

Town of Waxhaw

Park, Recreation, and Cultural Resources Master Plan

August 28, 2012



THE TOWN OF
WAXHAW
North Carolina

Acknowledgements

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Executive Summary

The Town of Waxhaw, in keeping with their motto: “Proud of our Past ... Passionate about our future,” and anticipating future growth and population changes, initiated a study to analyze how well their current park and recreation system meets the needs of the community and to make recommendations on how it should grow to meet the community’s future needs. This report presents an overview of the Town of Waxhaw’s existing assets and proposes a plan that has been crafted to fit the existing and future needs and goals specifically for Waxhaw.

Recommendations in this plan were developed through a series of outreach strategies with the community- stakeholder interviews, public meetings and guidance from the Park and Recreation Advisory Committee. Through this outreach process and utilizing standards developed for small communities several key goals and recommendations are contained within this plan:

- Reach a level of service goal of 11 acres per 1000 population for the amount of land that should be set aside for Waxhaw’s parks
- Provide a town-wide greenway system with ½ mile access points from every residence
- Establish a Park, Recreation and Cultural Resources Department with dedicated staff
- Adopt a flexible park classification system that guides the development of future parks to meet the unique needs of the Waxhaw’s community, while acknowledging the importance of public/private relationships and the decline in public funding opportunities

While the Town has many assets and hosts many popular events, for a town of 10,000, Waxhaw is behind in the amount of land dedicated for parks, including land for active recreation, greenways, open space and natural protection. Compared to similar sized communities and as voiced by community members, Waxhaw needs to focus on increasing park acreage, recreational amenities such as walking trails, sport fields and spaces for community events of various sizes.

Currently the Town of Waxhaw relies heavily on volunteerism and private entities to provide recreational needs for the community. The Parks and Recreation Advisory Committee, comprised of volunteers and a planning staff representative, are currently tasked with ensuring the recreation and leisure needs of the entire community are being met as best as possible. While Waxhaw may continue to rely on volunteerism to improve parks sites, help with special events and be the voice for the community, volunteer labor is not adequate to increase service delivery or increase funding opportunities such as applying for grants and leveraging partnerships. As the town strives to reach the goals set in this plan, it will be important to have the support in place to create success.

Park and recreation facilities make communities desirable places to live, work, play, and visit, thereby contributing to the ongoing economic vitality of the community. A town’s parks and public spaces are reflections of the community’s history, character, and cultural and environmental values. Parks should have individual personalities, yet be connected together into an integrated network of open spaces and recreational places that are well cared for and well-loved.

As Waxhaw continues to grow, and its citizenry continue to take pride in its past and future, its parks and open spaces should also grow to support the community in living healthy lives, in a place that is vibrant and highly desirable for residents, businesses and visitors.

CHAPTER I:

Introduction

A park is a community meeting space, a venue for the arts, a place to recreate, an environmental asset and an economic driver. Parks contribute to the quality-of-life, livability and health and well being of a community. The Waxhaw community recognizes the economic, social and environmental value of parks and through this planning effort take formal steps to ensure that their town continues to be a location of choice for residents, businesses and visitors alike.

Benefits of Waxhaw's Park, Recreation and Cultural Resources

As mentioned, there are innumerable benefits to a robust park, recreation and cultural resources system. As illustrated in the following graphic, the National Recreation and Parks Association Synopsis of 2010 Research Papers, “summarizes the key categories that parks, recreation and cultural resources contribute to building healthy and vibrant communities.”



Physical Health

Park and recreation facilities play a key role in the physical health of a community. Designated outdoor recreation space encourages physical activity and provides a connection to nature. Studies suggest that communities with a greater availability of parks, greenways and trails have residents with lower rates of chronic disease and obesity and longer life spans.

Mental Health

“Numerous studies demonstrate that access to green views and environments can improve cognitive functioning, impulse control, resilience to stressful life events, and overall mental health. Conversely, studies report a link between low nature





access with increases in deficit/hyperactivity disorder (ADHD), clinical depression, stress, and anxiety.” (National Recreation and Park Association, “Synopsis of 2010 Research Papers: The Key Benefits.”)

Social Function & Youth Development

Parks provide community meeting space: a place for residents to come together regardless of class or race. Research suggests that access to park and recreation facilities alleviates isolation in individuals, especially the elderly. In addition, effective park and recreation programming supports “the development of life skills in adolescents.” One study suggests that “students who participate in at least one hour of extracurricular activities per week are 49% less likely to use drugs and 37% less likely to become teen parent.” (National Recreation and Park Association, “Synopsis of 2010 Research Papers: The Key Benefits.”)

Environmental Impact

Parks have often been described as the “lungs of the city.” Parks contribute to air quality, reduce heat island effect and when well-designed, serve as natural water and wastewater treatment facilities. In addition, well-connected parks and designated open space serve as wildlife corridors and promote contiguous natural flora habitat.

Economic Impact

The economic impact of parks can be measured in a variety of ways. Researchers indicate that parks are one of the most cost-effective ways to lower long-term health care expenditures, reduce costs associated with removing air pollutants from the air. Parks can provide employment opportunities for groups typically marginalized in the traditional workforce such as youth. Parks and open space serve as a catalyst for economic development by often increasing the value of nearby properties, increase property tax revenue, and attracting businesses and trained employees in search of a high quality of life.



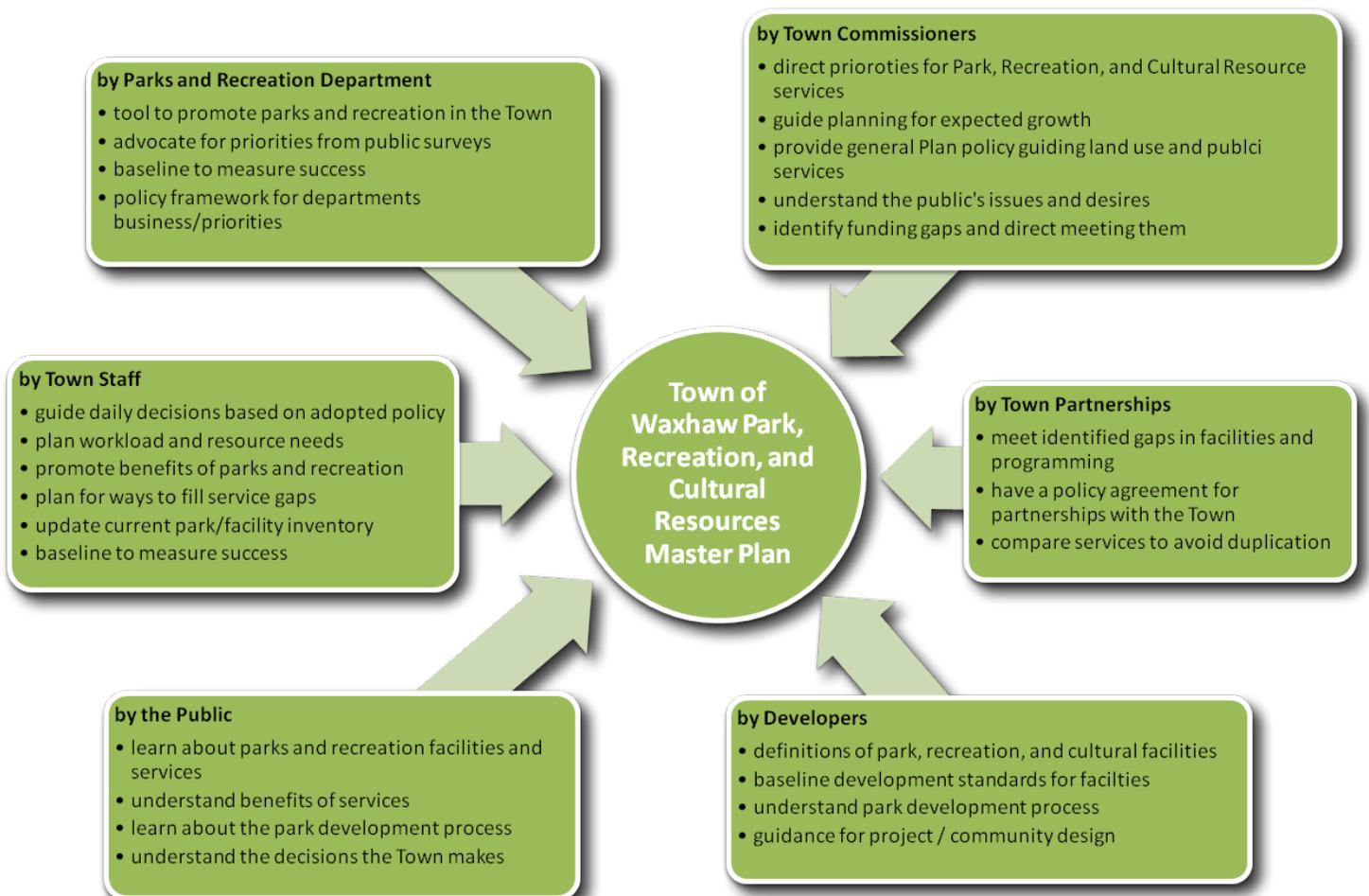
“You can measure the health of a city by the vitality and energy of its streets and public open space.”

- William H. Whyte

Purpose of the Plan

In general, a plan is a guiding policy document. It is a framework and tool that helps inform and guide decisions throughout a community. For Waxhaw, the Park, Recreation and Cultural Resources Master Plan provides a resource for the public to learn about the value of park, recreation and cultural facilities, it guides daily decisions and directs priorities made by town staff and it is a tool that can be used to establish park, recreation and cultural facilities and programs throughout the community.

The Park, Recreation and Cultural Resources Master Plan brings together elements of Waxhaw's past and present, recognizes the values of the community and provides structure through a supported set of recommendations that will move Waxhaw toward its desired future.



Source: City of Sacramento Parks and Recreation Master Plan 2005-2010



Process to Develop the Plan

During the summer of 2010 the Waxhaw Park and Recreation Advisory Committee, a volunteer board of residents committed to the oversight of park and recreation facilities in town, identified the need to focus resources and direct decisions concerning the town's existing and future recreation facilities. To support the development of the plan the Advisory Committee administered an informal survey to residents, outlined interim goals and initiated a RFP (Request For Proposals) process seeking firms qualified to assist the town in plan development.

On recommendation from the Advisory Committee, the Town of Waxhaw hired LandDesign, a Charlotte- based land use, engineering, urban design and planning firm, to lead the process to develop the plan. The process, which lasted approximately six months, built on the work already completed by the Advisory Committee and engaged a variety of stakeholders and the community through a diversity of public engagement opportunities. The following section details the 4-phase program of work used to develop the Town of Waxhaw Park, Recreation and Cultural Resources Master Plan:

Phase One: Community Involvement

Critical to the success of the project was a comprehensive public engagement process that offered multiple opportunities for Waxhaw residents to provide feedback and make decisions regarding their future system. Guiding the entire process was a Master Plan Committee made up primarily of individuals from the Parks and Recreation Advisory Committee. (For a complete list of Master Plan Committee members please refer to the Acknowledgements) In order to supplement the qualitative data gathered throughout the process interviews with key personnel from relevant town departments, key staff members from the county, as well as selected stakeholders such as community group representatives, recreation leaders, and recreation business organizations were held. In addition to these feedback sessions, three community meetings were held at critical decision-making points during the process. These meetings gave the public opportunities to become acquainted with the purpose of the plan, provide feedback and help guide plan development.

Phase Two: Inventory & Analysis

An extensive inventory and analysis of existing data and facilities was conducted to inform plan development. This included a summary of demographic and socioeconomic data, a Level of Service (LOS) analysis and a summary of capital improvement and funding options.

Phase Three: Plan Development

Building off the findings in Phase One and Phase Two the Waxhaw Park, Recreation and Cultural Resources Master Plan was developed. This document provides the components of the plan: a summary of the aforementioned phases and a 15-year implementation action plan that includes recommendations, target dates for implementation, potential costs and funding strategies.

Phase Four: Plan Documentation & Adoption

Phase Four prepares the plan for adoption by incorporating final comments and

feedback from the Master Plan Committee into the final plan documents.

Organization of this Report

This report is divided into 8 main chapters. The first chapters provide the information gathered during the initial portion of the planning process. Chapters include information pertaining to community demographics and socio-economics and a Level of Service analysis that identifies the type and scale of facilities required by the current and future population in terms of supply and demand. The latter sections of the report are devoted to recommendations and implementation strategies. At the conclusion there are appendices of supporting information.

Waxhaw Community Priorities

Waxhaw is a diverse community with strong connections to the past and great aspirations for the future. The following mission and goal statements guide not only the process to develop this plan but also the development of the parks, recreation and cultural system.

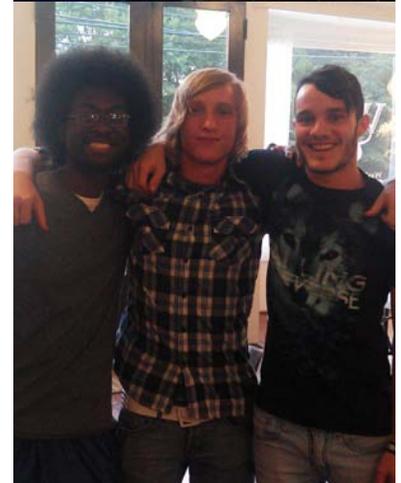
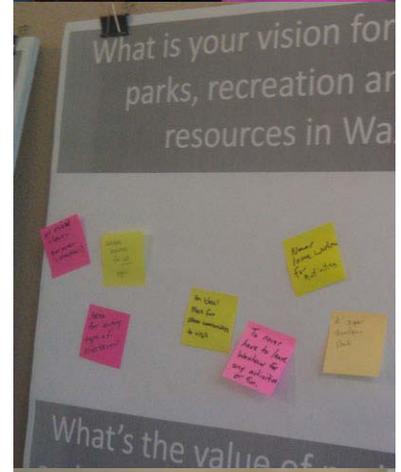
Mission Statement

“Our mission is to provide recreation and educational opportunities through parks, recreational activities and cultural resources in order to promote a healthier lifestyle and quality of life for our citizens and the surrounding community.”

Goals

- Promote Waxhaw as a quality and attractive place to live, visit and recreate.
- Improve athletic, leisure and cultural programming for residents of all ages.
- Increase community awareness of cultural and historical amenities.
- Ensure sound governance of park, recreation and cultural facilities.

These goals are revisited in Chapter 7: Implementation Action Plan.



CHAPTER 2:

Demographics and Socioeconomic Data

Community Profile

The Town of Waxhaw is located in southwestern Union County approximately 20 miles from downtown Charlotte. Named after the indigenous Native American tribe, the Waxhaws, the Town was incorporated in 1889 making it the 3rd oldest settlement in Union County. Today Waxhaw is a growing bedroom community and location of choice for new residents and businesses due to its idyllic setting in the Carolina Piedmont, proximity to Charlotte, and high quality of life.

The following section highlights Waxhaw's demographic and socioeconomic trends.

Population

According to the 2010 Census, the Town of Waxhaw has an estimated 9,859 residents. The 7,234 new residents between 2000 and 2010 equated to a growth rate of 275.6% (Table 2-1). Union County grew at 62.8% during the same period again making it North Carolina's fastest growing county.

POPULATION	Waxhaw	Union County	North Carolina
Population, 2010	9,859	201,292	9,535,483
Population, percent change, 2000 to 2010	275.6%	62.8%	18.5%
Population, 2000	2,625	123,677	8,049,313

Table 2-1: Population, Source: U.S. Census Bureau Quick Facts





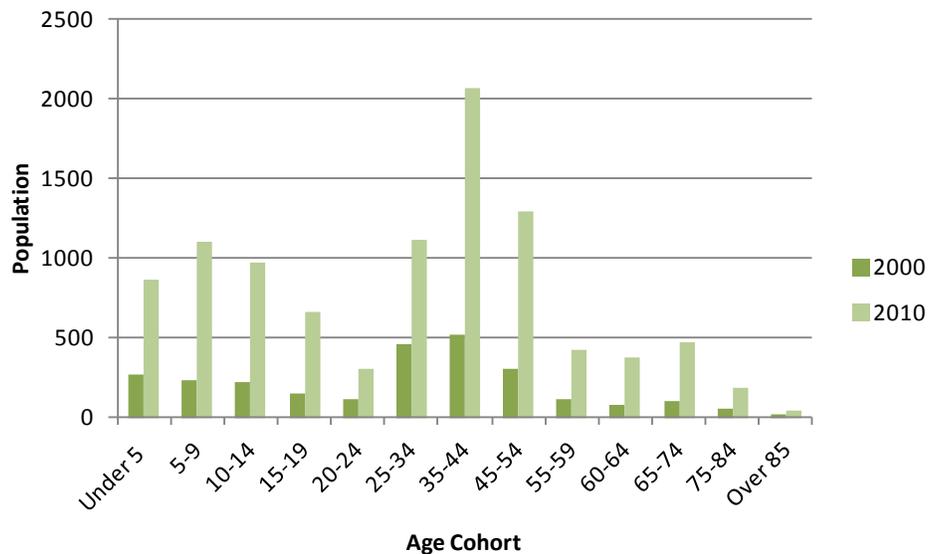
Age by Cohort

Table 2-2 demonstrates the Waxhaw population change between 2000 and 2010 by age cohort. School aged children, from 5-19 years of age and retirees, had the highest growth rates indicating that Waxhaw continues to be a location of choice for families.

SEX/AGE	2000	2010	% Change
Male	1261	4769	278%
Female	1364	5090	273%
Under 5 years	272	864	218%
5-9 years	233	1104	374%
10-14 years	221	973	340%
15-19	143	657	359%
20-24	109	303	178%
25-34	460	1111	142%
35-44	517	2065	299%
45-54	308	1294	320%
55-59	112	420	275%
60-64	81	376	364%
65-74	99	473	378%
75-84	54	182	237%
Over 85	16	37	131%

Table 2-2: Population Age Change by Cohort; Source: U.S.Census Bureau Quick Facts

As shown in Graph 2-1, school-aged, Gen X'ers (age cohorts 35-54) and retirees (age 60-74) experienced strong increases between 2000 and 2010. These cohorts represent individuals in their prime earning years and those who will have a significant impact on community facilities, especially schools, recreation amenities and program users.



Graph 2-1: Population Age Change by Cohort; Source: U.S.Census Bureau Quick Facts

Ethnicity & Race

Waxhaw residential racial and ethnic composition ratios in 2010 were highly comparable to 2000. The largest group, Caucasians, remained constant at 82% (compared to 81% in 2000) with persons of Hispanic or Latino origin at 6.4%, Asian Americans at 2%, American Indian and Alaskan Natives at less than one percent . African Americans fell from 22% in 2000 to 11% in 2010.

ETHNICITY & RACE	Waxhaw	Union County	North Carolina
White persons, percent, 2010	82.1%	79.0%	68.5%
Black persons, percent, 2010	11.2%	11.7%	21.5%
American Indian and Alaska Native persons, percent, 2010	0.1%	0.4%	1.3%
Asian persons, percent, 2010	2.0%	1.6%	2.2%
Native Hawaiian and Other Pacific Islander, percent, 2010	Z	Z	0.1%
Persons reporting two or more races, percent, 2010	2.9%	1.9%	2.2%
Persons of Hispanic or Latino origin, percent, 2010	6.4%	10.4%	8.4%
White persons not Hispanic, percent, 2010	78.1%	74.6%	65.3%

Table 2-3: Waxhaw's Racial and Ethnic Composition
Source: U.S. Census Bureau Quick Facts

Educational Attainment

As show in Table 2-4, Waxhaw continues to outpace both Union County and the State's in terms of graduation rates and percent of persons with higher degrees.

EDUCATIONAL ATTAINMENT	Waxhaw	Union County	North Carolina
High school graduates, percent of persons age 25+, 2005-2009	92.8%	84.4%	83.0%
Bachelor's degree or higher, pct of persons age 25+, 2005-2009	44.6%	26.7%	25.8%

Table 2-4: Educational Attainment
Source: U.S. Census Bureau Quick Facts





Households

There are an estimated 3517 households in Waxhaw, a 275% increase from 2000. This mirrors the population growth rate indicating that average household size remained constant during the period. Compared to the State, Waxhaw has a higher percentage of homeowners in owner-occupied single-family structures. In addition, as noted in Table 2-5, the median value of owner-occupied units in Waxhaw is significantly higher than both Union County and the State median.

HOUSEHOLDS	Waxhaw	Union County	North Carolina
Housing units, 2010	3,517	72,870	4,327,528
Homeownership rate, 2005-2009	86.7%	79.9%	68.1%
Housing units in multi-unit structures, percent, 2005-2009	0.8%	6.6%	16.8%
Median value of owner-occupied housing units, 2005-2009	\$199,400	\$190,000	\$143,700

Table 2-5: Household
Source: U.S. Census Bureau Quick Facts

Income

The median household income in Waxhaw is currently estimated at \$76,141, which is significantly higher than Union County (\$63,190) and the State average of \$43,754. In addition, as noted in Table 2-6 poverty rates are lower than both Union County and the State.

INCOME	Waxhaw	Union County	North Carolina
Median household income 2005-2009	\$76,141	\$63,190	\$45,069
People of all ages in poverty - percent, 2005-2009	7.4%	10.9%	15.1%

Table 2-6: Household Income
Source: U.S. Census Bureau Quick Facts

CHAPTER 3:

Existing Parks, Recreation, and Cultural Facilities

The Town of Waxhaw currently owns and maintains 4 formal parks: the downtown Skateboard (SK8) Park, the David G. Barnes Children's Park, Harvey Clay Nesbit Park, and Dare Steele Garden. In addition the Town provides minor maintenance at the South Providence School Park facility. There are also several facilities in the region available to Waxhaw residents. This includes a number of private community pools and trail systems, several regional YMCAs, recreational complexes, the Museum of the Waxhaws and regional amenities such as Cane Creek Park and Anne Springs Close Greenway.



Skateboard (SK8) Park

Facilities Owned or Maintained by the Town of Waxhaw

Skateboard (SK8) Park

This skate park is centrally located to downtown, to the rear of the David G Barnes Children's Park, and provides for active recreational opportunities. It is a single use park of approximately 0.65 acres and draws heavy amounts of users. The park is not located on any major roads and is somewhat difficult to find.



David G. Barnes Children's Park

David G. Barnes Children's Park

The children's park was recently renovated and dedicated in honor of its name sake in 2009. The park is ideally located in the heart of downtown and sits prominently on W. South Main Street. The size is less than an acre and includes concrete sidewalks, playgrounds, public art, gazebos, park benches, and landscape areas. It is located adjacent to the Skateboard Park.



Harvey Clay Nesbit Park

Harvey Clay Nesbit Park

Harvey Clay Nesbit Park is a 40-acre park located in the northwest quadrant of town. It offers residents parking areas, baseball fields, softball fields, multi-purpose fields, concession stand, restroom facilities, and picnic tables. The park is easily accessible from Kensington Drive to the north. Harvey Clay Nesbit Park is located adjacent to Kensington Elementary school and the residential community of Millbridge. Based on current plan Harvey Clay Nesbit Park will be bounded on two sides by the proposed Carolina Thread Trail greenway system.



South Providence School Park

South Providence School Park

Town staff have provided minor maintenance to the walking loop and exercise facilities at South Providence School Park are maintained by Town staff. The facility is located off Brevard Street adjacent to the Town's Public Services Department.

Dare Steele Garden

The Dare Steele Garden is a converted grassy median that has been transformed into a small but tranquil 0.16 acre park. The park pays homage to long-time Town of Waxhaw resident, history teacher, and playwright Dare Steele, who authored the outdoor drama "Listen and Remember."



Dare Steele Garden



Private/Regional Facilities

The following regional facilities were identified through the public engagement process as the ones most widely-used by Waxhaw residents.

Private Development Amenities

Many of the residential developments in and around Waxhaw have private recreation amenities including pools, spray gardens, walking trails, and dedicated open space. While these facilities are widely used by their residents they are private and therefore are not accessible to the general public.

Siskey Family YMCA / Wesley Chapel YMCA

Located in Matthews, the Siskey Y and Wesley Chapel YMCA in Wesley Chapel, NC are the closest full-service YMCA's for Waxhaw residents. The facilities include fitness center, gymnasium, indoor and outdoor track, six lane indoor pool, outdoor pool and waterpark, flexibility studio, group exercise studio, locker rooms, sports fields and numerous other amenities.

Museum of the Waxhaw's

The Museum of the Waxhaw's located just south of downtown is a historical and cultural destination for both residents of Waxhaw and the greater region. The museum and surrounding lands provide numerous amenities including several historic structures, an indoor auditorium, gift shop and outdoor amphitheater (currently undergoing renovations).

Cane Creek Park

Cane Creek Park is a 1050-acre facility located southeast of Waxhaw. Stakeholders indicate the Park is a favorite summertime destination for camping, fishing, water sports and various other outdoor activities. Given the recent economic downturn, stakeholders suggest that Cane Creek increasingly became a destination of choice for those choosing a "stay-cation" over a traditional summer vacation.

Anne Springs Close Greenway

Anne Springs Close Greenway, located in York County, South Carolina, is a private-facility owned and maintained by Leroy Springs and Company. The Greenway is a 2000-acre facility with numerous walking and biking trails, horse-riding facilities, event venues and historic structures.

Monroe Aquatic and Fitness Center

Stakeholders indicated that the Monroe Aquatic and Fitness Center is a destination of choice for many Waxhaw residents. The 80,000 square foot Center is a members-only facility that offers a variety of aquatic and fitness programs including a zero-entry pool, play area, indoor lap and training pool, gymnasium, fitness equipment room and various conference and meeting facilities.

Jesse Helms Soccer Complex

The Jesse Helms Soccer Complex located in Monroe, NC is the area's largest regional soccer facility. The complex has 6 full-size game fields, a covered picnic shelter, four individual concrete picnic sites with grills, one playground, a paved walking track, bathroom facilities and a six-section exercise station.

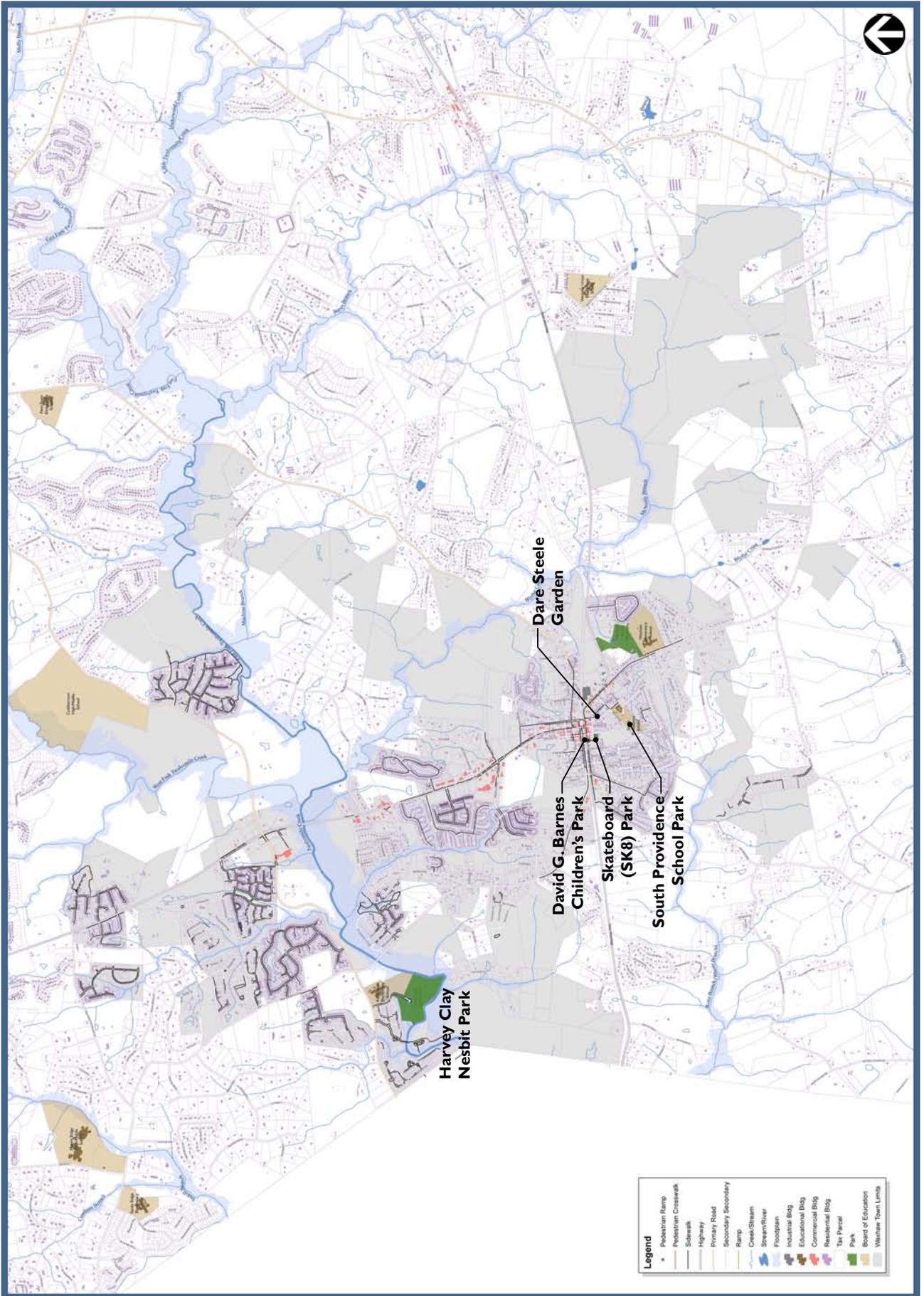


Figure 3-1: Existing Facilities Owned/Maintained by the Town of Waxhaw

CHAPTER 4:

System Analysis

The following section provides an analysis of Waxhaw’s recreation system as a service to the existing and future population. This type of analysis is referred to a Level of Service study in that it identifies the type and scale of facilities required by the current and future population in terms of supply and demand.

There are two recreational standards that were used in the park and recreational analysis for the Town of Waxhaw. The first analysis tool is the Small Community Parks & Recreational Standards which sets forth recreational standards for small communities with a population at or less than 10,000. This resource has set more flexible standards to be adaptable to smaller communities and their individual needs. The second tool being the National Parks & Recreation Association (NRPA) planning standards which bases is standards on urban models. Most of the analysis and recommendations for Waxhaw utilize the standards for small communities as it provides a more feasible framework based on a small town atmosphere.

Existing Demand

Due to the recent population growth, the Town of Waxhaw is on the cusp of transitioning from a small bedroom community to a residential activity center. Such growth can place a heavy burden on infrastructure, facilities and services. In order to best understand the impact of this population growth on the Town’s need for recreation facilities it is necessary to conduct both a current and future Level of Service analysis. The Level of Service analysis is based on the following generally accepted park planning standard for small communities:

Facility Category	Total Acres Required per 10,000 Residents (Acres)	Current Supply (Acres)
Sports Fields (soccer, multi/use, baseball/softball)	44	27
Courts (tennis, basketball, volleyball)	30	.3
Outdoor Recreation (skate park, dirt trails, fishing access, etc)	85	.5
Leisure (playgrounds, picnic areas, general park areas)	8	.6
Other Recreational Facilities (swimming pool, hockey, outdoor events)	15	3.5

Table 4-1: Level of Service
Source: Small Community Parks & Recreation Standards





Broken down even further, the following table defines the population served by one facility and the number of facilities needed per 1,000 residents:

Facility Category	Facility Type	Total Population Served by 1 Facility	# of Facilities Needed per 1000 residents
Sports Fields	Soccer/Multi-Use	1050	.95
	Baseball/Softball Fields	1640	.61
Courts	Tennis	1030	.97
	Basketball	1100	.91
	Volleyball	7540	.13
Outdoor Recreation	Small Skatepark (7000sq ft)	6410	.16
	Full-size Skatepark (17,000+sqft)	15560	.06
	Paved Trail	960	1.04
	Nature Trail	430	2.33
Leisure	Playgrounds	6270	.16
Other Recreational Facilities	Pool	8250	.12
	Outdoor Event Venue (per acre)	2380	.42

Table 4-2: Facility Service per Population
Source: Small Community Parks & Recreation Standards

The existing Level of Service analysis compares current demand to the current supply of recreation acreage. As described in the previous section, Waxhaw currently has approximately 32 acres of recreation facilities. Given the generally accepted park planning standards, roughly 10 acres per 1,000 residents, and the current population of 9,859, Waxhaw is currently operating a system with a significant amount of unfulfilled demand. For the Town of Waxhaw to fulfill this existing demand it would require the following type and number of facilities (in total):

- 10 soccer fields
- 6 baseball fields
- 10 tennis courts
- 10 basketball courts
- 1 volleyball court
- 2 shuffleboard courts
- 2 skate parks
- 23 miles of nature trail
- 10 miles of paved trail
- 1 pool
- 4 acres of outdoor event space

However, in reality, much of this demand is being met by private facilities and regional recreation amenities. The previous section details additional information on the type and scale of these substitute recreation facilities.

Future Demand

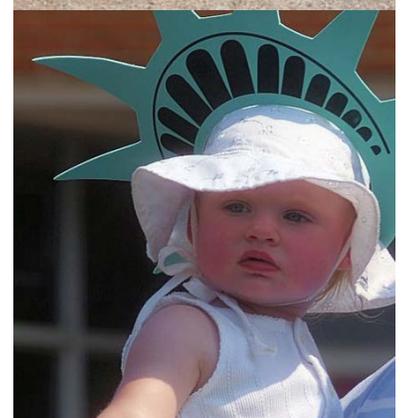
In order to forecast future demand for recreation facilities, a population estimate is needed. Given the historic and anticipated continued growth of Waxhaw a population growth multiplier of 121% was used to forecast population to 2035. This figure is consistent with the Mecklenburg-Union Long Range Transportation Plan 2035. If Waxhaw continues to grow at the same rate and pace as the rest of Union County the Town can expect the population to be 18,670 in the year 2035. Table 4-3 illustrates the current and future demand for recreational acreage based on population figures and the existing and future Level of Service for recreation facilities in Waxhaw:

Facility	Current Supply (Acres)	Current Demand (Based on 2010 Population)	Current Gap (Acres)	Future Demand (Based on 2035 Population)	Future Gap (Acres)
Sports Fields	27	44	17	79.2	52.2
Courts	.3	3	2.7	5.4	5.1
Outdoor Recreation	.5	85	84.5	153	152.5
Leisure	.6	8	7.4	14.4	13.8
Other Recreation Facilities	3.5	15	11.5	27	23.5
TOTAL	32 acres		123 acres		124 acres additional

Table 4-3: Current and Future Recreational Demand

For the Town of Waxhaw to fulfill 2035 Future Demand it would require the following type and number of facilities (in total) for the future population:

- 18 soccer fields
- 12 baseball fields
- 18 tennis courts
- 17 basketball courts
- 2 volleyball court
- 4 shuffleboard courts
- 3 skate parks
- 44 miles of nature trail
- 19 miles of paved trail
- 2 pools
- 8 acres of outdoor event space



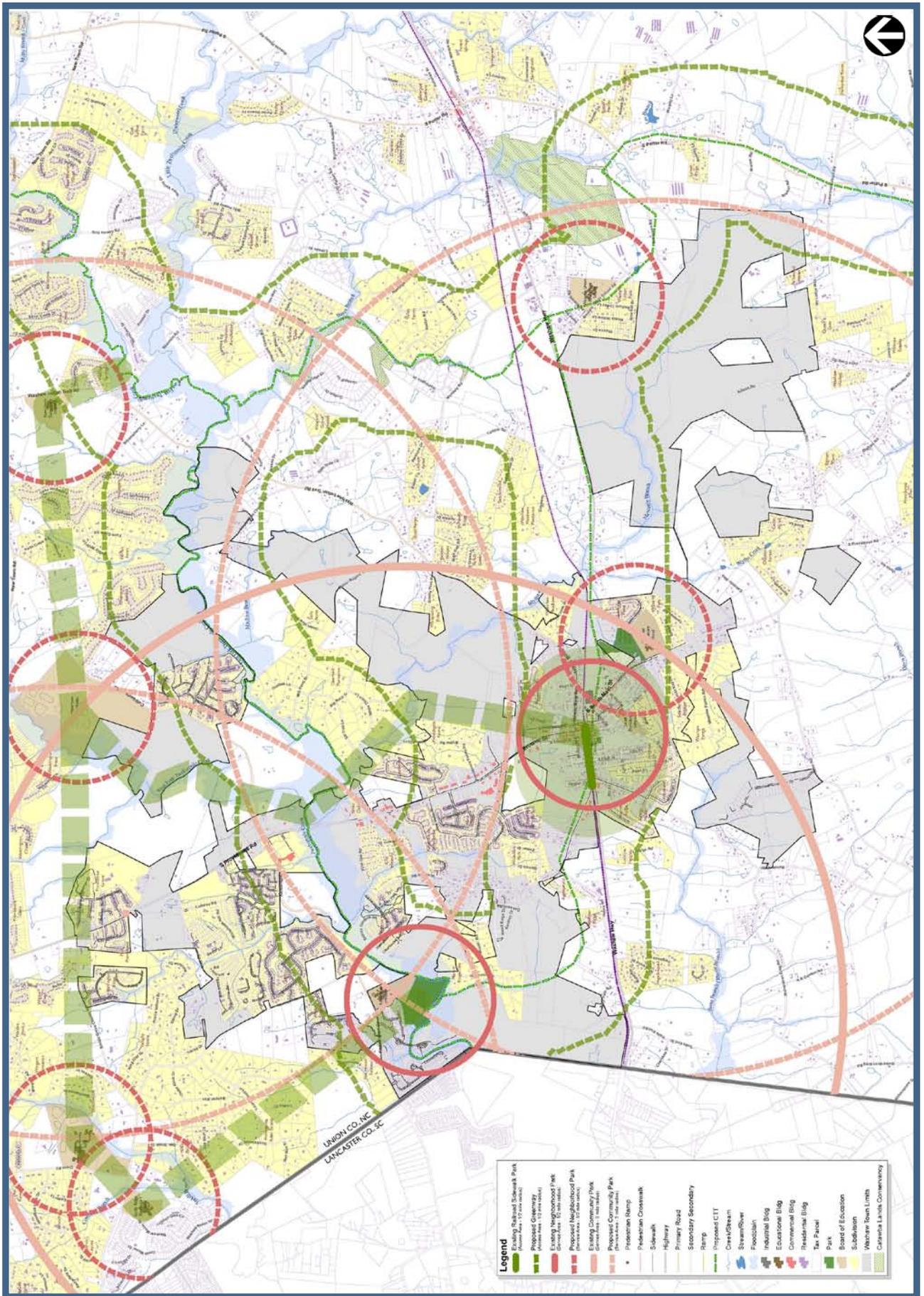


Figure 4-1: Existing Facilities 1/2-mile and 3-mile Level of Service

CHAPTER 5:

A New Waxhaw Standard

The Level of Service analysis based on the aforementioned standards is a good starting point to determine demand for a recreation system. By incorporating these findings with the knowledge that some of this demand is being met by other facilities and community values and priorities we defined a tailored Level of Service for the Town of Waxhaw. Based on extensive community engagement through meetings with the Master Plan Committee, stakeholder interviews and public meetings the Waxhaw Level of Service standard is defined as the following:

Park System Standards

- 11 acres per 1000 residents for parks and
- 17 acres per 1000 residents including dedicated open space and
- Town-wide greenway system-with 1/2 mile access points from every residence

The following proposed park system achieves the aforementioned standards. Refer to Figure 5-1 Proposed Park System and Figure 5-2 for Proposed Park System 1/2-mile Level of Service at the end of this chapter.

Waxhaw's Park Classification System

As illustrated in the proposed system map there are a variety of park types and linkages that are being recommended to define Waxhaw's system. The following section describes in detail the eight park type classifications. This classification system is used as a standard for developing park land in respect to park size, types of amenities offered and service radius to citizens. By applying these classifications to the existing park facilities and future park development, you begin to create the park system framework.

The parks serve as the destination points or nodes of the system, while greenways and trails provide the links or corridors between the nodes. By linking parks and greenways in combination with local street sidewalks and residential neighborhoods a complex network of park-user connectivity throughout the entire Town of Waxhaw is established.



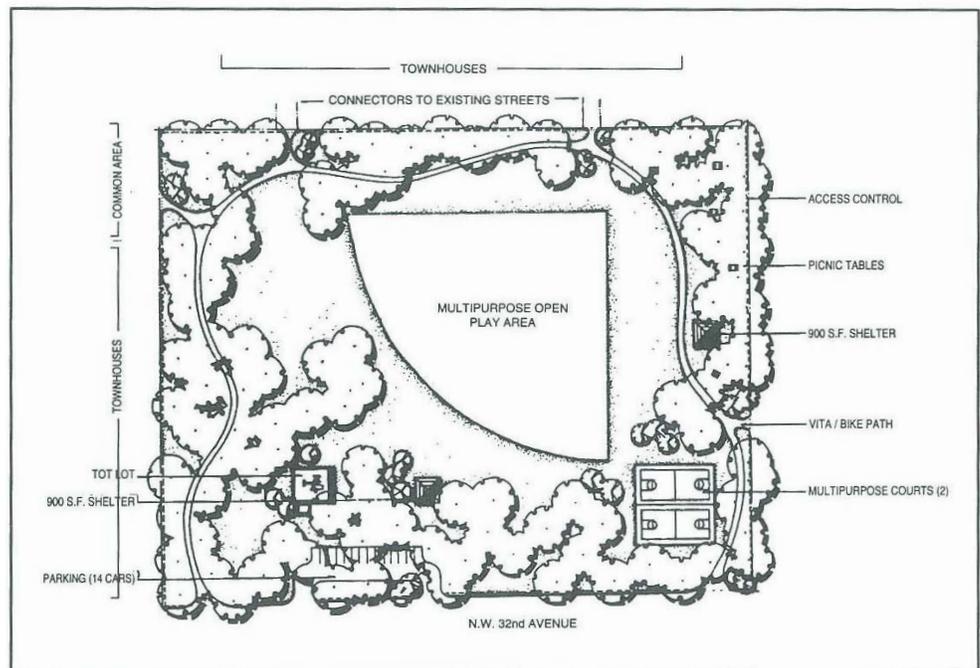


Neighborhood/Mini Park

The Neighborhood/Mini Park is the basic unit of a park and recreation system and the foundation of all great systems. These parks are the smallest in size of the parks types, but often times the most widely used. They offer a recreational and social focus for the neighborhood they serve and are gathering spots for informal active and passive recreation. Neighborhood/Mini Parks generally have a 1/2-mile service radius of their intended users and are typically located on lightly travelled local roads. As with all parks in the parks system, it should be connected to or provide linkages to the greenway system. A Neighborhood/Mini Park size can be up to 10 acres in size often offering optional parking or on-street parking.

Minimum Neighborhood/Mini Park standards:

- Up to 10 acres in size
- Small, well designed 1/4 acre size acceptable in areas of constraints
- 1/2-mile service
- Connection to the Town-wide greenway system
- Unprogrammed, multi-purposed open space
- Internal path system
- Picnic and seating areas
- Children's play area
- Shaded and green spaces
- Pedestrian scale lighting for safety and security
- Parking optional (preference for on-street parking)
- Design should reflect the neighborhood character



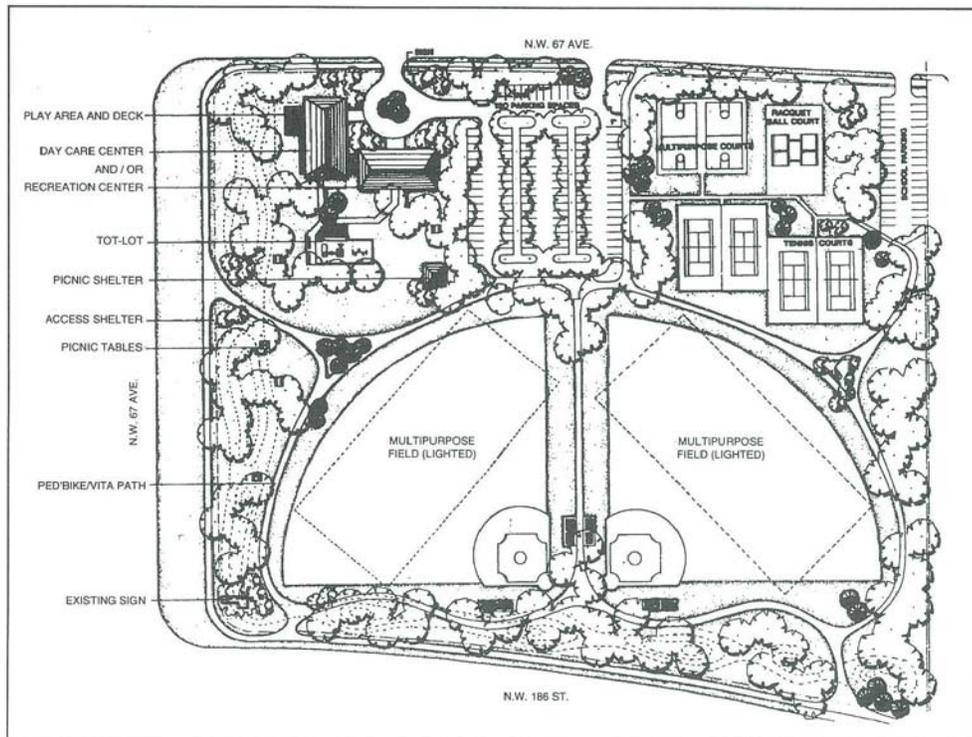
Source: NRPA - Park, Recreation, Open Space and Greenway Guidelines

Community Park

The Community Park looks to serve the community on a broader scale than the Neighborhood/Mini Park. The main focus of the Community Park is to provide the community a focal point for a variety of recreational needs. It can also function as a community meeting place for social and recreational activities. The average size for a Community Park is between 10-50 acres and has a service radius of 3-miles from the park. Since the Community Park is designed to service the recreational needs of the community, it is usually located near arterial and collector streets that can handle the amount of visitors to the park.

Minimum Community Park standards:

- 10-50 acres in size
- 3-mile service radius
- Internal path system connecting to the town-wide greenway system
- Restroom facilities
- Programmed recreational fields and courts
- Picnic Shelters
- Children's play area
- Shelter Building
- Landscape features
- Parking areas
- Lighting for security, safety and facilities



Source: NRPA - Park, Recreation, Open Space and Greenway Guidelines



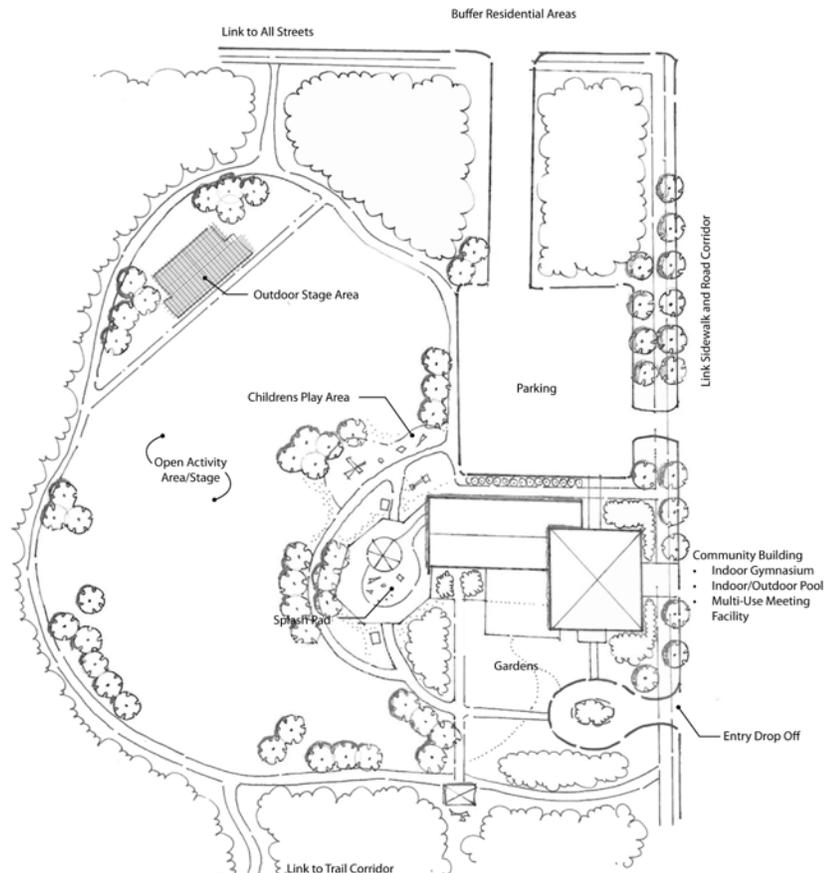


Community Central Park

The Community Central Park was identified early in the public input process as a centralize park in the historic downtown where the community can gather and have a sense of place. The character of the Community Central Park should reflect the historical and cultural resources found within the surrounding community and the iconic park for the park system. Within the Community Central Park would be a community center facility. The center will provide a place for citizens to gather, hold meetings, and offer community programs and events. The primary focus of the center will be to offer programming and services for seniors.

Minimum Community Central Park standards:

- Located within historic downtown, strong street presence
- Community Center
- Programming with indoor active recreational facilities
- Outdoor community gathering area for events
- Informal open space for recreation
- Children's play area
- Dog friendly area
- Parking
- Internal paths connecting to town-wide greenway system
- Lighting for safety, security and facilities



Source:

Special-Use Parks

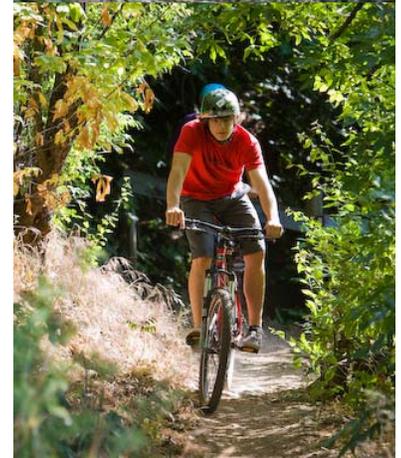
Special-Use parks play an important role within the park system framework. These parks offer users different activities not typically found in a park and recreational system. Parks are typically a single use facility catering to a single activity. Special-use parks can range in the amount of programming and free use depending on the nature of the activities. Waxhaw currently has two special-use parks, Skateboard (SK8) Park and Museum of the Waxhaws.

School Park

School Parks are a great asset to the community. A school park is a joint use facility between the Park and Recreation department and school district. The park is located next to a school facility and is used by both the school and public. The park can function as either a neighborhood park or community park depending on the size of land being developed and what facilities are being proposed. A School Park offers both active and passive recreational activities and is oriented more towards youth recreation. Due to the nature of the park as a shared use between the park and recreation department and the school district, a joint-use agreement will need to be established. The joint use agreement will need to address role of financial responsibilities, maintenance, and accessibility of use.

Greenways and Trails

Greenways and Trails provide the essential link between parks and destination points throughout the park system. Greenways and trails can be located in a variety of settings. Greenways are typically separated trails from vehicular traffic and follow existing streams and river corridors. Locating greenways in these natural corridors provides a natural buffer to the riparian corridors protecting them from future development. They also can be located within existing utility corridors, making construction and obtaining easements less time consuming and less of a financial burden for the town. Greenways offer multiple users opportunities for recreation including hikers, runners and bicyclists. Access points to greenways are called trailheads. Trailheads should be located along the greenway every ½ mile and located along public streets. Depending on the location and potential number of users accessing the greenway at that location, they can contain different types of amenities. Smaller trailheads may simply have a sign indicating access to the greenway, while larger trailheads may contain parking areas, seating, and restroom facilities. When developing future parks, they should be located along the greenway system. By linking and constructing parks and greenways together, it creates a cohesive park system of corridors and nodes that can be enjoyed and accessed by citizens without regard to their location within the town.





Neighborhood Subdivision Park

Neighborhood Subdivision Parks play an important role in the development of a park system. These are private recreational opportunities that are located within the development of a residential subdivision and offer a recreational amenity to the neighborhood. They are not part of the Town park and recreation system, but offer recreational opportunities to the surrounding residents and can help to fulfill recreation activities while city owned parks are being developed or funded. Subdivision parks serve the residents of the subdivision and should be linked to the town-wide greenway system through neighborhood greenways, sidewalks and accessible from local streets. Depending on the size of the neighborhood, the park may offer a variety of recreational activities including water recreation, courts, play structures, picnic areas, and internal trails. Larger neighborhoods may have multiple parks for residents to use and can be linked together through a series of trails and sidewalks.



Neighborhood Greenways

Neighborhood greenways provide a recreational linkage within the residential neighborhood. As with neighborhood subdivision parks, neighborhood greenways are privately funded and construction facilities usually with the development of the subdivision. The neighborhood greenway provides residents with linkages between neighborhood parks and the town-wide greenway system. The greenways can be located within open space areas, riparian corridors, or utility corridors within the subdivisions. Many times greenways are located within the left over land from the subdivision lotting. Greenways should be part of the overall planning of the subdivision, being an integral part of the planning process, which will not only bring added value to the community, but offer a higher quality of life for residence.



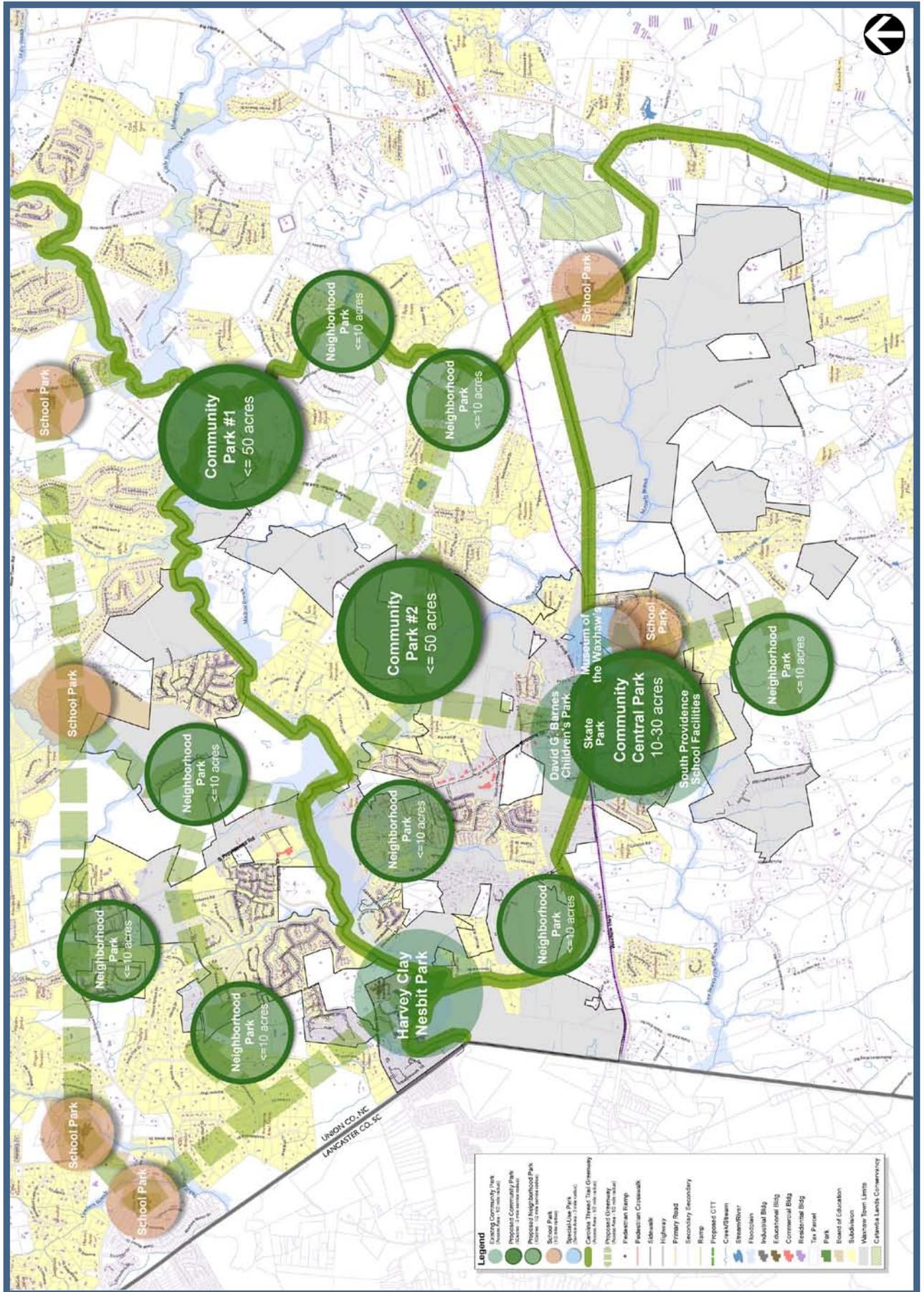


Figure 5-1: Proposed Park and Recreation System



Figure 5-2: Proposed Park and Recreation System - 1/2-mile Level of Service

CHAPTER 6:

Park, Recreation, and Cultural Resources

Master Plan Recommendations

This section outlines recommendations and specific implementation strategies to achieve the town's stated goals.

Goals

- Ensure sound governance of park, recreation and cultural facilities.
- Promote Waxhaw as a quality and attractive place to live, visit and recreate.
- Improve athletic, leisure and cultural programming for residents of all ages.
- Increase community awareness of recreation, cultural and historical amenities.

Of note, this plan does not address or suggest the number or type of facilities (playgrounds, ball fields, etc) that should be constructed. It is designed to provide a holistic approach towards creating a successful park, recreation and cultural resources system based on existing and future demand and prioritized by community values.

Governance Goals, Recommendations & Strategies

Goal #1: Ensure sound governance of park, recreation and cultural facilities.

Recommendation: Establish a Park, Recreation and Cultural Facilities Department.

Strategy: The first recommendation of the Plan is for the Town of Waxhaw to create a Park, Recreation and Cultural Facilities Department. To establish the department, the Town Manager should submit a resolution for the establishment of a Park, Recreation and Cultural Facilities Department to Board of Commissioners for vote.

Strategy: The Town should refer to the Commission for Accreditation of Park and Recreation Agencies (CAPRA) for best practice strategies to ensure that the formation of the Park, Recreation and Cultural Facilities Department is in compliance with CAPRA standards.

Recommendation: Hire a Director of Park, Recreation and Cultural Facilities.

Strategy: Once the department has been approved and is a legal entity of the Town of Waxhaw, the Town Manager, with the approval of the Board of Commissioners, shall begin the search process for a Director.

Strategy: In order to facilitate the search the town should use the Town Manager to facilitate the selection and hiring process. The Town Manager will outline the minimum qualifications, job description and expectations, salary and job expectations for the director position. Once the Town has selected a candidate, they can make the recommendation to the Board of Commissioners for approval and begin the hiring process.



Recommendation: Define a Park, Recreation and Cultural Facilities Department management and governance structure.

Strategy: Once the Director is hired, he/she in cooperation with the Town Manager, should define a management and governance structure for the department. Of note, the organizational structure should include strategies on how to integrate the existing Park and Recreation Advisory Board members into a future governance role.

Strategy: A management structure should also provide for a designated entity (town staff or a management service) to oversee the maintenance and operation of the downtown Skateboard (Sk8) Park.

Recommendation: Adopt Subdivision Greenway and Park Standards.

Strategy: As a requirement for new subdivisions, the Town of Waxhaw's code of ordinances should include a section requiring new developments to be consistent with publicly approved and adopted plans and policies, including parks, greenways and open space.

Recommendation: Develop a facility maintenance management plan and schedule.

Strategy: Identify the life-cycle and replacement costs for key park and recreation facilities such as shelters, trails, playgrounds, parking areas, and lighting.

Strategy: Budget the replacement cost of these assets over their life cycles and fund replacement through the general fund.

Strategy: If necessary, consider downtown benefit assessment district to fund downtown park facility replacement/renovation.

Recommendation: Continue to grow Park, Recreation and Cultural Facilities Department as needed.

Strategy: The Director should fill department staff positions based on the number and types of facilities currently under its jurisdiction, capital improvement plans for new facilities, programming demands, future needs of the community, and annual budgeting.

Recommendation: Actively pursue and formalize partnership and joint-use agreements with a broad range of public and private entities to supplement facility needs.

Strategy: The Park, Recreation and Cultural Resources Department and the Town of Waxhaw should form partnerships with other local and regional governmental agencies located adjacent to the Town to better serve neighborhoods and communities split by jurisdictional boundaries.

Strategy: The Park, Recreation and Cultural Resources Department and the Town of Waxhaw should formalize agreements with the Union County School District to ensure public access and shared use of school recreation facilities.

Strategy: Partner with the Public Services Department to support the development of integrated management approaches and plans for water corridors that meet multiple goals such as natural resource protection, sustainability, flood control and public recreation use.

Strategy: Formalize a relationship with local historic groups, such as the Museum of the Waxhaw's, to promote recreational, cultural and educational

programming for residents and visitors alike.

Strategy: Formalize a relationship with the Waxhaw Athletic Association to deliver services and programs to Waxhaw youth.

Strategy: Continue to work with the Carolina Thread Trail for expansion of the greenway and trail system.

Recommendation: Commission a Greenway Master Plan.

Strategy: Continue to develop a town-wide pedestrian & bicycle network. Reference the Town's Comprehensive Pedestrian Plan and the Union County Carolina Thread Trail Plan, in the development of a town-wide Greenway Master Plan.

Recommendation: Update the Park, Recreation and Cultural Resources Master Plan.

Strategy: The Park, Recreation and Cultural Resources Master Plan should be updated every 10 years in order to stay relevant.

Facility Goals, Recommendations & Strategies

Goal #2:

Promote Waxhaw as a quality and attractive place to live, visit and recreate.

Recommendation: Improve existing outdoor facilities.

Strategy: Install lights at Harvey Clay Nesbit Park to extend the usable hours of the facility.

Strategy: Partner with Union County Public Schools to repair and update facilities at South Providence School site.

Strategy: Add additional fields to existing facilities (schools and Town-owned).

Strategy: Partner with Museum of the Waxhaw's to repair and update existing outdoor facilities for use as a special use park.

Recommendation: Formalize relationship with Union County Public Schools to secure a joint-use agreement to alleviate some of the demand for recreational field space.

Note: A Sample Joint Use Agreement is found in Appendix G of this report.

Recommendation: Acquire land to accommodate 3 community parks and 8 neighborhood parks.

Description	Classification	Priority	Approximate Acreage
Community Central Park	Community Park	Immediate	+/- 10 acres
Community Park #1	Community Park	Short Term	10 to 50 acres
Community Park #2	Community Park	Mid Term	10 to 50 acres
Neighborhood Park #1	Neighborhood Park	Short Term	Up to 10 acres
Neighborhood Park #2	Neighborhood Park	Short Term	Up to 10 acres
Neighborhood Park #3	Neighborhood Park	Short Term	Up to 10 acres
Neighborhood Park #4	Neighborhood Park	Mid Term	Up to 10 acres
Neighborhood Park #5	Neighborhood Park	Mid Term	Up to 10 acres
Neighborhood Park #6	Neighborhood Park	Mid Term	Up to 10 acres
Neighborhood Park #7	Neighborhood Park	Long Term	Up to 10 acres
Neighborhood Park #8	Neighborhood Park	Long Term	Up to 10 acres

Table 6-1: Park Type Classification Recommendations

Strategy: Initiate planning and design studies for new facilities.

Recommendation: Acquire land to build a dog park.

Strategy: In partnership with private and/or institutional land owners acquire land to build a dog park convenient to Waxhaw residents.

Recommendation: Extend the greenway system.

Strategy: Secure easements and initiate a planning study for construction of the greenway from downtown to the South Providence School to Museum of the Waxhaw's.

Strategy: Secure easements and initiate a planning study for construction of the greenway on Twelve Mile Creek.

Recommendation: Acquire historic properties in conjunction with and supported by the Waxhaw Historic Preservation Commission.

Strategy: The Park, Recreation and Cultural Resources Department in partnership with the Town should preserve and enhance the historic water tower as a community asset.

Strategy: The Park, Recreation and Cultural Resources Department in partnership with the Town should renovate and enhance the former police station building and site as a community asset.

Strategy: Initiate a feasibility study for the Rodman-Heath Cotton Mill as a senior center.

Programming Goals, Recommendations & Strategies

Goal #3:

Improve athletic, leisure and cultural programming for residents of all ages.

Recommendation: Develop leisure programs for a broad spectrum of interests and age levels.

Strategy: Assess existing programming offerings and conduct a needs assessment to identify gaps.

Strategy: Survey existing service providers to determine current usage and participation rates of Waxhaw residents.

Strategy: Formalize relationships with local organizations such as area churches, Council on Aging in Union County, Centralina Council of Governments and others to develop leisure programs focused on the senior population including trips and outings, card clubs, social events and historic and cultural programs.

Strategy: Partner with local artists, historians, fitness professionals to provide reduced-fee programs available to residents.

Recommendation: Develop historic and cultural resource programs for a broad spectrum of interests and age levels.

Strategy: Assess existing programming offerings and conduct a needs assessment to identify gaps.

Strategy: Survey existing programs to determine current usage and participation rates of Waxhaw residents.

Strategy: Formalize relationships with local organizations such as Museum of the Waxhaw's and Waxhaw Historic Preservation Commission to develop programs focused on historic and cultural events.

Strategy: The Town of Waxhaw has a number of annual programmed events, such as the Spring Fest, July 4th Parade, First Friday Events and 12 Days of Christmas. The Park, Recreation and Cultural Resources Department through the Events Division should take an active role in the organization and programming of these events.

Strategy: Promote a monthly historic Waxhaw event.

Strategy: Partner with local artists and historians to provide reduced-fee programs available to residents.

Strategy: Consider an interpretative/working farm at Museum of the Waxhaws.

Strategy: Explore ideas and opportunities with the Waxhaw Central Railroad, Ron Zimmerman, to consider ways to educate Waxhaw residents about the history and importance of the train to Waxhaw's growth and development.

Recommendation: Develop athletic programs for a broad spectrum of interests and age levels.

Strategy: Assess existing programming offerings and conduct a needs assessment to identify gaps.

Strategy: Survey existing service providers, including Waxhaw Athletic Association and area YMCAs to determine current usage and participation rates of Waxhaw residents.

Strategy: Identify the type and level of program to be provided by the Department. The following chart identifies typical athletic program offerings:

<i>Youth Athletics</i>	<i>Adult Athletics</i>	<i>Aquatics</i>
Baseball	Softball	Swim Teams
Softball	Basketball	Swimming Lessons
Basketball	Soccer	CPR and First Aid Classes
Soccer	General Exercise	Water Aerobics
Football		Senior Aquatic Fitness
Cheerleading		
Lacrosse		

Table 6-2: Athletic Programming Recommendations

Strategy: Outline programming goals for athletic programs including target population, facility needs, costs, funding sources, etc.

Cultural and Historical Tourism Goals, Recommendations & Strategies

Goal #4:

Increase community awareness of recreation, cultural and historical amenities.

Recommendation: Promote community stewardship of recreation, cultural and historic amenities.

Strategy: Host a community clean-up day.

Strategy: Host a community walking tour of existing and planned park facilities.

Strategy: Continue to assist community historic walks.

Strategy: Create a neighborhood adopt-a-park program.

Strategy: Coordinate a community garden.

Recommendation: Enhance marketing of programs and facilities to residents and visitors alike.

Strategy: Partner with business to identify needs of non-resident population.

Strategy: Produce marketing materials to be distributed at local businesses and service providers.

Recommendation: Develop and institute a standardized wayfinding system for parks, greenway, historic and cultural facilities.

Strategy: Develop a wayfinding system that includes consistent signage and a Town map (in-print and on-line) of amenities.

Recommendation: Identify and preserve sites of historic significance

Strategy: Increase programming to educate residents about the region's history, including Native American history, and preservation of historic assets.

Strategy: Adopt evaluation criteria for potential sites and properties to be added to the Waxhaw National Register of Historic Districts.

Strategy: Retool the existing water tower to serve as a town icon.

CHAPTER 7:

Implementation Action Plan

In order to facilitate implementation of the aforementioned recommendations an implementation action plan has been created that prioritizes recommendations, provides projected costs, potential funding sources and suggest what entity should be responsible for initiating the action. The timeframes for the action plan are Immediate Needs, Short Term (1-5 Years), Medium Term (6-15 Years), and Long Term (15-25 Years).

Note: The action plan and its recommendations should be considered guidelines. Every 5-10 years the action plan should be reviewed and updated to ensure it is fulfilling the mission statement of the department and accomplishing the goals and objectives of the Plan. Costs shown for projected budgets are estimated in 2012 values.

Immediate Needs

The Immediate Needs of this action plan are those that can be accomplished or put into action as soon as this document is adopted and a legal resolution of establishing the Park and Recreation Department is voted on. Main actions are establishing the Park, Recreation and Cultural Resources Department, hiring a director, acquiring land for future parks, initializing park planning studies, prioritizing capital improvements and formalizing partnership agreements with other organizations.

Park Land Acquisitions	Description	Projected Budget	Potential Funding	Responsible Party
Central Downtown Park (+/- 10AC)	located in historic downtown in conjunction with an indoor community center facility	\$60,000-\$200,000	PARTF	Town
Greenway Easement (downtown to South Providence School to Museum of Waxhaw's)	30 foot easement	varies	NC Trails Program, donation, Thread	Town
Planning Studies				
Central Downtown Park and Community Center- Planning & Design	Not including aquatics, facility for community events and seniors programming	\$300,000	PARTF, CDBG	Town
Greenway from Downtown to South Providence to Museum of the Waxhaw's		\$50,000	Thread, NCDOT Ped Bike, CMAQ, Safe Routes to School	Town
Capital Improvements				
Install lights at Harvey Clay Nesbit Park	Extend use of fields	\$500,000	PARTF, sponsorship, partnership with WAA	Town, WAA
Other Recommendations				
Establish Waxhaw Park, Recreation and Cultural Resources Department		\$65,000 – 90,000	Town General Fund	Town
Develop formal partnership with Museum of Waxhaw's (as a special use park)		varies		Town, Museum
Adopt Subdivision Greenway & Park Standards		No cost		
Develop formal partnerships with YMCA, Union County Public Schools, and Union County Parks and Recreation for facility use and development				Town
Skate Park Management (Park staff or management service)		\$55,000	User Fees, Town Fund	Town

Table 7-1: Immediate Action Items



Short Term 1-5 Years

During this next phase park and greenway planning and development gains momentum, leisure and athletic programming takes shape and significant improvements are made to existing park facility improvements. The highlight of this phase is the initial development and construction of the Community Central Park and Community Center located in historic downtown Waxhaw.

Park Land Acquisitions	Description	Projected Budget	Potential Funding	Responsible Party
Greenway Easement on Twelve Mile Creek	30 foot easement	varies	Thread, NC Trails Program	Town
Community Park #1 at Twelve Mile and Bates Branch Area (+/- 20-30AC)	Appropriate for active recreation	\$125,000-\$250,000	PARTF	Town
3 Neighborhood Parks (+/- 8 AC)	Minimum .5 AC, along greenway and South Providence School site	\$2,500-\$40,000	PARTF	Town
Planning Studies				
Greenway Master Plan	Including the Carolina Thread Trail and Waxhaw local greenways and trails, see map	\$25,000	Thread, TE/CMAQ, NCDOT Bike Ped	Town, CTT
3 Neighborhood Parks- Planning & Design	Can be mini parks along greenway	\$50,000		Town
South Providence School Facilities improvements			PARTF, Partnership with Union County, Eat Smart Move More	Town, Union County
Capital Improvements				
Build Downtown Community Park and Community Center (16,000sf)		\$2,000,000	CDBG, PARTF, TIF, CIP	Town
Renovate & Utilize Historic Police Station for Community Programming		\$45,000	Historic Preservation Grant, CDBG	Town
Build 6.7 miles of greenway trail	Carolina Thread Trail	\$1,250,000 (asphalt)	Thread, CMAQ, NC Trails, NCDOT Ped Bike, CWMTF	Town, CTT
Build 3 neighborhood/mini parks		\$150,000 min	Same as above, PARTF	Town
Preserve and enhance historic water tower as a community asset		varies	CIP, CDBG	Town
Operations and Programs				
Develop Leisure Programs (focus on seniors)		varies		Town
Formalize Community Partnerships for youth sports			Partnership with schools, WAA, YMCA, etc.	Town, Union County WAA, YMCA
Develop Maintenance Management Plans	Cost per acre and mile for projected improvements		Town General Fund	Town

Table 7-2: Short Term Action Items 1-5 Years

Medium Term 6-15 Years

The Medium Term action plan continues the momentum of the previous years. Parks and greenways continue to be planned and constructed. With the growth of the physical assets of the system, growth of the department’s professional staff and maintenance division will need to follow suit. Growth in staff is critical to ensure the parks, greenways, and building facilities continue to serve the citizens of Waxhaw with top quality facilities and programming. In addition, within the first 6-10 years of the department’s existence, an update to this document should be implemented.

Park Land Acquisitions	Description	Projected Budget	Potential Funding	Responsible Party
4 Neighborhood Parks	2- 20 Acres	\$10,000-100,000	PARTF	Town
Community Park #2	Appropriate for active recreation	\$125,000-\$250,000	PARTF	Town
Dog Park	In downtown		Sponsorship, Town Fund, User Fees, Private Grants	Town
Planning Studies				
Neighborhood Parks- Planning & Design	Per park	\$75,000	PARTF	Town
Community Park #1- Planning & Design	Active recreation	\$150,000	TIF	Town
Park, Recreation and Cultural Resource Master Plan Update		\$60,000	PARTF, Town Funds	Town
Capital Improvements				
Build 8 miles of greenway trail	Carolina Thread Trail, and secondary trails	\$1,250,000	CWMTF, Thread Trail, NCDOT Ped Bike, Safe Routes to School, NC Trail, CMAQ	Town CTT
Build 4 neighborhood/mini parks		\$750,000	PARTF, CDBG	Town
Build Community Park #1	20-30 acres	\$2,000,000-\$3,750,000	TIF CIP	Town
Other Recommendations				
Grow Department		varies	Town General Fund	Town

Table 7-3: Medium Term Action Items 6-15 Years

Long Term 15-25 Years

The long term action items for this Plan during years 15-25 will continue to address the planning, design and construction of the parks and greenway system. Additional recommendations will include improvements or additions to existing community parks and school facilities constructed in previous years and an update to the Park, Recreation, and Cultural Resource Master Plan.

Park Land Acquisitions	Description	Projected Budget	Potential Funding	Responsible Party
2 Neighborhood Parks	2- 20 Acres	\$10,000-100,000	PARTF, CDBG, TE	Town
Greenway Easements	30 foot easement	varies	CWMTF	Town
Planning Studies				
2 Neighborhood Parks- Planning & Design	In service gaps	\$50,000	PARTF, CDBG, TE	Town
Park, Recreation and Cultural Resource Master Plan Update	Every 8-10 years	\$60,000	PARTF, CIP	Town
Capital Improvements				
Build 10 miles of greenways		\$1,850,000	Thread Trail Grants, CWMTF, NC Trails Program, TE, CMAQ	Town
Add additional fields on Community Parks and School Parks		\$850,000	PARTF, Partnerships with Union County Schools and WAA	Town, Union County, WAA
Build 2 neighborhood/mini parks		\$180,000	PARTF, TE,	Town
Build Community Park #2	50 Acres	\$5,000,000	PARTF	Town

Table 7-4: Long Term Action Items 15-25 Years

CHAPTER 8:

Funding Strategies

There are several methods in which park, recreation and cultural resource systems can be funded including municipal funding tools, grants and local equity. The following section defines several funding tools that, when used in conjunction with Town funds, will enable the acquisition, planning, construction and programming of this critical community resource.

Note: Please note the following is not a comprehensive list of all tools available to fund park, recreation and cultural resources. This list should be used as a starting point when researching alternative funding mechanism as grant availability, feasibility, appropriateness, and funding mechanism continue to evolve.

Grant Resources

The following table highlights a variety of grants available from both local, state and federal sources that help achieve some of the aforementioned recommendations.

Level	Funding Tool	Type	Source	Purpose
Local	Carolina Thread Trail	Grant	Carolina Thread Trail	Greenway/trail implementation projects.
Local	Partnership for Parks	Award	Partnership for Parks General Fund	Partners for Parks “General Fund” is an Unrestricted Fund that is used primarily to supplement on going recreation programs and facility improvements. Funds are distributed at the Board’s discretion for such programs as summer camp scholarships, the Reedy Creek “Nature Play” playground construction or sponsoring a Nature Trail Construction Conference.
State	PARTF	Grant	State of North Carolina	PARTF (The Parks and Recreation Trust Fund) provides dollar-for-dollar matching grants to local governments for park and recreation projects that serve the public interest.
State	Healthy Active Communities	Grant	Blue Cross Blue Shield of North Carolina	The aim of Healthy Active Communities is to lead North Carolinians, young and old, to healthier, more active lifestyles.
State	Eat Smart Move More Community Grant	Grant	Eat Smart Move More NC	Improve youth physical activity.
State	Fit Community Program	Grant	NC Health and Wellness Trust Fund	Programs and planning that support the development of healthy, fit communities
State	Land and Water Conservation Fund	Grant	State of North Carolina	The Land and Water Conservation Fund (LWCF) program is a reimbursable, 50/50 matching grants program to states for conservation and outdoor recreation purposes, and through the states to local governments to address 'close to home' outdoor recreation needs.
State	Clean Water Management Trust	Grant	State of North Carolina	Support projects that enhance or restore degraded waters, protect unpolluted waters, and/or contribute toward a network of riparian buffers and greenways for environmental, educational, and recreational benefits.
State	Safe Routes to School	Grant	State of North Carolina	Create and improve safe walking and bicycling facilities to and from school.
Federal	The Kodak American Greenways Program	Grant	Kodak, Conservation Fund, National Geographic	Provides small grants to stimulate the planning and design of greenways in communities throughout America.
Federal	Our Town	Grant	National Endowment for the Arts	For creative place making projects that contribute toward the livability of communities and help transform them into lively, beautiful, and sustainable places with the arts at their core.
Federal	Urban Waters Grant	Grant	EPA	Projects that contribute to improved water quality and community revitalization.
Federal	Transportation Enhancement Funds	Grant	Department of Transportation	Can be used for a variety of things. Most appropriate in this context: pedestrian and bicycle facilities, rail-to-trail program, acquisition of historic easements, landscaping and scenic beautification.

Table 8-1: Potential Funding Sources

In addition there are a number of municipal funding tools available to raise funds for park, recreation and cultural resources facilities and programs. First, Waxhaw should update its Capital Improvement Program to ensure sound governance and financing of a new department.

Capital Improvements Program

A capital improvements program (CIP) is a framework for planning a community's capital expenditures. It is a four- to six-year schedule of infrastructure and facilities to be built or upgraded. The CIP is composed of two parts- a capital budget and a capital program. The budget is the upcoming year's spending plan; the program is a plan for expenditures five years beyond the budget. A complete, properly developed CIP should identify funding sources and timelines for completion of projects upon which all citizens, including those in the real estate development industry, can rely. Well planned Capital Improvement Programs have the following benefits:

- Facilitates coordination between capital needs and the operating budgets.
- Enhances the community's credit rating, control of its tax rate, and avoids sudden changes in its debt service requirements.
- Identifies the most economical means of financing capital projects.
- Increases opportunities for obtaining federal and state aid.
- Relates public facilities to other public and private development and redevelopment policies and plans.
- Focuses attention on community objectives and fiscal capacity.
- Keeps the public informed about future needs and projects.
- Coordinates the activities of neighboring and overlapping units of local government to reduce duplication.
- Encourages careful project planning and design to avoid costly mistakes and help a community reach desired goals.

The Colorado Department of Local Affairs published a resource entitled Developing a Capital Improvement Program that provides additional details and guidance on developing a CIP:

http://dola.colorado.gov/dlg/ta/utility/docs/capital_improvement.pdf

The following tools are a sample of what is available to municipalities to help fund community projects:

Municipal Bonds

A municipal bond is a bond issued by a city or other local government. There are two basic types of municipal bonds:

- **General obligation bonds:** Principal and interest are secured by the full faith and credit of the issuer and usually supported by either the issuer's unlimited or limited taxing power. In many cases, general obligation bonds are voter-approved.
- **Revenue bonds:** Principal and interest are secured by revenues derived from tolls, charges or rents from the facility built with the proceeds of the

bond issue. Public projects financed by revenue bonds include toll roads, bridges, airports, water and sewage treatment facilities, hospitals and subsidized housing. Many of these bonds are issued by special authorities created for that particular purpose. These bonds can only be issued by an agency that generated an operating revenue

Local Options Tax Revenue

Communities may pass a referenda for an increase in a sales tax which would go to fund local projects. The sales tax is not restricted or earmarked. Commissioners must adopt a resolution that stipulates how they plan to use the additional revenues and the General Assembly must allow this levy

(end)

APPENDIX A

STAKEHOLDER INTERVIEWS

Stakeholder interviews were grouped into seven groups during the master planning process. Listed below is each category and associated organizations invited to attend. The subsequent pages are meeting note summaries with each group

GROUP #1 (Local Organizations)

Museum of the Waxhaw's
Amphitheater Group
Reenactment Group
Main Street
Waxhaw Woman's Club
JAARS
Methodist Church Boy Scout Troop 53
American Legion
Veterans

GROUP #2 (Service Providers)

Fire
Police
Waxhaw Public Works
Union County Public Works
Union County School Board

Group #3 (Active Recreation)

WAA
Snap Fitness
Fitness Together
Bike Shop
B Team (biking group)
Runner, Rotary's Waxhaw 5K
Horses and runner
Runners
Skateboard Group
Pedestrian Committee
Dog Groups

Group #4 (Programming)

Council on Aging
Police Explorer
Novant Health
CMC
Dare Garden
Events Coordinator
Waxhaw Planning & Community Development Dept.

GROUP #5 (Private Development)

Millbridge
Lawson

GROUP #6 (Economic Development)

Union County Chamber
Waxhaw Business Association

GROUP #7 (Other P&R Providers)

Union County Parks & Rec
Monroe Aquatic Center
Cane Creek Park
Siskey YMCA

MEETING NOTES

DATE: September 21, 2011
 PROJECT NAME: Town of Waxhaw Parks and Recreation Master Plan PROJECT #: 1011128
 MEETING LOCATION: Town Hall, Waxhaw NC
 MEETING DATE: September 01, 2011 at 8:00 – 5:00
 PURPOSE: Stakeholder interviews
 SUBMITTED BY: Beth Poovey

GROUP 1: Local Organizations

ATTENDEES: *Tommie Wall, William Reule Sr., Sylvester Mcmanus III, Arthur Lightbody, Terry Settle, Joan Eargle, Bob Schmidt, Terry Haines*

National Standards conversation – surprised at large gap and that 10K people lived in Waxhaw

Sunny – Harvey Clay field has helped with capacity. But probably could use 2-3 more baseball, could use more soccer. Would like to host statewide baseball tournaments – Babe Ruth, Cal Ripken etc. But major need right now is lights on existing fields. Lights would not necessarily reduce need for more fields – need more fields to accommodate their goal.

Jim – would like to locate fields, recreation facilities closer to town so kids can walk to fields. Most fields are on perimeter.

Bill Reule – there are 65 acres out at HC park. Not all is used. May be capacity for more fields. Pointed out large park south of town...1500 acres with everything under the sun. Thinks not many people know about it but that it is a great amenity. Lots of land set aside for greenways, etc. New developments build clubhouses, amenities, swimming pools. More of a family oriented community.

Terry Settle – but that doesn't help kids in town. Church softball team has to drive way out to Bethlehem to play games, no place in town to practice. Kids tie up the fields

Jim – fields out back behind old elementary school. Have been there a long time but don't think they are in very good shape.

Sunny – WAA needs winter league basketball courts to play. Have been playing at elementary schools. Thinks if there is new park in city limits, it needs to have basketball courts.

Jim, – But there is lack of facilities. Kids practicing at 9, 10 at night. 2 teams practicing at same court at same time. BB courts are big need...both indoor and outdoor. Youth courts need to be indoors.

Jim – talked about facility at Indian lake, its private....best facility in the state. Paid for itself in 4 yrs. Great facility. Daughter played at facility on team for \$85. Full team cost \$650 for a team.

Arthur – private amenities are great. But a lot of kids can't pay that and parents can't get them there. Ultimately would be good to see volunteer recreation league facility that kids could go and play and have something organized for little kids. Would need to be volunteer based.

Jim – fine outdoor facility in Marshville (bball softball) was all grant funded. Weddington Athletic Association.

Sunny – says people are trying to get to the Weddington level. Want to host tournaments at state level.

Bob – scout activities are in such high demand he has to turn people away.

Terry – Can they invite/partner with folks who build Indian trail facility and have them build it. And have community blocked out for community recreation. Older neighborhoods don't have same amenities as the new developments.

MEETING NOTES

Joan – would like to talk about tennis courts, underage school kids. Has to go to Stallings to play tennis. All courts around here are private. USC Lancaster has courts but it's a long haul. Stallings – right downtown...has park with courts that are designed for kids with under school age children. Says it is packed during the day with mothers and children

Terry Settle – no greenways...no place to ride bikes along greenways. Have to load and travel to Charlotte to ride on greenways. Church has outdoor service but there was no place to have an outdoor gathering in Waxhaw. Would have been great if there was facility in town to have it. 5271/Lincolnton

Bill Reule – private facility for swimming, courts, and workout facility was designed but no funds to build...Historic Ventures (Trip & BL Patch).

Beth – 2 assets, museum of Waxhaw and historic facilities. How can they be better utilized

Terry – need wayfinding. People don't know where park is downtown.

Terry Settle – amphitheatre is not maintained, church could have used it. Many of the things have been discontinued and we don't know why. Should be restarted.

Sunny – museum needs financial help. Comm Works of Waxhaw had many people who wanted to use museum. But the facility wasn't accommodating, didn't flow well, hard to find, had to host events and have them flow well. Needs a facilit.

Terry – would like to see its improvement as a major asset as part of this effort.

Tommy – have focus on making efforts to improve amphitheatre but having hard time raising money. Will need new roads, new amphitheatre.

Terry – should have sunrise service on Easter. Needs more advertisement.

Jim – great museum but needs improvement and focus on maintaining as an asset. Saw Fiddler on The Roof at outdoor venue, rented chairs. There is tremendous amount that could be done out there just needs to be improved. Thinks museum/amphitheatre should be part of effort to improve P&R plan.

Beth – connections into downtown. Heard comments on need for better connections. Ped and bike plan...are we coordinating with ideas?

Reule – Would be nice to expand existing park

Bill – have clubhouse down on 1008 that hasn't been used in ages. Masonic lodge that was started 30 yrs ago. Sunny – they are improving to use as lodge.

Bill –Waxhaw/Indian Trail Road. There are 100acres south of town that he would like to see be used for greenways, picnic tables, passive recreation. Sunny marked on map

MEETING NOTES

GROUP 2: Service Providers

ATTENDEES: Mike Eiss, Matt Westover, Todd Mathew, Michael McLaurin, Tommie Wall

Mike – from police officers point of view...the one behind elementary school and downtown park it's impossible to patrol. Downtown park impossible to patrol - mainly due to foliage. Would like new parks to be such that patrol car could drive through and see through/into the park. Nesbit park is not so bad...can drive through and be seen. Is large enough to get emergency vehicles to access.

Matt – need to accommodate emergency vehicles. Areas where they are storing gasoline, chemicals. Need access. Also areas in sports fields where people are playing, need to get access to injured players.

Mike – Museums of Waxhaw's, do drive back there to patrol once in a while. Long drive through woods is place for people to go and talk politics.

Mike – magnet for trouble. Parents use it as a babysitter – drop kids off and leave them. Then kids vandalize.

Mike – truly needs adult supervision and they don't have the capacity to have one person on staff at all times. They monitor it.

Michael – wanted public/private partnership so someone is there to regulate. Could rent skateboards.

What kinds of other teen needs are not being met?

Mike – I think we are meeting their needs. I think the parks should be focused on the other population that wants to use parks. Well lit, walking trails, greenways, dog park

Mike – subdivision greenways, some minor assaults, and break-in get-aways. If we go with greenways – can a police car or ambulance get down into them to access

Matt – have mile markers on greenway that locates the person in need of help. Emergency vehicle would have corresponding maps that indicate mile markers and closest access point.

Michael – we don't have facilities for seniors. That is our largest growing population. We don't have aquatic center and a lot of people going to Monroe for aquatic YMCA. I would like to see the County allow easements along their sewer lines for greenways. Need different relationship with schools so they will allow longer term (25yr) leases. YMCA is also their social gathering.

Mike – on weekends the City of Monroe has outdoor pool that is packed.

Matt – James Island right outside of camp ground. Their playgrounds and park space is highly desirable. Spray park that the kids love. Then a county operated water park. If camping, you could enter park for free. Also voiced need for community gathering space. There is no place in town that can accommodate a gathering, no space, no concession, no restrooms. No amphitheatre in town.

Southbrook Neighborhood – Do they need small neighborhood park?

Todd – working on putting in sidewalks, crime is down, code enforcement issues are down, but kids don't honor helmets laws.

Mike – many of the kids we deal with are older kids. There is no supervision. There are really only 3 neighborhoods that have top notch facilities, Millbridge, Cureton, and Lawson. The rest don't have full facilities.

PO Box 36957 Charlotte, NC 28236-6959 223 North Graham Street Charlotte, NC 28202 V: 704-333-0315 F: 704.376.8235

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MEETING NOTES

Mike – people will pay if it's a center that accommodates everything. You can go and swim, play racquetball, tennis, dance, or life weights.

Matt – for greenways, emergency access points at maximum 1/2 mile intervals. Distance based on time. Can cover a mile in 15 minutes. Do not have an ATV to access people off road, they have to take it about.

GROUP 3: Active Recreation

ATTENDEES: Ann Lapointe, Rick Girala, Tom Risser, Shannon Steffler, Tripp Drawdy, Lisa Thornton

Beth – what do you think is the largest thing that is missing?

Lisa – lives in one of the subdivisions and she thinks that not all the needs are being met. Need sidewalks and trails that should connect to all the different subdivisions. Kids don't walk to school, need more walkability. Really need more baseball fields and lights on those fields. Would like to be more connected to downtown. Would be nice to be able to

Ann – would like connectivity not only within ourselves but connect outwards. People come in from Marvin, mineral springs that could come in and connect to Waxhaw.

Sometimes hikers and horses can share paths. Bikes and horses can mix side by side.

Tripp – like all ideas but we need to create an identity. Need to perpetuate our identity and develop it as part of our park system. Walking, equestrian, running facilities help us to be a draw people. We also need a state of the art recreation facility – soccer, baseball, softball. Draw people to our area through tournaments at state of arts athletic facility. Couldn't continue competitive training for daughter within Waxhaw AA – had to go to Charlotte. If we had good facilities, we could attract higher level coaches.

Rick – 3 yrs 375 in WAA. Now they are at 1800 playing sports at WAA. Harvey Clay park has big to do with that. But we still need more. Just signed lease for 2 new fields out near HC Nesbit. Also putting in full length multi-use field. Also using fields behind Waxhaw elementary because they are out of room. Need more micro soccer fields. Currently have 7 but could easily use up to 14 right now.

Practice times – fall seasons are difficult because no lights. With current growth, they will require lights for later practice times. Every year he has to turn down an area or state tournament because they don't have lights on fields. (4yrs – 15yrs)

Basketball tournaments require WAA to rent elementary schools and that creates costs for the school. Would like to have 2 basketball courts. Can make do right now with indoor sports, need to focus on outdoor sports.

Beth – how are youth of community being engaged?

Lisa – tons of things are missing. Only thing they do is go to football games. There is nothing else. Skatepark is always closed. Once over 15, there is nothing to do.

Tripp – need gathering places. P&R is great way to create gathering places.

Lisa – along all the greenways we need more cool benches and places for people to sit. And more art (pieces like that at the skate park).

Tom – YMCA wants to come in and be involved in skate park and help develop that amenity. They can help supervise skate park. Skate park is 2 small and there is a bad vibe between the police officers and the kids. And its not open enough. Park attracts major trips to park. People drive all the way from Clemson and park was closed. Vandalism is being misinterpreted. Not as frequent as being communicated. There have been few (1) incident that has been high vandalism. Could there be some responsible kids that are in charge of cleaning the park.

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MEETING NOTES

Lisa – could police officers patrol on bikes and be more engaging to the community/teens. Need supervision in order to enforce the laws.

Shannon – would like more sidewalks. Ran 16 miles last week and majority of it was not on sidewalk. Need more sidewalks to accommodate runners. Or if there were huge park (like Freedom) with lots of trails, sidewalks that could be used by runners.

Biking is huge destination, can we have larger bike lanes that will accommodate all the bikers that live here and come here to bike.

Triplo – Many needs for dance, exercise, fitness, etc. Are there any other large businesses that can be part of partnering to create some of the larger recreation facilities? Carolina Medical Center is coming on line...can they be part of the health, wellness and fitness initiative?

GROUP 4: Programming

ATTENDEES: Linda Smasley, Kathryn Sheffield, John Moore, Lori Oakley, Cathy Murphy

What is absent in the system that the community needs?

Jon – Bike lanes. The whole state is not very bike friendly. We have had several fatalities in the past because there are no bike lanes.

Bonnie – the road is unsafe for the bikers and safe for the vehicles.

Lori – from planning perspective, you may be more beneficial to get them in parks. Most roads around here are State owned roads, not Town roads, it would be difficult to get State to install bike lanes on all the state owned roads.

Kathy – problem is these roads used to be old quiet country roads and now we have 3 to 4 times the population.

1. Need bike lanes
2. Need bike trails in parks. Need mountain biking trails in park.
3. Would like greenways that connect to destinations throughout the city

Kathy – would like to see a 'destination' here. Some reason to come here. Nobody is coming here for shopping, biking, etc. We need a major destination that will draw people to come to Waxhaw. Could it be satellite college campus, aquatic center. Right now downtown draw is antiques, some restaurants, not much.

Kathryn – thinks that greenways and outdoor recreation is something that the community would thrive on. People could take their kids outside, stay active. Have a nice park (Freedom Park) that could facilitate a variety of events and community facilities. Good use for older buildings would be to convert to a senior event center.

Linda – have 40K people +60yrs old. Older population is growing at a rate of 100%. Need more activities for seniors. If they had community center that would accommodate older age groups during day and younger age group in evenings. Monroe, the Boujangles have bingo in the morning until they get ready for the lunch crowd. Seniors need social engagements so they can socialize with their community.

Bonnie – community center for classes that could do pottery, art classes, etc. And have year around farmers market that becomes a social destination. Seniors need socialization opportunities. Have a senior fest once a month. Make sure all walking trails are fully accessible for all groups, i.e. Seniors, disabled, etc.

MEETING NOTES

Kathy – two things to look at while creating a program

1. Program for people who live here and come here.
2. Need something for people who don't come here...need a draw to get here for economic development purposes. What is it that is going to draw people here??

As the population grows...

Kathryn – keep s referring to Freedom Park. There are so many opportunities that facilitate events.

Kathy – Museum of Waxhaw needs to be tapped...needs to be utilized. We have events that draw 15K people. Feels strongly about the need for something to draw downtown.

Joe – need a place to take your family where kids can run and play. Have concessions to sell food and beverage.

What is Waxhaw to you?

Kathryn – downtown charm, lots of history. Enjoy the atmosphere, the quaint small town. And I like antiques.

Kathy – small town flavor, small town feel, big town amenities.

Joe – you feel very at home here

What is vision for old police building?

Small community meeting center. Hope to tie in the Charles Bailey park.

GROUP 5: Private Development

ATTENDEES: Rick Garner, Stephen Pace

Do not like idea of greenways in back yard. Home owners do not want public traveling through their property.

Steve/Rick – cannot put trail along 12 mile creek. It's too flashy to install asphalt trails.

Steve – not enough baseball fields or soccer fields. Needs to be substantial investment in sports fields. People not playing tennis anymore. Its just not a draw like it used to be. Would need at least 4 courts anyways.

Steve – look out all baseball courts from developments. It attracts confrontation. Many times the time they play at all hours of the nights. Pro-play courts. Homeowners have asked them to take down basketball courts.

Rick – dog parks. New concept that is good for public. My philosophy is that recreation needs to be public owned and maintained.

Steve – look at Union county P&R master plan.

Rick – regional park. Organized sports.

1. Regional level park that could host tournaments
2. Passive parks for under school aged kids to meet with mothers

GROUP 6: Economic Development

ATTENDEES: Marti Stegall, Nancy McCoy Duncan

What do you think is missing from Waxhaw recreational areas?

Nancy – Thinks more green space is going to be the wave. That is the reason people are moving to this area. 4th fastest growing county. People are redefining what family time is – outdoor time and outdoor activities.

MEETING NOTES

Wants to hear about the new master plan and increasing green space so they can update their website and brochure. This is a tremendous asset for the County and Waxhaw. Lots of people are not from Waxhaw and where do they go when family comes and visits? They leave town to go to other activities. No place to go in Waxhaw while visitors are in town. As families grow, there aren't small parks to take kids.

Biking, Road biking is good but if you get to mountain biking it brings back the kids. Need an outdoor facility where the family can mountain bike, have playground or recreation, and food and dining.

One thing I would hate to see is more separation of downtown people and subdivision people in the county.

Marti – need a duplicate greenway trail plan like Meck County. Need more green connectivity. Need more greenway trails to ride.

Need Outdoor pool facility and community center. Need community meeting space to fit 150+ people. There is no place to meet. Don't have a central community meeting place that is available for events.

Dog Park – want a dog park. It's a very pet friendly community and it brings people together to form community. That can be combined with something else. Don't make it all separate spaces. Make it combined spaces.

There are going to be opportunities and community events that will require outdoor gathering spaces for events such as 5K's, BBQ cook offs, volleyball courts, etc.

GROUP 7: Other Park and Recreation Providers
ATTENDEES: Jim Chaffin, BillWhitley, Wayne

Wayne – from our perspective I think people want passive parks and greenways. Union county doesn't have enough of either. Did a great job of Jessey Helms but there needs to be more. Most of our residents go to Meck County to use the greenways. They also want the indoor facilities but I constantly hear that our aquatic center isn't as good as siskey's. I think we offer a lot of what they provide but at a lower cost.

It is its own enterprise. There are no taxpayer dollars at all in the facility. Borrowed money from electrical fund and was all reimbursed in 2 yrs. Clear profit since then. Look online for program and offerings of aquatic facility and membership.

Jim – everybody is waiting on CTT. That should take care of it and then some.

Wayne – our council does not get the concept of greenway. Younger constituents are now approaching council and saying they want greenway. NCDOT is now funding 1.6 mile loop of greenway in Monroe 100%. Bearskin greenway, will connect 3 parks.

Bill – its easier to build but the operational cost needs to be taken into consideration. Need commitment from people that if they are going to build it, then we need to support to keep using it and maintaining it.

Wayne –has to do marketing to the user and to keep it up. Tell folks hey remember this park you paid for and you wanted, well come use it and this is what it costs.

Bill – P&R only gets 3% of county budget. People say they want this and that but it needs to be prioritized. They are trying to keep things centralized so they can keep infrastructure costs low.

People want to walk and ride a bike. The municipality gets the best bang for their buck on greenways. Low infrastructure and maintenance costs. Make sure you do a cost-benefit analysis before making any decisions on large improvements or projects. Be mindful of overhead costs

Monroe – 30K people and 6 parks downtown.

MEETING NOTES

Union County – want to build the large multi-purpose park that includes everything. Passive, active, etc. Plan also calls for school park.

Wayne – look at Stallings Athletic facility. They are going through difficulty right now with trying to draw tournaments and can't afford the upfront costs. There are a lot of upfront costs associated with regional tournaments.

Monroe – recover 5% of cost. Monroe golf course breaks even.

Union – recovers 38% of operational costs. Does not include long term capital.

Bill – emphasis partnerships. Don't build something your neighbor can provide. Need to create partnerships and work together.

Wayne – for a small town that's growing, create a passive park with small trail loop and something that people can gather and use. A flexible outdoor space.

Bill – if I rebuilt a P&R Staff, then I would do the Rock Hill model. I would tie in to tourism. Have it coupled with whatever you are trying to make your P&R department. RH is tracking each dollar and seeing where it's spent so they can measure the return. It makes it easier to take to council. Then you grow slowly and incrementally.

Aaron Shier

These notes reflect the author's interpretation of the events at the referenced meeting. Any changes or additions required should be submitted to the author in writing.

APPENDIX B

PUBLIC MEETING #1 SUMMARY



Waxhaw Park and Recreation Master Plan

Public Meeting 1

6:30 – 8:30, September 8, 2011

Waxhaw Women's Association

Summary of exercise results

Greenway
Pool
Community pool
Greenway/walking running trails
Picnic areas
Leisure park – with a big community center
Large leisure park (age appropriate for everyone)
Pool and park
Pool
Aquatic center

Question:
An ideal community center would have the following features

Written Answers:
Music facilities
Senior center
Places for groups to meet
Outdoor stage
Indoor stage
Pool
Courts
Outdoor living/entertainment space
Pool, ball courts, open area
Special events, music
Walking trails
Pool and kids playground
Music, music, music
Pool
Large picnic areas
Multiple walking trails

Question:
I would like to see more _____ for my kids

Written Answers:
WAA sports- football/acrosse
Playgrounds
Train ride
Playgrounds
Walking trails
Time before they arrive
Youth center(music art classes, sports field, bb court, splash park)
Greenways

Question:
There is no place in Waxhaw for me to _____ (recreational activities)

Written Answers:
Aquatic center
Swim (3)
Pool
Enjoy outside entertainment
Outdoor pool
Ride train
No place... to go for outside entertainment
Nature walk
Garden
entertainment

Question:
I would like to use greenway trails to get to _____ (destination.)

Written Answers:
Run and ride my bike
Amphitheater music / stage venue
Downtown
Downtown to museum of the waxhaws
Restaurants
Downtown
Downtown cureton shopping
Schools
Cane creek
To community center or entertainment center
Waxhaw Elementary

Question:
If only Waxhaw had a _____ it would be the best place to live.

Written Answers:
Outside leisure area

Outside recreation
Natural areas
Playgrounds and greenspace

General comments
Written Answers:
WAA: Lights at nesbitt park
Open space (for picnics, reunions, getherings, scolla activities, and more will follow)
Lights at nesbitt park is a must
All ages community music center
Need community park w/ pool and kid's playground

Question:
Vision for the future of Waxhaw

Written Answers:
To see kids playing people walking and playing sports on every road I turn on
A super downtown park
Never leave Waxhaw for activities
Outdoor activities for all ages
My vision is good, but what about Waxhaws
An ideal place for other communities to visit
Area for every type of entertainment
To never have to leave Waxhaw for any activities or fun
Sports are good but how many can participate?

Question:
What is the value of parks and recreation system for Waxhaw?

Written Answers:
Stress reducer
High
High
Enormous
It's Critical
Critical to a top tier community
Huge
High
Health Improvements
Invaluable, extremely important
Economic
Invaluable---from healthy kids to economic

APPENDIX C

PUBLIC MEETING #2 SUMMARY



Waxhaw Park and Recreation Master Plan
Public Meeting 2
6:30 – 8:30, November 6, 2011
Waxhaw Women's Association
Summary of Meeting

A sign-in sheet was generated from those who were in attendance (see attached)

Meeting began with consultant team introductions by a member of the Parks and Recreation Committee.

Beth Poovey (LDI) presented a PowerPoint presentation which included the following:

- Review of Public Meeting #1 and the findings.
- Analysis discussion of Park and Recreational needs for Waxhaw based on National Parks and Recreation Standards and current trends.
- Draft overview recommendations based on Community Input analysis, National Parks and Recreation Standards and current trends.
 - Key recommendations
 - Parks and Recreation Department implementation
 - Parks and Recreation system standards and park type classification
- Systems Analysis map identifying the existing park facilities, LOS, and park classification based on recommendations.

Break-out Group Activity

- Attendees were asked to divide into 3 groups, with each group giving input to 3 topics concerning Parks, Recreation and Cultural resources in the Town of Waxhaw.
- LandDesign provided staff for each group to help facilitate discussion.
- The 3 topics were:
 - Programs (Organizational offerings – informal and formal)
 - Incorporation of Cultural Resources and Tourism
 - Facilities (Physical Improvements)
- A series of questions were listed under each topic to engage the public on their ideas, thought, perception, needs and assessment of the current Parks, Recreational and Cultural opportunities of the Town of Waxhaw.
- Each group was given time to discuss the topic, document its discussions and presented its findings to the group at large.

Following the group activity Beth Poovey (LDI) discussed the next steps in the process, time and location for Public Meeting #3, thanked everyone for attending and concluded the meeting.

General Comments:

The overall message from the meeting is there is an overall need for a Parks and Recreational Department, but more specifically a Director. The top 3 main requests from the discussion groups are a large community center with programmed activities for all ages and levels of interest, large community park with open space, and connection to existing and future trails and greenways.



Waxhaw Park and Recreation Master Plan
Public Meeting 2
6:30 – 8:30, November 6, 2011
Waxhaw Women's Association
Summary of Group Topics

Group Topic #1:
Incorporation of Cultural Resource and Tourism

How could the Museum of the Waxhaw's be improved to bring in additional events and tourism?

- Better signage/visibility
- Events/ better promotion/historic promotion
- Community
- County science fair (history)

What cultural resources should be included in Waxhaw's park system?

- Queens Cup
- Farmers market
- Hay ride/ bike ride/carriage ride
- Local farmers
- Octoberfest

How can parks and recreation help boost the viability of our downtown?

- Parks and Recreation Director
- Park center (Monroe Aquatic Center)
- Highlight historic Center if Town
- Easement from creeks by landowners
- Ride on railroad from downtown to museum

What types of cultural events could bring in additional tourism to Waxhaw?

- 5k/bike rides
- Historic train – rail trail, Thomas train, tweensy train
- Music Festival (Waxhaw Woodstock)
- Music in the Park
- Scottish festival
- JAARS air shop
- Taste of Waxhaw

What should be the highest priorities for Cultural Resources?

- Parks & Recreation Director
- Community Center / Town hall

Group Topic #2:
Programs (Organizational offerings - Informal and Formal)

What types of programs would you like expanded or improved?

- Parking – improved town wide and on existing facilities
 - Standards to ensure enough parking
 - ADA accessible spaces
- Entrance improvements of Museum of Waxhaw
- Continue expanding Museum of the Waxhaw's and give support
 - Working farm, Old fashion ball games, 4-H clubs, fairs/????

What types of programs would you like to see offered by the Parks and Recreation Department?

- Senior programs / arts program / support local artists & galleries
- Native programs for children
- Gardening programs for adults
- Summer programs
- Theater – build off of what we have & make it a bigger draw / Museum of the Waxhaw's
- Judy Simpson Cook's programs
- Turn of century programming, square dancing, horse trails, community gardens, pick your own
- Listen & remember, bring back outdoor drama at Museum of Waxhaw's
- Improve & incorporate farmers market – better space & paving include craft sales / music

What program elements are the highest priority?

- Community Center – everything can revolve around it, but community center has to come first (with swimming/programming/classes) do it big & do it right
- Trails and connect to what is already here & add trails on land we already have.

Blank sheet comments:

- Ball fields – lights at current fields
- Walking group (all ages)
- Horse pathways and trails
- Bike pathways
- Senior programs (tai chi, low impact aerobics, cards)
- Theater / community facility (drama, guest speakers)
- East Waxhaw Recreation area
- Swimming
- Support and Help Waxhaw Athletic Association (WAA) to expand and brand
- Utilize the Mill – studio space, library, classes, community center

Group Topic #3:
Facilities (Physical Improvements)

From the proposed recommendations, is there anything that you would add or change?

- Downtown park – south of Givens St. (behind S. Providence school)
- Large community Park (east side of Waxhaw) off route 75
- Large community Park (Jackson station extension – east 500 acres)
- Needing a large community center (for those who may not play sports)

What existing recreational facilities should be expanded or improved?

- Need for community center
- Nesbit park lighting
- Future swimming facility
- No written comments

What facilities are the highest priority?

- Large community center

General Group comments during PowerPoint Presentation and Meeting:

- Need for Parks and Recreation Director
- Director should take the lead with City Council on park needs
- Union County – Horses should be considered in the planning
- Several equestrian land organizations in the surrounding area that should be considered
- Historic train ride would help bring people downtown.
- Working with YMCA on determining their timetable for construction of facilities near Waxhaw. Full scale YMCA, Aquatic Center, Cuthbertson location

APPENDIX D

PUBLIC MEETING #3 SUMMARY

Waxhaw Park and Recreation Master Plan Public Meeting #3 (November 4, 2011)
Sign-in Sheet

Name	Affiliation	Email
1 RON ZIMMERMAN		ronzimm@carolina.rr.com
2 TEELO	Bike Depot	Teelo@bikedepotwaxhaw.com
3 GIRI NANCY CULBERT	Carolina Amateur Curvival	
4 LISA RANDY HOFFMAN		
5 FRANKLIN SPARKMAN		
6 SHANNON SEFFLER	Waxhaw Christian Runners	S.S.seffler@gmail.com
7 WILLIAM H REALE	Wm. H. Reale & Sons	FREILE@AOL.COM
8 Jeff Hodge	Land of Melonheads	jeffh.hmlc@yashoo.com
9 Anna Hodge		hiagr1st@yahoo.com
10 TERRY SETTLE	AG Lutheran Church	settleter@jemsu.com
11 PAT-KITO		
12 GALE DUARTE	WPA	mandyduarte@gmail.com
13 JENNIFER GARDNER	Town	moyer@waxhaw.com
14 JEFF KEARNEY	Parks + Rec	S.D. Kearney @ yk446
15 GREG KEARNEY	Parks + Rec	G.Kearney@carolina.rr.com
16 JERRY MYLES	P + R Comm	Jmyles@windstream.net
17 AMY FERGUSON	" "	amy@kpsunleashed.com
18 JASON LOSECKE	P + R Cmte, ^{Beaufort} Cmte	jason.losecke@gmail.com
19		
20		



Waxhaw Park and Recreation Master Plan
Public Meeting 3
6:30 – 8:30, November 4, 2011
Waxhaw Women's Association
Summary of Meeting

Public Meeting #3 was an Open House format attended by community members, consultant team and members of the Steering Committee. As members of the public entered the door, they were given a brief overview of the night's meeting format. Members of the Consultant team, Town Staff, and Steering Committee were at various locations in the room to interact with the public about the information being presented and to answer/address any questions or comments they might have. Large format boards were displayed throughout the room for the public to review and provided any comment. Listed below were the boards presented at the meeting.

- Public meeting #2 community input Results
- Existing Park System Level of Service Analysis
- Proposed Park System Map
- Proposed Park System Level of Service Analysis
- Recommendation
- Prioritization of Needs
- Waxhaw's Park Classification System
- Waxhaw's Parks, Recreation and Cultural Resources Programming
- Parks and Recreation Funding

Written Comments from Comment Sheet:
Teelo @ bike depot - Bike Trains - Bike Trains
Nesbit Park Lighting - \$500,000
\$114K for Babe Ruth
\$50K for each additional field

APPENDIX E

ESTIMATED UNIT COSTS

The following are units costs used to estimate associated costs for the construction of parks and greenways.

Park / Facility	Estimated Cost
Low End Park Development	\$50,000 / acre
Typical Park Development	\$90 - \$125,000 / acre
Park Maintenance	\$7,000 / acre
Swim Center (25M lap pool)	\$3 Million
Aquatic Center (pool and splash)	\$5 Million
Adult Baseball/Softball Field (Lighted)	\$185,000
Baseball/Softball Field	\$140,000
Little League Baseball Field	\$65 - \$100,000
Soccer Field (lighted)	\$220,000
Soccer Field	\$140,000
Multi-use (football/soccer) field	\$60 - \$195,000
Playground	\$50 - \$125,000
Picnic Shelter	\$50 - \$150,000
Re-striping for Bike Lanes	\$7,300 / mile
Concrete Sidewalk (6' wide, both sides)	\$100,000 / mile
Boardwalk (10' wide)	\$1,500,000 / mile
Asphalt trail (10' wide)	\$185,000 / mile
Structure Soil Trail	\$110,000 / mile
Trail Maintenance	\$7,000 / mile

APPENDIX F

SAMPLE JOINT-USE AGREEMENT

The following pages are a sample joint-use agreement for shared facilities.

**AN AGREEMENT FOR THE JOINT USE OF FACILITIES
Between
The Seattle School District No. 1
And
Seattle Parks and Recreation**

2010 - 2015

**Jointly prepared by:
Seattle Parks and Recreation
And the
Seattle School District No. 1**

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AN AGREEMENT FOR THE JOINT USE OF FACILITIES

between
SEATTLE SCHOOL DISTRICT NO. 1
and
CITY OF SEATTLE PARKS AND RECREATION

THIS AGREEMENT is between ***THE SEATTLE SCHOOL DISTRICT NO. 1***, hereafter referred to as the "District", and ***CITY OF SEATTLE PARKS AND RECREATION***, hereinafter referred to as the "Parks."

PREAMBLE

Since the 1920's, the Seattle School District and the Seattle Parks and Recreation have pooled their resources to meet continuous youth and community demands for more developmental and recreational opportunities. Over one third of Seattle's public schools adjoin Parks' land or facilities. The District and Parks have cooperated in planning and jointly using these separately owned facilities and grounds for the benefit of students and community members.

While the supply has never quite matched the demand, the District/Parks partnership has effectively maximized the use of their respective facilities to meet community and student needs, beyond what either could do alone. In addition to creating more opportunities for their respective constituent groups, sharing facilities has led to greater efficiencies in cost and operations. Parks and the District acknowledge the value of their collaboration and seek to extend their working relationship.

Seattle voters overwhelmingly approved District Building Excellence and BTA capital levies to improve 4 major athletics complexes and various additional school fields since 1998. The Athletics Complexes and fields in addition to providing improved play area for students, will increase the hours available to the community. The joint use of the new facilities including priority scheduling and operations is covered under this renewed agreement.

In addition, Seattle voters approved the Seattle Parks For All Levy in 2002 and the Parks and Green Spaces Levy in 2008 which resulted in or will result in improvements for existing or new athletic fields, open play spaces and similar areas, including spectator enhancements such as seating. Furthermore, in recognition of the unique shared arrangement between Parks and the District, it is the intent of both parties that the scope of this agreement be limited to the respective uses contained herein. In order

to maximize the use of their facilities for the benefit of the community, both agencies will continue to provide priority access to each other, continue to equitably share their resources, and continue to give priority to programs that benefit Seattle youth. Additionally, both Parks and the District believe that they can best accomplish their objectives and, at the same time, encourage other community-based recreational activities by forming a cooperative partnership involving the District, Parks, and the community. Both agencies support the goal of increasing community access and use of school facilities and grounds. Both agencies also agree to work together to jointly use facilities to support school children and residents during times of catastrophic emergencies for sheltering, recovery of services and resumption of school.

Now Therefore, in consideration of the foregoing, the parties agree as follows:

I. VISION STATEMENT

All public facilities and grounds, either owned by Parks or the District, shall benefit and be used by Seattle children, adults, and families to the maximum extent possible. The District and Parks have mutual interests in helping young people learn and develop recreation skills and in providing opportunities for people of all ages to participate in recreation activities. It is incumbent upon the District and Parks to develop a unified approach to serving the community's recreation needs and to cooperatively maintain Parks and District facilities and grounds in order to foster community and neighborhood learning and vitality.

II. PURPOSE OF THE AGREEMENT

In establishing this agreement, Parks and the District seek to:

- A. Effectively and efficiently manage use of District and Parks facilities and grounds for the benefit of Seattle's youth and citizens;
- B. Encourage joint use of their respective facilities and grounds and give priority usage, after the owning agency's programming and/or on-going community obligations are met, to the requests submitted by the other agency;
- C. Provide facilities and grounds usable for District and Parks programs;
- D. Establish procedures to encourage cooperative working relationships between District and Parks personnel at all levels and to quickly resolve issues;
- E. Encourage joint and cooperative ventures, including facility maintenance and development;
- F. Equitably distribute the time and cost of the use of facilities and grounds; and

- G. Regularly report the outcomes of joint use to District and City personnel, elected officials and Seattle citizens.

III. GENERAL PROVISIONS OF THE AGREEMENT

- A. This Agreement shall be for the period commencing September 1, 2010 and ending on August 31, 2015 but shall be renewable by agreement of the parties. Notwithstanding that this agreement shall be effective for five years, the parties acknowledge that circumstances are constantly changing for both agencies. The parties agree to meet during January of each year to review schedules for the following school year for all joint use activities, specifically including but not limited to pool times, use of performing arts facilities and field times. Such preplanning meetings will include, at a minimum, the primary JUA contacts for each agency, Parks' Citywide Athletic Office and Aquatics Manager, the District's Athletic Coordinator and at least one high school principal affected by any proposed changes.
- B. The execution of this Agreement and a renewal or extension of this Agreement must be authorized by both the District Superintendent and the Parks Superintendent.
- C. The District and Parks shall act in good faith to implement the terms of this Agreement.
- D. The District and Parks acknowledge that:
 - 1. This Agreement is intended to address and relate to those programs and activities occurring in Parks or District facilities that involve Parks and the District as partners in providing services;
 - 2. The facilities and grounds uses authorized by this Agreement are both a municipal and an educational purpose;
 - 3. This Agreement is intended to enhance and not interfere with the primary mission of Parks or District governance;
 - 4. This Agreement recognizes the District's commitment to school-based decision-making and will clearly state the role for such decision-making under this Agreement; and
 - 5. The ultimate responsibility for the use of facility space will remain with the owner of the facility; and

6. Both parties recognize and respect the City's and District's budget and administrative processes that must be used in implementing programs and services. Additionally, both parties recognize and respect each other's collective bargaining agreements and the constraints related to those agreements;
7. This agreement is not intended to amend any of the existing leases and other property agreements between the parties;
8. It is a City and School District objective to increase general community access to and use of school facilities. While the focus and priority addressed in this agreement is on the District and Parks access of their respective facilities, both agencies agree to cooperate to the extent possible to increase general community use.

IV. GENERAL GUIDELINES FOR JOINT USE

- A. Each agency will make its buildings and grounds available for use by the other agency on a first priority basis after the scheduling requirements for its own programs have been met. A description of District and Parks buildings and grounds availability for joint use programming under this Agreement and agreed upon priorities are included as Appendix A.
- B. All joint use programming and activities scheduled under this Agreement will comply with the owner agency's policies prohibiting discrimination.
- C. For the purposes of this Agreement, the criteria for such uses are as follows:
 1. Any instructional, information, recreational, athletic, social or community program which is initiated, organized, managed, scheduled and supervised by the owner agency, or
 2. a comparable community-run recreation program (such as those managed by a community youth sports organization such as youth baseball, or a youth-serving community non-profit agency such as Central Area Youth Association), that is sponsored and overseen by the owner agency, and
 3. approved for their facilities by the School or Parks Superintendent or their authorized representative.
- D. For scheduling purposes, priority will be given to programs that provide direct benefit to youth.

- E. The mutual goal of the District and Parks will be to maintain program continuity, giving adequate notification of scheduling changes or facility use to allow completion of a program cycle, and where necessary, to relocate programming. When possible, each agency will assist the other in locating alternative space.
- F. Each user will maintain its joint use spaces and equipment and will cooperate in expediting repair of damage which may occur as a result of scheduled programs.
- G. Where possible, Parks and the District will pursue opportunities to develop and improve joint use facilities and equipment to support programming by both agencies.
- H. The District will operate its Athletic Complexes as joint use facilities that will be scheduled in the same manner as other Parks or District fields and tracks facilities. However, a separate District fee schedule will be established and charged for non-District users. The District will maintain the Complexes and Parks will schedule events for the Complexes. The agency (either Parks or the District) using the facility at the time of an event will provide the supervision and preparation service for that event.

V. ANNUAL JOINT USE SCHEDULING CONFIRMATION PROCESS

This Agreement seeks to provide a framework and administrative support for collaboration and decision-making among school building staff, community center personnel, field and pool managers.

- A. **Joint Use Scheduling Process** - Joint use planning and decision-making will occur each Spring for the upcoming school year, consistent with the results of the pre-planning meeting described in paragraph III.A. above. Parks will initiate the process assuming that all joint use programming scheduled the preceding year will be included in the schedule for the upcoming year unless otherwise negotiated. The priority joint uses identified in Appendix A: Joint Use Facilities and Priorities will serve as a framework for generating agreements and negotiating changes.

1. Annual Confirmation of Joint Use between the District and Parks

- a. A designated Parks representative will consolidate Parks and District local site use requests.
- b. By the second Monday of February of each year, a Parks representative will deliver a joint use scheduling confirmation form (Appendix B-3) for the upcoming school year to the principal of each joint use school. The form will list Parks activities from the preceding

year that are proposed to continue and current school usage of Parks facilities including community centers, pools, fields and playgrounds. Any new usage requests for the upcoming year will be identified.

- c. Upon receiving the confirmation form, a school principal will identify which school activities will continue in the upcoming year and identify new school needs for use of Parks facilities for the upcoming year. In assessing the needs for the upcoming school year, the principal will consult with school base childcare providers, Community Learning Centers and other agencies whose operations may be affected by the principal's decision. The principal may either approve the Parks proposed schedule of use and return the confirmation form; or by the first Monday of every April, contact the Parks representative to discuss changes or amendments.
- d. Upon receiving the confirmation form completed by the school principal, the Parks representative may either approve the school's proposed schedule of use or contact the school principal to discuss changes. Once both the school principal and the Parks representative have signed the form, the Parks representative will send a copy of the agreement to the school principal and file it with the central scheduling office of both agencies (Parks' Citywide Athletic Office and the District's Facilities Department Facility Rental Section for Schools);
- e. Signed agreements must be filed no later than the third Monday in April with the central scheduling office of both agencies.

2. **Centrally Coordinated Joint Use Scheduling**

- a. Some District use of Parks facilities and grounds, such as league play and playoffs, is coordinated by the District Athletic Office. Requests for such use should be made to Parks Citywide Athletic Office for fall, spring and summer sports as set forward in Appendix A-1.
- b. The Parks Citywide Athletic Office and the District's Athletic Office will reach agreement on use of facilities by centrally managed District programs and individual middle and high school practices by dates for fall, spring and summer sports as set forward in Appendix A-1. The School District Athletic Office will confirm athletic competition schedules three months prior to the scheduled usage.

B. **Resolving Space Availability Conflicts**

1. Efforts at resolution of space availability issues are first encouraged directly between facility based representatives. When the conflict involves more than one District or Parks' program, all parties will be informed and involved in resolving the conflict. The central scheduling offices of both agencies will, whenever possible, identify options or ways to accommodate the interests of both agencies. When requests from schools conflict, the District's Athletic Office will assist in establishing priorities for athletic events and the District's Academic Division will assist in establishing priorities for school instructional and physical education programming.
2. If agreement cannot be reached on a scheduling request, the issue will be referred to the Superintendent of Schools and the Superintendent of Parks and Recreation for resolution.

C. Completing the Joint Use Scheduling Process

1. The Parks Citywide Athletic Office and the District's Facility Rental Section for Schools will complete the joint use scheduling process as described in V.A.1. and V.A.2. above. The Parks/District collaboration will consider all negotiated school-based use agreements and schedules for centrally scheduled programs and facilities. Major special events requiring sixty (60) days cancellation notice will be identified, e.g. the West Coast Asian Table Tennis Tournament. All schools and pools will receive scheduled usage confirmation by July 15 for the upcoming school year. Community Centers will receive confirmation by August 15. NOTE: Neither the School District nor the Parks Department maintains a master schedule of all events. As referenced here, the "schedule" serves as a site specific, localized planning guide for each agency's programs and events; however, program times, particularly ending times, are approximate and subject to frequent and immediate change.
2. Amendments to Joint Use Scheduled Events - annual plans and associated use permits can be amended through mutual agreement of a District principal and a Parks community center, pool, or program manager. Each agency's central scheduling office must be notified of such amendments.

- D. Interagency Training** - The District and Parks central scheduling offices currently operate a training and orientation program for key personnel involved in implementing this Agreement including school principals, secretaries, activity coordinators, coaches, community center and aquatic center coordinators and custodians. Topics to be covered include the history and purpose of joint use, benefits to students/families and City residents, specific provisions established by this Agreement and key implementation procedures.

VI. PROCEDURES FOR MANAGING JOINT USE OF FACILITIES

A. Central Coordination, Permitting, Record-keeping and Problem Resolution

1. The District Facility Rental Section for Schools and Parks' Citywide Athletic Office will formally permit all building uses. Individual District principals are encouraged to meet directly with Parks' community center coordinators to discuss availability. The Parks Citywide Athletic Office will formally permit all field uses. The District Facility Rental Section for Schools and the Parks Citywide Athletic Office will jointly maintain the annual joint use schedule for both buildings and fields.
2. Permit forms for each agency shall stipulate the use and program for which the permit is being issued, name of person responsible for supervision, spaces and equipment authorized for use, dates and hours of use, requirements for special service and any other information required. Copies of the Red Cross lifeguard certificates for school supervisory staff must be attached to all pool permit requests.
3. The three central scheduling offices will develop a system for maintaining accurate records of use, and tracking and reporting scheduling issues occurring under this Agreement.
4. Representatives from the scheduling offices of both agencies and the District Athletic Office will be members of the Schools/Parks Operations Committee. This committee will meet monthly to provide operational coordination and planning and to provide a regular forum for problem resolution on such issues as scheduling conflicts, maintenance, security and vandalism.

- B. Change in Availability Notification** - Both agencies agree to honor each other's -scheduled events to the greatest extent possible and not disrupt scheduled programs. Should an unforeseen event occur which precludes a joint use activity or program from occurring; each agency will seek to accommodate the scheduled program at an alternate facility. A minimum of two weeks (10 working days) is required to change a regularly scheduled program. Major special events require sixty (60) days cancellation notice. This procedure will not apply when the facility is not in normal or safe usable condition due to situations which are beyond the control of the owning agency, e.g. emergency or mandatory repairs/maintenance, pool contamination or other unplanned closures, strikes, Acts of God, etc.

- C. **Changes in Policy, Budget or Organization** - When either agency contemplates a change in policy, budget or organization that could impact the joint use access of the other, that agency will consult with the other agency far enough in advance so that the other agency can analyze the impacts and plan for the change.
- D. **Temporary Rescheduling of Priority Use** - In the event the user agency communicates its inability to utilize its scheduled priority use, the owner agency may pursue scheduling other uses temporarily until the user agency is ready to resume its scheduled priority use.
- E. **Single Use Requests** - Written requests to use District or Park facilities, outside the annual scheduling confirmation process, should be submitted to each agency's central scheduling office. The central scheduling office of the requesting agency will verify in advance with the affected school principal or Parks facility manager that the facility is available at the date and time requested. Please note that the request will be granted only if the allotted time and space is available.
- F. **Joint Use Program Requirements** - All programs must provide adequate supervision by adults, age 18 and above, trained in emergency procedures specified by the owner agency. The user agency is responsible for providing program staffing or covering expenses of owner agency program staffing, if necessary. Staffing must be sufficient to supervise program participants in entry areas, locker rooms and non-secured spaces within a facility. All swim programs must be operated by school personnel with current Red Cross lifeguarding certification and in accordance with the Parks Department's Safety Practices for Seattle Public School Swimming Programs, community CPR, and standard first aid (or equivalent recognized by the Washington State Department of Health). Swimming program requirements are explained further in Appendix. Program participants must wear appropriate clothing and protective gear. Programs failing to comply with these requirements will not be allowed to operate.
- G. **Issuance of Facility Keys** - Keys shall be issued or other means of access provided for curriculum/program events and activities approved under this Agreement. Issuance of keys to Parks personnel for use of District facilities and to District personnel for use of Parks facilities shall be limited to the requirements of this Agreement. Both agencies agree to not duplicate keys issued by the other agency.
- H. **Joint Use Facility Maintenance Responsibilities** - With each occupancy, the user agency shall be responsible for the pre and post occupancy preparations, which may include opening and closing movable walls unless other conditions are established by the user agency. All joint use spaces will be returned to the

condition which preceded use. Where possible and necessary, access to cleaning supplies will be provided by the owner agency. School gymnasiums are classrooms during school hours and users must leave the space, including displays and equipment, in the condition and arrangement preceding the permitted use. The user agency should check in with the facility custodian and establish agreement upon the pre and post use conditions.

- I. **Specialized Instructional Space and Equipment** - Specialized instructional space and equipment, other than normally associated with a gymnasium, swimming pool, recreation center, athletic field, track, tennis court or other facility shall be made available by each agency to the other. The user agency may provide its own preparation or set up and take down of portable equipment under the supervision of a representative of the owning agency when not in violation of union agreements. The above procedures must be noted on the permit authorizing use.
- J. **Access to Storage** - Wherever possible, each agency shall make available storage space on site for joint use program equipment and supplies.
- K. **Security Provisions** - If security staffing is needed, above and beyond that normally provided by the owner agency, the user agency is responsible for providing the additional staffing. Telephone numbers for reporting emergencies are listed in Appendix D.
- L. **Restitution and Repairs** - It shall be the responsibility of the user agency to make restitution for the repair of damage to a space, area or facility and its equipment or owner property missing from the premises which may occur as a result of scheduled programs for which a permit has been issued.
 - 1. **Inspection of Facilities** - The owner agency shall, through its designated representative, inspect all buildings and grounds area for which a use permit has been issued. Inspection shall be directed toward identification of damage to the facilities, fields, and equipment or missing property that may have been caused by the user agency through conduct of its program.
 - 2. **Reporting Method** - The owner agency shall notify the user agency of damage or loss within three (3) working days after inspection. Such notification shall consist of sending a facsimile or email to the user agency's designated representative identifying the facility, permit number, date of detection, name of inspector, area or areas involved, description of damage and estimated and/or fixed costs of repairs or property replacement.

3. Repairs - Except as otherwise mutually agreed, the user agency shall not cause repairs to be made to any building or item of equipment for which the owner agency has responsibility. The owner agency agrees to make such repairs within the estimated and/or fixed costs agreed upon. If it is mutually determined or if it is the result of problem-resolution under subsection 5 of this Section that the user agency is responsible for the damage, then the user agency agrees to reimburse the owner agency at the estimated and/or fixed costs agreed upon.
4. Reimbursement Procedure - The owner agency shall invoice the user agency within seven (7) days of completion of repairs or replacement of missing property. The invoice shall itemize all work hours, equipment and materials with cost rates as applied to the repair work. If the repair is contracted, a copy of the contractor's itemized statement must be attached. Actual costs shall be invoiced if less than estimated and/or fixed costs. Reimbursement shall be made within 30 days from receipt of such invoice.
5. Disagreements - The user agency shall retain the right to disagree with any and all items of damage to buildings or equipment or missing property as identified by the owner agency provided this challenge is made within ten (10) working days after a first notification.
 - a. Disagreements shall be made in writing to the owner agency and shall clearly identify the reasons for refusing responsibility for damages to the building or equipment. Failure to do so within the prescribed time period shall be considered as acceptance of responsibility by the user agency.
 - b. Settlement of disagreements, after proper notification, shall be made by an on-site investigation involving both the owner and user agencies or their designated representatives.
 - c. In the event agreement cannot be reached, the matter shall be referred to the representative designated by the Superintendent of each agency for review and consideration.
 - d. The owner agency shall have the right to make immediate emergency repairs or replace missing property without voiding the user agency's right to disagree.

VII. COST SHARING AND REVENUE SOURCES TO SUPPORT AGREEMENT

- A. **Fair and Equitable Cost Sharing** - The use of facilities and grounds will be based upon fiscally sound considerations. Neither the District nor the City will be required to subsidize the other's use of its facilities.
- B. **Documentation of Costs** - The District and Parks will maintain records of costs associated with joint use programming. Both agencies agree to use comparable cost accounting methodologies. (See Appendix E: Summary of Components Utilized to Establish Costs for Joint Use)
- C. **Annual Review of Benefits** – Either party may request a review of the relative benefits received by the parties. Upon such a request, the District and Parks will conduct a review of the exchange of benefits and review annually thereafter by the first Monday of February using agreed upon performance measures (Appendix E-2) based on hours of use, costs, fees and charges, or capital investments. Performance measures will be tracked on a monthly basis. Any compensation for an excessive imbalance in joint use programming shall occur through balancing the exchange of future benefits without exchanging cash. Notwithstanding such reviews are optional, at a minimum the District and Parks shall review by the first Monday of March 2013 the costs and benefits of the annual review process.
- D. **Requests for Services Outside the Agreement** - Specific requests by the Parks or the District for services, equipment or facilities not covered under this Agreement may be provided, at direct charge, to the agency making the request. For example, if a school should request that a Parks Department lifeguard supervise a swimming class, the school would be assessed a direct charge for this service. Likewise, should the Parks Department request school custodial services at a time that a school custodian is not normally scheduled in the building, the Parks Department would be assessed a direct charge for service hours provided. Utility costs might be assessed if Parks usage occurs when a school would normally not be heated. Charges might also be assessed for use of equipment, such as portable bleachers, for purposes outside the joint use programming covered by this Agreement.
- E. **User Fees to Support Joint Use** - For broader public use, fees may be charged, at a minimum, to cover the expenses of administering that use for the public benefit.
- F. **Non-Joint Use Fees and Charges** - The Parks Department shall assess the fees established for public school use in its adopted Fees and Charges Resolution for the use of West Seattle Stadium, Municipal golf courses, , Bathhouses, Shelter houses, Rowing and Sailing facilities, and picnic areas. The District shall assess fees based upon established rates for Memorial Stadium and the Athletics Complexes.

G.

Cooperative Capital Development Financing - The District and Parks will cooperatively plan development at appropriate joint use sites or facilities, exploring whenever possible avenues for blending fund sources and resources to accomplish mutual goals. Where possible, the two agencies will work together to use other public and private financing opportunities to accomplish mutual objectives and to develop facilities with standards sufficient to meet the programming requirements of both agencies.

VIII. LIABILITY

The City of Seattle and the Seattle School District agree to indemnify and hold harmless the other agency from any and all claims for injury or property damage to the extent that such claims arise out of the negligence of their employees, agents, contractors or officers as a result of this joint use agreement.

IX. PUBLIC INFORMATION AND NOTIFICATION

Each local school principal's office and the community coordinator of each community center will handle requests from community members for information pertaining to the scheduled use of a particular facility. The Parks Citywide Athletic Office will handle requests for information on Parks and District athletic fields. The project development office of each agency will handle requests for information on a proposed field or facility development. The Parks Citywide Athletic Office and the School District's Facility Rental Section will handle general comments on the Joint Use Agreement. See Appendix D for addresses and phone numbers. The agencies will make efforts to notify other user organizations regarding any significant change in the user's use or access. Should any community group or other user organization express a concern with joint use that cannot be resolved by one of the agencies, representatives of the group or organization may present their concerns at the monthly School/Parks Operations Committee meeting.

X. COOPERATIVE CAPITAL RESOURCE DEVELOPMENT

Forty-seven school facilities are adjacent to or across the street from Parks' land (See Appendix F: Inventory of Schools Adjacent to Parks' Land). The District and Parks have a long history of cooperation in using and developing property to maximize educational and recreational access, usability and benefits (See Appendix G: History of Lease and other Property Agreements). Both agencies seek to continue and expand such cooperation with each other, and with the community at large, by agreeing to:

A. Examine property issues raised by either party expeditiously and cooperatively.

- B. Work cooperatively in planning facility, grounds or equipment improvements in order to make the most efficient and effective use of public property and capital funding. Where necessary or desirable for specific sites, establish or update written agreements specifying joint use responsibilities and/or priorities.
- C. Make every effort to reschedule school practice and game facilities should the District relocate a school during construction or should a Parks facility be closed for short or long-term projects and; reciprocally, when a school must close, make every effort to relocate Parks programs to other school sites.
- D. Where feasible, both agencies will work together to support public/private partnerships to improve joint use facilities and grounds. Should a public recreation facility be significantly upgraded by a private third party, the City and District agree to adjust the priority uses established in this Agreement. However, priorities for third party use must: 1) benefit local youth, 2) be tied to use of the facility for the sport for which improvements were made, and 3) be subject to a three year review by the joint City and District team charged with overseeing this Agreement.

XI. INTERAGENCY COORDINATION AND AGREEMENT RENEWAL

- A. A Joint Use Interagency Team, made up of key staff from Parks and the District, shall:
 - 1. Coordinate implementation and oversee preparation and distribution of the Annual Joint Use Report;
 - 2. Review this Agreement by March 1, 2013, particularly its guidelines, scheduling process, operating procedures, and annual review of benefits. Operational changes jointly agreed upon in this review will take effect in the upcoming school year; and
 - 3. Review capital plans and projects proposed under Section X of this Joint Use Agreement and make recommendations to the Superintendents of both agencies for continued or more extensive joint use.
- B. Either agency can initiate a special meeting to discuss interim problems or propose amendments to this Agreement.
- C. The term of this Agreement will be for five years and subsequently may be renewed after review and approval by both agencies.

XII. COMMUNITY PARTNERSHIPS

The City of Seattle and the District are committed to developing partnerships that enhance the educational experience of Seattle's students. These partnerships might include those that benefit students, their families and their local communities through programs which integrate academics, athletics, health and social services, youth and community development and community engagement.

Nothing in this Agreement shall preclude the City of Seattle, acting through its Office for Education, from initiating discussions and negotiating a subsequent arrangement with the Seattle School District to implement school, city and community partnership programs during the term of this Agreement. The District agrees to engage in good-faith negotiations with the City, if so requested. Any partnerships will be documented by separate agreement

XIII. APPENDICES

- A. Joint Use Facilities and Priorities
- B. Sample Joint Use Scheduling and Confirmation Forms (B1 to B3)
- C. Athletic Stadiums and Gymnasium Revenue
- D. How to Contact Schools and Parks
- E. Summary of Components Used to Establish Costs for Parks Department and School District Facilities (E1 and E2)
- F. Seattle Schools Adjacent to Parks Facilities
- G. Leases and Agreements between Seattle School District and Seattle Parks and Recreation

Signature Page

AN AGREEMENT FOR THE JOINT USE OF FACILITIES

Between

Seattle School District No. 1

And

Seattle Parks and Recreation

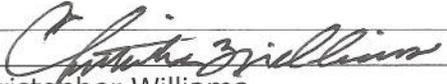
September 1, 2010 through August 31, 2015

Seattle School District No. 1

City of Seattle Parks & Recreation

By 

Maria Goodloe-Johnson,
Superintendent
Seattle School District No. 1

By 

Christopher Williams,
Acting Superintendent
City of Seattle Parks and Recreation

Date 12/20/10

Date 12/20/10