



**PARKS & RECREATION BOARD OF DIRECTORS MEETING
THURSDAY - NOVEMBER 18, 2021 - 6:00 PM
AGENDA**

**Council Chambers at Municipal Court
2801 Ranch Road 1869, Liberty Hill, Texas**

Josh Jacobi Lisa Messana	Jr. (Mosby) Hamilton Mary Lyn Jones
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1) CALL TO ORDER

a) Establish Quorum

b) Invocation

c) Pledge of Allegiance

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with Liberty and Justice for all."

d) Texas Pledge

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

2) PUBLIC COMMENTS

The Liberty Hill Parks & Recreation Board of Directors accepts public comments regarding the Agenda of regular meetings and Public Hearings of the Parks & Recreation Board. Individuals wishing to speak must complete a Public Comment Form and present the completed form to the City Secretary prior to the start of the meeting.

You may also submit comments to nsawyer@libertyhilltx.gov before 3:00 PM the day of the meeting to be read by the City Secretary.

3) REGULAR AGENDA

a) Swearing in of Josh Jacobi to the Parks and Recreation Board.

b) Discuss and consider approval of minutes of Parks and Recreation Board meeting of August 26, 2021.

- c) Discuss and consider review of applicants for vacancy on the Parks and Recreation Board; applicants may introduce themselves.
- d) Update from the City Administrator on status of solar light installation at City Park.
- e) Update and timeline on planting trees.
- f) Update on installation of playscape at Central Park.
- g) Update on Harmony instruments at City Park.
- h) Discuss and consider requesting City Council to reconsider placing Harmony play elements at Central Park.
- i) Update and timeline on Swim Center at City Park.

4) NEXT MEETING

- Thursday, December 16, 2021

5) ADJOURNMENT

The City Council, Boards, and Commissions reserve the right to reconvene, recess, realign, change the order of business, or adjourn into Executive Session at any time during the course of the meeting, prior to adjournment, to discuss any item listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), and §551.087 (Development). In compliance with the Americans with Disabilities Act, the City of Liberty Hill will provide reasonable accommodation for persons attending meetings. To better serve you, requests need to be received 48 hours prior to the meeting. Contact the City Secretary at 512-778-5449 – Extension 112.

POSTING CERTIFICATION: I, NANCY SAWYER – CITY SECRETARY – CITY OF LIBERTY HILL certify that the attached notice of meeting was duly posted on the bulletin board at Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill, Texas and on the City website (www.libertyhilltx.gov) on the 15th day of November, 2021 at 4:15 PM. Nancy Sawyer – City Secretary. *nbs*

REMOVAL CERTIFICATION: I NANCY SAWYER – CITY SECRETARY – CITY OF LIBERTY HILL certify that the attached notice of meeting was removed from the bulletin board at Municipal Court / Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill, Texas on the _____ day of _____, 2021 at _____. INITIALS _____



**PARKS & RECREATION PARKS &
RECREATION BOARD OF DIRECTORS
MEETING**

**THURSDAY - NOVEMBER 18, 2021
2801 Ranch Road 1869 - Liberty Hill**

AGENDA ITEM 3.b

**Discuss and consider approval of minutes of Parks and Recreation Board meeting of August 26,
2021.**



**PARKS & RECREATION BOARD OF DIRECTORS
AUGUST 26, 2021, at 6:00 PM
Meeting Minutes
2801 Ranch Road 1869,
Liberty Hill, Texas**

CALL TO ORDER

Mary Lyn Jones, Parks and Recreation Board Chair called the meeting to order at 6:00 PM at 2801 Ranch Road 1869 in Liberty Hill, Texas. Invocation was given, followed by the Pledge of Allegiance and Texas Pledge.

PUBLIC COMMENTS

No public comments

PARK / EVENT PERMITS

Mayor Branigan swore in Lisa Messana as the new board member for Parks and Recreation. Josh Jacobi was introduced as a possible candidate for the parks board. He would be observing this evening.

Discuss and consider approval of Event Permit for Rip Roar'n Ride September 25, 2021.

Mary Lyn Jones stated she was happy Council sponsored Rip Roar'n Ride. The event dates back to 1991. The Rip Roar'n Ride motto is "We serve". You can ride for seventy miles or twenty miles. Lions club provides snacks. People come from all over.

Motion to approve made by Jr. Hamilton, seconded by Lisa Messana. Motion passed with a vote of 4 ayes 0 nays and 0 abstentions.

REGULAR AGENDA

Discuss and consider approval of minutes of June 17, 2021, Parks and Recreation Board meeting.

No changes or corrections. Motion to approve made by Lisa Messana and seconded by Jr. Hamilton. Motion passed with a vote of 4 ayes 0 nays and 0 abstentions.

Discuss and consider approval of minutes of July 15, 2021, Parks and Recreation Board meeting.

No changes or corrections. Motion to approve by Jr. Hamilton and seconded by Lisa Messana. Motion passed with a vote of 4 ayes 0 nays and 0 abstentions.

Discussion and consideration of bone diagram - Past, Present, Future state of the parks. Where we have been, where we are and where we are going.

Positive items

TPWD Grant
Parkland Fee in Lieu
Tree Mitigation
That's My Brick
Aquatic Revenue
Park & Rec Capital Projects

Negative items

Covid 19 Government Shutdown
Delay in YBA for Larkspur Park
SGRB Meeting Delayed – Board -
Members changed
Information on Budget
Change in Personnel

Current items

Veterans Park
Wetzel Park
Trail at City Park
Pavilion/Restroom
Basketball Courts
Playscape
Picnic Tables
Soccer Fields
Football Field
Camps

Future items

Swim Center – City Park
Dog Park
Skate Park
Larkspur Park
Youth camps
Adult/Senior Exercise Equipment
Solar Lights
Landscaping
Central Park
Regional Trail system
Shared Use Path (from downtown to 29)

Steps to get to the Future

Transfer of Larkspur Parkland
Continued Development of Parks Master Plan
Park Board Vision and Commitment to Projects
Budget Workshops
Continuous Improvement Plans
Land Developers Donation to City Park for Use

Discussion and consideration of accomplishments of the Parks and Recreation Board.

Mary Lyn Jones read over the list of Project Updates giving synopsis of accomplishments over the last few years. Accomplishments listed were shade structures, trash cans, picnic tables, basketball courts, parking spaces, donations to various youth sports groups, budgeting, volunteers, and exercise programs to mention a few. Item 4.d has an attachment in the packet with information regarding project updates.

Discussion and consideration of Chart of Priorities for the Parks and Recreation Board.

Vision/Priorities were discussed and listed from greatest to least relevant.

Affinity Diagram / Hot Dot Activity: Discussion and brainstorming of ideas for future park projects.

Several poster boards were placed on the walls, and everyone was instructed to take post-it notes and write down what they would like to see added to the future goals of the park boards. Topics included: Park Events/Activities, Parking lot, Veterans, Central, City, Wetzel, and Pocket parks.

Discussion and consideration of Fiscal Year 2021-2022 budget of the Parks and Recreation Board.

Lacie Hale, City Administrator gave a budget update. The Parks Board and our Council received two versions of a draft budget. First one is limited budget with no funding for events in the parks and no funding for youth sponsorships. The City went out for a bid for the swim center.

There is a job description for a full time Parks and Rec. employee position. The intent of this position would be to support the parks board, the logistics of the park's events implementations, additionally assist with the management of the pools, the management of all parks related events (private and city) and provide support for Katie Amsler for larger events. The proposed budget has 70% of the cost that would come out of the Parks Board Budget. This is just a proposal. There is some revenue that has to be projected to see what cost can be covered through that revenue.

Swim center revenue would be generated through memberships fees that have not yet been set for patrons to use the pool. It can be a revenue source to offset some of these costs for the position that is being proposed, the remaining 30% would come out of the general fund. The proposed salary would be at the top \$45,000 per year, with projected calculations including the cost of health benefits and things of that nature.

Lacie Hale continued stating \$48,000 has already been budgeted the remaining \$62,000 is projected for outside services for the pool operations. Lifeguards and a pool attendant will be outsourced as well. The City has a chemical certified pool operator on staff.

Janitorial, electric and water costs will increase, because of pool operations.

Parks special events cost has a proposed budget of \$18,000 and there are ideas for what these events might be, but no definite decision. Marketing was budgeted for special events and \$3,000 was a proposed start. Youth league sponsorships were funded from the parks budget previously; this is an opportunity to bring it back. The intent was \$5,000 for each youth league for a total of \$25,000. Lacie Hale stated that storage space has \$1,500 budgeted if there is any needed storage depending on the type of events that will be held in the parks. Regarding the employee position, the office supplies and office equipment will be an added cost. For building and parks maintenance and landscaping and grounds maintenance there is an increase there with the opportunity to plant additional trees in

our parks. There is a desire for the Parks Board to plant some trees around the trail on county road 200.

The swimming pool was funded through a tax note so there will be no impact to the parks budget. It is noted that this is a Capital Improvement Project through the Parks Board.

This is what is being proposed and is in line with the direction that the parks board wants to take this upcoming year.

Councilman Chris Pezold stated that Developers are flush with money right now and they need the tax write off. If we put our minds and our intentions to it, and we really campaign, we can get some serious contributions. I want to find the missing appropriated funds that were taken from parks. Developers came and put money and donations and that money wasn't put where it should have been.

Councilman Angela Jones asked what was the best way to start communicating with developers?

Chris Pezold suggested getting with Council and EDC to get with Developers and suggested that everyone needed to have a unified idea.

Angela Jones suggested adding a line item in the budget and that money only sits there for a sports complex.

Mayor Branigan stated there should be a sports complex with 5 fields and have developers come and put their logo on a field.

Katie Amsler inquired as to how much acreage was needed for a Sports Complex.

Mary Lyn Jones stated that if we could use 5 fields right behind the administration building, the City could start having tournaments and get that revenue coming in. It was suggested in 1 or 2 years to get that built then go out for sports complex.

Lacie Hale stated that there are two more development agreements to review and the timing of it.

Chris Pezold stated that the revenue (in lieu of fees) is going to be coming from residential not commercial. The City needs to go to commercial; the developers are going to need advertisement. The home builders already contribute. Chris Pezold asked how many acres were needed for five fields.

Mary Lyn stated that it was 35 to 50 acres for 5 fields plus parking. 35 for the fields and the other for parking.

Chris Pezold asked if the City could double use the land at schools? It would require less acreage if we partnered up with the schools and we could use their parking lots.

Jr. Hamilton asked, can residential developers in the ETJ do in lieu of park land?

Chris Pezold stated that we are putting infrastructure in, and we are getting flushing and water fees, but they need to be contributing to our park system as well.

Jr. Hamilton stated that the city is only 10% of the growth, the area is growing so fast, we are missing opportunities in land purchases and donations.

Katie Amsler asked if we could put parks outside of the city limits? If there is opportunity to partner with WILCO?

Chris Pezold stated we are doing land trades with Williamson County.

Lisa Messana asked if we can annex land that is not in the city? Can we make the park part of the city?

Chris Pezold stated, yes if it is contiguous or if it is donated.

Lacie Hale stated that development agreements and MUD policies are where we can capture some of this. The challenge is can the city own land in the MUD, but it cannot be in the city limits. If it is in the city limits, we must assume the debt of the MUD and for some of the big developments in the ETJ we are not ready for that.

Ms. Hale stated that on some of the agreements we took on the infrastructure, so there could be something similar for park land, to where we can manage it even though it is not in our ETJ.

Chris Pezold stated that development agreements are an opportunity to expand with the right tools.

Jennifer Ivicic asked if the multipurpose complex would be for youth or adult?

Chris Pezold stated he sees it for youth.

Angela Jones stated she sees youth and adult if it is feasible.

Josh Jacobi stated that the youth soccer group was looking for land and did not expect the city to get it for them.

Angela Jones – We are looking at going bare minimum on the budget until we can figure out where we are as a city. The development fees that you use to receive, I am for you receiving those for park improvements and not for us paying off our debt with them or whatever else we have been doing.

Chris Pezold and Mary Lyn agreed that EDC should join in because it is economic development.

Discussion and consideration of bylaws and possible updating.

Motion to table was made by Lisa Messana and was seconded by Jr. Hamilton. Motion passed 4 ayes 0 nays and 0 abstentions.

Discussion and consideration of Master Parks Plan prepared in 2017 and possible updating.

Mary Lyn discussed updating the Master Parks Plan by 2022. To partner with Williamson County, MUDs, and EDC for future needs. In 2017 there was community input with surveys and town halls to come up with a plan that would have phases. It would go from the year 2017 to 2027. The Master Parks Plan needs to be reevaluated in 5 years and next year in 2022 is five years. We want to partner with Williamson County, EDC, Chamber of Commerce, and the MUD's. In 2017 we had 68.5 acres overall of park land and a response of 93% in favor of a pool for Liberty Hill. Recommendations according to number of residents included in the plan. Phase 1 accomplishments were improvements to City Park. Phase 2 add a swimming pool and pool house, drainage and a City Park entrance sign. Improvements to Wetzel Park. Upgrades to Veterans Park. Expand Stubblefield to make a dog park. That may not be possible per TCEQ regulations, due to a water well location. Central Park was intended to be a natural park with no play equipment. City should strive to acquire 43 acres by 2022. City should update the parks plan by 2022 and add an adopt a park program.

Discuss and consider creation of pocket park across from Foundation Park.

Motion was made to table this item by Jennifer Ivicic motioned and it was seconded by Lisa Messana. Motion passed 4 ayes to 0 nays and 0 abstentions.

Discuss and consider recommendation to City Council of filling a vacancy on the Board.

A motion was made to table this item by Jr. Hamilton and was seconded by Lisa Messana. Motion was passed by a vote of 4 ayes 0 nays and 0 abstentions.

Discussion and possible recommendation to Council to approve job description for a full- time Parks and Recreation employee.

Lacie Hale stated that the park position would not be a director position. The position would require working weekends and holidays as needed.

5) NEXT MEETING

September 16, 2021

6) ADJOURNMENT

A motion was made to adjourn by Jennifer Ivicic and was seconded by Jr. Hamilton. Meeting adjourned at 8:07 pm

PASSED AND APPROVED ON THE 18th of November 2021 by vote of ____ ayes, ____ nays, and ____ abstentions by the Parks and Recreation Board.

Nancy Sawyer
City Secretary



**PARKS & RECREATION PARKS &
RECREATION BOARD OF DIRECTORS
MEETING**

**THURSDAY - NOVEMBER 18, 2021
2801 Ranch Road 1869 - Liberty Hill**

AGENDA ITEM 3.c

Discuss and consider review of applicants for vacancy on the Parks and Recreation Board; applicants may introduce themselves.

ID:	928
Date:	2021-10-18 09:31:35
IP:	72.48.154.170
Date of Application	10/18/2021
Email	sknife89@me.com
Name	Jeffrey Knife
Street Address	112 Double Mountain Rd
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
Street Address	
City	
State / Province / Region	
Postal / Zip Code	
First Choice	Parks & Recreation Board
Second Choice	Parks & Recreation Board
Third Choice	Planning & Zoning Commission
Home Phone	+15127854716
Work Phone	
Fax Number	
Occupation	IT Engineer/Manager
Professional and / or Community Activities	Professional, I am responsible for office building projects with budgets anywhere from 10,000-200,000 dollars. In our community, I currently serve on a neighborhood community group for my group and in January of 2020 started a local chapter of a free men's fitness group called F3. Over the last 9 months, the group has shown consistent growth and impact to the lives of men and families in our community
Have you ever, or do you currently serve on any city boards? If so, please list and indicate dates served:	I have never served on a city board before
Date of Birth	17-01-1989
Signature	Jeffrey Scott Knife

ID:	511
Date:	2021-06-28 14:53:49
IP:	72.179.10.91
Date of Application	06/28/2021
Email	swtatro@gmail.com
Name	Steve Tatro
Street Address	411 Palomino Pl
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
Street Address	411 PALOMINO PLACE
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
First Choice	Economic Development Corp.
Second Choice	Planning & Zoning Commission
Third Choice	Parks & Recreation Board
Home Phone	5127058375
Work Phone	+15127058375
Fax Number	
Occupation	Financial & Medicare Planner/Accredited Investment Fiduciary
Professional and / or Community Activities	First Baptist Church Georgetown (FBG) Griefshare Facilitator FBG Finance Committee (2017-2019) LH Community Resource Center Medicare Education Resource BSA Cub Pack 196 Unit Commissioner (CrossTrack Church Unit) Operation Liberty Hill Medicare Education Resource (Client Giveaways) Over The Hill Gang Member and Medicare Resource Smiling V Cub Camp Steering Committee/Fundraising Member Past LH Chamber of Commerce President and Board Member (2012-2016) Williamson County Election Judge/Poll Volunteer (2010-2018)
Have you ever, or do you currently serve on any city boards? If so, please list and indicate dates served:	Not Yet...
Date of Birth	19-02-1949
Signature	Stephen W Tatro

ID:	437
Date:	2021-06-10 18:38:52
IP:	104.36.120.49
Date of Application	06/10/2021
Email	austinjgg@gmail.com
Name	John Grossenbacher
Street Address	1043 CR 201
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
Street Address	same
City	
State / Province / Region	
Postal / Zip Code	
First Choice	Planning & Zoning Commission
Second Choice	Parks & Recreation Board
Third Choice	Economic Development Corp.
Home Phone	+15128480517
Work Phone	+15129164901
Fax Number	+15129164913
Occupation	Commercial Projects Sales Manager
Professional and / or Community Activities	35 years in the Wholesale Plumbing, HVAC and Waterworks Industries. Specializing in large Commercial Project from conceptual specification of a project to supplying rough in, top out and set out materials representing many top Manufactures.
Have you ever, or do you currently serve on any city boards ? If so, please list and indicate dates served:	No
Date of Birth	18-11-1967
Signature	John Grossenbacher

ID:	435
Date:	2021-06-10 15:37:35
IP:	65.116.2.130
Date of Application	06/10/2021
Email	Thetodd1@gmail.com
Name	Ryan Todd
Street Address	218 Orchard Park dr.
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
Street Address	218 Orchard Park dr.
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
First Choice	Parks & Recreation Board
Second Choice	Planning & Zoning Commission
Third Choice	Economic Development Corp.
Home Phone	+18123220311
Work Phone	
Fax Number	
Occupation	Safety management
Professional and / or Community Activities	National society of safety engineer s National safety council
Have you ever, or do you currently serve on any city boards? If so, please list and indicate dates served:	No
Date of Birth	05-05-1981
Signature	Ryan Todd

ID:	433
Date:	2021-06-10 15:07:36
IP:	104.36.120.50
Date of Application	06/10/2021
Email	Christygessler@gmail.com
Name	Christy Gessler
Street Address	301 County Road 212
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
Street Address	301 County Road 212
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
First Choice	Planning & Zoning Commission
Second Choice	Economic Development Corp.
Third Choice	Parks & Recreation Board
Home Phone	+15128183463
Work Phone	+15128183463
Fax Number	
Occupation	Real Estate Broker/Brokerage Owner
Professional and / or Community Activities	Actively serving at the National Association of Realtors and the Texas Association of Realtors in various capacities including serving on the Board of Directors and political advocacy groups for real estate.
Have you ever, or do you currently serve on any city boards? If so, please list and indicate dates served:	I live in the ETJ with LHISD taxes since 2019. I have not served in this capacity to date. I look forward to the opportunity! I have lived in the Austin metro since 1989.
Date of Birth	11-11-1971
Signature	Christy L Gessler

ID:	410
Date:	2021-06-04 17:00:05
IP:	75.109.218.160
Date of Application	06/04/2021
Email	kimsanders@kw.com
Name	Kim Sanders
Street Address	112 Kendra Dr
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
Street Address	112 Kendra Dr
City	
State / Province / Region	
Postal / Zip Code	
First Choice	Parks & Recreation Board
Second Choice	Planning & Zoning Commission
Third Choice	Economic Development Corp.
Home Phone	+1512869-9699
Work Phone	+1512869-9699
Fax Number	
Occupation	Real Estate Broker
Professional and / or Community Activities	Chamber of Commerce Board member Liberty Hill Development Foundation Board member Keller Williams Associate Leadership Council
Have you ever, or do you currently serve on any city boards? If so, please list and indicate dates served:	City Charter Committee
Date of Birth	10-04-1963
Signature	Kim Sanders

ID:	372
Date:	2021-05-29 12:24:53
IP:	70.121.107.211
Date of Application	05/29/2021
Email	lindsey.wammack@gmail.com
Name	Lindsey Wammack
Street Address	102 Forrest St
City	Liberty Hill
State / Province / Region	TX
Postal / Zip Code	78642
Street Address	
City	
State / Province / Region	
Postal / Zip Code	
First Choice	Parks & Recreation Board
Second Choice	Parks & Recreation Board
Third Choice	Parks & Recreation Board
Home Phone	2145776169
Work Phone	+15125334187
Fax Number	
Occupation	Surgery Scheduler
Professional and / or Community Activities	I currently work for a obstetrics and gynecology practice in Austin. I have lived in Liberty Hill since 2013. My daughter will start kindergarten at LHE this August and I have an 8mo old son. I am interested in becoming more active in our community.
Have you ever, or do you currently serve on any city boards? If so, please list and indicate dates served:	No.
Date of Birth	05-01-1987
Signature	Lindsey Wammack

ID:	924
Date:	2021-10-15 23:02:09
IP:	70.125.165.187
Date of Application	10/15/2021
Email	Bryan.A.Rivera@icloud.com
Name	Bryan Rivera
Street Address	821 Liberty Meadows drive
City	Liberty Hill
State / Province / Region	Tx
Postal / Zip Code	78642
Street Address	
City	
State / Province / Region	
Postal / Zip Code	
First Choice	Planning & Zoning Commission
Second Choice	Economic Development Corp.
Third Choice	Planning & Zoning Commission
Home Phone	+14094578224
Work Phone	
Fax Number	
Occupation	Emergency Planning Specialist
Professional and / or Community Activities	Political Director Elijah's Retreat-Jacksonville Tx Church Bass Player- Hill Country Bible Church Campaign Organizer-Statewide
Have you ever, or do you currently serve on any city boards? If so, please list and indicate dates served:	No
Date of Birth	08-08-1983
Signature	Bryan Adam Rivera