

NAMING RIGHTS AS SPONSORSHIP OF CITY FACILITIES

The City of Hutto reserves the right to seek sponsorship for the naming rights to a City facility, event, or property such as a park or athletic facility, structure, playground or entire park, amphitheater, auditoriums, library, classroom, meeting room, conference room, and foyer as a method of obtaining funds to aid in the maintenance and operation of said facility, property, or event. This process may be done through a RFP (Request For Proposal) that is coordinated through the City. If a Board or Commission Chairperson is solicited with the request to obtain these naming rights, the Chairperson must notify the Staff Liaison of said interest. The existing committee will be utilized as well as City staff members to evaluate potential corporate and/or local sponsors if naming rights are sought. Careful scrutiny will be used in this process and a recommendation from the sub-committee to the Advisory Board as well as an evaluation and approval by City Council will be necessary for such action to occur.

RESOLUTION NO. _____

**A RESOLUTION FOR THE ACCEPTANCE AND APPROVAL
OF A POLICY FOR NAMING FACILITIES, EVENTS, AND
PROPERTIES FOR THE CITY OF HUTTO, TEXAS.**

WHEREAS, City Council of the City of Hutto in its desire to improve and enhance facilities, events and property assets of the City; and

WHEREAS, the City Council desires to provide buildings, events, spaces, and resources to meet the community needs into the next decade and beyond; and

WHEREAS, the City Council desires to amend the Parks and Recreation Facility Naming Policy to include not only the naming of facilities and parks, but all City facilities, events, and properties both existing and in the future;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HUTTO, TEXAS: that the Hutto City Council hereby accepts and approves the Policy for Naming Facilities, Events, and Properties.

CONSIDERED AND RESOLVED on this the **15th** day of the month of **February, 2018**.

THE CITY OF HUTTO, TEXAS

Doug Gaul, Mayor

ATTEST:

Lisa L. Brown, City Secretary

Proposal for Naming the Pavilion at Hutto Lake Park in Honor of Bridgid Bibbens

Dear Parks Advisory Board,

On behalf of the Huffin Hippos Run Club and our dedicated members, we respectfully submit this proposal to request the naming of a pavilion at Hutto Lake Park in honor of Bridgid Bibbens, the founder of our organization. Through her vision, leadership, and tireless commitment, Bridgid has fostered a thriving community of runners in the Hutto area, promoting wellness, friendship, and inclusivity for people of all ages, abilities, and backgrounds.

Her guiding slogan—“All Faces and All Paces”—embodies the inclusive spirit of the Huffin Hippos, ensuring that everyone, regardless of their running pace or experience level, feels welcome and supported. This motto is the heart of our club and the cornerstone of Bridgid’s impact on our community.

Background:

The Huffin Hippos Run Club was founded by Bridgid Bibbens with the mission of bringing together individuals from all walks of life to encourage health, fitness, and camaraderie. Bridgid’s unwavering dedication has led to the creation of a supportive community where all are encouraged to pursue their fitness goals at their own pace, while fostering lasting friendships. Under her leadership, the Huffin Hippos has become a beacon of inclusivity and positive energy in Hutto.

Hutto Lake Park has played an important role in our community, serving as a central gathering place for many of the club’s events, including group runs, fitness activities, and other community-building initiatives. The park’s ongoing development presents an ideal opportunity to recognize Bridgid’s lasting contributions to both the Huffin Hippos Run Club and the City of Hutto.

Proposal:

We propose that the city name the pavilion at Hutto Lake Park in honor of Bridgid Bibbens and the Huffin Hippos Run Club. This naming would serve as a lasting tribute to her commitment to promoting health, wellness, and inclusivity within our community, as well as the transformative impact the club has had on the lives of many individuals in Hutto.

We also recognize that there may be other opportunities for naming around the park, and we are open to discussing alternative options such as naming benches or other park features if the pavilion is not available.

Funding and Plaque Donation:

In support of this naming request, the Huffin Hippos Run Club is prepared to make a financial contribution toward the creation and installation of a plaque. We would be happy to work with the City of Hutto to ensure the plaque accurately represents Bridgid’s legacy and features the

Huffin Hippos Run Club logo, symbolizing the inclusivity and community spirit of the group. If the pavilion naming is not feasible, we are open to collaborating with the city on alternative plaque ideas or other suitable forms of recognition.

We believe this tribute would serve not only as a celebration of Bridgid's contributions to our community, but also as an inspiration to future generations to embrace an active lifestyle, to welcome people of all backgrounds, and to pursue their personal fitness goals in a supportive environment.

Conclusion:

We appreciate your time and consideration of this request and are hopeful that the City of Hutto will support this recognition of Bridgid Bibbens' legacy. Please feel free to reach out to us for further discussion or to arrange a meeting. We are eager to work with you and the city to make this tribute a reality.

Thank you for your consideration.

Sincerely,

Huffin Hippos Run Club

Brief History and Pictures

In just three years, our run club has blossomed into a vibrant community, consistently drawing 40-50 participants for weekly group runs and walks. Our private Facebook group has grown to over 600 members, serving as a hub for connection and support. We've gained recognition throughout the Austin area, with our members regularly participating in major local events such as the Austin Marathon, Cap 10k, and the Austin International Marathon.

Beyond just running, our group is committed to supporting local businesses in Hutto. After each run, we make it a point to visit and patronize local coffee shops like Afuga, Lamppost, and BlackRock, fostering a strong sense of community.

The diversity of our members is one of the things that makes our group so special. From a local couple who brings their cat along for walks to ultra-marathoners competing in 100-mile races, our club truly offers something for everyone. For many, it has become more than just a running group—it's a social staple, with some even choosing to move to Hutto specifically because of the community we've built. In fact, I personally bought a home in Hutto, with the run club being a major factor in my decision.

In addition to our local runs, we've created lasting memories by traveling together for races. Our most notable adventure so far was to South Padre Island for a half marathon, where we bonded not just over the race, but through the shared experience of exploring a new destination together. Looking ahead, we're excited to continue these adventures, with upcoming race plans in San Francisco, Big Bend, and Las Vegas in the next year. These trips have strengthened our bonds and allowed us to represent Hutto on a larger stage, while enjoying the camaraderie that makes our club so unique.

Below are a few pictures from our adventures that showcase the spirit and fun of our group.









AGENDA ITEM REPORT

5.1.



To: Parks Advisory Board
Subject: Discussion on Fritz Park
Meeting: Wednesday, February 12, 2025
Department: Parks and Recreation
Staff Contact: Jeff White

BACKGROUND INFORMATION:

To provide updates on Fritz Park renovation.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.2.



To: Parks Advisory Board
Subject: Discussion on Veteran's Memorial
Meeting: Wednesday, February 12, 2025
Department: Parks and Recreation
Staff Contact: Jeff White

BACKGROUND INFORMATION:

Staff to discuss the upcoming Veterans Memorial project.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.3.



To: Parks Advisory Board
Subject: Discussion on Parks and Recreation projects
Meeting: Wednesday, February 12, 2025
Department: Parks and Recreation
Staff Contact: Jeff White

BACKGROUND INFORMATION:

To receive an update on the 2025 Parks & Recreation projects.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.4.



To: Parks Advisory Board
Subject: Discussion on Parks Advisory Board Strategic Goals for 2025
Meeting: Wednesday, February 12, 2025
Department: Parks and Recreation
Staff Contact: Jeff White

BACKGROUND INFORMATION:

Goal #1: Collaborate with Chamber and Williamson County Economic Development
Goal #2: Meeting with Planning and Zoning once a year
Goal #3: Provide updates to City Council twice a year
Goal#4: Meet quarterly with Park Foundation

Other talking points
Recommendation for Council Liaisons
Trail sponsorships
Trail connectivity
Trail land acquisition
Parkland Dedication reimbursement
City arts
Playgrounds at Hutto Lake and Creekside

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.5.



To: Parks Advisory Board
Subject: Discussion on 2025 Holidays in Hutto programs and activities
Meeting: Wednesday, February 12, 2025
Department: Parks and Recreation
Staff Contact: Jeff White

BACKGROUND INFORMATION:

To review the 2024 Holidays in Hutto events and look ahead to 2025.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

5.6.



To: Parks Advisory Board
Subject: Discussion on possible Texas Department of Agriculture grant
Meeting: Wednesday, February 12, 2025
Department: Parks and Recreation
Staff Contact: Jeff White

BACKGROUND INFORMATION:

Staff is exploring the option of a grant submission for Downtown Improvements and want to gather input for Parks Advisory Board.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None