Charge from the Thornton City Council to the Parks & Open Space Commission (POSAC)

The purpose of this document is to provide the Parks and Open Space Advisory Commission with an understanding of city council’s expectations regarding the role and responsibilities of the Commission and relationship to council.

» The Commission is an advisory board to city council on matters relating to the development and update of a comprehensive Parks and Open Space Master Plan and parks and open space projects recommended to be funded from the voter approved parks and open space tax.

» The city council expects the Commission to represent all of the interests of the community in the development and update of a comprehensive Parks and Open Space Master Plan and recommendation of specific parks and open space projects to be funded from the parks and open space tax.

» The city council expects the Commission to balance the needs of the entire community for active and passive parks, open space, wildlife habitat, environmentally sensitive areas and youth sports in development of the recommended Parks and Open Space Master Plan and any specific projects.

» The city council expects the Commission to work within the confines of the land uses as specified in the city’s Comprehensive Plan and the current Parks and Open Space Master Plan, as may be amended from time to time, in developing recommended projects.

» The city council expects the Commission to perform the duties of the Commission consistent with rules and regulations promulgated by the city, including the city’s Ethics Code, and to observe confidentiality in matters so designated.

» The city council expects the Commission to submit any proposed changes or updates to the Parks and Open Space Master Plan, as well as proposed projects, to city council for their final approval.

MISSION, GOALS AND OBJECTIVES

The city council expects the Commission to:

Obtain city council approval of the Commission’s mission, goals and objectives, and criteria used to evaluate park, trail and open space opportunities.

PROJECT DEVELOPMENT

The city council expects the Commission to:

Stay within the revenue projections approved by the city council and not make project recommendations that exceed revenue projections or include other city revenue sources such as Conservation Trust, Adams County Open Space or the city’s Capital Improvement Program (CIP).

» Make its final project recommendations within the budget calendar as established by the City Manager.

» Take into account the financial impacts of project operating and maintenance costs on the city’s budget as developed and provided by the city.

» Search for projects that meet the needs of the most number of residents, have multiple purposes, and which can be used in conjunction with other proposed projects or existing facilities; and projects that have educational value and that meet the needs of residents not reflected in today’s parks and recreational system.
Seek out projects that can be used to obtain matching grant funds and projects that may generate usage fees to help offset the costs.

Consider all methods of acquiring property including purchase, eminent domain, easement, transfer of development rights, grants, donations, privatization, intergovernmental agreement, etc.

Provide recommendations on park, trail and open space opportunities that may arise from time to time in the community, or at the direction of city council.

**PARKS AND OPEN SPACE MASTER PLAN**

The city council expects the Commission to:

- Review and make recommended revisions, as necessary, to the Parks and Open Space Master Plan, at least every three years.
- Develop criteria for the cataloguing and prioritization of open space and park opportunities as part of the Parks and Open Space Master Plan. Criteria may include, but is not limited to, enhancing city council’s Values, infill projects, location of amenities, size and use (active/passive) of amenities, number of citizens served, cost, alternate funding sources, etc.
- Develop criteria for prioritizing parks and open space projects that include criteria for ranking projects that takes advantage of other funding sources such as grants, donations, etc.
- Hold public meetings as necessary to receive and consider comments on drafts of various parks, trails and open space plans and hold public hearings on the revised Master Plan proposals.