

Council Member Ostrow moves the following staff direction with respect to the Parkland Dedication Ordinance:

1. Implementation Framework
  - a. Implementation work will not begin until the Park Board adopts the City Council-approved ordinance.
  - b. The City Coordinator's office will lead the implementation team. The team will consist of representatives of the City Coordinator, CPED, Regulatory Services, City Attorney, Finance and other appropriate City staff for purposes of determining internal City processes related to implementation of the ordinance. Park Board staff will be invited to attend the implementation team to discuss internal Park Board processes and how they relate to implementation of the ordinance.
  - c. The implementation team will seek Park Board staff's review and comment on implementation work.
  - d. Implementation work will be completed within the timelines set forth in the ordinance.
2. Implementation Process
  - a. Generally
    - i. Establish matrix for development employees by land use type
    - ii. Recommend which City department(s) will be responsible for ongoing implementation and enforcement of the ordinance.
    - iii. Communicate to the Park Board the city's expectations for determining park dedication requirements (e.g. neighborhood needs analysis, annual CIP, etc.).
  - b. Process for Land Dedication
    - i. Determine which City departments will be consulted when reviewing proposed land dedications, including the dedication of privately owned land for public use, and which City department will make the final decision as to whether a dedication is appropriate and would achieve the stated criteria.

- ii. For those projects for which dedication would be appropriate, determine which City department(s) will make the calculation as to the amount of land to be dedicated in lieu of all or part of a park dedication fee and the pro-rated fee if the land dedication is not sufficient.
  - iii. Determine the process and timeline for consultation between the City and Park Board on any proposed land dedication and the timeline in which the Park Board will be required to respond, including whether the decision and response are to be from the Park Board staff or the Board itself.
  - iv. Where privately owned land is dedicated for public use, determine the form of the parkland development agreement in consultation with the Park Board.
  - v. Determine whether it will be the City or Park Board that will be responsible for reviewing the title for any proposed dedication and for administering the conveyance and, if the City will play that role, which City department will be responsible.
  - vi. Determine a process for resolving differences if/when the City and Park Board disagree on land dedication or expenditure of fees.
- c. Process for Fee Payment; Parkland Dedication Special Fund
- i. For those projects for which dedication is not appropriate, determine which City department(s) will make the calculation of the fee payment (including any decreases or refunds depending on changes to the project) and annual adjustments to the fee schedule based on increases in the CPI-U.
  - ii. Determine the appropriate accounting mechanism for the Parkland Dedication Special Fund and whether the City or Park Board will hold the funds collected in this Fund. If the City will hold the funds, determine the process for transferring funds from the Parkland Dedication Special Fund to the Park Board, including identification of which City department will be responsible for administering the transfers and maintaining records of funds received and expended.

- iii. Determine when and how the nexus requirements in the ordinance are applied to the accounts within the Fund.
- d. Process for Proposing, Selecting and Approving Projects for Use of Park Dedication Fees
  - i. Determine an overall process for formulating a medium- to long-term plan for identifying and agreeing upon what park needs (acquisition, development and redevelopment) could and should be addressed through expenditures from the Parkland Dedication Special Fund in the City or areas of the City where significant development may occur.
  - ii. Develop criteria for prioritizing expenditures.
  - iii. Determine an appropriate vehicle for involvement of residents, neighborhoods, businesses and community organizations in the above planning process and in the annual allocation of park dedication fees
  - iv. Determine the role of the City staff and Park Board staff in making recommendations as to the allocation of park dedication fees
  - v. Determine the role of the City Council and Park Board in allocating park dedication fees and the annual process to be used, including how that process will relate to the respective annual budget processes.
- e. Administrative Fee
  - i. Determine when the Park Board will pay to the City the administrative fees referenced in the ordinance.
  - ii. Recommend an approach to the City Council if administrative fees are not paid in a timely manner.
  - iii. Determine when and how the actual City cost of administering the parkland dedication ordinance should be evaluated to determine if any adjustment to the administrative fee is warranted.