

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.

ELGIN PARKS & RECREATION ADVISORY BOARD

Thursday, August 26, 2021

Elgin Recreation Center – Conference Room

361 N HWY 95, Elgin, TX 78621

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.

ELGIN PARKS & RECREATION ADVISORY BOARD

Thursday, August 26, 2021

Elgin Recreation Center – Conference Room
361 N HWY 95, Elgin, TX 78621

- 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

ELGIN PARKS & RECREATION ADVISORY BOARD

Thursday, August 26, 2021

Elgin Recreation Center – Conference Room

361 N HWY 95, Elgin, TX 78621

- 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