



Park Board Committees

ADMINISTRATION AND FINANCE COMMITTEE FUNCTION STATEMENT

The Administration and Finance committee of the Park and Recreation Board usually meets two times per month and is responsible for providing recommendation to the full board and oversight of the items pertaining to the financial, administrative and policy-making functions of the Park and Recreation Department. The Administration and Finance Committee:

- Initiates, reviews and recommends policies and procedures relevant to the direct services provided by the Park and Recreation Department to be consistent with applicable laws, existing policies and the award- winning Renaissance Plan adopted by the Park and Recreation Board in 2002;
- Reviews all naming right requests, joint use agreements, sponsorship opportunities, partnership agreements, large gifts and grant proposals to assure quality, consistency and fairness in the provision of services to our citizens;
- Evaluates and recommends fees and charges for services, marketing income opportunities, revenue retention surcharges, etc., to identify opportunities to maximize revenues to the Park and Recreation Department;
- Reviews and recommends concessions or event contracts which are longer than 1 year in duration, and Park and Recreation non-construction purchasing contracts \$50,000 and greater;
- Reviews and recommends other items related to the administrative, financial, business, concession to event function of the Park and Recreation Department as determined by the Park and Recreation Board President.

Revised: 8/2019

Adopted by Park Board: 11/18/04



Park Board Committees

PLANNING AND DESIGN COMMITTEE FUNCTION STATEMENT

The Planning and Design committee of the Park and Recreation Board usually meets two times per month and is responsible for providing recommendation to the full board and oversight of the items pertaining to the construction, art in public places, capital/bond program functions of the Park and Recreation Department. The Planning and Design Committee reviews and recommends the following:

- Engineering and architectural contracts over \$50,000 unless otherwise requested by the Director or Board President
- Consultant contract amendments and change orders over \$25,000
- Construction plans and specifications over \$50,000
- Construction contract awards over \$50,000
- Construction change orders over \$50,000
- Design-Build alternative delivery methods
- Request for Competitive Sealed Proposals project delivery method
- Land acquisition or sale of park land and easement requests
- Public hearings for change of use of park land (sale, lease, easements, etc.)
- Approval of historical landmark designation
- Park development plans (individual park plans) and master plans (citywide plans)
- Applications (requiring matching grant funds (and/or acceptance of grants
- Development agreements (more than \$50,000 and/or with significant impact to the annual maintenance budget) with private entities (Belo, Friends Groups, etc.)
- Interlocal agreements with other governmental agencies
- Plaque requests and all policies concerning plaques
- Interdepartmental review of plans that may relate to Park and Recreation Department (Trinity, Elm Fork Floodplain Management Study, etc.) are typically briefed and occasionally adopted

Revised: 8/2019

Park Board Approved: 11/18/04



Park Board Committees

Park Board Committees

Administration and Finance:

Chair: Maria Hasbany

Vice Chair: Scott Goldstein

Timothy W. Dickey

Calvert Collins-Bratton

Jeff Kitner

Ernest "Bo" Slaughter

Planning and Design:

Chair: Lane Conner

Vice Chair: Fonya Mondell

Harrison Blair

Vana Hammond

Estanislao Huerta

Rudy Karimi

Daniel Wood