



# City of Hutto

## Agenda

### Parks Advisory Board

Wednesday, March 11, 2026 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](http://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](mailto:comments@huttotx.gov) PRIOR to 4:00 pm on March 11, 2026. 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 14, 2026 meeting
- 4.2. 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 of budget requests for Parks and Recreation in the fiscal year 2026-2027
- 5.4. Discussion from Boards and Commission strategic meeting

**6. DIRECTOR'S REPORT**

**7. ADJOURNMENT**

**8. CERTIFICATION**

I certify that this notice of the March 11, 2026 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 before March 5, 2026 5:00 P.M.



Anna Rodriguez  
Executive 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](mailto: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 January 14, 2026 meeting  
**Meeting:** Wednesday, March 11, 2026  
**Department:** Parks and Recreation  
**Staff Contact:**

### BACKGROUND INFORMATION:

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

1. Parks Advisory Board\_Minutes



# City of Hutto

## Minutes

### Parks Advisory Board

Wednesday, January 14, 2026 at 6:30 PM

### City Council Chambers

#### 1. CALL SESSION TO ORDER

Meeting called to order at 6:31pm.

#### 2. ROLL CALL

Members in Attendance: Perry Savard, Katie Weiss, Sharon Dyer, Alison Gersch.

Members not in attendance: Joe McGuan, Katie Weiss, and Milt Reichek

#### 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](mailto:comments@huttotx.gov) PRIOR to 4:00 pm on January 14, 2026. 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 December 10, 2025 meeting

Motion to approve (Board member Dyer) and 2nd (Board member Gersch). Vote 4-0

4.2. 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.

Parkland: Megan Smith and Micah King made public comments regarding this item. Motion to deny (Board member Gersch) no second. Motion to uphold the resolution of November 6 (Board member Gersch) 2nd (Board member Dyer). Vote 4-0

#### 5. OTHER BUSINESS

5.1. Discussion on Parks and Recreation Projects.

Staff provided an update on current and upcoming Parks and Recreation projects

5.2. Discussion on Fritz Park.

Staff provided an update on the park renovation

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

Board requested to have a joint meeting with Planning and Zoning Commission in January.

5.4. Discussion on maintenance of greenbelt properties.

5.5. Discussion on Parks Board goals for 2026

**6. DIRECTOR'S REPORT**

Staff provide updates related to events, programs, leagues, and staffing matters.

**7. ADJOURNMENT**

Adjourn: 8:38pm

**8. CERTIFICATION**

I certify that this notice of the January 14, 2026 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 9, 2026 before 5:00 P.M.

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Chair

# AGENDA ITEM REPORT

## 4.2.



**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, March 11, 2026  
**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

## 4.2.



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