

BYLAWS  
THE AUSTIN PARKS AND RECREATION BOARD  
AUSTIN, TEXAS

ARTICLE I.  
Name

The name of this Board shall be the Austin Parks and Recreation Board of the City of Austin, Texas.

ARTICLE II.  
Purpose

The purpose of this Board shall be to advise the Austin City Council and City Manager on matters pertaining to the acquisition, development, sound management, maintenance and use of parks, recreational facilities and leisure services owned or controlled by the City of Austin. The Board shall establish guidelines to govern its activities.

ARTICLE III.  
Members

- Section 1     The Board shall be composed of nine members, appointed by the Austin City Council, two with Navigation expertise.
- Section 2     Any resident of the City of Austin known to be interested in public parks and public recreation and the proper use of the leisure time of the people of the City, shall be eligible for appointment to the Board.
- Section 3     Appointments shall be made in June of each year for a two-year period, with the Board members to assume their duties at the first regular meeting in June of each year. A term will expire June 1 of the second year thereafter. If the City Council does not make appointments in June for any reason, the Board Member may continue to fulfill that slot on the Board until the new appointment is made. Four members will be appointed in odd numbered years and five members in even numbered years.
- Section 4     Any member desiring to resign from the Board shall submit a letter of resignation to the Chairperson of the Board and to the Mayor and Councilmembers. Vacancies on the Board will be filled by the City Council, with the appointee to serve for the remainder of the term for which the member was originally appointed.
- Section 5     The City Council may appoint members emeriti who, by their expertise in parks and recreation matters, shall serve to advise the Board. A member emeritus may participate in debate, but shall not have the right to vote or make or second motions.
- Section 6     A member who, except in the case of illness, misses three consecutive regular meetings or one-third of all regular

meetings in a twelve month period shall, by ordinance, be removed from the Board.

ARTICLE IV.  
Officers

- Section 1      The officers of the Board shall be a Chairperson, Vice Chairperson and Secretary/Parliamentarian.
- Section 2      The officers shall be elected by the Board at the first regular meeting two months after the annual appointment of members by the City Council to serve for a one year period, or until their successors are elected. The term of office shall begin at the first regular meeting following election.
- Section 3      No member shall hold more than one office at a time.
- Section 4      The Chairperson shall serve to preside at meetings of the Board, and to represent the Board at ceremonial functions. For all other actions, the Chairperson must have the approval of a majority of the entire Board in order to act.
- Section 5      The Vice Chairperson shall serve to preside at meetings of the Board, when the Chairperson is absent, and to represent the Board at ceremonial functions when asked by the Chairperson. For all other actions, the Vice Chairperson must have the approval of a majority of the entire Board in order to act.
- Section 6      The Secretary/Parliamentarian shall serve to preside at meetings of the Board, when both the Chairperson and Vice Chairperson are absent, and to maintain the order of meetings as described in Robert's Rules of Order.
- Section 7      The Chairperson may cast a vote on any issue that comes before the Board.

ARTICLE V  
Meetings

- Section 1      The regular meetings of the Board shall be held on the second and fourth Tuesday nights of each month, unless otherwise determined by the Board. Additional information meetings for Board Members may be scheduled by the Chairperson, but these meetings are not considered regular meetings for attendance purposes and no business will be conducted. The evening meetings shall have a time limit of 11 p.m.
- Section 2      The first regular meeting before the annual report is due to City Council shall be known as the annual meeting, and shall be for the purpose of reviewing the annual report and for any other business that may arise.
- Section 3      Special meetings may be called by the Chairperson, and shall be called upon by a written request from three members of the Board. The purpose of the meeting shall be stated in the

call. Except in cases of emergency, at least three days notice shall be given for a special meeting.

Section 4 A majority of the current voting membership of the Board shall constitute a quorum.

Section 5 The deadline for submission of proposed agenda items is 10 days prior to the meeting.

#### ARTICLE VI Committees

Section 1 The Board shall establish and maintain the following three standing committees: 1) Navigation; 2) Programming; and 3) Land and Facilities.

Section 2 Each standing committee shall consist of at least three members of the Board appointed by the Chairperson, and a Parks and Recreation Department staff member appointed by the Director. This staff member is an ex officio and non-voting member of the committee.

Section 3 The Chairperson of the entire Board shall appoint the Chairperson of each committee from among the members of that committee with the member's consent.

Section 4 Each standing committee will meet on a regularly scheduled basis at least once a month.

Section 5 Each standing committee shall be required to make a formal annual report to the Board at an annual Board retreat to be held in August. The committee's annual report will include but not be limited to short and long term planning, progress under CIP funding and the effects of programming on the operating budget.

Section 6 Each committee shall be responsible for reviewing proposals made by members of the Board, Parks and Recreation Department staff and private citizens regarding the respective areas of responsibility, prior to their presentation to the Board.

Section 7 Recommendations shall meet the following requirements before submission to the Board for its consideration and approval:

A. Develop short and long range plans for major areas within Board jurisdiction.

B. Document relevant citizen input, from inception through each developmental stage of the proposal.

C. Presentation shall be organized in such a manner that related materials are clearly defined. Historical precedents, when applicable, should be explained carefully. It is possible for some items to be presented by the Board as a consent package, or as separate items for the Board agenda.



D. Review by Parks and Recreation Department staff.

E. Minority reports may be submitted by any Board member.

Section 8 In addition to the standing committees, special committees shall be appointed by the Chairperson on approval of the Board, from time-to-time, as necessary to carry out the work of the Board.

Prior notice of intent to make such appointment shall be provided to all board members.

Section 9 The Chairperson shall be an ex-officio, non-voting member of all committees.

#### ARTICLE VII Parliamentary Authority

The rules contained in the current addition of Robert's Rules of Order, Newly Revised, shall govern the Board in all cases to which they are applicable, except when inconsistent with these bylaws or with special rules of order which the Board or City Council may adopt.

#### ARTICLE VIII Amendment of Bylaws

These bylaws can be amended at any regular meeting of the Board by a two-thirds vote of the members present, if a quorum is present, provided that the amendment has been submitted in writing at the previous regular meeting.

Revised and Adopted by Parks and Recreation Board on August 19, 1992.

## REVIEW OF PARKS BOARD BYLAWS

### Proposed Amendments to Bylaws

Amend article V. "Meetings", Section 5, to read: The deadline for submission of proposed agenda items is 5 days prior to the meeting.

C. Presentation should ~~(shall)~~ be organized....amend article V, "Meetings", Section 3, to read: Special meetings...shall be called upon (by) a written request from three members of the Board delivered to the Chairperson and the Staff liaison.

Amend article VI, "Committees", to read: Section 6. Each committee may review ~~(shall be responsible for reviewing)~~ proposals....

Section 7 Recommendations may include the following components ~~(shall meet the following requirements)~~ before submission.....

Submitted by Phil Friday at Retreat Meeting 9-28-96

PARKS BOARD  
STANDING COMMITTEES

NAVIGATION COMMITTEE

Dewayne Naumann, Chair  
Phil Friday  
Louise Nivison, Ex-Officio  
Rosemary Castleberry (EO)  
1st & 3rd Wednesday

LAND & FACILITIES COMMITTEE

Mary K. Isaacs, Chair  
Elaine Carter  
Phil Friday  
Hermelinda Zamarripa  
Rosemary Castleberry (EO)  
5:30 p.m. before each meeting

PROGRAMS COMMITTEE

Erma Linda Cruz-Torres, Chair  
Rocky Medrano  
Marianne Dwight  
Rosemary Castleberry (EO)  
1st & 3rd Mondays

CULTURAL ARTS APPEALS PANEL

Mary K. Isaacs  
Elaine Carter  
Rosemary Castleberry

CITIZEN'S PLANNING COMMITTEE

Phil Friday

CONCESSION COMMITTEE

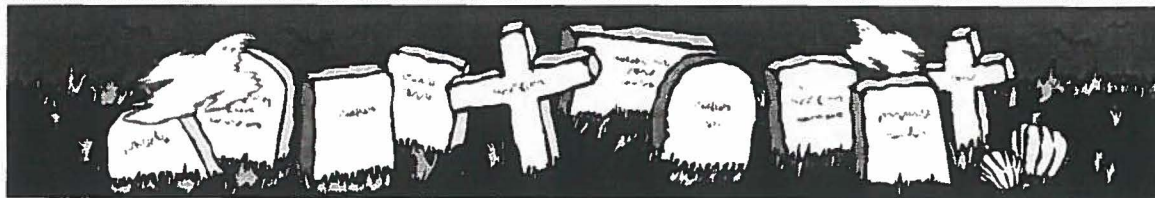
Elaine Carter  
Mary K. Isaacs  
Phil Friday

# 1996 Halloween Events

Friday	October 25	6:00-8:00p	Northwest
		6:00-8:00p	Parque Zaragoza
Saturday	October 26	11:00a-2:00p	McBeth
Sunday	October 27	6:00-8:00p	Auditorium Shores
Wednesday	October 30	6:00pm	Montopolis
		6:00-9:00p	Dottie Jordan
Thursday	October 31	6:30-8:30p	Dove Springs
		6:00p	Givens
		6:00-9:00p	O'AB'C/Pan Am
		6:30-9:00p	South Austin
		7:00-9:00p	Dittmar
		6:30-8:30p	Rosewood

# 1996 Halloween Volunteer Sign Up Sheet

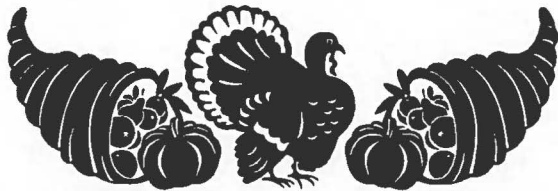
NAME	EVENT/PLACE	DATE	TIME (S)
			

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# 1996 Thanksgiving Dinners

Friday	November 15	11:30 am - 1:00 pm	McBeth
Tuesday	November 19	11:30 am	Dottie Jordan
Thursday	November 21	6:00 pm	Parque Zaragoza
		6:30 pm	Alamo
		7:00 pm	Givens
		7:00 pm	Montopolis
Monday	November 25	6:00 pm	Metz
		6:00 - 9:00 pm	OABC/Pan Am
		6:00 - 8:00 pm	South Austin
Tuesday	November 26	6:30 - 8:00 pm	Dove Springs

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PARKS AND RECREATION BOARD  
NAVIGATION COMMITTEE

GOALS 1995/96

1. Monitor the number of watercraft on Town Lake (4th year) to have information for planning and safety.

- \* This monitoring continued through 1995/96. No numbers are available for 1995/6.

2. Continue working for the removal of safety hazards in Town Lake, Lake Austin and Lake Walter E. Long (on going).

- \* No removal of safety hazards took place during 1995/96

3. Install "No wake" signs for Bee Creek, and mileage markers for for the entire distance of Lake Austin.

- \* The existing "No Wake" buoys were supplemented with additional buoys which appears to have eased the problem. Mileage buoys are now proposed instead of markers. (see 1996/97 goals)

4. Work to remove problems of congestion, both parking and boat traffic, at Walsh Boat landing ramp on Lake Austin (continuation)

- \* Signs were erected in the parking lot designating areas for boat ramp use and for vehicles with trailers. Congestion problems are ongoing and are covered in the 1996/97 goals.

5. Act on and approve/disapprove all applications for construction and/or repair of boat docks and retaining walls that may come before the committee.

- \* The navigation committee reviewed 20 requests for construction on Lake Austin, 18 were approved and 2 denied. Other navigation issues that were considered were the North Lake Austin Ski Club, Walsh Boat Landing parking area, the Lake Travis boating study, and the recommended night time boat speed.

6. Work to improve trash removal from Town Lake and Lake Austin.

- \* Town Lake Clean ups and routine trash removal continued during 1995/96.

PROPOSED GOALS FOR 1996/97

- \* Monitor and and keep records of the number of watercraft, particularly the number of exemptions for gasoline powered watercraft, on Town Lake (5th year) to have information for planning and safety.
- \* Reduce the number of permits issued for gas powered watercraft on Town Lake. Encourage the use of alternative fuel watercraft on Town Lake.
- \* Continue working for the removal, or marking by buoys, of safety hazards in Town Lake, Lake Austin and Lake Walter E. Long. These include submerged hazards such as shoals at the mouths of creeks and underwater obstructions.
- \* Act on and approve/disapprove all applications for construction and/or repair of boat docks and retaining walls that may come before the committee.
- \* Work to improve trash removal from Town Lake and Lake Austin.
- \* Actively pursue funding for a Boating Recreation Study for Lake Austin.
- \* Initiate and support implementation of a Lake Management Plan for Lake Austin.
- \* Support proposed amendments to the Water Safety Act in the 1997 Legislative session. Request that the City include support for the amendments in its 1997 legislative agenda.
- \* Law Enforcement
  - \* Pursue funding for additional manpower and equipment to increase the number and duration of lake patrols.
  - \* Increase and focus patrols at high use/conflict areas.
  - \* Adopt zero tolerance for alcohol and drug impairment,
  - \* Adopt No/low tolerance for violations of Texas Water Safety Act relating to operation of watercraft, including excessive speed, reckless boating, and boat navigation lights, and equipment.
  - \* Encourage and support state legislation providing boating law enforcement block grants and to increase fines for "reckless operation" and "excessive speed".



- \* Investigate and evaluate noise level regulations.
  - Enforcement of the current noise regulations is subjective and can be difficult to enforce. Consideration should be given to establishing a specific decibel noise limit.
- \* Encourage use of "ski-flags" by boats towing a skier.
  - This would be a voluntary program where an orange flag would be displayed by a boat involved in water skiing activities where there is a skier being towed or a possibility that there may be a skier down in the water.
- \* Publicize telephone numbers for reporting unsafe boating behavior. (Emergency - 911)
- \* Publicize availability of boater education classes.
- \* Publicize and enforce Rule of the Road for watercraft using Lake Austin.
  - This requires all watercraft to drive on the right, except to pick up downed skiers.
- \* "Lake Guidelines" brochure.
  - Revise and reprint the "Lake Guidelines" brochure.Expand distribution to businesses located on Lake Austin and local watercraft dealers. Consider installing brochure dispensers at the four public boat ramps on Lake Austin and at Lake Walter E. Long.
- \* Mile/Centerline Markers
  - Installation of buoys, at 1/2 mile intervals, to designate the channel centerline of Lake Austin and assist in the "drive on the right" rule. The buoys would be marked with the corresponding mile zone to identify the location on Lake Austin.
- \* Investigate use of personal water craft in congested areas.
  - Consider designating specific PWC areas, and prohibiting PWCs from specific areas.
- \* Consider implementing "No Wake Zones" in the most congested areas of Lake Austin. These areas are:  
  
Walsh Boat Landing - At all times
  - No Wake Zone across the lake from immediately upstream of Walsh
  - Boat landing downstream to the dam.

Loop 360 Boat Ramp -

- Summer months, Friday evening through Sunday night.
- No Wake Zone across the lake from 150' upstream to 150' downstream of the Loop 360 bridge.

Emma Long Metro Park -

- Summer months, Friday evening through Sunday night.
- No Wake Zone across the width of the lake from the Emma Long boat launch ramp to 150' up stream of the "The Pier".

The zones at Loop 360 and Emma Long would be indicated with bouys that would be placed in the water during the summer months. The bouys would be equipped with a flashing light that would be turned on during the hours of operation of the No Wake Zones.

- \* Require the correct lighting of boat docks by publicity and enforcement.
  - Many of the boat docks along Lake Austin do not have navigation lighting or have lighting that does not comply with the City Code requirements, such as incorrect color lights or spot lights that shine out into the lake.
- \* Action to reduce congestion at the public boat launch ramps on Lake Austin.
  - Severe congestion occurs at Loop 360 and Walsh boat ramps both on the shore with boats waiting to put in the water, parking vehicles, and boats waiting to get out of the water.
- \* Investigate methods to control aquatic weed growth.