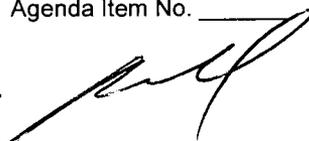


**Source:**  
**Mike Hood**

**FISCAL and VISION NOTES:**

Agenda Item No. REP 136-10

**TO: City Council**  
**FROM: City Manager and Staff**  
**DATE: November 30, 2010**  
**RE: Draft Proposal – Land Acquisition Process**



<b>City Fiscal Impact</b> Enter all that apply:	
\$0	City's current net FY cost.
\$0	Amount of Funds Already appropriated
\$0	Amount of budget amendment needed
\$0	Estimated 2 yr net costs:
\$0	One-time
\$0	Operating / On-going
<b>Program Impact:</b>	
N	New program/ agency (Y/N)
N	Duplicates/expands an existing program (Y/N)
N	Fiscal impact on any local political subdivision (Y/N)
<b>Resources Required:</b>	
N	Requires add'l FTE personnel? (Y/N)
N	Requires additional facilities? (Y/N)
N	Requires additional capital equipment? (Y/N)
<b>Mandates:</b>	
N	Federal or state mandated? (Y/N)
<b>Vision Implementation Impact</b> Enter Below All That Applies: Refer to Website:	
y	Vision Impact? (Y/N or if N, go no further)
Item # 5.2	Primary Vision, Strategy and/or Goal Item#
Item # 12.1	Secondary Vision, Strategy and/or Goal Item#
Task #	FY10/FY11 Implementation Task#

**EXECUTIVE SUMMARY:**

Staff has prepared a draft of a proposed process (see attachment A) that could be utilized by the City to identify and prioritize tracts of land for possible acquisition using funds provided by the 2010 1/8 cent park capital improvement sales tax. Lands being considered for acquisition would ultimately be preserved as community parks, greenways, green space, or natural areas.

Staff is recommending that the Council forward the proposed process to the Parks and Recreation Commission for review and comment prior to taking any formal action on the proposal.

**DISCUSSION:**

Under the proposal as drafted, the Park and Recreation Commission would be assigned the responsibility to make recommendations to the Council as to which tracts of property should be considered for acquisition. A working committee consisting of three members of the Park and Recreation Commission, three at-large citizens appointed by the Council, and representatives of City staff would be established to identify, evaluate, and submit recommendations to the Park Commission regarding specific tracts of land. The Park Commission would review recommendations of the working committee, seek public input as appropriate, and submit a recommendation to Council as to whether the City should pursue acquisition.

As currently drafted, the process suggests that land acquisition should occur on a pay as you go basis with acquisitions occurring as funds are available. Funds could accumulate from year to year if no high quality candidates for acquisition are available. Established City practices for land acquisition would be followed in regard to all acquisitions.

**FISCAL IMPACT:**

The proposed process, if implemented, should have minimal, if any, fiscal impact. Recommendations resulting from the process would ultimately result in the expenditure of the 1/8 cent park sales tax funds allocated for land acquisition for community parks, greenways, green space, and natural areas.

**VISION IMPACT:**

This proposal helps address vision goal 5.2 which identifies the need to preserve land throughout Columbia and Boone County to protect farmland, scenic views, natural topographies, rural atmosphere, watersheds, healthy streams, natural areas, native species, and unique environmentally sensitive areas, thereby enhancing quality of life. It also helps address vision goal 12.1 which calls for the City to provide a variety of attractive, well-maintained parks throughout Columbia-including neighborhood parks, regional parks, nature parks, and urban parks-to ensure all residents have access to a full range of outdoor and indoor recreational opportunities.

**SUGGESTED COUNCIL ACTIONS:**

Refer the draft process to the Parks and Recreation Commission for review and comment.

**Draft Proposal**  
**Land Acquisition – Community Parks, Greenways, Green Space and Natural Areas**  
**November 29, 2010**

**Goal :** Establish a process to identify and prioritize tracts of land to be considered for acquisition by the City of Columbia using funds provided by the 1/8 cent park capital improvement sales tax. Lands considered for acquisition are to be evaluated for preservation for potential use as community parks, greenways, green space, or natural areas.

**Proposal:** The Park and Recreation Commission shall be given the responsibility to make recommendations to the City Council regarding the use of park sales tax funds to acquire land for community parks, greenways, green space, and natural areas. A working committee consisting of three members of the Park and Recreation Commission, three at-large citizens appointed by the City Council, and representatives of City staff shall be established to identify, evaluate, and submit recommendations to the Park Commission regarding specific tracts of land being considered for possible acquisition. The Commission shall review recommendations of the working committee, seek additional public input if appropriate, and submit a recommendation to Council as to whether the City should proceed with acquisition.

Land acquisition shall occur on pay as you go basis with acquisitions occurring at the time funds are available. Funds may accumulate from year to year if no high quality candidates for acquisition are available. All properties will be acquired using established City practices for land acquisition.

**Implementation Steps**

1. Establish working sub committee
2. Identify Potential Acquisitions
  - a. Develop a location on Parks and Recreation Department website where individuals can nominate potential sites for acquisition.
  - b. Develop a procedure whereby property owners can notify the City of the potential availability of land.
  - c. Working Committee carefully review the City's natural area inventory data, review other related land use documents, begin to identify potential properties of natural importance, and establish a list of properties for evaluation.
3. Evaluate Potential Acquisitions
  - a. Finalize land evaluation matrix ( Draft copy attached - Council approval needed )
  - b. Potential site visits by working committee
  - c. Score sites on evaluation matrix
  - d. Committee develop recommended priorities
  - e. Submit committee's recommendation to pursue a specific acquisition to Park Commission.
4. Park Commission Review and Recommendation to Council.
5. Council Review and Authorization to Acquire.

**LAND PRESERVATION SCORING MATRIX:  
CONSOLIDATION OF COMMISSIONS' RECOMMENDATIONS**

EVALUATION COMPONENT		Allowable Points	Points Scored
<b>A</b>	<b>AREA OF IMPACT (only one) 15 pts.</b>		
	1 In City limits or annexation petition filed with City	15	
	2 Pre-annexation agreement filed with City or adjacent to City limits	15	
	3 Within the Metro Planning Area	5	
	4 Outside Metro Planning Area	0	
<b>B</b>	<b>UNIQUE FEATURES (all that apply) 20 pts.</b>		
	1 Features to be considered include:	20	
	Ecological, geological, hydrological		
	Topography/Wetlands		
	Scenic Views		
	Flora and fauna		
	Endangered species		
	Other		
<b>C</b>	<b>LIKELIHOOD OF DEVELOPMENT 15 pts.</b>		
	1 Desirable location & likely to be developed within 5 years	15	
<b>D</b>	<b>POTENTIAL BENEFITS (all that apply) 25 pts.</b>		
	1 Stormwater management	5	
	2 Trails or greenbelt	5	
	3 Buffer/Addition to existing natural area or park	5	
	4 Neighborhood/Community Park	5	
	5 Provides community-wide value/service	5	
<b>E</b>	<b>ACQUISITION POTENTIAL (all that apply) 25 pts.</b>		
	1 Willing seller below, at, or near appraised value	15	
	2 Full donation	25	
	3 Partial Donation	10	
	4 Public/Private Partnership	5	
	<b>TOTAL POSSIBLE POINTS</b>	<b>100</b>	