



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

April 11th, 2023 – 5:30pm

Parks & Recreation Advisory Board

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

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

1. Call to Order
2. Roll Call
3. Public Comments
4. Approval of Minutes: February 13, 2023
5. City Council Liaison Update
6. Staff Liaison Update
 - a. Recreation and Fitness Center
 - b. Parkland Dedication Revisions and next steps
 - c. Senior Activity Center
7. Sub-Committee Updates:
 - a. Natural/Environmental Resources sub-committee
 - b. Recreation/Athletic/Event sub-committee
 - c. Parkland Development, Comp Plan sub-committee
8. Regular Agenda
 - a. Receive presentation of San Gabriel Park Master Plan from Parkhill Inc.
 - b. Discuss and consider action on developing an initiative for adding additional batting cages at Benbrook Ranch Athletic Complex
 - c. Discuss and consider action on appointees to the subcommittees
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 6th day of April 2023 by 6:00 pm pursuant to Chapter 551 of the Texas Government Code.


Mark Tummons, Parks and Recreation Director



EXECUTIVE SUMMARY

04/6/2023

AGENDA SUBJECT: Approval of minutes for February 13, 2023.

BACKGROUND: Attached are the minutes for the meeting held on February 13, 2023.

ATTACHMENTS:

1. Draft minutes for February 13, 2023

PREPARED BY: Mark Tummons



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

February 13, 2023 – 5:30 pm

Parks & Recreation Advisory Board

Jordan John - Chair
Carlos St. James- Assoc. Secretary
Stephen Cook
Paul Delafuente

Steve Hanes
Chris Czernek – Council Liaison
Mark Tummons – Director, Staff Liaison

1. Call to Order

Chair Hanes called the meeting to order at 5:31 pm

2. Roll Call

All of the boardmembers were present except Boardmember Cook and Boardmember Delafuente

3. Public Comments

The Pickleball active adult team was present. Crystal Firestone spoke. She wanted to bring to the attention of the boardmembers that they would love to have more courts for the seniors to play pickleball at.

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 opened the floor for questions and discussion ensued.

6. Staff Liaison Update:

Director Tummons introduced the new Assistant Director of the Parks and Recreation Department, Greg Olmer, to the Board. He gave an update on the brush drop-off from the ice storm that included the Parks dept. will continue to pick up brush and work with Public Works to get everything cleared. He gave a brief update on the Recreation and fitness center but could not include details of the progress of the project due to privacy of property owners. He gave an update on the San Gabriel Athletic complex citizen input survey by sharing the number of surveys received. The update of the Parkland Dedication Revisions and next steps included sharing the details of the progress so far with various groups such as Planning and Zoning Commission and upcoming meeting with Home Builder Association. Lastly, Larry Werner gave an update on the Golf course, this included the financial details for the year and the

participation numbers for the year.

7. Sub-Committee Updates:

- Natural/Environmental Resources sub-committee – there was no update at this time
- Recreation/Athletic/Event sub-committee – Boardmember John said they had a great meeting and that they will be bringing something to the regular agenda soon
- Parkland Development, Comp Plan sub-committee – Boardmember St. James began by sharing an update that he spent the day reviewing several potential park facility sites and he has some ideas to potentially be brought up later in a regular agenda item in the future

8. Regular Agenda

- a. City Secretary Crabtree gave a presentation of the Advisory Board and Commission Reference book to the Boardmembers.
- b. Staff Liaison Tummons highlighted the 3 subcommittees of the board and then discussion ensued between the Boardmembers on which subcommittees they wanted to volunteer for and participate in. Commissioners decided to table the topic until the next meeting in April.
- c. Commissioner John gave an update that included pointing out the need for more batting cages after he was able to speak to some players and coaches at Benbrook Park. He believes there is a need for 4 additional batting cages. He believes the next steps are looking at the financial costs for more cages. Commissioners John and Hanes suggested the batting cages be discussed at the next meeting with the prices of the netting presented.
- d. Parks Staff Anderson gave an update on the refund policy including the progress of the policy and the summary of what will be changing once it is approved. Boardmember Hanes motioned to approve the draft of the refund policy so that it can go to City Council. Boardmember St. James seconded. The motion was passed unanimously.
- e. Staff Liaison Tummons introduced the representative for Whirlix Playground Designs. He gave a presentation on the selected playground designs to move forward with at Devine Lake and Robin Bledsoe Parks.
- f. Parks Staff Anderson presented the idea of a Feedback Team designed to help the Parks Board members get involved with events that the Parks and Recreation Department are offering by having them in charge of collecting feedback from the public attendees at the various events. A motion was made by Boardmember John to approve the implementation of a Feedback Team. Boardmember Hanes seconded. The motion was passed unanimously.

9. Future Agenda Items

10. Adjourned

Meeting was adjourned at 7:51 pm.

CHAIR

SECRETARY



EXECUTIVE SUMMARY

04/6/2023

AGENDA SUBJECT: Receive Presentation of San Gabriel Park Master Plan from Parkhill, Inc.

BACKGROUND: Parkhill, Inc. has worked diligently to obtain citizen feedback through surveys and public workshops to develop a Master Plan for the new San Gabriel Municipal Park and Athletic Complex. The most recent public workshop was held on Thursday, March 30 from 5-7 p.m. at the Leander Activity Center, whereupon two concepts were presented to obtain feedback and direction. Parkhill will be providing an update to the Parks and Recreation Advisory Board of the results from the public information workshop and surveys.

PREPARED BY: Mark Tummons



EXECUTIVE SUMMARY

04/6/2023

AGENDA SUBJECT: Discuss and consider action on developing an initiative for adding additional batting cages at Benbrook Ranch Athletic Complex

BACKGROUND: Commissioner John requests further discussion related to adding batting cages at Benbrook Park. Parks Staff Anderson will give further information to the board at this time.

PREPARED BY: Mark Tummons



EXECUTIVE SUMMARY

04/6/2023

AGENDA SUBJECT: Discuss and consider action on appointees to the subcommittees

BACKGROUND: Parks and Recreation Board subcommittees were developed in 2021 with 3 active groups. They are reviewed annually to allow members to identify desired changes or adjustments including nominating subcommittee chairs.

ATTACHMENTS:

1. Parks and Recreation Advisory Board Sub-Committee Assignments

PREPARED BY: Mark Tummons

Parks and Recreation Advisory Board Sub-Committee Assignments

Updated September 2022

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
- Parks Memorial Bench/Tree Program initiation
- Park Maintenance Plan Review/Update/Implementation
- Red Line Trail
- San Gabriel River Trail design review
- 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)

- Review Little League BOD 5 year evaluation report – make recommendations for future direction
- 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: