PARKS AND RECREATION ADVISORY BOARD
THURSDAY - JULY 16, 2026 -10:00 AM
Notice of Agenda
Council Chamber/Municipal Court Building
2801 Ranch Road 1869
Liberty Hill, Texas 78642

Christie Miller	**Jason Rask**
Nicole Bauer	**Travis Tabor**

LIVE VIDEO ACCESS AND RECORDINGS

The meeting will be streamed live via the link on the City's official Facebook page.

Following the meeting, a recording will be made available on the City's website at https://www.libertyhilltx.gov/agendacenter.

PLEASE SILENCE YOUR ELECTRONIC DEVICES

CHAIR MAY REORDER AGENDA ITEMS AS NECESSARY

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

Comments on Non-Agenda Items:
Individuals wishing to address the governing body on matters not listed on the agenda must complete a Public Comment Form and submit it prior to the meeting. Each speaker is limited to three (3) minutes. No action may be taken during this portion of the meeting. Members of the governing body may respond only with factual information, references to existing policy, or requests that the subject be placed on a future agenda.

Comments on Agenda Items:
Individuals wishing to address an item listed on the agenda must complete a Public Comment Form, identify the specific agenda item, and submit the form prior to the item being considered. Speaker request forms may also be submitted electronically, to citysecretary@libertyhilltx.gov prior to the meeting.

3) REGULAR AGENDA

A) Consider approval of the June 25, 2026 Parks and Recreation Advisory Board meeting minutes.
Minutes

B) Presentation and discussion regarding the current recruitment process for the Parks and Recreation Advisory Board.

C) Presentation and discussion regarding Parks, Recreation, and Facilities Department updates, including:

- Parks and Recreation Master Plan
- Parking lot improvement project
- Department updates

Department Updates

4) ADJOURNMENT

NOTICE
The City Council and all City boards, commissions, and committees reserve the right to convene in Executive Session at any time during a meeting, consistent with Chapter 551 of the Texas Government Code.

Reasonable Accommodations
In accordance with the Americans with Disabilities Act (ADA), the City of Liberty Hill will provide reasonable accommodations for individuals wishing to attend this meeting. Requests should be made at least forty-eight (48) hours before the meeting whenever possible.

For assistance, please contact the City Secretary at:

citysecretary@libertyhilltx.gov
(512) 778-5449

POSTING CERTIFICATION
I certify that this Notice of Meeting was posted on the official bulletin board at Liberty Hill City Hall, located at 926 Loop 332, Liberty Hill, Texas 78642, and on the City's website (libertyhilltx.gov/agendacenter) on or before 5:00 p.m. Friday, July 10, 2026.

_____
Beatrice Canseco, City Secretary

AGENDA ITEM 3.A

Consider approval of the June 25, 2026 Parks and Recreation Advisory Board meeting minutes.

PARKS & RECREATION ADVISORY BOARD REGULAR MEETING MINUTES

THURSDAY – JUNE 25, 2026 – 10:00 a.m.
City Council Chamber/Municipal Court Building
2801 Ranch Road 1869 Liberty Hill, Texas 78642

Presiding: Chair Nicole Bauer

Attending: Board Members Travis Tabor, and Christie Miller

Absent: Board Member Jason Rask

Also attending were Parks, Recreation and Facilities Director Richard Fibish and City Secretary Beatrice Canseco

CALL TO ORDER

Chair Bauer called the meeting to order at 10:00 a.m., delivered the invocation, and led the Pledge of Allegiance and the Texas Pledge.

PUBLIC COMMENTS

No one signed up to speak during public comments

REGULAR AGENDA

3A) Discussion and consideration of possible action on approval of the Parks and Recreation Advisory Board meeting minutes from May 14, 2026.

Motion made by Board Member Miller to approve item 3A as presented.

Seconded by Board Member Tabor.

Motion carried unanimously (3-0).

3B) Discussion regarding the resignation received from Board Member and Vice-Chair Terrie Chambers.
(Beatrice Canseco, City Secretary)

Ms. Canseco presented this item to the Board. Ms. Canseco was available to provide additional information and to answer questions.

Motion made by Chair Bauer directing staff to present the board vacancy to City Council at its next regular meeting for appointment.

Seconded by Board Member Miller.

Motion carried unanimously (3-0).

3C) Discussion regarding updates related to parks, recreation, and facilities.

- Master Plan Update
- Parking Lot Update
- Capital Improvement Program Updates
- Pool Project Update
- Department Location Change Update

(Richard Fibish, Parks, Recreation, and Facilities Manager)

Mr. Fibish presented this item to the Board. Mr. Fibish was available to provide additional information and to answer questions.

ADJOURNMENT

With no further business, and without objection, Board Chair Bauer adjourned the meeting at 10:24 a.m.

_____
Nicole Bauer, Chair

_____
Beatrice Canseco, City Secretary

AGENDA ITEM 3.B

Presentation and discussion regarding the current recruitment process for the Parks and Recreation Advisory Board.

PARKS AND RECREATION ADVISORY BOARD PARKS AND RECREATION ADVISORY BOARD

THURSDAY - JULY 16, 2026

2801 Ranch Road 1869 - Liberty Hill

AGENDA ITEM 3.C

Presentation and discussion regarding Parks, Recreation, and Facilities Department updates, including:

- **Parks and Recreation Master Plan**
- **Parking lot improvement project**
- **Department updates**

B) Update regarding our new board position opening.

C) Discussion regarding updates related to parks, recreation, and facilities:

Parks and Recreation Master Plan

More than 300 residents completed the community survey. Key priorities include:

- Additional youth athletic fields
- A future indoor recreation or community center
- Improved playgrounds, courts, trails and sidewalks
- Better park maintenance
- More restrooms, lighting, shade, water access and parking
- Expanded youth programs and community events

Residents support continued parks investment but expressed concerns about property-tax increases. More-supported funding options included parkland dedication fees, voter-approved bonds and a dedicated sales tax.

The operational review will evaluate staffing, maintenance standards, contracted services, special events, recreation fees, Swim Center operations and athletic-league agreements.

City Park Parking Lot Expansion Update

City Council approved the project 5–0 on July 8, 2026. Patin Construction was awarded the Base Bid and Alternate No. 1.

The project will increase City Park's total parking capacity to approximately 230 spaces and includes sidewalks, lighting, drainage, landscaping and ADA improvements.

- Construction contract: $2,196,119
- Owner contingency: $285,000
- Total authorization: $2,481,119
- Construction schedule: 150 days to substantial completion and 180 days to final completion

Funding includes $1.5 million from Parkland Fee-in-Lieu, $662,000 from Tree Mitigation and $319,119 from General Fund reserves or another approved source. A possible EDC contribution may reduce the General Fund amount.

Staff is scheduling the pre-construction meeting with Patin Construction and the City's project manager.

Department updates (staff, etc)

Sean Gill - Parks and Facilities Maintenance Foreman

Thomas Rawlinson **-** Parks and Facilities Maintenance Technician

- Resigned 7/9/2026 (Last day 7/10/26)

New Hires-

Carter Irtmen - Parks and Facilities Maintenance Technician

- Currently serves as a Maintenance I employee with the City of Leander Parks & Recreation Department, a position held since May 2024.
- Has direct experience with baseball-field maintenance, including field preparation and general athletic-facility upkeep.
- Performs irrigation repairs, mowing, edging, concrete work, and special-event support.
- Experienced in operating a variety of parks and maintenance equipment and holds a Certified Pool Operator certification valid through May 2029.

Daniel Hayes - Parks and Facilities Maintenance Technician

- Brings 18+ years of municipal experience with the City of Leander, including 14 years in Parks and Recreation and more than four years in General Services.
- Has extensive hands-on experience with irrigation, swimming pools, splash pads, playground compliance, sports fields, landscaping, and general facility repairs.
- Demonstrated leadership by directing staff, organizing work crews, developing maintenance schedules, training new employees, and coordinating work around City events.
- Experienced in preventive maintenance, equipment operation, emergency response, workplace safety, inventory management, and documenting service requests through municipal work-order software.
- Currently supports Police and Fire facilities, providing maintenance and custodial services while working within CJIS security requirements and responding to departmental needs outside his regular job scope.