



City of Hutto

Agenda

Parks Advisory Board

Wednesday, December 10, 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 3 business days prior to the scheduled date 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 December 10, 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 November 12, 2025 meeting

4.2. Consideration and possible action on a recommendation to City Council on the Allora parkland dedication.

4.3. Consideration and possible action on recommendation to define minimum acceptable standards for the size and quantity of common amenity areas in new residential developments, as referenced in the Unified Development Code (UDC) rewrite.

5. OTHER BUSINESS

5.1. Discussion on Parks and Recreation Projects.

5.2. Discussion on Fritz Park.

5.3. Discussion on Capital Improvement Projects for next 5 years.

6. DIRECTOR'S REPORT

7. ADJOURNMENT

8. CERTIFICATION

I certify that this notice of the December 10, 2025 Hutto City Council meeting was posted in accordance with the Texas Open Meetings Act on the City of Hutto website (huttotx.gov) and the City Hall bulletin board (500 W. Live Oak Street) on December 4, 2025 before 5:30 P.M.



Angel Kavanaugh
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 CitySecretary@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 November 12, 2025 meeting
Meeting: Wednesday, December 10, 2025
Department: Parks and Recreation
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Meeting minutes November 12,2025



City of Hutto

Minutes

Parks Advisory Board

Wednesday, November 12, 2025 at 6:30 PM

City Council Chambers

1. CALL SESSION TO ORDER

Call to order at 6:31pm

2. ROLL CALL

Members Present for Meeting: Perry Savard, Sharon Dyer, Katie Weiss, Alison Gersch, Milt Reichel.

Members Absent: Joe McGuan 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 November 12, 2025. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

Motion: Katie, 2nd: Alison. Vote 5-0

4. AGENDA ITEMS

4.1. Consideration and possible action on meeting minutes from October 8, 2025 meeting
A motion was made by Board member Katie Weiss to approve the meeting minutes from the regular scheduled parks Advisory Board meeting held on October 8, 2025, seconded by Board member Alison Gersch

Motion passed 5 Ayes to 0 Nays

5. OTHER BUSINESS

5.1. Discussion on Parks and Recreation Projects.

Projects: Staff provided updates on Parks and Recreation projects

5.2. Discussion on Fritz Park.

Fritz: Staff provided updated on the Fritz Park renovation

6. DIRECTOR'S REPORT

Staff provided update on events, staffing, and facility improvements

7. ADJOURNMENT

Adjourn: 7:05pm

8. CERTIFICATION

I certify that this notice of the November 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 November 6, 2025 before 5:00 P.M.

Parks Advisory Board Chair

AGENDA ITEM REPORT

4.2.



To: Parks Advisory Board
Subject: Consideration and possible action on a recommendation to City Council on the Allora parkland dedication.
Meeting: Wednesday, December 10, 2025
Department: Parks and Recreation
Staff Contact:

BACKGROUND INFORMATION:

At the November 20, City Council meeting, Council directed Parks Advisory Board to make a recommendation to City Council regarding the Allora development.

Item 14.1.d: Motion by Councilmember Gordon, second by Councilmember Porterfield, to direct the City Manager to take Allora parkland dedication to the Parks Advisory Board on December 10, 2025 to make a recommendation to the City Council and postpone any action to repeal the referenced resolution. Motion passed 7:0.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.3.



To: Parks Advisory Board
Subject: Consideration and possible action on recommendation to define minimum acceptable standards for the size and quantity of common amenity areas in new residential developments, as referenced in the Unified Development Code (UDC) rewrite.
Meeting: Wednesday, December 10, 2025
Department: Parks and Recreation
Staff Contact:

BACKGROUND INFORMATION:

The current draft of the Unified Development Code (UDC) requires that common amenity areas in new developments "shall be designed to adequately serve the number of dwellings within the development, according to accepted City standards set by the Parks and Recreation Department."

City Council has requested clarification on what those "accepted City standards" are, as the minimum requirements for the size and quantity of amenities (e.g., playground square footage per dwelling unit, minimum number of benches, etc.) are not currently defined in the UDC, the Engineering Manual, or existing Parks and Recreation Department (PARC) files.

PARC staff requires the Board's input to establish a clear, defensible minimum standard that can be presented to City Council for incorporation into the UDC.

Suggested Areas for Consideration

1. Reconfirming that all equipment and improvements must be of commercial quality and meet national safety standards, including those set by the Consumer Product Safety Commission (CPSC) and the American Society for Testing and Materials (ASTM).
2. Establishing a minimum square footage or amenity/equipment count relative to the number of dwelling units (e.g., X square feet of playground area per 100 units).
3. Confirming that the City representative, a Certified Playground Safety Inspector (CPSI), will assist in the final equipment approval and inspection process.
4. Defining the required mix of facilities with both active and passive elements.
5. Ensuring the amenity area is ADA accessible and connected via sidewalks or internal trail systems to the wider neighborhood and public right-of-way.
6. Establishing minimum requirements for the developer's initial warranty and maintenance period, and defining the standards required for final transfer of ownership.
7. Establishing a "trigger" for when the amenities must be completed to prevent delays in delivery to residents.
8. Establishing a specific percentage of shade coverage (trees or structures) required over playgrounds and seating areas.

AGENDA ITEM REPORT

4.3.



9. Incorporating Crime Prevention Through Environmental Design principles, specifically regarding lighting standards and clear visibility from streets/homes.
10. Defining the minimum requirement for site amenities (trash, bike racks, drinking) per acreage.
11. Requiring sustainable landscaping choices (drought-tolerant) and efficient irrigation systems.

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None