



Annual Internal Review

This report covers the time period of 1/1/2021 to 12/31/2021

Financial Committee of the Parks and Recreation Board

The Finance Committee mission statement (per the City Code) **is:** to serve in an advisory capacity to the full board on issues related to budget, including fees, revenue, funding and other financial matters of the Parks and Recreation Department.

- 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.**

2021 Overview

The Financial Committee of the City of Austin Parks and Recreation Board met a total of six times in 2021. The committee met in April, May, June, August, October, and November.

February 2021

Finance Committee meeting was cancelled due to weather conditions.

March 2021

Finance Committee meeting was cancelled due to conflict with special called City Council meeting.

April 2021

Discussion and possible action on the 2021 meeting schedule including time of day to conduct meeting.

Action Taken: A motion to have the 2021 meeting schedule as the 2nd Monday of each month in the 1-5pm time slot was passed unanimously.

Presentation, discussion, and possible action regarding a recommendation to the Parks and Recreation Board as it relates to requests for additional funding to address Fiscal Year 2022 under resourced service expectations.

Action Taken: A motion to recommend to the Parks and Recreation Board to recommend to the City Council that consideration be given to funding the following under resourced service expectations in the Fiscal Year 2022 budget:

Increased summer camp capacity, Additional park ranger resources, Added security services for various pool facilities, Enhanced department-wide security support, Additional staffing at Barton Springs Pool, Increased Athletics maintenance support, Increased department-wide training support, and Extended hours at Bartholomew Pool passed unanimously.

Presentation, discussion, and possible action regarding a recommendation to the Parks and Recreation Board as it relates to the Parks and Recreation Department Fiscal Year 2022 budget.

Action Taken: A motion to recommend to the Parks and Recreation Board the acceptance the Fiscal Year 2022 budget as presented by the Parks and Recreation Department passed unanimously.

Discussion on the purpose and intent of the Finance Committee

Action Taken: Received presentation from Committee Chair Faust and discussed purpose and intent of the Finance Committee.

Discussion and possible action on Committee agenda development for 2021.

Action Taken: Discussed possible agenda topics.

May 2021

Presentation and discussion of the process for the annual adoption of fees and charges.

Action Taken: Received presentation from staff.

Discussion on Committee agenda development for 2021.

Action Taken: Discussed agenda development for 2021.

June 2021

Presentation, discussion and possible action regarding the Tourism Commission Parks and Environment Working Group Recommendations related to Hotel Occupancy Tax.

Action Taken: Received presentation from Mike Cannatti, Tourism Commission Member.

July 2021

No Finance Committee Meeting traditionally scheduled during the month of July.

August 2021

Presentation and discussion of park maintenance and park district fees as possible alternative funding mechanisms

Action Taken: Received presentation from staff.

Discussion of Parks and Recreation Department Fiscal Year 2021 revenue activity summary memo.

Action Taken: Received presentation from staff.

Discussion of Fiscal Year 2022 budget process.

Action Taken: Received presentation from staff.

September 2021

Finance Committee meeting was cancelled due to scheduling conflict.

October 2021

Discussion and possible action on Park Districts and Park Fees in follow up from August 18, 2021 presentation.

Action Taken: Received presentation from staff.

Discussion and possible action on a recommendation to the Parks and Recreation Board regarding Hotel Occupancy Tax.

Action Taken: Received presentation from Committee Chair Faust.

Presentation, discussion and possible action on Parks and Recreation Department Strategic Planning Follow Up Audit by City of Austin Office of the City Auditor

Action Taken: Received presentation from staff.

November 2021

Presentation and discussion regarding the Fiscal Year 2023 budget development process.

Action Taken: Received presentation from staff.

Discussion and possible action on Park Districts and Park Fees in follow-up from August 18, 2021 presentation.

Action Taken: Received and discussed a presentation from Board Member DePalma.

Discussion and possible action on a recommendation to the Parks and Recreation Board regarding Hotel Occupancy Tax.

Action Taken: A motion making recommendation to the Parks and Recreation Board regarding the use of all eligible Hotel Occupancy Tax was passed unanimously.

Presentation, discussion and possible action regarding the Committee annual report and review of Committee topic list.

Action Taken: Discussed the Committee annual report and review of Committee topic list.

Discussion and possible action on the 2022 Committee meeting schedule.

Action Taken: Received presentation from staff and motion adopting 2022 meeting schedule was unanimously passed.

December 2021

No Finance Committee meeting traditionally scheduled during the month of December.

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

All activities of the Committee were within the scope of the mission statement.

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

In 2022, Finance Committee will adhere to a regular meeting schedule to review, discuss, and act on items within the scope of the mission of the Committee. The Committee will continue to provide advice and recommendations to the full Parks and Recreation Board concerning issues related to budget, including fees, revenue, funding, and other financial matters managed by the Parks and Recreation Department.