CITY OF HUTTO, TEXAS
PARKS ADVISORY BOARD REGULAR MEETING
WEDNESDAY, AUGUST 14, 2019 AT 7:00 PM

CITY HALL - CITY COUNCIL CHAMBERS
500 WEST LIVE OAK STREET

PARKS ADVISORY BOARD

Perry Savard, Acting Chair
Rose McMillin
Katie Weiss
Dana Lively
Michael Orman
Liaga Gasu
Patrick Donathan

AMENDED AGENDA

1. **CALL MEETING TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENT**

   3A. Remarks from visitors. (*Three minute time limit*)

4. **AGENDA ITEMS**

   4A. Consideration and possible action on the meeting minutes from the Parks Advisory Board regular scheduled meetings held on May 8, 2019 and June 12, 2019.

   4B. Consideration and possible action regarding election of officers.

   4C. Updates regarding the Parks and Recreation Master Plan.

   4D. Discussion regarding the Parks Advisory Board and City Staff roles, responsibilities and goals.

   4E. General Discussion and updates on Parks and Recreation Bond Projects.

   4F. Consideration and possible action on Parks and Recreation current and future projects and events.

5. **OTHER BUSINESS**

6. **ADJOURNMENT**

CERTIFICATION

I certify that this notice of the August 14, 2019 Parks Advisory Board meeting was posted on the City Hall bulletin board of the City of Hutto on August 6, 2019 at 2:15 p.m.

Lynn Trumbul

Lynn Trumbul, Senior Assistant City Secretary

The City of Hutto is committed to comply with the American with Disabilities 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 (512) 759-4839 or lacie.hale@huttotx.gov for assistance.

PARKS ADVISORY BOARD
MEETING MINUTES
MAY 8, 2019

The Hutto Parks Advisory Board met in a regular meeting May 8, 2019, in the City Hall Council Chambers, 500 W. Live Oak St., Hutto, Texas 78634.

1. CALL SESSION TO ORDER

Chairperson Kelly Gaydos called the session to order at 7:00p.m.

2. ROLL CALL

Members of the Parks Advisory Board that were present were Kelly Gaydos, Chair, Perry Savard, Vice Chair, Rose McMillin, Board Member, Michael Orman, Board Member, and Julia Cooper, Board Member.

Katie Weiss, Board Member, and Dana Lively, Board member were not present.

Members of staff that were present were Shane Mize, Parks and Recreation Director, Anthony Host, Executive Director, Community Services, Daniel Roque, Parks and Recreation and Stephanie Goodson, Management Assistant.

3. PUBLIC COMMENT

No public comment

4. AGENDA ITEMS

4A. Consideration and possible action on the minutes from the Parks Advisory Board regular scheduled meeting held on April 10, 2019.

MOTION: Vice Chair, Perry Savard moved to approve meeting minutes. The motion was seconded by Board Member Julia Cooper.

Motion carried with 5 ayes and 0 nays.

4B. Discussion on Hutto Park at Brushy Creek.

Executive Director Anthony Host gave the board members their requested update regarding Hutto Park at Brushy Creek. Executive Director Host gave visual conformation that the parking lot was completed but advised that it was underwater due to the weather conditions. Further updates were given on the projected completion of the park ponds, the status of the amphitheater structures (including the "front of the house room", the completion of the irrigation system and restrooms. The park is projected to be completed by June 2019.

Board Member Julia Cooper asked Executive Director Host how many acers of the park remained after these improvements. Executive Director Host responded that there was roughly half of the park that had been developed for "Economic Development" use and the remaining half was for Park and Recreation use.

4C. Discussion on Bond Update.

Director Mize updated the board members on the seven (7) current task orders relating to the Parks Improvement bond the use of the monies from that bond. The Texas Parks and Wildlife Grant being one of those task orders, Director Mize stated that the project scope was reevaluated to assess what items could be moved or eliminated to expedite the project, to reallocate funds to different project pieces and to alleviate projected maintenance difficulties. Another task order is Community Park in Country Estates, Director Mize stated that this task was underway and will soon be completed.

Director Mize advised that Parks and Recreation was requesting three more task orders from the approved Parks Improvement Bond.

1. *Fritz Park Design in conjunction with Texas Parks and Wildlife Grant*
2. *Creekside Park Design in conjunction with Texas Parks and Wildlife Grant*
3. *A feasibility study for the future Hutto Recreation Center.*

Director Mize presented to the board renderings of the various park elements that were being ordered for Community Park in Country Estates per the recommendation of the Parks Improvement Committee and approval of the Parks Advisory Board.

4D. Director's update on Parks and Recreation past, current and future items.

Director Mize advised that the installation for the new Holmstrom Field sign was delayed due to the weather. He also stated that two staff members, Sydawnie Douglass and Adrian Vasquez, attended a certification course through the Texas Amateur Athletic Federation. The certification for Sports management and Field management is completed in two years via two 1.5 day courses defined as "year 1" and "year 2".

Director Mize and Recreation Coordinator Daniel Roque discussed that the City has another recreation coordinator position open, that registration for Track, Basketball and Flag Football programs are open, Parks and Recreation was also bringing in pickle ball for senior programming. Summer Camp registration is also underway and being held at Hutto Elementary this year and Ali Suma reassumed the role as Camp Director.

Parks and Recreation is working on assisting Hutto Youth Baseball and Softball Association complete their season, it is been delayed due to the rain.

Hutto Parks and Recreation is creating a collaboration of use and responsibility between the City and the current land owner for the soccer fields close to the Riverwalk Subdivision (as soon as the proper surveying is complete). Parks would like to continue to use the property for soccer, but also expand to lacrosse, pickle ball and more.

Director Mize updated the board that the grant for a $90-$100K fitness court was approved. The City is in discussion on what components would be desired for this project and the projected location would be Hutto Lake Park. Water fountains for the various parks have been ordered and will be installed going into the summer months. One of the city parks received some vandalism, however the damage has been assessed and is being addressed. A bike rack was installed at New City Hall. Director Mize also advised that the Hutto Football field was going to be leveled.

Director Mize and Executive Director Host discussed the future of the Glenwood Splash Pad with the board members and requested a recommendation on what should be done with it.

Director Mize advised the Parks Board that he tendered his resignation with the city.

4D. Director's update on Parks and Recreation past, current and future items – CONT'D

Chairperson Gaydos asked Director Mize on the status of the GAP Trail Project. Director Mize advised that Parks was working with engineering and planning to connect the trails in conjunction with home developers, private investors and non-profits.

Vice Chair Savard asked Director Mize if the City had any plans for an all abilities park. Director Mize confirmed that an all abilities park would be installed at Fritz Park. He also asked Director Mize if the City planned to give the Glenwood SP to the Glenwood subdivision, Director Mize stated that this was an option. Vice Chair Savard wanted it known that if this option came to a vote, he would have to recuse himself as he is a Glenwood resident and it would be a conflict of interest.

Board Member Orman asked was the City's plans were for an over/under pass on 79, and that there was a dedicated dollar amount to this project already. Executive Director Host advised that specifications were still being discussed.

5. OTHER BUSINESS

None

6. ADJOURNMENT

There being no further discussion, the meeting was adjourned at 7:51 pm.

I certify that the meeting minutes are official, on the ___ day of __________, _______ at _____ PM and will remain available through City of Hutto offices as reference to the business conducted during the meeting.

N/A ______________________	N/A ______________________
Kelly Gaydos, Chairperson Parks Advisory Board	Stephanie Goodson, Management Assistant Community Services
______________________	______________________
Perry Savard, Acting Chairperson Parks Advisory Board	Cari Hodges Organizational Development Trainer

PARKS ADVISORY BOARD MEETING MINUTES JUNE 12, 2019

The Hutto Parks Advisory Board met in a regular meeting June 12, 2019, in the City Hall Council Chambers, 500 W. Live Oak St., Hutto, Texas 78634.

1. CALL SESSION TO ORDER

   Acting Chairperson Perry Savard called the session to order at 7:00p.m.

2. ROLL CALL

   Members of the Parks Advisory Board that were present were Perry Savard, Acting Chair, Rose McMillin, Board Member, Michael Orman, Board Member, Katie Weiss, Board Member, and Dana Lively, Board member.

   Kelly Gaydos, Chair, and Julia Cooper, Board Member were not present due to resignation of their board positions. .

   Members of staff that were present were Anthony Host, Executive Director, Community Services, Alecia Mosadomi, Assistant City Attorney and Stephanie Goodson, Management Assistant.

3. PUBLIC COMMENT

   No public comment

4. CITY MANAGER COMMENTS

   Acting Chair Savard advised the Board that agenda 4A was being struck from the agenda.

5. AGENDA ITEMS

5A. Consideration and possible action on the minutes from the Parks Advisory Board regular scheduled meeting held on May 8, 2019.

MOTION: Board Member, Michael Orman moved to table agenda item 5A until the next Parks Advisory Board meeting. The motion was seconded by Board Member Katie Weiss.

Motion carried with 5 ayes and 0 nays.

5B. Consideration and possible action regarding appointment of officers.

Acting Chair Savard advised the Board that due to the prior Chairperson resigning, as Vice Chair, he steps into the role as chairperson. Due to this, a Vice Chair would need to be named. Acting Chair Savard asked the other Board Members if they would like to vote on appointing new officers now, or if they preferred to wait until the vacant board member spots and the spots that were up for reappointment were appointed at the next City Council meeting.

MOTION: Board Member, Katie Weiss moved to table agenda item 5B until the next Parks Advisory Board meeting, when the new PAB appointees would begin their term. The motion was seconded by Board Member Michael Orman.

Motion carried with 5 ayes and 0 nays.

5C. Discussion and update on Hutto Park at Brushy Creek.

Acting Chair Savard stated he was hopeful that the park would be renamed soon as he did not care for the name "Hutto Park at Brushy Creek".

Executive Director Host presented to the board visual conformation of various aspects of the park that are now complete and those that are nearing completion. He pointed out contractual obligation aspects such as parking spaces and fencing that due to the proximity to the amphitheater, is TABC required. Executive Director Host went on to address the turf that was installed and its quality and encouraged the Board to review it at the upcoming meet and greet for local business partners. He also showed the pond and its components and the multiple factions of the amphitheater and each of the moving pieces that are being addressed in its completion.

Executive Director Host addressed that he was expecting to install a septic tank at the park, spoke about the new pond water feature and adding a guardrail to protect the feature. Executive Director Host advised that the ravine was cleared again to give more water access to the creek and planned to trim the trees to clean them up. The completion of the park is near. Executive Director Host explained that he had to have the 10 food vendor pedestals redone/lowered due to the water valves being too high and breaking, but each pedestal will have electricity and water. There are 8 RV pedestals with water and electric but no wastewater due to the park being in a floodplain.

Acting Chair Savard asked Executive Director Host if KokeFest would be held at the amphitheater this year and the response was no and he was not exactly sure why but may have been due to insurance requirements for a parking lot.

Acting Chair Savard also inquired about the business meet and greet and if both roads to the park would be open, Host replied that only the north road would be open.

Board Member Orman asked Executive Director Host if since there would be a septic tank installed close to the green room in the amphitheater, could the greywater from the RV's be "dumped" there, Host replied no, due to permitting and cost. Board Member McMillin then ask what the cost of this park project was and if there was bond money used for the project. Host advised that he did not have the final numbers on total cost yet but that he should have them by the July meeting, as for bond money he stated that yes part of the funds used were bond funded. Board Member Katie Weiss stated that the board was advised that Park Bond money would not be used for the amphitheater, Host explained that the bond money that was used was for the park portion of the renovation to the pavilion and the creek. She then asked when the sewer would be finished, Host stated that he hoped before the July 4th Celebration.

Board Member Weiss and McMillin both stated that they would like to see on the agenda a space for them to ask questions on various park projects. Acting Chair Savard echoed this and requested there be a standing agenda item for updates on Bonds, Parks Masterplan, and Park Property/Projects Updates. Board Member Weiss would like to re-add "other business" to the agenda and asked if the new member appointments would be made by the next meeting. Acting Chair Savard and Executive Director Host both stated that it would be up to City Council and the correct council member to make the appointments.

6. ADJOURNMENT

There being no further discussion, the meeting was adjourned at 7:32 pm.

I certify that the meeting minutes are official, on the ___ day of __________, _______ at _____ PM and will remain available through City of Hutto offices as reference to the business conducted during the meeting.

Perry Savard, Acting Chairperson
Parks Advisory Board

Cari Hodges
Organizational Development Trainer