

ELGIN PARKS & RECREATION ADVISORY BOARD

Thursday, July 22, 2021

Elgin Recreation Center – Conference Room

361 N HWY 95, Elgin, TX 78621

I. Call to Order

Meeting was called to order at 6:10 PM on Thursday, July 22nd 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

Jessica Hunziker

Charles Brown

Members Absent:

Brad Kilgore (Secretary)

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)

Bryce Flores (Eagle Scout)

Erin Flores

II. Approval of Minutes – June 2021

Motion to approve minutes w/ no changes made by Tiffany Finley and seconded by Katherine Salmon.

III. Citizen Communication

No comments

IV. Review

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

- PROSMP is in the final round of staff edits.
- Small groups with City Council scheduled for August.
- City Council approved the Five-Year Capital Improvement Plan with a priority given to park improvements such as: Veterans' Park Phase 1 and Elgin Memorial Park Restrooms.

V. New Business – Discussion and Possible Action

A. Adopt-A-Spot and Volunteering Plan – Final Draft Vote to Approve

- Tiffany Finley Input: Need to clarify that “Adopt-A-Spot” is separate from the incentives for volunteer hours since the “Adopt-A-Spot” is targeted towards organizations.
- Katherine Salmon Input: Need to define marketing plan.
- Elizabeth Marzec Staff Update: Volunteer application from last meeting is with Human Resources Department to verify language and to confirm background check and

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insurance needs. There is the chance that we can use CivicRec’s Volunteer Management system to make recording hours and volunteer opportunities easier. Awaiting additional training for staff from CivicRec.

- Will hold off on vote until we hear back from Human Resources.

B. Eagle Scout Proposal – Review and Vote to Approve

- Katherine Salmon Input:
 - How many bat houses will be made? Response – Number is funding dependent.
 - Where specifically will the bat houses be going? How will locations be determined? Response – Near water, preferably Morris Memorial Park.
- Jessica Hunziker Input:
 - Are you currently fundraising? Response – Not yet.
 - Will the houses be accessible to the public or will they be out of reach? Response – On a pole out of reach.
- Elizabeth Marzec Input:
 - Are there going to be signs on the posts as discussed at the previous meeting that help explain why bat houses are important and what they do? Response – May be educational plaques on posts to build awareness in the community.
- Motion to approve proposal with clarification from board and staff questions made by Carlos Gandia and seconded by Tiffany Finley.

C. Stone Creek Ranch PDD

- David Harrell and Amy Miller provided an overview of what a PDD is.
 - A PDD is a Planned Development District that proposes changes outside of our code/ordinances in exchange for offering the City of Elgin, TX something. Plans are subject to change prior to review by Planning and Zoning Commission and City Council.
 - Role of the Parks Advisory Board:
 - Provide feedback on parkland dedications, environmental and quality of life concerns from a parks, recreation and open space viewpoint.
 - Review how PDD plan relates to the 2021 – 2031 Parks, Recreation and Open Space Master Plan.
 - Review contribution to the overall Elgin, Texas Park System.
 - Review increased demands on the overall Elgin, Texas Park System.
- Elizabeth Marzec, Amy Miller and David Harrell reviewed “City of Elgin, Texas – Parks & Recreation Advisory Board PDD Feedback Rubric” with board members.
 - Intention of document is to help guide discussion and provide feedback to the Planning and Zoning Commission. Answers the question “how are you, as an investor in this community, going to address the concerns we have regarding quality of life?”.
- Parks Board Feedback:
 - Not eligible for parkland dedication. Required to pay park fees.
 - Gated community, no easy access to public. Very restrictive.

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- Must park at High School, church or on FM1100 and walk along busy road to access greenbelt.
- Requesting clarification on tree preservation process and tree planting plan.
 - Ordinance requires trees every 50ft on Street Yard, not 100ft as written in PDD proposal.
 - Recommending planting minimum two 2-Caliper trees per lot.
 - Recommending preserve trees larger than 5-Caliper.
- Requesting clarification on plans to mitigate heat island and impermeable surface concerns.
 - Current plans show majority impervious surfaces with no comprehensive tree plan – will cause heat island issues.
 - Recommending natural shade where possible – St. David’s Foundation Standards for mental and physical health.
 - Recommend bioswales or native landscapes where possible.
- Requesting plan increase greenspace throughout development.
 - Small lots of grass with trees reduce impact of impermeable surfaces.
- Requesting clarification of 8.1.2 – Require Minimum Standards from list.
- Requesting clarification of connectivity plan with Elgin Park System and sidewalk system.
 - Recommending sidewalk system through community, connecting to High School, Church and greenbelt.

D. Creeks Crossing PDD

- Parks Board Feedback:
 - Not eligible for parkland dedication. Required to pay park fees.
 - HOA regulations can prohibit public access – No unrestricted public access to Elgin residents.
 - No park specific parking spaces to allow access for Elgin residents at large.
 - Recommending connecting neighborhood to existing sidewalk and park systems.

E. Nana’s House PDD

- Requesting sidewalk connections to City Sidewalk System and Veterans’ Memorial Park Expansion.
 - Sidewalk on Ave A and Central Ave.
- Requesting clarification: are trees on the property being preserved? Are additional trees being planted?
 - Recommendation: Plant trees along sidewalk along Central Ave.

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

- Goals and Objectives:
 - Invitation for community action in parks.
 - Reflect Elgin’s unique identity and heritage through thematic elements.
 - Provide a distinct sense of place through social media interactive elements.

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- Historic preservation and emphasis on history in the Elgin Park System through interpretive signage.
- Preserve natural resources and highlight features (Crepe Myrtle City).
- Create a destination for tourists and residents.
- Considerations:
 - Who can apply?
 - Level of experience?
 - Local artists? How do we define “local”? (# Miles from ____)
 - What can it be? What are we looking for?
 - Criteria? (% of Interactive Art, % of Temporary Art, etc.)
 - Where can it go?
 - How long will it last? How will it be maintained?
 - Who will make the decision?
 - Outline Approval Process.
 - How do we incorporate programming?
- Discussion:
 - Does art need to be insured if it is kinetic or interactive?
 - Could a skate park or playground be a form of interactive art?
 - Suggestion: A park where all elements are themed around bricks or sausage for our city’s titles. Example: Sausage shaped see-saw, or a giant brick to be climb on and in.
 - Need to include the residents of the community in the creation of public art opportunities to encourage ownership in the improvements.
 - Suggestion: Create a train themed painted planter and donate box cars to local organizations and churches to get community members engaged with the maintenance of the art piece.
 - Can we get local businesses to pay for the art pieces?
 - Add plaques to art pieces saying who it was created by and who it was purchased/donated by.
 - Can the proposed alleyway project (Five-Year Capital Improvement Plan) include converting alleyways to mini-parks or green spaces?
 - Can we have a better “Welcome to Elgin” area that encourages social media interactions and promotes a sense of place?
 - Portable anthropomorphic sausage at events that says “Welcome to Elgin” or another phrase.
- Next Meeting:
 - Everyone will look at other plans from other communities to pull elements each board member find useful to clarifying “considerations”.

VI. Report from Parks Director and Staff

A. Recreation Center and Park Operations Updates

- Operations at the Recreation Center continue as they have been.
- Morris Memorial Pool is open regular hours 6 days a week, including water aerobics classes.

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B. Parks and & Recreation Events, Programming and Classes

- Fall programming is in the planning stages. Parks Advisory Board received proposed event dates and themes.

VII. Announcements

A. This is Jessica Hunziker’s last meeting as she is moving out of state.

Next meeting date: TBD via email – new board member schedules will be considered.

VIII. Adjournment – Motion to adjourn made by Carlos Gandia, seconded by Katherine Salmon; all approved. Meeting adjourned at 8:10PM.

Attest

Katherine Salmon, Chair
Parks and Recreation Advisory Board

Elizabeth Marzec, Program Manager
Parks and Recreation Advisory Board