



**DRAFT**  
**Annual Internal Review**

**This report covers the time period of 7/1/2021 to 6/30/2022**

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**Parks and Recreation Board**

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**The Board/Commission mission statement (per the City Code) is:**

(A) The Parks and Recreation Board membership should include citizens of the city who are interested in public parks and public recreation and persons who are knowledgeable in recreation matters. The director of the Parks and Recreation Department, the city manager or designee, the director of the Financial and Administrative Services Department, and the city attorney are ex officio members of the board.

(B) The board shall advise the city council and the city manager regarding:  
(1) the acquisition, development, improvement, equipment, programming, and maintenance of all land and facilities managed by the Parks and Recreation Department of the City of Austin;  
(2) the purchase of additional land to be managed by the Parks and Recreation Department of the City of Austin.

(C) The board shall outline a general plan of development for land, facilities, and programs. The board may submit the plan to the Planning Commission and the city manager for detail development, and the city manager may then submit the plan to the city council for approval as may be required by the City Code.

(D) The board shall promote close cooperation between the City and all private citizens, institutions, and agencies interested in or conducting recreational activities, so that all recreational resources within the City may be coordinated to secure the greatest public welfare.

(E) The board shall perform other duties as prescribed by the City Code or as directed by the city council.

1. **Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.**

The City of Austin Parks and Recreation Board has three areas of responsibility in its advisory function to the City Council. The activities this board took for fiscal year 2021-2022 are listed by area below.

- A. **Take action to recommend to City Council and/or Director enhancements, additions, and deletions to Parks and Recreation Department programs and planning.**

August 24, 2021

1. Recommended to the City Council the negotiation and execution of a partnership agreement with The Trail Foundation for the operations, maintenance, and programming for the Ann and Roy Burtler Hike-and-Bike Trail at Town Lake Metropolitan Park.
2. Appointed Board Member Hugman to the Financial Committee and Board Member Cottam Sajbel to the Contracts & Concessions Committee.
3. Recommended to the Parks and Recreation Director approval of the Central Williamson Creek Greenway Vision Plan.

September 14, 2021 Special Called Meeting

1. Recommended to the Planning Commission to deny the applicant's request to exclusively pay fee in lieu of land dedication for Koenig Multifamily (SP-2020-0419C).

September 28, 2021

1. Recommended to the Planning Commission that the Conditional Use Permit for the sale of wine and beer at Zilker Café be denied and further moved that the recommendation apply to any other City Council or Board that considers the item.
2. Recommended that the 305 S. Congress PUD is not superior, with further recommendation for staff to continue to work with the applicant to negotiate the items listed in the resolution, which include the following:
  - Signature parkland must be properly deeded to the City of Austin, rather than left as easement in the PUD amendment, and the deeding of that parkland must be triggered by specific deadlines or progress in new development
  - Parkland dedicated to the City must be approximately nine acres. Six of the acres offered in the PUD amendment are on land that is unbuildable, due to the waterfront overlay

- Control over programming of the public parkland and trail must be awarded to the City of Austin, for public transparency.
- The Grand Staircase, with ADA compliance, must remain located next to Ann Richards Congress Avenue Bridge for public visibility and access to the parkland.
- Retention ponds with runoff from the development must be mitigated; As currently show, one large pond under the bats would be deep enough to require fencing, and all three retention ponds locate runoff from the development on public land, taking valuable land from the signature park
- The proposed 70-foot landing must be moved away from the sensitive area below the bats and shortened to 30 feet, the length required by the ordinance governing building on Lady Bird Lake.
- The trail must be adjusted according to recommendations set by the recently completed Safety and Mobility Study.
- Parkland dedication must increase by 20% per unit, as developers propose additional height and density, in addition to the full nine acres designated in the approved Vision Plan.
- The PUD amendment must provide for appropriate parkland amenities, such as playscapes.
- The PUD must comply with the updated land development code and with the codified rules and regulations from the South Central Waterfront.

and on the staff's list of concerns which include the following:

1. Land Dedication
  - a. Dedicate by deed as public parkland at least 6.78 acres along Lady Bird Lake.
  - b. Remove from deed any conditions regarding park programming.
  - c. Dedicate by park easement, granting public access at least 1.59 acres of plazas and connections; this will need to increase to include all ROW and street connections.
2. Park development
  - a. Include investment of at least \$100 per unit beyond current code (not expressed as a fixed amount)
  - b. Include in the PUD a park plan that commits to specific improvements.
    - i. Committed to even if they are beyond investment in A, above.
    - ii. Tied to and triggered by a phase of development.
3. Triggering
  - a. Set trigger for full dedication of park segments.
  - b. Trigger for each phase in the first half of each phase.
4. Circulation
  - a. Provide pedestrian access from S. Congress to trail and bat viewing area that is fully public, direct, and ADA accessible (Great Steps does not meet all criteria).
5. Water

- a. Remove pond from bat viewing area
  - b. Demonstrate an amenitized design for ponds and rain gardens within parkland
  - c. Include in PUD a cap on square footage of ponds in park area.
6. Land Uses
- a. Remove the following land uses permitted in parkland: Personal Services, Personal Improvement Services, Pet Services.

November 30, 2021

1. Appointed Board Member Moore to the Financial Committee.
2. Approved the 2022 Parks & Recreation Board meeting schedule.
3. Recommended City Council approve the Pease Park Conservancy's Annual Programming Plan for Kingsbury Commons within Pease District Park.
4. Recommended approval of Public Hearing date of February 17, 2022, for the renewal of the Local Standards of Care for the City Parks and Recreation Department's Youth Recreation Programs (20210204-053).

January

1. Approved the recommendation to PARD of the Beverly S Sheffield Northwest District Park Plan.

February

1. Moved to change regular meetings of the Parks and Recreation Board to the fourth Monday of each month.
2. Recommended that City Council adopt as an action item 2022 Summer Camp plans with a focus on resiliency and the COVID-19 Pandemic

March 28, 2022

1. Recommended that City Council pursue all available measures to increase staffing to sustainable levels for all aquatics facilities, with particular emphasis on Barton Springs.
2. Recommended that City Council pursue all available measures to increase staffing to sustainable levels for all summer camp programming.
3. Recommended to City Council the approval of Austin Parks and Recreation Department FY2023 Operating Budget as presented in its Budget Forecast; and the Parks & Recreation Board recommends that City Council make the additional allocations on the "Austin Parks and

Recreation Department Financial Services Division PARB Finance Committee Presentation Under-Resourced Service Expectations, February 28, 2022.”

4. Recommended that City Council support Mayor Pro Tem Alter’s resolution asking that city staff initiate code amendments to the Parkland Dedication Ordinance in City Code Chapter 25-1 to require parkland dedication for office, industrial, and commercial developments. This would include engaging with stakeholders and creating the amendment in a timely manner so a potential fee would be set in the Fiscal Year 2023 budget.

April 25, 2022

1. The board elected Board Member Laura Cottam Sajbel for the officer position of Chair.
2. The board elected Board Member Sarah Faust for the officer position of Vice-Chair.

May 23, 2022

1. The Board discussed near- and long-term goal setting.
2. Chair Cottam Sajbel appointed Board Member Lewis to the Contracts & Concessions Committee.

June 27, 2022

1. After public testimony on the application to rename Pan American Park for Mr. Tony Castillo, the Board recommended that a plaque describing Mr. Castillo’s service be installed at Pan American Park.
2. Chair Cottam Sajbel named a working group of Board Members Lewis, Moore, and Barnard to study solutions to crime and law enforcement in parks.
3. The Board discussed solutions to improve public communication and tracking of public items that are on the Board’s agenda. Board Member Flowers offered to work on a initial spreadsheet to be regularly updated and posted as backup with the Board’s meeting documents.

**B. Recommend to the City Council and/or Director approval of concessions on City parkland designed to serve citizens using the parks:**

October 26, 2021

1. Recommend to City Council the approval of an ordinance waiving up to \$9, 315 in Parks and Recreation Department Asian American Resource Center rental fees for Austin Community College, and authorizing the negotiation of a execution of an Interlocal Agreement with Austin

Community College to provide classrooms at the Asian American Resource Center for English as a Second Language classes and potentially other adult education programs free of charge.

2. Recommend to City Council the negotiation and execution of an amendment to an existing contract with Interment Services, Inc. for continued interment services at city cemeteries and to extend the term by two years.
3. Recommended support of the Waterloo Greenway Creek Delta Project and the Conditional Use Permit for "P" Zoning.

November 30, 2021

1. Recommended to City Council to authorize the negotiation and execution of an agreement with the successful proposer, Ecosystem Design Group, LLC, for land management planning for Department natural areas.
2. Recommended to City Council to authorize the negotiation and execution of an interlocal cooperation agreement with the Austin Independent School District for the use of athletic fields at Delores Duffie and Parque Zaragoza recreation centers.
3. Recommended to City Council to authorize the negotiation and execution of an interlocal cooperation agreement with the Austin Independent School District for the Literacy First Program.
4. Recommended to City Council that all eligible hotel occupancy taxes be utilized as described in this recommendation and the Tourism Commission Parks and Environment Working Group memo.
5. Recommended to City Council to authorize the negotiation and execution of a qualified management contract with the successful proposer, Touchstone Golf, LLC, to provide management and operational services for the golf and tennis operations and related facilities.
6. Recommended amending creation, continuation, termination, or status of a concession including issuance of a Request for Proposal for a concession in Town Lake Metropolitan Park for inclusion in the joint report between the Parks and Recreation Board and the Environmental Commission that is provided to the City Council annually.

March 28, 2022

1. Recommended to the Parks and Recreation Department Director to either 1) extend Contract No. NR120000004 until a Demolition Permit application is submitted on the Waller Creek Boathouse located at 74 Trinity Street or a decision is made that the Waller Creek Boathouse will not be demolished; and/or enter into a Park Operations, Maintenance and Programming Agreement for the current and future boathouse and related

facilities with ARC once an approved Operations & Maintenance Plan is approved by the Parks and Recreation Board and the Austin City Council.

May 23, 2022

1. The Board postponed action on the Republic Square CUP application and asked Contracts & Concessions Committee to research guidelines and created recommendations for Council on alcohol sales in City parks and other parkland facilities.

June 27, 2022

1. The Board again discussed the draft recommendation guiding the decisions for zoning a park for a Conditional Use Permit and sent it back to Contracts & Concessions Committee for additional refinement. postponed action on the Republic Square CUP application, and postponed a vote on the Republic Square Park CUP until those guidelines are written.

**C. Recommend granting temporary and/or permanent easements making repairs or enhancements to City utilities or improving City property adjacent to city parkland through Capital Improvement Projects (CIP) funding.**

September 28, 2021

1. Recommended to the Director to approval of Temporary Use Work and Staging Area (7,204 sq. ft.), not to exceed 30 Calendar Days on parkland located at Lower Bull Creek Greenbelt (7806 N. Capitol of Texas Hwy) for a Total Mitigation Value of \$2,251.

January 25, 2022

1. Recommended to City Council the approval of Permanent Use and Temporary Use of parkland located at Edward Redon S. Metro Park at Festival Beach and Peace Point at Lady Bird Lake Betro Park not to exceed 90 Days for total mitigation of \$327,608.

March 28, 2022

1. Recommended that City Council approve the permanent use and tempoprary use (not to exceed 60 days) of parkland located at Govalle Neighborhood Park and Southern Walnut Creek Trail. Total mitigation is \$67,818.

June 27, 2022

1. Recommended the Premanent Waterwater Use and Temporary Work Area not to exceed 600 calendar days on parkland located at Jimmy Clay Gold

Course, Roy Kizer Golf Course, Onion Creek Soccer Complex, Onion Creek Metropolitan Park N. Entrance, and Onion Creek Metropolitan Park S. Entrance. Total Mitigation is \$818,542.

**D. Determine if the board's actions throughout the year comply with the mission statement.**

*Yes.*

**E. List the board's goals and objectives for the new calendar year.**

A. Take action to recommend to City Council and/or Director enhancements, additions, and deletions to Parks and Recreation Department programs and planning;

B. Recommend to the City Council and/or Director approval of concessions on City parkland designed to serve citizens using the parks; and

C. Recommend granting temporary and/or permanent easements making repairs or enhancements to City utilities or improving City property adjacent to city parkland through Capital Improvement Projects (CIP) funding.

D. The Board this year has prioritized the following goals:

- to focus on ways we can best provide parks-related services to residents,
- to rectify issues that prevent underserved residents from accessing parks,
- to preserve the natural parklands/ecology that make Austin so livable, and
- to identify ways to recognize citizens of all economic levels and ethnicities who have contributed to our communities historically.