

**Notice of Meeting for the
Parks and Recreation Advisory Board
of the City of Georgetown
October 11, 2018 at 6:00 PM
at 1101 N. College Street, Georgetown, TX 78626**

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 113 East 8th Street for additional information; TTY users route through Relay Texas at 711.

Regular Session

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

- A Call to Order - Jim Hougnon, Parks and Recreation Advisory Board Chair
- B Roll Call - Jim Hougnon, Parks and Recreation Advisory Board Chair
- C Parks and Recreation staff member introduction and presentation - Kimberly Garrett, Parks and Recreation Director
- D Update from the Friends of Georgetown Parks and Recreation - Danelle Houck, Parks and Recreation Advisory Boardmember
- E Project Updates and Staff Report - Eric Nuner, Assistant Director of Parks and Recreation

Legislative Regular Agenda

- F Consideration and possible action to recommend approval of a BuyBoard purchase of playground equipment from GameTime of Fort Payne, Alabama, in the amount of \$161,298.93 for phase two of San Gabriel Park renovations. - Eric Nuner, Assistant Director of Parks and Recreation
- G Consideration and possible action to recommend amending Chapter 12.20 of the City of Georgetown Code of Ordinances, entitled Parks and Recreational Facilities. - Eric Nuner, Assistant Director of Parks and Recreation
- H Consideration and possible action to approve minutes from the September 13, 2018 meeting - Jill Kellum, Administrative Supervisor

Adjournment

Adjourn - Jim Hougnon, Parks and Recreation Advisory Board Chair

CERTIFICATE OF POSTING

I, Shelley Nowling, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 113 E. 8th Street, a place readily accessible to the general public at all times, on the _____ day of _____, 2018, at _____, and remained so posted for at least 72

continuous hours preceding the scheduled time of said meeting.

Shelley Nowling, City Secretary

City of Georgetown, Texas
Parks and Rec Advisory Board
October 11, 2018

SUBJECT:

Project Updates and Staff Report - Eric Nuner, Assistant Director of Parks and Recreation

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Eric Nuner, Assistant Director of Parks and Recreation

ATTACHMENTS:

	Description	Type
□	Update	Backup Material

Parks and Recreation

Capital Improvement Projects – October 2018

Garey Park – The Garey House is complete and had its first event on September 9th. The park is substantially complete with punch list items being completed. The equestrian center day pens are being completed, wash rack is complete and the doors for the restroom are awaiting the hardware for installation. The contractor continues to work on punch list items.



Equestrian Center Day Pens



Wash Rack

San Gabriel Park Phase II– Phase II demolition is complete with exception of the Gazebo. Lower park road has been closed to the public and is being worked to prepare for new parking and road. Pavilion bases are being set and readied for concrete. The project is on schedule.



Lower Park Road realignment



Lower Park Road reconstruction

Columbarium – The Columbarium project began the last week of August. Currently the footing have been dug and steel is being set for concrete pour. Work has been delayed due to weather.



Footing Excavation and steel. Preparing for concrete.

Trail Reconstruction – 2018 phase II reconstruction of the San Gabriel River Trail is scheduled to be completed this summer. Staff is assessing current conditions for ADA compliance. The project is being considered as an addition to the Phase II San Gabriel project. No change.

2019 CIP Projects

VFW Park Parking Lot – Staff is working with Prime Construction to prepare a change order to the existing San Gabriel Phase II contract to complete the additional parking lot at VFW Park. Schedule is pending parks board recommendation and council approval.

Berry Creek Neighborhood Park – Staff will be scheduling public input meeting with residents to gather input for future development of the park.

Kelly Park – Renovations through the Capital Repair and Replacement Fund. Public input will be gathered prior to construction.

84 Lumber Park - Staff will start the public input process to gather information for design.

City of Georgetown, Texas
Parks and Rec Advisory Board
October 11, 2018

SUBJECT:

Consideration and possible action to recommend approval of a BuyBoard purchase of playground equipment from GameTime of Fort Payne, Alabama, in the amount of \$161,298.93 for phase two of San Gabriel Park renovations. - Eric Nuner, Assistant Director of Parks and Recreation

ITEM SUMMARY:

Phase two of San Gabriel Park renovations include replacement of non-accessible and non-compliant play equipment. Parks and Recreation staff and RVI, the design consultant worked closely with GameTime to design this space to incorporate unique natural themed play equipment. Additionally, GameTime was the playground supplier for the play equipment for phase one of San Gabriel Park.

The Parks and Recreation Department purchases play equipment directly from GameTime through a cooperative purchase agreement to take advantage of reduced pricing. The equipment will be installed by the general contractor for phase two renovations.

Pricing is based on BuyBoard cooperative pricing which has been competitively bid.

FINANCIAL IMPACT:

Funds are available in account 120-9-0280-90-045 from previously issued general obligation bonds associated with the 2008 voter approved park bond.

SUBMITTED BY:

Eric Nuner, Assistant Director of Parks and Recreation

ATTACHMENTS:

	Description	Type
□	Quote	Backup Material



by Total Recreation Products, Inc.
 17802 Grant Road Cypress, Texas 77429
 Phone: 281-351-2402
 Toll Free: 800-392-9909
 Fax: 281-351-2493

QUOTE
 #81500

09/26/2018

TA-11073-17 Rev 2 City of Georgetown - San Gabriel Park Phase II

City of Georgetown
 Attn: Eric Nuner
 300-1 Industrial Avenue
 Georgetown, TX 78627
 Phone: 512-930-3595
 Fax: 512-930-3566
 eric.nuner@georgetown.org

Ship To Zip: 78627

Quantity	Part #	Description	Unit Price	Amount
San Gabriel Park - Phase II 5-12 Area				
1	RDU	Game Time - TA-11073-17-1A1 San Gabriel Phase II Custom Age 5-12 Unit (GT Standard Components) - <i>Includes all of the standard components used for the custom 5-12 Unit for Phase II of San Gabriel Park</i>	\$21,443.00	\$21,443.00
1	GRANT	Game Time - GameTime Grant Matching Funds	(\$7,608.81)	(\$7,608.81)
1	RDU	Game Time - Freestanding components for 5-12 Unit - <i>These items are excluded from Grant price matching schedule and are discounted separately.</i>	\$39,714.00	\$39,714.00
4	PLX008	PlayWorx GT - POPPY TOPPER - <i>Custom PlayWorx Pieces</i>	\$1,812.00	\$7,248.00
5	PLX009	PlayWorx GT - FREESTANDING POPPY - <i>Custom PlayWorx Pieces</i>	\$1,900.00	\$9,500.00
3	PLX010	PlayWorx GT - FREESTANDING POPPY DROOPING - <i>Custom PlayWorx Pieces</i>	\$1,900.00	\$5,700.00
1	PLX011	PlayWorx GT - 16' V BRIDGE FOR ATTACHING TRINET - <i>Custom PlayWorx Piece</i>	\$32,000.00	\$32,000.00
San Gabriel Park - Phase II 2-5 Area				
1	RDU	Game Time - TA-11073-17-2A1 San Gabriel Phase II Custom Age 2-5 Unit - <i>Comprised entirely of standard GameTime components, no custom pieces needed.</i>	\$41,840.00	\$41,840.00
1	GRANT	Game Time - GameTime Grant Matching Funds	(\$14,846.46)	(\$14,846.46)
San Gabriel Park - Phase II Custom Swing Area				
1	Custom Xscape Swings	PlayWorx GT - Custom Xscape Swings - <i>Custom PlayWorx Piece - Swing Seats quoted separately</i>	\$12,520.00	\$12,520.00

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Quantity	Part #	Description	Unit Price	Amount
2	5167	Game Time - Expression Swing Tandem - <i>Intended for Bay 1</i>	\$1,653.00	\$3,306.00
8	1483	Game Time - 2955 Belt Seat 3 1/2" Od - <i>Intended for Bays 2 through 5</i>	\$238.00	\$1,904.00
2	5128	Game Time - Expression Swing 3 1/2" X 8' - <i>Intended for Bay 6</i>	\$1,333.00	\$2,666.00
1	178749	Game Time - Owner's Kit	\$53.00	\$53.00

Minimum Deposit Required: \$43,000.00

Freight calculated to 1101 N College, Georgetown, TX 78627;
Customer is responsible for meeting the truck for delivery and
unloading. A forklift is recommended.

SubTotal:	\$155,438.73
Discount:	(\$3,418.72)
Estimated Freight:	\$9,278.92
Total Amount:	\$161,298.93

Funds match for Net 30 terms. You can receive \$4,665.99 in additional matching funds if you choose to make payment in full, by check or cash, at the time of your order.

GRANT MATCHING FUNDS ARE AVAILABLE THROUGH OCTOBER 31, 2018, OR UNTIL EXHAUSTION OF FUNDS.

*Surfacing is **NOT** included. Per ASTM / CPSC standards, adequate safety surfacing is required underneath play equipment with a critical fall height.

Equipment Only; Installation **NOT** included.

DUE TO FLUCTUATING FUEL COSTS, FREIGHT SHOWN IS ESTIMATED FREIGHT. ACTUAL FREIGHT WILL BE DETERMINED AT THE TIME OF YOUR ORDER. PLEASE FEEL FREE TO CONTACT US TO VERIFY CURRENT FREIGHT CHARGES PRIOR TO PLACING YOUR ORDER.

Contract: [Buy Board Contract #512-16](#)

Important Terms & Conditions - Please Review

To place an order, you must provide one of the following: a Purchase Order assigned to GameTime; or this Price Quotation, signed by an authorized purchaser, with a check made payable to GameTime. GameTime will also accept payment by Visa, MasterCard, or American Express. A current approved credit application is required for Net 30 terms.

09/26/2018

This quotation explicitly excludes any and all items not expressly specified or identified above. No other product, equipment, or service is included, regardless of any Contract Document, Contract Section, Plans, Specifications, Drawing, or Addendum. Delivery for most GameTime equipment is approximately 5-6 weeks after all order documents have been received and payment terms have been approved. A current, approved credit application is required for N30 terms. To place an order, you must provide a purchase order or a signed Total Recreation Products, Inc. (hereafter described as TRP) quote, assigned to GameTime. Neither general contractor nor subcontractor contracts can be accepted. Purchase documents that contain indemnity or hold harmless conditions cannot be accepted. Retainage is not permitted. The following must be received before your order can be processed: complete billing and shipping addresses, a contact name and phone #, and all color choices. Manufacturer's colors may vary from year to year. You are responsible for ensuring that any required submittal approvals are completed before placing your order for processing. TRP reserves the right to limit submittals to one copy. Shop drawings, bluelines, sepias, are not available. Closeout documents may be limited to GameTime or TRP standard issue. If Sales Tax Exempt, a copy of your tax exemption form or resale certificate must accompany your order, or any applicable sales tax, will be added to your invoice. Most GameTime products are shipped from the Ft. Payne, AL plant. GameTime cannot hold orders or store equipment. Equipment is invoiced when shipped. If a cash sale, your payment must be received in full before the order will be processed. Contractors must also provide copies of current, fully executed bid/performance/payment bonds, as applicable. Pricing shown does not include any charges for permits, bonding, prevailing wage, or additional insured certifications. Unless otherwise noted, any quantity of surfacing or playcurbs quoted has been calculated specifically for the equipment and layout shown. No additional surfacing or curbing is included, and no allowance has been made, for an unlevelled, convoluted or larger site, or for a different layout. Neither GameTime nor TRP is responsible for any surface, curbing, border, or drain that is provided by others. Also please confirm that your area is adequate for the equipment that you are purchasing.

Installation charges, if quoted, are for a "standard" installation unless specifically noted to be otherwise. Installation charges are due upon completion. Standard installations are based upon a soil work site, that is freely accessible by truck, (no fencing, tree/landscaping or utility obstacles, etc.), and level, (+/- 1-2% maximum slope). An accessible water source must be available to the installer. Any site work that is not expressly described is excluded. Standard installation does not include any extra or additional machinery, drillers, etc., for rock excavation. If rock conditions are encountered, additional charges will apply. Standard installations generally require from 2-10 business days to complete, depending upon the amount and type of equipment, site conditions, weather, and the installer's schedule. Work may or may not be performed in consecutive days. Playcurbs are staked in, not set in concrete. Engineered wood fiber and shredded rubber surfacings are spread, not compacted, rolled, or watered. Landscape timbers are not warranted. The Customer is responsible for locating and clearly marking all underground utilities in the installation area before any installation work can begin. The installer is not responsible for damages, repairs, or discontinuance of business due to damaged utilities. If applicable, sprinkler system locates, re-working and repairs are excluded from installation charges. Installation of all products, (equipment, borders, fall surfacing and amenities) are as quoted and approved by acceptance of quotes and drawings. As a precautionary measure, work in progress areas will be taped off at the end of the workday. Pier spoils from installation shall be spread at site, site will be left rough grade. The installer is not responsible for any damages or re-work resulting from after hours events or activities during the work in progress period. Temporary fencing is only provided by specific request, and additional charges will apply. Collectively and/or individually, not the manufacturer, TRP, their representatives, nor the installation company shall be held liable for any damages resulting from misuse, vandalism, or neglect. Any deviations from approved and accepted placement of all items, along with additional work, over and above quoted items, will be chargeable to the customer. Once work is completed the customer will be notified if present at the job site, and all responsibility of any new work will be transferred to the customer. The customer is responsible for maintaining the integrity of completed installation work until all components have seated and/or cured (concrete footings, etc.). Your project site must be completely prepared and ready to receive your equipment before any installation work begins. Acquisition of any and all permits is the sole responsibility of the customer. Additional charges may be billed for any extra hours or trips needed as a result of the work site not being ready. Neither the installation contractor, GameTime nor TRP will be responsible for delays caused by shortages, incorrect parts, weather conditions, other contractors, or lack of site readiness.

If you are receiving your equipment, you are responsible for unloading and accepting delivery from the freight company and reporting any damaged freight or shortages on the freight bill at the time. You will also be responsible for a complete inventory of your received equipment and reporting any discrepancies to us immediately. Neither the freight company nor the manufacturer will resolve shipment discrepancies that are not reported immediately. Make sure that all items have been received before any type of installation work is scheduled. The freight carrier will be instructed to call your designated contact 24 hours before delivery to arrange a delivery appointment.

Once accepted, orders can only be changed or canceled with the consent of GameTime and TRP, and on terms that will indemnify them against loss. Changed or canceled orders are subject to a \$100.00 service charge. Additionally, canceled orders are subject to a 25% restocking fee, plus freight charges (to and from). Built-to-order equipment orders are non-cancelable. Changes to orders that have been shipped and invoiced are subject to the above \$100.00 service charge plus additional restocking/return charges of 25%. Non-returnable items shall be charged at full invoice value. Any return transportation charges shall be for the Buyer's account. Replacement parts are also subject to the cancellation/returns policy. Please carefully review any research information that has been sent to you and confirm that you are ordering the correct replacement parts for your equipment. This quotation is valid 30 days. After 30 days, please request an updated quote. Prices may be subject to material and fuel surcharges at the time of shipment and are subject to change without notice. Current prices will apply at the time of shipment. Acceptance of this quote indicates your agreement to GameTime's credit terms, which are net 30 days, FOB shipping with approved credit. Any deviations from this proposal may invalidate the quoted pricing and/or terms.

09/26/2018

THIS QUOTATION IS SUBJECT TO POLICES IN THE CURRENT GAMETIME PARK AND PLAYGROUND CATALOG AND THE FOLLOWING TERMS AND CONDITIONS. OUR QUOTATION IS BASED ON SHIPMENT OF ALL ITEMS AT ONE TIME TO A SINGLE DESTINATION, UNLESS NOTED, AND CHANGES ARE SUBJECT TO PRICE ADJUSTMENT. PURCHASES IN EXCESS OF \$1,000.00 TO BE SUPPORTED BY YOUR WRITTEN PURCHASE ORDER MADE OUT TO GAMETIME, C/O TOTAL RECREATION.

Please complete and return with your required form of payment:

Acceptance of quotation:

Accepted By (printed): _____

P.O. No: _____

Signature: _____

Date: _____

Title: _____

Phone: _____

Facsimilie: _____

Purchase Amount: **\$161,298.93**

Order Information:

Bill To: _____

Ship To: _____

Company: _____

Company: _____

Attn: _____

Attn: _____

Address: _____

Address: _____

City, State, Zip: _____

City, State, Zip: _____

Contact: _____

Contact: _____

Email Address: _____

Email Address: _____

Tel: _____

Tel: _____

Fax: _____

Fax: _____

For non-taxable purchases: Please also provide a copy of your Sales Tax Exemption Certificate or Resale Certificate.

City of Georgetown, Texas
Parks and Rec Advisory Board
October 11, 2018

SUBJECT:

Consideration and possible action to recommend amending Chapter 12.20 of the City of Georgetown Code of Ordinances, entitled Parks and Recreational Facilities. - Eric Nuner, Assistant Director of Parks and Recreation

ITEM SUMMARY:

The Parks and Recreation Ordinance was last amended in 2012. The recent development and annexation of Garey Park has facilitated the need to amend the ordinance to include activities within the park. This change has also provided the opportunity to review other areas of the ordinance where amendment will be beneficial.

The proposed revisions to the current ordinance provide greater clarification, flexibility and ease of administration for staff in managing policies and regulations to more quickly respond to issues and concerns. Revisions include:

1. Establishment of park hours for public use. Currently, dawn to dusk creates difficulty in enforcement since there is no clear determination of the definition of dawn or dusk.
2. Clarifications on prohibited practices to provide better clarification on authorized activities within City parks.

Staff with the assistance of the Legal Department has reviewed the proposed amendments and compared to other municipalities to develop the recommendations.

FINANCIAL IMPACT:

No financial impact is expected

SUBMITTED BY:

Eric Nuner, Assistant Director of Parks and Recreation

ATTACHMENTS:

	Description	Type
☐	Legal Draft	Backup Material
☐	Clean Draft	Backup Material

CHAPTER 12.20. - PARKS AND RECREATIONAL FACILITIES

Sec. 12.20.010. - Definitions.

"City park" means any property in the City designated as a park, playground, recreational facility, swimming pool or hike and bike path, and shall include buildings, parking lots and driveways in such areas.

"Director" means the director of the City's park and recreational facilities or designee.

"Reserved Facilities" means an area of a City park which may be reserved for the exclusive use of the reserving party and includes, but is not limited to, indoor and outdoor facilities, pavilions, meeting rooms, gathering areas, classes, athletic fields and their adjacent or support areas and facilities.

"U.S. Army Corps of Engineers Park Land" means any property within the City's jurisdictional limits owned by the United States Army Corps of Engineers.

Sec. 12.20.020. - Fees and regulations for City parks.

The City Council authorizes the ~~Parks and Recreation~~ Director to establish usage fees, rental rates, and policies and regulations governing the use of City parks. The ~~Parks and Recreation~~ Director shall provide the City Council with an annual updated fee schedule for the City parks with a summary of changes adopted during the previous year.

Sec. 12.20.025. – Compliance with law is condition of use of City parks.

Any person may use City parks for any lawful purpose; provided however, the use of City parks shall be subject to compliance with all applicable provisions of this Code, state and federal law, and the rules and regulations promulgated pursuant to Section 12.20.020.

Sec. 12.20.030. - ~~Hours open to the public.~~ Park Hours—Generally

A. City parks shall be open to members of the public between the hours of _____ and _____ unless other public use or hours have been posted for such City park or facility or a permit has been issued by the Director authorizing after hours use pursuant to rules and regulations established in accordance with Section 12.20.020 of this Chapter.

~~The City parks shall be open to the general public from dawn to dusk daily, except as follows or specifically posted otherwise:~~

~~A. Hike and Bike Trail. The hike and bike trail along the San Gabriel River shall be open to the general public between the hours of 5:00 a.m. to 11:00 p.m.~~

B. It shall be unlawful for any person to remain within any City park or facility outside of the hours designated or permitted for its use who fails to leave immediately after being requested to do so.

~~B. Lighted sport courts (e.g. basketball, tennis, volleyball, skating) shall close at 11:00 p.m.~~

~~C. San Gabriel Park shall close at 12:00 a.m.~~

~~D. Rental Events. This Section shall not apply to persons attending events for which a portion of a City park has been rented or reserved pursuant to the regulations established by the Parks and Recreation Director.~~

~~E. Special Events. This Section shall not apply to persons attending an event permitted by the City as a special event pursuant to Chapter 12.24.~~

~~F. This Section shall not apply to the showbarn, rodeo area, and GYBA baseball fields within San Gabriel Park.~~

~~G. This Section shall not apply if the afterhours use is authorized by the Parks and Recreation Director.~~

Sec. 12.20.040. - Closure of City parks.

The ~~City Parks and Recreation Director, or his designee,~~ may declare any City park, or part of any City park, closed to the general public at any time and for any interval of time, either temporarily or at regular or stated intervals.

Sec. 12.20.050. - Prohibited practices.

- A. Golf Driving Range. It shall be unlawful to drive, pitch, hit or strike a golf ball in a City park ~~except in areas where signs designate an area for such use.~~
- B. Hunting, Bow Fishing, or Releasing Animals. It shall be unlawful to hunt, bow fish or release any animal within City park boundaries.
- C. ~~Use of Certain~~ Glass Bottles. No person shall use or possess any glass beverage bottle in City parks. This shall not apply to foodstuffs in glass containers or wine and liquor bottles used in the Community Center and Garey House.
- D. Cliff Jumping, or Diving. It shall be unlawful for any person to dive or jump from any cliff or rock face in a City park. It shall be unlawful to knowingly, recklessly, or with criminal negligence, cause any person to dive, jump or fall from any cliff or rock face in a City park.
- E. Horses. Horses are not allowed at any time ~~on the hike and bike trails~~ within City parks except authorized areas of Garey Park.
- F. Commercial Business Activities. It shall be unlawful to conduct any commercial or business activities of any kind for which any participation or admission fee is charged or any revenue is otherwise derived in a City park unless otherwise authorized by agreement with the City or by permit.
- ~~G. Use during certain hours. It shall be unlawful for any person to remain in, enter into or trespass upon any City park during the hours the City park is closed to the public, unless otherwise authorized by the Parks and Recreation Director.~~
- G. Animals. It shall be unlawful to bring any dangerous animal to any City park. Except in the off-leash areas designated pursuant to Section 12.20.070, it shall be unlawful to permit any dog to be in any City park, unless such dog is on a leash. Except as provided above with regard to horses, it shall be unlawful for any person to bring or harbor any other animal in City parks.
- H. Reserved facilities. It shall be unlawful for any unauthorized person to enter a reserved facility or are during the period of time the facility is reserved or to remain or return to a reserved facility after being given notice to leave.
- I. Motor Vehicles. It shall be unlawful for any person to operate, drive, or ride any motor vehicles within a City park on a surface other than a road, street or parking lot. This provision is not applicable to city motor vehicles, emergency vehicles, or motor vehicles that have received a permit authorizing its operation.
- J. Parking. It shall be unlawful for a person to park a motor vehicle, other than a city-owned vehicle, within a City park at any place not designated as a parking area or otherwise authorized by permit.
- K. Disruption of Authorized Activity. It shall be unlawful for any person to knowingly disrupt an authorized activity conducted in a City park and it shall be unlawful for any person to remain in an area of a City park if the person is advised that the person's behavior is

disruptive and the person is instructed to leave the property by a supervisor of the department.

Sec. 12.20.060. - Special rules for U.S. Army Corps of Engineers Park Land.

- A. The rules and regulations found in Title 36 United States Code "Parks, Forests, and Public Property," Chapter III U.S. Army Corps of Engineers, Part 327 "Rules and Regulations Governing Public Use of Water Resources Development Projects Administered by the Chief of Engineers," as the same may be amended from time to time, are hereby adopted and incorporated herein by reference for all purposes and are applicable to the U.S. Army Corps of Engineers Park Land.
- B. City personnel shall have the authority to enforce the rules and regulations adopted by reference in Subsection A. of this Section on U.S. Army Corps of Engineers Park Land.

Sec. 12.20.070. - Off-leash dog recreation areas.

- A. Off-leash dog recreation areas shall be established by the City Council in consultation with the City's Parks and Recreation Board, and due consideration shall be given to operational and animal regulation and care issues, including but not limited to:
 - 1. Security measures to assure that the unleashed dogs remain contained within the dog recreation area;
 - 2. Control of noise and other potential nuisances that might affect nearby land uses;
 - 3. Parasite control;
 - 4. Feces control within the dog recreation area and feces runoff from the dog recreation area; and
 - 5. Provisions for dogs that do not participate in compliance with the applicable regulations.
- B. Dogs with two or more documented aggressive incidents in the off-leash dog recreation areas shall be banned from off-leash dog recreation areas. If an owner takes a dog or allows someone else to take a banned dog to an off-lease recreation area after receiving notice of two or more aggressive incidents, the owner shall be in violation of this provision.
 - 1. Aggressive incidents are defined as a display of menacing or threatening behavior including but not limited to a bite causing a wound, pierce or cut of a person or another dog.

Sec. 12.20.080. - Violation—Penalty.

Any person violating any provision of this Chapter is deemed guilty of a misdemeanor, and upon conviction thereof, shall be punished by a fine in accordance with the provisions of Section 1.08.010. Each and every violation shall constitute a separate offense.

CHAPTER 12.20. - PARKS AND RECREATIONAL FACILITIES

Sec. 12.20.010. - Definitions.

"City park" means any property in the City designated as a park, playground, recreational facility, swimming pool or hike and bike path, and shall include buildings, parking lots and driveways in such areas.

"Director" means the director of the City's park and recreational facilities or designee.

"Reserved Facilities" means an area of a City park which may be reserved for the exclusive use of the reserving party and includes, but is not limited to, indoor and outdoor facilities, pavilions, meeting rooms, gathering areas, classes, athletic fields and their adjacent or support areas and facilities.

"U.S. Army Corps of Engineers Park Land" means any property within the City's jurisdictional limits owned by the United States Army Corps of Engineers.

Sec. 12.20.020. - Fees and regulations for City parks.

The City Council authorizes the Director to establish usage fees, rental rates, and policies and regulations governing the use of City parks. The Director shall provide the City Council with an annual updated fee schedule for the City parks with a summary of changes adopted during the previous year.

Sec. 12.20.025. – Compliance with law is condition of use of City parks.

Any person may use City parks for any lawful purpose; provided however, the use of City parks shall be subject to compliance with all applicable provisions of this Code, state and federal law, and the rules and regulations promulgated pursuant to Section 12.20.020.

Sec. 12.20.030. - Park Hours—Generally

- A. City parks shall be open to members of the public between the hours of 5 a.m. and 10 p.m. unless other public use or hours have been posted for such City park or facility or a permit has been issued by the Director authorizing after hours use pursuant to rules and regulations established in accordance with Section 12.20.020 of this Chapter.
- B. It shall be unlawful for any person to remain within any City park or facility outside of the hours designated or permitted for its use who fails to leave immediately after being requested to do so.

Sec. 12.20.040. - Closure of City parks.

The Director may declare any City park, or part of any City park, closed to the general public at any time and for any interval of time, either temporarily or at regular or stated intervals.

Sec. 12.20.050. - Prohibited practices.

- A. Golf Driving Range. It shall be unlawful to drive, pitch, hit or strike a golf ball in a City park
- B. Hunting, Bow Fishing, or Releasing Animals. It shall be unlawful to hunt, bow fish or release any animal within City park boundaries.
- C. Glass Bottles. No person shall use or possess any glass beverage bottle in City parks. This shall not apply to Garey House, or to foodstuffs in glass containers or wine and liquor bottles used in the Community Center.
- D. Cliff Jumping, or Diving. It shall be unlawful for any person to dive or jump from any cliff or rock face in a City park. It shall be unlawful to knowingly, recklessly, or with criminal negligence, cause any person to dive, jump or fall from any cliff or rock face in a City park.
- E. Horses. Horses are not allowed at any time within City parks except authorized areas of Garey Park.
- F. Commercial Business Activities. It shall be unlawful to conduct any commercial or business activities of any kind for which any participation or admission fee is charged or any revenue is otherwise derived in a City park unless otherwise authorized by agreement with the City or by permit.
- G. Animals. It shall be unlawful to bring any dangerous animal to any City park. Except in the off-leash areas designated pursuant to Section 12.20.070, it shall be unlawful to permit any dog to be in any City park, unless such dog is on a leash not to exceed six foot in length. Except as provided above with regard to horses, it shall be unlawful for any person to bring or harbor any other animal in City parks.
- H. Reserved Facilities. It shall be unlawful for any unauthorized person to enter a reserved facility or are during the period of time the facility is reserved or to remain or return to a reserved facility after being given notice to leave.
- I. Motor Vehicles. It shall be unlawful for any person to operate, drive, or ride any motor vehicles within a City park on a surface other than a road, street or parking lot. This provision is not applicable to city motor vehicles, emergency vehicles, or motor vehicles that have received a permit authorizing its operation.
- J. Parking. It shall be unlawful for a person to park a motor vehicle, other than a city-owned vehicle, within a City park at any place not designated as a parking area or otherwise authorized by permit.
- K. Disruption of Authorized Activity. It shall be unlawful for any person to knowingly disrupt an authorized activity conducted in a City park and it shall be unlawful for any person to remain in an area of a City park if the person's behavior is disruptive and the person is instructed to leave the property by a department representative.

Sec. 12.20.060. - Special rules for U.S. Army Corps of Engineers Park Land.

- A. The rules and regulations found in Title 36 United States Code "Parks, Forests, and Public Property," Chapter III U.S. Army Corps of Engineers, Part 327 "Rules and Regulations Governing Public Use of Water Resources Development Projects Administered by the Chief of Engineers," as the same may be amended from time to time, are hereby adopted and incorporated herein by reference for all purposes and are applicable to the U.S. Army Corps of Engineers Park Land.
- B. City personnel shall have the authority to enforce the rules and regulations adopted by reference in Subsection A. of this Section on U.S. Army Corps of Engineers Park Land.

Sec. 12.20.070. - Off-leash dog recreation areas.

- A. Off-leash dog recreation areas shall be established by the City Council in consultation with the City's Parks and Recreation Board, and due consideration shall be given to operational and animal regulation and care issues, including but not limited to:
 - 1. Security measures to assure that the unleashed dogs remain contained within the dog recreation area;
 - 2. Control of noise and other potential nuisances that might affect nearby land uses;
 - 3. Parasite control;
 - 4. Feces control within the dog recreation area and feces runoff from the dog recreation area; and
 - 5. Provisions for dogs that do not participate in compliance with the applicable regulations.
- B. Dogs with two or more documented aggressive incidents in the off-leash dog recreation areas shall be banned from off-leash dog recreation areas. If an owner takes a dog or allows someone else to take a banned dog to an off-leash recreation area after receiving notice of two or more aggressive incidents, the owner shall be in violation of this provision.
 - 1. Aggressive incidents are defined as a display of menacing or threatening behavior including but not limited to a bite causing a wound, pierce or cut of a person or another dog.

Sec. 12.20.080. - Violation—Penalty.

Any person violating any provision of this Chapter is deemed guilty of a misdemeanor, and upon conviction thereof, shall be punished by a fine in accordance with the provisions of Section 1.08.010. Each and every violation shall constitute a separate offense.

City of Georgetown, Texas
Parks and Rec Advisory Board
October 11, 2018

SUBJECT:

Consideration and possible action to approve minutes from the September 13, 2018 meeting - Jill Kellum, Administrative Supervisor

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Jill Kellum, Administrative Supervisor

ATTACHMENTS:

	Description	Type
□	September 13 meeting	Backup Material

**Minutes of the Meeting of the
Parks and Recreation Advisory Board
City of Georgetown, Texas
September 13, 2018**

The Parks and Recreation Advisory Board met Thursday, September 13, 2018 at 6:00 pm at 1101 N. College Street, Georgetown, TX 78626.

Regular Session

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

A Call to Order

The meeting was called to order by Jim Hougnon at 6:00 pm.

B Roll Call - Jim Hougnon, Parks and Recreation Advisory Board Chair

Staff present: Kimberly Garrett, Eric Nuner, Joe Armstrong, Jill Kellum

Board present: Jim Hougnon, Katherine Kainer, Scott Macmurdo, Larry Gambone, Wayne Beyer, Danelle Houck, Michael Simpson

C Parks and Recreation staff member introduction and presentation - Kimberly Garrett, Parks and Recreation Director

Kimberly Garrett introduced Joe Armstrong, Youth Adventure Program Coordinator. Joe Armstrong has been with the City for 18 years and stated his position started with the After School Action Program and The Georgetown Project and these programs were created for the high risk students. He stated this is a 4 day a week program held through a GISD campus. He states they go rock climbing, spelunking, kayaking, and canoeing. He also does weekend trips for the general public of all ages. He takes teenagers on spring break and summer camp and they go to New Mexico, and Arkansas. He states he loves those trips because he is able to build some relationships with the youth in the community. He offers custom programming for scouts, and other organizations. He also offers senior adventure programs. He states they go kayaking locally and out of the area. Joe Armstrong states he has wilderness first responder certification, rock climbing certification and swift water rescue training and he works together with the challenge course coordinator on programming. Joe Armstrong stated there are usually 12 that can participate; we are limited by transportation and programmers. Joe Armstrong stated he worked at Texas Lions Camp with kids in the summer camp after he graduated from Texas A&M in Fishery and Ecology and Masters in Outdoor Recreation. He started working with kids in summer camps and decided he wanted to work with something other than fish. He started out with administration and decided he liked being with the kids and doing the programs with the kids. He states he loves his job and it is a very fulfilling profession.

D Update from the Friends of Georgetown Parks and Recreation - Danelle Houck, Parks and Recreation Advisory Board member

Danelle Houck stated the Friends of Georgetown Parks and Recreation will have their annual meeting on 09/17. On Saturday, October 27, from 7 pm – 9 pm they will have their Daddy Daughter Dance and it will be a costume ball. On Thursday, November 22nd at 8 am is the 6th annual 5 miler Turkey Trot which the Friends is one of the beneficiaries and the benefits are split with Meals on Wheels and they also collect non-perishables for The Caring Place.

E Project Updates and Staff Report - Eric Nuner, Assistant Director of Parks and Recreation

Kimberly Garrett thanked the Parks Board for attending the ground breaking and ribbon cutting event for the San Gabriel Park Phase I and II renovation. Eric Nuner stated Garey Park is still plugging along and substantial completion is there and they are working on final punch items; specifically in the equestrian arena. The Native Plant Society will be out to do some plant surveys and the Master Naturalist will be starting the wildlife viewing area and hope to be done by October when they have their statewide symposium. Kimberly Garrett stated starting September 1st, Tuesdays will be free admission day. It was asked how usage has been compared to projections. Eric Nuner stated as far as projections there is not enough data yet to know seasonally. With the summer and the first 2 weeks being free it threw the numbers off. There is now a little different usage since summer if over. There are more people on trails where before most of the activity was at the splash pad. There are events at the house with the first weddings completed. There were questions about Garey House for the events as far as staff. Kimberly Garrett stated there are temp on call staff and there may only be one staff member there for an event. There will also be security and there may be porters for custodial issues and set up. Kimberly Garrett stated the splash pad will stay open through the end of October. Eric Nuner stated the San Gabriel Park Renovation is starting and there is consideration on tree preservation. The columbarium is underway with the same weather delays and same contractor. The Meadows Park is complete. Trail reconstruction is a spring project. Staff is working with the ADA consultant. There is a device that will help with grades and slopes as it will identify where improvements need to be done to the trail. The McMaster and Village projects are complete. It was asked if drainage at Garey Park was an issue and Eric Nuner stated there have not been drainage issues. Kimberly Garrett stated there was rain early on which showed some areas that needed to be modified. It was asked about the dog park at Garey Park and Eric Nuner stated there are some gate issues that need some reconstruction and reinforcements that need to be made.

F Presentation and discussion regarding proposed changes to Section 6.06, Common Amenity Area, Section 8.02, Tree Preservation and Protection, and Section 13.08, Parkland, of the Unified Development Code (UDC) regarding Parkland Dedication requirements - Kimberly Garrett, Parks and Recreation Director

Jim Hougnon stated the group met last Tuesday and stated they made good progress. Kimberly Garrett stated at the UDC Advisory Board meeting there was feedback from the UDC committee, the city council and developers and there needs to be a common ground and they will continue to work on something that works for both groups. The biggest thing that came

about from the UDC meeting was the fees. This isn't really their purview, it is the Parks Boards who looks at the fees, the land and the park and what it is supposed to serve. The UDC is supposed to make sure it fits in with the Unified Development Code, through the process and if it conflicts with other subdivision regulation and is it enforceable. The park development fee was discussed and how it can be on a graduated scale based on density. Kimberly Garrett stated one issue was the multifamily and the Parks Board doesn't usually see these because they are required to do common recreation area which is in another code; 6.06. Kimberly Garrett stated they are required to put in certain amenities and impose the same requirement on multifamily as single family. This can be cost prohibitive especially since we are trying to have affordable housing in Georgetown, so the consideration is to have a different scale for the park development fee based on density. The single family probably doesn't have a problem paying the full price but as we get to more house per acre, even apartments is decreasing that. We don't want to call it a credit but a different scale based on density. Kimberly Garrett stated it was proposed to be 50% for the fee for apartments; 20 units per acre. Some of the comments at the UDC were about phasing this in. She stated City Council did not want to phase it in and the developers would like to see it phased in as some of them have land they purchased and are in contract in and they didn't factor that into the project.

Kimberly Garrett stated that on the fee in lieu of land, there were not comments. One developer stated it was going from \$200 per apartment and \$2,000 per apartment which increases their cost per square foot. The park development fee is to fund the park development. The maintenance of the park would be turned over to the city. Kimberly Garrett stated they are making changes to the common recreation area; taking out townhouses and detached multifamily and cleaning up that language. She stated under the tree preservation, developments can get up to a 15 unit reduction for every heritage tree they save on a piece of parkland and right now we don't have a maximum which we would like to impose. We would like the parkland to stay at a minimum of 2 acres. The dedication of parkland is not really changing; there is still one acre per 50 units and cleaning up the language for it to say it is 5 or more. In Section A4 instead of exemptions we are changing the wording to alternatives. We would want them to recommend alternatives to the board. On the park development fee, this is money to be able to develop the park. Kimberly Garrett stated there are 4 standard amenities. She stated it is hard to quantify the fee because we say the value of developing a park is \$250,000 and for us that is from the very beginning to the end which included engineers, landscape architects and permitting. She stated the developer would have all of that built in to their cost and development. The cost of the amenities are not \$250,000 and by having a menu for them to choose from, we can decide if it is appropriate for that particular park. The UDC also suggested having another option which would be listed as; as approved by the park director, which might include something trending at the time. She stated that the presented list came straight from the masterplan. It was stated the wording doesn't include irrigation and reestablishing turf maintenance which she stated she will have that added. It was stated that items need to be spelled out as far as what the parks director approves vs. the board. For credit for private parks, there has been a lot of discussion from the parks board, UDC, city council and the developers. It is proposed to offer up to a 50% credit. The city attorney is now involved

with this and asked what happens if an HOA goes under; who would maintain that park. Kimberly Garrett stated the City would have to take it over, but we have to be willing to accept what they put in. That is where the language can be tightened up, because for instance say we don't want another swimming pool there is a thought of the non-exclusivity. The credit would be for non-exclusive use. She stated she has seen developments that had a swimming pool, splash pad, and a club house that is gated with key access but then next to it is a playground with a picnic pavilion that is open to the general public. She stated a high percentage of people from the neighborhood would be using it but it's not exclusive. There would also have to be language for the HOA and if it meets the City's standard. It was asked if there is signage that states if it is a city park or a private park. Kimberly Garrett stated it is hard to determine in an open area if the people using it are exclusive to that area. Eric Nuner stated the city parks do have consistent signage to show they are a city park. Kimberly Garrett stated to look at it from a liability issue. If it is not exclusive and you let the public on it then the HOA is taking all the responsibility. She stated the non-exclusive is new and we can ask the city attorney about the wording. She also stated that we can also get feedback from developers. For the location site and development standards, the drainage and storm water facilities would not be accepted as a park amenity. The grass drainage areas that can be used as possible soccer fields; that is where we would only accept it and we would not accept a concrete detention basin or a wet pond. It also has to be approved by the board that it was a park feature. For the floodplain we have allowed different percentages and there were no stipulations. Kimberly Garrett feels like some of the floodplains are nice because it allows kids to access streams and rivers and you can develop those. In the revised wording it states to have 2 acres outside the flood plain that we can develop the park on; before we didn't have that. The floodplain makes your park look bigger than what it is. There needs to be a depth defined that we can develop a park 2 acres outside the flood plain. There is a stipulation that these can be reviewed and changed if needed. Kimberly Garrett stated about sidewalks they would have to dedicate land in the masterplan and that is for the trail corridor and that is in Section 12.07 now. It states that if there is a regional trail on the development on the master plan, you have to build that trail and dedicate the land as public or give the easement through there. We haven't had any new development since that was adopted. It states also that you don't get parkland dedication for doing that, it is an accessibility piece. Kimberly Garrett stated she felt we needed to cross reference the other city plans but the UDC stated that is not good practice. Originally there were 19 zones and what has been proposed is 4 zones. In the parks masterplan there are 4 quadrants that are basically the same lines we wanted. Kimberly Garrett stated what staff would like to do, is in October, make a few more changes and get it where it can be posted to the planning department website which will be posted for 30 days. Towards the end of that 30 days staff wants to host a public workshop. All the input received would then be massaged and looked and recommendations would then be brought back to the Parks and Recreation Advisory Board and UDC Board.

Legislative Regular Agenda

F Presentation, discussion and possible action to recommend approval of the proposed cemetery fees. - Kimberly Garrett, Parks and Recreation Director

Kimberly Garrett explained when John Hesser was on the Parks Board he looked at the cemetery and saw it as a losing thing and in the City’s eye they saw it as an obligation that the city was to maintain in perpetuity. He was instrumental in researching some things and found that the trends with cremations was going up. We thought we were solving that need by doing in ground burials for cremation. In the years we have had that option, we have only had a hand full of cremation plot sales. In 2012, city council started setting aside \$75,000 a year into a fund that John Hesser thought would build a reserve fund and the interest off that would help fund the maintenance. The finance department can’t invest in anything that is very lucrative in interest bearing just because we are the city. It was going to take 2 million dollars to generate \$10,000. The city decided that probably wasn’t a good use of a lot of city funds. In researching ideas, we built up about \$150,000 in the cemetery fund, so we basically borrowed the CIP funding to build the columbarium out of the special revenue fund. The idea was that, as we sold the niches we would refund the initial invest and set aside the rest for a fund in perpetuity.

The purpose of this item it to get feedback and direction on the proposed fees for cemetery lots and to set fees for the new columbarium that is being constructed. The concern by City Council in 2012 related to ongoing costs for cemetery maintenance and that eventually all lots will be sold, prompted the need to look for alternatives. Design for a columbarium was approved in 2018 which would offer options for burial as well as help establish a fund for long term maintenance. The columbarium is expected to be ready the end of 2018. In preparation for the opening, fees must be established. Fees for traditional cemetery lots have not been reviewed since 2007 so as part of this fee process, all fees were reviewed. Staff has researched fees charged by many cities for both in ground burials and columbarium. Staff is proposing that the fee for a double burial be the same as the fee for a niche in the columbarium that would hold two urns. Fees for all in-ground burials were also reviewed and an increase is recommended. Included in the fees above is an administrative fee of \$50 and a maintenance fee of \$300. Additional fees would include \$600 for the inscription plate for the columbarium (adjusted periodically due to actual cost). A fee for marking a burial lot for a service, headstone setting or curbing is also proposed at \$100. An attachment is included detailing the fee analysis comparison with other cemeteries. In addition, staff is recommending one fee for all cemetery lots instead of a resident/nonresident fee. Many times the cemetery lot is for a long time resident who did not have a lot, the family from outside the City comes to buy the lot and they are not residents. Staff will be presenting a workshop to City Council on October 9th regarding the cemetery fees.

Current and proposed fees are as follows:

Lot Size	Current Resident Fee	Current Non-Resident Fee	Proposed Fee
Double Lot	\$1,550	\$1,800	\$2,500
Single Lot	\$1,025	\$1,175	\$1,500
Urn Lot	\$575	\$625	\$900

Niche NA NA \$2,500

There was additional discussion about headstones and inscription plates for the columbarium.

Motion made by Mike Simpson, second by Scott Macmurdo to recommend approval of the proposed cemetery fees.

Approved 7-0

G Consideration and possible action to approve minutes from the August 9, 2018 meeting - Jill Kellum, Administrative Supervisor

Motion made by Danelle Houck, second by Katherine Kainer to approve minutes from the August 9, 2018 meeting.

Approved 7 - 0

Adjournment

Adjourn - Jim Hougnon, Parks and Recreation Advisory Board Chair

Motion made by Katherine Kainer, second by Larry Gambone to adjourn the meeting.

Approved 7 -0

Meeting adjourned at 7:55 pm.

James Hougnon, Board Chair

Katherine Kainer, Secretary

Jill Kellum, Board Liaison