



City Administrator's Report

June 2, 2022

Sale of Land

At the May 17 Board of Aldermen Meeting, Alderman Hartman requested that the sale of land at Courtyard Park be placed back on the agenda for further consideration. This item refers to the piece of park land adjacent to Courtyard Park, directly south of Humphrey's Bar and Grill. In anticipation of adding the on the next agenda, staff reached out to City Attorney John Reddoch to ensure all proper steps are taken since the item failed at the February 15 meeting. John advised that the RFP for the sale of land be posted again for responses to be accepted. Staff would like direction from the Board as to whether they would like to have the RFP posted again to entertain proposals, and if so, what timeline would be preferred. Two options exist. In either case the RFP could be posted on Wednesday, June 8. Proposals could be due either June 15 or June 29. Then the ordinance for approval could come to the Board for first reading on June 21 or July 19, with final reading on July 19 or August 2. I'll be seeking Board direction at Tuesday's Board of Aldermen meeting.

Tax Increment Financing Information

As you are aware, a draft TIF Plan has been received from the developers of 110 Smithville, LLC for a project at the former Spelman Hospital. Megan Miller with Gilmore & Bell has provided a memo and timeline of review process, which is attached for your review.

National Recreation and Parks Association (NRPA) Report

Annually, the NRPA develops a report comparing local parks and recreation programs and services to those throughout the country. The report is a tool in helping local entities evaluate their service levels, staffing, program and amenities. Attached is a summary from Parks and Recreation Director Matt Denton as well as this year's report.

GFL Trash Update – Fourth of July

Currently, GFL recognizes three holidays annually: New Year's Day, Thanksgiving Day and Christmas Day. Trash pickup for a holiday week is delayed one day (beginning with the date of the holiday).

GFL has requested that Independence Day be added as a permanent addition to their holiday schedule. This year, GFL will run routes Tuesday through Saturday the week of July 4.

Local Public Agency Basic Training Certification

The Local Public Agency (LPA) Policy, produced by the Missouri Department of Transportation (MoDOT) is intended to be used as a guide for cities and counties that sponsor projects using federal transportation funds provided under the current transportation bill. Projects administered by local agencies using Title 23 federal funds require the local agency to have a "qualified person of responsible charge" who is a public employee accountable for the project. This training provides the attendee the basic knowledge of the federal-aid process to perform proper procedures for compliance.

Public Works Management Analyst Gina Pate received her LPA Basic Training Certification. She will now be able to assist Public Works Director Chuck Soules with administering federally funded projects.

Spring Bulky Item Pick-Up

Spring Bulky Item Pick-Up is the week of June 6-10. Residents may discard up to five bulky items with their scheduled trash pick-up day.

This week, residents can discard up to five bulky items with their normal curbside collection. Items such as appliances, washers, dryers, refrigerators and freezers with compressors and Freon removed, furniture, sinks, toilets, cabinets as well as rugs and carpet cut into 4-foot lengths will be accepted. All items must be stacked and bundled for collections. The following items are not accepted: glass items, e-waste (televisions, computers, monitors, etc.) tires, automobile parts, construction materials, tanks, oil drums, railroad ties, chemicals, or household hazardous waste.

MEMORANDUM

TO: City of Smithville, Missouri Board of Aldermen and Staff

FROM: Megan Miller, Gilmore & Bell P.C.

DATE: June 1, 2022

RE: Tax Increment Financing Timeline

Section 99.800 *et seq.* of the Revised Statutes of the State of Missouri (the “TIF Act”) provides for certain requirements when a municipality is considering a Redevelopment Plan. The below timeline does not include the negotiation of a Redevelopment Plan, which takes place prior to the required notices and meetings. From the initial statutorily required notice, approving a Redevelopment Plan takes approximately 70 to 75 days, which can be extended as the TIF Act allows.

1. Pursuant to Section 99.830.3, RSMo., notice shall be mailed by certified mail to all taxing jurisdictions with taxable property included in the proposed Redevelopment Plan and the Missouri Department of Economic Development of the TIF Commission Public Hearing (the “Public Hearing”) **not less than 45 days** prior to the Public Hearing.
2. Pursuant to Section 99.830.1, RSMo., notice of the Public Hearing must be published for the first time in a newspaper of general circulation within the area of the proposed Redevelopment Plan **not more than 30 days** prior to the Public Hearing.
3. Pursuant to Section 99.830.1(3), RSMo. and Section 150.140 of the Smithville Code of Ordinances, the City solicits proposals with respect to the proposed Redevelopment Projects provided for in the proposed Redevelopment Plan. This request for proposals shall “provide reasonable opportunity for any person to submit alternative proposals or bids.” Generally, the request for proposals is published at the same time as the first published notice and the responses are due approximately a week or ten 10 days before the Public Hearing.
4. Pursuant to Section 99.830.1, RSMO., notice shall be mailed by certified mail to all people whose name the general taxes for the preceding year were paid on each parcel within the area in the Redevelopment Plan **not less than 10 days** prior to the Public Hearing.
5. Pursuant to Section 99.830.1, RSMo., notice of the Public Hearing must be published for the second time in a newspaper of general circulation within the area of the proposed Redevelopment Plan **not more than 10 days** prior to the Public Hearing.
6. Once the Public Hearing is held, pursuant to Section 99.820.1(1), RSMo. the Board of Aldermen are required to introduce an ordinance to approve the Redevelopment Plan and designate a Redevelopment Area **within 14 to 90 days** from the completion of the Public Hearing.
7. Pursuant to Section 99.810.1(3), RSMo., the City then has **10 years** from the approval of the Redevelopment Plan to approve any Redevelopment Projects and activate tax increment financing within that project.

TIF Schedule

<u>Date</u>	<u>Event</u>	
Day 1 ¹	Mail initial 45-day notice of TIF Commission Public Hearing to taxing districts	Gilmore & Bell
~Day 7	File complete TIF Plan with City Clerk	Developer
~Day 14	<ul style="list-style-type: none"> • Send first publication notice to newspaper for TIF Commission public hearing to be published • Send RFP notice 	Gilmore & Bell
~Day 17 ²	<ul style="list-style-type: none"> • Publish first notice of TIF Commission public hearing • Publish RFP notice 	Gilmore & Bell
~Day 43 ³	Mail notice of TIF Commission public hearing to property owners	Gilmore & Bell
~Day 49	Send second publication notice to newspaper for TIF Commission public hearing to be published	Gilmore & Bell
~Day 50 ⁴	Post notice of TIF Commission public hearing	City
~Day 52 ⁵	<ul style="list-style-type: none"> • Publish second notice of TIF Commission public hearing • RFP responses due • Send meeting documents to TIF Commission 	City; Gilmore & Bell
~Day 57	TIF Commission public hearing for TIF Plan	City
	Submit final documents to City Clerk for Board of Alderman meeting	City; Gilmore & Bell
~Day 65 ⁶	Post notice of Board of Alderman Meeting	City
~Day 71 ⁷	Board of Alderman meeting: <ul style="list-style-type: none"> • Consideration of TIF Plan, receive public comments 	City

¹ At least 45 days prior to the TIF Commission hearing by certified mail

² Not more than 30 days prior to the TIF Commission hearing

³ At least 10 days prior to the TIF Commission hearing

⁴ One week prior to the TIF Commission hearing

⁵ Not more than 10 days prior to the TIF Commission hearing

⁶ At least 4 days (excluding holidays and weekends) before the Board of Alderman meeting

⁷ Must be at least 14 days, but not more than 90 after the TIF Commission hearing

Date:	5-17-2022
Prepared By:	Matt Denton – Parks and Recreation Director
Subject:	NPRA – Agency Performance Review

Each year the National Recreation and Parks Association (NRPA) sends out a survey to all members asking for departmental information to help evaluate budget size, optimal staffing or revenues generated from agency activities. A report is put together and it shows how our community parks and recreation services compare to those throughout the U.S and a subset of agencies that serve a similar population density. The overall goal of the report is designed to be a tool for helping us to better evaluate your agency and its offerings.

In our report it shows that we spend \$2,073 per acre and \$65.27 per resident which both are in the median of the large comparison. It also shows we have 29.6 acres per 1,000 residents. Which is higher than most with our population. This is largely due to Smith's Fork Park. Smith's Fork is 250 acres. The City Maintains 310 acres of park land total.

Our revenue per capita is \$34.43 per resident. This is calculated by dividing the total revenues generated by the agency, by the population of the jurisdiction served by the agency. Our Revenue as a percentage of operating expenditures (cost recovery) is 53.7%. This is calculated by dividing the total revenues generated by the agency by the total operating expenditures of the agency. Both are up from the 2021 report. This is reflective of the campground and recreational revenue increases in 2021.

In the Personal and Workload portion, the report shows we are below the average for full-time equivalents (FTE). The current average per 10,000 residents is 8.9 FTEs. In 2021 we were at 5.9 FTEs.

Below is a graphic of the 2022 NRPA Agency Performance Review Key Findings:



2022 NRPA

AGENCY PERFORMANCE REVIEW



SMITHVILLE (CITY OF) PARKS



NATIONAL RECREATION
AND PARK ASSOCIATION

Using Data to Drive Optimal Decision Making

You have many questions about how to best lead your parks and recreation agency. The questions may be about budget size, optimal staffing or revenues generated from agency activities. Perhaps you are looking towards the future and seeking opportunities where your agency can better serve its community while also outperforming its peers elsewhere in the U.S.

In your hands is one resource that can assist you with answering these many questions. The customized Parks and Recreation Agency Performance Report shows you how your community's parks and recreation services compare to those of its peers throughout the U.S. The data in this report comes from what your agency and other agencies entered in [NRPA's Park Metrics](#) website and compares specific measures of parks and recreation efficiency and effectiveness against thousands of other parks and recreation agencies across the country. Use this report to make informed decisions about your parks and recreation agency. Capitalize on your strengths and address your weaknesses – and increase the positive impact of your parks and recreation offerings on those in the community you serve.

Of course, data itself does not provide complete answers to your many questions. But combined with the collective knowledge of yourself, your team, your external partners and other resources, the insights contained within this report are an important step to lead your agency into the future.

About this Report

Earlier this year, your agency submitted operational information into the National Recreation and Park Association's (NRPA) *Park Metrics* website by completing your Agency Performance Survey. Thanks to the participation of park and recreation agencies throughout the U.S., NRPA is providing the field with key data on the management and operation of park and recreation agencies. The [Agency Performance Review](#) is a customized look at your agency in comparison to all agencies that responded to the survey and a subset of agencies that serve a similar population density (the online NRPA Park Metrics system allows you to create much more detailed data aggregations to **compare your agency to agencies that meet specific criteria of your choice**). The results contained in this report offer broad “yardsticks” on your agency's management and operations, allowing you to gauge your agency's strengths, weaknesses and improvement opportunities.

The aggregated data contained in this report was derived from 2019 – 2021 data in the *NRPA Park Metrics* database as of February 2022. As the NRPA Park Metrics system is available 24/7/365, the data can and will change throughout the year. [NRPA Park Metrics](#) allows you to run reports on-demand, based on real-time data, so the reports you create will always be based on the most current data available. To run additional reports, simply login to your account and go to the “Reports” tab to use *Agency Performance Reports* or *Agency Performance Dashboards* to drill-down into the full data set to compare your agency alongside agencies that meet your search criteria in areas such as Jurisdiction Population, Budget Size, State, Population Density, etc.

For a broader view of park and recreation agency benchmark and performance data, check out the *2022 NRPA Agency Performance Review* and its accompanying interactive tools. This report is the most comprehensive resource of data and insights for park and recreation agencies in the United States. The report and interactive tools present *NRPA Park Metrics* data from 2019 through 2021 with 24 figures that highlight critical park and recreation metrics on park facilities, programming, responsibilities of park & recreation agencies, staffing, budget and agency funding. [Explore the 2022 NRPA Agency Performance Review.](#)

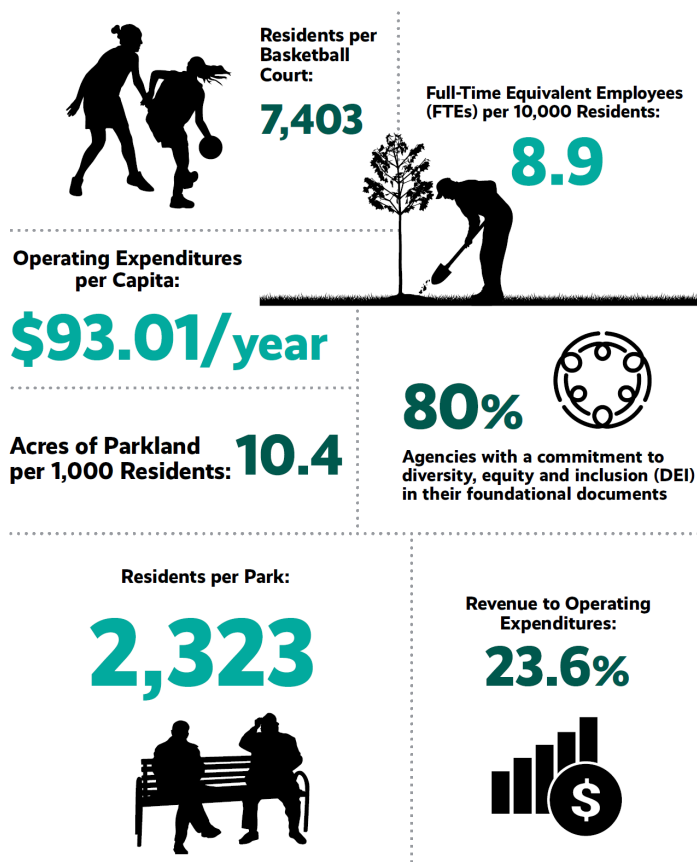
Using this Report

The *Agency Performance Report* is designed to assist you in evaluating your own agency's results relative to other *Agency Performance Survey* participants. The information in this report is designed to be a tool for helping you to better evaluate your agency and its offerings. Spotting significant differences between your own figures and the composites can be the first step toward identifying improvement opportunities. Please keep in mind:

1. A deviation between your figures and figures in the report is not necessarily good or bad. It merely indicates additional analysis may be required. As a rule, the larger the difference, the greater the need for further investigation.
2. In situations where large deviations do exist, it may be helpful to go back and calculate the same measure over the past several years to identify any trends that may exist.
3. The information in this report should be used as a tool for informed decision making rather than absolute standards. Since agencies differ as to their location, size, and other factors, any two agencies can be successful yet have very different experiences with regard to certain measures.

If you have any questions or comments about this report, please contact Greg Manns of Industry Insights at gmanns@industryinsights.com or 614-389-2100.

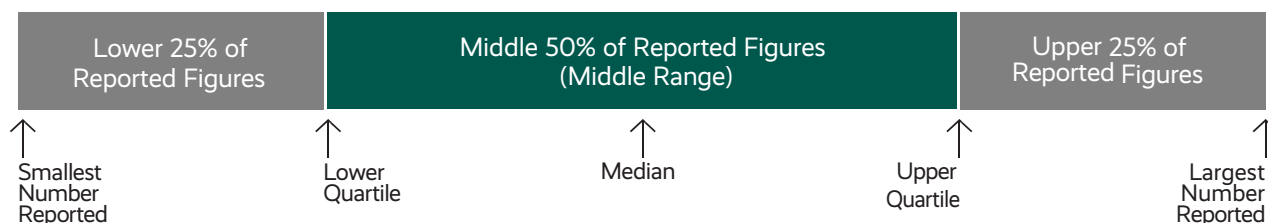
2022 NRPA Agency Performance Review Key Findings



Interpreting the Numbers

Most of the results included in this study are reported on the basis of medians rather than arithmetical averages or means. Unlike the mean, the median is not distorted by a few unusually high or low values that may exist in the sample due to special circumstances. The “median” value represents the mid-point of the data for a particular measure, with one-half of the respondents reporting figures above it and one-half below. Each median was computed independently based on the agencies that reported for that item. As a result, mathematical relationships do not always exist when different ratios are used together in the calculation.

Figures reported were not used unless they were in accordance with the survey instructions and definitions. In cases where the number of respondents was considered inadequate for the computation of a meaningful figure, “ISD” appears in the tables.



If you see “no data” in the table of data under a graph, you haven’t answered the required Agency Performance Survey questions to generate this comparison.

Definitions

Median (or 50th percentile):

The center value of the total distribution of the data that was reported (e.g., it is the value at which 50% of the responses are above and 50% are below). This measure is less likely than an average to be distorted by a few outlying responses.

Lower Quartile (or 25th Percentile):

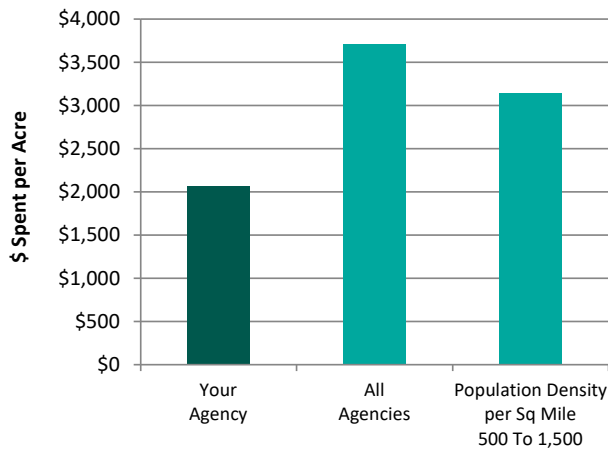
The observation point below which 25% of the responses lie (e.g., 25% of the respondents reported a figure less than this amount and 75% a figure higher than this amount).

Upper Quartile (or 75th Percentile):

The observation point below which 75% of the responses lie (e.g., 75% of the respondents reported a figure less than this amount and 25% a figure higher than this amount).

Executive Summary

Park Operating Expenditures per Acre of Parkland



	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
Lower Quartile		\$1,721	\$1,581
Median	\$2,073	\$3,708	\$3,149
Upper Quartile		\$7,708	\$5,790

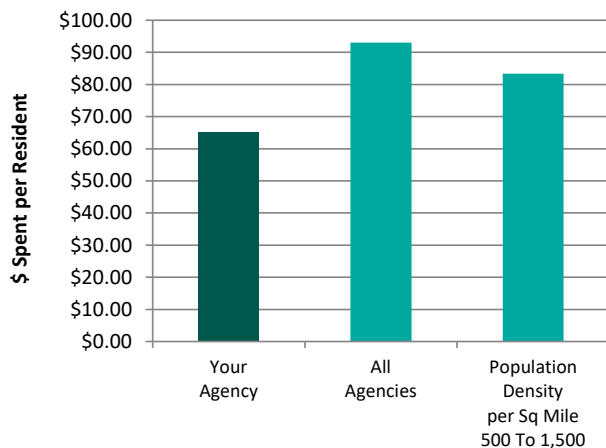
Two metrics that can be used to gauge whether a community is adequately funded to manage, operate, and maintain its parks and recreation areas are “park related operating expenditures per acre of parkland managed” and “operating expenditures per capita.” The first metric, operating expenditures per acre, is calculated by dividing total park related operating expenditures by total parkland acres managed by the agency. The second metric, operating expenditures per capita, is calculated by dividing total operating expenditures by the population of the jurisdiction served by the agency.

Operating expenditures include all of the costs to provide parks and recreation services to the community, including personnel salaries, benefits, utilities, equipment, and materials. Operating expenditures may also include debt service if it is paid out of the annual operating budget, as well as any expenditures incurred as part of a special or enterprise fund (such as a golf course) managed by the public agency.

It is important to note that operating costs can vary widely between communities due to differences in parks and recreation facility standards, types of equipment, repair and replacement schedules, types and topography of parkland, degree of maintenance required, levels of use, and other variables. Operating costs and efficiencies can also vary with the number of acres managed and/or the size of the population served. For example a community that manages extensive conservation lands will have a lower ratio of expenditures/acre than a community that primarily manages developed parkland.

Communities that benchmark operating expenditures should conduct follow-up research to analyze and document the specific reasons for differences in operating expenditures. For example it may be helpful to find a similar agency in Park Metrics (formerly PRORAGIS), then visit and photograph the facilities at benchmarked communities, and meet with agency staff to document key differences in facility quality or levels of maintenance. It may also be helpful to determine if a community is serving a larger population than its own residents. Elected officials, managers, and residents may be more supportive of increased operation budgets if they clearly understand the reasons for variations in funding between communities, and/or the implications of different funding levels.

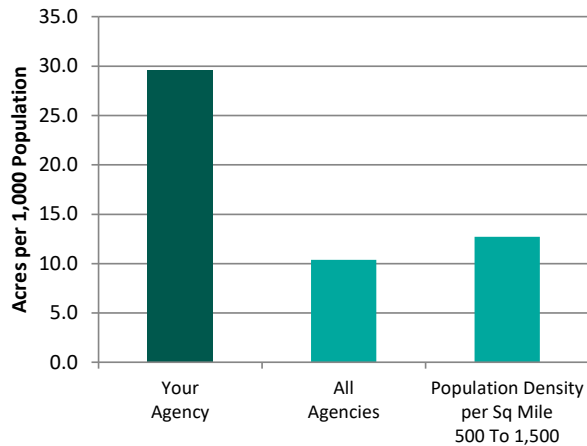
Operating Expenditures Per Capita



	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
Lower Quartile		\$51.40	\$48.01
Median	\$65.27	\$93.01	\$83.33
Upper Quartile		\$171.18	\$165.20

Are you adequately funded?

Acres of Parkland per 1,000 Population



	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
Lower Quartile		5.1	5.3
Median	29.6	10.4	12.7
Upper Quartile		18.2	22.7

Do you have enough parkland?

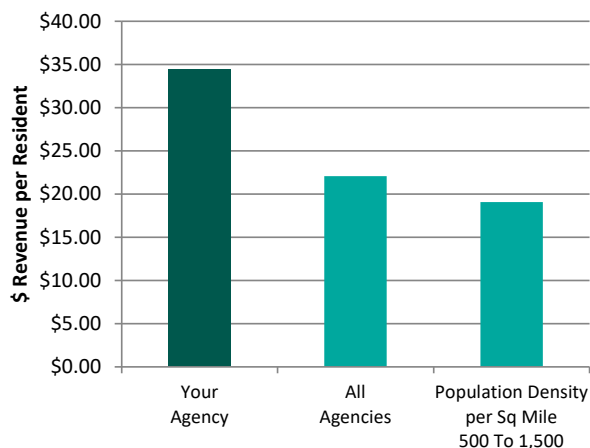
The “acres of parkland per 1,000 population” metric is the most common technique for determining whether a community has “enough” parkland. It is also known as a community’s “acreage level of service (LOS).” There is no standard acreage LOS in the United States, and LOS can vary widely due to a community’s history, culture, demographics, density, development patterns, and other factors. For example the acreage LOS of communities within the Park Metrics (formerly PRORAGIS) database ranges from less than 2 acres per 1,000 citizens to over 100 acres per 1,000 citizens.

An often-asked question is “what should be counted in an acreage LOS?” Unfortunately there is no standard answer. Some communities include public golf courses and beaches, while others include publicly accessible lakes and wetlands. Some cities and counties also include public parkland owned by other agencies, such as state parks and national forests. Some communities also count private recreation areas, owned and managed by homeowners associations, because these areas help meet residents’ local recreation needs. Since the primary purpose of acreage LOS is to determine a community’s need for parkland, it is recommended that communities only count developable, publicly accessible parkland within their jurisdiction.

Open space lands that are undevelopable, such as privately owned open spaces, private golf courses, or private beaches; or open space lands that are permanently protected such as wetlands, water bodies, or protected conservation lands, cannot be used in calculations to determine how much open space is needed for future community needs for facilities such as parks, playgrounds, athletic fields, or community recreation centers. Privately owned parkland is not open to the public, and could be sold or redeveloped. Public parkland owned by another jurisdiction (such as state or county-owned land within a municipality) should be counted only for the population served by that jurisdiction.

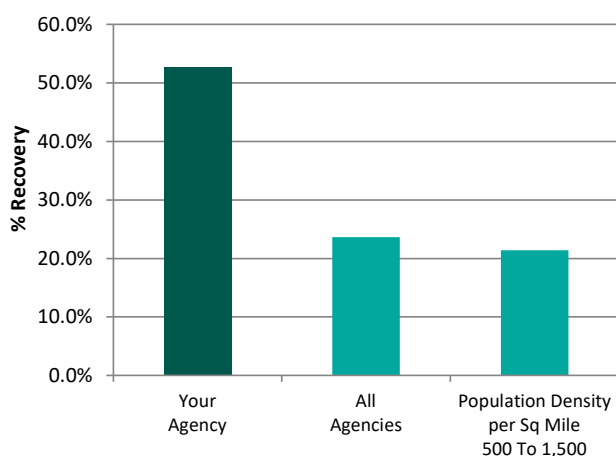
Acreage LOS should be used in conjunction with other needs assessment techniques to gauge a community’s need for additional parkland. For example a community may conclude that it is not necessary to acquire additional parkland after comparing its acreage LOS to other communities. However other needs assessment techniques such as surveys, focus group meetings, and population projections may indicate that residents’ needs are not being met, and additional parkland may be required.

Revenue per Capita



	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
Lower Quartile		\$6.24	\$5.04
Median	\$34.43	\$22.08	\$19.05
Upper Quartile		\$54.36	\$55.27

Revenue as a % of Operating Expenditures (Cost Recovery)



	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
Lower Quartile		11.1%	9.4%
Median	52.7%	23.6%	21.4%
Upper Quartile		43.4%	42.6%

Revenues (also known as “annual direct revenues”) include all of the monies generated directly from parks and recreation classes, programs, memberships, concessions, permits, rentals, and other non-tax sources. Revenues do not include funding from taxes, grants, foundations, bonds, assessments, or other indirect sources.

Two metrics that can be used to track revenues, and/or compare revenue generation to other agencies, are “revenue per capita” and “revenue as a percentage of total operating expenditures.” The first metric, revenue per capita, is calculated by dividing the total revenues generated by the agency by the population of the jurisdiction served by the agency. The second metric, revenue as a percentage of total operating expenditures (also known as “cost recovery”), is calculated by dividing the total revenues generated by the agency by the total operating expenditures of the agency.

In addition to using these metrics for revenue tracking and benchmarking, they can also be used to establish cost recovery policies and goals. There are no industry standards for cost recovery; for example, some communities have established different cost recovery policies for senior, adult, and youth programs, while others have established overall cost recovery goals as a percentage of operating expenses. NRPA Park Metrics (formerly PRORAGIS) can help agencies to determine reasonable and realistic cost recovery goals based on data from other agencies.

How much are you making?

Agency Effectiveness Ratios

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Operating expenditures per capita	\$65.27	\$93.01	\$83.33
2. Revenue per capita	\$34.43	\$22.08	\$19.05
3. Total revenue to total operating expenditures	52.7%	23.6%	21.4%
4. Total tax expenditures per capita	\$30.84	\$64.75	\$61.50
5. Park operating expenditures per acre of parkland	\$2,073	\$3,708	\$3,149
6. Operating expenditures per acre of parkland	\$2,205	\$9,236	\$7,442
7. Operating expenditures per acres of parks and non-park sites	\$2,191	\$7,823	\$6,802
8. Operating expenditures per FTE	\$116,107	\$102,530	\$98,898
9. FTE's per 10,000 population	5.6	8.9	9.1
10. Acres of parks per 1,000 residents	29.6	10.4	12.7
11. Number of residents per park	1,156	2,323	2,023
12. Number of acres per park	34.2	22.5	23.7
13. Number of participants per program	189	48	64
14. Ratio of fee programs to all programs	41.4	81.4	78.3
15. Ratio of building attendance to park attendance	2,850.0	38.7	40.0

Agency Operations: Operating Budget

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Agency's total annual operating expenditures			
Number of Responses		874	231
Lower Quartile		\$1,969,110	\$1,373,765
Median	\$679,227	\$5,079,256	\$3,579,823
Upper Quartile		\$14,157,797	\$9,338,426
2. Percentage of agency's total operating expenditures for the following categories:			
Number of Responses		819	212
Parks	94.0%	44.7%	47.2%
Recreation	6.0%	42.0%	39.6%
Other	0.0%	13.3%	13.3%
3. Percentage of agency's total operating expenditures for the following categories:			
Number of Responses		832	222
Personnel services	53.0%	54.4%	51.5%
Operating expenses	47.0%	38.2%	40.0%
Capital expense not in CIP	0.0%	5.2%	6.2%
Other	0.0%	2.2%	2.3%
4. Percentage of agency's total operating expenditures from the following sources:			
Number of Responses		818	220
General Fund Tax Support	47.0%	61.2%	63.8%
Dedicated Levies	0.0%	7.9%	7.3%
Earned/Generated Revenue	52.0%	22.8%	21.7%
Other Dedicated Taxes	0.0%	2.8%	2.1%
Sponsorships	1.0%	0.8%	0.9%
Grants	0.0%	1.9%	1.7%
Other	0.0%	2.6%	2.5%
5. Agency's total annual non-tax revenues			
Number of Responses		811	218
Lower Quartile		\$344,450	\$250,888
Median	\$358,285	\$1,178,229	\$623,457
Upper Quartile		\$3,809,564	\$2,317,427

Capital Budget

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Agency's total capital budget for the next 5 years and total capital budget for the fiscal year:			
a. Capital budget for next 5 years			
Number of Responses		708	191
Lower Quartile		\$1,481,250	\$755,000
Median	\$1,250,000	\$8,000,000	\$4,500,000
Upper Quartile		\$24,498,169	\$19,525,000
b. Capital budget for the fiscal year			
Number of Responses		781	208
Lower Quartile		\$220,000	\$100,000
Median	\$125,000	\$1,229,495	\$497,500
Upper Quartile		\$5,705,000	\$3,218,750
2. Agency's current year's capital budget expenditures from the following sources:			
Number of Responses		595	151
Bonds (general obligation and/or revenue) tied directly to the park and recreation agencies	0.0%	12.4%	8.9%
Bonds (general obligation and/or revenue) tied to my jurisdiction (e.g., city, town, county)	0.0%	11.1%	7.5%
Federal and/or state grants	0.0%	9.5%	9.1%
Nonprofit group grants/fundraising (e.g., friends groups, foundations)	0.0%	2.1%	1.2%
Private sector grants/gifts raised directly by the park and recreation agency	0.0%	1.4%	0.7%
General fund tax support	100.0%	42.7%	51.3%
Other	0.0%	20.8%	21.4%
3. Percentage of agency's current fiscal year's capital budget designated for the following purposes:			
Number of Responses		714	185
Renovation	0.0%	55.8%	53.0%
New Development	20.0%	29.9%	30.0%
Acquisition	0.0%	7.1%	7.9%
Other	80.0%	7.2%	9.1%
4. Value of deferred maintenance projects your agency faces:			
Number of Responses		587	157
Lower Quartile		\$0	\$0
Median	\$0	\$480,500	\$333,690
Upper Quartile		\$5,000,000	\$2,500,000
5. Dollar value of authorized general obligation bonds and revenue bonds authorized for the agency this year			
a. Value of general obligation bonds authorized			
Number of Responses		595	152
Lower Quartile		\$0	\$0
Median	\$0	\$0	\$0
Upper Quartile		\$537,383	\$51,250
b. Value of revenue bonds authorized			
Number of Responses		544	142
Lower Quartile		\$0	\$0
Median	\$0	\$0	\$0
Upper Quartile		\$0	\$0

Personnel

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Number of funded employees at your agency:			
a. Number of full-time employees			
<i>Number of Responses</i>		822	211
Lower Quartile		10	8
Median	5	30	19
Upper Quartile		77	58
b. Number of non-full-time employees			
<i>Number of Responses</i>		790	204
Lower Quartile		25	20
Median	12	85	52
Upper Quartile		234	128
c. Total annual hours worked by non-full-time employees			
<i>Number of Responses</i>		728	188
Lower Quartile		9,599	6,375
Median	1,769	35,000	21,000
Upper Quartile		114,430	55,942
d. Total number of full-time equivalent employees (FTEs)			
<i>Number of Responses</i>		825	212
Lower Quartile		17.3	11.6
Median	5.9	49.4	34.1
Upper Quartile		127.3	86.0
2. Percentage of total full-time equivalents (FTEs) involved in the following operational areas:			
<i>Number of Responses</i>		778	203
Administration	17.3%	17.3%	18.5%
Operations/Maintenance	63.0%	44.6%	44.9%
Programmers	19.7%	30.9%	28.5%
Capital Development	0.0%	2.9%	3.4%
Other	0.0%	4.4%	4.6%
3. Number of volunteers and number of annual hours worked by the volunteers at the agency			
a. Number of volunteers			
<i>Number of Responses</i>		730	188
Lower Quartile		25	15
Median	0	125	100
Upper Quartile		500	300
b. Total hours worked by volunteers			
<i>Number of Responses</i>		670	164
Lower Quartile		681	400
Median		2,960	1,460
Upper Quartile		11,925	8,000
4. Percentage of agency's that have staff covered by collective bargaining (i.e., are union members)			
<i>Number of Responses</i>		820	210
Yes		37.7%	31.0%
No	X	62.3%	69.1%

Workload

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Number of individual parks or non-park sites the department/ agency maintains and/or has management responsibility over:			
a. Total number of parks			
<i>Number of Responses</i>		801	203
Lower Quartile		10.0	7.5
Median	9.0	21.0	16.0
Upper Quartile		47.0	32.0
b. Total park acres			
<i>Number of Responses</i>		785	200
Lower Quartile		173.5	130.0
Median	308.0	496.0	400.0
Upper Quartile		1,600.0	1,293.8
c. Total number of non-park sites			
<i>Number of Responses</i>		801	203
Lower Quartile		0.0	0.0
Median	3.0	3.0	3.0
Upper Quartile		10.0	12.0
d. Total acres of non-park sites			
<i>Number of Responses</i>		785	200
Lower Quartile		0.0	0.0
Median	2.0	9.9	8.0
Upper Quartile		100.0	73.2
Total number of parks + non-park sites			
<i>Number of Responses</i>		801	203
Lower Quartile		13.0	10.0
Median	12.0	29.0	25.0
Upper Quartile		64.0	49.0
Total acres of parks + non-park sites			
<i>Number of Responses</i>		785	200
Lower Quartile		205.5	151.0
Median	310.0	635.0	427.5
Upper Quartile		2,053.0	1,362.5
2. Number of acres of developed and undeveloped open space for which the agency has management responsibility or maintains:			
a. Developed			
<i>Number of Responses</i>		712	186
Lower Quartile		100.0	85.0
Median	127.0	309.1	272.8
Upper Quartile		925.8	842.0
b. Undeveloped			
<i>Number of Responses</i>		699	180
Lower Quartile		30.0	20.0
Median	181.0	191.0	128.2
Upper Quartile		816.0	620.3
3. Total number of trail miles managed or maintained by the agency			
<i>Number of Responses</i>		740	186
Lower Quartile		5.0	3.0
Median	6.0	14.0	12.9
Upper Quartile		39.3	38.0

Workload (continued)

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
4. Number of buildings and the square footage of the buildings operated by the agency:			
a. Number of operated buildings			
<i>Number of Responses</i>		719	182
Lower Quartile		3	3
Median	1	7	6
Upper Quartile		19	16
b. Square footage of operated buildings			
<i>Number of Responses</i>		628	166
Lower Quartile		27,668.0	18,625.0
Median	5,000.0	80,047.0	60,000.0
Upper Quartile		219,915.3	208,850.0
5. Number of programs the agency offers annually and the number of people (i.e., contacts) served by these programs:			
a. Total number of programs offered			
<i>Number of Responses</i>		665	173
Lower Quartile		50	30
Median	29	179	120
Upper Quartile		934	578
b. Number of fee based programs			
<i>Number of Responses</i>		644	167
Lower Quartile		25	17
Median	12	102	74
Upper Quartile		628	362
c. Total program contacts (estimate as necessary)			
<i>Number of Responses</i>		626	162
Lower Quartile		4,163	2,500
Median	5,487	15,816	8,798
Upper Quartile		54,332	32,573
6. Number of contacts (e.g. participants, users) of the agency's parks and facilities per year:			
a. Total building facility contacts			
<i>Number of Responses</i>		593	156
Lower Quartile		5,000	3,000
Median	57	54,398	26,250
Upper Quartile		263,000	196,381
b. Total park facility contacts			
<i>Number of Responses</i>		593	156
Lower Quartile		10,000	10,000
Median	2	100,000	77,500
Upper Quartile		670,080	401,316
c. Total facilities and parks contacts			
<i>Number of Responses</i>		593	156
Lower Quartile		50,000	23,375
Median	59	285,000	188,658
Upper Quartile		1,062,424	736,173

Agency Responsibilities

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Agency Responsibilities			
a. Operate and maintain park sites	X	97.8%	98.6%
b. Operate and maintain indoor facilities	X	91.1%	91.6%
c. Operate, maintain, or contract golf courses		35.7%	29.0%
d. Operate, maintain, or contract campgrounds	X	18.2%	22.4%
e. Operate, maintain, or contract indoor swim facilities/water parks		32.3%	27.6%
f. Operate, maintain, or contract outdoor swim facilities/water parks		67.3%	70.6%
g. Operate, maintain, or contract racquet sport activities/courts/facilities	X	63.1%	59.8%
h. Operate, maintain, or contract tourism attractions		36.3%	40.7%
i. Provide recreation programming and services	X	94.3%	94.4%
j. Operate and maintain non-park sites	X	69.1%	68.7%
k. Operate, maintain, or manage trails, greenways, and/or blueways (TGB)	X	81.5%	79.9%
l. Operate, maintain, or manage special purpose parks and open spaces	X	73.3%	72.4%
m. Manage or maintain fairgrounds		6.4%	7.5%
n. Maintain, manage or lease indoor performing arts center		19.8%	20.1%
o. Administer or manage farmer's markets	X	21.2%	22.4%
p. Administer community gardens	X	45.5%	41.1%
q. Manage large performance outdoor amphitheaters		37.0%	35.5%
r. Administer or manage professional or college-type stadium/arena/racetrack		9.1%	8.4%
s. Administer or manage tournament/event quality indoor sports complexes		19.6%	18.7%
t. Administer or manage tournament/event quality outdoor sports complexes		56.3%	59.8%
u. Conduct jurisdiction wide special events	X	81.0%	78.0%
v. Have budgetary responsibility for your administrative staff	X	86.7%	86.5%
w. Include in its operating budget the funding for planning and development functions	X	71.0%	72.0%
x. Operate, maintain or contract marinas		11.0%	9.8%
y. Maintain or manage beaches (inclusive of all waterbody types)		22.4%	22.0%

Facilities

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Median jurisdiction population per facility or activity areas within facilities			
a. Recreation centers		31,239	24,735
b. Community centers		29,036	24,111
c. Senior centers	10,406	59,603	41,335
d. Teen centers		57,109	35,000
e. Stadiums		75,026	50,978
f. Ice rink		50,863	20,600
g. Arena		65,466	25,975
h. Performance amphitheater		68,181	40,536
i. Nature centers		114,696	116,956

Facilities (continued)

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
2. Median jurisdiction population per outdoor facility			
a. Playgrounds	3,469	3,750	3,430
b. Totlots		11,983	11,225
c. Community gardens	10,406	30,140	25,000
d. Basketball courts	5,203	7,403	6,643
e. Multiuse courts -basketball, volleyball		18,232	15,028
f. Diamond fields: baseball - youth	2,602	7,000	5,629
g. Diamond fields: baseball - adult	3,469	20,127	16,000
h. Diamond fields: softball fields - youth	10,406	11,339	8,896
i. Diamond fields: softball fields - adult		14,302	11,184
j. Skate park	10,406	53,708	40,789
k. Dog park	10,406	43,586	35,623
l. Ice rink (outdoor only)		16,887	12,977
m. Rectangular fields: multi-purpose	5,203	9,622	9,067
n. Rectangular fields: cricket field		129,840	294,394
o. Rectangular fields: field hockey field		26,409	25,400
p. Rectangular fields: football field	3,469	26,493	18,542
q. Rectangular fields: lacrosse field		28,786	27,500
r. Rectangular fields: soccer field - adult		13,200	11,715
s. Rectangular fields: soccer field - youth	1,301	7,382	6,836
t. Overlay field		16,044	7,500
u. Multipurpose synthetic field		39,736	34,104
3. Median jurisdiction population per golf facility			
a. Driving range stations		23,977	40,508
b. Regulation 18-hole courses		86,277	85,180
c. Regulation 9-hole courses		152,108	71,870
d. Executive 9-hole courses		225,520	489,720
e. Executive 18-hole courses		136,115	ISD
f. Par 3; 18-hole courses		234,883	219,295
g. Par 3; 9-hole courses		128,500	41,083
4. Median jurisdiction population per swimming facility			
a. Aquatics centers		53,025	39,386
b. Swimming pools (outdoor only)		38,000	28,500
c. Indoor competitive swimming pools: 50 meters		154,840	201,800
d. Indoor competitive swimming pools: 25 meters		58,373	35,623
e. Other indoor competitive swimming pools		94,374	152,882
f. Indoor separated diving well		82,917	41,900
g. Total indoor competitive swimming pools		56,163	41,629
h. Indoor pool designated exclusively for leisure (i.e. non-competitive)		57,295	39,386
i. Therapeutic pool		75,525	35,623
5. Median jurisdiction population per racquet sports facility			
a. Tennis courts (outdoor)		5,608	5,025
b. Tennis courts (indoor)		15,600	13,769
c. Pickleball (outdoor)		14,714	13,654
d. Pickleball (indoor)		16,813	15,034
e. Multiuse courts- Tennis, Pickleball (outdoor)	5,203	15,802	15,019
f. Multiuse courts- Tennis, Pickleball (indoor)		14,950	13,769
g. Racquetball/handball/squash courts (outdoor)		47,330	59,155
h. Racquetball/handball/squash courts (indoor)		35,757	30,869

Activities

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Percentage of agencies offering the following activities:			
a. Health and wellness education	X	80.3%	74.5%
b. Safety training	X	72.2%	70.4%
c. Fitness enhancement classes	X	82.2%	78.1%
d. Team sports	X	86.9%	85.2%
e. Individual sports	X	75.9%	72.5%
f. Running/cycling races	X	50.2%	46.4%
g. Racquet sports	X	71.2%	67.9%
h. Martial arts		58.8%	46.9%
i. Aquatics		70.2%	68.4%
j. Golf		47.9%	39.3%
k. Social recreation events	X	88.4%	86.7%
l. Cultural crafts		61.6%	53.6%
m. Performing arts		63.5%	58.7%
n. Visual arts	X	62.6%	58.2%
o. Natural and cultural history activities		61.6%	53.6%
p. Themed special events	X	89.9%	87.8%
q. Trips and tours		61.2%	56.6%
r. eSports/eGaming	X	12.2%	10.2%
2. Percentage of agencies offering the following Out-of-School Time (OST) activities:			
a. Summer camp		83.2%	71.2%
b. Before school programs		19.0%	13.8%
c. After school programs		54.5%	47.2%
d. Preschool		34.5%	25.4%
e. Full daycare		7.1%	8.2%
f. Specific teen programs		66.3%	56.6%
g. Specific senior programs	X	78.6%	72.8%
h. Programs for people with disabilities		62.4%	54.9%
i. STEM programs		57.6%	51.5%

Policies

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Does your agency have a policy barring the use of all tobacco products in its parks and at its facilities and grounds?			
<i>Number of Responses</i>		727	176
Yes, at all locations		52.0%	52.8%
Yes, at select locations	X	28.3%	26.7%
No		18.4%	19.3%
N/A		1.2%	1.1%
2. Does your agency have a policy that allows the consumption of alcohol by legal-aged adults on its premises?			
<i>Number of Responses</i>		725	176
Yes, at all locations		15.0%	18.8%
Yes, at select locations		58.5%	46.6%
No	X	25.8%	34.1%
N/A		0.7%	0.6%
3. Does your agency sell alcoholic beverages to legal-aged adults on its premises (sold either by the agency or by a concessionaire authorized by the agency)?			
<i>Number of Responses</i>		727	175
Yes, at all locations		3.0%	4.0%
Yes, at select locations		45.8%	36.6%
No	X	49.2%	57.7%
N/A		1.9%	1.7%
4. Does your agency provide healthy food options in its vending machines?			
<i>Number of Responses</i>		720	176
Yes, at all locations		16.5%	13.6%
Yes, at select locations		27.6%	25.0%
No		21.5%	23.9%
N/A	X	34.3%	37.5%
5. Does your agency provide healthy food options at its concession stands?			
<i>Number of Responses</i>		715	174
Yes, at all locations		18.0%	19.0%
Yes, at select locations		34.8%	32.2%
No		20.1%	23.6%
N/A	X	27.0%	25.3%
6. Does your agency charge a parking fee at its parks or facilities?			
<i>Number of Responses</i>		729	178
Yes, at all locations		0.8%	0.0%
Yes, at select locations		15.5%	12.4%
No	X	80.7%	84.3%
N/A		3.0%	3.4%
7. Does your agency charge an admission fee to enter its parks?			
<i>Number of Responses</i>		730	177
Yes, at all locations		1.0%	0.6%
Yes, at select locations		16.2%	13.0%
No	X	81.0%	83.1%
N/A		1.9%	3.4%
8. Does your agency have an expressed commitment to diversity, equity and inclusion (DEI) in vision, mission and/or strategic plan documents?			
<i>Number of Responses</i>		339	79
Yes, at all locations	X	73.8%	74.7%
Yes, at select locations		2.1%	1.3%
No		19.2%	17.7%
N/A		5.0%	6.3%

Policies (continued)

9. Does your agency have hiring practices and policies that promote a diverse agency workforce?

<i>Number of Responses</i>		342	78
Yes, at all locations	X	88.0%	83.3%
Yes, at select locations		0.9%	1.3%
No		7.6%	7.7%
N/A		3.5%	7.7%

Jurisdiction Information

	Your Agency	All Agencies	Population Density per Sq Mile 500 To 1,500
1. Agency/department's jurisdiction type			
<i>Number of Responses</i>		1,054	278
Borough		0.5%	0.4%
Village		2.4%	1.8%
City	X	55.5%	54.7%
Town		9.9%	11.9%
Township		3.4%	4.3%
County		14.7%	15.8%
State		0.1%	0.0%
Special District		10.1%	7.9%
Regional/Metro Authority		0.4%	0.4%
Independent District/Authority		1.5%	0.4%
School District		0.5%	0.7%
Military Department		0.4%	0.7%
Tribal Lands/Reservation		0.0%	0.0%
Other		0.8%	1.1%
2. Country			
<i>Number of Responses</i>		1,054	278
United States	X	99.5%	98.9%
Canada		0.5%	1.1%
Mexico		0.0%	0.0%
Other		0.0%	0.0%
3. Jurisdiction's total annual operating and capital budget			
a. Jurisdiction annual total operating budget			
<i>Number of Responses</i>		975	260
Lower Quartile		\$4,240,175	\$2,500,000
Median	\$15,229,880	\$20,060,135	\$14,144,060
Upper Quartile		\$103,847,582	\$54,075,390
b. Jurisdiction annual capital budget			
<i>Number of Responses</i>		942	255
Lower Quartile		\$536,309	\$279,850
Median	\$5,058,000	\$3,912,264	\$2,385,440
Upper Quartile		\$22,936,575	\$11,967,060
4. Square mileage and population of the incorporated jurisdiction the agency serves			
a. Square mileage of incorporated jurisdiction			
<i>Number of Responses</i>		1,023	278
Lower Quartile		12.0	14.0
Median	16.0	32.3	30.2
Upper Quartile		143.0	100.5
b. Population of jurisdiction			
<i>Number of Responses</i>		1,036	278
Lower Quartile		19,398	13,268
Median	10,406	44,106	29,500
Upper Quartile		134,300	93,306



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