



PUBLIC INFORMATION

ITEM NO. 5.

DATE OF MEETING: October 19, 2009

REQUESTED BY: Patrick T. Davenport, Director of Planning and Community Development

SHORT TITLE: Update on 2010 Parks and Recreation Comprehensive Master Plan

BACKGROUND: Recently, staff was directed to update the 1998 County Open Space plan and that project effort is currently underway. Staff is briefing the Commission on the progress and timeline for the Project. Please find attached a proposed timeline for preparation, review and adoption of the Plan and a draft outline for the Plan's contents. County staff will be able to complete this project without using consultants and will work closely with all stakeholders to produce a successful and beneficial Plan for Pender County.

The next meeting for the Parks and Recreation Advisory Board will be on October 15, 2009 @ 5:30PM.

PLANNING AND COMMUNITY DEVELOPMENT

CODE ENFORCEMENT • BUILDING INSPECTIONS • CENTRAL PERMITTING
PARKS AND RECREATION • PLANNING AND ZONING



2010 Pender County Parks and Recreation Master Plan *Draft Timeline*

September, 2009	Board review of Timeline, Outline, Survey, and <i>Section II - Demographics</i>
November, 2009	Board review of <i>Section VII – Funding Recommendations, Section VI.a through VI.e</i> , Board approval of public input meeting dates and locations
January, February, 2010	Public Input Meetings, Survey Open
January, 2010	Board review of <i>Sections IV and V</i>
March, 2010	Board review of <i>Section III and Section VI.f through VI.h</i>
May, 2010	Board review of complete Draft Master Plan, including <i>Introduction, Appendix, and Works Cited</i> sections, Board adopts resolution of support for Master Plan
June, 2010	Planning Board review and adoption of support for Master Plan Board of Commissioners review and adoption of support for Master Plan
July 1, 2010	Effective date

**Dates are subject to change

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2010 Pender County Parks and Recreation Master Plan

Draft Outline

- I. Introduction
- II. Demographic Profile
 - a. Population Trends
 - i. Comparison with Surrounding Counties
 - ii. Population by Age
 - iii. Population by Zip Code
 - iv. Households by Income
 - v. Ethnic Profile
 - vi. Transportation
 - vii. Employment and Education
 - viii. Annual Building Permits
 - b. Summary
- III. Public Input
 - a. Interview Findings
 - i. Operations
 - ii. Marketing
 - iii. Programs and Facilities
 - iv. General Comments
 - b. Public Meeting Findings
 - i. Facilities
 - ii. Programs
 - iii. General Comments
 - c. Community Survey Findings
 - i. Program and Activity Preferences
 - ii. Satisfaction with Program, Staff, and Facilities
 - iii. Park and Program Usage
 - iv. Access to Parks
 - v. Overall Performance
 - vi. Facility Priorities
 - vii. Marketing
 - viii. Program Registration
 - ix. Willingness to Contribute to Park Upkeep
 - x. Future Funding
 - xi. Respondent Demographics
 - d. Summary of Public Input
- IV. Department Organization and Analysis
 - a. Existing Organization Analysis and Findings
 - i. Parks Maintenance
 - ii. Marketing and Public Outreach
 - iii. Natural Areas
 - iv. Park and Facility Development – Future Growth and Impacts
 - v. Personnel Training and Team Building
 - vi. Partnerships
 - vii. Policies and Procedures
 - b. Proposed Reorganization and Recommendations
 - i. Administrative Division

- ii. Recreation Division
 - iii. Planning and Facilities Division
 - iv. Proposed Organization Summary Tables
 - c. Job Description Recommendations
 - i. Administrative Division
 - ii. Recreation Division
 - iii. Planning and Facilities Division
 - d. General Management Issues
 - i. Partnerships
 - ii. Centralized Office Location and Storage
 - iii. Staff Mentoring and Education Recommendations
 - iv. Planning and Maintenance Districts
 - e. Organization Recommendations Summary
- V. Programming Assessment
 - a. Community Programming Benefits
 - b. Programs and Services Overview
 - i. Core Services Analysis
 - c. Partnerships and Alternative Providers
 - i. Partnership Analysis
 - ii. Alternative Providers
 - d. Recreation Trends
 - i. Population-Based Programming
 - ii. Activity-Based Programming
 - iii. Program Ideas from Other Communities
 - iv. Trends Overview and Recommendations
 - e. Programming and Services Recommendations
- VI. Park Assessments and Recommendations
 - a. NPRA Guidelines
 - i. Mini Park
 - ii. Neighborhood Park
 - iii. Community Park
 - iv. Regional Park
 - v. Special-Use Park
 - vi. Natural Resource Area/Preserve
 - vii. Greenways
 - viii. School Parks
 - ix. Private Park/Recreation Facility
 - b. Pender County Park Providers
 - c. Facility Standards and Distribution
 - i. Community Standards
 - d. Overall Facility Development Issues
 - i. Service Areas and Facility Standards
 - ii. Gap Analysis
 - iii. Park Planning Districts
 - iv. Park Classifications and Service Areas
 - v. Park Distribution
 - vi. Facility Locations
 - vii. Proposed Service Areas
 - e. General Park Evaluations, Observations, and Recommendations
 - i. Americans with Disabilities Act (ADA)
 - ii. Playground Safety Standards
 - iii. Vandalism
 - iv. Facility Design Standards
 - f. Individual Park Assessments and Recommendations

- i. Hampstead Kiwanis Park
 - ii. Burgaw Memorial Park
 - iii. Miller's Pond Park
 - iv. Other Parks
 - g. New Facility Recommendations
 - i. Greenways and Trails
 - ii. Aquatics, Water, and Beach Facilities
 - iii. Additional Parkland
 - iv. Dog Parks
 - h. Facility Recommendations Summary
 - i. Tier One Development Priorities
 - ii. Tier Two Development Priorities
 - iii. Tier Three Development Priorities
- VII. Budget Analysis and Recommendations
 - a. Current Budget Analysis
 - i. Overall Budget
 - ii. Budget Comparisons
 - 1. NC Statewide Comparison Data
 - 2. Comparison Community Departments
 - a. Per Capita Spending
 - b. Revenue Generation and Cost Recovery
 - iii. Budget Recommendations
 - b. Recommendations Summary
- VIII. Funding Recommendations
 - a. Current Funding Sources and Recommendations
 - b. Current Funding Methods
 - c. Alternative Funding Methods
 - i. Regulatory Tools
 - ii. Naming Rights
 - iii. Revenue Bonds
 - iv. Partnerships
 - v. Land and Water Conservation Fund
 - vi. Private Grants
 - vii. Greenway Funding Resources
 - viii. Additional Funding Programs
 - d. Funding Recommendations Summary
- IX. Appendix
 - a. Community Survey Results
 - b. Public Meeting Sign-in Sheets
 - c. Sample Athletic Association Agreement
 - d. Program Participation Rates
 - e. Sample Geocache Permit
 - f. Facility Matrix
 - g. Greenway Funding Resources
- X. Works Cited