

# Denton Parks and Recreation CAPRA Annual Assessment

June 5, 2024

## 2.8 Historical and Cultural Resource Management Plans

**Standard:** Historical and cultural plans include an inventory of historical, cultural resources and strategies for how they will be managed. These resources may be addressed as part of the jurisdiction's comprehensive plan or the agency's park and recreation system master plan.

*Suggested Evidence of Compliance: Provide the historical and cultural plan(s).*

Informational reference in the *Management of Park and Recreation Agencies*, (2016), 4th Ed., Chapter 8 - Physical Resource Planning, pp. 211-212.

### **Agency Evidence of Compliance:**

The City of Denton's Historic Landmark Commission makes recommendations to the City's Planning & Zoning Commission and City Council on buildings, structures, sites, districts, and areas in the City to be preserved and designated as historic landmarks. It also regulates design review for designated properties and districts. The City has completed an assortment of formal historic resource surveys and studies since the preservation program formally began in 1985.

In September 2019, the Texas Commission on the Arts designated the Original Denton District (ODD) as a cultural arts district. Denton has a wealth of cultural assets, and the ODD will help to showcase these assets and encourage economic development and tourism focused on arts and culture. The ODD encompasses several park properties, including Denton Civic Center, Denton Senior Center, Oakwood Cemetery, Fred Moore Park, Quakertown Park, and Wolff's Park. Parks and Recreation also collaborates with the Public Art Committee to ensure public art and related programs support the cultural and historical identity of Denton.

In October 2019, the City of Denton officially adopted the Denton Historic Preservation Plan. While this plan identifies historic preservation across the entire City, the Parks and Recreation Department plays a key role in its implementation by managing the historic Denton Civic Center and other historical park properties. The Parks and Recreation Department also works with the Historic Landmark Commission to ensure park enhancements meet historical criteria.

In February 2024 the City of Denton implemented a Letters of Support Procedure to provide the Parks and Recreation Department guidance on the processing of Texas Commission on the Arts (TCA) letters of support for the TCA's "Arts Respond- Cultural District Program" Grant.

[2.8 EOC 1 The Original Cultural District Strategic Plan](#)

[2.8 EOC 2 Denton Historic Preservation Plan \(2019\)](#)

[2.8 EOC 3 Certificate of Appropriateness-Quakertown Park- Civic Center Pool](#)

[2.8 EOC 4 Texas Commission of Arts \(TCA\) Letters of Support Procedure](#)

[2.8 EOC 5 City of Denton Parks, Public Art Committee Agenda & Minutes](#)

[2.8 EOC 6 Historical Landmark Commission Meeting Agenda & Minutes](#)

[2.8 EOC 7 TCA\\_Annual\\_Report-2022 Original Denton District](#)

## 6.1– Recreation Programming Plan \*

**Standard:** Leisure and recreation are integral to a community’s social, cultural and economic development. The agency shall have a Recreation Program Plan (RPP) covering 2-3 years that is updated periodically and shall address all leisure and recreation programs and services. Show the agency’s program planning model, services management matrix, orientation to those served, including activity development and selection, type and scope of programs and outreach initiatives as well as an organizational chart.

*Suggested Evidence of Compliance:* Provide the current Recreation Program Plan and describe the implementation process. This RPP shall address how the agency delivers programs and services to persons of all ages and abilities and shall show how it develops and addresses the lifecycle of high-quality offerings (how programs are developed, evaluated and discontinued). Mission, goals, and evaluation measures shall be included in a planning and framework model.

Informational reference in the *Management of Park and Recreation Agencies*, (2016), 4th Ed., Chapter 6 - Program and Services Management, pp. 125-127.

### **Agency Evidence of Compliance:**

The Recreation Program Plan outlines program management objectives designed in collaboration with the Denton 2040 Plan, the department's Strategic Plan, marketing plan, and the Program Analysis Worksheet. The plan's primary purpose is to condition staff to be responsive to statistics, determinants, community input, surveys, program and community demographics, and local and industry trends, so that the programs and services provided by the department match what is needed according to market trends and resident preferences. The initial Recreation Program Plan was approved February 1, 2023, with a 2-year review period. To ensure a strong foundation for the plan in its first year, a review of the Recreation Program Plan and program planning process was completed with staff input in person at the annual department re-charge in April 2024 and virtually via Teams in May 2024. Updates to the plan are identified in the Record of Review at the back of the plan.

[6.1 EOC 1 Recreation Program Plan \(2024 update\)](#)

[6.1 EOC 2 Recreation Program Plan Refresher Training](#)

[6.1 EOC 3 Strategic Program Plan & Evaluation for sample program](#)

[6.1 EOC 4 Recreation Program Objectives – Survey Responses Q1-2](#)

## 7.6 – Fleet Management Plan

**Standard:** The agency shall have an established fleet management plan comprised of an inventory of all vehicles, rolling stock and other major equipment and inspection and replacement schedules.

*Suggested Evidence of Compliance:* Provide the fleet management plan.

Informational reference in the *Management of Park and Recreation Agencies*, (2016), 4th Ed., Chapter 10 - Managing Maintenance Operations, pp. 289.

**Agency Evidence of Compliance:**

The City of Denton Fleet Services department manages all vehicles for the City. A point system is used to determine when a vehicle should be replaced. The fleet department documents each vehicle's condition based on a five-year forecast, which is reviewed and updated each fiscal year. The Fleet Department recommends replacement for a vehicle when maintenance points exceed 5 points or when age, maintenance and odometer exceed 15 points total. In other words, attenuating maintenance cost is more important than age for determining vehicle replacement.

All Fleet Services Requests and FAQs are readily available to staff through the Fleet Services SharePoint page. The Parks and Recreation department identifies staff liaisons within high vehicle use divisions to coordinate with Fleet Services in maintaining vehicles.

[7.6 EOC 1 Parks and Recreation Risk Management Plan - Transportation and Vehicles, p. 20](#)

[7.6 EOC 2 Parks Fleet Inventory](#)

[7.6 EOC 3 Replacement Criteria Schedule](#)

[7.6 EOC 4 Fleet Management Customer Portal \(fasterweb\)](#)

[7.6 EOC 5 Fleet Services SharePoint Page \(screenshot\)](#)

[7.6 EOC 6 Vehicle Weekly Inspection Check List](#)

**7.8 – Environmental Sustainability Policy and Program**

**Standard: The agency shall have an established policy on environmental sustainability that states the agency position on energy and resource conservation. The policy should address sustainable product purchasing; reduction and handling of waste; wise use and protection of land, air, water and wildlife; and sustainable design/construction of buildings and facilities.**

*Suggested Evidence of Compliance: Provide the agency's environmental sustainability policy and examples of projects and initiatives that demonstrate the agency's commitment to implementation. Examples include ecosystem and green infrastructure plans/programs, capital improvements utilizing green/sustainable designs, carbon footprint analysis and reduction goals, internal/external communication and outreach programs.*

[Informational reference in the Management of Park and Recreation Agencies, \(2016\), 4th Ed., Chapter 10 - Managing Maintenance Operations, pp. 279-286.](#)

**Agency Evidence of Compliance:**

The City of Denton is committed to improving quality of life, protecting the environment, and creating economic opportunities for all of its residents, businesses, and institutions. "Simply Sustainable — A Strategic Plan for Denton's Future" is the City's current, guiding policy on sustainability and results from the combined efforts of residents, community stakeholders, business owners, institutional leaders, and elected officials to improve our environment, economy, and community. It is a plan developed by the community and for the community. The plan was first adopted in 2012 and an updated framework was adopted in 2020. The plan includes 36 strategies across the eight focus areas selected through a rigorous public prioritization effort.

1. Water
2. Air quality and greenhouse gas (GHG) management
3. Energy efficiency and conservation
4. Land use and open/natural space.
5. Transportation
6. Education, communication and community involvement
7. Materials and resources management
8. Resiliency, public health and local food production

These strategies include recommendations for policies, community programs, outreach and education, and capital improvements. Each strategy identifies implementation actions. On its own, each strategy provides a distinct benefit, but as a collective whole, the plan provides a substantial overall opportunity for improving sustainability in Denton.

Parks and Recreation plays a key role in two of the focus areas. Under land use and open space, the Parks Department is responsible for preserving open space, natural areas, and the City's urban tree canopy. By constructing and maintaining a connected trail network, the Parks and Recreation Department is also deeply involved in helping to provide City residents sustainable transportation options that provide non-vehicle modes of moving around the City.

The City continues to prioritize land use and open space preservation. With Denton's current parklands, Clear Creek Natural Heritage Center, and the commitment to preserving environmentally sensitive areas (ESAs), the City has made significant progress in restoring and maintaining open space. The City understands that effective land management can help reduce open space loss, improve transportation efficiency, and improve air quality. The City is also deeply committed to maintaining the urban tree canopy and recently completed a comprehensive tree inventory and established new codes to aid in the preservation of the City's trees.

The City also maintains an Integrated Pest Management Plan for all Parks properties that is attentive to questions of sustainability and environmental sensitivity. In collaboration with the City's Environmental Services and Sustainability Department, the Parks department has established a standard operating procedure for privet removal and habitat restoration within open spaces and confirmed habitats on City of Denton park property.

The City of Denton has engaged the community in beautification and sustainability initiatives since 1987 through Keep Denton Beautiful (KDB) programs and events. KDB focuses efforts through urban forestry, litter cleanups, and beautification projects such as garden and mural projects. As an affiliate of Keep America Beautiful and Keep Texas Beautiful, KDB follows leading standards for community beautification through participating annually in programs like the Great American Cleanup, Texas Arbor Day, and the Community Appearance Index.

In 2023, the City of Denton hosted its 35<sup>th</sup> Annual Great American Cleanup, the community's largest, longest-running effort to remove litter from parks, roadways, creeks, and campuses. More than 1,500 individuals removed nearly eight tons of litter from the Denton community.

The City of Denton has distributed more than 20,000 free trees to residents since hosting its first

Community Tree Giveaway in 1999. This annual event provides native or adapted 3-gallon trees to Denton residents in an effort to combat tree loss due to urban development.

[7.8 EOC 1 Sustainable Denton Website](#)

[7.8 EOC 2 Adopted Simply-Sustainable-Framework June 2020](#)

[7.8 EOC 3 City of Denton Committee on the Environment Agenda & Minutes](#)

[7.8 EOC 4 Privet Removal and Habitat Restoration SOP](#)

[7.8 EOC 5 Integrated Pest Management Plan](#)

[7.8 EOC 6 Non-Fuel Vehicle List](#)

[7.8 EOC 7 Keep Denton Beautiful Presentation for Parks, Recreation & Beautification Board](#)

[7.8 EOC 8 Keep Denton Beautiful 2023 Community Appearance Index Results](#)

### **7.9.1 – Recycling and/or Zero Waste Plan**

**Standard:** There shall be a recycling and/or zero waste plan for park and recreation facilities and administrative offices that is systematically monitored and periodically reviewed. The plan shall also include an educational component for both users and employees. The recycling and/or zero waste plan should include all major products suitable for recycling in the given region with an emphasis on making the recycling process easy and convenient for park and recreation users.

*Suggested Evidence of Compliance: Provide a description of the recycling and/or zero waste plan for facilities and administrative offices and provide the last review with statistics on the amounts of materials recycled or the percent of total waste recycled for the most recent reporting period.*

Informational reference in the *Management of Park and Recreation Agencies*, (2016), 4th Ed., Chapter 10 - Managing Maintenance Operations, pp. 282-283.

#### **Agency Evidence of Compliance:**

The City of Denton has adopted a comprehensive recycling plan to protect public and environmental health as well as conserve natural resources by minimizing waste trash.

The [Comprehensive Solid Waste Management Strategy](#) is a future-casting and planning document that evaluates solid waste best practices, demographics, and financial impacts affecting solid waste systems locally, nationally, and globally and analyzes the gathered data to assemble a state-of-the-art strategy that helps the City strategize, identify, align, and set short- and long-term goals, policies, and actions to manage the generation, diversion, and disposal of solid waste.

Recreation Centers and parks offer recycling cans for staff and patron use as well as recycling dumpsters for large departmental waste. The Parks, Recreation, and Trails System Master Plan also commits the Parks and Recreation Department to exploring opportunities that minimize negative environmental impacts, for example by sourcing environmentally friendly materials.

The Parks and Recreation Department received a \$200,000 grant through NCTCOG's FY 2022 to 2023 Solid Waste Implementation Grant Program. This program funded the purchase of new,

readily identifiable trash and recycling receptacles with the goal of reducing litter and recycling contamination in City parks. Parks received 135 trash and 135 recycling receptacles which replaced the existing fifty-five-gallon drums. PARD originally identified three parks considered as high-use parks and natural areas with a history of litter and recycling contamination but were able to implement the new trash and recycling receptacles in nearly all of Denton's parks.

Parks and Recreation's Special Events Team coordinates the permitting process for external special event requests within the city of Denton. The special event guide, updated in 2024, includes recycling and waste requirements in an easy-to-read format.

[7.9.1 EOC 1 Denton Comprehensive Solid Waste Management Strategy](#)

[7.9.1 EOC 2 Denton 2040 Comprehensive Plan, Chapter 5, p. 141](#)

[7.9.1 EOC 3 Adopted Simply-Sustainable-Framework June 2020 Chapter 7 pp. 38-41](#)

[7.9.1 EOC 4 NCTCOG Solid Waste Implementation Grant - Performance Measures](#)

[7.9.1 EOC 5 Denton Special Event Guide 2024, p. 10](#)

[7.9.1 EOC 6 City of Denton Code of Ordinances\\_Recycling at Special Events](#)

### **10.1.2– Staff Training on how to Evaluate Programs, Services, and Facilities**

**Standard: The agency shall provide training on how to evaluate programs, services and facilities for personnel involved in managing facilities and delivering programs and services.**

*Suggested Evidence of Compliance: Provide examples of recent evaluation trainings completed by the agency, including curriculum content, training dates and participant lists. Examples of training subjects could include but are not limited to qualitative and quantitative measurement, identification of applicable evaluation tools, data analysis and use of findings.*

[Informational reference in the Management of Park and Recreation Agencies, \(2016\), 4th Ed., Chapter 20 - Needs Assessments, Evaluation and Action Research, pp. 722.](#)

#### **Agency Evidence of Compliance:**

The Parks and Recreation Department's staff attend regularly scheduled meetings to discuss department goals, area updates, service delivery, programming, and facility management. These meetings represent a continuous, active, and open dialogue regarding the efficacy of existing programs and serve as a forum to discuss and evaluate potential changes to existing service offerings.

In April 2024, all Parks and Recreation staff attended "2024 Spring Recharge" our annual departmental meeting. This year's meeting was a little different from previous years' events in that it was designed as a mini conference with a morning session covering a variety of department wide topics followed by smaller sessions divided by subject matter. The morning session included a review of the Parks dashboard within our citywide metrics and data management platform. Metrics within this platform relate to program usage and growth but also include metrics evaluating programs and assessing participant satisfaction. The City's Chief

Strategy Officer led this session, providing staff with an understanding of the metrics collected within the Park and Recreation strategic dashboard.

Staff provided additional information on program and facility evaluation during a smaller afternoon session led by one of our department's Program Area Managers. This session explained the purposes of program evaluation, various methods available for capturing customer satisfaction, and how to use that data to make operational changes. This session was also presented virtually in May to those who were unable to attend the in-person session.

Furthermore, the Parks and Recreation Department's staff constantly gather data that helps to evaluate programs, services, and quality of facilities. Program evaluations are gathered digitally through *CivicRec* software, as well as in-person from program staff. Evaluations and feedback are then reported to department-wide staff through quarterly reports that emphasize both current operational successes and areas where improvements are needed.

[10.1.2 EOC 1 2024 Spring Recharge Schedule & Attendance](#)

[10.1.2 EOC 2 Parks & Rec Maintenance Standards Manual- Park Audit](#)

[10.1.2 EOC 3 Evaluating Programs & Services Presentation](#)