



City of Hutto

Agenda

**Parks Advisory Board Meeting
Wednesday, July 8, 2020 at 7:00 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 www.huttotx.gov

Page

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT

- 3.1. 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 Parks Advisory Board on agenda issues and on non-agenda issues (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.

[Note: The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits advisory boards, commissions and committees created by local governmental bodies from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. Issues that cannot be referred to the City Staff for action may be placed on the agenda of a future meeting.]

4. PUBLIC HEARINGS
5. AGENDA ITEMS

- 5.1. Consideration and possible action on the minutes from the Parks Advisory Board regular scheduled meeting held on June 10, 2020. 3 - 7
[Agenda Item Report - AIR-20-281 - Pdf](#)
- 5.2. Work Session: Consideration and possible action on the Parks Foundation boards policies and procedures. 8
[Agenda Item Report - AIR-20-274 - Pdf](#)
- 5.3. General discussion and updates on Parks and Recreation bond projects.
- 5.4. General discussion on Parks and Recreation budget.
- 5.5. General discussion and updates on Parks and Recreation events.

6. OTHER BUSINESS

6.1. Annual Report

9 - 10

[Agenda Item Report - AIR-20-275 - Pdf](#)

7. ADJOURNMENT

8. CERTIFICATION

I certify that this notice of the **July 8, 2020** Parks Advisory Board meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on **July 2, 2020** at **3:00 P.M.**



Holly Nagy, City Secretary

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.

Parks Advisory Board

AGENDA ITEM REPORT



To:

Subject: Consideration and possible action on the minutes from the Parks Advisory Board regular scheduled meeting held on June 10, 2020.

Meeting: Parks Advisory Board - 10 Jun 2020

Department:

Staff Contact:

ATTACHMENTS:

[Parks Advisory Board - 10 Jun 2020](#)



MINUTES

Parks Advisory Board Meeting

7:00 PM - Wednesday, June 10, 2020

City Council Chambers

The Parks Advisory Board of the City of Hutto was called to order on Wednesday, June 10, 2020, at 7:00 PM, in the City Council Chambers, with the following members present:

PRESENT: Parks Advisory Board Chair Perry Savard, Parks Advisory Board Vice Chair Katie Weiss, Parks Advisory Board Member Daniel Thornton, Parks Advisory Board Member Rose McMillin, and Parks Advisory Board Member Wendell Teltow

EXCUSED: Parks Advisory Board Member Liaga Gasu and Parks Advisory Board Member Patrick Donathan

1 CALL MEETING TO ORDER

Chair Perry Savard called the Parks Advisory Board Meeting to order at 7:07pm.

2 ROLL CALL

Members of the City of Hutto staff present were: Tony Host, Executive Director Community Service and Construction and Angel Kavanaugh, Management Assistant.

3 PUBLIC COMMENT

Chair opened the floor to public comment.

Jeff White came in to say "Hello" and to state how happy he was to have served with the Parks Advisory Board and to have worked as the Director of Parks and Recreation at the City of Hutto.

- a) 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 Parks Advisory Board on agenda issues and on non-agenda issues (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.

[Note: The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits advisory boards, commissions and committees created by local governmental bodies from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. Issues that cannot be referred to the City Staff for action may be placed on the agenda of a future meeting.]

4 PUBLIC HEARINGS

5 AGENDA ITEMS

- a) Consideration and possible action on the minutes from the Parks Advisory Board regular scheduled meeting held on March 11, 2020.

Chair Perry Savard made a motion to accept the minutes from the Parks Advisory Board regular scheduled meeting held on March 11, 2020 as written, seconded by Board Member Katie Weiss. Motion passed 5 Ayes to 0 Nays.

- b) Consideration and possible action on the minutes from the Parks Advisory Board regular scheduled meeting held on May 13, 2020.

Chair Perry Savard made a motion to accept the minutes from the Parks Advisory Board regular scheduled meeting held on May 13, 2020 as written, seconded by Board Member Katie Weiss. Motion passed 5 Ayes to 0 Nays.

- c) Consideration and Possible action on the Durango Farms Parkland Dedication.

Tony Host made a request to move the Durango Farms Parkland Dedication agenda item 5.3 to an earlier spot on the agenda. Chair Perry Savard made a motion to approve moving agenda item 5.3 to 5.4, seconded by Board Member Rose McMillin. Motion passed 5 Ayes to 0 Nays.

Tony Host showed a Power Point provided by Bob Wunch with the location of the Durango Farms Parkland Dedication property and stated that it was a piece of OT3 property that was requested by citizens of Hutto to remain OT3, property is not in a flood plain, currently it is a cornfield. Board Member Wendell Teltow made a motion to accept the Durango Farms Parkland Dedication as recommended by staff, seconded by Chair Perry Savard. Motion passed 5 Ayes to 0 Nays.

- d) Work Session: Consideration and possible action on the Parks Foundation boards policies and procedures.

Tony Host presented the Charter that was provided by Board Member Rose McMillin, Attorney Marianne Landers from Bojorquez Law Firm was in attendance to correct wording and advise on changes needed to the current proposed charter. Discussions between Board Members, Staff and Attorney produced a final version of the charter that will be presented at the City Council meeting on June 18, 2020. Corrections were made to the proposed charter. Chair Perry Savard asked for a 5 minute recess called at 8:18 pm.

Called to order at 8:25 pm. Chair Perry Savard made a motion to accept the charter as written, seconded by Board Member Dan Thornton. Motion passed 5 Ayes to 0 Nays.

After looking at document again a correction was made to section 3 of the charter,

some wording needed to be corrected by attorney, Board Member Katie Weiss made a motion to accept this correction as written, seconded by Board Member Dan Thornton. Motion passed 5 Ayes to 0 Nays.

e) General Updates for the Parks and Recreation Bond Projects

Tony Host advised Board Members on a few updates that will be presented at the June 18th City Council meeting.

* Hutto Community Park - New play ground, updated Basketball court, New Installed Irrigation, Bike racks, Trails, Basketball Net and Goals, Landscaping, Fresh paint on Pavilion, Picnic Tables, and Benches.

*Parks Master Plan- Completed

*Mager Field - 97% Completed - New T- ball field, Reconstruction of Softball and Baseball fields, New Shade Structure, Dugouts, Benches and Bat/Helmet racks, Sidewalks, Stadium Seating, Netting for backstops, Irrigation, and 3 New Pitching Mounds. Pending items are the Scoreboards (need installed), Concession Stand Remodel (still in progress), Bathroom Remodel (still in progress) and New Batting Cages (still in progress).

f) General updates of the Parks and Recreation Events

Parks and Recreation department is working on Virtual Camps, Concert Series is starting in limited capacity on June 20th, HYBSA will begin playing upon the completion of a signed contract.

6 OTHER BUSINESS

7 ADJOURNMENT

Having no further business Chair Perry Savard adjourned meeting at 8:50 pm.

8 CERTIFICATION

I, Holly Nagy, certify that this notice of the June 10, 2020 Parks Advisory Board meeting was posted on the City Hall bulletin board of the City of Hutto on June 1, 2020 at 11:15 AM.




Holly Nagy, City Secretary

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 communications or accommodations must be made 48 hours prior to the meeting. Please contact the City Secretary at Holly.Nagy@huttox.gov for assistance.

Chair

Parks Advisory Board

AGENDA ITEM REPORT



To:

Subject: Work Session: Consideration and possible action on the Parks Foundation boards policies and procedures.

Meeting: Special Called Parks Advisory Board - 23 Jun 2020

Department:

Staff Contact: Tony Host

BACKGROUND INFORMATION:

Discussion and possible nomination of board members.

Parks Advisory Board

AGENDA ITEM REPORT



To:

Subject: Annual Report

Meeting: Parks Advisory Board - 08 Jul 2020

Department:

Staff Contact:

BACKGROUND INFORMATION:

Annual Report for Parks Advisory Board to be presented by chair to City Council, July 16, 2020 if chair is available. It will not be long just need to be present at Council meeting for any questions that might arise.

ATTACHMENTS:

[Parks Advisory Board Annual Report](#)



CITY COUNCIL MEMORANDUM

TO: Mayor & City Council

FROM: Perry Savard, Chair

THRU: Holly Nagy, City Secretary

DATE: July 16, 2020

RE: Parks Advisory Board Annual Report

The City of Hutto Parks Advisory Board met on a regular basis the second Wednesday of every month during the 2019-2020 calendar year, with the exception of quarantined months caused by COVID19.

During the regular scheduled meetings Staff and Board members discussed upcoming Parks and Recreation events, bond projects, budgets and strategic plan.

The creation of a Parks Foundation was implemented in 2020, finalized at the June 10, 2020 Parks Advisory Meeting and brought to council at the June 18, 2020 City Council meeting.

Perry Savard