

Legend	
Green	Items ready for implementation or processing immediately by rule, contract or administrative action.
Yellow	Requires City Council resolution/ordinance action at future meeting(s).
Orange	Requires budget action.

Annotated Final Recommendations Summary Categories

DRAFT IMPLEMENTATION REQUIREMENTS

(each line item contains detailed recommendations in the final report)

		Item	Current Status Overview			
Report Section	Item #		Current Status Overall Summary of Category/Items	Action(s) Needed for Implementation		
				Implementation by Rule, Contract or Administrative Action	City Council Action Resolution or Ordinance	Additional Funding Required
A		Applications and Permits As a principle, the PETF supports and encourages low and no-cost events (in terms of ticket price) in the Austin Park system.				
A	1	Establish criteria for approving permit applications for events. City staff will use the planning evaluation matrix when reviewing potential and reoccurring events.		Draft matrix created by Task Force	Recommend adoption by park rule/event policy	
A	2	Adopt an ordinance to require a majority vote by the Council to override a staff approval or denial of an application for an event on City of Austin parkland.				Requires Council consideration on item
B		Planning and Coordination				
B	1	Establish a standing committee to help plan and coordinate events at the Long Center, Palmer Events Center, Vic Mathias Shores, and Butler Park.		PARD Administrative planning meetings currently conducted for coordinating events	Recommend expansion enactment by administrative practice	Requires Council action to Contract & policy questions re Long Center & alienated park space use
B	2	Recommendations from the PETF should inform the special events ordinance to help ensure consistent and unified special events policies.		Austin Center for Events (ACE) leadership attended & presented at meetings. Input received for inclusion into draft Special Events Ordinance	Recommend incorporating Task Force feedback into draft Special Events ordinance	Requires Council consideration of Special Events Ordinance
C		Environment				
C	1	Encourage events to utilize green event policies.		16 existing regulations, 8 recommended regulations in draft Special Events Ordinance, and 10 task force recommendations	Recommend comprehensive manual creation by existing resources	Requires Council consideration to incorporate items into Special Events Ordinance
C	2	Protect trees, vegetation, and environmentally sensitive areas.		Enacted by current city code, park rule/event policy	Recommend adoption by park rule/event policy, related to continued refinement of site plans, and best practices.	Funding required to authorize additional PARD forestry staff resources
C	3	The Parkland Events Task Force recommends the City implement a mandatory certification and training program for event organizers and contractors including tree protection, access and use of park grounds.		- Park specific training materials to be created by existing staff resources - Training scope and requirements may require additional funding/staffing	Recommend implementation of Park training module created by existing staff resources.	Funding required for program expansion to citywide scope
C	4	Develop a parking and traffic solution for parks that would reduce usage of green space parking, such as the Polo Field at Zilker Park.		- Recommend preliminary review by planning staff. - Future studies, traffic planning, or park improvements will require funding for planning and parkland improvements	Recommend preliminary review by planning staff.	Funding required for future studies, traffic planning, or park improvements will require funding for planning and parkland improvements

Report Item		Current Status Overview			
		Item			
D		Fees			
D	1	Fee Study Recommendation.	City staff support appropriating funding for a comprehensive fee study	Requires Council directive to adopt/ implement fee study findings.	Funding required to fund study
D	2	Determine if park conservancies and foundations can charge fees that exceed the cost of service for events on parkland.		Recommend review by City legal staff.	
E		Limits on events on parkland			
E		Adopt changes to current limits on events at Zilker Park, Vic Mathias Shores, and Fiesta Gardens.	Limits drafted by task force.	Requires Council directive to adopt policy limits.	
E		Event producers, neighborhoods and the City will work together to mitigate parking, traffic, noise, trash, and environmental impacts.	PARD Administrative planning meetings currently conducted for coordinating events.	Recommend to continue meetings, and expand as needed	
E		Adopt an ordinance requiring a majority vote by the City Council to recommend increases to these limits.			
E	1	Recommend policy to include outdoor events on Long Center property in limits on events at Vic Mathias Shores.			
E	2	Create incentives for the relocation of events at Zilker Park, Vic Mathias Shores, and Fiesta Gardens that do not require the entire space to other venues to help minimize the impact and closure of streets.	City staff can evaluate events undersized for the property using the task force limits document	Requires Council approval for policy direction for incentives, funding, or appropriations	Funding required for incentive programs if approved.
E	3	Fireworks and impact to trail usage.	Fireworks criteria will be developed by city staff	Recommend adoption by park rule/event policy	
F		Alternative Venues			
F	1	Identify parkland for potential events.	- Alternative locations identified by task force - Master planning and community engagement requirements	Recommend staffs focus planning efforts on the identified alternative locations	Funding required for master plans and development
F	2	Establish criteria for designating a park as a special event venue.	Criteria for successful special event venues will be developed by city staff	Recommend adoption by park rule/event policy	
F	3	Recommend full funding for master planning John Trevino Jr. Metropolitan Park within the FY 17 concept menu.			Funding required for master plan
G		Impacts			
		As a principle, the PETF supports establishment of higher standards, and provision of required resources towards fees, impact mitigation and limits for heavily used parkland.	Park use definitions developed	Recommend adoption of definitions by park rule/event policy	
G	1	Establish impact zone and special event zone to facilitate planning and management of events on parkland.	Recommendation(s) include in current draft Special Events Ordinance.	Requires Council action to consider the Special Events Ordinance	
G	2	The task force recommends immediate implementation of a Special Events Permit Parking (SEPP) Program for neighborhoods that are in or adjacent to the special event impact zone with specific priority focus on the Zilker, Bouldin and Festival Beach area neighborhoods. The program shall be established with focus on increased fines for parking, changes to City procedure and practice to encourage effective towing or booting authorization and ticketing	- Council has a resolution establishing this request. - Transportation Department engineering staff and City legal are reviewing implementation needs.	Requires Council action to approve staff recommended changes.	Funding may be needed for program

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G	3	by non-sworn personnel. City staff shall pilot the program no later than the fall of 2016. Increase fines for parking and traffic violations in the impact zone.			Requires Council adoption of increased fines.
G	4	Strictly enforce towing in the impact zone. Increase Austin Police Department's towing capacity during events. This will help reduce response times for towing and allow police officers to spend more time on enforcement.		Recommend the engagement of towing services at large events.	Funding required for towing contract increases.
G	5	Increase fines for unpermitted vendors located in the special event zone.			Requires Council action to adopt increased fines.
G	6	Increase staffing for the traffic management center during events to monitor traffic flow and signals in the impact zone for Tier 3 and 4 events that impact major roads during rush hour or peak traffic times.			Requires Council action to increase staffing
G	7	Establish a temporary flagger team to augment police resources at key intersections during events to provide additional information and assistance to drivers and pedestrians. Incorporate non-sworn personnel where possible.			Requires Council action to establish
G	8	Amend City codes to establish pedicab traffic flow enhancement zones during events. The traffic flow enhancement zone would designate approved and prohibited routes for pedicabs to help facilitate and enhance traffic flow.			Requires Council action to establish
G	9	Accommodate general park users that are displaced by events. Install signs to redirect them to nearby parks.	Completed, PARD requiring enhanced messaging and signage	Recommend continuing practice	
G	10	Encourage a sound impact plan for all special events with amplified music.	Completed, sound impact plan requirements proving an effective tool for existing events, and those that may present unique sound management challenges	Recommend adoption by park rule/event policy in addition to those required to have <u>impact plan</u> .	
G	11	Encourage stakeholder meetings with affected neighborhoods to help plan and prepare for medium and large events.	PARD Administrative planning meetings currently conducted for coordinating events	Recommend continuing practice	
G	12	Work with event producers to ensure a streamlined setup and teardown process for events.	- The task force drafted matrix when adopted will be a helpful communication tool when discussing impacts - PARD continues to work to ensure a safe and streamlined set up and take down for events	Recommend continued practice	
G	13	Sound Ordinance revisions: - Amend City sound ordinances to require "C" weighting measurement in all sound limit regulations. - Provide continued funding for a sufficient number of sound meters that have A, and C weighting capabilities. - Amend Parks code to change sound curfew extension requests from the current 10 pm to 2 am to 10 pm to 11 pm.	- Multiple city agencies support technology/equipment funding for devices such as Noise Sentinel technology - PARD staff supports amending outdated sound curfew code as recommended	Requires Council action to implement C weighting. Clean up ordinance on outdated curfew extensions.	Funding required for permanent funding of noise sentinel devices.
H		Fee waivers and City co-sponsored events			
H	1	Establish a policy that the Council may not waive damage deposits for events on parkland			Requires Council action
H	2	Policies to waive fees and expenses for events cosponsored by the Council should be based on specific criteria adopted by resolution of the City Council.			Requires Council action

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H	3	Recommend evaluation of policies concerning the provision of complimentary, no-cost or low-cost tickets, badges or passes to events on city parkland to elected city officials, their staff, and City of Austin Boards and Commission members.			Requires Council action	
I		Items Recommended for Inclusion in the Citywide Special Events Ordinance				
I	1	Require each large event to conduct pre-event planning meetings with stakeholders that will be impacted by the event.	- Austin Center for Events (ACE) leadership attended & presented at meetings. Input received for inclusion into draft Special Events Ordinance, rules or policies - All large PARD events currently host meetings	Recommend continued practice		
I	2	Require events to follow “green events” policies recommended by the PETF.		Recommend incorporation of Task Force feedback into draft ordinance.	Requires Council consideration of Special Events Ordinance	
I	3	Rental and permit fees for street closures should be scaled to the street classification (neighborhood street, corridor street, major road, etc.).	Will require fee study and legal analysis.		Requires Council consideration of Special Events Ordinance	Fee schedule changes
I	4	Rental and permit fees for right-of-way (ROW) closures should be scaled to the size of the ROW and length of closure.	Will require fee study and legal analysis.		Requires Council consideration of Special Events Ordinance	Fee schedule changes
I	5	Fees for street and right-of-way closures should be set so that closures with larger impacts on traffic and public access pay higher fees.	Will require fee study and legal analysis.		Requires Council consideration of Special Events Ordinance	Funding required for study
J		Prior Action Items				
J	1	Funding Parks to national standard levels.			Requires Council action for policy priority establishment.	Funding may be needed for assessment.
J	2	Economic study of park and city events.				Funding required for study