



MEMORANDUM

TO: Parks and Recreation Board Members

FROM: Michael J. Heitz, AIA, Director
Parks and Recreation Department

DATE: October 7, 1994

SUBJECT: Austin Metropolitan Area Transportation Plan

Mayor Bruce Todd has invited your comments on the draft Austin Metropolitan Area Transportation Plan (AMATP). The Parks and Recreation Department has reviewed the document and has the following comments and recommendations. A copy of the AMATP is included in your packet of Board information.

The AMATP is a long-range transportation plan for the Austin metropolitan area, required by the federal government. The AMATP replaces a comparable plan completed in 1986. The philosophy of the AMATP has been affected by the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 which focuses on broad community and environmental goals, and integration of all methods of transportation, including bicycles and trails.

Although the AMATP provides information forecasting transportation and demographic trends through the year 2020, I will address the bicycle, pedestrian and trail elements, since they relate to park and recreation issues. Other transportation issues will be addressed by other boards and commissions.

The Bicycle/Pedestrian/Trail Element is found in Section 4.4 of the draft AMATP. The Section includes an introduction, and recommendations, and design guidelines.

The Introduction makes the following points:

- Bicycle and pedestrian facilities (on-road and trails) are used for both transportation and recreation, and the bicycle/pedestrian/trail system should be designed to accommodate both needs.
- In a public survey, 2% responded that they bicycle to work or school; 31% said they would if the system was improved.
- Neither transportation engineering standards or development regulations encourage pedestrian or trail facilities.

- Jogging, recreational walking and bicycling are three of the top four most popular outdoor recreational activities in Texas, but the number of trails is low in comparison to other states.
- Trails do not stop at governmental boundaries, so cooperation among jurisdictions is necessary. The Austin Metropolitan Trails Council is beginning a plan for regional trails.

AMATP Recommendations

I will address the recommendations, as they impact park and recreation issues.

Policy A-1: Provide a comprehensive bicycle, pedestrian and trails program which will remove barriers to continuous bicycle and pedestrian travel. I recommend approval; park trails are more useful if they are connected to a larger transportation system, including on-road trails and sidewalks.

Policy A-2: Employ incentives for bicycles and pedestrians as alternatives to the automobile in congested areas. I recommend approval; in a park setting, non-automobile travel will be a more pleasant option by trails that are attractive and link points of travel. Bicycle use could be encouraged by bicycle storage and changing/shower facilities at destination points.

Policy A-3: Design all roadways not legally prohibiting bicycles or pedestrians to accommodate bicycle and pedestrian facilities. I recommend approval; the example of the Johnson Creek trail system parallel to MoPac is could be designed into many major roadways.

Policy A-4: All roadway designs should include facilities for advanced bicyclists, and identify appropriate roadways which could have facilities for casual and beginning bicycle riders. I recommend approval; both the recreational and advanced bicyclist should be served by appropriate roadway designs.

Policy A-5: Adopt a metropolitan bicycle route system. I recommend approval; the Austin Bicycle Plan should identify roadways that are designed and maintained to serve bicyclists. In addition, I recommend the Austin Bicycle Plan include off-road trails.

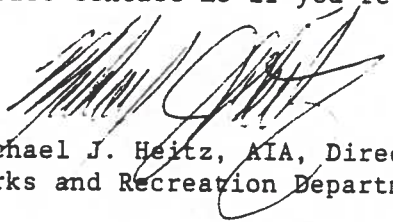
Policy A-6: Solicit public involvement from bicyclists and pedestrians to identify high priority projects. I recommend approval.

Policy A-7: Increase funding for bicycle and pedestrian facilities associated with new roadways. I recommend approval, but suggest off-road bicycle and pedestrian facilities also received funding.

Policy A-8: Support continued development of an off-road trails plan connecting activity centers such as schools, parks, shopping centers and work places. I recommend approval; efforts such as the Austin Metropolitan Trails Council should be supported.

Policy A-9: Adopt design standards to facilitate increased safety and use, and which preserve sensitive environmental features. I recommend approval.

Please contact me if you require additional information.



Michael J. Heitz, AIA, Director
Parks and Recreation Department



MEMORANDUM

TO: Planning Commission
Urban Transportation Commission
Downtown Commission
Environmental Board
Parks and Recreation Board

FROM: Mayor Bruce Todd *B. Todd*

DATE: September 21, 1994

SUBJECT: Request for Comments on Proposed Austin Metropolitan Area Transportation Plan

The Austin Transportation Study has prepared a Review Draft of a proposed Austin Metropolitan Area Transportation Plan. The plan includes policies for all modes of surface transportation as well as transit and road networks.

I invite your comments on the draft plan. They will be helpful to the City Council and our representatives on the Austin Transportation Study's Policy Advisory Committee.

I would appreciate your comments before October 24. Comments received by ATS by that date will be included in a report with an ATS staff response. Please provide your comments to City Council with a copy to ATS.

The PAC is scheduled to consider adoption of the plan on November 14 and December 12.

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 3 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.

Council to nine members, is hereby waived as it applies to the Music Commission.

('81 Code, § 10-6-2) (Ord. 900628-G)

§ 2-4-397 PROCEDURES.

(A) The Music Commission shall meet no less than once a month, and more frequently as may be determined by the Commission.

(B) A quorum of the Music Commission shall consist of a majority of active members in good standing.

(C) Vacancies in an unexpired term shall be filled by Council for the remainder of the term.

(D) The Music Commission may establish rules, regulations or bylaws for Commission procedures.

('81 Code, § 10-6-3) (Ord. 900628-G)

§ 2-4-398 DUTIES.

The Music Commission duties shall be advisory and shall include:

(A) Continuing to study the development of the music industry and providing additional assistance needed to implement additional programs as necessary to meet the needs created by the development of the industry.

(B) Holding public hearings on such matters as affect the music community and industry in Austin and making recommendations on the findings of such hearings to the City Council.

(C) Reviewing any and all other matters which may affect or influence the music industry in Austin which are in keeping with the stated goal of enabling Austin's musicians to achieve national status in the practice of their profession while remaining in Austin, and making appropriate recommendations to City Council;

(D) Advising the City Council on the implementation and development of an Austin Music Channel on the local cable television system in the following ways:

(1) Recommend policies regarding technical quality of programming, and programming

time allocations.

(2) Recommend and explore means to raise funds, in compliance with Chapter 8-5 of the City Code, and other applicable law, to be applied toward costs associated with the channel.

('81 Code, § 10-6-4) (Ord. 900628-G; Am. Ord. 920123-G)

§ 2-4-399 CONFLICT OF DUTIES.

(A) The administration, supervision and enforcement of all contracts relating to the Music Channel shall be discharged by the City Manager, or by his/her designee. The City Manager or his/her designee shall have the duty to inform the Music Commission of any developments relating to the Commission's advisory duties.

(B) To the extent that duties set forth in this Article conflict with duties of the Austin INET/XNET Authority (cable television), this Article shall take precedence.

('81 Code, § 10-6-5) (Ord. 900628-G; Am. Ord. 920123-G)

ARTICLE XIX. PARKS AND RECREATION BOARD

§ 2-4-410 CREATED.

There is hereby created a Parks and Recreation Board.

('81 Code, § 10-4-21)

Cross-reference:

Parks and recreation, see Title XI

§ 2-4-411 MEMBERS.

The Parks and Recreation Board shall be composed of nine citizens of the city who are known to be interested in public parks and public recreation and the proper use of the leisure time of the people of the city, and two of these members shall be knowledgeable in navigation matters; and the Director of Parks and Recreation, the Director of Public Works and Transportation, the Director of Finance and the City Attorney, shall be ex officio members of the Board. The citizen members shall be appointed by the City Council to two-year staggered terms, with the terms of

five of such Board members expiring June 1 of odd-numbered years and the other four terms expiring June 1 of even-numbered years. The citizen members shall serve without pay.

('81 Code, § 10-4-22) (Ord. 910110-H)

§ 2-4-12 ORGANIZATION AND MEETINGS.

The Parks and Recreation Board shall meet for organization immediately after appointment of its members. The Board shall adopt such rules and regulations as it deems best to govern its actions, subject to the general laws of the state, this code and any other ordinances of the city and other action of the City Council.

('81 Code, § 10-4-23)

§ 2-4-13 FUNCTIONS GENERALLY.

(A) The Parks and Recreation Board shall act generally in an advisory capacity to the City Council and the City Manager, in the acquisition, development, improvement, equipment and maintenance of all parks and public playgrounds owned or controlled by the city within and without the city limits. It shall be the duty of the Board subject to such organization and activities set up as the Board may itself determine, within its own organization, to advise the City Manager and City Council concerning the future development of the public parks, playgrounds and recreational facilities of the city, to study and recommend the purchase of additional land and sites therefor, and further to advise the City Council concerning improvements in the maintenance, operation and general welfare of the public parks, playgrounds and recreational facilities and the use of the same by the public.

(B) With reference to the development of any new parks and playgrounds, it shall be the duty of the Parks and Recreation Board to outline the general plan of development, including landscaping, roads, trails, buildings and equipment, which plans shall be submitted to the City Planning Commission and the Department of Public Works for detail development, and such plans shall then be submitted to the City Council for adoption or change as may be advisable. Upon the completion of any such plans or programs for any parks or recreational facilities now acquired or to be acquired, it shall not be lawful for any employee or department of the city to deviate from such plans or programs as outlined by the Parks and Recreation

Board and approved by the City Council, without submitting such changes to both the Board and the City Council for approval.

('81 Code, § 10-4-24)

§ 2-4-14 COOPERATION WITH CITIZENS, AGENCIES, AND THE LIKE.

The Parks and Recreation Board shall at all times seek to promote close cooperation between the city and all private citizens, institutions and agencies interested in or conducting recreational activities, to the end that all recreational resources within the city may be coordinated to secure the greatest public welfare.

('81 Code, § 10-4-25)

ARTICLE XXX RENAISSANCE MARKET COMMISSION

§ 2-4-420 RENAISSANCE MARKET COMMISSION.

(A) There is hereby established a Renaissance Market Commission. Such Commission shall be composed of seven members, appointed by the City Council. Said members shall be appointed to two-year staggered terms.

(B) The City Manager shall provide the appropriate administrative support to assist the Renaissance Market Commission in its endeavors.

(C) The members of the Renaissance Market Commission shall meet for organization immediately after the members have been appointed. The Commission shall select its Chairperson and appoint such committees as it may, from time to time, determine necessary for the proper performance of its duties.

(D) The Renaissance Market Commission shall adopt such rules and regulations as it deems best to govern its actions, subject to the general laws of the state, this Code, the Charter, and any other ordinances of the city and other action of the City Council and shall comply with Tex. Rev. Civ. Stat. Ann. art. 6252-17, also known as the Texas Open Meetings Act. The Commission shall meet not less than once a month. At all meetings the majority of the Commission shall

1993-94 PARKS AND RECREATION BOARD GOALS
BY COMMITTEE

Concessions Committee

1. Study train concession in Zilker Park.
2. Refine concession policy and submit it to Austin City Council for adoption.

ad hoc Concessions Committee Membership
1993-94

Erma Linda Cruz-Torres
Marianne Dwight

Land and Facilities Committee

1. Develop policy for public access for the Barton Creek Greenbelt.
2. Develop master plan for Bull Creek Greenbelt for connectivity of park acquisition.
3. Implement project review process through all phases. Status on all projects in process monthly or quarterly.
4. Follow status of all facilities and land acquisition projects approved by voters in the bond election, utilizing Community Development Block Grants (CDBG) funds where appropriate. Implement project review process through all phases. Status on all projects in process monthly or quarterly.
5. Develop master plan for Colorado River Park.
6. Work with neighborhood to develop plan for \$100,000 of improvements at RBJ park to be constructed in 1994.

Next year's Land and Facilities Committee goals and objectives will add the following:

1. Advocate for regular use of CDBG funding for parks projects.

Land and Facilities Committee Membership
1993-94

Eleanor McKinney, Chair
Erma Linda Cruz-Torres
Marianne Dwight
Doug Johnston

Navigation Committee

1. Monitor the number of water craft on Town Lake in order to have information for planning and to prevent overcrowding.
2. Continue working for the removal of safety hazards in Town Lake, Lake Austin, and Lake Walter E. Long.
3. Work to develop a plan for emergency closing of Lake Austin by boat and recreation traffic during emergency closing.
4. Identify safety hazards on Lake Austin by monitoring Lake Austin with Park Police and receiving their input and mark hazards for reasons of public safety.
5. Work to remove problems of congestion (parking and boat traffic) at the Walsh Boat Landing ramp on Lake Austin.
6. To stress the continued decrease of gasoline powered engines on Town Lake and monitor the use of power boats on the lake. Request electric motors to be used when possible. Decrease the number of waivers issued for the use of gasoline powered boats on Town Lake. Benchmark established in 1991-92 with monitoring to continue in 1993-94.
7. To develop a set of recommendations for private property in the upper portion of Lake Austin to minimize loss and damage of property during flood conditions on Lake Austin.
8. To work with the City and staff to develop a permanent facility for Lake Patrol on Lake Austin.

Next year's Navigation Committee Goals and Objectives will remain the same with the exception of dropping #3.

Navigation Committee Membership 1993-94

Ron Cartlidge, Chair
Phil Friday

Program Committee

1. The Programs Subcommittee will become more involved and support:
 - * City Council's number one priority, Youth, Families and Neighborhood Vitality.
 - * Parks and Recreation Department budget issues
 - * Support staff in their endeavors and expect the same in return
 - * Volunteer at Special Events
 - * Work more closely with PARD Advisory Board and support groups

2. The Programs Subcommittee will assist the Parks and Recreation Department in creating a mechanism for a formal reporting structure that will:
 - * Create/standardize guidelines for the operation of all advisory boards and support groups
 - * Establish a reporting structure outlining working relationships with representatives of all advisory boards, Parks Boards and staff.
 - * Establish a formal organization chart outlining the Parks and Recreation reporting structure

Programs Committee Membership
1993-94

Erma Linda Cruz-Torres, Chair
Rocky Medrano