



## REQUEST FOR BOARD ACTION

ITEM NO. 12

**DATE OF MEETING:** April 4, 2016

**REQUESTED BY:** Dee Turner, Parks and Recreation Supervisor

**SHORT TITLE:** Approval of Parks and Recreation Project Prioritization Worksheet

**BACKGROUND:** In the approved 2010 Pender County Parks and Recreation Comprehensive Master Plan, there are seventeen (17) recommended new parks and recreation facilities. The recommended facilities include a total of three park expansions, one mini-park, five neighborhood parks, seven community parks and one regional park. Each of these new facilities will help to alleviate the current deficits that exist within the county's parks system and provide an improved quality of life to the residents and visitors of Pender County.

Staff developed the Parks and Recreation Project Prioritization Worksheet using objective criteria to rank the recommended facilities within the Parks and Recreation Comprehensive. Staff will develop an Implementation Plan on each recommended facility that will address the information needed to complete the Prioritization Worksheet to rank the facility. By ranking the facilities, this will help give staff direction on what new facilities to develop capital plans to start proceeding with development.

Staff consulted with the Health Department regarding the 2014 Pender County Health Assessment and how it related to Parks and Recreation. One of the three priorities in the Health Assessment was increasing access to physical activity of which Parks and Recreation has a direct correlation. The Health Educator gave a presentation to the Parks and Recreation Advisory Board on the importance and implication of health influenced decisions. Based on these discussions Health Benefits was added to the worksheet and conformity to the Pender County Health Assessment was added to the Prioritization Worksheet. Point totals per section were reallocated due to the changes.

The Parks and Recreation Advisory Board has reviewed and approved the attached Parks and Recreation Project Prioritization Worksheet. If approved by the Board of Commissioners, Staff will work with the Parks and Recreation Advisory Board to get all of the recommended parks and recreation facilities ranked.

**SPECIFIC ACTION REQUESTED:** Approval of Parks and Recreation Project Prioritization Worksheet.

**2010 Pender County Comprehensive Parks and Recreation Master Plan  
Parks and Recreation Project Prioritization Worksheet**

Worksheet Completed By: \_\_\_\_\_  
 Park Project Name: \_\_\_\_\_  
 Total Score (out of 100 Total Available Points): \_\_\_\_\_

**Note: Total Score is calculated by adding the total number of points of each section**

<b>Need and Justification for Project (25 Total Possible Points) (S<sub>1</sub>)</b>	
<b>Citizen Input</b> – Is the project supported by an advocacy group, public surveys, or other types of public input?	
<i>Scale Range = 0 to 5; 0 points if project is not supported by demonstrated citizen input to 5 points if project is substantially supported by demonstrated citizen input.</i>	
<b>Potential Partners</b> – Are there potential partnerships for the project? If so, how committed are the potential partners?	
<i>Scale Range = 0 to 5; 0 points if there are no potential partners at this time to 5 points if potential partners for the project have been identified and have committed to the project.</i>	
<b>Availability of Existing Opportunities and/or Facilities</b> – Is the project located in an area that is currently unserved or	
<i>Scale Range = 0 to 5; 0 points if the project is in an area currently served by an existing park's functional service area to 5 points if the project is in an area not currently served by an existing park's functional service area.</i>	
<b>Impact on Facility Deficit/Surplus</b> – Will the project alleviate the existing deficits for park acreage and facilities within Pender County?	
<i>Scale Range = 0 to 5; 0 points if the project will not alleviate any deficits for park acreage and facilities to 5 points if the project will alleviate significant acreage and facility deficits.</i>	
<b>Population Within Functional Service Area</b> – Does the project serve a populated area or include a significant population density within its functional service area?	
<i>Scale Range = 0 to 5 points; 0 points if the population within the proposed project's functional service area is less than 50 persons per square mile to 5 points if the population within the proposed project's functional service area is greater than 300 persons per</i>	

<b>Potential Benefits and Opportunities to be Realized by Project (25 Total Possible Points) (S<sub>2</sub>)</b>	
<b>Conformance with Other Plans</b> – Does the project respond to recommendations of numerous plans, including but not limited to the Pender County Comprehensive Parks and Recreation Master Plan, the Pender County Recreation and Open Space Plan, the Pender County Waterfront Access Plan, the Pender County Collector Street Plan, the Comprehensive Land Use Plan/CAMA Land Use Plan and/or the Pender County Health Assessment	
<i>Scale Range = 0 to 5; 0 points if the project is not supported by any plans to 5 points if the project is supported by multiple plans.</i>	
<b>Environmental Conservation and/or Preservation Benefits</b> – Does the project offer any environmental conservation and/or preservation benefits? Will the project leverage additional conservation and/or preservation efforts?	
<i>Scale Range = 0 to 5; 0 points if the project does not offer any environmental conservation/preservation efforts to 5 points if the project offers substantial environmental conservation/preservation efforts and leverages additional similar efforts.</i>	
<b>Programming Opportunities</b> – Will the project allow for multiple programming opportunities at the site?	
<i>Scale Range = 0 to 5; 0 points if the project will offer no programming opportunities to 5 points if the project will offer substantial programming opportunities.</i>	
<b>Educational Opportunities</b> – Will the project allow for educational opportunities, such as environmental education and	
<i>Scale Range = 0 to 5; 0 points if the project will offer no educational opportunities to 5 points if the project will offer substantial educational opportunities.</i>	
<b>Health Benefits</b> - Will the project increase access to physical activity?	
<i>Scale Range = 0 to 5; 0 points if the project will offer any increase to physical activity to 5 points if the project will offer substantial increase to physical activity.</i>	

**2010 Pender County Comprehensive Parks and Recreation Master Plan  
Parks and Recreation Project Prioritization Worksheet**

<b>Implementation, Management, and Maintenance Issues (25 Total Possible Points) (S<sub>3</sub>)</b>	
<b>Funding Availability</b> – Is there any potential special funding (such as donations and /or grants) for the project?	
<i>Scale Range = 0 to 5; 0 points if project is not supported by demonstrated citizen input to 5 points if project is substantially supported by demonstrated citizen input.</i>	
<b>Maintenance and Management Requirements</b> - Would the project additional Staff and equipment resources for maintenance and management?	
<i>Scale Range = 0 to 5; 0 points if property acquisition will be necessary to 5 points if the project utilizes existing county-owned property.</i>	
<b>Utilizes Existing County Property</b> – Is the project on existing county-owned property or will property acquisition be necessary?	
<i>Scale Range = 0 to 5; 0 points if property acquisition will be necessary to 5 points if the project utilizes existing county-owned property.</i>	
<b>Revenue Generation</b> – Will the project offer opportunities for revenue generation for Pender County Parks and Recreation?	
<i>Scale Range = 0 to 5; 0 points if the project will not offer any revenue generation to 5 points if the project will offer an estimated annual revenue generation of \$150,000 or greater.</i>	
<b>Permitting and Approval Requirements</b> – Are there significant permitting and approval requirements necessary for the project? Are any of the necessary permits currently in-hand?	
<i>Scale Range = 0 to 5; 0 points if the project will require more than six of the permits/approvals listed below to 5 points if the project will not require any of the permits/approvals listed below.</i>	
<u>Potential Necessary Permits and Approvals:</u>	
<ol style="list-style-type: none"> <li>1. Planning, zoning, and central permitting approvals from Pender County or an incorporated municipality</li> <li>2. Approval of a Sedimentation and Erosion Control Plan from NC DENR DLR</li> <li>3. Stormwater Permit from NC DENR DEQ</li> <li>4. Wetland Delineation approval from ACE</li> <li>5. Letter of Permission or Nationwide, General, Regional, or Individual Permit from ACE</li> <li>6. Major, Minor, or General CAMA Permit from DCM</li> <li>7. Driveway and/or encroachment permit from NC DOT</li> <li>8. NEPA and/or SEPA review process</li> <li>9. Other permits and/or approvals</li> </ol>	
<b>Location/Site-Specific Considerations (15 Total Possible Points) (S<sub>4</sub>)</b>	
<b>Neighborhood Impacts</b> – Would this project have positive benefits to the surrounding neighborhood? Is the community involved and supportive of this project?	
<i>Scale Range = 0 to 5; 0 points if the project will have no positive benefits to the surrounding neighborhood to 5 points if the project will have positive to the surrounding neighborhood and the community is involved and supportive of the project.</i>	
<b>Urgency</b> – If acquisition is necessary, is the acquisition a distinct opportunity that will be lost?	
<i>Scale Range = 0 to 5; 0 points if no property acquisition is necessary for the project to 5 points if property acquisition is necessary and urgent to avoid losing a distinct opportunity.</i>	
<b>Suitability of Site</b> – Is the proposed development appropriate for the site’s natural systems, topography, and/or neighboring land uses?	
<i>Scale Range = 0 to 5; 0 points if the project is not appropriate for the site's natural systems, topography, and/or neighboring land uses to 5 points if the project is completely appropriate for the site's natural systems, topography, and/or neighboring land uses.</i>	
<b>Availability of Utilities</b> – Is the project located in an area with available water and wastewater service? If not, will service be available by project development?	
<i>Scale Range = 0 to 5 points; 0 points if neither water or wastewater service are available or planned for the area to 5 points if both water and wastewater service is available for the area.</i>	
<b>Potential Economic Impacts/Benefits to be Realized by Project (10 Total Possible Points) (S<sub>5</sub>)</b>	
<b>Economic Impact</b> – Would this project have a favorable economic impact to Pender County? Would it help to recruit and retain businesses and residents? Would it increase the tax base and contribute to the vitality of the community?	
<i>Scale Range = 0 to 5; 0 points if the project will not have any economic impacts for the county to 5 points if the project will have substantial economic impacts for Pender County.</i>	
<b>Tourism Impact</b> – Would the project help to attract regional and state tourism?	
<i>Scale Range = 0 to 5; 0 points if the project will not have any tourism impacts for the county to 5 points if the project will have substantial tourism impacts for Pender County.</i>	