



# PARCS BOARD

## AGENDA

Sugar Land City Hall  
2700 Town Center Boulevard North  
Sugar Land, Texas 77479

TUESDAY, SEPTEMBER 14, 2021

PARCS ADVISORY BOARD

BRAZOS ROOMS 1 & 2

<https://youtu.be/BEJCadGQSsQ>

5:30 PM

### I. ATTENTION

- A. *Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through videoconferencing means. A quorum of the City Council, Board and/or Commission will be physically present at the above-stated location, and said location is open to the public. Audio/Video of open deliberations will be available for the public to hear/view, and are recorded as per the Texas Open Meetings Act.*

*The meeting will live stream at <https://youtu.be/BEJCadGQSsQ>.*

### II. CALL TO ORDER

### III. PUBLIC COMMENT

- A. **Option 1:** Members of the public desiring to submit written comments to be read during the Public Comment or Public Hearing portions of the meeting, will be allowed to submit their comments to the Office of the City Secretary ([citysec@sugarlandtx.gov](mailto:citysec@sugarlandtx.gov)). Written/e-mailed comments must be received by 3:00 p.m., Tuesday, September 14, 2021.

**Option 2:** Members of the public desiring to participate virtually during the set/posted time of the Public Comment or Public Hearing must e-mail ([citysec@sugarlandtx.gov](mailto:citysec@sugarlandtx.gov)) or call ((281) 275-2730) the Office of the City Secretary by 3:00 p.m., Tuesday, September 14, 2021. Once properly registered, the Office of the City Secretary will provide instructions for direct participation during the Public Hearing.

**Option 3:** Members of the public desiring to address the City Council, Board and/or Commission in person with regard to matters on the agenda must complete a "Request to Speak" form and give it to the City Secretary, or designee, prior to the beginning of the meeting.

Each speaker is limited to three (3) minutes, and speakers requiring a translator will have six minutes, regardless of the number of agenda items to be addressed. Comments or discussion by the City Council, Board, and/or Commission Members, will only be made at the time the subject is scheduled for consideration.

**Disclaimer:** The City of Sugar Land reserves the right to remove any written/mailed comments deemed inappropriate or not adhering to the public comment rules outlined in this notice. The City reserves the right to not read any comments containing -

- Links to for-profit sites
- Advertising
- Promotion of illegal activities
- Sexual oriented/explicit comments and sites
- Information promoting discrimination/harassment
- Political/religious rhetoric, advocacy, or commentary

***For questions or assistance, please contact the Office of the City Secretary (281) 275-2730.***

#### **IV. FACT, FINDING, AND RECOMMENDATION**

- A. Consideration of and action on a recommendation of an appeal for fee exemption for the use of City facilities from the Fort Bend County Crime Victims Response Team to the City Manager.

***Kimberly Terrell, Parks and Recreation Assistant Director***

#### **V. WORKSHOP**

- A. Review of and discussion on Senior Center Needs Study.

***Kimberly Terrell, Assistant Director of Parks & Recreation***

- B. Review of and discussion on the Parks, Recreation, and Open Space Master Plan Annual Update.

***Fenglin Du, Parks Development Manager, Parks and Recreation***

#### **VI. DIRECTOR REPORT**

- A. - Parks Topics  
- Upcoming Events  
- Recap of August

***Joe Chesser, Director of Parks & Recreation***

**IF YOU PLAN TO ATTEND THIS PUBLIC MEETING AND YOU HAVE A DISABILITY THAT REQUIRES SPECIAL ARRANGEMENTS AT THE MEETING, PLEASE CONTACT THE CITY SECRETARY, (281) 275-2730. REQUESTS FOR SPECIAL SERVICES MUST BE RECEIVED FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING TIME. REASONABLE ACCOMMODATIONS WILL BE MADE TO ASSIST YOUR NEEDS.**

**THE AGENDA AND SUPPORTING DOCUMENTATION IS LOCATED ON THE CITY WEB SITE (WWW.SUGARLANDTX.GOV) UNDER MEETING AGENDAS.**

**Posted this 10th day of September, 2021 at 2:07 p.m.**



**PARCS Advisory Board Request  
SEPTEMBER 14, 2021**

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**AGENDA REQUEST NO: IV.A.**

**AGENDA OF:** PARCS Advisory Board Meeting

**INITIATED BY:** *Kimberly Terrell, Parks and Recreation Assistant Director*

**PRESENTED BY:** *Kimberly Terrell, Parks and Recreation Assistant Director*

**RESPONSIBLE DEPARTMENT:** Parks and Recreation

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**AGENDA CAPTION:**

Consideration of and action on a recommendation of an appeal for fee exemption for the use of City facilities from the Fort Bend County Crime Victims Response Team to the City Manager.

**RECOMMENDED ACTION:**

Consideration of and action on a recommendation to the City Manager on Fort Bend County Crime Victims Response Team appeal for fee exemption for use of city facilities.

**EXECUTIVE SUMMARY:**

The Fort Bend County Crime Victims Response Team held an event on Saturday, September 4, at Brazos River Park - the First Annual Fort Bend DA Ride for Survivors.

At the January 17, 2006, City Council meeting, the City Council approved an amendment to Chapter Two of the Sugar Land Code of Ordinances. The new amendment provides fee exemptions to eligible nonprofit organizations for meetings and fundraisers as designated in the ordinance.

The Fort Bend County Crime Victims Response Team has requested a fee exemption through the Parks and Recreation Department's Facility Fee Exemption Departmental Policy and Procedure.

The criteria for determining an eligible organization for a fundraising event includes:

1. Must be an Internal Revenue Service exempt entity, and
2. Organization must reside (or have a post office box address) in the corporate city limits of Sugar Land, and
3. Must demonstrate that a minimum of 51% of the membership resides in the Sugar Land corporate city limits, and
4. Organizations must have a charitable purpose, and
5. Must demonstrate that the fundraiser is for the expressed benefit of Sugar Land residents.

The Fort Bend County Crime Victims Response Team submitted their application for fee exemption but were denied for not meeting the above criteria. They are appealing the decision. Per the Policy, an organization that is denied a rental fee exemption may appeal by submitting a request for review, in writing, to the PARCS Board. The Board will review the appeal and make a recommendation to the City Manager.

The appeal letter is attached for the consideration of the PARCS Board. If approved by the PARCS Board and City Manager, the Fort Bend County Crime Victims Response Team will receive a refund of their park rental fees.

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## **BUDGET**

**EXPENDITURE REQUIRED:** N/A

**CURRENT BUDGET:** N/A

**ADDITIONAL FUNDING:** N/A

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## **ATTACHMENTS:**

| <b>Description</b> | <b>Type</b>                |
|--------------------|----------------------------|
| □ Appeal Letter    | Other Supporting Documents |

Dear Parks and Recreation Policy Advisory Board/ City Manager,

I am writing to appeal your decision to deny the Fort Bend County District Attorney's Office a rental fee exemption for our upcoming Ride for Survivors fundraiser on **September 4<sup>th</sup>, 2021**, and respectfully ask for a policy variance. It is integral to understand the many benefits this event brings to the residents and community of Fort Bend County.

The Crime Victim's Response Team was created in 2004 with the sole purpose of helping victims of domestic violence. The organization's goal was to give those victims a network of support and offer emergency housing and meal services. Domestic Violence shows no favoritism, and victims are often those of our neighbors, friends, and loved ones. Often, shelters are near or at capacity, and COVID-19 has added a significant strain to an already burdened system. Through events such as this, the Crime Victim's Response Team can grant victims emergency housing and offer one less thing for a domestic violence victim to worry about or have to handle on their own.

I respectfully ask that you reconsider your decision. All proceeds from this event are allocated to assist victims and their families and go directly to local non-profit domestic violence service providers. The Ride for Survivors event will help ensure that domestic violence victims in Fort Bend County are given the necessities needed to recover and heal from the trauma of their events.

Sincerely,

A handwritten signature in black ink that reads "Chad Bridger". The signature is written in a cursive, flowing style.



**PARCS Advisory Board Request  
SEPTEMBER 14, 2021**

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**AGENDA REQUEST NO:** V.A.

**AGENDA OF:** PARCS Advisory Board Meeting

**INITIATED BY:** *Kimberly Terrell, Assistant Director of Parks & Recreation*

**PRESENTED BY:** *Kimberly Terrell, Assistant Director of Parks & Recreation*

**RESPONSIBLE DEPARTMENT:** Parks and Recreation

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**AGENDA CAPTION:**

Review of and discussion on Senior Center Needs Study.

**RECOMMENDED ACTION:**

Review and Discussion on the Senior Needs Study

**EXECUTIVE SUMMARY:**

The Parks and Recreation Department is working in conjunction with the Environmental and Neighborhood Services Department to determine the future needs of the City's senior population as it relates to a senior center.

City staff have been conducting internal research as well as a public survey and will present these findings to the PARCS Board and the future steps in the project.

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**BUDGET**

**EXPENDITURE REQUIRED:** N/A

**CURRENT BUDGET:** N/A

**ADDITIONAL FUNDING:** N/A





**PARCS Advisory Board Request  
SEPTEMBER 14, 2021**

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**AGENDA REQUEST NO:** V.B.

**AGENDA OF:** PARCS Advisory Board Meeting

**INITIATED BY:** *Fenglin Du, Parks Development Manager, Parks and Recreation*

**PRESENTED BY:** *Fenglin Du, Parks Development Manager, Parks and Recreation*

**RESPONSIBLE DEPARTMENT:** Parks and Recreation

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**AGENDA CAPTION:**

Review of and discussion on the Parks, Recreation, and Open Space Master Plan Annual Update.

**RECOMMENDED ACTION:**

Review and Discuss the Parks, Recreation, and Open Space Master Plan annual update.

**EXECUTIVE SUMMARY:**

The Parks, Recreation, and Open Space Master Plan was updated and approved by City Council in 2018. The Master Plan provides direction for the Department based on community input and staff, PARCS Board, and City Council's identified needs. The plan document generally considers a ten-year time frame for implementation of the majority of the priorities noted in the plan. Staff will review the accomplishments to date and upcoming priority projects for FY22.

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**BUDGET**

**EXPENDITURE REQUIRED:** N/A

**CURRENT BUDGET:** N/A



**ADDITIONAL FUNDING: N/A**

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