





MEMORANDUM

TO: Mayor and City Council Members

THROUGH: Stephanie Hayden-Howard, LMSW, Assistant City Manager 

FROM: Angela Means, MPA, Interim Director
Austin Parks and Recreation Department 

DATE: October 16, 2024

SUBJECT: **Update on Parkland Agreements between Nonprofit Organizations and the Parks and Recreation Department (Resolution No. 20200312-041)**

This memorandum serves as a progress update related to [Resolution No. 20200312-041](#), which directed the City Manager to work with parks nonprofit partners who have established relationships with the Austin Parks and Recreation Department (PARC), including, but not limited to, The Trail Conservancy and Pease Park Conservancy, to create opportunities for partnership agreements that benefit the community, and outline roles and responsibilities between these groups and PARC.

In collaboration with the City's Law Department, PARC continues to draft and negotiate partnership agreements. Agreements in development include the Zilker Botanical Garden Conservancy, Fruitful Commons, and the Austin Parks Foundation.

To ensure equitable outcomes and meet the resolution's intent of furthering public benefit, a multi-year approach continues to be needed. PARC is making progress in finalizing draft agreements with multiple partners, who are at various levels of readiness. A new progress update will be issued in February 2025 and is expected to include details on fully negotiated and signed partnership agreements.

Additionally, a webpage has been created that provides more information on what we call "PARC PARKner" configurations and activities and can be found at [PARC PARKnership](#).

Further, PARC is partnering with Austin Public Health's internal auditors to review current agreements. The main objective of a contract audit is to ensure that all parties involved in a contract are meeting their obligations and that the contract is being executed properly. Other objectives of a partnership agreement audit may include:

- Identifying deviations from the agreed-upon terms and conditions.
- Assessing and evaluating partner performance against predetermined metrics.
- Ensuring the partnership agreement complies with legal, regulatory, and internal requirements.
- Providing feedback to improve PARC's oversight of partnership agreements.
- Mitigating risk: Reducing the risk of financial, operational, and reputational losses.

- Identifying opportunities to improve the contract's terms and conditions.
- Uncovering cost-saving opportunities.
- Improving operational efficiency.
- Improving trust with partners and strengthening long-term relationships.

Contract audits can involve reviewing various contract aspects, including pricing, deliverables, timelines, and performance metrics.

Should you have any questions, please contact my office at (512) 974-6717 or angela.means@austintexas.gov.

cc: T.C Broadnax, City Manager
CMO Executive Team