



AGENDA
PARKS & RECREATION ADVISORY BOARD
Leander Activity Center
11880 Hero Way West, Suite 600
Leander, TX 78641

June 13th, 2023 – 5:30pm

Parks & Recreation Advisory Board

Marcia Back
Jordan John - Secretary
Carlos St. James
Stephen Cook – Vice Chair
Paul Delafuente

Steve Hanes - Chair
Chris Czernek – Council Liaison
Cheryl McLaurin
Mark Tummons – Director, Staff Liaison

1. Call to Order
2. Roll Call
3. Public Comments
4. Approval of Minutes: April 11, 2023
5. City Council Liaison Update
6. Staff Liaison Update
 - a. Parkland Dedication Ordinance
 - b. Williamson County proposed Bond Funding projects
 - c. FY 23-24 Budget
 - d. Library Summer Reading Program
 - e. Bledsoe Park Mural
7. Subcommittee Updates:
 - a. Natural/Environmental Resources sub-committee:
 - i. End of soccer season repairs at Bledsoe park
 - ii. Contract mowing
 - iii. Historical Cisterns at Mason Homestead
 - iv. Vandalism concerns
 - b. Recreation/Athletic/Event sub-committee:
 - i. Juneteenth Block Party
 - ii. Future Special Events and Board involvement
 - iii. Baseball/Softball recap of spring season – pros/cons utilizing Centex baseball
 - iv. Camps/Pool/Swim lessons
 - v. Pickleball
 - vi. Hyzers Disc Golf partnership – new MOU this fall
 - vii. Active Adults Program
 - viii. Intern for the summer
 - ix. Refund Policy
 - c. Parkland Development, Comp Plan sub-committee:
 - i. Old Town Park

- ii. Trails – Trail Mapping
 - iii. San Gabriel Park and Trail
8. Regular Agenda
- a. Discuss and consider action on LAC Room Rental proposal
 - b. Discuss and consider action on subcommittee priorities
 - c. Discuss and consider action on park priorities list
 - d. Discuss and consider action on new/revised survey for Libertyfest
9. Future agenda items
10. Adjournment

The City of Leander is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the Parks & Recreation Director at 512.528.9909 for information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may call 512.528.2800.

I certify that the above notice of the City of Leander Parks & Recreation Advisory Board was posted on the bulletin board at City Hall in Leander, Texas on the 9th day of June 2023 by 5:00 pm pursuant to Chapter 551 of the Texas Government Code.



Mark Tummons, Parks and Recreation Director



EXECUTIVE SUMMARY

06/13/2023

AGENDA SUBJECT: Approval of minutes for April 11, 2023.

BACKGROUND: Attached are the minutes for the meeting held on April 11, 2023.

ATTACHMENTS:

1. Draft minutes for April 11, 2023



MINUTES
PARKS & RECREATION ADVISORY BOARD
Leander Activity Center
11880 Hero Way West, Suite 600
Leander, TX 78641

April 11, 2023 – 5:30 pm

Parks & Recreation Advisory Board

Jordan John - Chair

Carlos St. James- Assoc. Secretary

Stephen Cook

Paul Delafuente

Steve Hanes

Chri Chris Czernek – Council Liaison

Mar Mark Tummons – Director, Staff Liaison

1. Call to Order

Chair Hanes called the meeting to order at 5:34 pm

2. Roll Call

All of the boardmembers were present except Boardmember John

3. Public Comments

An Active Adult representative was present and requested an update of the Senior Center.

4. Approval of Minutes: February 13, 2023

A motion to approve the minutes was made by Boardmember St. James and then seconded by Boardmember John. They were approved unanimously.

5. City Council Liaison Update

Council Liaison Czernek stated that City Council is working to help have all seats filled on the Parks and Recreation Board.

6. Staff Liaison Update:

1.Recreation and Fitness Center: There are still developments with this project. Parks is doing their due diligence and it is coming along.

2.Parkland Dedication Revisions and next steps: Met with the homeowner's association for the second time and they will be sending their thoughts over. Going to be moving forward with Redline and should be to City Council for review early June.

3.Senior Activity Center: The project management team is wrapping up the planning and it is moving into review. They hope to have the plan review done by mid-May – mid-June. That will put the bidding process around the end of July or early August.

7. Sub-Committee Updates:

1. Natural/Environmental Resources sub-committee: Boardmember St. James presented an

idea from City Council named the Monarch Initiative. The intent is to see how as a city we can incorporate more things that attract butterflies, bees, and all good bugs. Discussion ensued.

2. Recreation/Athletic/Event sub-committee: none.

3. Parkland Development, Comp Plan sub-committee: Master Plan update is coming up in Regular Agenda. There was an update including the subcommittee visiting different land and reviewing it based on the list of preferred requirements of parks. They came up with a ranking/scoring method for these places based on the requirements.

8. Regular Agenda

1. Boardmembers received presentation of San Gabriel Park Master Plan from Parkhill Inc. discussion ensued.

2. Boardmembers wanted to wait for Boardmember John to move forward on discussing and considering action on developing an initiative for adding additional batting cages at Benbrook Ranch Athletic Complex.

3. Boardmembers discussed and considered action on appointees to the subcommittees. Discussion ensued but no action was taken at this meeting.

9. Future Agenda Items

1. Adding additional batting cages at Benbrook Ranch Athletic Complex

2. Appointees to the subcommittees

10. Adjourned

Meeting was adjourned at 6:45 pm.

CHAIR

SECRETARY

AGENDA ITEM #8A



EXECUTIVE SUMMARY

06/13/2023

AGENDA SUBJECT: Discuss and consider action on LAC Room Rental proposal

BACKGROUND: Currently, the Leander Activity Center (LAC) is utilized for City activities and sponsored events. Staff has discussed potentially renting rooms to outside organizations for specialized events and/or meetings. This item will provide Boardmembers an opportunity to provide input.



EXECUTIVE SUMMARY

06/13/2023

AGENDA SUBJECT: Discuss and consider action on subcommittee priorities.

BACKGROUND: In 2022, subcommittees were first enacted on the Board. Over the last few years the subcommittees priorities and responsibilities have evolved. This item will provide Boardmembers an opportunity to discuss and make changes in the purpose and membership of each subcommittee.

ATTACHMENT:

1. Parks and Recreation Advisory Board Sub-Committee Assignments

Parks and Recreation Advisory Board

Sub-Committee Assignments

Updated April 2023

Natural/Environmental Resources sub-committee –

(Carlos, Scott, Vacant)

Staff Liaison: Greg Olmer, Assistant Director

This sub-committee provides research, analysis, data and programmatic planning and initiation in Leander's natural resource settings such as parks, trails, lakes, streams, rivers, greenspace, etc. The emphasis is on offering programs that teach and apply environmentally sound, culturally sensitive, and economically sustainable principles. Includes instruction in environmental studies; natural resource management and interpretation; tourism planning, management, and policies; public land use management and policies; communications; marketing; and public relations.

- Review and Finalize updated trail map and plan
- Park Maintenance Plan Review/Update/Implementation
- Red Line Trail Initiative
- San Gabriel River Trail design review
- Conserve natural environments through habitat protection to include resiliency and flexibility of park and park facility designs
- Establish Environmental-Conservation areas at Lakewood and Devine Lake Parks and eventually Horizon Lake Park
- Natural Resource Program Initiatives for 2023 – i.e. Nature Hikes; Living with Urban Wildlife; Native Plant Identification signage; Bird Hikes and Identification; Historical tours; Fishing programs; tree and urban forestry identification and conservation
- Seek partnerships with instructors; High School FFA Clubs; 4H Clubs; ACC or other University's to conduct programs
- Other:

Recreation/Athletic/Event sub-committee –

(Jordon, Paul, Vacant)

Staff Liaison: Leah Anderson, Parks and Recreation Program Manager

This sub-committee is committed to making Recreation, Athletics and Events along with an active lifestyles a major part of Leander life. The sub-committee's main goals include working with staff to create a plan to incorporate new programs that residents desire to implement; evaluate existing programs to determine vitality and usefulness; to be inclusive with programming for individuals with disabilities; constantly and consistently looking for citizen input and ideas along with volunteerism.

- Athletic Complex Maintenance Plan review/implementation (Benbrook)
- Youth Softball Program Review and recommendations
- Event Planning, Recommendations, and Evaluation and Analysis (MLK March and Celebration; Juneteenth; Libertyfest; Bluegrass Festival, Christmas Parade and Festival, others)
- Active Adult program and budget review (annual)
- New Athletic/Fitness Event Research, Recommendations and Analysis – i.e. Masters basketball; Kids Triathlon; Harvestfest 5K; Half Marathon Planning;; other
- New Special Event Analysis – (work in conjunction with staff)
- Review Hill Country Hyzers Disc Golf Initiatives at Benbrook Ranch
- Initiate Volunteer Program for events and other P&R needs
- Review fees and policies for Crystal Falls Golf Club.
- Assist with Crystal Falls Golf Club Master Planning/future renovations
- Other:

Parkland Development/Comprehensive Plan Review sub-committee -

(Steve, Carlos, Vacant) –

Staff Liaison: Mark Tummons – Director

This sub-committee currently focuses its efforts on potential sites; facility development and construction, including potential programming aspects of each facility. Additionally, this subcommittee is also charged with ensuring compliance with the City's Park, Public Spaces and Recreation Comprehensive Plan. They are also charged with providing recommendations on the capital project planning, construction, renovation and repair program for existing parks and facilities.

- San Gabriel Athletic Complex RFQ, work with Architect A&E/Design Team
- Parkland Dedication Program - assist staff in revising/reviewing ordinance
- Senior Activity Center - move forward with construction bid
- Recreation Center Site Selection
- Old Town Park/Old Town Master Plan
- Bryson Farmstead
- Initiate the dedication of the Williams Dugan Memorial Plaza at Veterans Park 11-2023
- Tot Playground planning and development at Lakewood Park – Ages 2-8 with additional swings (most requested item)
- PARD Survey Finalization and Data
- Grants and Fundraising Initiatives
- Other:



EXECUTIVE SUMMARY

06/13/2023

AGENDA SUBJECT: Discuss and consider action on park priorities list

BACKGROUND: Park priorities were developed from the 2019 Parks and Recreation Comprehensive Plan. Many have been completed. This item will provide the Board an opportunity to revisit and re-prioritize remaining projects.



EXECUTIVE SUMMARY

06/13/2023

AGENDA SUBJECT: Discuss and consider action on new/revised survey for Libertyfest

BACKGROUND: During last year's Libertyfest, the Park Board assisted Parks and Recreation Staff with a survey which Staff found very beneficial. If the Board is willing, Staff desires their assistance again this year. A new survey will be created for this year's event. This item will provide the Board an opportunity to provide input on the survey questions.