



MEMO

TO: Mayor and Town Council

FROM: Shelley DeHart, AICP
Director of Planning

CC: Marsha Sutton, Finance Director

VIA: Peggy Piontek, Interim Town Manager

DATE: February 2, 2010

SUBJECT: Park & Greenway Fund

During the 2008-2009 budget process, the Town Council appropriated \$142,622 of its fund balance, which was estimated to be approximately ½ cent of the tax dollars to be collected, to establish a Park Fund. During the 2009-2010 budget process, the Council decided to permanently establish a Park and Greenway fund by designating ½ cent of the actual tax rate to this fund. As taxes are collected, a specific percentage of the taxes (.5/14.5 currently .03448), is set aside for parks and greenways. It was estimated to be approximately \$145,335 in the budget. Although it has been titled as a Park and Greenway Fund, no specifics as to what these funds would be used for has been determined by Council.

Staff has provided a draft checklist representing a menu of options for your consideration. Staff will compile this information and bring it back in the form of a resolution at a future meeting. The adoption of this resolution will establish clear specifics as to what qualifies as an expenditure within this fund.

Attachment 1 – Draft Park & Greenway Checklist

PARK & GREENWAY QUALIFYING EXPENDITURES

	Yes	No
Park or Greenway Land Acquisition		
Attorney Fees		
Appraisal		
*Associated Documents Preparation & Processing (Maps, Recordings, Public Notices, etc.)		
Parkland and Greenway Development		
Plan Preparation		
Equipment (Park and Site Furnishings, Playground, Exercise systems, Signage, etc.)		
Structures (Gazebos, Buildings, etc.)		
Consultants		
Contracts – Architect, Engineers, Builders		
*Associated Documents - Permits, Recordings, Public Notices		
Employees		
Personnel hired for the purpose of Town Park and Recreation Services		
General Equipment		
Equipment for the purpose of park or greenway Maintenance Services by the Town		
Other		

*Associated Documents must be approved by the Town Manager.