



Agenda
PARKS AND ENVIRONMENTAL COMMISSION
May 9, 2016 at 5:00 P.M.

Be It Known That the Converse Parks and Environmental Commission Will Meet For A Regular Meeting on Monday, May 9, 2016 at 5:00 P.M. in the City Hall Conference Room located at 405 South Seguin Street to Discuss and Act On The Following Agenda:

A quorum of the following commissions may be present: Building & Standards Commission, City Council, Economic Development Corporation, and/or Planning & Zoning Commission.

1. Call To Order. (Chairman)
2. Opening Ceremonies. (Chairman)
 - a. Moment of silence.
 - b. Pledge of Allegiance.
3. Roll Call, Establishment of Quorum & Recognition of Visitors. (Chairman)

Unexcused absence from 4/11/16 meeting: Rodger Dennes

Excused absence from 4/11/16 meeting: Anthony Woods

4. Citizens to be heard: This time is provided for Citizens to address the Parks and Environmental Commission on any issues and concerns under the commission's purview. No Parks and Environmental Commission Discussion or Action can be taken if an item is not on the Agenda. Please state your name and address for the record. Remarks should be limited to three minutes (3 min.).
5. Discussion and Appropriate Action of Consent Agenda. (Chairman)
 - a. April 11, 2016 minutes
 - b. April 19, 2016 minutes, facilitation session part I
 - c. April 30, 2016 minutes, facilitation session part II
6. Presentation and Discussion on Future Parks and Community Developments by the Director of Community Development. (John Quintanilla)

7. Discussion and Update on Parks Master/Vision Plan and Strategic Plan Facilitation. (Manny Longoria)
8. Report from the Public Works Director (Manny Longoria)
 - a. Calendar of upcoming rentals – report on any new rentals
 - b. Detailed Financial Report, included in agenda attachments
 - c. Financial Forecast (estimation)
 - d. Updates on grants being applied for / status of grants already applied for
 - e. Update on fences at City Park ballfields
9. Discussion on any new updates or details for potential future events. (Chairman)
 - a. Movies in the Park (Chairman)
 - i. June 4, 2016, City Park Ball Field #2, 8 p.m., “Minions”
 - Sam Perez Jr., event lead
 - Assignments needed:
 - a. Popcorn, candy, and associated items pickup
 - b. Beverages, coolers, and associated items pickup
 - c. Movie pickup
 - b. Back to School event, August 2016 (Chairman)
 - c. Holiday Lights Competition (Chairman)
 - d. Fishing event proposal (Sam Perez)
10. Discussion and Appropriate Action to Create and Propose the 2016 – 2017 Fiscal Year Budget for the Parks and Environmental Commission (Chairman)
11. Discussion and Appropriate Action to Allocate an Additional \$50.82 for Facilitation-Session Expenses Related to the Increased Cost in Catering from the April 30, 2016 Facilitation Session
12. Appropriate Action to Cancel End of School Event approved at March 14, 2016 meeting and reallocate/return the \$1,250 from the End of School Event to the Parks and Environmental Commission’s General Budget. (Chairman)
13. Discussion and Appropriate Action to Allocate \$2,500 for the Back to School Event on August 6, 2016 at City Park Pool from 7 – 10 p.m. (Chairman)
14. Report from City Council Liaison (Councilwoman Nancy Droneburg)
 - a. Converse Museum Update
 - b. Animal Shelter Update
15. Agenda items for next meeting.

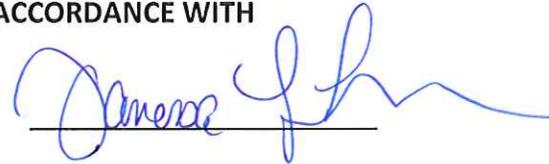
16. Set date and time for next meeting.

a. Annual Parks and Environmental Commission's Report to City Council – Tuesday, June 21, 2016 at 7 p.m. at the regularly-scheduled City Council meeting

17. Adjournment.

CERTIFICATION

I, VANESSA LIMONES, SECRETARY OF THE PARKS AND ENVIRONMENTAL COMMISSION FOR THE CITY OF CONVERSE, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS PREPARED AND POSTED ON THE OFFICIAL BULLETIN BOARDS ON THIS THE 4th of May AT 2:00 P.M WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH THE CHAPTER 551, TEXAS GOVERNMENT CODE.



Vanessa Limones,

Secretary

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE PARKS AND ENVIRONMENTAL COMMISSION WAS REMOVED BY ME FROM THE OFFICIAL BULLETIN BOARD ON _____ DAY OF _____ 2016.

_____ Title: _____

This facility is wheelchair accessible and parking spaces are available. Requests for accommodations for interpretive services must be made within 48 hours prior to this meeting. Please contact the City Secretary's Office at (210) 658-5356 or fax (210) 659-0964 for further information.

Agenda Item 6

To: Parks and Environmental Commission
From: Rick Smith, Chairman
Date: May 3, 2016
RE: Example Ordinances Regarding Mandatory Park Land or Funding For Park Land

Please see the enclosed examples of ordinances that require developers to dedicate park land and/or money for future park land (or similar). Immediately below is selected language from the ordinances; the ordinances in their entirety are attached at the end of the agenda. The Converse City Council could consider a similar ordinance in the near future.

Thank you,
--rick

Kyle Parkland Dedication Definitions (2011)

- *Hike and bike trail* means a strip of land that is dedicated for a trail or pathway for pedestrian circulation, alternative transportation and recreational uses, that is not less than ten feet in width, and that has installed, or is planned to have installed, certain improvements, including but not limited to an all-weather (concrete or asphalt) trail or pathway that is not less than six feet in width, designed and constructed in compliance with standards and specifications adopted and maintained by the city.
- *Neighborhood park* means a public park provided for a variety of outdoor recreational opportunities located within a residential subdivision or within a close proximity or convenient distance of the majority of residences to be served thereby so that the residential subdivision or subdivisions so located shall be the primary beneficiaries of these facilities. These parks are generally smaller in size, being less than 15 acres.
- *Park* means any public park, playground, pool, water-feature, lake, waterway, recreation or open space area, or hike and bike trail including a parking lot within such areas, which is operated, maintained and controlled by the city, and heretofore platted, dedicated, or designated as a public park within the city and its extraterritorial jurisdiction. These parks are generally larger in size, 15 acres or larger, and regionally located throughout the city. Land dedicated for public school land, which contains a park or park land as defined herein shall be

considered a park for the purposes of this section but only to the extent of the actual land dedicated for such a park.

- *Private park* means a recreation area or open space land within a residential area which are not available for public use or which are intended primarily for exclusive use by residents of the residential area, by members of a homeowners association or other organizations. A private park shall be considered a park for purposes of this section but only to the extent necessary for planning purposes. A private park does not meet the cash payment nor park land dedication requirements of this section.
- *Residential area* means any area within a subdivision plat which in whole or in part is platted for the development of dwelling units or residences, whether the same be single-family, multifamily, owner-occupied or rental dwelling units and including townhouses, condominiums and apartments.

City of Cedar Park

CITY OF CEDAR PARK

Section 12.03.016 - Parkland

(a) Purpose. The city council has decided that recreational areas in the form of public parks are necessary and benefit the well-being of the citizens of the city. The council has further decided that a reasonable procedure for establishing such parks is the integration of a parkland dedication requirement into the procedure for subdividing property within the city limits or extraterritorial jurisdiction of the city. All single-family and multi-family residential subdivisions, therefore, shall be required to comply with this section. It is the intention of this section to provide for quality parkland and improvements to those parklands, through either parkland property dedication or parkland cash contributions in lieu of property dedication. The city desires to provide sizable, high quality parkland sites for the use and enjoyment of its citizens. It is intended that such sites be easily accessible to all citizens of the city and easily maintained by city work forces. The director of parks and recreation may recommend to the planning and zoning commission that a proposed parkland site dedication is unacceptable and may require parkland cash contributions in lieu of parkland property dedication. Such payments in lieu of parkland property dedication will be based upon the following criteria.

(b) Definitions.

Cash contribution. An equivalent cash value contribution to the city for parkland property acquisition or parkland improvement costs in lieu of dedication of actual parkland property.

Major residential subdivisions. Subdivisions with fifty (50) or more proposed dwelling units.

Minor residential subdivisions. Those subdivisions with fewer than fifty (50) proposed dwelling units.

(c) Criteria for land dedication.

(2) Properties not required to dedicate parkland.

(A) All residential properties that are classified as minor subdivisions.

(B) The dedication of land or cash contributions shall not apply to existing lots within a recorded plat. All new lots within a re-plat or addition to an existing subdivision shall comply with the parkland dedication or cash contribution requirements as outlined in this article.

(d) Parkland dedication requirements. The dedicated land shall follow the guidelines below:

(2) The amount of land required to be dedicated for parkland will be calculated at a rate of not less than eight (8) acres of parkland per 1,000 ultimate residents or an equivalent ratio thereof. The area of the park to be dedicated shall be measured and calculated to the centerline of any street within the subdivision bounding said park. Parkland must have a minimum of one hundred (100) feet of frontage on a dedicated public street. The following formula shall be used to determine the amount of parkland to be dedicated: $8.0 \times (\text{No Units}) \times (\text{Persons/Units}) = \text{Acres to be dedicated}$.

(3) The number of persons per unit shall be based on data compiled by the city and shall be reviewed and adjusted as necessary. The following figures represent the average number of persons per unit by current density categories, and shall be used to calculate parkland dedication: Gross Density Per Residential Land Persons Per Unit:

From 0 to 6 (Single-Family) 3.0

Over 6 to 20 (Multi-family) 2.0

(4) Where a subdivision plat is submitted for a multi-family residential development and information is not provided concerning the number of units, the city shall assume the highest density allowed in the district applied to the property. If a property is not zoned, the city shall assume a density of twenty (20) units per acre, which represents the highest density allowed in the R-2C district. This assumed density might be adjusted to a figure provided by the developer if recorded as a restrictive covenant enforceable by the city and approved by the city attorney.

(5) When an area of less than five (5) acres is required to be dedicated, the city may elect to accept the land offered for dedication, or refuse the same and require the payment of fees in lieu thereof.

(e) Cash contribution in lieu of land dedication.

(3) Payment schedules for cash contributions in lieu of parkland dedication. The director of parks and recreation shall recommend to the planning and zoning commission that developers of all minor subdivisions meet the parkland dedication guidelines with a cash contribution. The rate shall be set at a rate of seven hundred twenty dollars (\$720.00) per dwelling unit for single-family, four hundred eighty dollars (\$480.00) per dwelling unit for two-family, and four hundred eighty dollars (\$480.00) per dwelling unit for multi-family. The director of parks and recreation may recommend to the planning and zoning commission that developers of all major subdivisions shall meet the parkland dedication guidelines with a cash contribution. The rate shall set at a rate of seven hundred twenty dollars (\$720.00) per dwelling unit for single-family; four hundred eighty dollars (\$480.00) per dwelling unit for two-family; and four hundred eighty dollars (\$480.00) per dwelling unit for multi-family. A park plan that consists of a cash contribution in lieu of parkland dedication as provided for in this section may be approved by the director of the parks and recreation department for a residential subdivision of ten (10) dwellings or less.

City of Round Rock

- It is hereby declared by the city council that open space and recreational areas in the form of parks are necessary for the health, safety and welfare of the public. It is hereby further declared by the city council that a parkland fee in lieu of parkland dedication for residential and nonresidential development is necessary to further the pursuit of obtaining open space and recreational areas.
 - The primary purpose of the parkland requirements is to ensure that the need for parkland that arises from new development is at least partially satisfied by the developer of the new development, so that those who generate the need contribute their proportionate share. Accordingly, when new development occurs, a reasonable contribution is to be made for open space for those who live or work in the new development so that they may engage in active and passive recreational activities within or near the new development. In some instances, the need for parks resulting from new development may be addressed most effectively through the development and acquisition of community or regional parks serving several neighborhoods.
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- **Sec. 36-74. - Parkland calculation for residential development.**

- (a) The developer of a residential subdivision or addition is required to convey the amount of land equivalent to the following percentages of the total acreage of the subdivision excluding any lots zoned for nonresidential use:

Single-family (SFR)	One percent
Single-family (SF-1)	Six percent
Single-family (SF-2)	Eight percent
Manufactured housing (MH)	Eight percent
Two-family (TF)	Fourteen percent
Townhouse (TH)	Sixteen percent
Multifamily - low-density (MF-1)	Sixteen percent
Multifamily - medium-density (MF-2)	Twenty percent
Multifamily - urban (MF-3)	Twenty percent
Senior (SR)	Ten percent

The developer of a residential subdivision or addition will be allowed up to 50 percent credit toward fulfilling the requirements of subsection (a) of this section for land designated as privately owned and maintained park and recreational facilities that are for use by the residents of the subdivision or addition. (Code 1995, § 8.303; Ord. No. G-12-10-11-H4, § XII, 10-11-2012)

• **Sec. 36-80. - Parks improvement and acquisition fund.**

- (a) *Parkland fee.* Parkland fees shall be deposited into the parks improvement and acquisition fund. The city shall account for all parkland fees with reference to the individual additions or subdivisions involved, and all sums received shall be spent or committed by the city within ten years from the recordation of the plat. For purposes of this article, parkland fees shall be considered committed when:
- (1) Under an earnest money agreement for the purchase of parkland;
 - (2) For a park improvement project;
 - (3) In a grant application; or
 - (4) Encumbered fees are not expended because of delays by reason of strikes, court action or any similar impediment which renders it impossible or illegal to spend the money.
- (b) *Use of parkland fees.*
- (1) Parkland fees may be used for acquisition and/or development of public parkland or other recreational facilities. Where fees are received in lieu of parkland conveyance in additions or subdivisions, the parkland fees collected shall be expended on a neighborhood park within the park zone in which the addition or subdivision is located or the park zones surrounding it, for a total maximum area consisting of nine park zones. In the event

that there is not a suitable neighborhood park location within the aforesaid park zones, then the parkland fees collected shall be expended on the closest community park.

- (2) If parkland fees are not spent or committed within the required ten-year time period commencing from the final acceptance of subdivision improvements, the record owner shall be entitled to a refund.

League City Parkland Dedication

(b) General.

(i) A parks and open space system will be planned and established by reviewing the needs of the existing and future population of the city as a whole and providing specific areas dedicated to parks and open space in all planning areas of the city on the basis of standards approved by the City Council through the adoption of the Parks and Open Space Master Plan.

(ii) The cost of acquisition and development of the land for HOA Parks will be borne by the developers of residential property for the purpose of providing amenities for those owning property in the vicinity of such parks. The ultimate costs of operation and maintenance of such parks will be borne by Homeowners Associations or a permanent caretaker.

(iii) The primary costs of acquisition, development and operation of all public parks will be borne largely but not entirely by League City, Harris County or Galveston County; the acquisition and development of parks by the City will be funded through a variety of means, including a Park Dedication Fee.

(b) The City Council declares that all development must have approved parkland. For developments consisting of fewer than 90 residential units, the dedication of an area of land required under this section will be proportional to 1 acre per 90 residential units provided that a minimum of one-quarter ($\frac{1}{4}$) of an acre of HOA Park land is provided. This requirement shall neither be waived nor satisfied through the payment of a monetary fee, except for development on a site less than one (1) acre, where this requirement shall be completely waived.

Sec. 102-55. Park Dedication Fees

(b) Park Dedication Fees may be used to purchase and or improve land located within the City or its ETJ in accordance with its approved Parks and Open Space Master Plan. The fee shall be \$1,000 per dwelling unit paid by the Developer at the time of the approval of the Final Plat of each section. In the event a Developer elects to pay Park Dedication Fees at the time of the approval of a Master Plan for an entire development, the fee shall be \$800 per dwelling unit.

Agenda Item 10

To: Parks and Environmental Commission
From: Rick Smith, Chairman
Date: May 3, 2016
RE: Requested Fiscal Year Budget

Enclosed for discussion is a proposed budget for the Parks and Environmental Commission.

Thank you,
--rick

Current Fiscal Year Budget	\$7,500	events and other	
Proposed Fiscal Year Budget	\$12,200		
Explanation			
Movies in the Park, each at \$1,100	=	\$4,400	
Fishing Event for Kids (November)	=	\$ 300	
Back to school bash (August 2017)	=	\$2,500	
Other park-related dedications and expenses	=	\$5,000	
Fourth of July Spectacular (July 2017)	=	\$30,000*	
TOTAL BUDGET REQUEST	=	\$12,200	
W/ July 4 th Spectacular	=	\$42,200*	

*July 4th Spectacular budget should be a shared budget with oversight from city staff. Although Parks and Environmental Commission could lead the planning, the budget, the event execution, etc. should be overseen by city staff.

Agenda Item 11

To: Parks and Environmental Commission
From: Rick Smith, Chairman
Date: May 3, 2016
RE: Requested Allocation Increase

The breakfast and lunch for the strategic planning session went over budget by \$50.82 and was changed to the Parks and Environmental Commission Account. I seek your approval to increase the allocation from \$1,100 to \$1,150.82 to cover the increased expenses.

Thank you,
--rick