

ELGIN PARKS & RECREATION ADVISORY BOARD

Thursday, August 26, 2021

Elgin Recreation Center – Conference Room

361 N HWY 95, Elgin, TX 78621

I. **Call to Order**

Meeting was called to order at 6:06 PM on Thursday, August 26th by chair, Katherine Salmon.

Members Present:

Elizabeth Marzec (City of Elgin, TX Parks & Recreation, Program Manager)

Katherine Salmon (Chair)

Tiffany Finley (Vice-Chair)

Carlos Gandia

Charles Brown

Members Absent:

Stacey Van Landingham

Public Present:

David Harrell (City of Elgin, TX, Development Services Director)

Amy Miller (City of Elgin, TX, Community Services Director)

Robert Miller (Eagle Scout Candidate Troop 182)

Regina Adams (Stone Creek)

II. **Approval of Minutes – July 2021**

Motion to approve minutes w/ no changes made by Tiffany Finley and seconded by Carlos Gandia. Passed unanimously.

III. **Citizen Communication**

Regina Adams, representative for Stone Creek is present but has no comment at this time.

IV. **Review**

A. Status of Parks, Recreation and Open Space Master Plan (PROSMP)

- Move to last item of "New Business" to address updates.

V. **New Business – Discussion and Possible Action**

A. **Eagle Scout Proposal – Review and Vote to Approve**

- Robert Miller proposing to build a giant checkerboard with pieces in Elgin Memorial Park as his Eagle Scout Project.
- Feedback and Concerns from Board:
 - What is the durability of the project long-term regarding life of the project and future maintenance needs, vandalism and theft?
 - Require map of the proposed trail and location of the board.
 - Require detailed plan regarding site preparation and installation.
 - How else can this space be utilized once created?
- Motion to postpone voting until September meeting where proposal will be clarified made by Katherine Salmon and seconded by Tiffany Finley. Passed unanimously.

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B. Stone Creek Ranch PDD

- Citizen Communication: Regina Adams, Stone Creek Representative
 - Intention is to gain understanding of the Parks Advisory Board evaluation to make a “good faith effort” to incorporate a truly beneficial community park.
 - Does not want to answer questions at this time, however, will note the questions and provide them to developers.
- David Harrell - Power Point Presentation of Updated Stone Creek Plan.
 - Presentation of Power Point – reviewed information from last meeting.
 - Changes: Proposed access road from Elgin High School, along the Baptist Church property, to FM 1100. Development entrance and park to be along access road.
 - Parks Board to note how this park is to function in relation to community needs.
- Amy Miller – Clarifications
 - Public Park maintained by the HOA/Property Management Company.
 - New plan includes a larger proposed park area.
- Parks Board Feedback:
 - Parks Advisory Board Feedback:
 - Good location and size for a “Neighborhood Park”.
 - Meets 10-min walk to a park community need.
 - Good potential for quality public park – could include noteworthy amenities identified as high interest amenities for the public.
 - Requesting clarification:
 - Is the detention pond a part of the park (4.26 acres) or is additional?
 - What is the public parking plan? “Neighborhood Parks” require a minimum 2 parking spaces per acre. ADA parking required.
 - What is the public restroom plan? “Neighborhood Parks” require a minimum of 2 unisex ADA/Family restrooms with exterior sinks, water bottle filling stations and water fountains.
 - What is the plan for developing the park with amenities? Priority Amenities Include: Splash Pads, Paved Walking Trails, Playgrounds with shade and rubber surfacing, and Skate Park.
 - 2021 Capital Improvement Plan outlines park improvements and amenities that are being pursued.
 - What is the long-term funding and maintenance plan for the park? What is the process if there are any maintenance needs?

C. Larson PDD

- David Harrell - Power Point Presentation of Larson PDD.
 - Presentation of Power Point
 - In the future proposed improvements for FM 1100 include two lanes with protected left turns. This is a Texas Department of Transportation facility, no timeline related to these improvements.
 - Smaller lots made this neighborhood qualify as a PDD. They are paying park fees and privately maintaining the greenbelt along Elm Creek, but allowing public access to the greenbelt trail.

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- **Parks Board Feedback:**

- Paying park fees per documentation. Providing public access to the greenbelt trail system along Elm Creek.
 - Positive response to greenbelt access and willingness to contribute to the overall connectivity in the region.
- Recommendations:
 - Clear trailhead with signage and sidewalk entry to the greenbelt system.
 - Double “Park Improvement” sets to 6 picnic tables with trash can and pet waste station. Consider elements such as disc golf.
 - Pave greenbelt trail (mulch has a 3 month or 1 rainstorm lifespan).
 - Add trees to trail along greenbelt to provide shade and erosion control.

D. Draft Parks, Recreation and Open Space Master Plan – Review and Updates

- Increasing clarity and specificity of park amenities.
 - Public Restrooms: Flushable, available electricity, exterior hand washing stations, exterior water source (faucet/hose), exterior water bottle filling station, exterior water fountain. Mirror optional.
 - Neighborhood Park: Two (2) Unisex ADA/Family Restrooms
 - Community Park: Four (4) Unisex ADA/Family Restrooms
 - Off-Street Public Parking required for “Neighborhood Parks” and “Community Parks”. On street parking required for all “Pocket Parks”, “Mini-Parks” and “Greenways & Greenbelts”.
 - 2 parking spaces per acre beginning at 3 acres. ADA required.
 - Consistent interpretive signage throughout Elgin Park System, including privately operated parks available for public use.
 - Primary Entry Signs
 - Trail / Park System Signs
 - Bulletin Boards
 - Directional /Lifestyle Signs

F. “Art in Parks” Draft Public Art Plan – Objectives and Goals Finalization

- Public Art Plan Summary Homework
 - Elizabeth Marzec – Executive Summary
 - Katherine Salmon – The Importance of Public Art
 - Charles Brown – Art in Public Parks and Open Spaces Inventory List and Public Art – Alternative Providers
 - Brad Kilgore – Will look at other plans and identify missing sections from the table of contents and write up key elements in each section to be written.
 - Carlos Gandia – Will work on defining Public Art Policy terms.
 - Stacey VanLandingham – Create a Public Input Plan with key implementation points; how will we get input from the public and how long will it take.

VI. Report from Parks Director and Staff

A. Recreation Center and Park Operations Updates

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- Operations at the Recreation Center continue as they have been.
 - Morris Memorial Pool closed for the season due to COVID19 and lack of staff.
- B. Parks and & Recreation Events, Programming and Classes
- Bee Festival was a success with over 125 participants and many partner organizations.
 - Next event is the Volunteer Job Fair Meet-N-Greet.

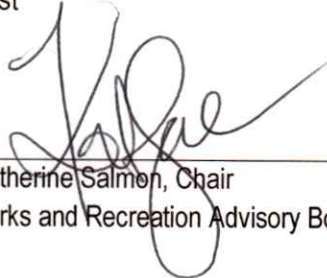
VII. Announcements

- A. Presentation of Draft Parks, Recreation and Open Space Master Plan 2021-2031 to City Council will be at the September 21st City Council Meeting at 6:30PM at the library. Everyone on the Parks Advisory Board needs to be present at this meeting. Public Comment welcome.

Next meeting date: Thursday, September 16th at 5:30PM. Moving location to City Council Chambers if available.

VIII. Adjournment – Motion to adjourn made by Carlos Gandia, seconded by Katherine Salmon; all approved. Meeting adjourned at 8:19PM.

Attest



Katherine Salmon, Chair
Parks and Recreation Advisory Board

Elizabeth Marzec, Program Manager
Parks and Recreation Advisory Board
BRAD KILGORE,
SECRETARY.