



City of Vandalia Parks and Recreation Master Plan

2023



ACKNOWLEDGEMENTS

This plan is made possible by the commitment to improve the quality of life for all residents through parks and recreation by the Vandalia City Council, the Parks and Recreation Advisory Board, the Parks and Recreation Master Plan Steering Committee, and staff.

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VANDALIA PARKS AND RECREATION DEPARTMENT MISSION

*TO ENHANCE THE LIVES OF OUR CITIZENS AND OUR COMMUNITY BY PROVIDING
QUALITY AND DIVERSE LEISURE FACILITIES, PROGRAMS, AND SERVICES.*



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CHAPTER ONE – EXECUTIVE SUMMARY

1.1 PROJECT PURPOSE AND GOAL

The purpose of the City of Vandalia Parks and Recreation Master Plan is to provide a roadmap for future investment in recreational experiences, parks, and facilities for the city over the next 10 years. This plan is based on recognized park planning principles and standards, and reflects input from Vandalia residents including, but not limited to, City Council, City staff, Parks and Recreation Advisory Board, and project steering committee.

The City of Vandalia Parks and Recreation Master Plan (Master Plan) focuses on identifying the City's current and future recreation needs to aid City staff and decision-makers in providing and equitable distribution of recreational facilities and opportunities to Vandalia residents and stakeholders. Primary outcomes of the Master Plan include:

- Evaluation of the existing parks and recreation system;
- Establishing the vision, goals, and policies to guide decision-making;
- Documenting priorities and needs of the current and future population based on data-driven input;
- Developing a 10-year departmental capital improvement reinvestment strategy that outlines projects, anticipated costs, and implementation strategy;
- Providing a record of issues discussed and decisions made;

1.2 PROJECT PROCESS

The foundation of the Master Plan was to incorporate a variety of data and mine local knowledge using a comprehensive stakeholder participation process and community surveys. The stakeholder input process incorporated a variety of methods that included interviews, focus group meetings, and public forums/presentations. The data generated from these critical community interactions helped to define the true unmet recreation needs of the community, as well as address key operational issues, provide recommendations for business-related changes, and strategize on how to best position the City and Parks and Recreation Department to move forward for optimal results.





1.2.1 ELEMENTS OF THE PLAN

The planning process for the *Master Plan* was completed with City staff and included:

- The collection of available information;
- Data analysis to determine inventory and condition of current facilities;
- Determination of supply and demand within the community; and
- Developing recommendations for meeting the needs of the community through an analysis of programs and facilities.

The data collected from the staff and onsite facility assessments was utilized to identify key factors, issues, and concerns regarding the parks and recreation system and how the City's Parks and Recreation Department manages operations.

1.3 VANDALIA MASTER PLAN ORGANIZATION

This *Master Plan* presents the overall analysis, findings, and recommendations for the next 10 years. This study begins with an Executive Summary that provides an overview, and the following sections respond to the primary outcomes, determine needs, and offer operational and capital improvement recommendations.

1.4 SUMMARY OF KEY FINDINGS AND RECOMMENDATIONS

Following the assessment of the City's parks and recreation system, a variety of key findings were identified to support the implementation of the *Master Plan*. These key findings help to guide decision-making for the next five to ten years.

1.4.1 MARKET ANALYSIS KEY FINDINGS

POPULATION

The population is projected to remain relatively constant and is projected to experience a population slight decrease of 3.3% over the next 15 years. This is below the national average over the same time period. With a consistent population, park and recreation services will need to strategically reinvest and maintain parks and recreation facilities in relation to current and future residential population.

AGE SEGMENTATION

Vandalia has an unbalanced age segmentation with the largest group being 55+ (35.7%). Over the next 15 years, the city is projected to age as the 55+ segment will make up 43.8% of the population in 2037.

RACE AND ETHNICITY

A slightly diversifying community will likely focus the city on providing traditional and emerging programming and service offerings.

HOUSEHOLDS AND INCOME

With median and per capita household income averages MSA and national averages, it would be important for the city to prioritize providing offerings that are first class with exceptional customer service while seeking opportunities to create revenue generation.

1.4.2 COMMUNITY INPUT KEY FINDINGS

Input from the community confirmed that Vandalia's parks are loved by many, but there are gaps in service and amenities and additional City investment is needed to maintain and reinvest in parks and facilities for the community. Participants see the system as one that is well-maintained with great staff. They also enjoy the numerous programs and amenities offered. Unmet needs exist as the demand for select services is currently outweighing the available facilities and/or existing amenities. The following summarizes the themes of community input:

ECONOMIC DEVELOPMENT THROUGH PARK REINVESTMENT

Opportunity exists for park development to enhance and/or advance economic development. There is also an opportunity for economic development to enhance and support park development.

- Parks and recreation can play a significant role in business attraction, residential development, and the overall quality of life attributes desired by the community.
- Investment in parks reflects the community's value set and the City's overall attitude of being an active player in the betterment of the community.
- The redevelopment of parks, specifically Art Park and Helke Park, can serve as an economic catalyst.

INVESTING IN THE EXISTING PARKS SYSTEM

- Continue to focus on reinvesting in, and maintaining existing parks and facilities including Cassel Hills Pool.
- Programs and services need to evolve with recreational trends change.

TRAILS AND CONNECTIVITY

- Desire for a connected, accessible recreational trail system that also supports active transportation and Safe Routes to School initiatives.
- Opportunities exist to, in part, help meet the trail needs of the community, in partnership with Fiver Rivers Metroparks (i.e., connections to Taylorsville Metro Park).

ADVOCACY AND AWARENESS

- Increased communication/marketing is needed to develop more advocacy for, and the awareness of, the parks and recreation system.

FUNDING THE PARKS AND RECREATION SYSTEM

- Creative and multiple funding strategies are required to meet the needs of the community, specifically for operations and maintenance of parks.
- Securing grant funding through multiple State and Federal funded grant programs will be critical for funding park developments over the next 10 years.

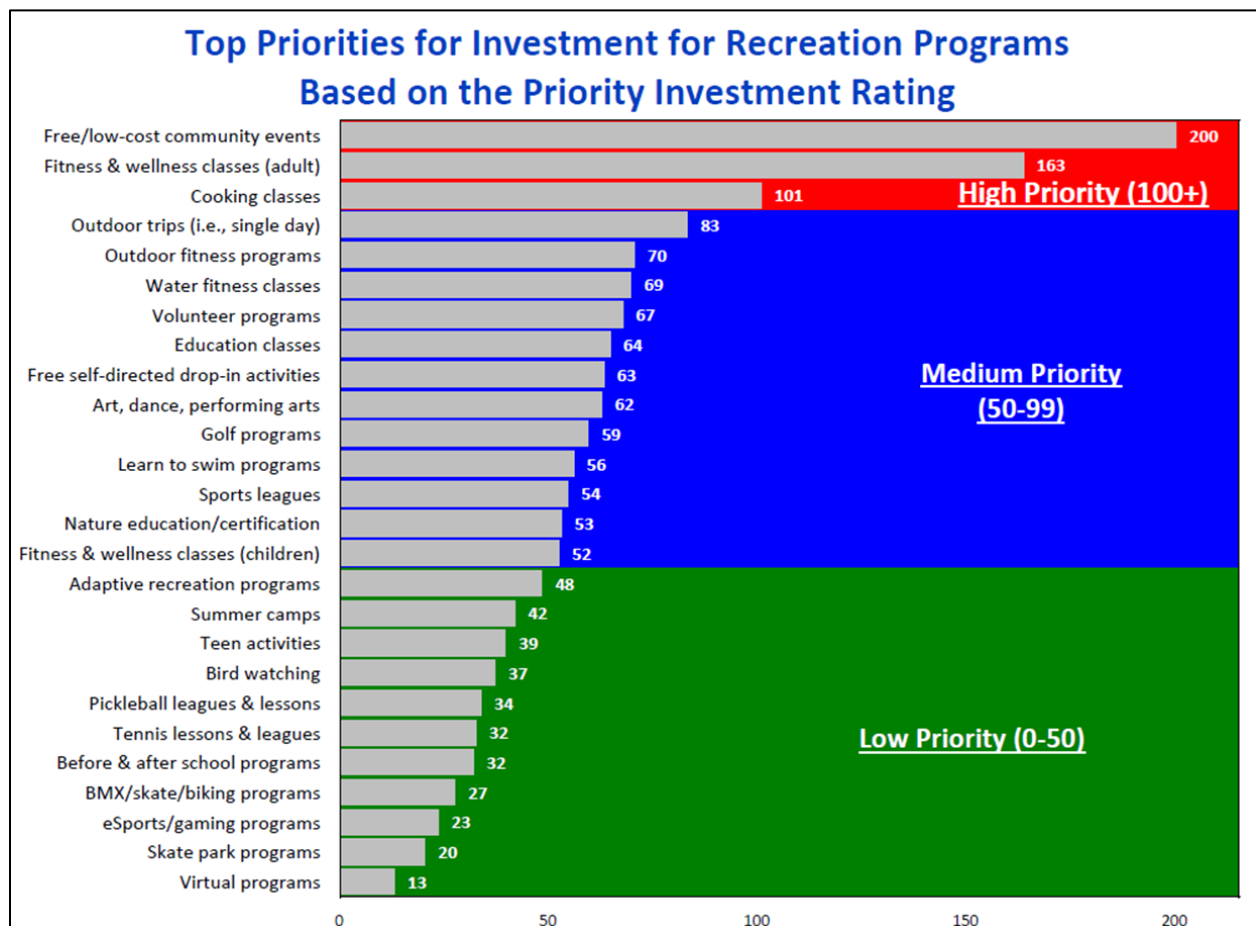


1.4.3 PROGRAM AND FACILITY PRIORITY RANKINGS

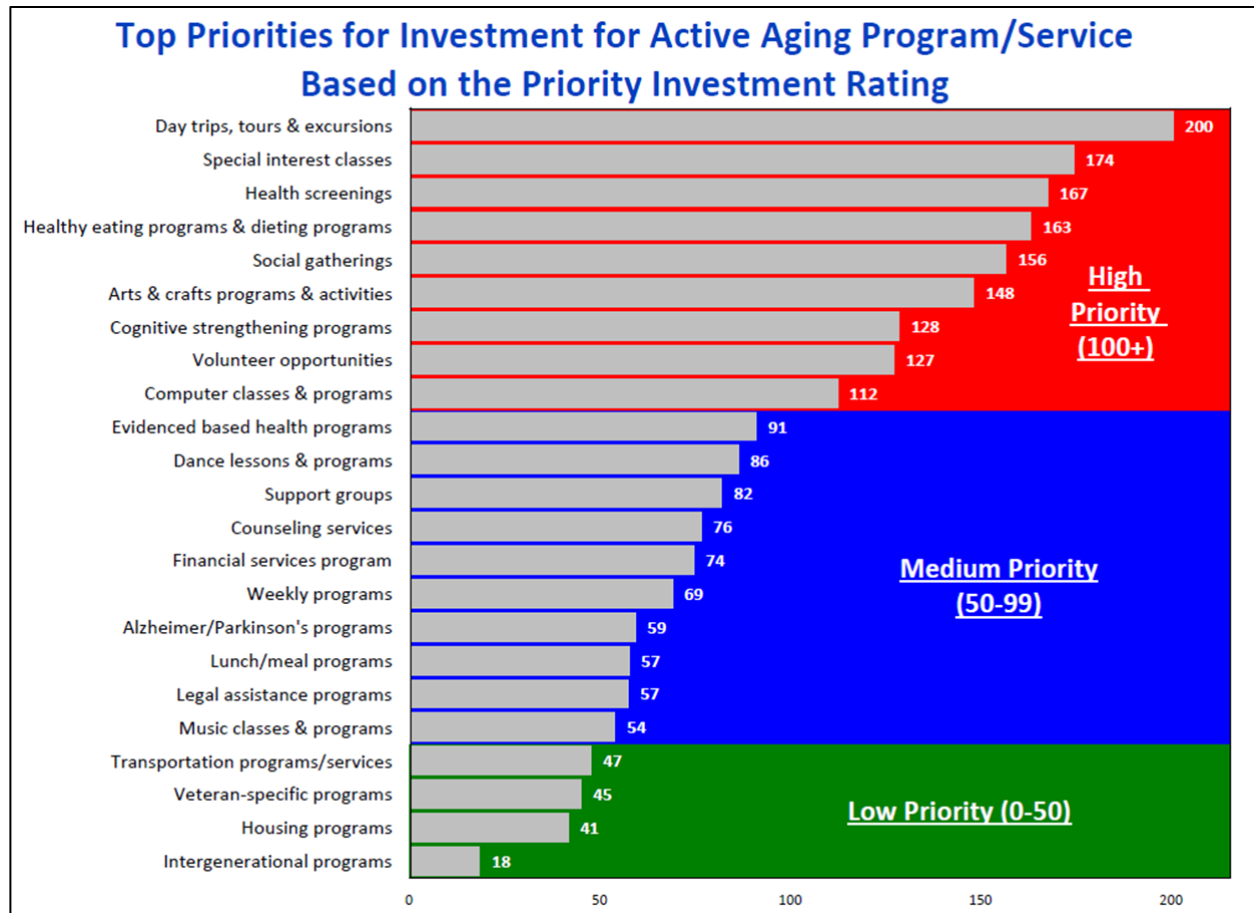
The purpose of the Program and Facility Priority Rankings is to provide a prioritized list of facility/amenity needs and recreation program needs for the community served by the city. The analysis completed evaluated both quantitative and qualitative data.

The results of the priority rankings are tabulated into three categories: High Priority (top third), Medium Priority (middle third), and Low Priority (bottom third) and are summarized below:

1.4.4 RECREATION PROGRAM RANKINGS

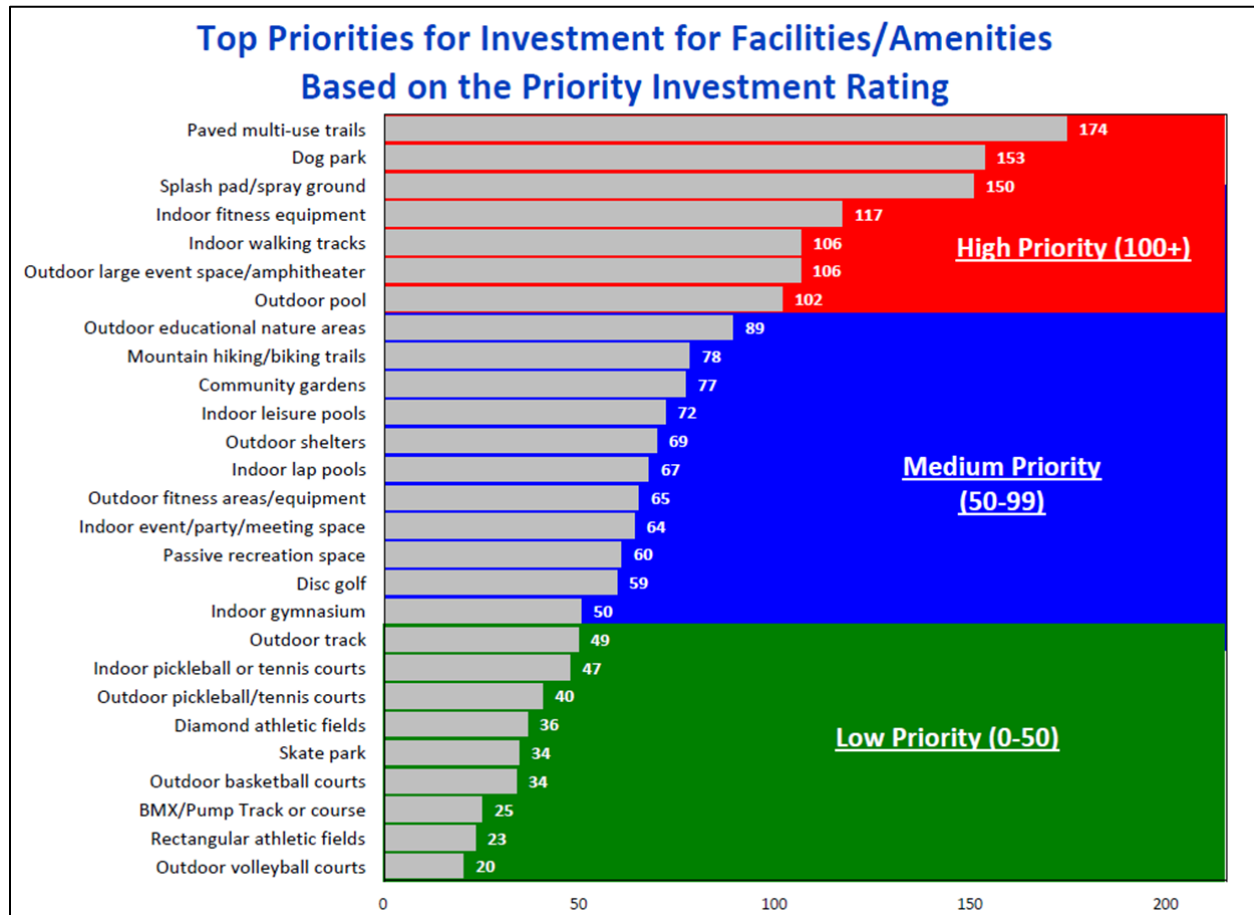


1.4.1 ACTIVE AGING PROGRAM AND SERVICE RANKINGS





1.4.1 PARK, FACILITY AND AMENITY RANKINGS



1.4.2 LEVEL OF SERVICE AND FACILITY ANALYSIS

KEY FINDINGS

The Vandalia Parks and Recreation Department currently has a quality staff that operates and manages a unique system of parks, trails, community facilities, and open spaces that are generally in good condition.

- **Current System Inventory and Level of Service (LOS):**
 - The City of Vandalia currently provides a total LOS of **30.09 acres of developed parks per 1,000 residents** based on the City's current population. When compared to the 2021 National Park and Recreation Association's Agency Performance Report, Vandalia's LOS is well above that of the median for communities with populations under 20,000, which is 12.4 acres per 1,000.
 - The LOS increases substantially to 133.02 acres per 1,000 residents when including the regional park acreage that is adjacent to and public accessible to Vandalia residents (Five Rivers Metroparks' Taylorsville Park and Montgomery County's Art Van Atta Park).
 - The acquisition and development of new parks is not recommended at this time based on the current LOS and the projected population in 2037.

- **Key Unmet Facility Needs:**
 - Dog parks.
 - Splash pads/Spray grounds.

KEY RECOMMENDATIONS

Based on a thorough review of the parks and recreation system and public input, it is recommended that the city pursue the redevelopment of specific parks to include at least one dog park and one splashpad to meet the communities needs for these amenities by 2037.

The table on the following page details the current and recommended LOS for the Vandalia Parks and Recreation System.





Vandalia Parks and Recreation Master Plan

2022 Inventory				Service Levels				2037 Standards Overall			
Recreation Component	City Inventory	Other Public Inventory Accessible to Vandalia Residents	Total Inventory	% of Park Acreage Inventory Provided by City	Current Service Level Provided by City based upon Current City Population	Current Service Level Provided by All Service Providers based upon Current City Population	Recommended Service Levels	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed in 2037		
PARKS AND SPECIAL USE FACILITIES											
POCKET PARKS	Acre(s)	4.80	-	4.80	100%	0.32 acres per	1,000	0.32 acres per	1,000	Meets Standard	- Acre(s)
COMMUNITY PARKS	Acre(s)	57.20	-	57.20	100%	3.79 acres per	1,000	3.79 acres per	1,000	Meets Standard	- Acre(s)
REGIONAL PARKS	Acre(s)	1,548.00	1,548.00	0%	- acres per	102.61 acres per	1,000	102.61 acres per	1,000	Meets Standard	- Acre(s)
SPECIAL USE PARKS	Acre(s)	299.76	299.76	100%	19.87 acres per	19.87 acres per	1,000	19.81 acres per	1,000	Meets Standard	- Acre(s)
SPORTS COMPLEX PARKS	Acre(s)	97.00	97.00	100%	6.43 acres per	6.43 acres per	1,000	6.43 acres per	1,000	Meets Standard	- Acre(s)
Total	Acre(s)	453.96	1,548.00	23%	30.09 acres per	133.02 acres per	1,000	132.96 acres per	1,000	Meets Standard	- Acre(s)
AMENITIES AND FACILITIES											
DIAMOND FIELDS	Field	15.00	3.00	18.00	83%	1.00 Field per	1,006	1.00 Field per	1,000	Meets Standard	- Field
SOCCER FIELDS	Field	15.00	-	15.00	100%	1.00 Field per	1,006	1.00 Field per	1,000	Meets Standard	- Field
MULTIUSE FIELD	Field	2.00	-	2.00	100%	1.00 Field per	7,543	1.00 Field per	7,500	Meets Standard	- Field
BASKETBALL COURT - OUTDOOR	Court	6.00	1.00	7.00	86%	1.00 Court per	2,514	1.00 Court per	2,500	Meets Standard	- Court
PICKLEBALL COURT - OUTDOOR	Court	8.00	-	8.00	100%	1.00 Court per	1,886	1.00 Court per	1,900	Meets Standard	- Court
TENNIS COURT -OUTDOOR	Court	9.00	6.00	15.00	60%	1.00 Court per	1,676	1.00 Court per	1,000	Meets Standard	- Court
VOLLEYBALL COURT - OUTDOOR	Court	7.00	7.00	14.00	50%	1.00 court per	2,155	1.00 court per	1,100	Meets Standard	- Court
DOG PARK	Site	-	-	-	NA	1.00 Site per	NA	1.00 Site per	15,000	Need Exists	1 Site
PLAYGROUNDS	Site	9.00	-	9.00	100%	1.00 Site per	1,676	1.00 Site per	3,000	Meets Standard	- Site
AMPHITHEATER (includes future 1 at Art Park)	Course	1.00	-	1.00	100%	1.00 Course per	15,086	1.00 Course per	50,000	Meets Standard	- Course
PICNIC SHELTERS	Site	7.00	12.00	19.00	37%	1.00 Site per	2,155	1.00 Site per	800	Meets Standard	- Site
GOLF COURSE (18 holes)	Course	1.00	-	1.00	100%	1.00 Course per	15,086	1.00 Course per	50,000	Meets Standard	- Course
DISC GOLF COURSE (9 holes)	Course	1.00	-	1.00	100%	1.00 Course per	15,086	1.00 Course per	50,000	Meets Standard	- Course
AQUATIC CENTER (OUTDOOR POOL)	Pool	1.00	-	1.00	100%	1.00 Pool per	15,086	1.00 Pool per	50,000	Meets Standard	- Pool
SPLASH PAD	Site	-	-	-	NA	1.00 Site per	NA	1.00 Site per	15,000	Need Exists	1 Site

1.4.3 CAPITAL IMPROVEMENT PLAN

To plan and prioritize capital improvement projects, recommendations include balancing the maintenance of current assets with the development of new facilities. The departmental Capital Improvement Plan (CIP) framework is utilized to determine CIP projects in concert with an implementable financial plan.

A three-tier plan is recommended to help guide the decision-making process for CIP investments. The three-tiered plan acknowledges a fiscal reality, leading to the continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources. A complete list of the projects in each is identified in this chapter. The three tiers include:

- **Sustainable** - Critical maintenance projects, including lifecycle replacement, repair of existing equipment, safety and ADA improvements and existing debt service obligations.
- **Expanded Services** - Projects that include strategic changes to the existing parks system to better meet the unmet needs of the community, including adding features to extend recreation opportunities, such as dog parks, splash pads and trail loops in existing parks.
- **Visionary** - Complete Park renovation, land acquisition and new park/trail development. These improvements will likely increase annual operations and maintenance costs. Visionary projects also include planning efforts to support new/future development.

CAPITAL IMPROVEMENT SUMMARY BY TIER

The following table summarizes the three-tier approach to the development of the capital improvement plan associated with the Master Plan.

Tier	Estimated Total Project Cost
Critical Projects	\$14,360,000
Sustainable Projects	\$2,500,000
Visionary Projects	\$21,175,000
TOTAL	\$38,035,000

1.5 IMPLEMENTING THE MASTER PLAN

The Master Plan Implementation Matrix can be utilized by the Department to develop and prioritize work plans. The key to success for the Department is to continue to build on current achievements while adding programs, services, and facility improvements that will generate revenue, reduce operational expenditures, and enhance recreation experiences for the residents of Vandalia.

The chart on the following page summarizes the areas of focus for successfully implementing the master plan.



The Big Moves



Reinvest in Existing Park and Recreation System



Redevelop Helke, Robinette and Jeffers Parks



Renovate Cassel Hills Swimming Pool



Consider Expansion of Senior Center



Develop a Bike, Pedestrian and Trails Master Plan



Construct a Dog Park



Construct a Splash Pad



Construct an All-Accessible Playground



Invest in Operations and Maintenance

CHAPTER TWO - DEMOGRAPHIC AND TREND ANALYSIS

2.1 INTRODUCTION

A key component of the Parks and Recreation Master Plan (“Plan”) is a Demographic & Recreation Trends Analysis. This provides the City of Vandalia’s Parks and Recreation Department (“City”) insight into the general makeup of the population served and identifies market trends in recreation. It also helps quantify the market in and around the city and understand the types of parks, facilities, and programs / services that are most appropriate to satisfy the needs of residents.

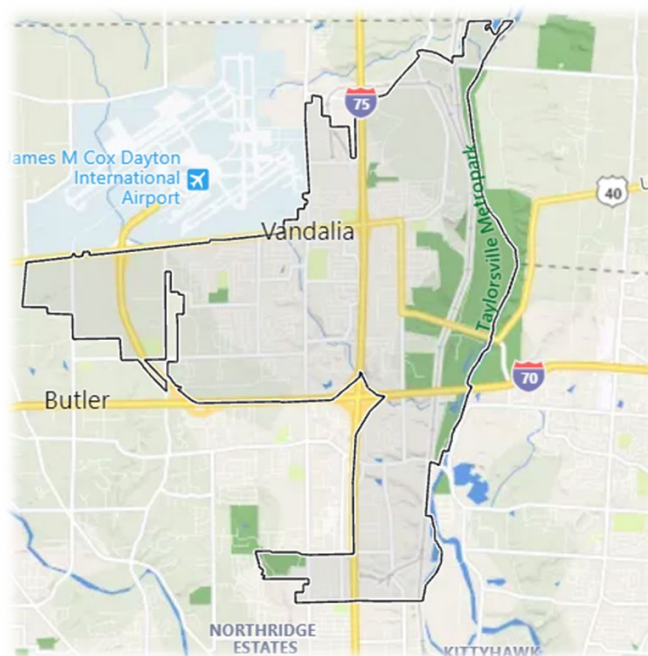
This analysis is two-fold - it aims to answer the *who* and the *what*. First, it assesses the demographic characteristics and population projections of City residents to understand *who* they serve. Secondly, recreational trends are examined on a national, regional, and local level to understand *what* the population served wants to do. Findings from this analysis establish a fundamental understanding that provide a basis for prioritizing the community need for parks, trails, facilities, and recreation programs.

2.2 DEMOGRAPHIC ANALYSIS

The Demographic Analysis describes the population within the city. This assessment is reflective of the City’s total population and its key characteristics such as age segments, race, ethnicity, and income levels. It is important to note that future projections are based on historical patterns and unforeseen circumstances during or after the time of the analysis could have a significant bearing on the validity of the projected figures.

2.3 METHODOLOGY

Demographic data used for the analysis was obtained from U.S. Census Bureau and from Environmental Systems Research Institute, Inc. (ESRI), the largest research and development organization dedicated to Geographical Information Systems (GIS) and specializing in population projections and market trends. All data was acquired in July 2022 and reflects actual numbers as reported in the 2010 and 2020 Census. ESRI then estimates the current population (2022) as well as a 5-year projection (2027). PROS utilized straight line linear regression to forecast demographic characteristics for 2032 and 2037.



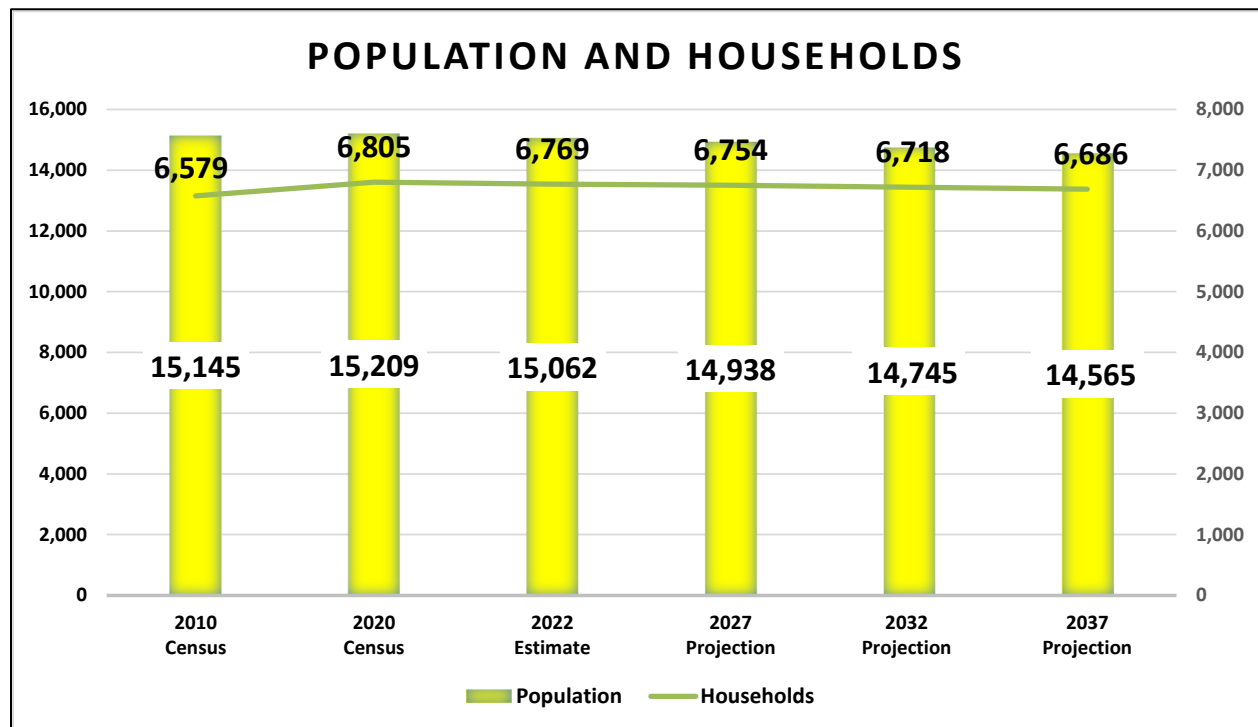


2.3.1 CITY POPULACE

POPULATION

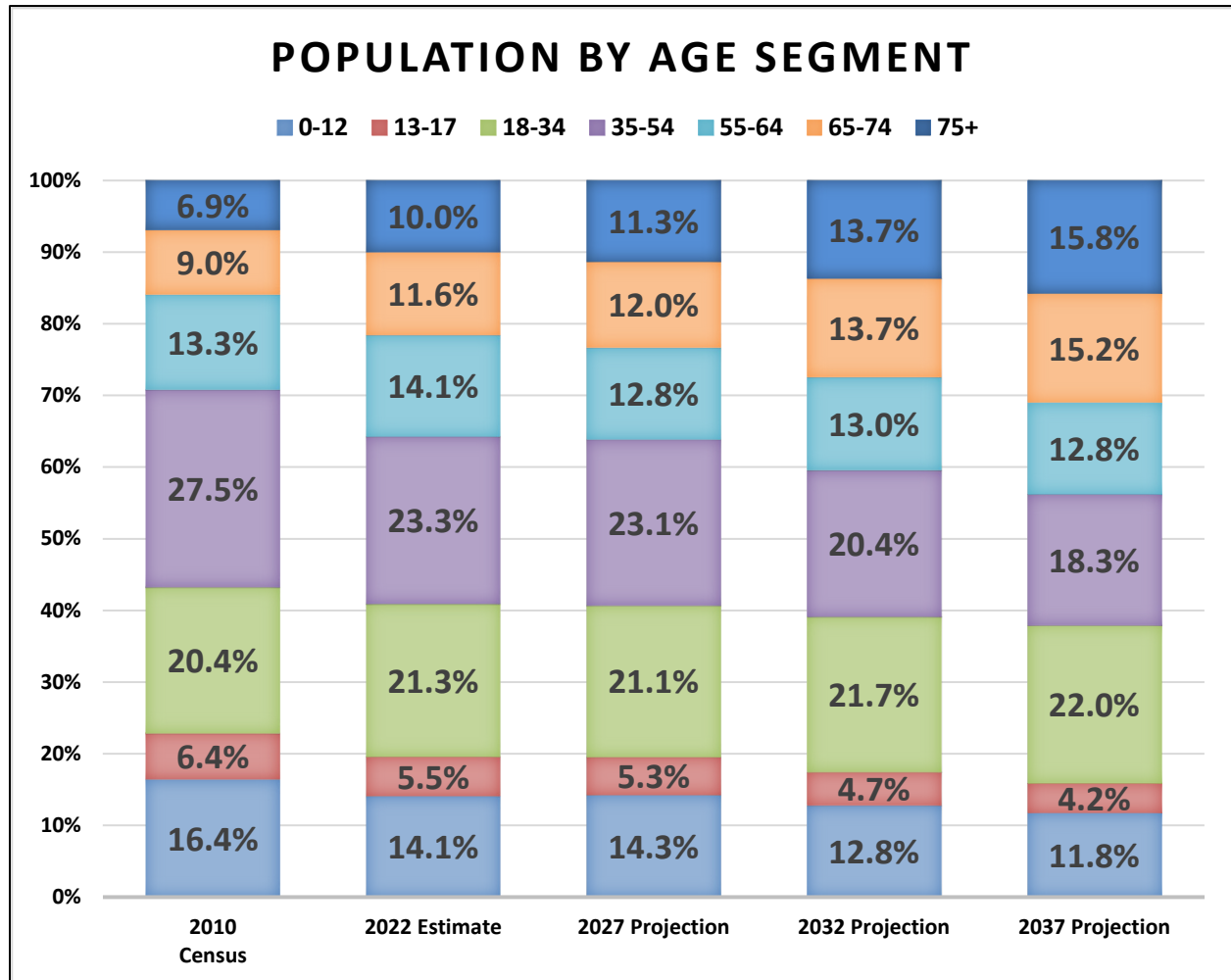
The City's population has remained relatively consistent over the last 12 years, hovering around 15,000. This is below the national annual growth rate of 0.81% (from 2010-2022). Like the population, the total number of households also remained consistent and below that of the national average = 0.80% annual growth.

Currently, the population is estimated at 15,062 individuals living within 6,769 households. Projecting ahead, the total population growth is expected to decrease slightly. By 2037, the City's population is projected at 14,565 residents living within 6,686 households.



AGE SEGMENT

Evaluating the City's age segmentation, the population has become older in the last 12 years. In 2010, the 55+ population made up 28.2% of the population, whereas today it makes up 35.7% of Vandalia's populace, an increase of 7.5%. The 2022 population has a median age of 42.6 years old which is older than the U.S. median age of 38.5 years. Over the last 12 years, the city has become older as the population ages in place. This trend is projected to continue over the next 15 years. By 2037, the 55-64, 65-74, and 75+ segments are expected to represent 43.8% of the total population (an increase of 8.1% over 2022) while most other major age segments experience slight decreases.



PLEASE NOTE: The United States Census Bureau will not be providing age segment distribution for the 2020 Census until May 2023.



RACE AND ETHNICITY DEFINITIONS

The minimum categories for data on race and ethnicity for Federal statistics, program administrative reporting, and civil rights compliance reporting are defined as below. The Census 2020 data on race are not directly comparable with data from the 2010 Census and earlier censuses; therefore, caution must be used when interpreting changes in the racial composition of the US population over time. The latest (Census 2020) definitions and nomenclature are used within this analysis.

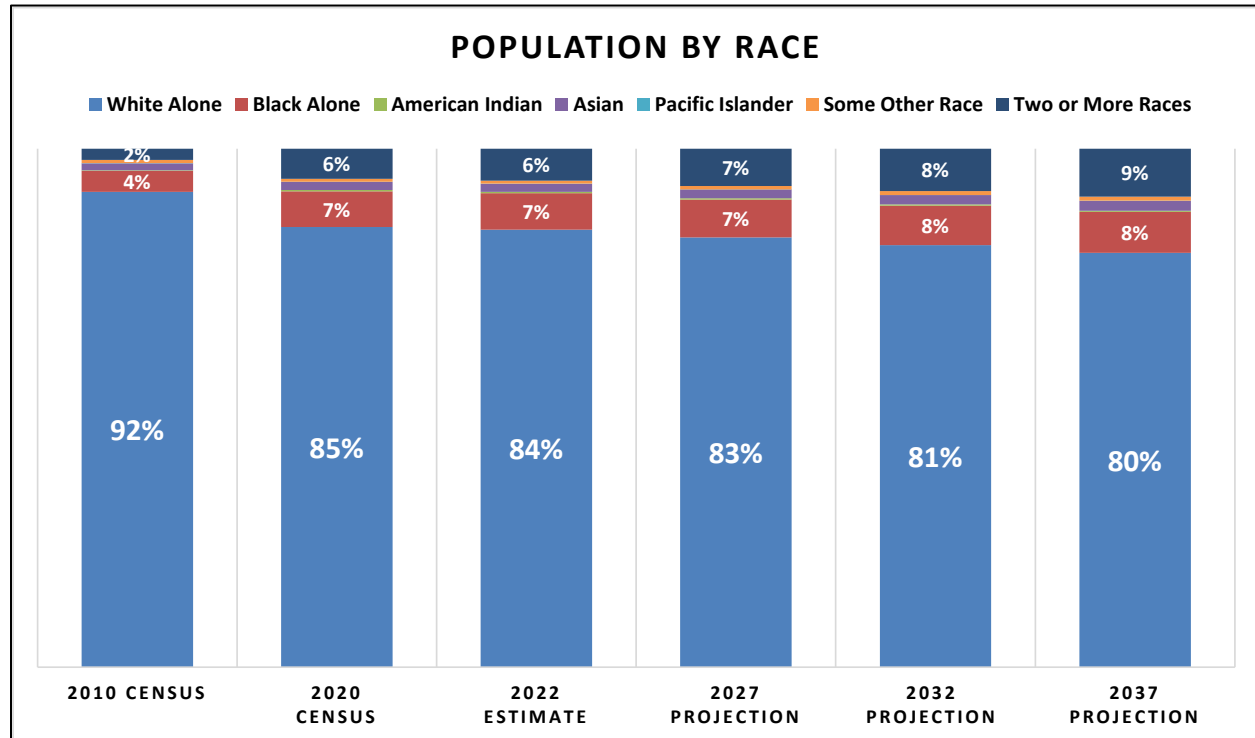
- **American Indian** - This includes a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- **Asian** - This includes a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- **Black Alone** - This includes a person having origins in any of the black racial groups of Africa.
- **Native Hawaiian or Other Pacific Islander** - This includes a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- **White Alone** - This includes a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- **Hispanic or Latino** - This is an ethnic distinction, a subset of a race as defined by the Federal Government; this includes a person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.

Please Note: The Census Bureau defines Race as a person's self-identification with one or more of the following social groups: White, Black or African American, Asian, American Indian and Alaska Native, Native Hawaiian and Other Pacific Islander, some other race, or a combination of these, while Ethnicity is defined as whether a person is of Hispanic / Latino origin or not. For this reason, the Hispanic / Latino ethnicity is viewed separate from race throughout this demographic analysis.



RACE

Assessing race, the City's current population has diversified slightly over the last 12 years as the White Alone population has decreased by 8%. Though still the largest racial segmentation in the City, the White Alone population represents 84% and the largest minority is Black Alone (7%). The predictions for 2037 expect the population to become more diverse, with a 4% decrease in the White Alone population and a continued increase in the Black Alone and Two or More Races segment.

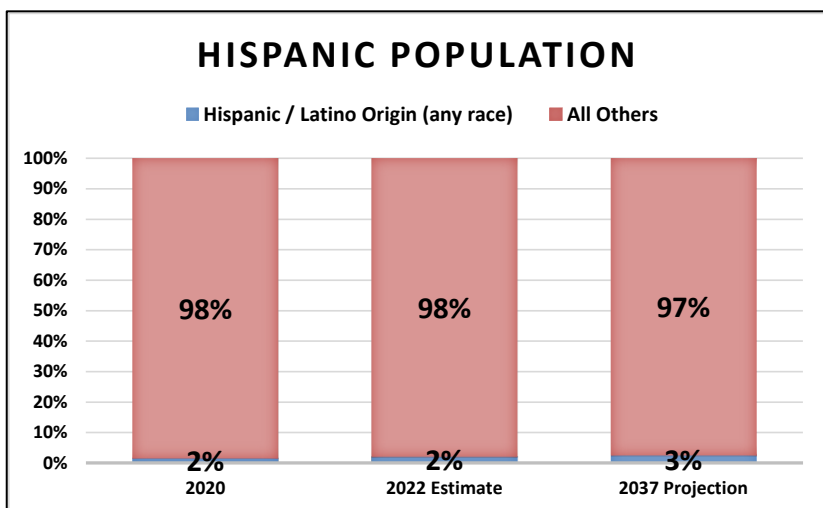


ETHNICITY

The City's population was also assessed based on Hispanic/Latino ethnicity, which by the Census Bureau definition is viewed independently from race. It is important to note that individuals who are Hispanic/Latino in ethnicity can also identify with any racial categories identified above.

People of Hispanic/Latino origin has remained consistent over the last 12 years and currently represents approximately 2% of

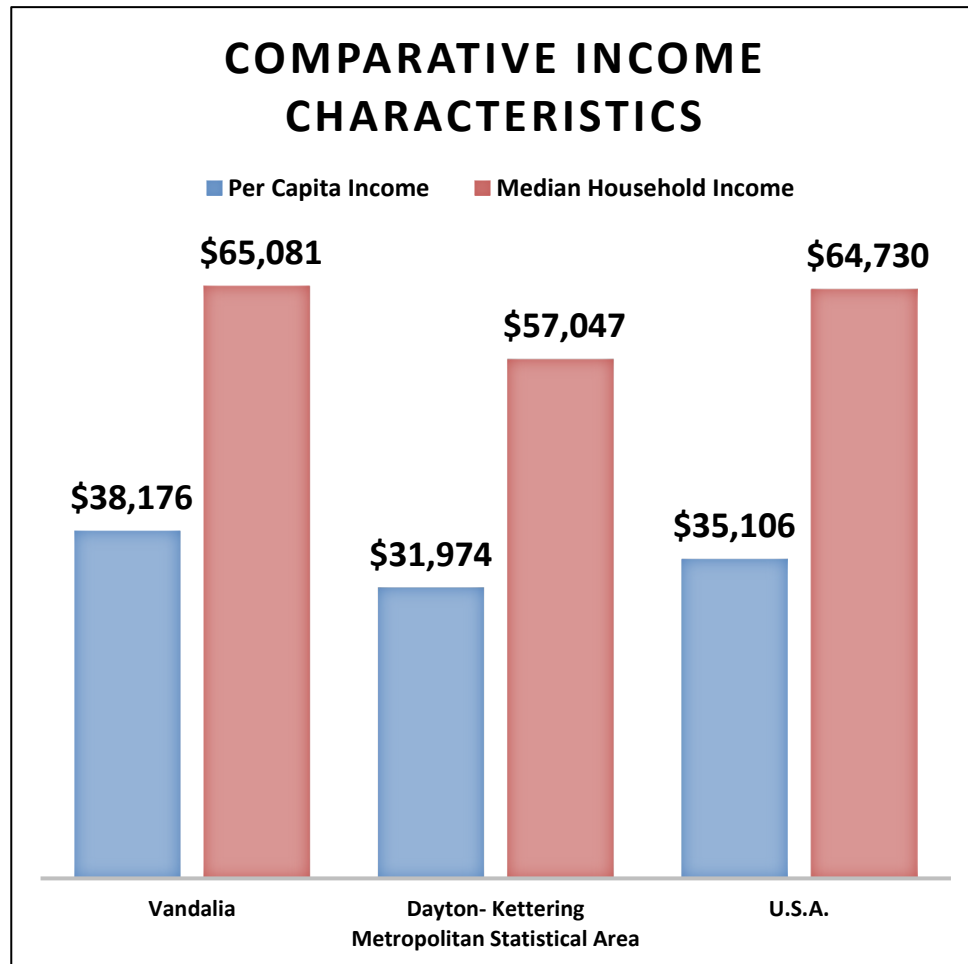
the City's population, which is well below the national average (19% Hispanic/Latino). The Hispanic/Latino population is expected to slightly grow to 3% of the City's total population by 2037.





HOUSEHOLD INCOME

As seen below, the City's per capita income (\$38,176) and median household income (\$65,081) are both higher than the averages of Dayton-Kettering Metropolitan Statistical Area that comprises Vandalia and other surrounding communities and the U.S. as a whole. The per capita income is that earned by an individual while the median household income is based on the total income of everyone over the age of 16 living under the same roof. Though these above average income characteristics indicate that the average household may have more disposable income, residents are still likely to be price conscious and have a need to understand the value that correlates with quality-of-life indicators.



2.4 VANDALIA DEMOGRAPHIC IMPLICATIONS

The following implications are derived from the analyses provided above. Each implication is organized by the outlined demographic information sections.

POPULATION

The population is projected to remain relatively constant and is projected to experience a population slight decrease of 3.3% over the next 15 years. This is below the national average over the same time period. With a consistent population, park and recreation services will need to strategically reinvest and maintain parks and recreation facilities in relation to current and future residential population.

AGE SEGMENTATION

Vandalia has an unbalanced age segmentation with the largest group being 55+ (35.7%). Over the next 15 years, the city is projected to age as the 55+ segment will make up 43.8% of the population in 2037.

RACE AND ETHNICITY

A slightly diversifying community will likely focus the city on providing traditional and emerging programming and service offerings.

HOUSEHOLDS AND INCOME

With median and per capita household income averages MSA and national averages, it would be important for the city to prioritize providing offerings that are first class with exceptional customer service while seeking opportunities to create revenue generation.





2.5 NATIONAL RECREATION TRENDS ANALYSIS

The Recreational Trends Analysis provides an understanding of national and local recreational trends. Trends data used for this analysis was obtained from Sports & Fitness Industry Association's (SFIA), National Recreation and Park Association (NRPA), and Environmental Systems Research Institute, Inc. (ESRI). All trend data is based on current and/or historical participation rates, statistically-valid survey results, or NRPA Park Metrics.

2.5.1 NATIONAL TRENDS IN RECREATION

METHODOLOGY

The Sports & Fitness Industry Association's (SFIA) *Sports, Fitness & Leisure Activities Topline Participation Report 2022* was utilized in evaluating the following trends:

- National Recreation Participatory Trends
- Core vs. Casual Participation Trends

The study is based on findings from surveys carried out in 2021 by the Physical Activity Council (PAC), resulting in a total of 18,000 online interviews. Surveys were administered to all genders, ages, income levels, regions, and ethnicities to allow for statistical accuracy of the national population. A sample size of 18,000 completed interviews is considered by SFIA to result in a high degree of statistical accuracy. A sport with a participation rate of five percent has a confidence interval of plus or minus 0.32 percentage points at a 95 percent confidence level. Using a weighting technique, survey results are applied to the total U.S. population figure of 304,745,039 people (ages six and older).

The purpose of the report is to establish levels of activity and identify key participatory trends in recreation across the U.S. This study looked at 118 different sports/activities and subdivided them into various categories including: sports, fitness, outdoor activities, aquatics, etc.

CORE VS. CASUAL PARTICIPATION

In addition to overall participation rates, SFIA further categorizes active participants as either core or casual participants based on frequency of participation. Core participants have higher participatory frequency than casual participants. The thresholds that define casual versus core participation may vary based on the nature of each individual activity. For instance, core participants engage in most fitness activities more than 50-times per year, while for sports, the threshold for core participation is typically 13-times per year.

In each activity, core participants are more committed and tend to be less likely to switch to other activities or become inactive (engage in no physical activity) than casual participants. This may also explain why activities with more core participants tend to experience less pattern shifts in participation rates than those with larger groups of casual participants.

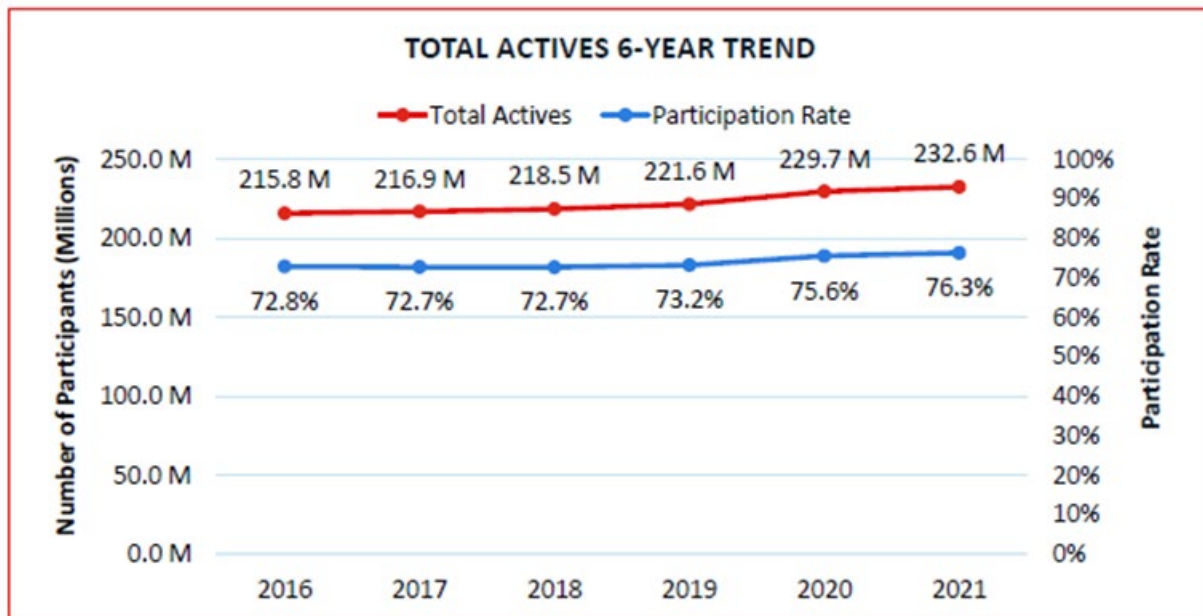
2.5.2 IMPACT OF COVID-19

Approximately 232.6 million people ages 6 and over reported being active in 2021, which is a 1.3% increase from 2020 and the greatest number of active Americans in the last 5 years. There were more things to do as outdoor activities thrived, fitness at home became more popular, and team sports started back up after the COVID-19 hiatus.

Americans continued to practice yoga, attend Pilates training, and workout with kettlebells. They were drawn to the ease of pickleball and the competitiveness of tennis. Many started at indoor climbing, while others took to the hiking trail. The waterways traffic had an increase of stand-up paddlers, kayaks, and jet skis. Gymnastics, swimming on a team, court volleyball, and fast-pitch softball benefited from the participation boom created from the Olympics.

Water sports had the largest gain in participation rates. Activities such as kayaking, stand-up paddling, and boardsailing/windsurfing all contributed to the 2.0 percent increase. Outdoor sports continued to grow with 53.9 percent of the U.S. population participating. This rate remains higher than pre-pandemic levels, having 6.2 percent gain over 50.7 percent participation rate in 2019. The largest contributor to this gain was trail running having increased 5.6 percent in one year and 13.9 percent from 2019.

Generationally, fitness sports continue to be the go-to means of exercise for Boomers, Gen X, and Millennials. Over half of the Gen X, Millennials, and Gen Z generation participated in one type of outdoor activity. Team sports were heavily dominated by generation Gen Z.



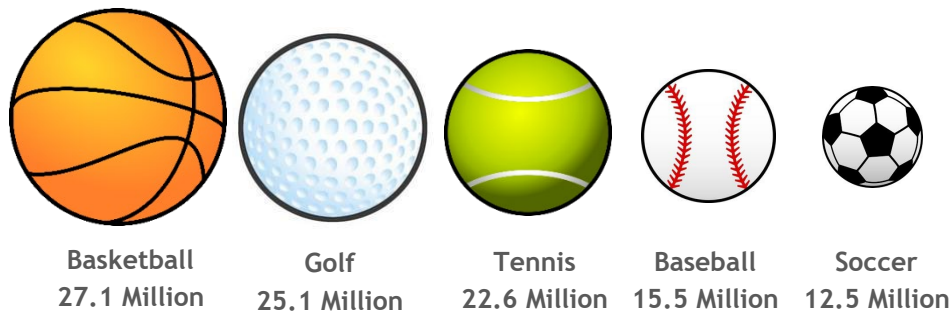


2.5.3 NATIONAL TRENDS IN GENERAL SPORTS

PARTICIPATION LEVELS

The top sports most heavily participated in the United States were Basketball (27.1 million), Golf (25.1 million), and Tennis (22.6 million) which have participation figures well in excess of the other activities within the general sports category. Baseball (15.5 million), and Outdoor Soccer (12.5 million) round out the top five.

The popularity of Basketball, Golf, and Tennis can be attributed to the ability to compete with relatively small number of participants, this coupled with an ability to be played outdoors and/or properly distanced helps explain their popularity during the COVID-19 pandemic. Basketball's overall success can also be attributed to the limited amount of equipment needed to participate and the limited space requirements necessary, which make basketball the only traditional sport that can be played at most American dwellings as a drive-way pickup game. Golf continues to benefit from its wide age segment appeal and is considered a life-long sport. In addition, target type game venues or Golf Entertainment Venues have increased drastically (72.3%) as a 5-year trend, using Golf Entertainment (e.g., Top Golf) as a new alternative to breathe life back into the game of golf.



FIVE-YEAR TREND

Since 2016, Pickleball (71.2%), Golf- Entertainment Venues (51.3%), and Tennis (25.1%) have shown the largest increase in participation. Similarly, Basketball (21.4%) and Boxing for Competition (20.7%) have also experienced significant growth. Based on the five-year trend from 2016-2021, the sports that are most rapidly declining in participation include Ultimate Frisbee (-40.4%), Roller Hockey (-26.1%), Volleyball (Sand/Beach) (-23.8%), Squash (-23.5%), Slow Pitch Softball (-21.9%), and Gymnastics (-20.7%).

ONE-YEAR TREND

The most recent year shares some similarities with the five-year trends; with Pickleball (14.8%) and Boxing for Competition (7.3%) experiencing some of the greatest increases in participation this past year. The greatest one-year increases also include Fast Pitch Softball (15.3%), Gymnastics (10.9%), and Court Volleyball (8.1%). Basketball (-2.2%), Flag Football (-1.6%), Indoor Soccer (-0.6%) and Baseball (-0.5%) have shown a five-year trend increase, but a decrease over the last year. This is likely a direct result of coming out of the COVID-19 pandemic. Similarly, other team sports such as Ultimate Frisbee (-5.8%), Slow Pitch Softball (-5.4%), Roller Hockey (-5%), Racquetball (-4.8%) and Beach/Sand Volleyball (-3.1%), also had significant decreases in participation over the last year.

CORE VS. CASUAL TRENDS IN GENERAL SPORTS

Highly participated in sports, such as Basketball, Baseball, and Slow Pitch Softball generally have a larger core participant base (participate 13+ times per year) than casual participant base (participate 1-12 times per year). Due to the COVID-19 Pandemic, most activities showed a decrease in their percentage of core participants. However, there were significant increases in the percentage of casual participation for Court Volleyball, Pickleball, Fast Pitch Softball, Gymnastics and Lacrosse in the past year.

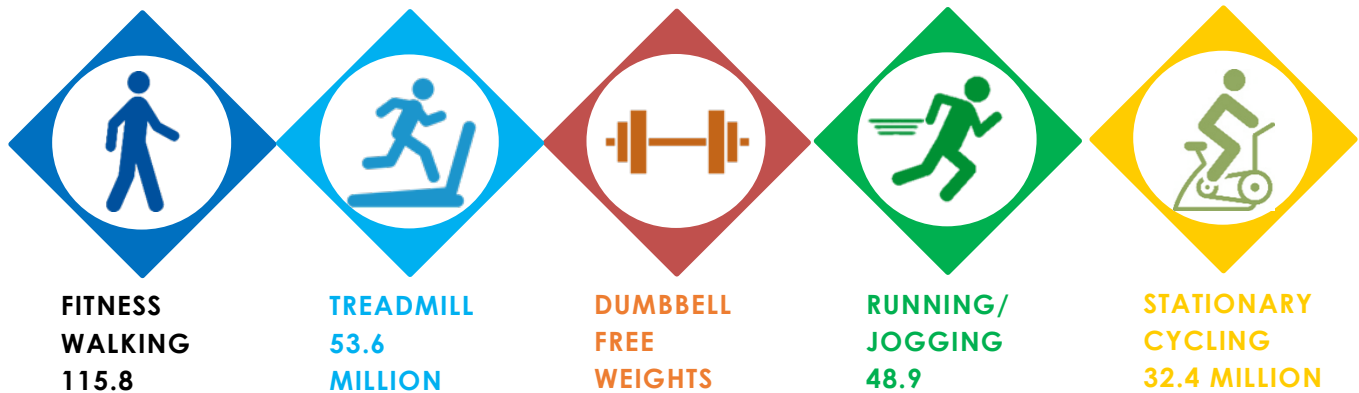
National Participatory Trends - General Sports					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Basketball	22,343	27,753	27,135	21.4%	-2.2%
Golf (9 or 18-Hole Course)	23,815	24,804	25,111	5.4%	1.2%
Tennis	18,079	21,642	22,617	25.1%	4.5%
Baseball	14,760	15,731	15,587	5.6%	-0.9%
Soccer (Outdoor)	11,932	12,444	12,556	5.2%	0.9%
Golf (Entertainment Venue)	8,173	12,057	12,362	51.3%	2.5%
Softball (Slow Pitch)	7,690	6,349	6,008	-21.9%	-5.4%
Football (Flag)	6,173	7,001	6,889	11.6%	-1.6%
Volleyball (Court)	6,216	5,410	5,849	-5.9%	8.1%
Badminton	7,354	5,862	6,061	-17.6%	3.4%
Soccer (Indoor)	5,117	5,440	5,408	5.7%	-0.6%
Football (Touch)	5,686	4,846	4,884	-14.1%	0.8%
Football (Tackle)	5,481	5,054	5,228	-4.6%	3.4%
Gymnastics	5,381	3,848	4,268	-20.7%	10.9%
Volleyball (Sand/Beach)	5,489	4,320	4,184	-23.8%	-3.1%
Track and Field	4,116	3,636	3,587	-12.9%	-1.3%
Cheerleading	4,029	3,308	3,465	-14.0%	4.7%
Pickleball	2,815	4,199	4,819	71.2%	14.8%
Racquetball	3,579	3,426	3,260	-8.9%	-4.8%
Ice Hockey	2,697	2,270	2,306	-14.5%	1.6%
Ultimate Frisbee	3,673	2,325	2,190	-40.4%	-5.8%
Softball (Fast Pitch)	2,467	1,811	2,088	-15.4%	15.3%
Lacrosse	2,090	1,884	1,892	-9.5%	0.4%
Wrestling	1,922	1,931	1,937	0.8%	0.3%
Roller Hockey	1,929	1,500	1,425	-26.1%	-5.0%
Boxing for Competition	1,210	1,361	1,460	20.7%	7.3%
Rugby	1,550	1,242	1,238	-20.1%	-0.3%
Squash	1,549	1,163	1,185	-23.5%	1.9%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	



2.5.4 NATIONAL TRENDS IN GENERAL FITNESS

PARTICIPATION LEVELS

Overall, national participatory trends in fitness have experienced strong growth in recent years. Many of these activities have become popular due to an increased interest among Americans to improve their health and enhance quality of life by engaging in an active lifestyle. The most popular general fitness activities in 2021 also were those that could be done at home or in a virtual class environment. The activities with the most participation are as follows: Fitness Walking (115.8 million), Treadmill (53.6 million), Free Weights (52.6 million), Running/Jogging (48.9 million), and Yoga (34.3 million).



FIVE-YEAR TREND

Over the last five years (2016-2021), the activities growing at the highest rate are Trail Running (45.9%), Yoga (30.8%), Dance, Step & Choreographed Exercise (13.3%), and Pilates Training (9.6%). Over the same time frame, the activities that have undergone the biggest decline include: Group Stationary Cycling (-33.5%), Traditional Triathlon (26.4%), Cardio Kickboxing (-26.1%), Cross-Training Style Workout (-24.4%) and Non-Traditional Triathlons (-23.5%).

ONE-YEAR TREND

In the last year, activities with the largest gains in participation were those that can be done alone at home or socially distanced outdoors. The top increases were in Treadmill (7.6%), Cross-Training Style Workouts (6.4%) Trail Running (5.6%), Yoga (4.7%), and Stair Climbing (4.7%). In the same span, the activities that had the largest decline in participation were those that would generally take more time and investment. The greatest drops were seen in Traditional Triathlon (-5.3%), Aerobics (-5.1%), Non-Traditional Triathlons (-4.3%), and Cardio Kickboxing (-3.7%).

CORE VS. CASUAL TRENDS IN GENERAL FITNESS

The most participated in fitness activities all had increases in their casual user base (participating 1-49 times per year) over the last year. These fitness activities include: Fitness Walking, Free Weights, Running/Jogging, Treadmills, Yoga, and Recumbent/Upright Stationary Cycling.

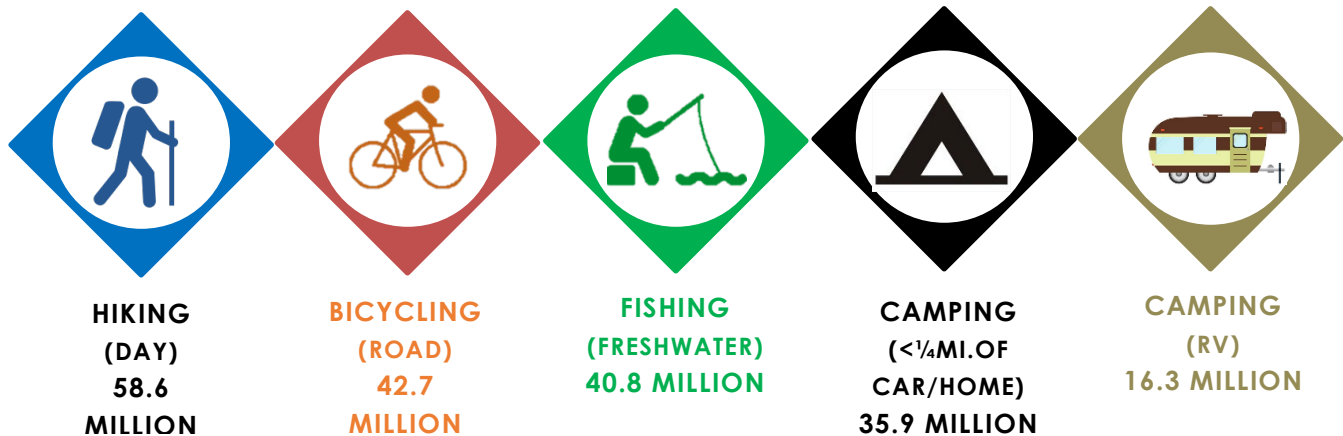
National Participatory Trends - General Fitness					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Fitness Walking	107,895	114,044	115,814	7.3%	1.6%
Treadmill	51,872	49,832	53,627	3.4%	7.6%
Free Weights (Dumbbells/Hand Weights)	51,513	53,256	52,636	2.2%	-1.2%
Running/Jogging	47,384	50,652	48,977	3.4%	-3.3%
Stationary Cycling (Recumbent/Upright)	36,118	31,287	32,453	-10.1%	3.7%
Weight/Resistant Machines	35,768	30,651	30,577	-14.5%	-0.2%
Elliptical Motion Trainer	32,218	27,920	27,618	-14.3%	-1.1%
Yoga	26,268	32,808	34,347	30.8%	4.7%
Free Weights (Barbells)	26,473	28,790	28,243	6.7%	-1.9%
Dance, Step, & Choreographed Exercise	21,839	25,160	24,752	13.3%	-1.6%
Bodyweight Exercise	25,110	22,845	22,629	-9.9%	-0.9%
Aerobics (High Impact/Intensity Training HIIT)	10,575	10,954	10,400	-1.7%	-5.1%
Stair Climbing Machine	15,079	11,261	11,786	-21.8%	4.7%
Cross-Training Style Workout	12,914	9,179	9,764	-24.4%	6.4%
Trail Running	8,582	11,854	12,520	45.9%	5.6%
Stationary Cycling (Group)	8,937	6,054	5,939	-33.5%	-1.9%
Pilates Training	8,893	9,905	9,745	9.6%	-1.6%
Cardio Kickboxing	6,899	5,295	5,099	-26.1%	-3.7%
Boot Camp Style Cross-Training	6,583	4,969	5,169	-21.5%	4.0%
Martial Arts	5,745	6,064	6,186	7.7%	2.0%
Boxing for Fitness	5,175	5,230	5,237	1.2%	0.1%
Tai Chi	3,706	3,300	3,393	-8.4%	2.8%
Barre	3,329	3,579	3,659	9.9%	2.2%
Triathlon (Traditional/Road)	2,374	1,846	1,748	-26.4%	-5.3%
Triathlon (Non-Traditional/Off Road)	1,705	1,363	1,304	-23.5%	-4.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	



2.5.5 NATIONAL TRENDS IN OUTDOOR RECREATION

PARTICIPATION LEVELS

Results from the SFIA report demonstrate strong growth in participation regarding outdoor/adventure recreation activities. Much like the general fitness activities, these activities encourage an active lifestyle, can be performed individually or with proper social distancing in a group, and are not as limited by time constraints. In 2021, the most popular activities, in terms of total participants, from the outdoor/adventure recreation category include: Hiking (Day) (58.6 million), Road Bicycling (42.7 million), Freshwater Fishing (40.8 million), Camping within ¼ mile of Vehicle/Home (35.9 million), and Recreational Vehicle Camping (16.3 million). PLEASE NOTE: Hiking (Day) = a hike that is short enough to be completed in a single day.



FIVE-YEAR TREND

From 2016-2021, Hiking (Day) (39.3%), Camping within ¼ mile of Vehicle/Home (36.0%), Skateboarding (35.8%), Birdwatching (27.8%), BMX Bicycling (24.4%), and Fly Fishing (15.5%) have undergone the largest increases in participation. The five-year trend also shows activities such as Adventure Racing (-39.1%), Traditional Climbing (-14.9%), In-Line Roller Skating (-8.2%), and Archery (-7.1%) to be the only activities with decreases in participation.

ONE-YEAR TREND

The one-year trend shows almost all activities declining in participation from the previous year. The growing activities being Indoor Climbing (2.7%), Hiking (Day) (1.5%), Archery (1.3%), In-Line Roller Skating (1.0%), Boulder Climbing (0.5%), and over the last year, the activities that underwent the biggest decreases in participation were Recreational Vehicle Camping (-8.2%) and Adventure Racing (-7.1%).

CORE VS. CASUAL TRENDS IN OUTDOOR RECREATION

Most outdoor activities have experienced participation growth in the last five years. Although this a positive trend, it should be noted that all outdoor activities participation, besides adventure racing, consist primarily of casual users.

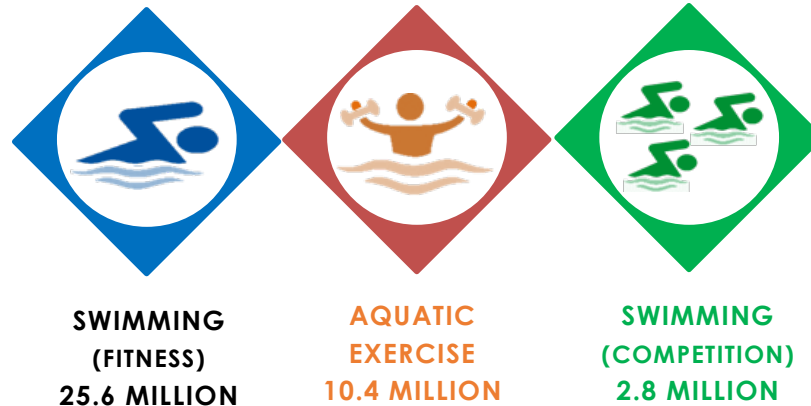
National Participatory Trends - Outdoor / Adventure Recreation					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Hiking (Day)	42,128	57,808	58,697	39.3%	1.5%
Bicycling (Road)	38,365	44,471	42,775	11.5%	-3.8%
Fishing (Freshwater)	38,121	42,556	40,853	7.2%	-4.0%
Camping (< 1/4 Mile of Vehicle/Home)	26,467	36,082	35,985	36.0%	-0.3%
Camping (Recreational Vehicle)	15,855	17,825	16,371	3.3%	-8.2%
Fishing (Saltwater)	12,266	14,527	13,790	12.4%	-5.1%
Birdwatching (>1/4 mile of Vehicle/Home)	11,589	15,228	14,815	27.8%	-2.7%
Backpacking Overnight	10,151	10,746	10,306	1.5%	-4.1%
Bicycling (Mountain)	8,615	8,998	8,693	0.9%	-3.4%
Archery	7,903	7,249	7,342	-7.1%	1.3%
Fishing (Fly)	6,456	7,753	7,458	15.5%	-3.8%
Skateboarding	6,442	8,872	8,747	35.8%	-1.4%
Climbing (Indoor)	-	5,535	5,684	N/A	2.7%
Roller Skating, In-Line	5,381	4,892	4,940	-8.2%	1.0%
Bicycling (BMX)	3,104	3,880	3,861	24.4%	-0.5%
Climbing (Traditional/Ice/Mountaineering)	2,790	2,456	2,374	-14.9%	-3.3%
Climbing (Sport/Boulder)	-	2,290	2,301	N/A	0.5%
Adventure Racing	2,999	1,966	1,826	-39.1%	-7.1%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	



2.5.6 NATIONAL TRENDS IN AQUATICS

PARTICIPATION LEVELS

Swimming is deemed as a lifetime activity, which is most likely why it continues to have such strong participation. In 2021, Fitness Swimming remained the overall leader in participation (25.6 million) amongst aquatic activities, even though most, if not all, aquatic facilities were forced to close at some point due to the COVID-19 pandemic.



FIVE-YEAR TREND

Assessing the five-year trend, no activity has experienced an increase from 2016-2021, most likely due to the accessibility of facilities during COVID-19. While Fitness Swimming and Aquatic Exercise underwent a slight decline, dropping -3.7% and -1.7% respectively, Competitive Swimming suffered a -16.2% decline in participation.

ONE-YEAR TREND

The impact of the COVID-19 pandemic is seen here as most aquatic facilities were forced to shut down for some part of the year. This caused decreases to Aquatic Exercise (-5.1%) having the largest decline, followed by Fitness Swimming (-0.2%). Participation in Competitive swimming increased by 8%.

CORE VS. CASUAL TRENDS IN AQUATICS

Only Aquatic Exercise has undergone an increase in casual participation (1-49 times per year) over the last five years, however, they have all seen a drop in core participation (50+ times per year) in the same time frame. This was happening before the COVID-19 pandemic, and the large decreases in all participation over the last year have furthered this trend.

National Participatory Trends - Aquatics					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Swimming (Fitness)	26,601	25,666	25,620	-3.7%	-0.2%
Aquatic Exercise	10,575	10,954	10,400	-1.7%	-5.1%
Swimming (Competition)	3,369	2,615	2,824	-16.2%	8.0%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

2.5.7 NATIONAL TRENDS IN WATER SPORTS / ACTIVITIES

PARTICIPATION LEVEL

The most popular water sports / activities based on total participants in 2020 were Recreational Kayaking (13.3 million), Canoeing (9.2 million), and Snorkeling (7.3 million). It should be noted that water activity participation tends to vary based on regional, seasonal, and environmental factors. A region with more water access and a warmer climate is more likely to have a higher participation rate in water activities than a region that has a long winter season or limited water access. Therefore, when assessing trends in water sports and activities, it is important to understand that fluctuations may be the result of environmental barriers which can greatly influence water activity participation.



FIVE-YEAR TREND

Over the last five years, Recreational Kayaking (33.3%), Surfing (24%), and Stand-Up Paddling (16.1%) were the fastest growing water activities. White Water Kayaking (1.4%) was the only other activity with an increase in participation. From 2016-2021, activities declining in participation most rapidly were Boardsailing/Windsurfing (-25.3%), Scuba Diving (-20.4%), Water Skiing (-17.4%), Sea Kayaking (-17.2%) Snorkeling (-16.1%), and Sailing (-15.4%).

ONE-YEAR TREND

Recreational Kayaking (2.7%) and Stand-Up Paddling (1.7%) were the activities to grow both over 5 years and in the last one year. Activities which experienced the largest decreases in participation in the most recent year include Surfing (-8.9%), Snorkeling (-5.3%), Scuba Diving (-4.3%), and Canoeing (-4.1%).

CORE VS. CASUAL TRENDS IN WATER SPORTS/ACTIVITIES

As mentioned previously, regional, seasonal, and environmental limiting factors may influence the participation rate of water sport and activities. These factors may also explain why all water-based activities have drastically more casual participants than core participants, since frequencies of activities may be constrained by uncontrollable factors. These high causal user numbers are likely why most water sports/activities have experienced decreases in participation in recent years.



National Participatory Trends - Water Sports / Activities					
Activity	Participation Levels			% Change	
	2016	2020	2021	5-Year Trend	1-Year Trend
Kayaking (Recreational)	10,017	13,002	13,351	33.3%	2.7%
Canoeing	10,046	9,595	9,199	-8.4%	-4.1%
Snorkeling	8,717	7,729	7,316	-16.1%	-5.3%
Jet Skiing	5,783	4,900	5,062	-12.5%	3.3%
Sailing	4,095	3,486	3,463	-15.4%	-0.7%
Stand-Up Paddling	3,220	3,675	3,739	16.1%	1.7%
Rafting	3,428	3,474	3,383	-1.3%	-2.6%
Water Skiing	3,700	3,050	3,058	-17.4%	0.3%
Surfing	2,793	3,800	3,463	24.0%	-8.9%
Wakeboarding	2,912	2,754	2,674	-8.2%	-2.9%
Scuba Diving	3,111	2,588	2,476	-20.4%	-4.3%
Kayaking (Sea/Touring)	3,124	2,508	2,587	-17.2%	3.1%
Kayaking (White Water)	2,552	2,605	2,587	1.4%	-0.7%
Boardsailing/Windsurfing	1,737	1,268	1,297	-25.3%	2.3%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:		Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)

2.6 PARTICIPATION BY GENERATION

Boomers (1945 – 1964)				Millennials (1980~1999)			
	2019	2020	2021		2019	2020	2021
Fitness Sports	59.8%	59.9%	64.4%	Fitness Sports	68.3%	68.7%	70.0%
Individual Sports	23.1%	22.3%	22.9%	Individual Sports	39.8%	41.5%	41.3%
Outdoor Sports	39.4%	39.5%	41.9%	Outdoor Sports	57.5%	59.4%	60.5%
Racquet Sports	5.5%	6.4%	6.8%	Racquet Sports	17.6%	19.3%	19.3%
Team Sports	4.3%	4.9%	5.1%	Team Sports	27.2%	30.4%	30.6%
Water Sports	7.4%	7.8%	8.2%	Water Sports	15.0%	17.1%	17.2%
Winter Sports	3.9%	3.5%	3.7%	Winter Sports	14.9%	14.5%	14.0%
Gen X (1965~1979)				Gen Z (2000+)			
	2019	2020	2021		2019	2020	2021
Fitness Sports	65.1%	66.0%	64.2%	Fitness Sports	53.5%	55.2%	55.8%
Individual Sports	29.9%	31.5%	29.6%	Individual Sports	42.0%	44.3%	44.0%
Outdoor Sports	50.4%	52.2%	50.4%	Outdoor Sports	59.1%	60.6%	60.8%
Racquet Sports	10.1%	12.2%	11.8%	Racquet Sports	18.1%	22.4%	22.6%
Team Sports	12.0%	15.5%	15.2%	Team Sports	56.3%	56.6%	55.8%
Water Sports	10.9%	13.0%	12.3%	Water Sports	12.9%	16.3%	15.8%
Winter Sports	8.6%	8.7%	8.2%	Winter Sports	18.9%	19.4%	19.1%
PARTICIPATION BY GENERATION							

2.7 NON-PARTICIPANT INTEREST BY AGE SEGMENT

In addition to participation rates by generation, SFIA also tracks non-participant interest. These are activities that the U.S. population currently does not participate in due to physical or monetary barriers, but is interested in participating in. Below are the top five activities that each age segment would be most likely to partake in, if they were readily available.

Overall, the activities most age segments are interested in include: Camping, Bicycling, Fishing, and Swimming for Fitness. All of which are deemed as low-impact activities, making them obtainable for any age segment to enjoy.





2.8 RECREATION TRENDS FOR THE SENIOR POPULATION (55+)

Today, Vandalia's population is aging with greater and contrasting needs and desires. The Parks and Recreation Department has evolved to ensure that all members of the community are able to benefit from their vast holdings of open space, recreation facilities and service offerings. One area of growing interest is serving the expanding population of older adults.

As mentioned previously, 43.8% of the population in Vandalia will be 55+ by 2037.

The findings in a research report produced by NRPA affirms that parks and recreation is a vital service provider to older adults, and yet there remains significant opportunity to do much more. Some of the key findings in the report indicate that more than nine in 10 park and recreation agencies report that they offer facilities, activities and programming that cater to older adults. These activities vary greatly, including providing older adults with chances to socialize with others, ways to stay healthy and active, and opportunities to serve others in their communities. Following is a list of activities that are among those most often geared to older adults:

- Exercise classes
- Field trips, tours, vacations
- Arts and crafts classes
- Opportunities to volunteer
- Special events and festivals targeted to older adults
- Group walks
- Paid job opportunities to lead exercise classes, work in recreation centers or at parks.

As noted above, the list of activities varies greatly from active to passive and everywhere in-between.

Where Vandalia can make a real, lasting difference is in providing evidence-based chronic disease prevention and/or management programs that keep older adults healthy and active for years to come. The trend to accomplish this is for the Department to offer these types of programs for older adults in Vandalia, including those focused on enhanced fitness, diabetes management, living with arthritis and improving balance.

The wide breadth of service offerings for older adults should reflect the broad population served. This includes Vandalia following a wide definition of "older adults" when designing and marketing offerings — in many cases starting with adults as young as 55 years old.

Furthermore, Vandalia may be unique in ensuring that the needs of underserved older adults are met. The Department can be a critical, lifesaving resource for lower and/or fixed income segments of the older adult population. This can possibly include transportation to and from activities and facilities and low-cost or free fitness programs.

Vandalia could consider developing programming for older adults with key partners. To best serve this population, partnerships can include, but not limited to:

- Area agencies on aging.
- Retirement communities.
- Senior meals providers.

- Hospitals and doctors' offices.
- Local health departments.
- Health insurance companies.
- Community-based organizations (e.g., faith-based).

But even with these partners, Vandalia will have hurdles that must be overcome before providing more services to older adults. The most common challenges are the result of inadequate resources, including facility space shortages, insufficient funding, and inadequate staffing. Presumably, these resource constraints will become even more acute as the older adult population grows and the demand for these services increase.

2.9 LOCAL TRENDS – GENERAL SPORTS MARKET POTENTIAL

ESRI's 2022 Sports and Leisure Market Potential Data measures the likely demand for recreation activities as well as expected consumer attitudes towards these activities by City of Vandalia residents. The MPI shows the likelihood that a resident of the City of Vandalia will participate in certain activities when compared to the US National average. The City is compared to the national average in three (3) categories - general sports, fitness, and outdoor recreation. PLEASE NOTE: The participation by Vandalia residents in these activities is not restricted geographically to the City of Vandalia. For example, a Vandalia resident may participate in an activity offered by the City of Dayton.

Overall, Vandalia demonstrates average market potential index numbers. Looking at the three categories (general sports, fitness, and outdoor activity), Vandalia's MPI percentages show that Vandalia has strong participation rates when it comes to outdoor recreation and fitness activities; general sport activities are generally in-line with or below the national averages, which would be expected as the population of Vandalia is trending older and 85% of the population stop participating in team sports when they reach the age of 13.

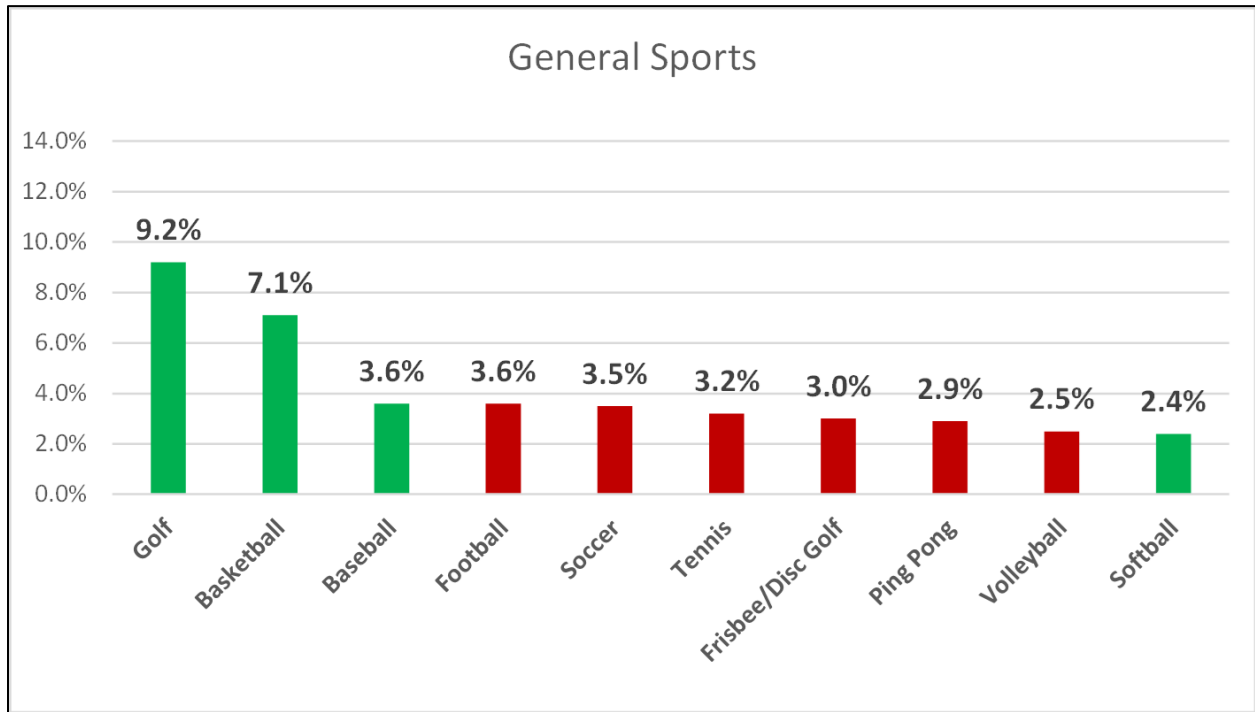
Activities with MPI numbers greater than the national average are significant because they demonstrate that there is a greater potential that Vandalia residents will actively participate in offerings if these activities were provided by the city or surrounding communities. Activities with MPI numbers lower than the national average are also significant because they demonstrate that there is either a lower potential that Vandalia residents will participate in these activities or the opportunity to participate in these activities is not available to them.

This data should be interfaced with other key findings derived during the master planning process to determine an appropriate level of service for park acreage and amenities for the City of Vandalia. Other key factors that determine level of service include, but are not limited to: demographic projections, resident need as determined by the community engagement process, current level of service (existing park and amenity inventory), and access to existing parks and amenities.

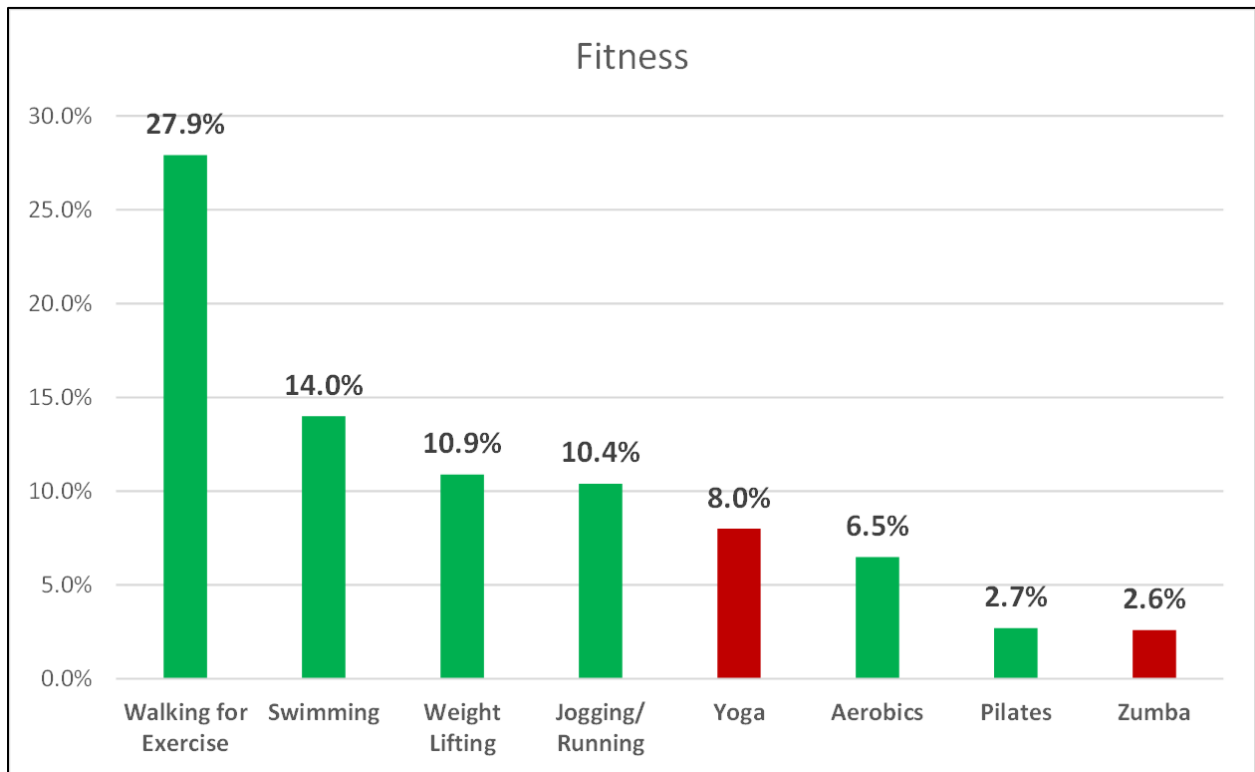
PLEASE NOTE: 1% of Vandalia's population = 151 residents



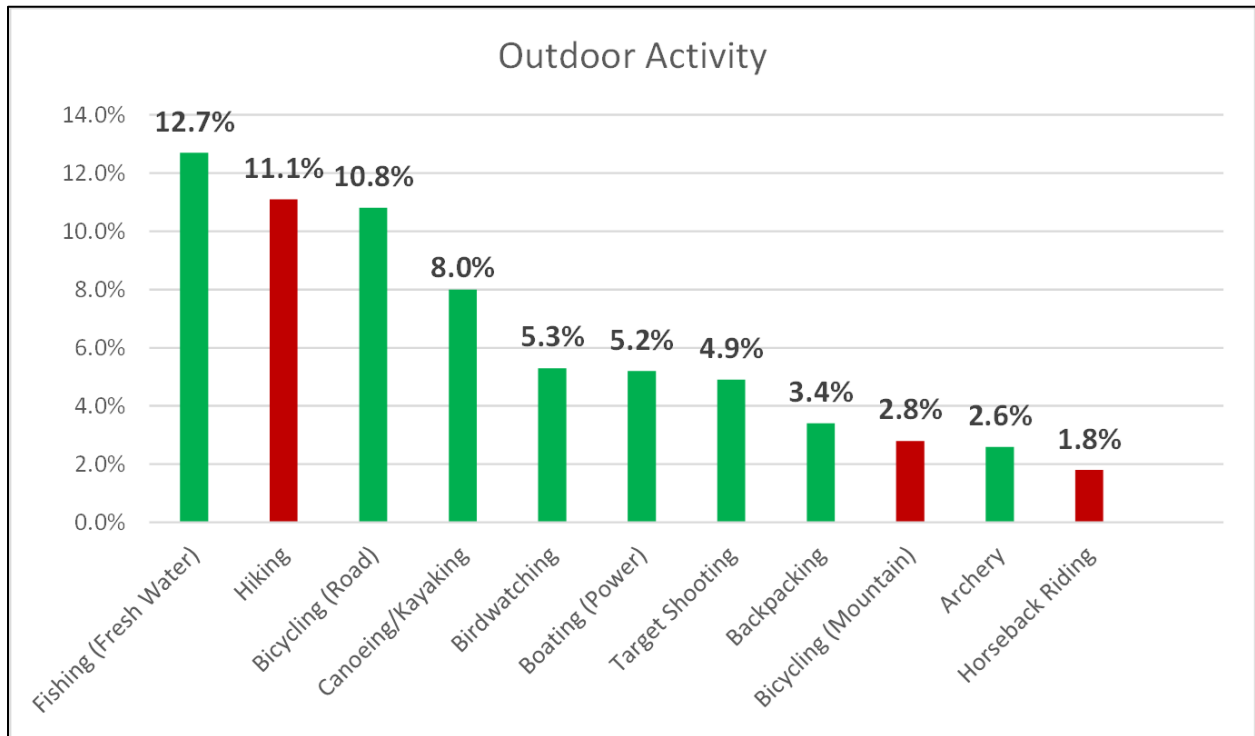
2.9.1 GENERAL SPORTS MARKET POTENTIAL INDEX



2.9.2 GENERAL FITNESS MARKET POTENTIAL INDEX



2.9.3 OUTDOOR ACTIVITY MARKET POTENTIAL INDEX



2.10 RECREATION TRENDS SUMMARY

It is critically important for Vandalia Parks and Recreation Department to understand the local and national participation trends in recreation activities. In doing so, the Department can gain general insight into the lifecycle stage of recreation programs and activities (emerging, stable, and declining) and thereby anticipate potential changes in need and demand for the programs and activities that it provides to the residents of Vandalia. Here are some major takeaways for local and national recreation trends:

- Fitness walking remained the most popular activity OVERALL nationally and locally (27.9% of residents walk for exercise). This activity will likely continue to grow in popularity in Vandalia.
- Aquatic activities have experienced strong participation growth, both locally and nationally.
- Basketball is the most participated in **sport** nationally while golf is the most participated in sport locally. High participation in golf is expected in Vandalia operates a municipal golf course.
- Softball and football are losing participants both locally and nationally, though local MPI numbers are above the national average for softball and below the national average for football.
- Outdoor recreational activities are on the rise nationally, and are also popular locally.
- Based on national measurements, income level has a positive impact on activity rate. Higher income households tend to have higher activity rates.
- Age is also a significant factor to inactivity level. Generation Z (age 6-17) had the lowest inactivity rate while the boomers (age 55+) had the highest inactivity rate.



- Specific strategies must be developed to address the growing and diversifying senior (55+) population.
- Besides income and age factors, non-participants are more likely to join sports or fitness activities if a friend accompanies them.

2.11 CONCLUSION

It is critically important for Vandalia to understand the national participation trends in recreation activities. In doing so, the department can gain general insight into the lifecycle stage of recreation programs and activities and thereby anticipate potential changes in need and demand for the programs and activities that it provides to the residents of Vandalia.

Locally, participation in almost all activities is at or above average and indicate an opportunity to grow these services.



CHAPTER THREE - COMMUNITY NEEDS ASSESSMENT

The efforts in creating this Master Plan were based in an evaluation of existing resources and capacity as well as community input. Thus, a key consideration to creating a vision for parks and recreation in Vandalia is to understand current community values, needs, and desires. The assessment of these values is accomplished by triangulating information generated from focus groups with staff, public input received via public meetings, a statistically valid survey, and reinforced through intercept and electronic surveys. The surveys were written to reflect issues and wishes that emerged from the qualitative data gathered through discussions with staff. Triangulation occurs when findings of the qualitative work is supported by the quantitative work. The following sections discuss this process and resulting findings.

3.1 QUALITATIVE INPUT SUMMARY

In the spring of 2022, the consultant team conducted a series of focus group meetings in partnership with City staff that included representatives from the master plan steering committee and various stakeholder groups, including school district, business, and civic leaders, athletic organizations, Five Rivers Metroparks, and the Chamber of Commerce. The results of these focus group discussions, as well as the input received via public meetings, were condensed to a series of key themes that emerged.

Discussion with staff, community leaders and citizens revealed the following key themes related to parks and recreation in Vandalia.

3.1.1 ELEMENTS OF THE PLAN

The planning process for the *Master Plan* was completed with City staff and included:

- The collection of available information;
- Data analysis to determine inventory and condition of current facilities;
- Determination of supply and demand within the community; and
- Developing recommendations for meeting the needs of the community through an analysis of programs and facilities.

The data collected from the staff and onsite facility assessments was utilized to identify key factors, issues, and concerns regarding the parks and recreation system and how the City's Parks and Recreation Department manages operations.

3.2 VANDALIA MASTER PLAN ORGANIZATION

This *Master Plan* presents the overall analysis, findings, and recommendations for the next 10 years. This study begins with an Executive Summary that provides an overview, and the following sections respond to the primary outcomes, determine needs, and offer operational and capital improvement recommendations.

3.3 SUMMARY OF KEY FINDINGS AND RECOMMENDATIONS

Following the assessment of the City's parks and recreation system, a variety of key findings were identified to support the implementation of the *Master Plan*. These key findings help to guide decision-making for the next five to ten years.



3.3.1 MARKET ANALYSIS KEY FINDINGS

POPULATION

The population is projected to remain relatively constant and is projected to experience a population slight decrease of 3.3% over the next 15 years. This is below the national average over the same time period. With a consistent population, park and recreation services will need to strategically reinvest and maintain parks and recreation facilities in relation to current and future residential population.

AGE SEGMENTATION

Vandalia has an unbalanced age segmentation with the largest group being 55+ (35.7%). Over the next 15 years, the city is projected to age as the 55+ segment will make up 43.8% of the population in 2037.

RACE AND ETHNICITY

A slightly diversifying community will likely focus the city on providing traditional and emerging programming and service offerings.

HOUSEHOLDS AND INCOME

With median and per capita household income averages MSA and national averages, it would be important for the city to prioritize providing offerings that are first class with exceptional customer service while seeking opportunities to create revenue generation.

3.3.2 COMMUNITY INPUT KEY FINDINGS

Input from the community confirmed that Vandalia's parks are loved by many, but there are gaps in service and amenities and additional City investment is needed to maintain and reinvest in parks and facilities for the community. Participants see the system as one that is well-maintained with great staff. They also enjoy the numerous programs and amenities offered. Unmet needs exist as the demand for select services is currently outweighing the available facilities and/or existing amenities. The following summarizes the themes of community input:

ECONOMIC DEVELOPMENT THROUGH PARK REINVESTMENT

Opportunity exists for park development to enhance and/or advance economic development. There is also an opportunity for economic development to enhance and support park development.

- Parks and recreation can play a significant role in business attraction, residential development, and the overall quality of life attributes desired by the community.
- Investment in parks reflects the community's value set and the City's overall attitude of being an active player in the betterment of the community.
- The redevelopment of parks, specifically Art Park and Helke Park, can serve as an economic catalyst.

INVESTING IN THE EXISTING PARKS SYSTEM

- Continue to focus on reinvesting in, and maintaining existing parks and facilities including Cassel Hills Pool.

- Programs and services need to evolve with recreational trends change.

TRAILS AND CONNECTIVITY

- Desire for a connected, accessible recreational trail system that also supports active transportation and Safe Routes to School initiatives.
- Opportunities exist to, in part, help meet the trail needs of the community, in partnership with Fiver Rivers Metroparks (i.e., connections to Taylorsville Metro Park).

ADVOCACY AND AWARENESS

- Increased communication/marketing is needed to develop more advocacy for, and the awareness of, the parks and recreation system.

FUNDING THE PARKS AND RECREATION SYSTEM

- Creative and multiple funding strategies are required to meet the needs of the community, specifically for operations and maintenance of parks.
- Securing grant funding through multiple State and Federal funded grant programs will be critical for funding park developments over the next 10 years.

3.4 INTERCEPT AND WEB-BASED SURVEY FINDINGS

As part of the community input process, the consultant team, in conjunction with the Parks and Recreation Department, conducted an online survey and intercept surveys in the spring and summer of 2022 for a better understanding of the preferences and satisfaction levels of Vandalia residents in relation to parks, facilities and recreation activities. Results of the 239 completed surveys are as follows:

3.4.1 RECREATION PROGRAM/SERVICE – HIGH PRIORITIES

RECREATION Program/Activity	Priority
Free self-directed drop-in activities (cards, dominos, board games,	High
Skate-park programs	
Teen activities	
Art, dance performing arts	
Education classes	
Free/low-cost community events	

3.4.2 ACTIVE AGING PROGRAM/SERVICE – HIGH PRIORITIES

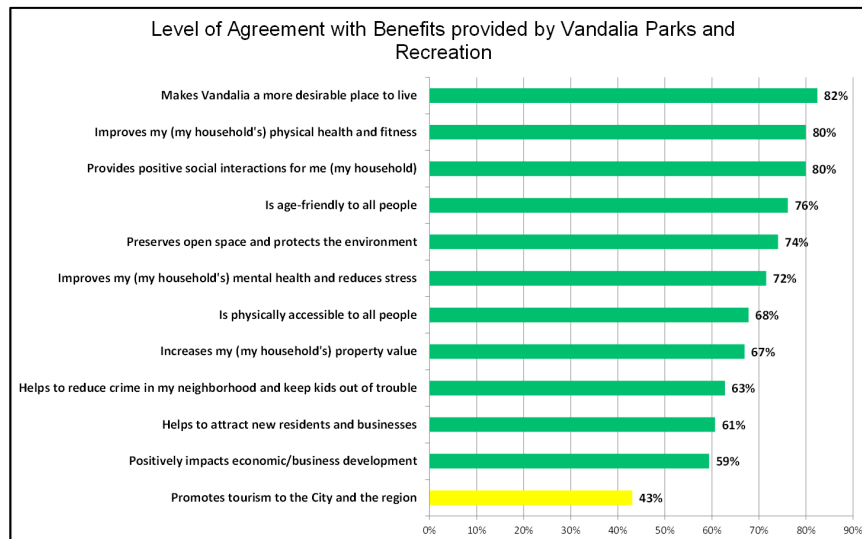
ACTIVE AGING Program/Activity	Priority
Social gatherings	High
Special interest classes (gardening, writing, book clubs)	
Health screenings (blood pressure, cancer, vision, etc.)	
Healthy eating programs and dieting programs	
Arts and Crafts programs and activities	
Volunteer opportunities programs	
Day trips, tours, and excursions to popular tourist attractions	
Evidenced based health programs	



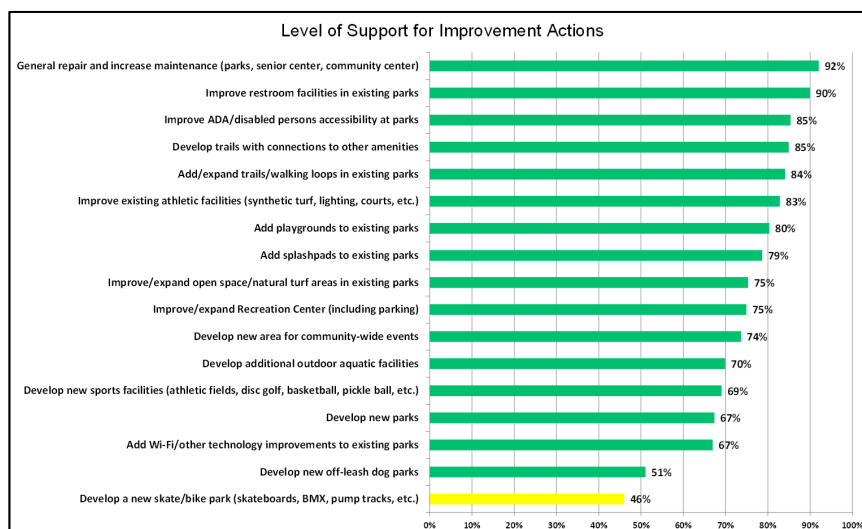
3.4.3 PARK AND RECREATION FACILITY/AMENITIES – HIGH PRIORITIES

Park, Facility, Amenity	Priority
Splash pad	High
Outdoor pool	
Passive recreation space	
Outdoor shelters	
Outdoor large event space/amphitheater	
Outdoor track	
Indoor walking tracks	
Outdoor educational nature areas	
Indoor leisure/recreation swimming pools	
Indoor fitness equipment	

3.4.4 ADVOCACY FOR PARKS AND RECREATION



3.4.5 SUPPORT FOR IMPROVEMENTS



3.5 STASTICALLY VALID SURVEY

3.5.1 OVERVIEW

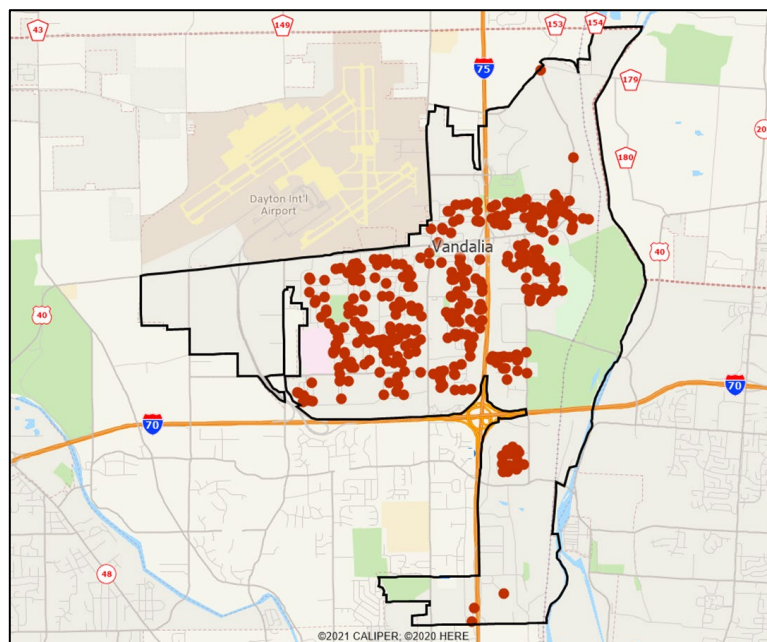
ETC Institute administered a needs assessment survey for Vandalia during the spring of 2022. The survey was administered as part of the City's Parks and Recreation Master Plan for their residents. The survey results will aid Vandalia in taking a resident-driven approach to making decisions that will enrich and positively affect the lives of residents.

3.5.2 METHODOLOGY

ETC Institute mailed a survey packet to a random sample of households in Vandalia. Each survey packet contained a cover letter, a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it on-line.

A few days after the surveys were mailed, ETC Institute sent emails and placed phone calls to the households that received the survey to encourage participation. The emails contained a link to the on-line version of the survey to make it easy for residents to complete the survey. To prevent people who were not residents of Vandalia from participating, everyone who completed the survey on-line was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered on-line with the addresses that were originally selected for the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the on-line survey was not counted.

The goal was to obtain completed surveys from at least 350 resident households. The goal was exceeded with a total of 381 residents completing the survey. The overall results for the sample of 379 households have a precision of at least $\pm 4.9\%$ at the 95% level of confidence. The following scatterplot graph indicates where completed surveys were received from residents in Vandalia.

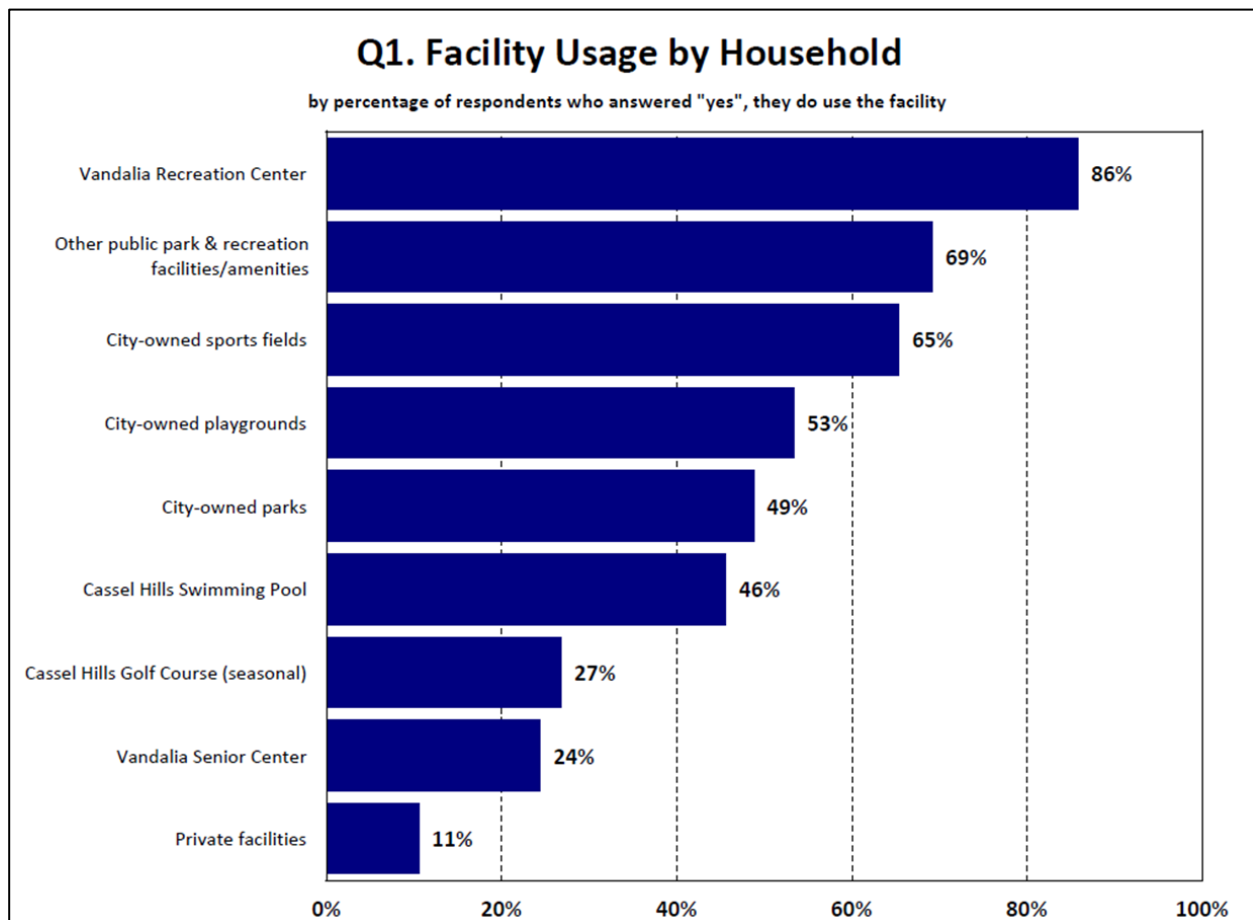


The major findings of the survey are summarized on the following pages. Complete survey results are provided as a separate document.

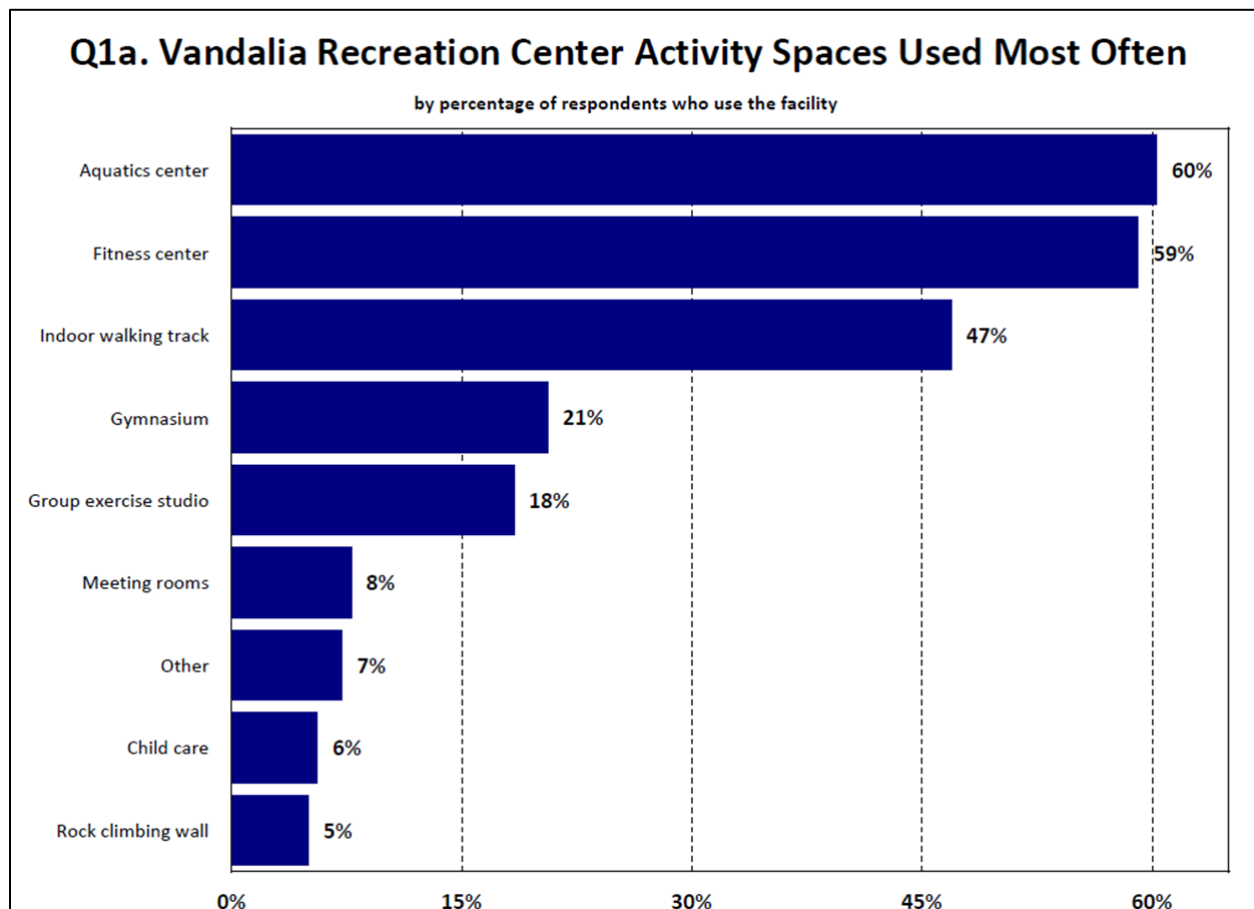


3.5.3 PARK AND FACILITY UTILIZATION, CONDITION RATINGS AND BARRIERS

- **Utilization:**
 - Eighty-six percent (86%) of households used the Vandalia Recreation Center over the past 12 months.
 - Sixty-nine percent (69%) of households used other public park and recreation facilities/amenities over the last 12 months.
 - Sixty-five percent (65%) of households used City-owned sports fields over the last 12 months.
 - Fifty-three percent (53%) of households used City-owned playgrounds over the last 12 months.
 - Forty-nine percent (49%) of households used City-owned parks over the last 12 months.
 - Forty-six percent (46%) of households used Cassel Hills Swimming Pool over the last 12 months.



- **Vandalia Recreation Center Utilization:**
 - Sixty percent (60%) of households that used the Vandalia Recreation Center over the past 12 months utilized the aquatics center.
 - Fifty-nine percent (59%) of households that used the Vandalia Recreation Center over the last 12 months utilized the fitness center.
 - Forty-seven percent (47%) of households that used the Vandalia Recreation Center over the last 12 months utilized the walking track.

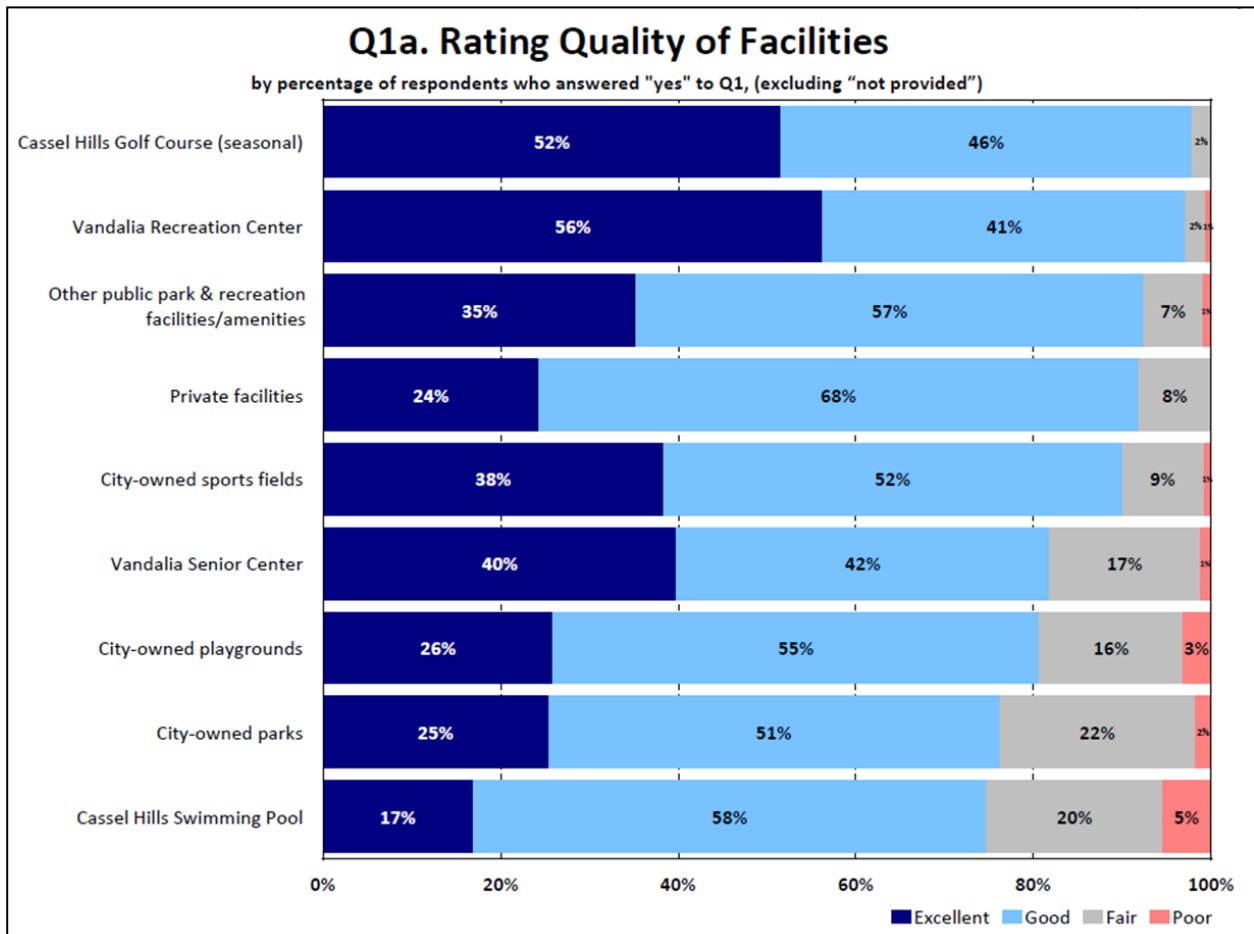




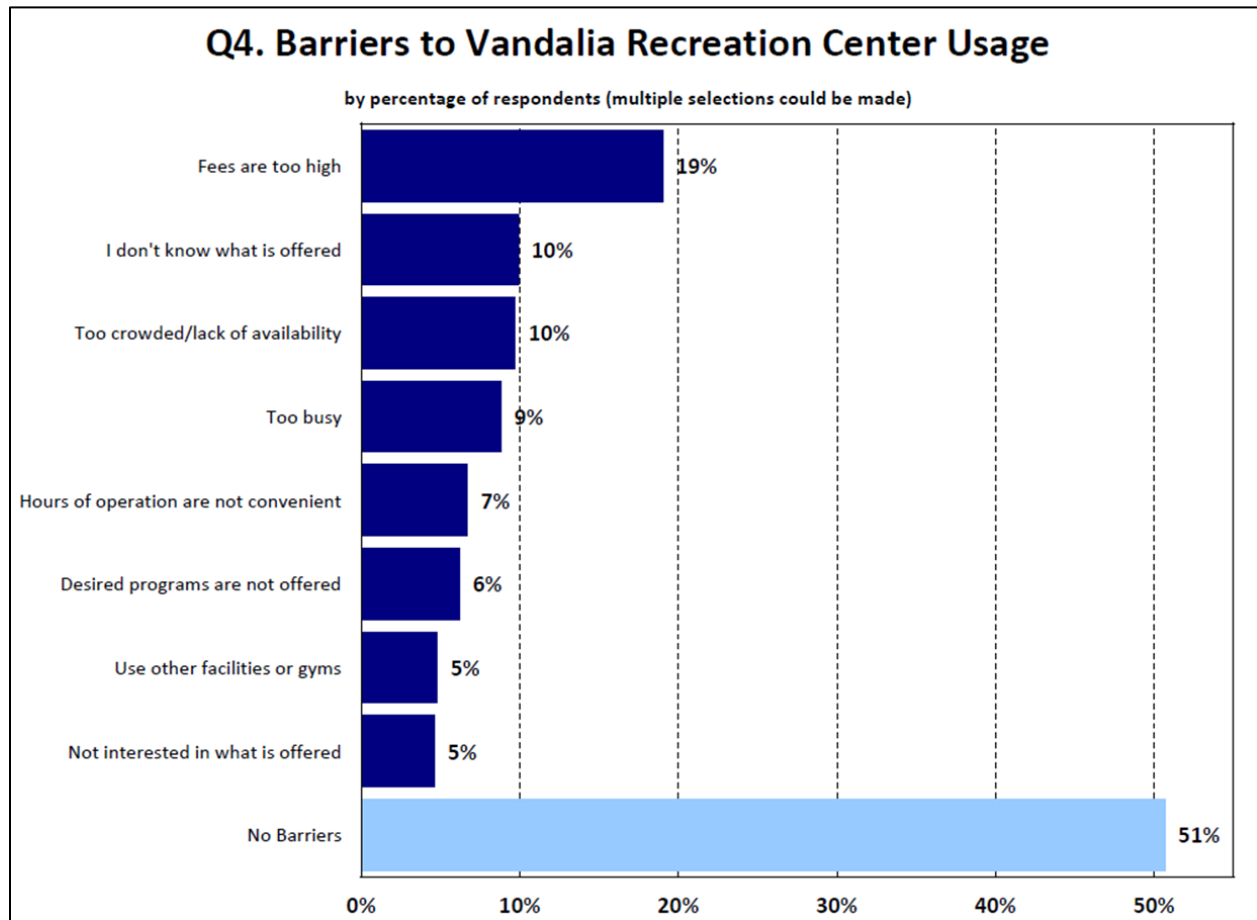
- **Condition Ratings of Parks:**

- Fifty-six percent (56%) of households rated the condition of the Vandalia Recreation Center as excellent.
- Fifty-two percent (52%) of households rated the condition of the Cassel Hills Golf Course as excellent.
- Forty percent (40%) of households rated the condition of the Senior Center as excellent.
- Twenty-five percent (25%) of households rated the condition of the parks as excellent.
- Seventeen percent (17%) of households rated the condition of Cassel Hills Pool as excellent.

ETC Statistically Valid Survey National Benchmark for excellent is 31%.

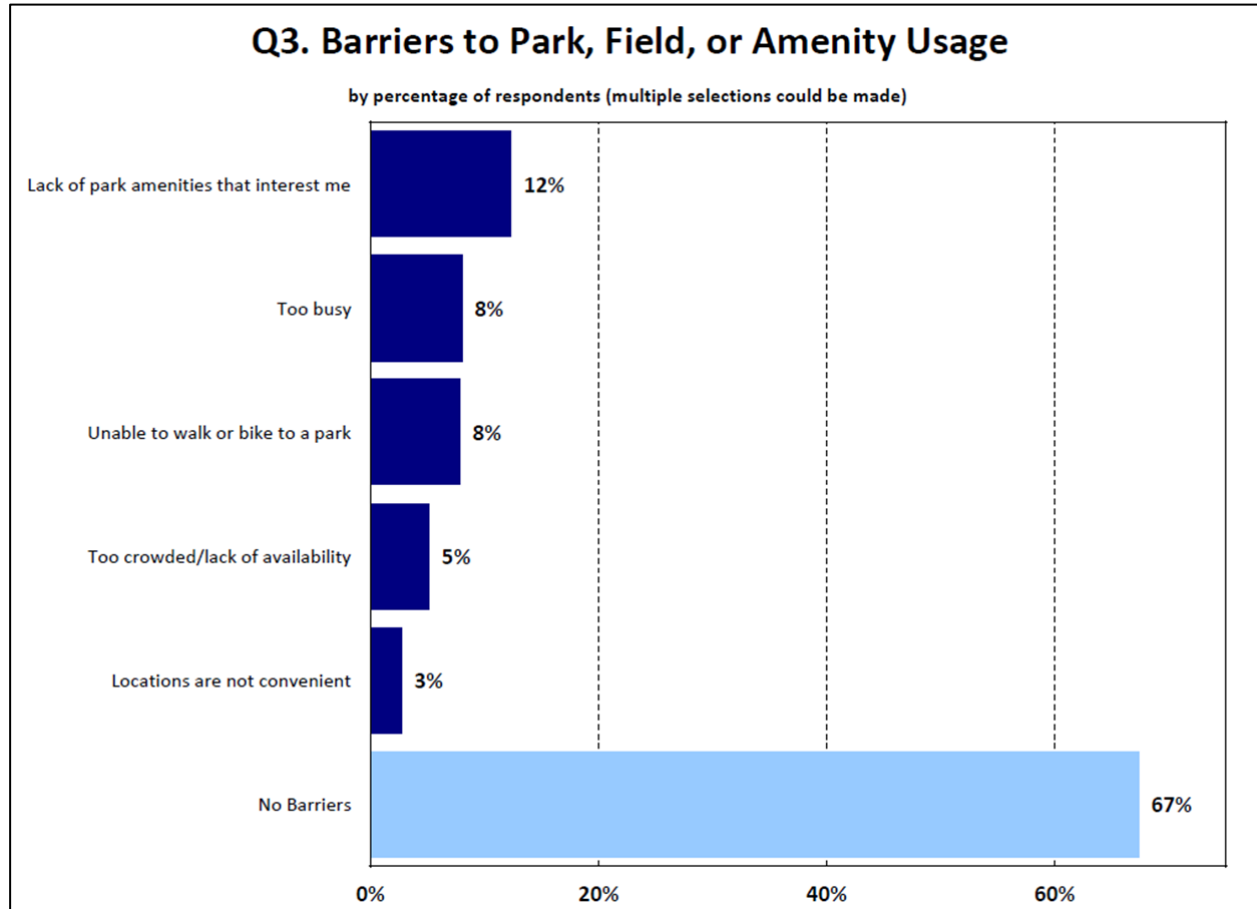


- **Barriers to Utilizing the Vandalia Recreation Center:**
 - Fifty percent (50%) of households indicated that there were no barriers to the utilization of the Vandalia Recreation Center.
 - Nineteen percent (19%) of households indicated that “*fees are too high*” as a barrier to the utilization of the Vandalia Recreation Center.

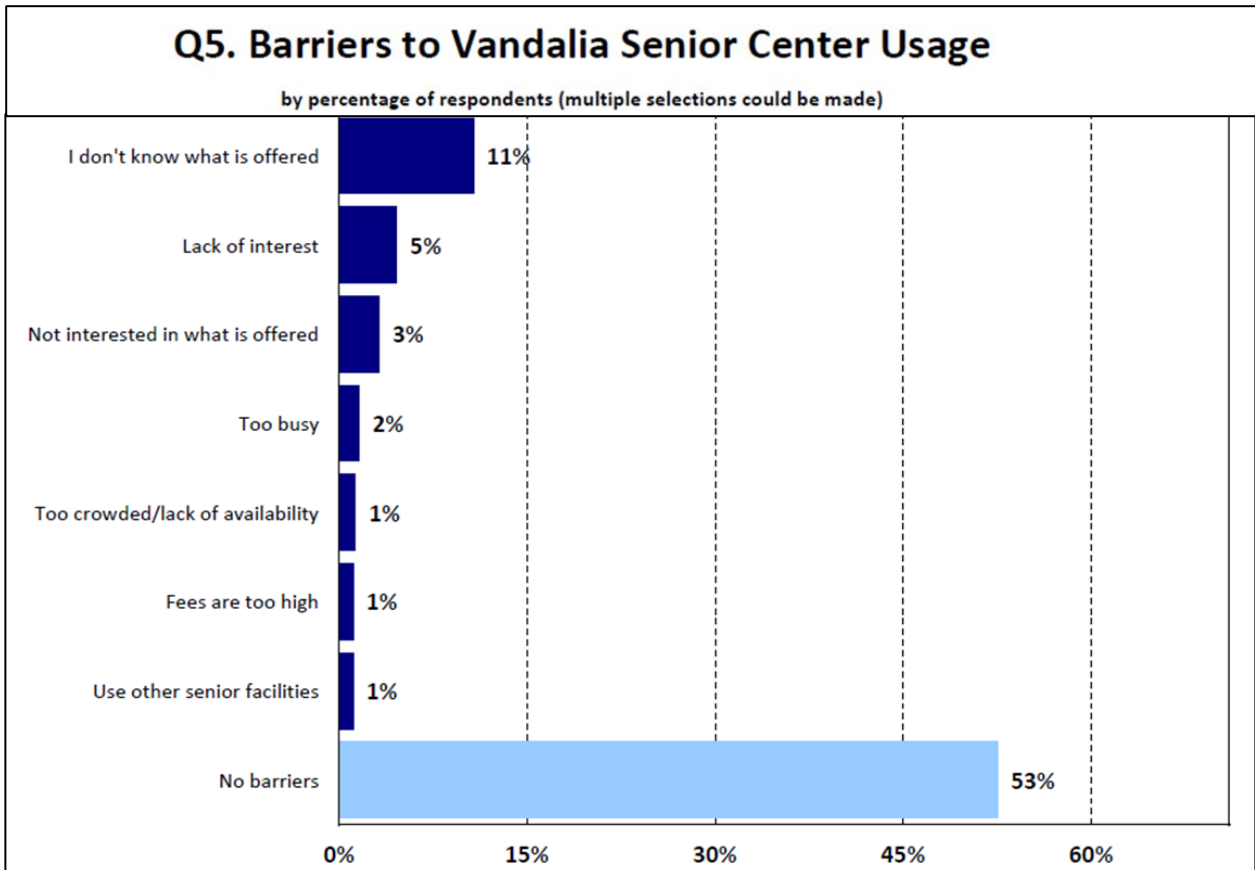




- **Barriers to Utilizing Parks, Fields, or Amenities:**
 - Sixty-seven percent (67%) of households indicated that there were no barriers to the utilization of Vandalia's parks system.
 - Twelve percent (12%) of households indicated that "*lack of park amenities that interest me*" as a barrier to the utilization of Vandalia's parks system.



- **Barriers to Utilizing the Vandalia Senior Center:**
 - Fifty-three percent (53%) of households indicated that there were no barriers to the utilization of Vandalia's Senior Center.
 - Eleven percent (11%) of households indicated that "*I don't know what is offered*" as a barrier to the utilization of Vandalia's Senior Center.





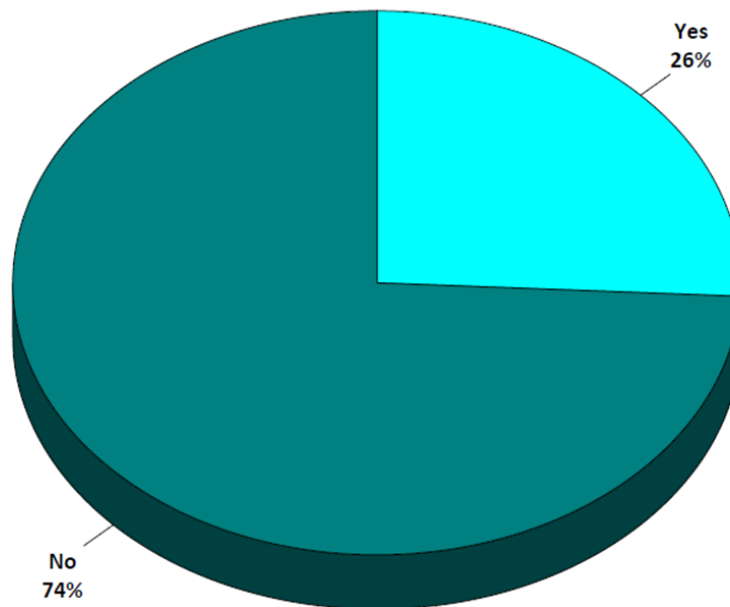
3.5.4 PROGRAM PARTICIPATION AND QUALITY RATINGS

- Program Participation and Ratings:
 - Twenty-six percent (26%) of households participated in Vandalia Parks and Recreation Department programs and services over the past 12 months.

ETC Statistically Valid Survey National Benchmark for program participation is 34%.

Q2. Have You or Other Members of your Household Participated in any Programs Offered by the City of Vandalia During the Past Year?

by percentage of respondents

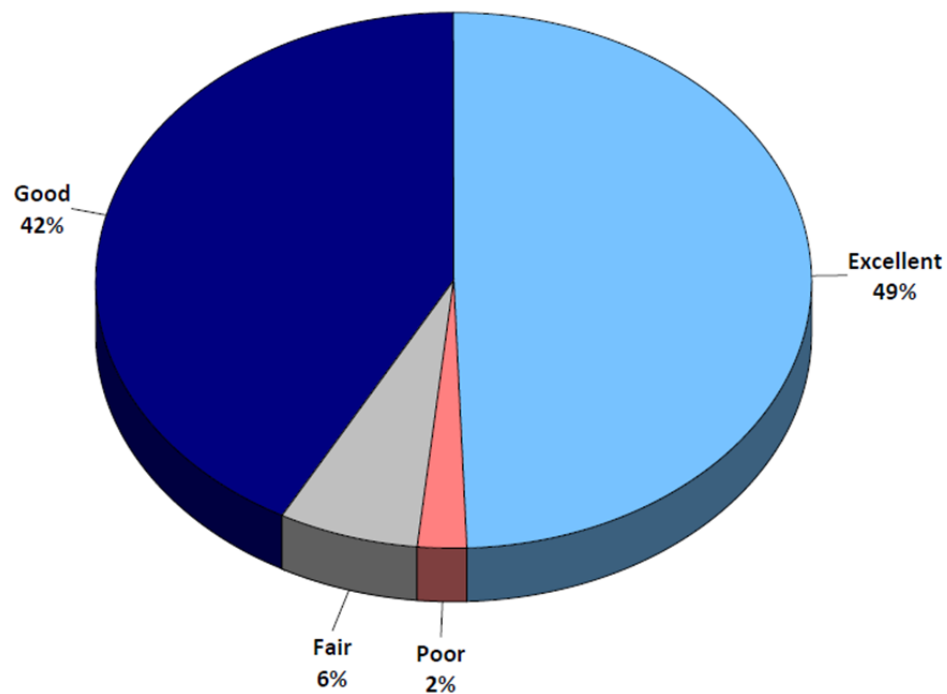


- Program Quality:
 - Of households that participated in programs, 49% rated the quality of programs as “excellent”.

ETC Statistically Valid Survey National Benchmark for excellent is 36%.

Q2a. How would you Rate the Overall Quality of Programs that You and Members of your Household have Participated in?

by percentage of respondents who responded “Yes” to Q2 (excluding “not provided”)



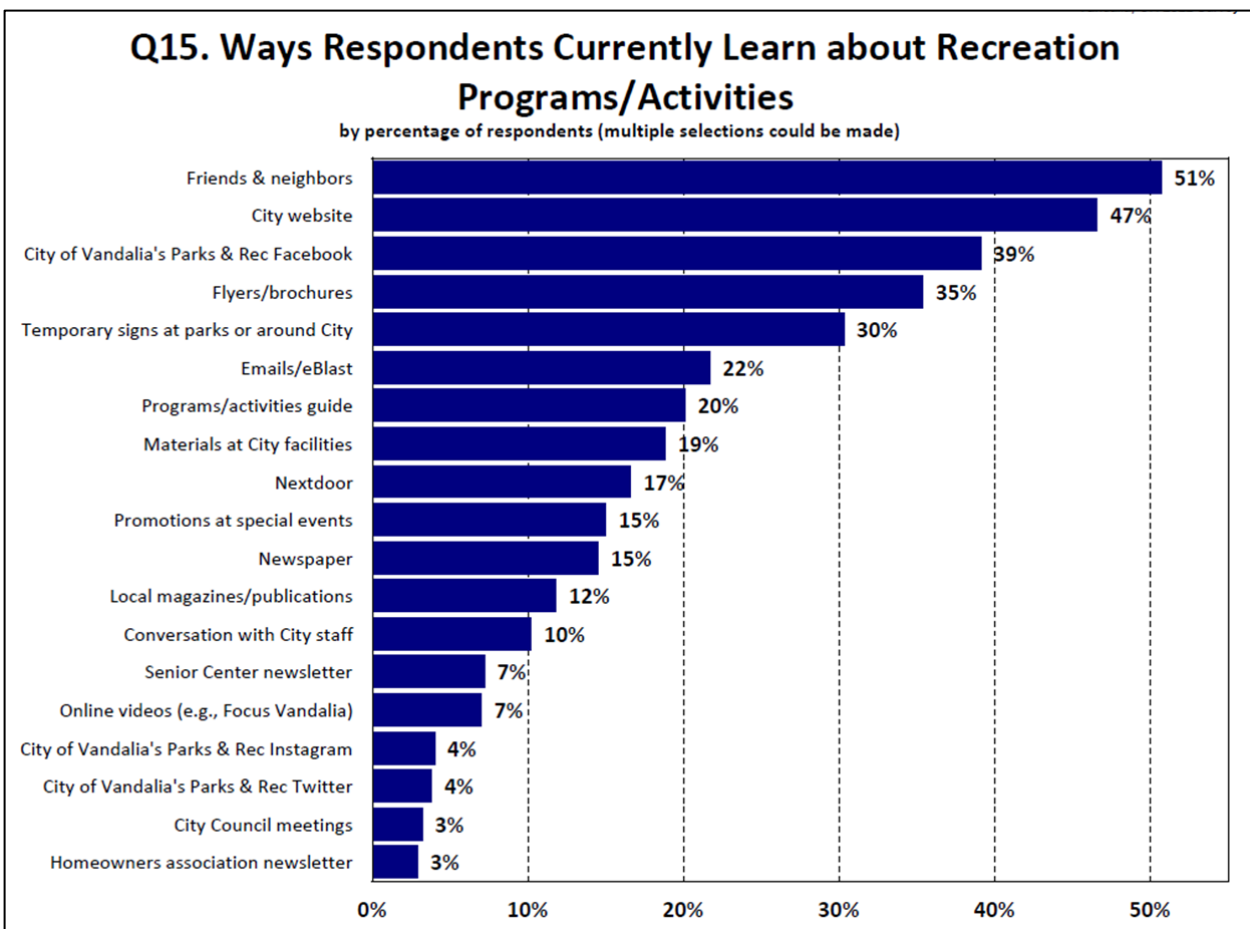


3.5.5 WAYS HOUSEHOLDS LEARN ABOUT PROGRAMS AND ACTIVITIES

- From Friends and Neighbors Was the Most Utilized Source of Information When Learning About Program and Activity Offerings.
 - Fifty-one (51%) of households indicated they utilize friends and neighbors as an information source.
 - Other most used sources include:
 - Website (47%).
 - Facebook (39%).
 - Flyers/brochures (35%)
 - Temporary signs (30%).

ETC Statistically Valid Survey National Benchmark for from friends and neighbors is 43%.

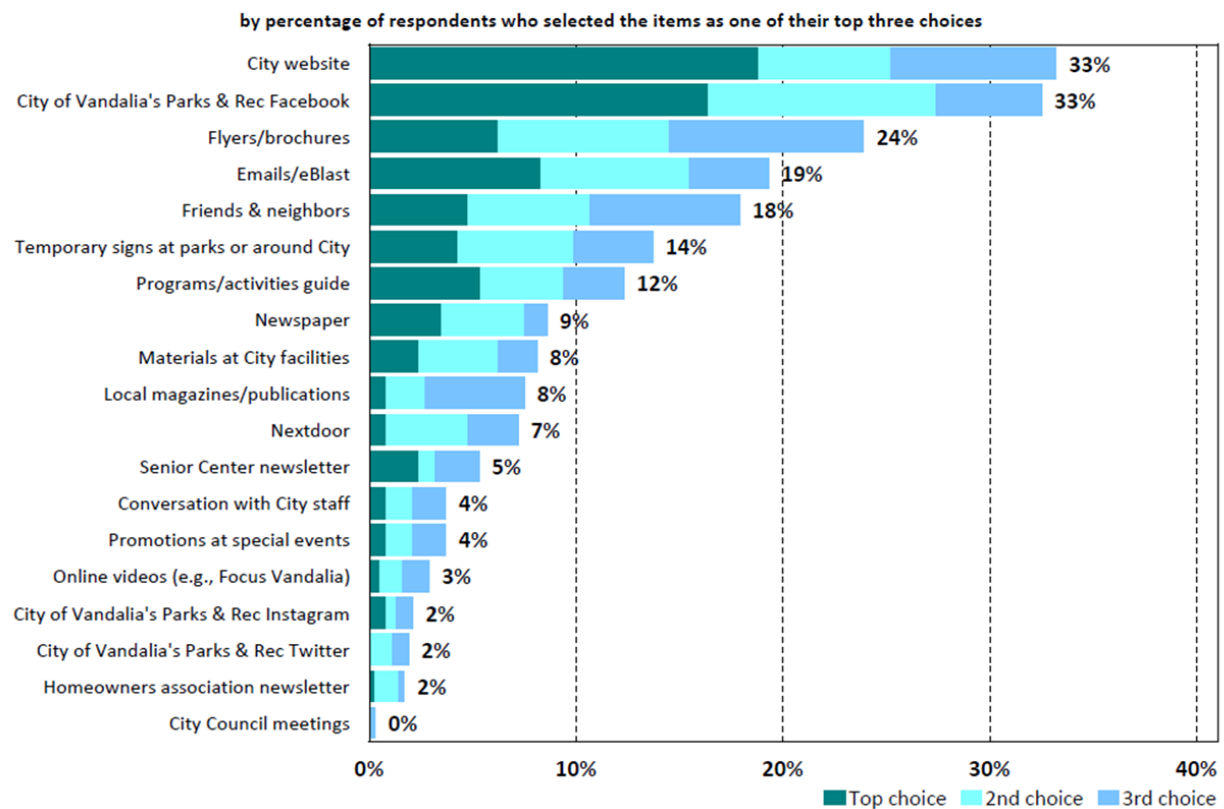
ETC Statistically Valid Survey National Benchmark for website is 31%.



3.5.6 WAYS HOUSEHOLDS WOULD PREFER TO LEARN ABOUT PROGRAMS AND ACTIVITIES

- City Website and Facebook Were the Most Preferred Source of Information When Learning About Program and Activity Offerings.
 - Thirty-three percent (33%) of households indicated they would prefer to utilize the City's website and receive notifications from the City's Parks and Recreation Facebook account as information sources.
 - Other most preferred sources include:
 - Flyers/brochures (24%).
 - Emails (19%).

Q16. Most Preferred Sources for Learning About Recreation Programs and Activities



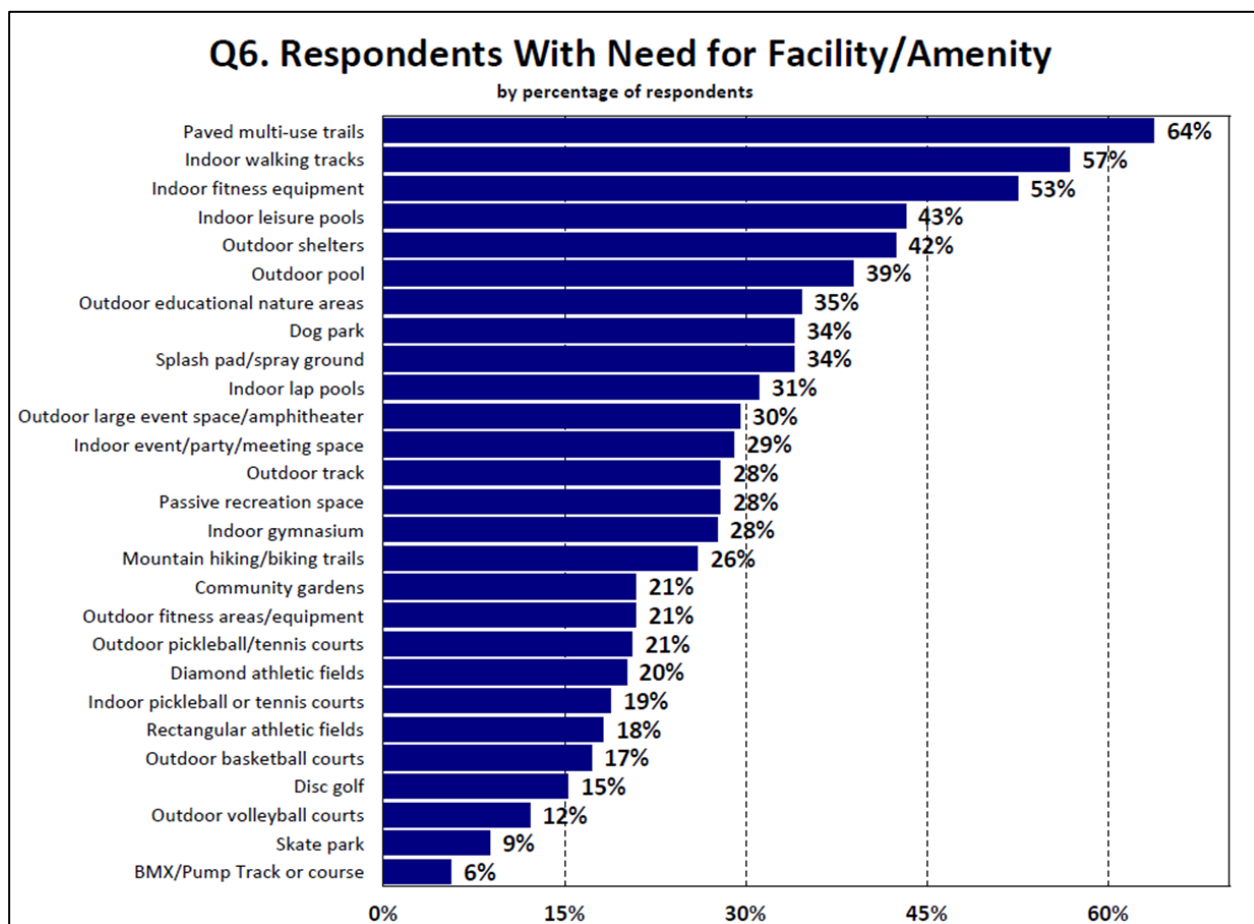


3.5.7 FACILITY NEEDS, UNMET NEEDS AND IMPORTANCE

Respondents were asked to indicate from a list of facilities/amenities whether or not they had a need. If the respondent indicated a need for the facility, they were then asked to rate how well their needs were being met.

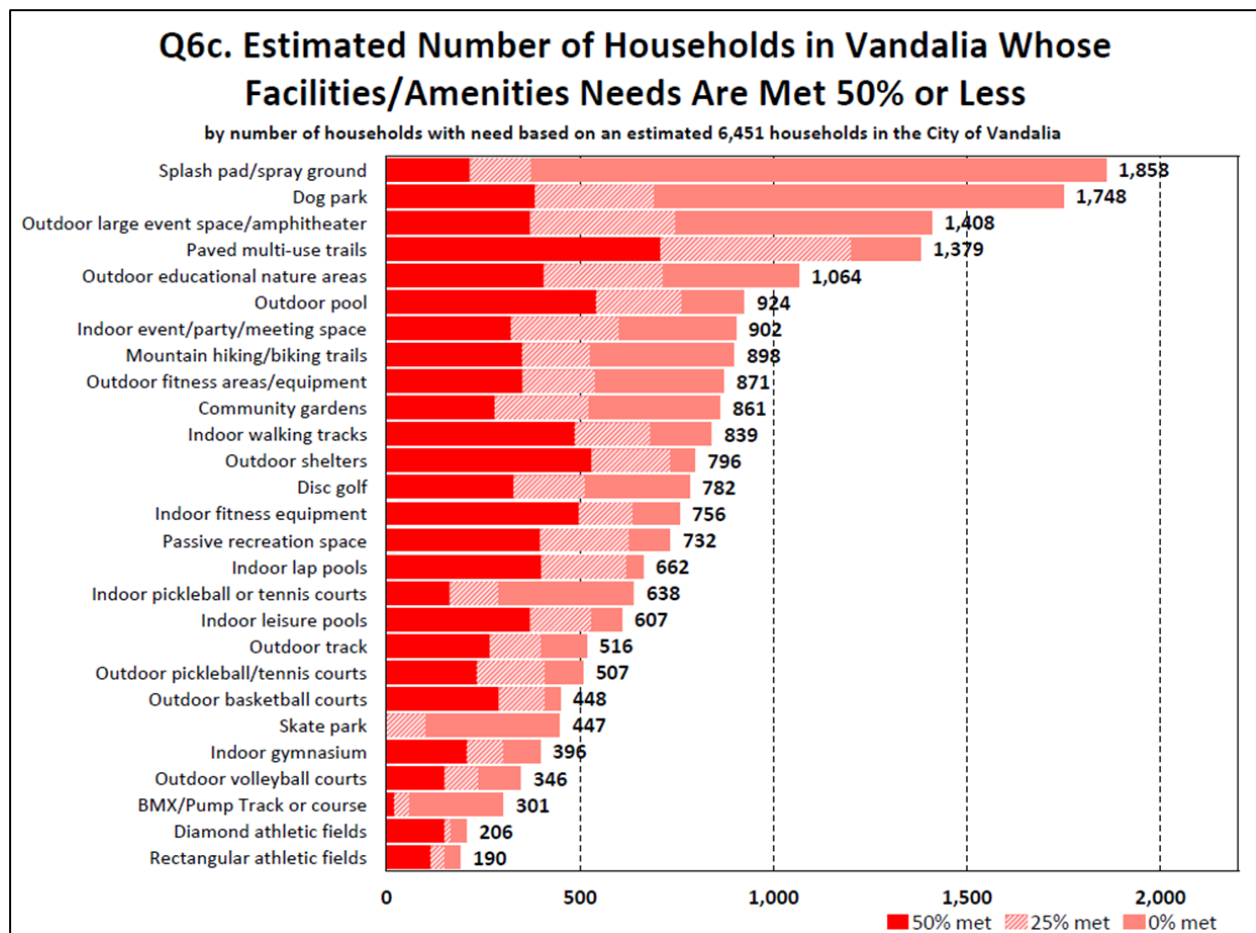
- **Facility Needs:**
 - Sixty four percent (64%) indicated a need for paved multi-use trails.
 - Other most needed facilities include:
 - Indoor walking track (57%).
 - Indoor fitness equipment (53%).
 - Indoor leisure swimming pools (43%).
 - Outdoor picnic shelters (42%).
 - Outdoor pool (39%).

ETC Statistically Valid Survey National Benchmark for trails is 70%



- How Well Household Needs Are Being Met for Facilities:

- Based on the number of households who indicated their needs were only being met 50% or less, 1,858 households (or 29%) indicated an unmet need for splashpad/spray ground.
- Other unmet needs include:
 - Dog Park - 1,748 households (or 27%).
 - Outdoor large event space/amphitheater - 1,408 households (or 22%).
 - Open space conservation area/trails - 1,379 households (or 21%).
 - Outdoor educational nature areas - 1,064 households (or 16%).

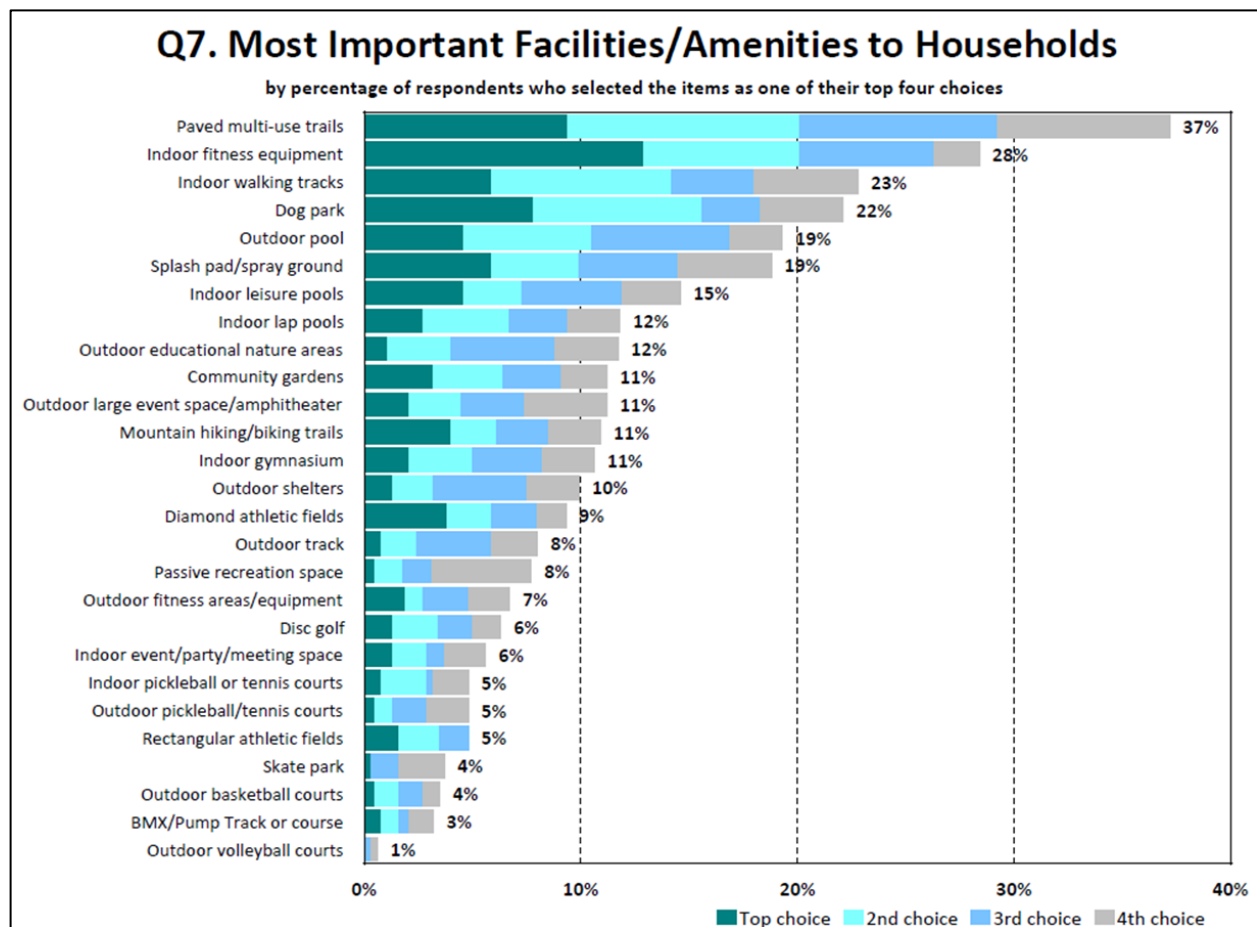




- **Facility Importance:**

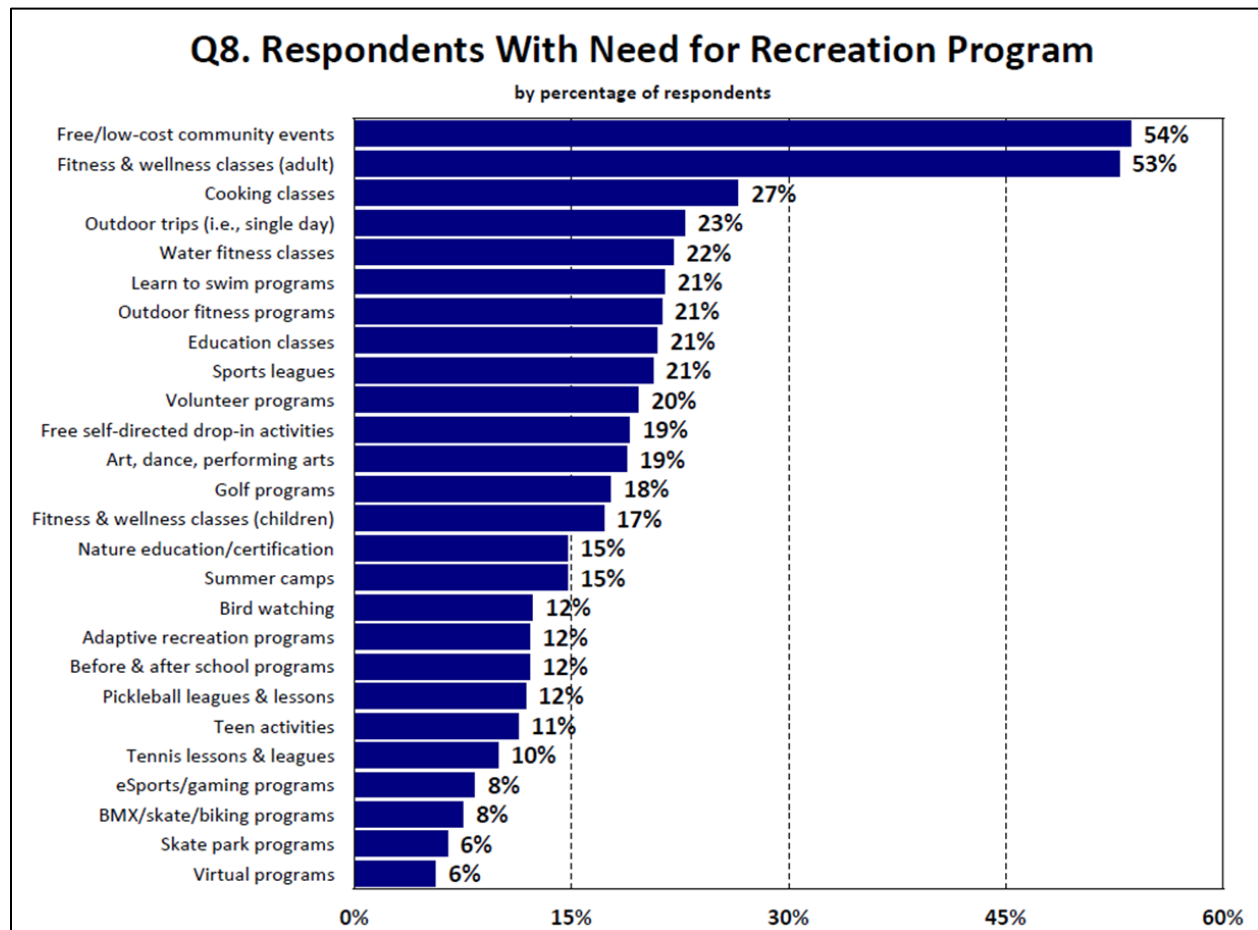
- Based on the sum of respondents' top four choices, 37% indicated paved multi-use trails were the most important to their household.
- Other most important facilities include:
 - Indoor fitness equipment (28%).
 - Indoor walking track (23%).
 - Dog park (22%).

ETC Statistically Valid Survey National Benchmark for trails is 42%.



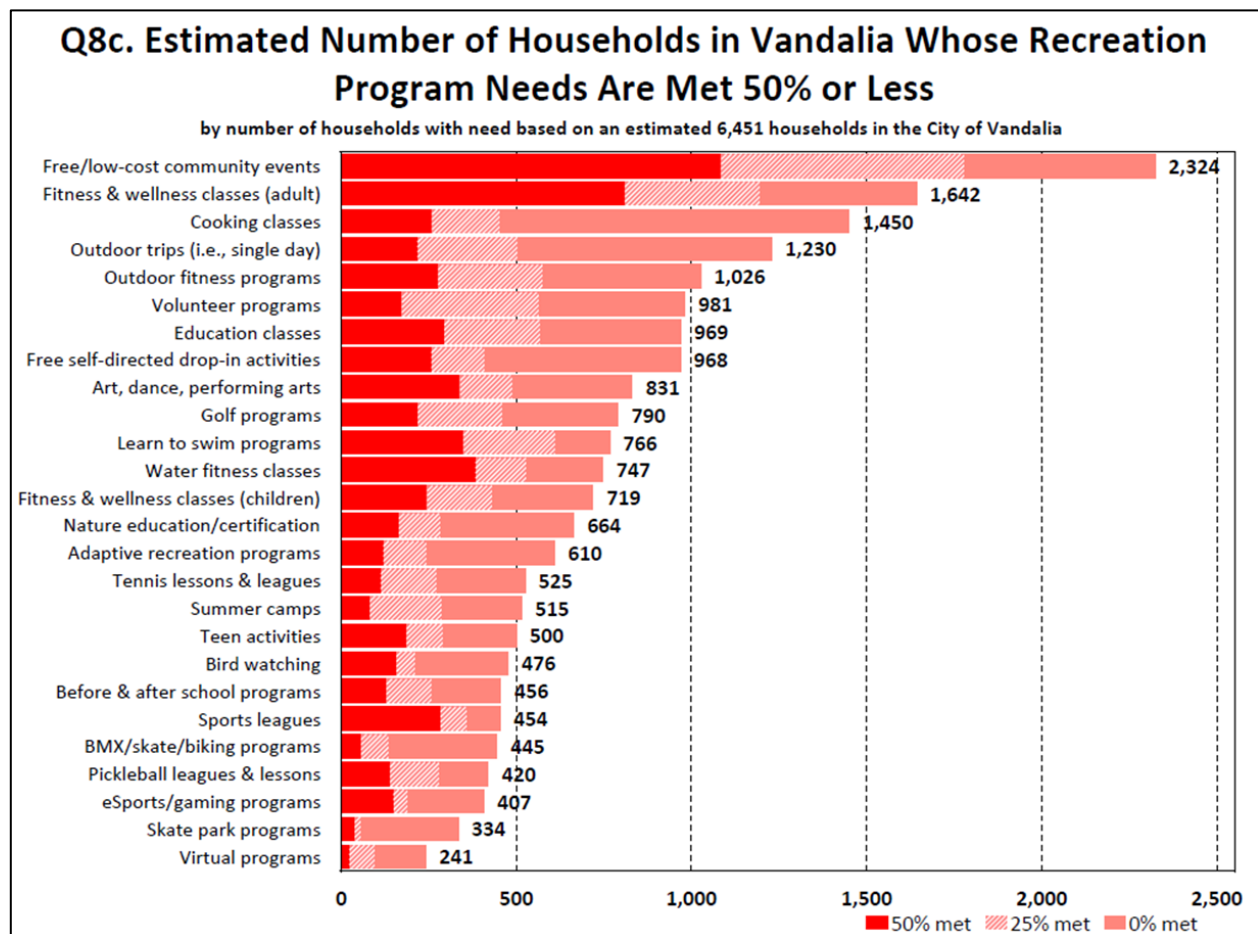
3.5.8 RECREATION PROGRAM NEEDS, UNMET NEEDS AND IMPORTANCE

- Recreation Program Needs:
 - Fifty-four percent (54%) of households indicated a need for free/low-cost community events.
 - Other most needed programs include:
 - Adult fitness and wellness programs (53%).
 - Cooking classes (27%).
 - Outdoor trips (single-day) (23% of households).
 - Water fitness classes (22% of households).



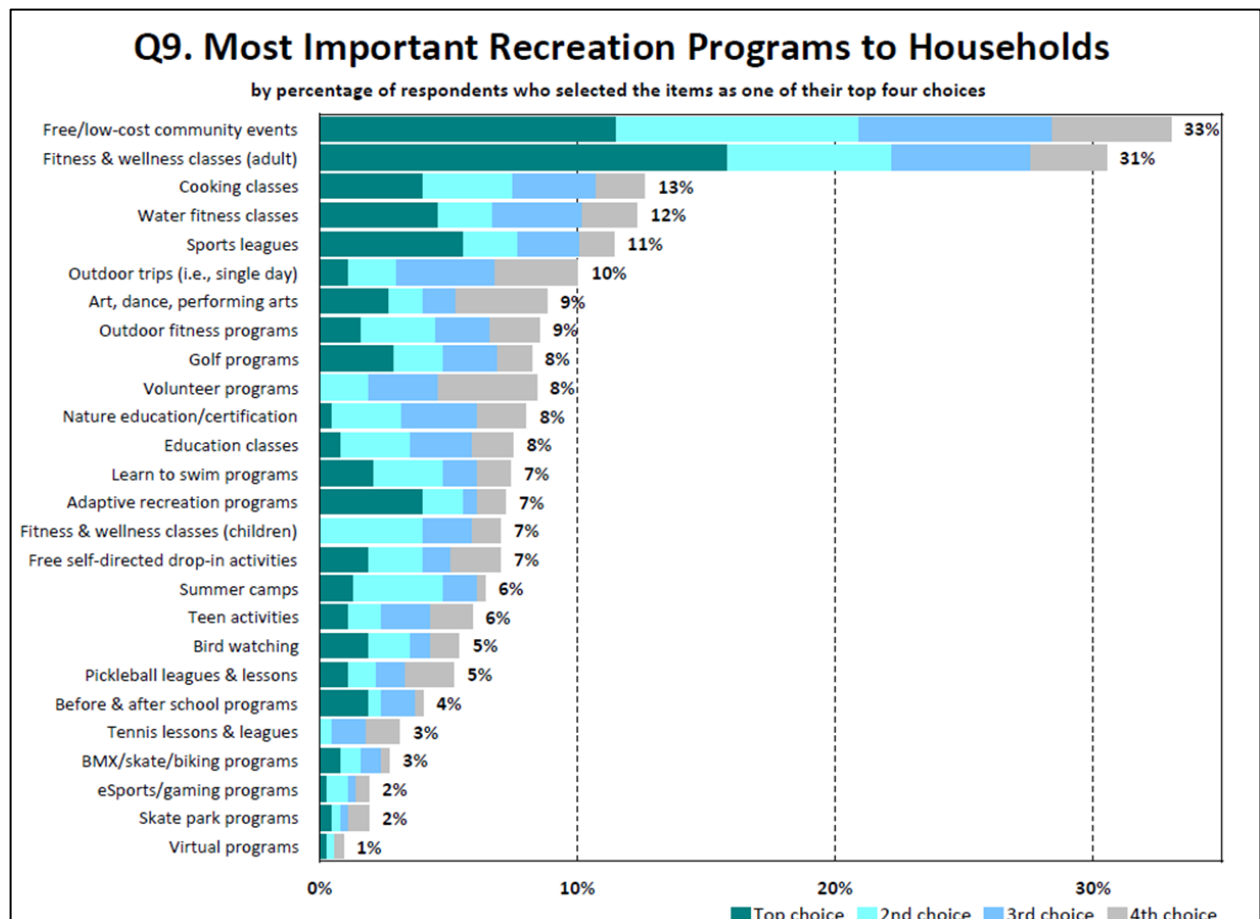


- **How Well Needs Are Being Met for Recreation Programs:**
 - Based on the number of households who indicated their needs were only being met 50% or less, 2,324 households (or 36%) responded that free/low-cost community events had the greatest level of unmet need.
 - Other unmet needs include:
 - Adult fitness and wellness classes - 1,642 households (or 25%).
 - Cooking classes - 1,450 households (or 22%).
 - Outdoor trips (single day) - 1,230 households (or 19%).
 - Outdoor fitness programs - 1,026 households (or 16%).



- **Recreation Program Importance:**

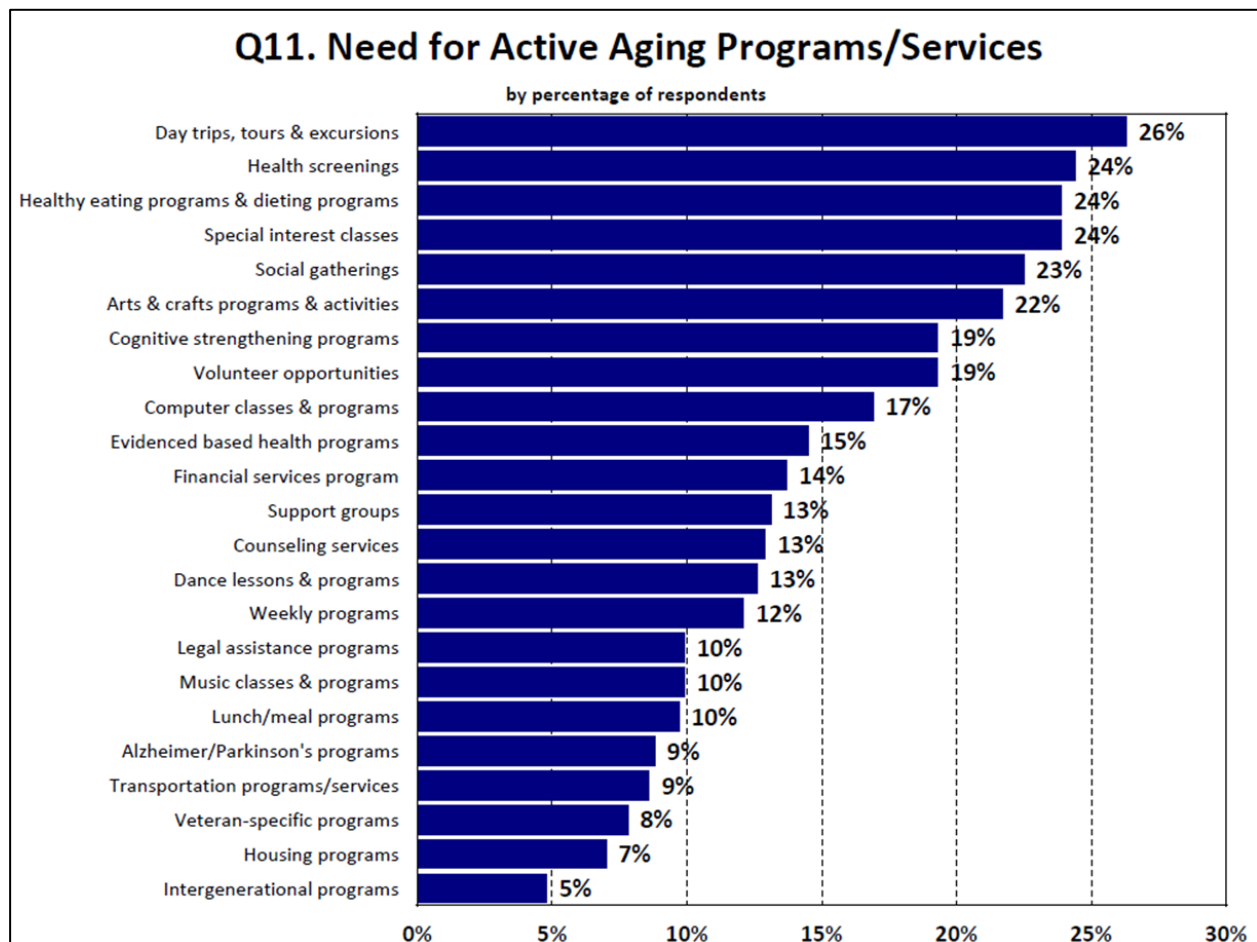
- Based on the percentage of households who indicated the program as one of their top four choices, 33% indicated free/low-cost community events were the most important to their household.
- Other most important programs include:
 - Adult fitness and wellness programs (31%).
 - Cooking classes (13%).
 - Water fitness classes (12%).
 - Sports leagues (11%).
 - Outdoor trips (single day) (10%).





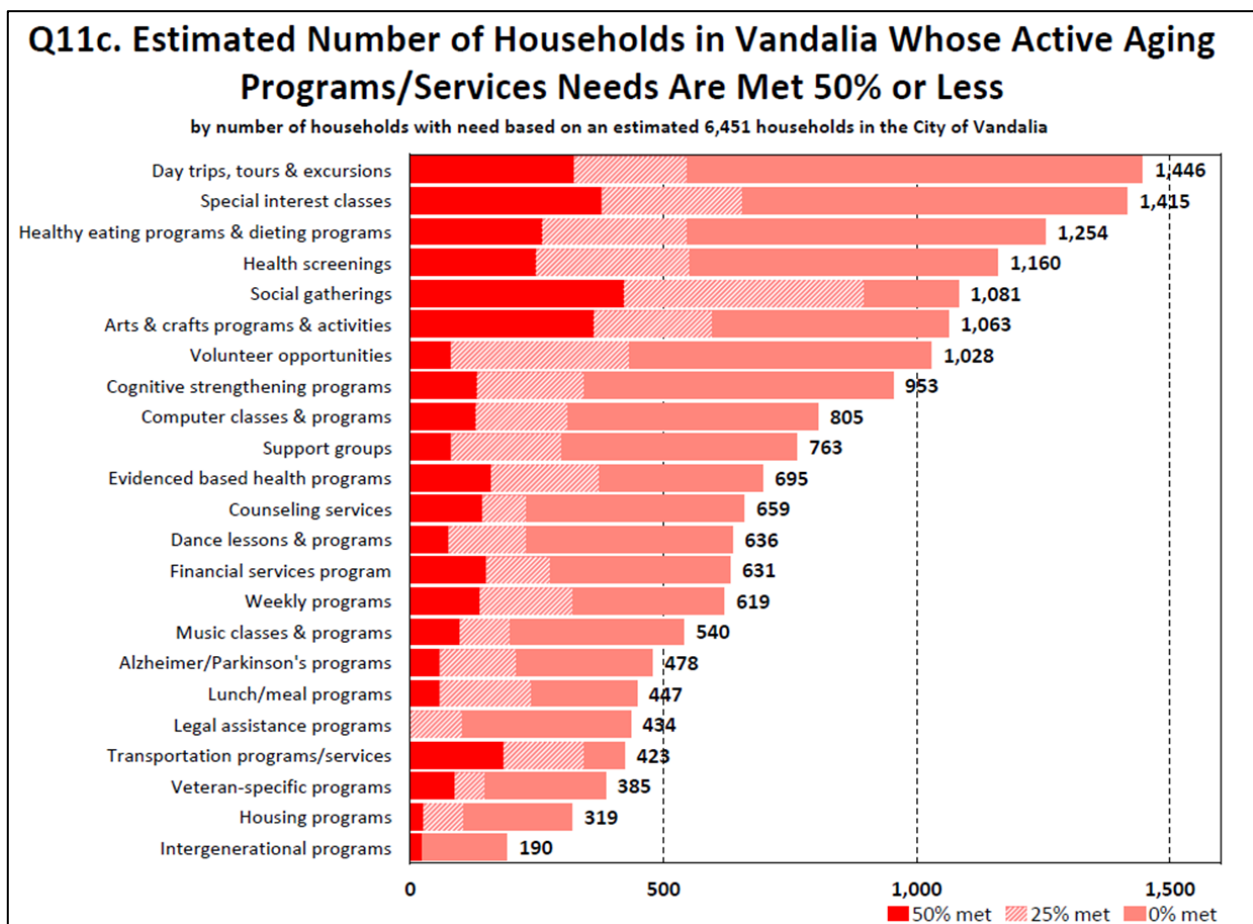
3.5.9 ACTIVE AGING PROGRAM NEEDS, UNMET NEEDS AND IMPORTANCE

- Active Aging Program Needs:
 - Twenty-six percent (26%) of households indicated a need for day trips, tours, and excursions.
 - Other most needed programs include:
 - Health screenings (24%).
 - Healthy eating programs (24%).
 - Special interest classes (24%).
 - Social gatherings (23%).
 - Arts and crafts programs (22%).



- How Well Needs Are Being Met for Active Aging Programs:

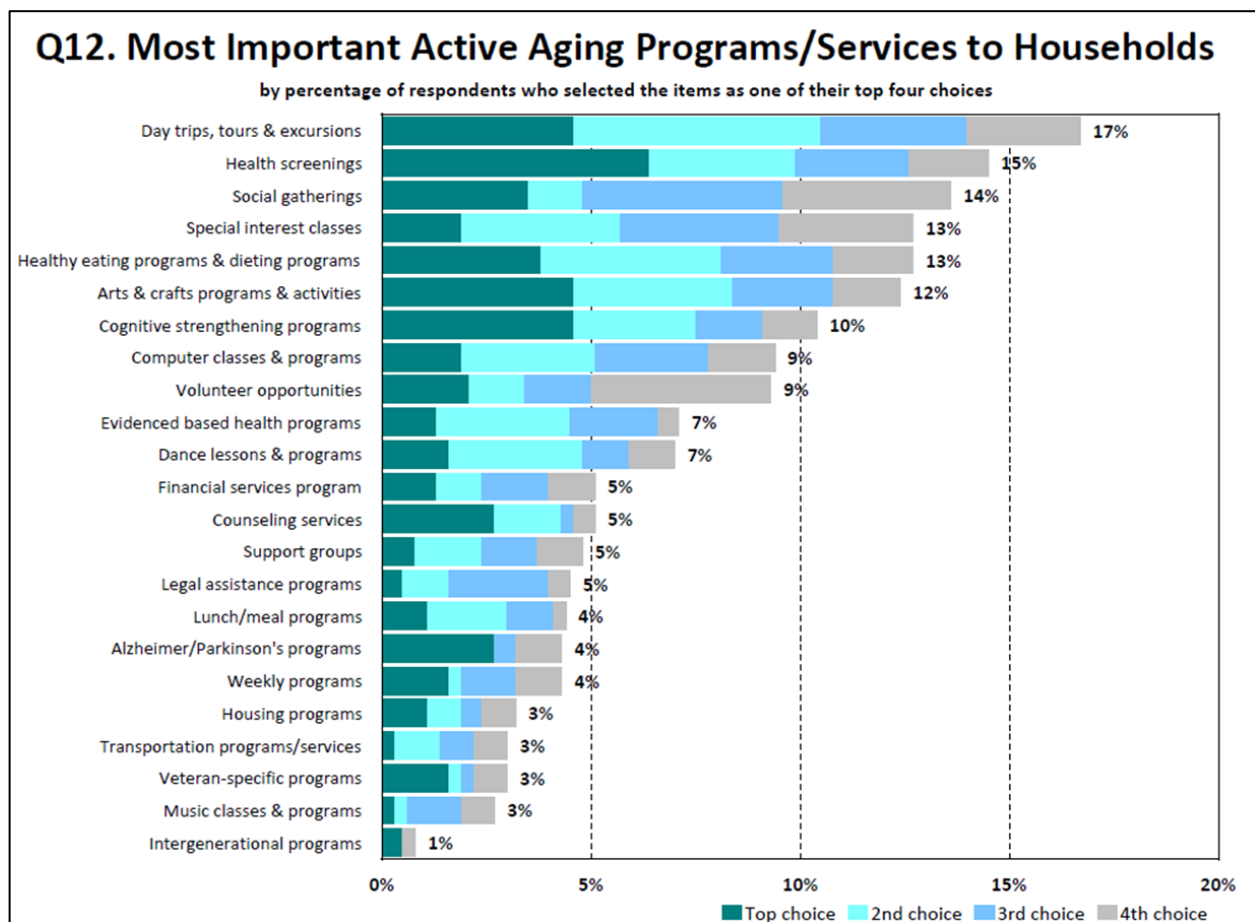
- Based on the number of households who indicated their needs were only being met 50% or less, 1,446 households (or 22%) responded that day trips, tours and excursions had the greatest level of unmet need.
- Other unmet needs include:
 - Special interest classes - 1,415 households (or 22%).
 - Healthy eating programs - 1,254 households (or 19%).
 - Health screenings - 1,160 households (or 18%).
 - Social gatherings - 1,081 households (or 17%).
 - Arts and crafts programs - 1,063 households (or 16%).
 - Volunteer opportunities - 1,028 households (or 16%).



- Active Aging Program Importance:



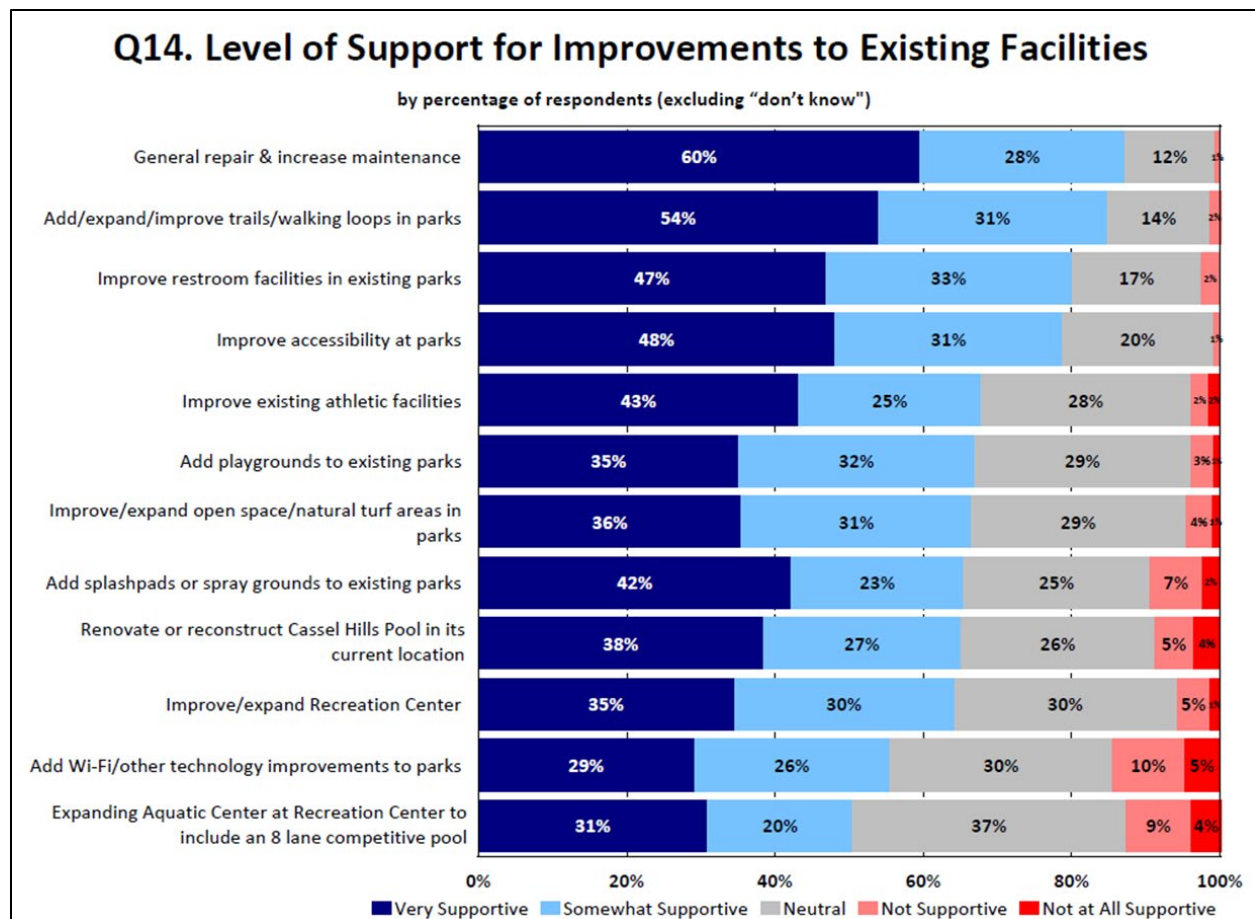
- Based on the percentage of households who indicated the program as one of their top four choices, 17% indicated day trips, tours and excursions were the most important to their household.
- Other most important programs include:
 - Health screenings (15%).
 - Social gatherings (14%).
 - Special interest classes (13%).
 - Healthy eating programs (13%).
 - Arts and crafts programs (12%).
 - Cognitive strengthening programs (10%).



3.5.10 POTENTIAL IMPROVEMENTS MOST WILLING TO SUPPORT – EXISTING SYSTEM

Respondents were asked to indicate their level of support for the improvements to the existing Vandalia parks, trails, and recreation system.

- Based on the percentage of households who indicated support for improvements, 88% were very supportive/somewhat supportive of general repair and increased maintenance.
- Other most supported actions include:
 - Add/expand/improve trails/walking loops in parks (85%).
 - Improve restroom facilities (80%).
 - Improve accessibility (79%).
 - Improve existing athletic fields (68%).

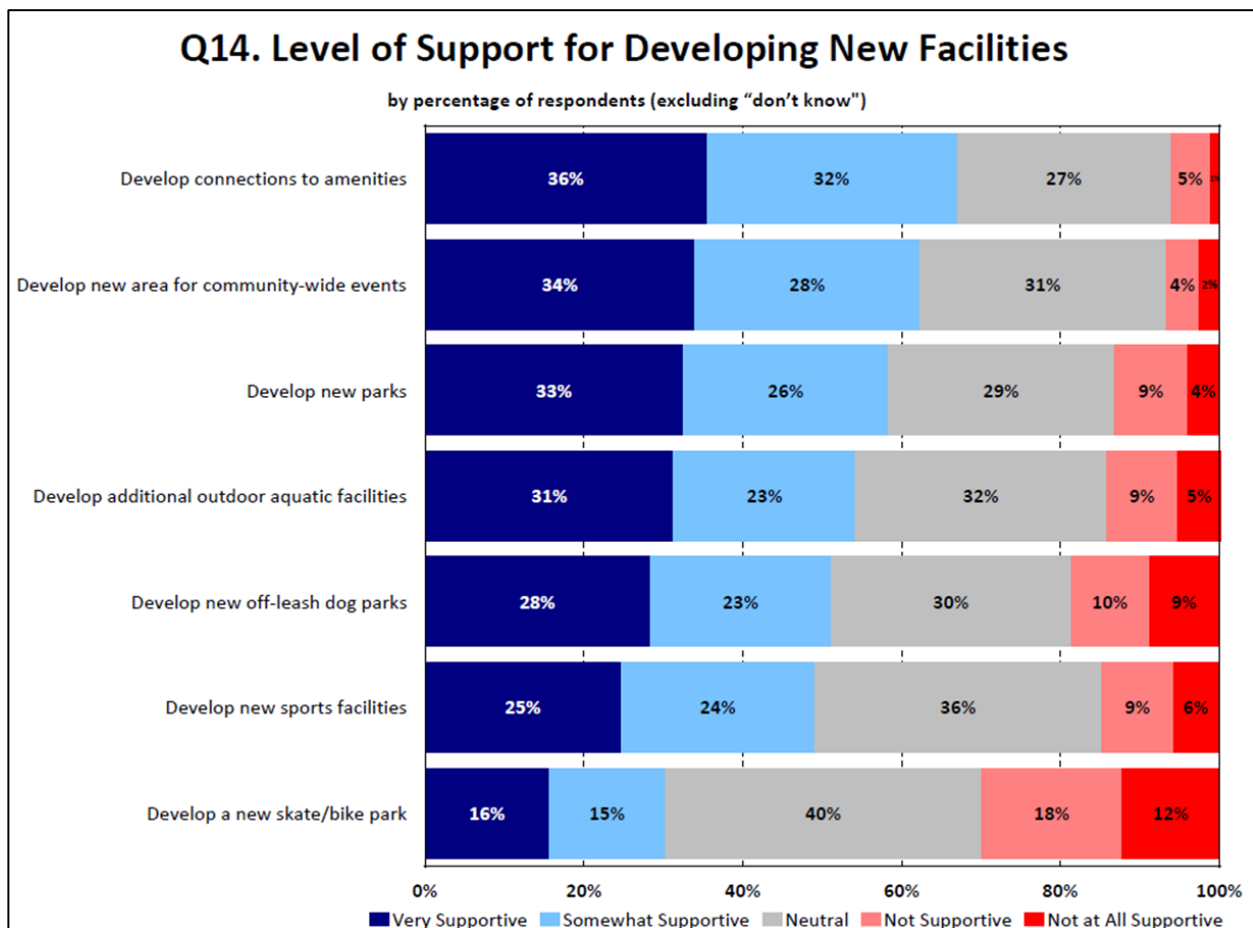




3.5.11 POTENTIAL IMPROVEMENTS MOST WILLING TO SUPPORT – EXPANDING THE SYSTEM

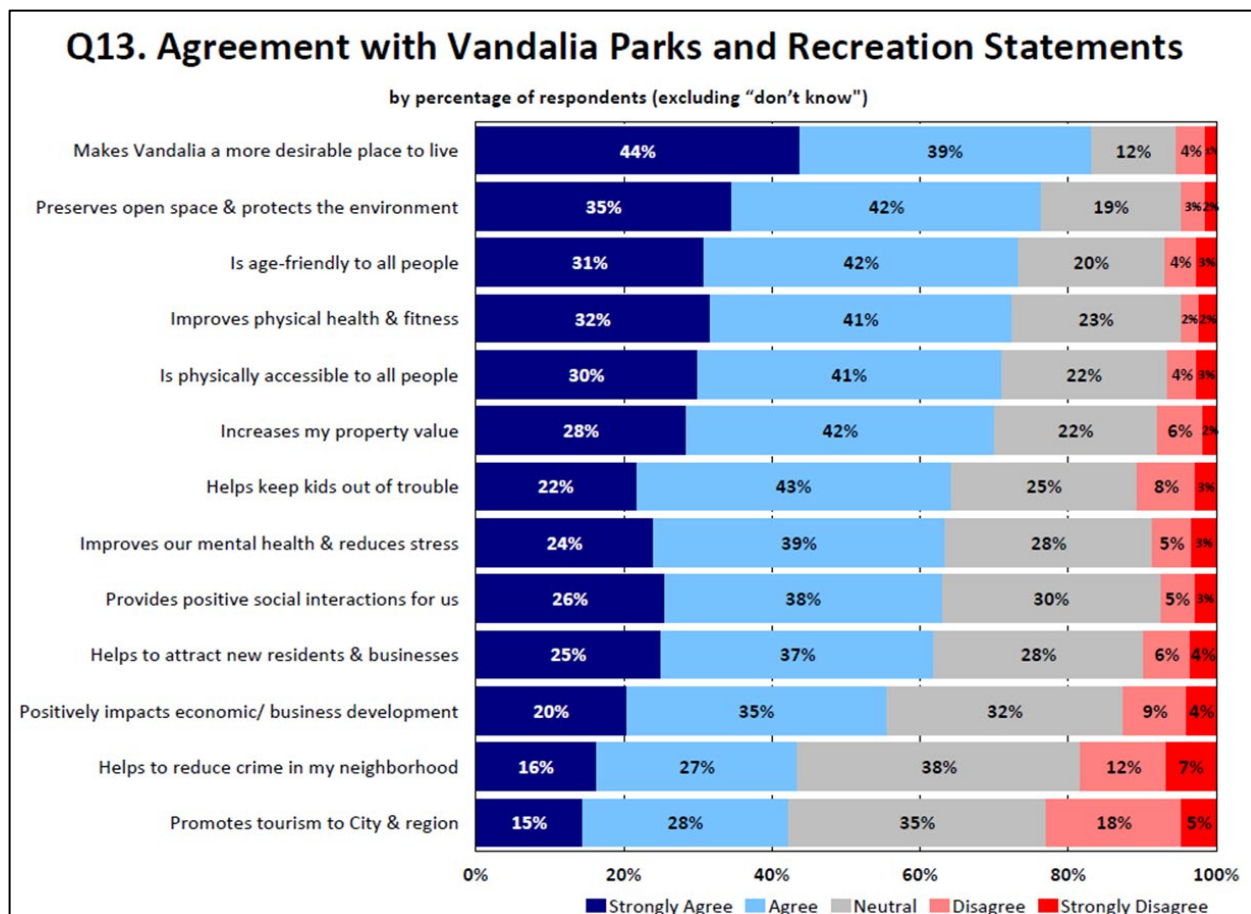
Respondents were asked to indicate their level of support for the improvements that expand the Vandalia parks, trails, and recreation system.

- Based on the percentage of households who indicated support for improvements, 68% were very supportive/somewhat supportive of developing connections to amenities.
- Other most supported actions include:
 - Develop new area for community wide events (62%).
 - Develop new parks (59%).
 - Develop additional outdoor aquatic facilities (54%).
 - Develop new off-leash dog parks (51%).



3.5.12 AGREEMENT WITH BENEFITS OF VANDALIA PARKS AND RECREATION

- Eighty-three percent (83%) of households “strongly agree/agree” that Vandalia Parks and Recreation “*Makes Vandalia a more desirable place to live.*”
- Other significant levels of agreement with the benefits of Vandalia Parks and Recreation include:
 - Preserves open space and protects the environment (77%).
 - Is age-friendly to all people (73%).
 - Improves physical health and fitness (73%).
 - Is physically accessible to all people (71%).
 - Increases my property value (70%).
 - Helps keep kids out of trouble (65%).





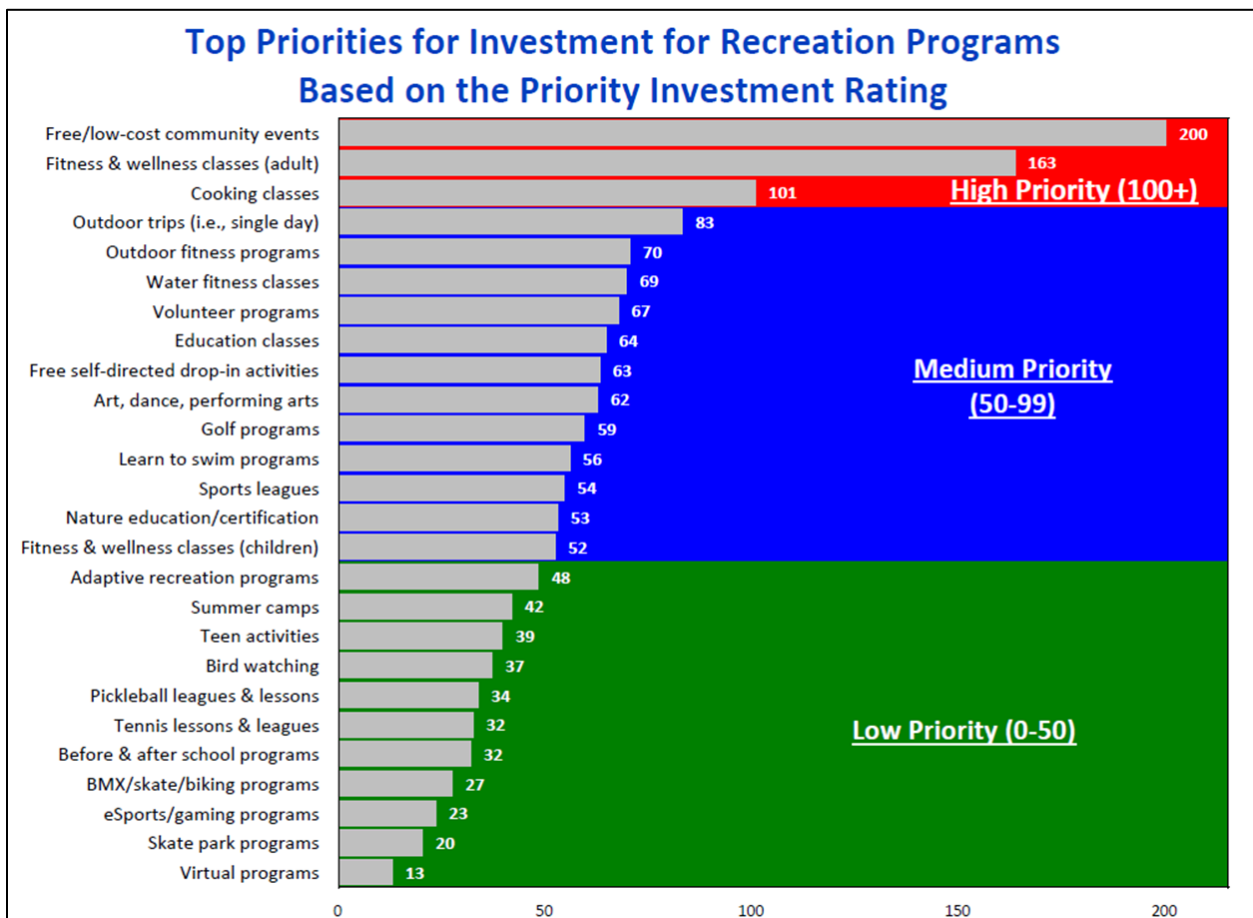
3.6 PRIORITY INVESTMENT RANKINGS

The purpose of the Program and Facility Priority Rankings is to provide a prioritized list of facility/amenity needs and recreation program needs for the community served by Vandalia Parks and Recreation. This model evaluates both quantitative and qualitative data.

- Quantitative data includes the statistically valid survey and the electronic community survey, which asked residents to list unmet needs and rank their importance.
- Qualitative data includes resident feedback obtained in community input, stakeholder interviews, staff input, local demographics, recreation trends, and planning team observations.

The results of the priority ranking are tabulated into three categories: High Priority (top third), Medium Priority (middle third), and Low Priority (bottom third).

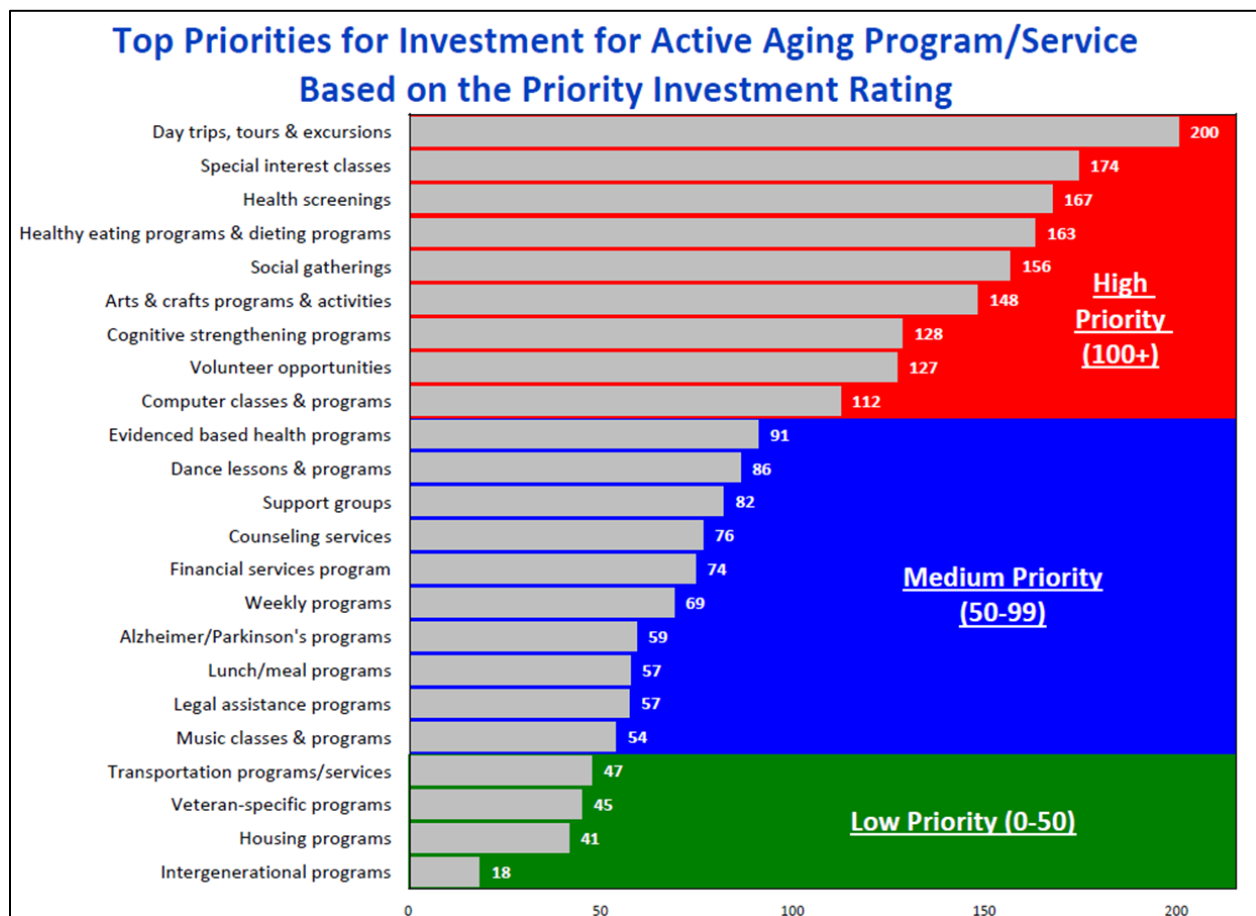
3.6.1 RECREATION PROGRAM RANKINGS - OVERALL



Further analysis of the highest Recreation program and service priorities revealed a high level of consistency by age/household type, with the expected age/household specific differences. The following chart identifies program priorities by age/household type.

Recreation Program and Service Prioritization by Household Type					
High Priority Programs and Services	City-Wide	Households with Young Children Ages 0-9	Households with Teens/Young Adults Children Ages 10-19	Households Young/Middle Age Adults Ages 20-54 NO Children	Households Ages 55+ NO Children
Free, low-cost community events	●	●	●	●	●
Fitness and wellness classes (adults)	●	●	●	●	●
Cooking classes	●		●	●	
Learn to swim programs		●			
Fitness & wellness classes (children)		●			
Summer camps		●			
Sports leagues		●	●		
Art, dance, performing arts		●			
Teen activities			●		

3.6.2 ACTIVE AGING PROGRAM RANKINGS - OVERALL

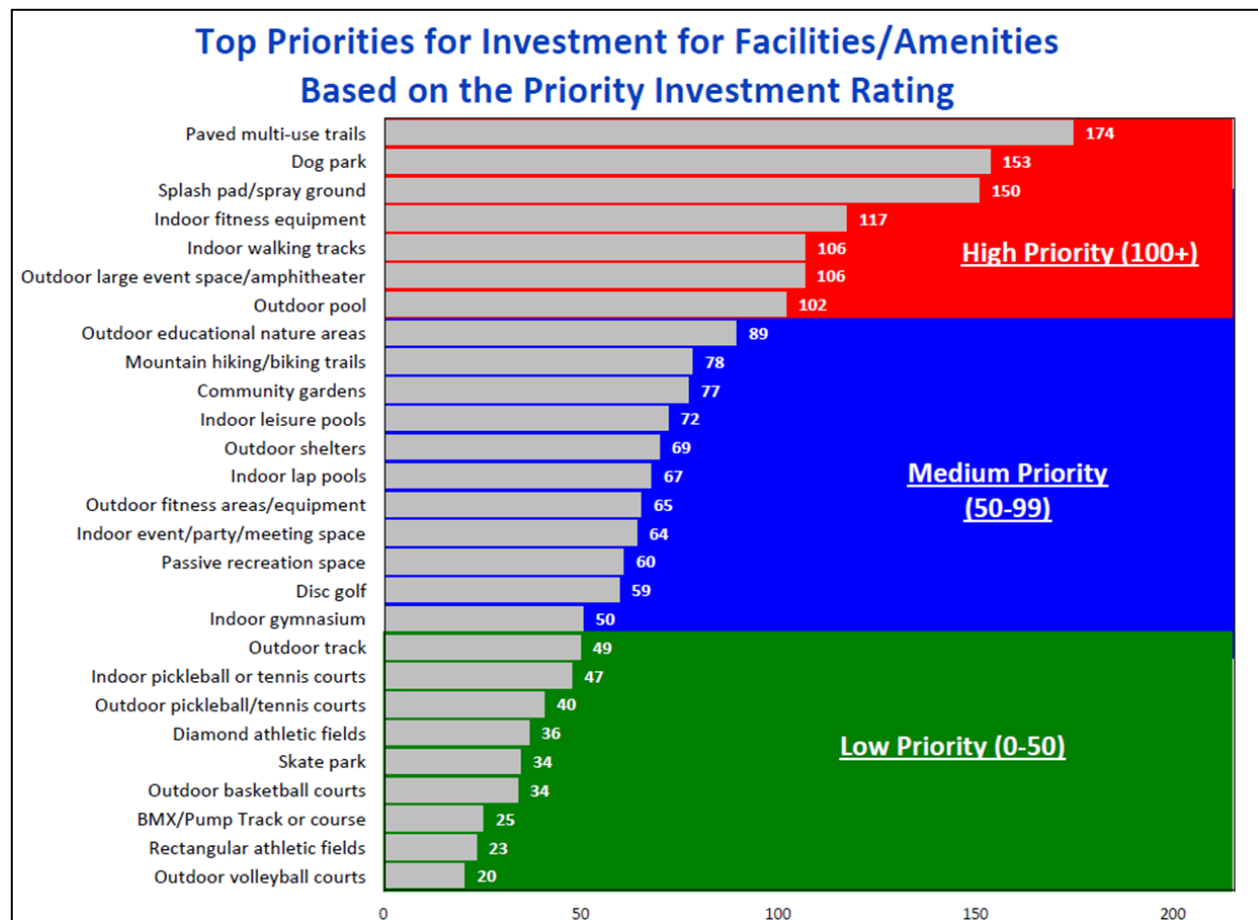




Further analysis of the highest Active Aging program and service priorities revealed a high level of consistency by age/household type, with the expected age/household specific differences. The following chart identifies program priorities by age/household type.

Active Aging Program and Service Prioritization by Household Type					
High Priority Programs and Services	City-Wide	Households with Young Children Ages 0-9	Households with Teens/Young Adults Children Ages 10-19	Households Young/Middle Age Adults Ages 20-54 NO Children	Households Ages 55+ NO Children
Day trips, tours & excursions	●				●
Special interest classes	●			●	●
Health screenings	●			●	●
Healthy eating programs & dieting programs	●			●	
Social gatherings	●			●	●
Arts & crafts programs & activities	●			●	●
Cognitive strengthening programs	●			●	●
Volunteer opportunities	●				●
Computer classes & programs	●			●	
Evidenced based health programs				●	
Counseling services				●	

3.6.3 PARK, FACILITY AND AMENITY RANKINGS - OVERALL



Further analysis of the highest park, facility and amenities priorities revealed a high level of consistency by age/household type, with the expected age/household specific differences. The following chart identifies program priorities by age/household type.

Facility and Amenity Prioritization by Household Type					
High Priority Park, Facilities, Amenities	City-Wide	Households with Young Children Ages 0-9	Households with Teens/Young Adults Children Ages 10-19	Households Young/Middle Age Adults Ages 20-54 NO Children	Households Ages 55+ NO Children
Paved multi-use trails	●	●	●	●	●
Dog park	●	●	●	●	●
Splash pad/spray ground	●	●	●	●	
Indoor fitness equipment	●		●	●	●
Indoor walking tracks	●			●	●
Outdoor large event space/amphitheater	●			●	●
Outdoor pool	●	●	●	●	





CHAPTER FOUR - PROGRAM AND SERVICES ASSESSMENT

4.1 OVERVIEW OF PRIORITIES AND CORE PROGRAM AREAS

The Vandalia Parks and Recreation Department has a professional staff that annually delivers a comprehensive parks and recreation program to Vandalia residents. Department staff are responsible for the management and implementation of a diverse array recreation programs, special community-wide events, and the operation of multiple facilities. Employees are engaged year-round in planning, implementing, conducting, and evaluating programs and events. All functions within the Department combine to provide hundreds of offerings in the areas of youth camps, aquatics, sports, health, fitness, senior services, and special events. But in addition to the provision of services provided directly by the Department, partnerships with other organizations are utilized throughout the service area. Through formal and informal cooperative relationships, various nonprofit agencies and other community partners assist with delivering select programs and indoor space to provide access for programs.

CORE PROGRAM APPROACH

The vision of the Department is to be a premier parks and recreation systems in the region providing all residents access to high-quality programs and experiences. Part of realizing this vision involves identifying Core Program Areas to create a sense of focus around activities and outcomes of greatest importance to the community as informed by current and future needs. However, public recreation is challenged by the premise of being all things to all people, especially in a community such as Vandalia. The philosophy of the Core Program Area assists staff, policy makers, and the public focus on what is most important. Program areas are considered as Core if they meet a majority of the following categories:

- The program area has been provided for a long period of time (over 4-5 years) and/or is expected by the community.
- The program area consumes a relatively large portion (5% or more) of the agency's overall budget.
- The program area is offered 3-4 seasons per year.
- The program area has wide demographic appeal.
- There is a tiered level of skill development available within the programs area's offerings.
- There is full-time staff responsible for the program area.
- There are facilities designed specifically to support the program area.
- The agency controls a significant percentage (20% or more) of the local market.

4.1.1 VANDALIA RECREATION CORE PROGRAM AREAS

The Department currently offers programs in six Core Program Areas. These core program areas are listed below:

Core Program Area	Brief Description
Athletics	Provide positive athletic opportunities with a learning environment that is safe and fair. Provides a Youth Baseball/Softball program for 400 participants, Youth Soccer Program for 300 participants, Youth Flag Football program for 125 participants, Youth Basketball program for 125 participants. Provide Mens and Coed Adult Softball opportunities. Develop positive relationships with local travel/club/select sports organizations to benefit Vandalia residents. Foster a relationship with the local schools to share amenities and work together to the benefit of both the Parks Department and the Schools.
Aquatics	Provide quality swim lessons for all levels and ages. Educate about water safety.
Community Events	Provide community events to engage the community.
Health and Wellness	Provide a variety of fitness, dance, yoga, water, and specialty classes for adults of all fitness levels.
Enrichment	Provide a variety of enrichment classes and programs for the youth, teens and adults.
Golf	Provide a 18 hole golf course for leisure play, leagues, outings/events, instruction

4.1.2 ENSURING THE RIGHT CORE PROGRAM MIX

The Core Program Areas provided by Vandalia currently appear to meet some of the community's major needs as identified in the survey results, but the program mix must be evaluated on a regular basis to ensure that the offerings within each Core Program Area - and the Core Program Areas themselves - align with changing leisure trends, demographics, and needs of residents. NRPA recommends that six determinants be used to inform what programs and services are provided by the Department. According to NRPA, those determinants are:

- **Conceptual foundations of play, recreation, and leisure** - Programs and services should encourage and promote a degree of freedom, choice, and voluntary engagement in their structure and design. Programs should reflect positive themes aimed at improving quality of life for both individuals and the overall community.
- **Organizational philosophy, mission, and vision** - Programs and services should support the City's and the Department's vision statements, values, goals, and objectives. These generally center on promoting personal health, community well-being, social equality, environmental awareness, and economic vitality.
- **Constituent interests and desired needs** - Departments should actively seek to understand the recreational needs and interests of their constituency. This not only ensures an effective (and ethical) use of taxpayer dollars, but also helps to make sure that programs perform well and are valued by residents.



- **Creation of a constituent-centered culture** - Programs and services reflect a Departmental culture where constituents' needs are the prime factor in creating and providing programs. This should be reflected not only in program design, but in terms of staff behaviors, architecture, furniture, technology, dress, forms of address, decision-making style, planning processes, and forms of communication.
- **Experiences desirable for clientele** - Programs and services should be designed to provide the experiences desirable to meet the needs of the participants/clients in a community and identified target markets. This involves not only identifying and understanding the diversity of needs in a community, but also applying recreation programming expertise and skills to design, implement, and evaluate a variety of desirable experiences for residents to meet those needs.
- **Community opportunities** - When planning programs and services, a department should consider the network of opportunities afforded by other organizations such as nonprofits, schools, other public agencies, and the private sector. Departments should also recognize where gaps in service provision occur and consider how unmet needs can be addressed.

4.2 AGE SEGMENT ANALYSIS

The table below depicts each program along with the age segments they serve. Recognizing that many programs serve multiple age segments, Primary and secondary markets were identified.

AGES SERVED							
Primary Market (P) or Secondary Market (S)							
Core Program Area	Preschool (5 and Under)	Elementary (6-12)	Teens (13-17)	Young Adult (18-34)	Adult (35-54)	Active Adult (55-64)	Senior (65+)
Athletics	Primary	Primary	Primary	Primary	Primary	Primary	
Aquatics	Primary	Primary	Primary	Secondary	Secondary	Secondary	Secondary
Community Events	Primary	Primary	Secondary	Secondary	Primary	Primary	Primary
Health and Wellness		Secondary	Secondary	Primary	Primary	Primary	Primary
Enrichment	Primary	Primary	Secondary	Secondary	Secondary	Primary	Primary
Golf			Secondary	Primary	Primary	Primary	Primary
	4	4	2	3	4	5	4

4.2.1 AGE SEGMENT ANALYSIS – CURRENT SEGMENTS SERVED

Findings from the analysis show that the Department provides a strong balance of programs across all age segments. All segments are targeted as a primary market for at least three programs, with the exception of teens (ages 13-17)

This balance should be maintained moving forward, and the Department should update this Age Segment Analysis every year to note changes or to refine age segment categories. Given the growing population trend for residents ages 55 and over and the growing demand for services in this age bracket, it is also recommended that the Department further segment this group into 65-74 and 75+. These two sub-segments will have increasingly different needs and expectations for programs and services in coming years, and program planning will be needed to provide differing requirements.

Age Segment Analyses should ideally be done for every program offered by the Department. Program coordinators/managers should include this information when creating or updating program plans for individual programs. An Age Segment Analysis can also be incorporated into Mini Business Plans for comprehensive program planning.

4.3 LIFECYCLE ANALYSIS

A lifecycle analysis involves reviewing every program identified by City of Vandalia staff to determine the stage of growth or decline for each as a way of informing strategic decisions about the overall recreation program portfolio. The various stages of program lifecycles are as follows:

- Introduction - New program; modest participation.
- Take-Off - Rapid participation growth.
- Growth - Moderate, but consistent participation growth.
- Mature - Slow participation growth.
- Saturated - Minimal to no participation growth; extreme competition.
- Decline - Declining participation.

This analysis is not based on strict quantitative data, but rather is based on staff's knowledge of their program areas. The table below shows the percentage distribution of the various lifecycle categories of the Department's recreation programs. These percentages were obtained by comparing the number of programs in each individual stage with the total number of programs listed by staff.

All Programs: Lifecycle Stage				
	Percentage	Number	Actual Distribution	Best Practice Distribution
Introduction	5%	3	24.6%	50-60%
Take-Off	7%	4		
Growth	13%	8		
Mature	16%	10	16.4%	40%
Saturated	26%	16	59.0%	0-10%
Decline	33%	20		
Total	100%	61		

4.3.1 RECREATION PROGRAM LIFECYCLE ANALYSIS - CURRENT DISTRIBUTION AND RECOMMENDATIONS

Overall, the lifecycle analysis results indicate an unbalanced distribution of all programs across the lifecycle. A combined total of 24.6% of programs fall into the **Introduction**, **Take-off**, and **Growth** stages. It is recommended that this be approximately 40% of the overall program portfolio to provide new programs to align with trends and help meet the evolving needs of the community,

IN addition to the need to always introduce new programming to meet community need, it is also important to have a stable core segment of programs that are in the Mature stage. Currently, the Department only has 16.4% of their programs in this category. It is recommended that this be approximately 40% so as to provide stability to the overall program portfolio, but without dominating the



portfolio with programs that are advancing to the later stages of the lifecycle. Programs in the Mature stage should be tracked for signs they are entering the Saturation or Decline stages. There should be an ongoing process to evaluate program participation and trends to ensure that program offerings continue to meet the community's needs.

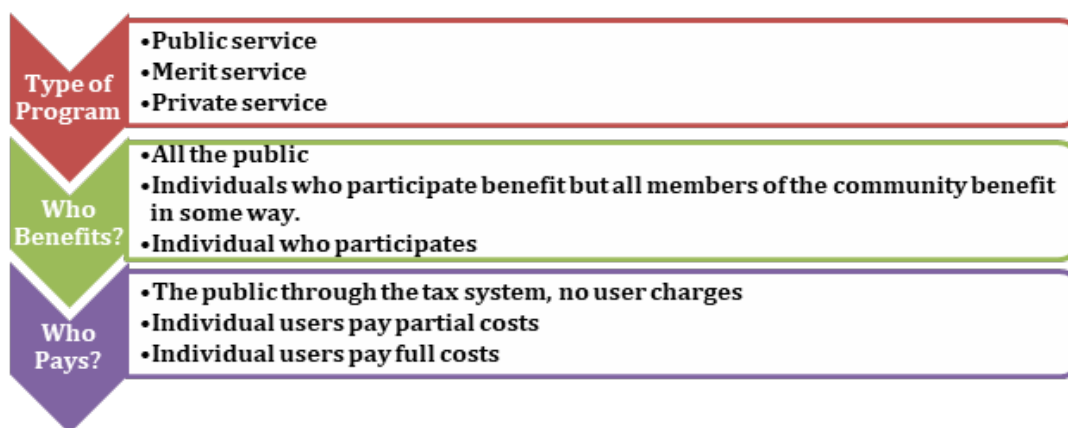
A total of 59% of programs are saturated or declining. It is recommended keeping as few programs as possible in these two stages, but it is understood that programs eventually evolve into saturation and decline. If programs never reach these stages, it is an indication that staff may be "over-tweaking" their offerings and abbreviating the natural evolution of programs. This prevents programs from reaching their maximum participation, efficiency, and effectiveness. For Departments challenged with doing the most they can with limited resources, this has the potential to be an area of concern.

As programs enter the Decline stage, they must be closely reviewed and evaluated for repositioning or elimination. When this occurs, it is recommended to modify these programs to begin a new lifecycle with the introductory stage or to add new programs based upon community needs and trends.

Staff should complete a lifecycle review on an annual basis and ensure that the percentage distribution closely aligns with desired performance.

4.4 PROGRAM AND SERVICE CLASSIFICATION

The Parks and Recreation Department currently does not classify its programs and services. Classifying programs and services is an important process for an agency to follow in order to remain aligned with the community's interests and needs, the mission of the organization, and to sustainably operate within the bounds of the financial resources that support it. The criteria utilized and recommended in program classification stems from the concept detailed by Dr. John Crompton, Distinguished University Professor in the Recreation, Park and Tourism Sciences Department at Texas A&M University and Dr. Charles W. Lamb, Chair, Department of Information Systems and Supply Chain Management at Texas Christian University. In *Marketing Government and Social Services*, they purport that programs need to be evaluated on the criteria of type, who benefits, and who bears the cost of the program. This is illustrated below:



The approach taken in this analysis expands classifying services in the following ways:

- For whom the program is targeted?
- For what purpose?
- For what benefits?
- For what cost?
- For what outcome?

4.4.1 PARAMETERS FOR CLASSIFYING PROGRAM TYPES

The first milestone is to develop a classification system for the services and functions of the City of Vandalia Parks and Recreation Department. These systems need to reflect the statutory obligations of the city, the support functions performed, and the value-added programs that enrich both the customer's experience and generate earned revenues in mission-aligned ways to help support operating costs. In order to identify how the costs of services are supported and by what funding source, the programs are to be classified by their intended purpose and what benefits they provide. Then funding source expectations can then be assigned and this data used in future cost analysis. The results of this process are a summary of classification definitions and criteria, classification of programs within the City of Vandalia Parks and Recreation Department and recommended cost recovery targets for each service based on these assumptions.

Program classification is important as financial performance (cost recovery) goals are established for each category of services. This is then linked to the recommendations and strategies for each program. These classifications need to be organized to correspond with cost recovery expectations defined for each category. For the Master Plan effort, each program area is assigned a specific cost recovery target that aligns to these expectations.

4.4.2 SERVICE CLASSIFICATION PROCESS

The service classification process consists of the following steps:

1. Develop a definition for each program classification that fits the legislative intent and expectations of the Department; the ability of the Department to meet public needs within the appropriate areas of service; and the mission and core values of City of Vandalia's Parks and Recreation Department.
2. Develop criteria that can be used to evaluate each program and function within the Department and determine the classification that best fits.

4.4.3 PROGRAM CLASSIFICATION DESCRIPTIONS

The program classification matrix was developed as a guide for the Department staff to follow when classifying programs, and how that program needs to be managed with respect to cost recovery. By establishing clarification of what constitutes a "Essential Public Service," "Important Public Service," and "Value Added Service" will provide the Department and its stakeholders a better understanding of why and how to manage each program area as it applies to public and private value.

Additionally, the effectiveness of the criteria linked to performance management expectations relies on the true cost of programs (direct and indirect cost) being identified. Where a program falls within this matrix can help to determine the most appropriate cost recovery rate that should be pursued and measured. This includes being able to determine what level of public and private benefit exists as they apply to each program area. Public benefit is described as, "everyone receives the same level of benefit with equal access". Private benefit is described as "the user receives exclusive benefit above what a general taxpayer receives for their personal benefit."



PROGRAM CLASSIFICATIONS

Program Characteristics	ESSENTIAL Programs	IMPORTANT Programs	VALUE-ADDED Programs
Public interest; Legal Mandate; Mission Alignment	High public expectation	High public expectation	High individual and interest group expectation
Financial Sustainability	- Free, nominal or fee tailored to public needs - Requires public funding	- Fees cover some direct costs - Requires a balance of public funding and a cost recovery target	- Fees cover most direct and indirect costs - Some public funding as appropriate
Benefits (i.e., health, safety, protection of assets).	Substantial public benefit (negative consequence if not provided)	Public and individual benefit	Primarily individual benefit
Competition in the Market	Limited or no alternative providers	Alternative providers unable to meet demand or need	Alternative providers readily available
Access	Open access by all	- Open access - Limited access to users	Limited access to users

4.4.4 CLASSIFICATION OF SERVICES - KEY RECOMMENDATIONS

The following recommendations should be considered to improve the fiscal performance and the delivery of programs and services.

- Implement the Classification of Services and Cost Recovery Goals:** Through the program assessment analysis, the major functional program areas were assessed and classified based on the criteria identified in Section 4.4. This process included determining which programs and services fit into each classification criteria. Then cost recovery goals were established based on the guidelines included in this plan. The percentage of cost recovery is based on the classification of services and will *typically* fall within these ranges, *although anomalies will exist*:
 - Essential 0-25%.
 - Important 35-75%.
 - Value Added 75%+.



The tables below represent a summary of programs and services, the classification of those programs, the current direct cost of service recovery goal and the recommended TOTAL cost of service recovery goals to be achieved within 5 years.

4.4.5 AQUATICS

Core Program/Service Area	Program	Benefit Level	Classification	Pricing Strategy	Cost Recovery Goal
Aquatics	Group Swimming Lessons- Ages 1-3	Merit	Important	User Fees/General Fund	50%
Aquatics	Group Swimming Lessons- Ages 4-6	Merit	Important	User Fees/General Fund	50%
Aquatics	Group Swimming Lessons- Ages 7-12	Merit	Important	User Fees/General Fund	50%
Aquatics	Group Swimming Lessons- Ages 13-18	Merit	Important	User Fees/General Fund	50%
Aquatics	Group Swimming Lessons- Ages 18 & Up	Merit	Important	User Fees/General Fund	50%
Aquatics	Private Swimming Lessons	Merit	Important	User Fees/General Fund	50%

4.4.6 ATHLETICS

Core Program/Service Area	Core Program/Service Area	Benefit Level	Classification	Pricing Strategy	Cost Recovery Goal
Athletics	Start Smart Program (BSB/SFB) (3-4 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	T-Ball (BSB/SFB) (5-6 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Baseball - G-Ball (7-8 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Baseball - F-Minor (9-10 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Baseball - F-Major (11-12 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Baseball - E-Teener (12-15 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Softball - G-Ball (7-8 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Softball - B-Minor (9-10 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Softball - B-Major (11-12 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Soccer - Lollipop Soccer (3-4 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Soccer - Mighty Mites - COED (5-6 years)	Merit	Important	User Fees/General Fund	50%
Athletics	Soccer - Boys Passers (7-8 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Soccer - Girls Passers (7-8 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Soccer - Boys Wings (9-10 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Soccer - Girls Wings (9-10 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Soccer - Boys Strikers (11-12 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	Soccer - Girls Strikers (11-12 yrs)	Merit	Important	User Fees/General Fund	50%
Athletics	NFL Flag Football (K/1 grade)	Merit	Important	User Fees/General Fund	50%
Athletics	NFL Flag Football (2/3 grade)	Merit	Important	User Fees/General Fund	50%
Athletics	NFL Flag Football (4/5 grade)	Merit	Important	User Fees/General Fund	50%
Athletics	NFL Flag Football (6/7/8 grade)	Merit	Important	User Fees/General Fund	50%
Athletics	Basketball - K/1 Grade Instructional	Merit	Important	User Fees/General Fund	50%
Athletics	Basketball - 2nd Grade COED	Merit	Important	User Fees/General Fund	50%
Athletics	Basketball - 3/4 Grade Boys	Merit	Important	User Fees/General Fund	50%
Athletics	Basketball - 3/4 Grade Girls	Merit	Important	User Fees/General Fund	50%
Athletics	Basketball - 5/6 Grade Boys	Merit	Important	User Fees/General Fund	50%
Athletics	Basketball - 5/6 Grade Girls	Merit	Important	User Fees/General Fund	50%
Athletics	Adult Softball - Monday Mens	Merit	Important	User Fees/General Fund	50%
Athletics	Adult Softball - Friday Coed	Merit	Important	User Fees/General Fund	50%



4.4.7 ENRICHMENT

Core Program/Service Area	Core Program/Service Area	Benefit Level	Classification	Pricing Strategy	Cost Recovery Goal
Enrichment Programs	CampREC Program	Merit	Important	User Fees	50%
Enrichment Programs	STEM Programs	Merit	Important	User Fees	50%
Enrichment Programs	Arts & Crafts	Merit	Important	User Fees	50%
Enrichment Programs	Cooking Programs	Merit	Important	User Fees	50%
Enrichment Programs	Educational Based Programs	Merit	Important	User Fees	50%
Enrichment Programs	"Fun & Games" Programs	Merit	Important	User Fees	50%
Enrichment Programs	Holiday Themed Programs	Merit	Important	User Fees	50%
Enrichment Programs	Health & Wellness Programs	Merit	Important	User Fees	50%
Enrichment Programs	Nature Themed Programs	Merit	Important	User Fees	50%

4.4.8 GOLF

Core Program/Service Area	Program	Benefit Level	Classification	Pricing Strategy	Cost Recovery Goal
Golf	Leagues	Merit	Important	User Fee/General Fund	50%
Golf	Instruction	Merit	Important	User Fee/General Fund	50%

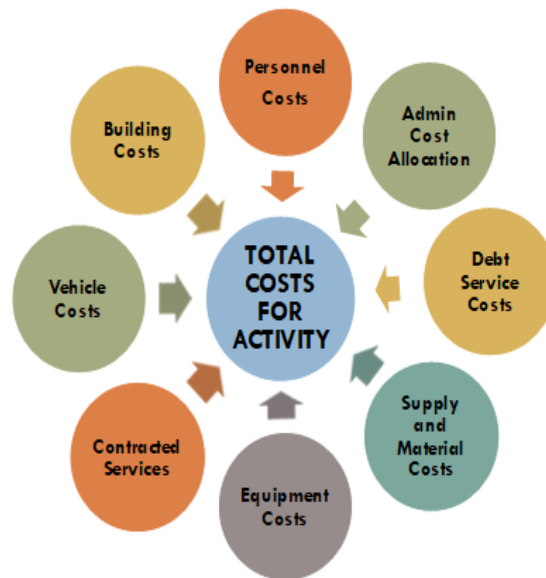
4.4.9 SPECIAL EVENTS

Core Program/Service Area	Fall Festival	Benefit Level	Classification	Pricing Strategy	Cost Recovery Goal
Community Events	Touch-a-Truck	Community	Essential	General Fund	0-25%
Community Events	Christmas Tree Lighting	Merit	Important	User Fees/General Fund	50%
Community Events	Community Easter Egg Hunt	Community	Essential	General Fund	0-25%
Community Events	Family Health & Fitness Day	Community	Essential	General Fund	0-25%
Community Events	All Inclusive Recreation Day	Merit	Important	User Fees/General Fund	50%
Community Events	Summer Splashtaculars	Merit	Important	User Fees/General Fund	50%
Community Events	Family Fun Night	Merit	Important	User Fees/General Fund	50%
Community Events	Star-Spangled Celebration	Community	Essential	General Fund	0-25%
Community Events	Corporate Challenge	Merit	Important	User Fees/General Fund	50%



4.5 UNDERSTANDING THE FULL COST OF SERVICE

To properly fund all programs, either through tax subsidies or user fees, and to establish the right cost recovery targets, a Cost-of-Service Analysis should be conducted on each program, or program type, that accurately calculates direct (i.e., program-specific) and indirect (i.e., comprehensive, including administrative overhead) costs. Completing a Cost-of-Service Analysis not only helps determine the true and full cost of offering a program but provides information that can be used to price programs based upon accurate delivery costs. The figure to the right illustrates the common types of costs that must be accounted for in a Cost-of-Service Analysis.



The methodology for determining the total Cost of Service involves calculating the total cost for the activity, program, or service, then calculating the total revenue earned for that activity. Costs (and revenue) can also be derived on a per unit basis. Program or activity units may include:

- Number of participants.
- Number of tasks performed.
- Number of consumable units.
- Number of service calls.
- Number of events.
- Required time for offering program/service.

Agencies use Cost of Service Analyses to determine what financial resources are required to provide specific programs at specific levels of service. Results are used to determine and track cost recovery as well as to benchmark different programs provided by Vandalia between one another. Cost recovery goals are established once Cost of Service totals have been calculated. Department staff should be trained on the process of conducting a Cost-of-Service Analysis and the process undertaken on a regular basis.



4.5.1 SENIOR CENTER COST OF SERVICE

The Vandalia Senior Center currently operates Monday through Friday from 9am-4pm for a grand total of 1,995 hours annually.

The below provides a high-level cost of service analysis for the senior center.

Facility	Detail	Unit	Quantity	Total Annual User Fee Revenues	Total Annual Service/Program Expenditures	Total Revenues Over/(Under) Total Expenditures	Tax Investment per Visit/ per Hour	Current Cost Recovery
Senior Center	Programs and Services	Visits	19,285	\$22,629	\$ 117,652	\$ (95,023)	\$ (4.93)	19.2%
Senior Center	Programs and Services	Operational Hours	1,995	\$22,629	\$ 117,652	\$ (95,023)	\$ (47.63)	19.2%

As noted in the table above, the City of Vandalia currently subsidizes the senior center operations through the general fund at the rate of \$4.93 per visit and \$47.63 per hour of operation annually.

4.5.2 COST OF SERVICE RECOMMENDATIONS

Currently, the Vandalia Parks and Recreation Department does track revenue, expenditures, and cost recovery goals for each program, but is not consistent in doing so. To track cost of service and cost recovery more accurately, the following is recommended:

1. **Develop New Pricing Policy Based on Classification of Programs and Services:** Given the recommended shift in philosophical approach, it is important to refocus the Department on cost recovery goals by functional program area or line of service. Pricing based on established operating budget recovery goals will provide flexibility to maximize all pricing strategies to the fullest. Allowing the staff to work within a pricing range tied to cost recovery goals will permit them to set prices based on market factors and differential pricing (prime-time/non-primetime, season/off-season rates) to maximize user participation and also encourage additional group rate pricing where applicable.

The cost recovery goals are expected to be achieved over a 5-year period and there should be no expectation that they be realized immediately. It is expected that an iterative implementation process of introducing the classification methodology and a new pricing policy along with the completion of the Department's cost of service analysis will occur in 2019/2020. This process will have an impact on cost recovery as it will result in the refinement of foundational business elements including but not limited to service levels, service delivery, pricing and the guidelines developed to secure external operational funding sources such as grants, donations, and partnerships. Additionally, external factors such as economic conditions and changes to the City's financial policies will have a bearing on achieving a cost recovery goal in which revenue offsets 50% of expenditures.

2. **Develop Pricing Strategies:** As the Parks and Recreation Department embarks on the implementation of a new pricing policy, it will be necessary to expand upon and implement pricing strategies that will not only increase sales but also maximize the utilization of the City's parks, programs, and recreation facilities. By creating pricing options, customers are given the opportunity to choose which option best fits their schedule and price point. It is recommended that the Department continue to explore pricing strategies that create options for the customer.

The following table offers examples of pricing options.

• Primetime	• Incentive Pricing
• Non-primetime	• Length of Stay Pricing
• Season and Off-season Rates	• Cost Recovery Goal Pricing
• Multi-tiered Program Pricing	• Level of Exclusivity Pricing
• Group Discounting and Packaging	• Age Segment Pricing

4.6 OTHER KEY FINDINGS

- **Program Evaluation:** Assessment and evaluation tools to measure the success of programs and services are in place.
- **Customer Satisfaction and Retention:** The Department currently tracks customer satisfaction ratings, but not customer retention percentages.
- **Staff Training/Evaluation:** The Department has a staff training program and solid evaluation methods in place.
- **Public Input:** The Department does not utilize survey tools to continually gather feedback on needs and unmet needs for programming on a regular basis.
- **Marketing:** The Department utilizes several marketing strategies to inform City residents of the offerings of the community; however, it lacks a formalized Marketing Plan which can be utilized to create target marketing strategies.
- **Volunteers:** The Department has a strong volunteer program.
- **Partnerships:** The Department utilizes several partner providers to deliver programs to Vandalia residents and has developed a formal partnership policy.
- **Competition:** The Department has a general understanding of other service providers.

4.7 OTHER KEY RECOMMENDATIONS

- **Participation Data Analysis:** Through ongoing participation data analysis, refine recreation program offerings to reduce low enrollment or cancelled programs due to no enrollment.
- **Expand programs and services in the areas of greatest demand:** Ongoing analysis of the participation trends of programming and services in Vandalia is significant when delivering high quality programs and services. By doing so, staff will be able to focus their efforts on the programs and services of the greatest need and reduce or eliminate programs and services where interest is declining. Specific efforts should be made to increase programming in the areas of greatest UNMET need as identified in the statistically valid survey.
- **Evaluation:** Implement the program assessment and evaluation tool as recommended.





4.8 PROGRAM PLAN SUMMARY

The Department is delivering quality programs, services, and events to the community, *however, does have opportunity for improvement*. The chart below provides a summary of the recommended actions that the Department should implement in developing a program plan to meet the needs of residents.

4.8.1 RECREATION PROGRAMS

Recreation Programs and Services		Program Service Currently Offered?		Action
PROGRAMS AND SERVICES	COMMUNITY NEED	YES	NO	
Free/low-cost community events	High	X		Expand
Fitness & wellness classes (adult)	High	X		Expand
Cooking classes	High	X		Expand
Outdoor trips (i.e., single day)	Medium	X		Continue
Outdoor fitness programs	Medium	X		Consider
Water fitness classes	Medium	X		Continue
Volunteer programs	Medium	X		Continue
Education classes	Medium	X		Continue
Free self-directed drop-in activities	Medium	X		Continue
Art, dance, performing arts	Medium	X		Continue
Golf programs	Medium	X		Continue
Learn to swim programs	Medium	X		Partner with Private Provider
Sports leagues	Medium	X		Partner with Sport Associations
Nature education/certification	Medium	X		Partner with Five Rivers Metroparks
Fitness & wellness classes (children)	Medium	X		Continue
Adaptive recreation programs	Low	X		Continue
Summer camps	Low	X		Continue
Teen activities	Low	X		Continue
Bird watching	Low		X	Partner with Five Rivers Metroparks
Pickleball leagues & lessons	Low	X		Continue
Tennis lessons & leagues	Low	X		Continue
Before & after school programs	Low		X	Consider as needed
BMX/skate/biking programs	Low		X	Consider as needed
eSports/gaming programs	Low		X	Consider as needed
Skate park programs	Low		X	Consider as needed
Virtual programs	Low		X	Consider as needed

4.8.1 ACTIVE AGING PROGRAMS

Active Aging Services		Program Service Currently Offered?		Action
PROGRAMS AND SERVICES	COMMUNITY NEED	YES	NO	
Arts & crafts programs & activities	High	X		Expand
Cognitive strengthening programs	High	X		Expand
Computer classes & programs	High	X		Expand
Day trips, tours & excursions	High	X		Expand
Health screenings	High	X		Expand
Health/Wellness Programs	High	X		Expand
Social Gathering	High	X		Expand
Special Interest Classes	High	X		Expand
Volunteer Services	High	X		Expand
Alzheimer/Parkinson's programs	Medium	X		Continue
Counseling services	Medium	X		Continue
Dance lessons & programs	Medium		X	Implement
Evidenced based health programs	Medium	X		Continue
Financial Services program	Medium	X		Continue
Legal Assistance Programs	Medium	X		Continue
Lunch/M meal Programs	Medium	X		Continue
Music Classes & Programs	Medium	X		Continue
Special Events	Medium	X		Continue
Support Groups	Medium	X		Continue
Weekly Programs	Medium	X		Continue
Housing programs	Low		X	Consider as needed
Transportation Programs/Services	Low	X		Continue but evaluate
Veteran Specific Programs	Low		X	Consider resource based programming if needed



CHAPTER FIVE - FACILITY ASSESSMENTS AND SERVICE LEVELS ANALYSIS

5.1 PARK CLASSIFICATION AND PARK DESIGN PRINCIPLES

In developing design principles for parks, it is important that each park be programmed, planned, and designed to meet the needs of its service area and classification within the overall parks and recreation system. The term programming, when used in the context of planning and developing parkland, refers to a list of uses and facilities and does not always include staff-managed recreation programs. The program for a site can include such elements as ball fields, spray parks, shelters, restrooms, game courts, trails, natural resource stewardship, open meadows, nature preserves, or interpretive areas. These types of amenities are categorized as lead or support amenities. The needs of the population of the park it is intended to serve should be considered and accommodated at each type of park.

Every park, regardless of type, needs to have an established set of outcomes. Park planners and designers design to those outcomes, including operational and maintenance costs associated with the design outcomes.

Each park classification category serves a specific purpose, and the features and facilities in the park must be designed for the number of age segments the park is intended to serve, the desired length of stay deemed appropriate, and the uses it has been assigned. Recreation needs and services require different design standards based on the age segments that make up the community that will be using the park. A varying number of age segments will be accommodated with the park program depending on the classification of the park.

PLEASE NOTE: All parks and recreation facilities and amenities are required, by federal law, to adhere to Americans with Disabilities Act (ADA) regulations.

5.1.1 TERMINOLOGY UTILIZED IN PARK DESIGN PRINCIPLES

- **Land Usage:** The percentage of space identified for either passive use or active use in a park. A Parks and Recreation Master Plan should follow land usage recommendations.
- **Programming:** Can include active or passive programming. Active means it is organized and planned with pre-registration by the user. Examples of active programming include sports leagues, day camps, and aquatics. Passive programming is self-directed by the user at their own pace. Examples of passive programming include playground usage, picnicking, disc golf, reading, or walking the dog.
- **Park/Facility Classifications:** Includes Pocket Park, Neighborhood Park, Community Park, Regional Park, Sports Complex Facility, Recreation/Special Use Park and Greenbelts and Conservation.
- **Revenue Facilities:** These include facilities that charge to play on them in the form of an access fee, player fee, team fee, or permit fee. These could include pools, golf courses, tennis courts, recreation centers, sport field complexes, concession facilities, hospitality centers, reservable shelters, outdoor or indoor theatre space, and special event spaces.
- **Signature Facility/Amenity:** This is an enhanced facility or amenity which is viewed by the community as deserving of special recognition due to its design, location, function, natural resources, etc.

Design Principles for each park classification are included in the following sections.

5.1.2 POCKET PARKS

A pocket park is a small outdoor space, usually less than 0.25 acres up to three acres, most often located in an urban area surrounded by commercial buildings or houses. Pocket parks are small spaces that may serve a variety of functions, such as: small event space, play areas for children, spaces for relaxing and socializing, taking lunch breaks, etc. Successful pocket parks have four key qualities: they are accessible; allow people to engage in activities; are comfortable spaces and inviting; and are sociable places. In general, pocket parks offer minimal amenities on site and are not designed to support programmed activities. The service area for pocket parks is usually less than a quarter-mile and they are intended for users within close walking distance of the park.

5.1.3 NEIGHBORHOOD PARK

A neighborhood park should be three to 10 acres; however, some neighborhood parks are determined by use and facilities offered and not by size alone. The service radius for a neighborhood park is one mile. Neighborhood parks should have safe pedestrian access for surrounding residents; parking typically not provided for neighborhood parks less than 5 acres in size, but if included accounts for less than ten cars and provides for ADA access. Neighborhood parks serve the recreational and social focus of the adjoining neighborhoods and contribute to a distinct neighborhood identity.

- Service radius: 1.0-mile radius.
- Site Selection: On a local or collector street. If near an arterial street, provide natural or artificial barrier. Where possible, next to a school. Encourage location to link subdivisions and linked by trails to other parks.
- Length of stay: One-hour experience or less.
- Amenities: One signature amenity (e.g., playground, spray ground park, sport court, gazebo); no restrooms unless necessary for signature amenity; may include one non-programmed sports field; playgrounds for ages 2-5 and 5-12; no reservable shelters; loop trails; one type of sport court; benches, small picnic shelters next to play areas.
- Landscape Design: Appropriate design to enhance the park theme/use/experience.
- Revenue facilities: none.
- Land usage: 85 percent active/15 percent passive.
- Programming: Typically, none, but a signature amenity may be included which is programmed.
- Maintenance Standards: Provide the highest-level maintenance with available funding. Seek a goal of Level 2 maintenance standards. Some amenities may require Level 1 maintenance.
- Signage: Directional signage and facility/amenity regulations to enhance user experience.
- Parking: Design should include widened on-street parking area adjacent to park. Goal is to maximize usable park space. As necessary, provide 5-10 spaces within park including accessible spaces. Traffic calming devices encouraged next to park.
- Lighting: Security only.
- Size of park: Typically, Three to 10 acres.



5.1.4 COMMUNITY PARK

Community parks are intended to be accessible to multiple neighborhoods and should focus on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces. Community parks are generally larger in scale than neighborhood parks, but smaller than regional parks and are designed typically for residents who live within a three-mile radius. When possible, the park may be developed adjacent to a school. Community parks provide recreational opportunities for the entire family and often contain facilities for specific recreational purposes: athletic fields, tennis courts, extreme sports amenity, loop trails, picnic areas, reservable picnic shelters, sports courts, restrooms with drinking fountains, large turf and landscaped areas and a playground or spray ground. Passive outdoor recreation activities such as meditation, quiet reflection, and wildlife watching also take place at community parks.

Community parks generally range from 10 to 75 acres depending on the community. Community parks serve a larger area - radius of one to three miles and contain more recreation amenities than a Neighborhood Park.

- Service radius: One to three-mile radius.
- Site Selection: On two collector streets minimum and preferably one arterial street. If near an arterial street, provide natural or artificial barrier. Minimal number of residences abutting site. Preference is streets on four sides, or three sides with school or municipal use on fourth side. Encourage trail linkage to other parks.
- Length of stay: Two to three hours experience.
- Amenities: Four signature amenities at a minimum: (e.g., trails, sports fields, large shelters/pavilions, community playground for ages 2-5 and 5-12 with some shaded elements, recreation center, pool or family aquatic center, sports courts, water feature); public restrooms with drinking fountains, ample parking, and security lighting. Sport Fields and Sport Complexes are typical at this park.
- Revenue facilities: One or more (e.g., pool, sports complex, pavilion).
- Land usage: 65 percent active and 35 percent passive.
- Maintenance Standards: Provide the highest-level maintenance with available funding. Seek a goal of Level 2 maintenance standards. Some amenities may require Level 1 maintenance.
- Parking: Sufficient to support the amenities; occupies no more than 10 percent of the park. Design should include widened on-street parking area adjacent to park. Goal is to maximize usable park space. Traffic calming devices encouraged within and next to the park.
- Lighting: Amenity lighting includes sport field light standards.
- Signage: Directional signage and facility/amenity regulations to enhance user experience. May include kiosks in easily identified areas of the facility.
- Landscape Design: Appropriate design to enhance the park theme/use/experience. Enhanced landscaping at park entrances and throughout park.
- Other: Strong appeal to surrounding neighborhoods; loop trail connectivity; linked to Regional Park, trail or recreation facility.
- Size of park: Typically, 10 to 75 acres.

5.1.5 REGIONAL PARK

A regional park functions as a destination location that serves a large area of several communities, residents within a city, city or county, or across multiple counties. Depending on activities within a regional park, users may travel as many as 60 miles for a visit. Regional parks include recreational opportunities such as soccer, softball, golf, boating, camping, conservation-wildlife viewing and fishing. Although regional parks usually have a combination of passive areas and active facilities, they are likely to be predominantly natural resource-based parks.

A common size for a regional park is 75 to 1,000 acres but some parks can be 2,000 to 5,000 acres in size. A regional park focuses on activities and natural features not included in most types of parks and often based on a specific scenic or recreational opportunity. Facilities could include those found in a community park and have specialized amenities such as an art center, amphitheater, boating facility, golf course, or natural area with interpretive trails. Regional parks can and should promote tourism and economic development. Regional parks can enhance the economic vitality and identity of the entire region.

- Service radius: Three mile or greater radius.
- Site Selection: Prefer location which can preserve natural resources on-site such as wetlands, streams, and other geographic features or sites with significant cultural or historic features. Significantly large parcel of land. Access from public roads capable of handling anticipated traffic.
- Length of stay: All or multiple day experience.
- Amenities: 10 to 12 amenities to create a signature facility (e.g., golf course, tennis complex, sports complex, lake, regional playground, 3+ reservable picnic shelters, camping, outdoor recreation/extreme sports, recreation center, pool, gardens, trails, zoo, specialty facilities); restrooms with drinking fountains, concessions, restaurant, ample parking, special event site. Sport Fields and Sport Complexes are typical at this park.
- Revenue facilities: Typically, park designed to produce revenue to offset operational costs.
- Land usage: Up to 50 percent active/50 percent passive.
- Maintenance Standards: Provide the highest-level maintenance with available funding. Seek a goal of Level 2 maintenance standards. Some amenities may require Level 1 maintenance.
- Parking: Sufficient for all amenities. Traffic calming devices encouraged within and next to park.
- Lighting: Amenity lighting includes sport field light standards.
- Signage: Directional signage and facility/amenity regulations to enhance user experience, may include kiosks in easily identified areas of the facility.
- Landscape Design: Appropriate design to enhance the park theme/use/experience. Enhanced landscaping at park entrances and throughout park.
- Other: Linked to major trails systems, public transportation available, concessions, and food and retail sales available, dedicated site managers on duty. Wi-Fi and Telephone/Cable TV conduit.
- Size of park: Typically, 75 to 1,000 acres.



5.1.6 SPORTS COMPLEX

Sports complexes at community parks, regional parks, and stand-alone sports complexes are developed to provide 4 to 16+ fields or courts in one setting. A sports complex may also support extreme sports facilities, such as BMX and skateboarding. Sports complexes can be single focused or multi-focused and can include indoor or outdoor facilities to serve the needs of both youth and adults. Outdoor fields should be lighted to maximize value and productivity of the complex. Agencies developing sports complexes focus on meeting the needs of residents while also attracting sport tournaments for economic purposes to the community.

Sport field design includes appropriate field distances for each sport's governing body and support amenities designed to produce revenue to offset operational costs.

Signature sports complexes include enhanced amenities such as artificial turf, multipurpose field benches and bleachers, scoreboards, amplified sound, scorer's booths, etc. Enhanced amenities would be identified through discussion between City and Schools and or sports associations and dependent upon adequate funding.

- Service radius: Determined by community demand.
- Site Selection: Stand-alone sports complexes are strategically located on or near arterial streets. Refer to community or regional Park sections if sport complex located within a park. Preference is streets on four sides, or three sides with school or municipal use on fourth side.
- Length of stay: Two to three hours experience for single activities. Can be all day for tournaments or special events.
- Amenities: Four to sixteen or more fields or sports courts in one setting; restrooms, ample parking, turf types appropriate for the facility and anticipated usage, and field lighting.
- Revenue facilities: Four or more (e.g., fields, concession stand, picnic pavilion).
- Land usage: 95 percent active and 5 percent passive.
- Programming: Focus on active programming of all amenities.
- Parking: Sufficient to support the amenities. Traffic calming devices encouraged within and next to park.
- Lighting: Amenity lighting includes sport field light standards.
- Signage: Directional signage and facility/amenity regulations to enhance user experience. May include kiosks in easily identified areas of the facility.
- Landscape Design: Appropriate design to enhance the park theme/use/experience. Enhanced landscaping at entrances and throughout complex.
- Size of park: Preferably 20 or more acres for stand-alone complexes.

5.1.7 RECREATION/SPECIAL USE AREAS

Recreation/special use areas are those spaces that don't fall within a typical park classification. A major difference between a special use facility and other parks is that they usually serve a single purpose whereas other park classifications are designed to offer multiple recreation opportunities. It is possible for a special use facility to be located inside another park. Special use facilities generally fall into four categories:

- **Cemeteries** - burial-ground that is generally viewed as a large public park or ground laid out expressly for the interment of the dead. Cemeteries are normally distinct from churchyards, which are typically consecrated according to one denomination and are attached directly to a single place of worship. Cemeteries can be viewed as historic sites.
- **Historic/Cultural/Social Sites** - unique local resources offering historical, educational, and cultural opportunities. Examples include historic downtown areas, plaza parks, performing arts parks, arboretums, display gardens, performing arts facilities, indoor theaters, churches, and amphitheaters. Frequently these are located in community or regional parks. *The Indian Heritage Museum site, currently being planned by the State, would fall into this category.*
- **Golf Courses** - Nine and 18-hole complexes with ancillary facilities such as club houses, driving ranges, program space and learning centers. These facilities are highly maintained and support a wide age level of males and females. Programs are targeted for daily use play, tournaments, leagues, clinics and special events. Operational costs come from daily play, season pass holders, concession stands, driving range fees, earned income opportunities and sale of pro shop items.
- **Indoor Recreation Facilities** - specialized or single purpose facilities. Examples include community centers, senior centers and community theaters. Frequently these are located in community or regional Parks.
- **Outdoor Recreation Facilities** - Examples include baseball stadiums, aquatic parks, disc golf, skateboard, BMX, and dog parks, which may be located in a park.
 - Size of park: Depends upon facilities and activities included. Their diverse character makes it impossible to apply acreage standards.
 - Service radius: Depends upon facilities and activities included. Typically serves special user groups while a few serve the entire population.
 - Site Selection: Given the variety of potential uses, no specific standards are defined for site selection. As with all park types, the site itself should be located where it is appropriate for its use.
 - Length of stay: varies by facility.
 - Amenities: varies by facility.
 - Revenue facilities: Due to nature of certain facilities, revenue may be required for construction and/or annual maintenance. This should be determined at a policy level before the facility is planned and constructed.
 - Land usage: varies by facility.
 - Programming: varies by facility.
 - Maintenance Standards: Provide the highest-level maintenance with available funding. Seek a goal of Level 2 maintenance standards. Some amenities (i.e., rose gardens) will require Level 1 maintenance.
 - Parking: On-street or off-street parking is provided as appropriate. Goal is to maximize usable park space. As necessary, provide a minimum of five to 10 spaces within park including accessible spaces. Traffic calming devices encouraged next to park.
 - Lighting: Security or amenity only.



- Signage: Directional and regulation signage to enhance user experience.
- Landscape Design: Appropriate design to enhance the park theme/use/experience.

5.1.8 OPEN SPACE/NATURAL AREA PARKS

Open space/natural area parks are undeveloped but may include natural or paved trails. Grasslands under power line corridors are one example; creek areas are another. Open space/natural area parks contain natural resources that can be managed for recreation and natural resource conservation values such as a desire to protect wildlife habitat, water quality and endangered species. Open space/natural area parks also can provide opportunities for nature-based, unstructured, low-impact recreational opportunities such as walking and nature viewing.

- Amenities: May include paved or natural trails, wildlife viewing areas, mountain biking, disc golf, interpretation and education facilities.
- Maintenance standards: Demand-based maintenance with available funding. Biological management practices observed.
- Lighting: None.
- Signage: Interpretive kiosks as deemed appropriate.
- Landscape Design: Generally, none. Some areas may include landscaping, such as entryways or around buildings. In these situations, sustainable design is appropriate.

5.1.9 TRAILS/RECREATION CORRIDORS

Trails/Recreation Corridors are recognized for their ability to connect people and places while serving as active transportation facilities. Linking neighborhoods, parks, recreation facilities, attractions, and natural areas with a multi-use trail fulfills three guiding principles simultaneously: protecting natural areas along river and open space areas and providing people with a way to access and enjoy them. Multi-use trails also offer a safe, alternative form of active transportation, provide substantial health benefits, habitat enhancements for plants and wildlife, and unique opportunities for outdoor education and cultural interpretation.

- Site Selection: Located consistent with approved Bicycle, Pedestrian and Trails Master Plan.
- Amenities: Parking and restrooms at major trailheads. May include small parks along the trail.
- Maintenance standards: Demand-based maintenance with available funding. Biological management practices observed.
- Lighting: Security lighting at trailheads and along trail is preferred.
- Signage: Mileage markers at ¼ mile intervals. Interpretive kiosks at all trailheads and as deemed necessary.
- Landscape Design: Coordinated planting scheme in urban areas. Limited or no planting in open space areas.
- Other: Connectivity to parks or other City attractions and facilities is desirable.
- Size: Typically, at least 30 ft. width of unencumbered land for a Greenbelt. May include a trail to support walk, bike, run, equestrian type activities. Typically, an urban trail is 8-10 feet wide

to support pedestrian and bicycle uses. Trails incorporate signage to designate where a user is located and where the trails connect in the city.

5.2 DEVELOPED PARK/FACILITY INVENTORY AND ASSESSMENT

An assessment and general onsite inspection of each developed park property managed by the Department was completed utilizing the following asset condition rating system. An inventory and overall assessment for the entire system has been provided in Appendix C of this document.

A = Excellent

- Looks new and is in excellent mechanical and aesthetic condition.

B = Very Good

- Has minor mechanical and equipment defects, but is in excellent mechanical and aesthetic condition.

C = Good

- Has some repairable mechanical and equipment defects and is free of major problems.

D = Fair

- Has some mechanical and equipment defects that require major repair and/or replacement.

F = Poor

- Has major defects and requires significant lifecycle replacement.

5.2.1 EXISTING PARK AND FACILITY ASSESSMENT AND LIFECYCLE RATINGS

Park	Address	Park Classification	Acreage	Overall Condition Rating
Art Park	256 E Alkaline Springs Road	Community Park	7	B
Ashbury Farms Park	1701 Ashworth Drive	Pocket Park	0.4	C
Brown School Woods Park	792 Hunter's Chase	Pocket Park	0.3	C
Copperfield Park	Greystone Circle and Middlefield Court	Pocket Park	1.3	C
Helke Park	Randler Avenue	Community Park	30.5	C
Jeffers Park	407 Halcyon Avenue	Community Park	8	C
Robinette Park	Enola Court	Community Park	11.7	D
Seeger Park	101-199 S Perry Street	Pocket Park	0.9	B
Vandalia Sports Complex	1111 Stonequarry Road	Sports Complex	97	B
Victory Park	accessible from Cyril Court, Clyde and Attica Streets	Pocket Park	1.2	C
Warner Park	405 Allanhurst Avenue	Pocket Park	0.3	B

- PLEASE NOTE: Foxfire Park is undeveloped and not therefore not included in the list above.



5.3 LEVEL OF SERVICE STANDARDS

Level of Service (LOS) standards are guidelines that define service areas based on population that support investment decisions related to parks, facilities, and amenities. LOS standards can and will change over time; as the population increases, the need to acquire additional land and develop parks also increases as will the costs to do so.

The consultant team evaluated LOS standards using a combination of local, regional, and national resources, including:

- Demographic projections (including population, age, and diversity segmentation).
- 2020 Vision Vandalia Comprehensive Plan.
- City Capital Needs Assessment.
- National Recreation and Park Association (NRPA) guidelines.
- Recreation activity participation rates reported by the Sports & Fitness Industry Association's (SFIA) 2022 Study of Sports.
- Ability for the city to acquire park land for developed parks, trails, and open space.
- Community and stakeholder input and needs prioritization.
- Planned yet not developed parks in the city.
- The ability for the city to financially sustain a high-quality park, open space, and trail system.

These resources provide LOS guidelines based on population to inform and support investment decisions related to parks, facilities, and amenities. When coupled with local input on the needs of the Vandalia community, these standards help to identify park and facility/amenity gaps and surpluses. The findings of the LOS standards analysis are summarized below:

- The City of Vandalia currently provides a total LOS of **30.09 acres of developed parks per 1,000 residents** based on the City's current population. When compared to the 2021 National Park and Recreation Association's Agency Performance Report, Vandalia's LOS is well above that of the median for communities with populations under 20,000, which is 12.4 acres per 1,000.
- The LOS increases substantially to 133.02 acres per 1,000 residents when including the regional park acreage that is adjacent to and public accessibly to Vandalia residents (Five Rivers Metroparks' Taylorsville Park and Montgomery County's Art Van Atta Park).
- The acquisition and development of new park acreage is not recommended at this time based on the current LOS and the projected population in 2037.
- The city currently meets 2037 needs for all park amenities except splash pads and dog parks.

Based on a thorough review of the parks and recreation system and public input, it is recommended that the city pursue the redevelopment of specific parks to include at least one dog park and one splashpad to meet the communities needs for these amenities by 2037.

The table on the following page details the current and recommended LOS for the Vandalia Parks and Recreation System.

		2022 Inventory			Service Levels				2037 Standards Overall		
Recreation Component	City Inventory	Other Public Inventory Accessible to Vandalia Residents	Total Inventory	% of Park Acreage Inventory Provided by City	Current Service Level Provided by City based upon Current City Population	Current Service Level Provided by All Service Providers based upon Current City Population	Recommended Service Levels	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed in 2037		
PARKS AND SPECIAL USE FACILITIES											
POCKET PARKS	Acre(s)	4.80	-	4.80	100%	0.32 acres per	1,000	0.32 acres per	1,000	Meets Standard	- Acre(s)
COMMUNITY PARKS	Acre(s)	57.20	-	57.20	100%	3.79 acres per	1,000	3.79 acres per	1,000	Meets Standard	- Acre(s)
REGIONAL PARKS	Acre(s)	1,548.00	1,548.00	0%	- acres per	102.61 acres per	1,000	102.61 acres per	1,000	Meets Standard	- Acre(s)
SPECIAL USE PARKS	Acre(s)	299.76	299.76	100%	19.87 acres per	19.87 acres per	1,000	19.81 acres per	1,000	Meets Standard	- Acre(s)
SPORTS COMPLEX PARKS	Acre(s)	97.00	97.00	100%	6.43 acres per	6.43 acres per	1,000	6.43 acres per	1,000	Meets Standard	- Acre(s)
Total	Acre(s)	453.96	1,548.00	23%	30.09 acres per	133.02 acres per	1,000	132.96 acres per	1,000	Meets Standard	- Acre(s)
AMENITIES AND FACILITIES											
DIAMOND FIELDS	Field	15.00	3.00	18.00	83%	1.00 Field per	1,006	1.00 Field per	1,000	Meets Standard	- Field
SOCCER FIELDS	Field	15.00	-	15.00	100%	1.00 Field per	1,006	1.00 Field per	1,000	Meets Standard	- Field
MULTIUSE FIELD	Field	2.00	-	2.00	100%	1.00 Field per	7,543	1.00 Field per	7,500	Meets Standard	- Field
BASKETBALL COURT - OUTDOOR	Court	6.00	1.00	7.00	86%	1.00 Court per	2,514	1.00 Court per	2,500	Meets Standard	- Court
PICKLEBALL COURT - OUTDOOR	Court	8.00	-	8.00	100%	1.00 Court per	1,886	1.00 Court per	1,900	Meets Standard	- Court
TENNIS COURT - OUTDOOR	Court	9.00	6.00	15.00	60%	1.00 Court per	1,676	1.00 Court per	1,000	Meets Standard	- Court
VOLLEYBALL COURT - OUTDOOR	Court	7.00	7.00	14.00	50%	1.00 court per	2,155	1.00 court per	1,100	Meets Standard	- Court
DOG PARK	Site	-	-	-	NA	1.00 Site per	NA	1.00 Site per	15,000	Need Exists	1 Site
PLAYGROUNDS	Site	9.00	-	9.00	100%	1.00 Site per	1,676	1.00 Site per	3,000	Meets Standard	- Site
AMPHITHEATER (includes future 1 at Art Park)	Course	1.00	-	1.00	100%	1.00 Course per	15,086	1.00 Course per	50,000	Meets Standard	- Course
PICNIC SHELTERS	Site	7.00	12.00	19.00	37%	1.00 Site per	2,155	1.00 Site per	800	Meets Standard	- Site
GOLF COURSE (18 holes)	Course	1.00	-	1.00	100%	1.00 Course per	15,086	1.00 Course per	50,000	Meets Standard	- Course
DISC GOLF COURSE (9 holes)	Course	1.00	-	1.00	100%	1.00 Course per	15,086	1.00 Course per	50,000	Meets Standard	- Course
AQUATIC CENTER (OUTDOOR POOL)	Pool	1.00	-	1.00	100%	1.00 Pool per	15,086	1.00 Pool per	50,000	Meets Standard	- Pool
SPLASH PAD	Site	-	-	-	NA	1.00 Site per	NA	1.00 Site per	15,000	Need Exists	1 Site



5.4 TECHNICAL NEEDS ANALYSIS KEY FINDINGS

5.4.1 SERVICE AREA EQUITY MAPPING – CURRENT INVENTORY

The Vandalia Parks and Recreation system has evolved over time and distribution of sites and facilities throughout the community is reflected in the current site locations.

To further illustrate the distribution of current park types and amenities in the city, an equity-mapping analysis was conducted to show the service areas and the gaps in service of the *current* inventory of park types and amenities based on the *recommended* LOS standard. The recommended standard established per 1,000 residents per acre of park type or number of residents per type of amenity are also indicated in the map title.

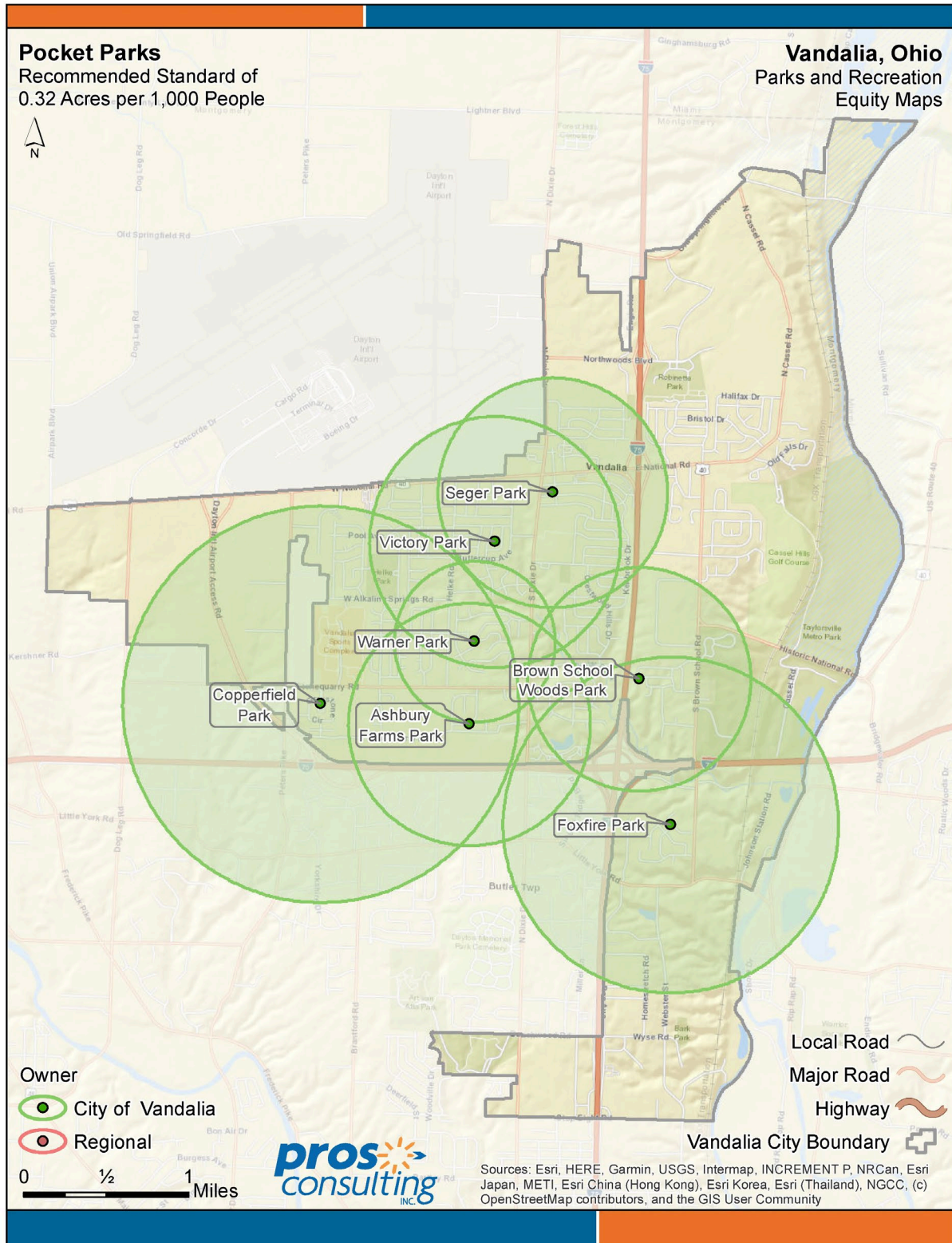
The service area is calculated by the quantity of inventory of each site extended in a uniform radius until the population served by the recommended standard is reached. Shaded areas indicate the extent of the service area based on recommended inventories; unshaded areas indicate locations that would remain outside of the standard service area for each park type or park asset. Unshaded areas are not always the most appropriate location for future parks or park assets. They only represent areas that might be more thoroughly reviewed for potential additional facilities.

Although there are occasions when the service area may extend beyond the City's borders, only Vandalia's population was utilized for calculating service area standards in this analysis.

Community-wide maps of existing park types or classifications identified in this Master Plan, as well as the major park amenities, are provided in the pages that follow. The maps on the following pages identify existing parks by classification as well as park amenities.



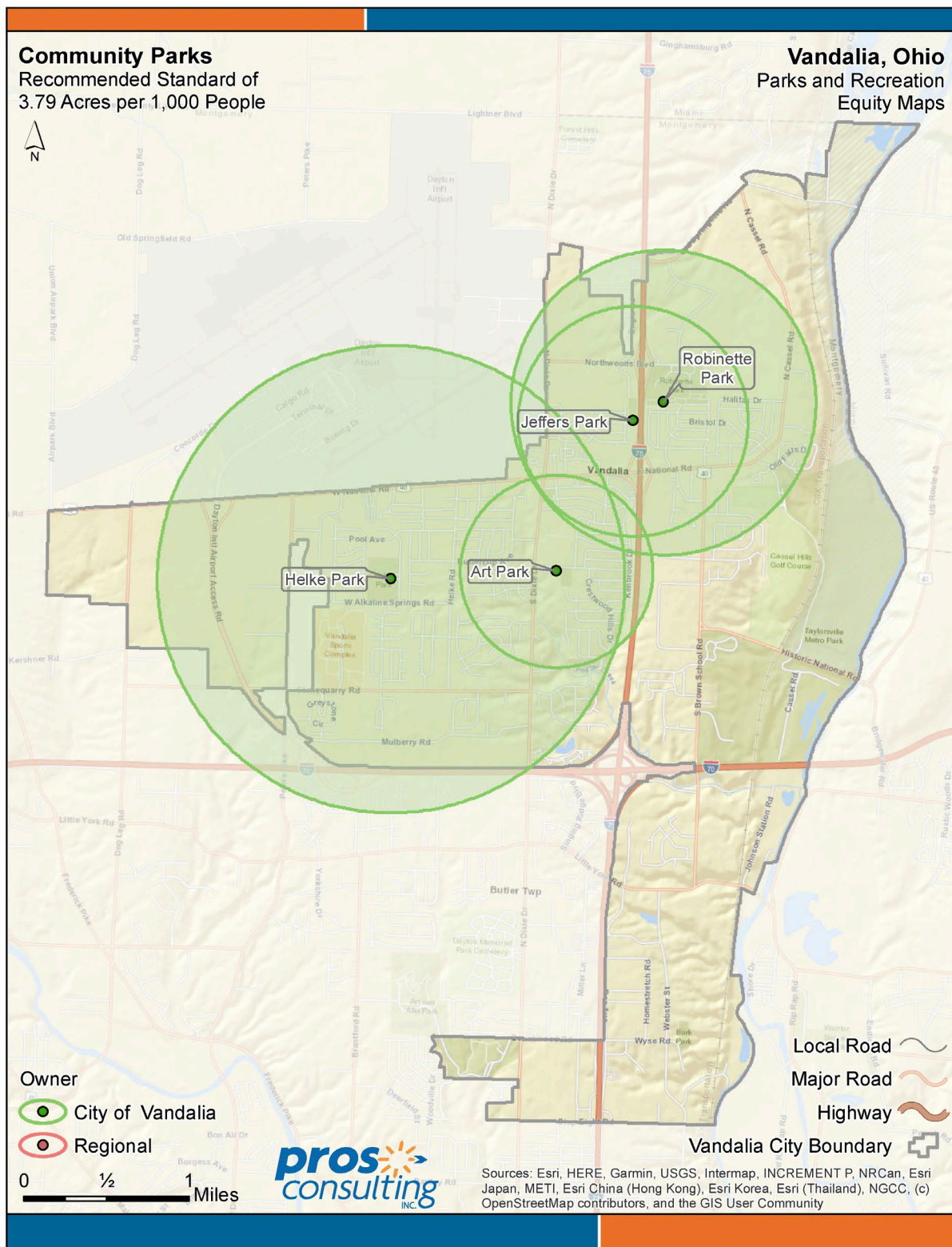
Pocket Parks - Significant equity is provided to the community by the City's pocket parks.



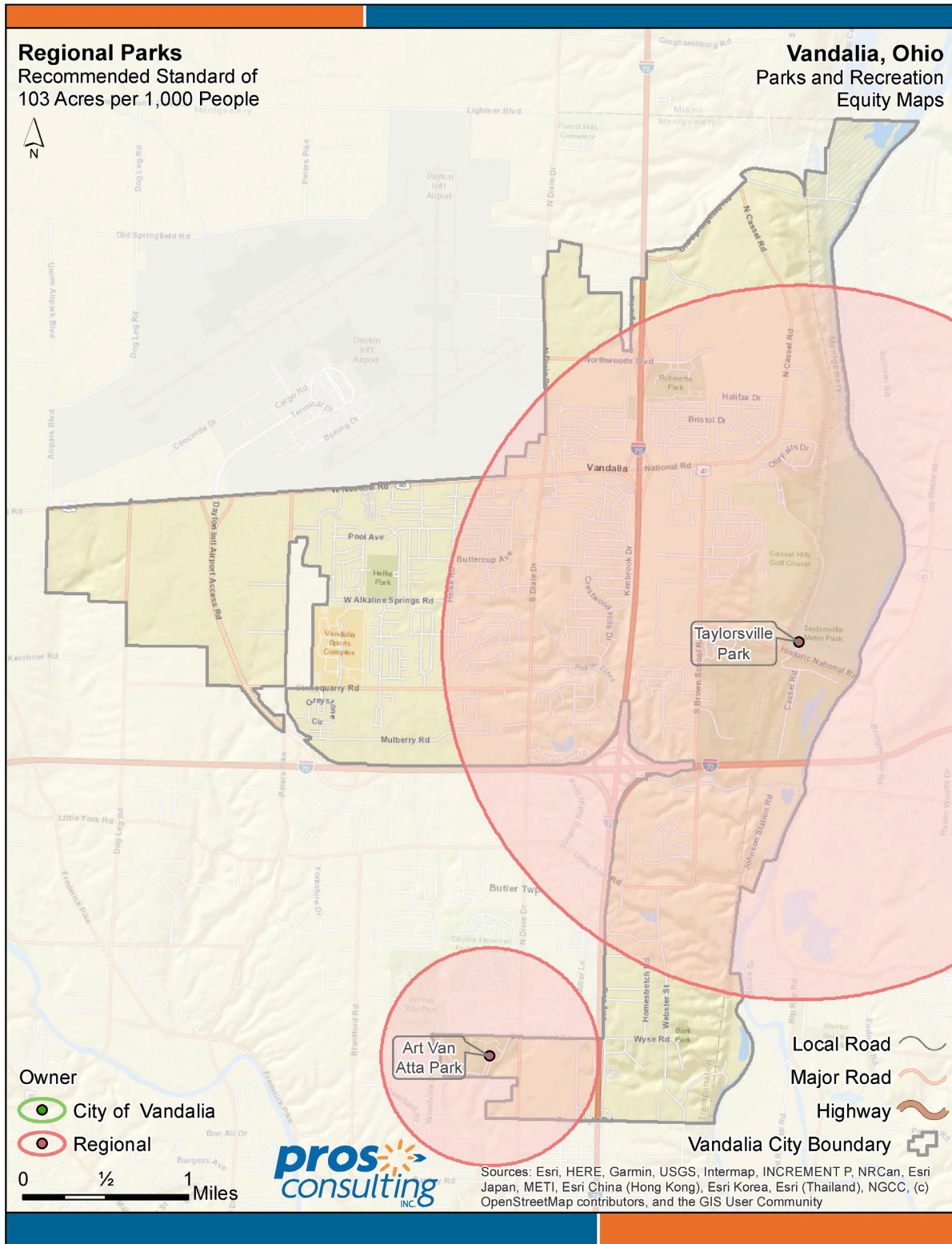


Vandalia Parks and Recreation Master Plan

Community Parks - Significant equity is provided to the community by the City's community parks.



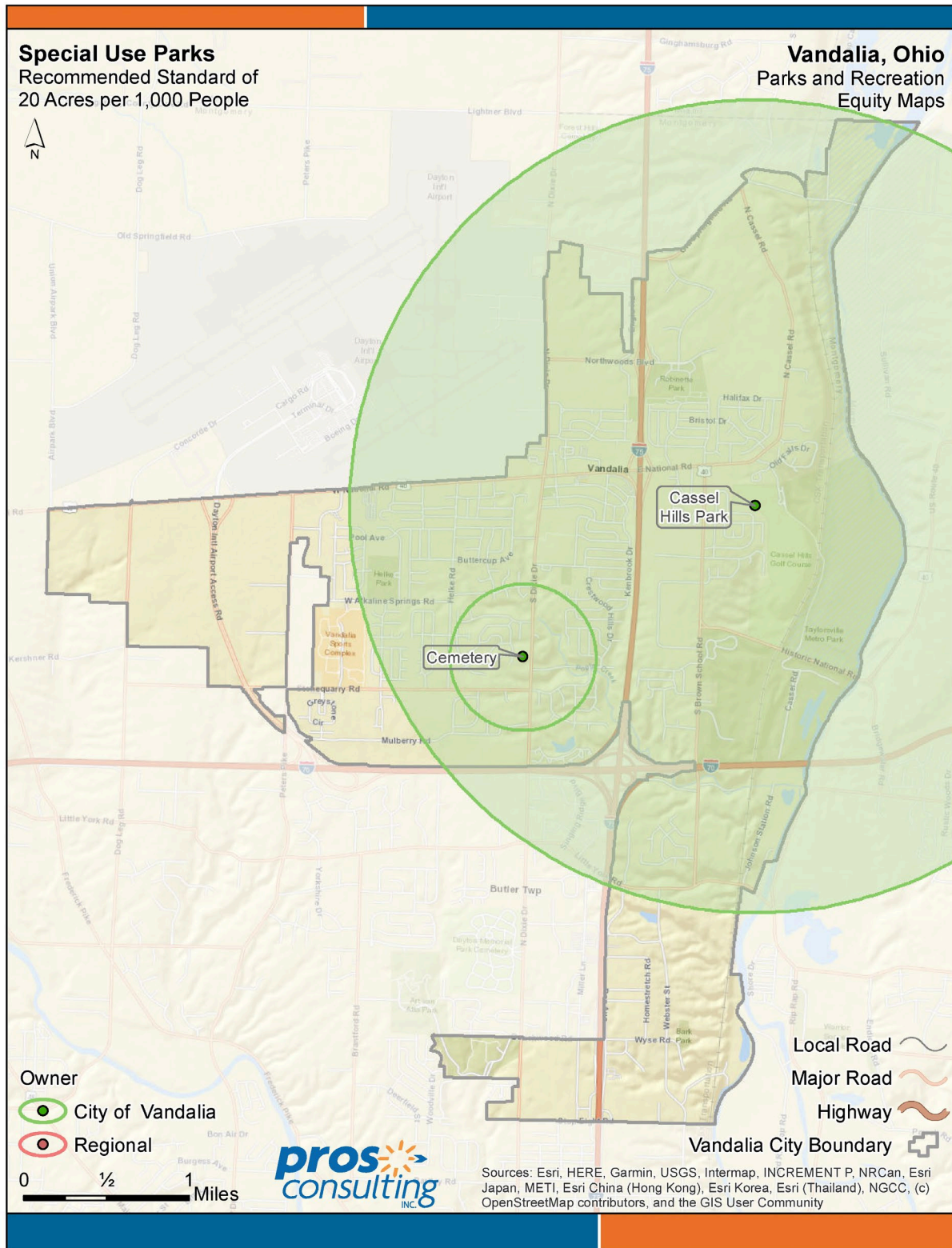
Regional Parks - Significant equity is provided to the community by the parks provided by Montgomery County and Five Rivers Metroparks.



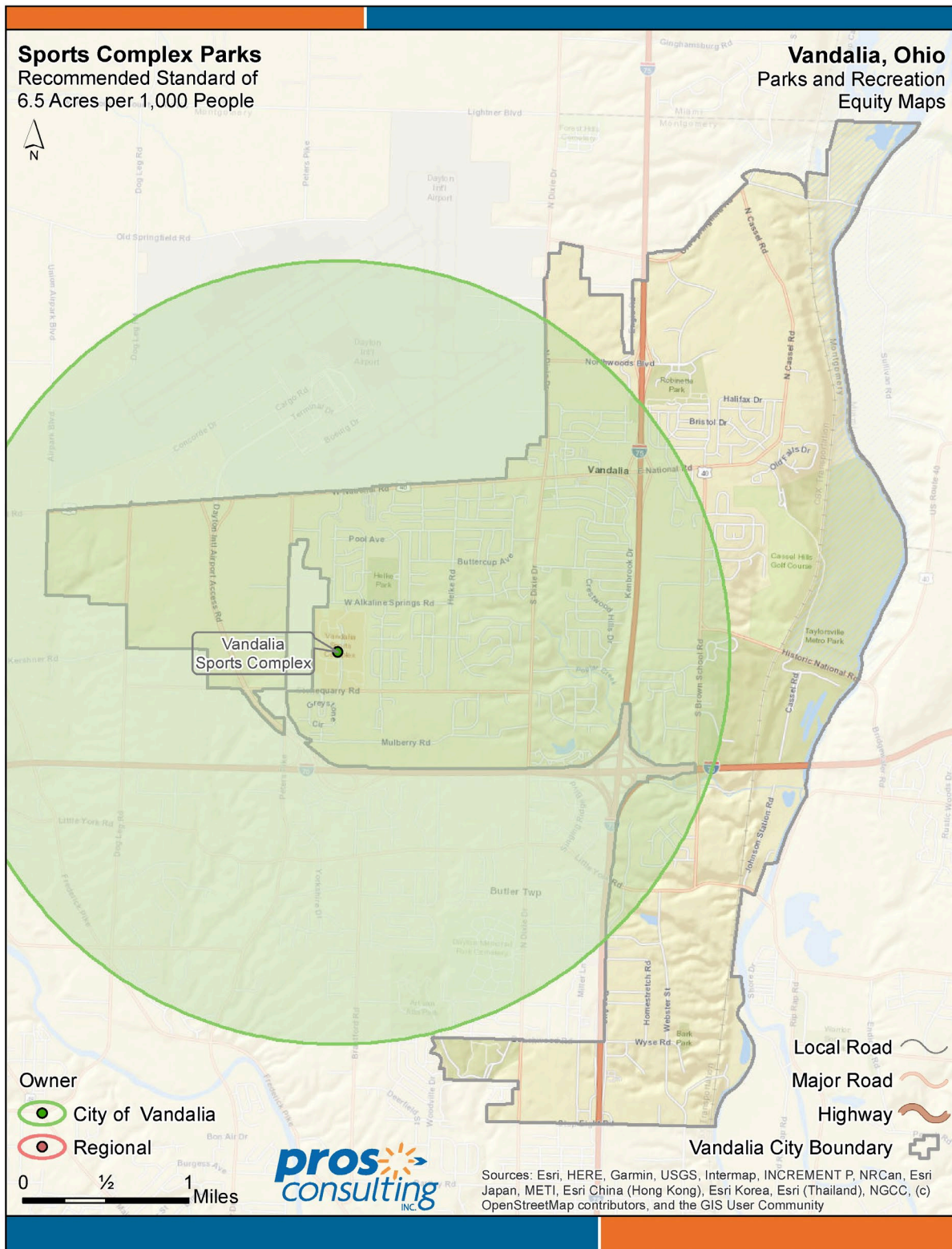


Vandalia Parks and Recreation Master Plan

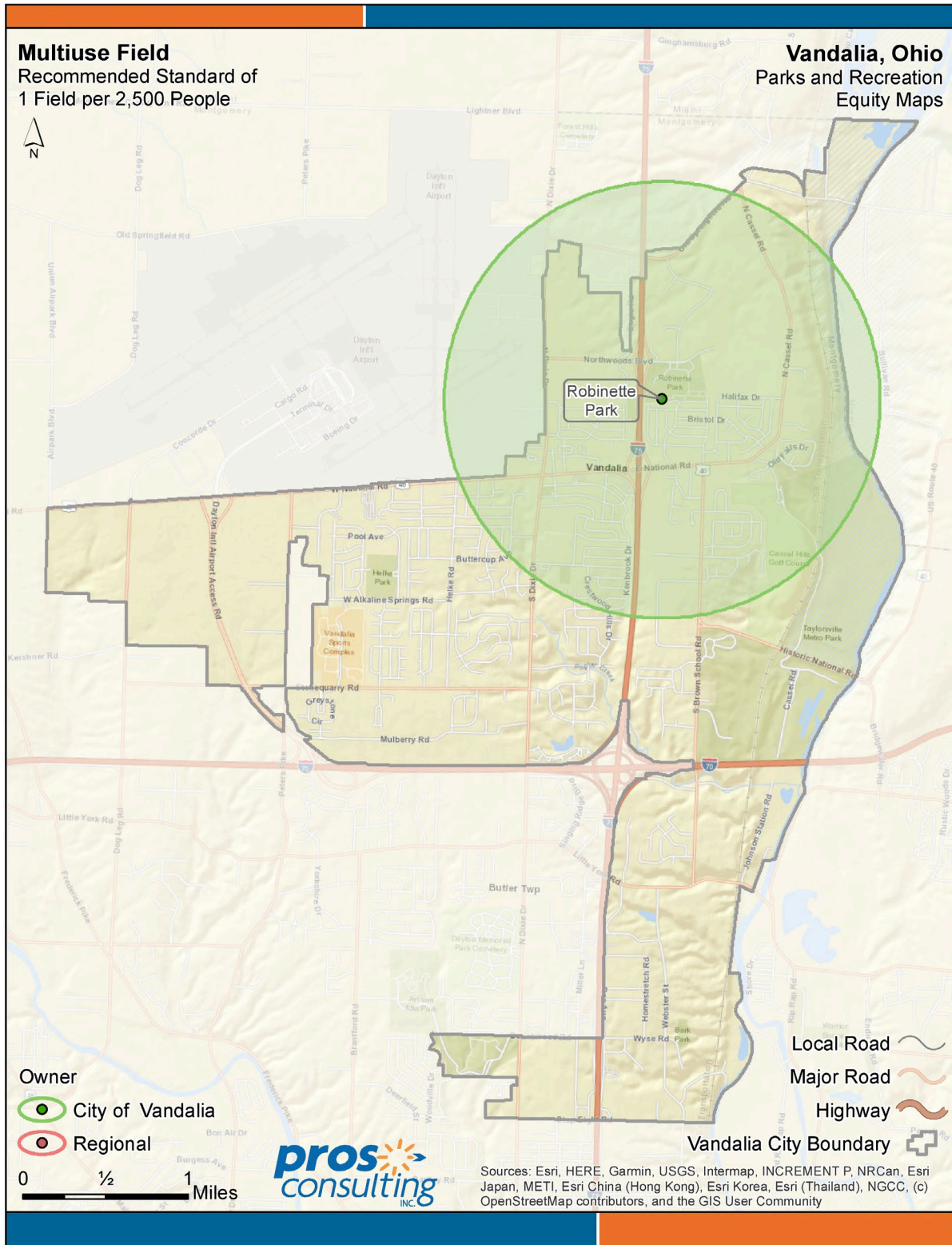
Special Use Parks - Significant equity is provided to the community by City's special use parks.



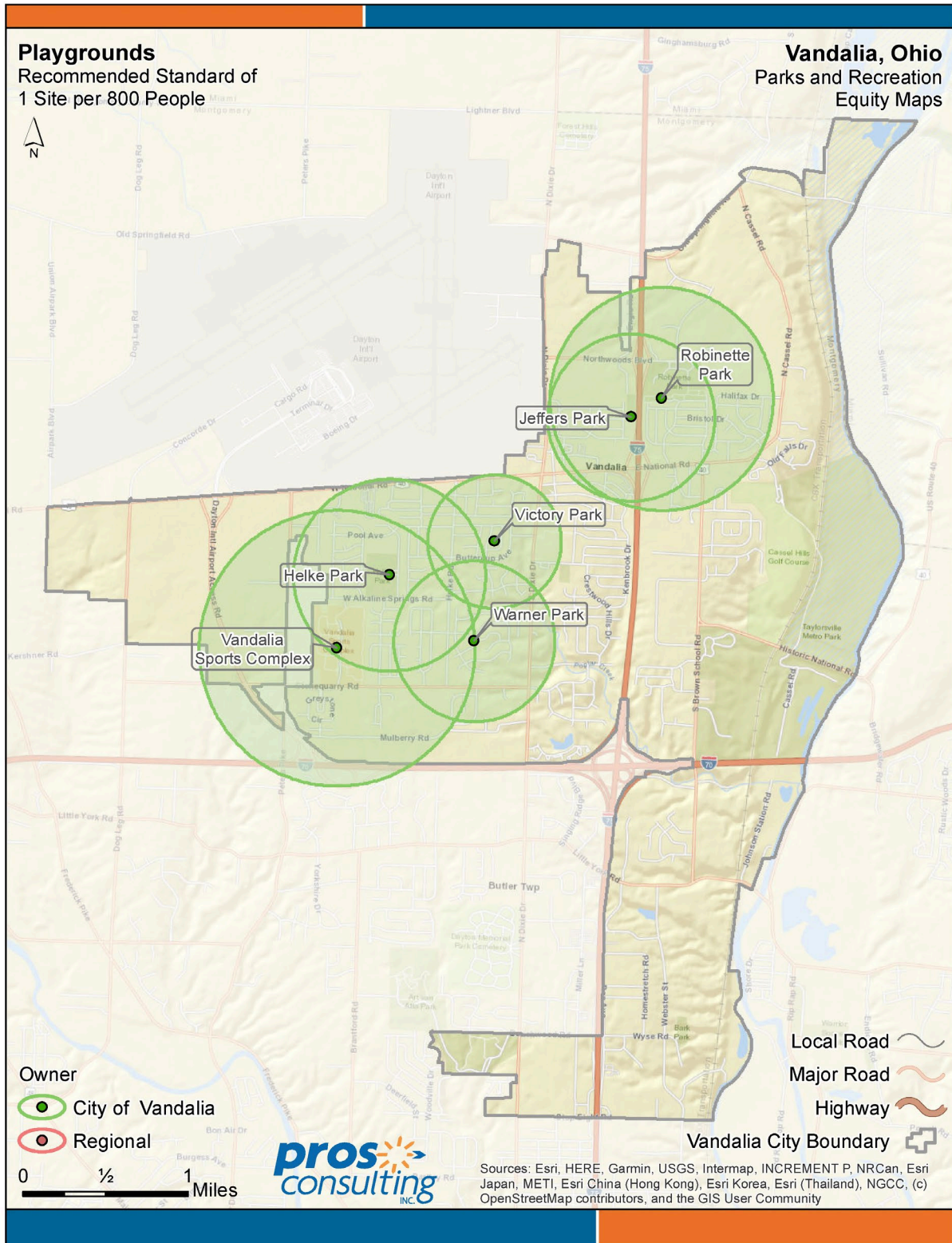
Sports Complex Parks - Significant equity is provided to the community by the City's sports complex.



Multi-Use Fields - Adequate equity is provided to the community by the City's multi-use fields.



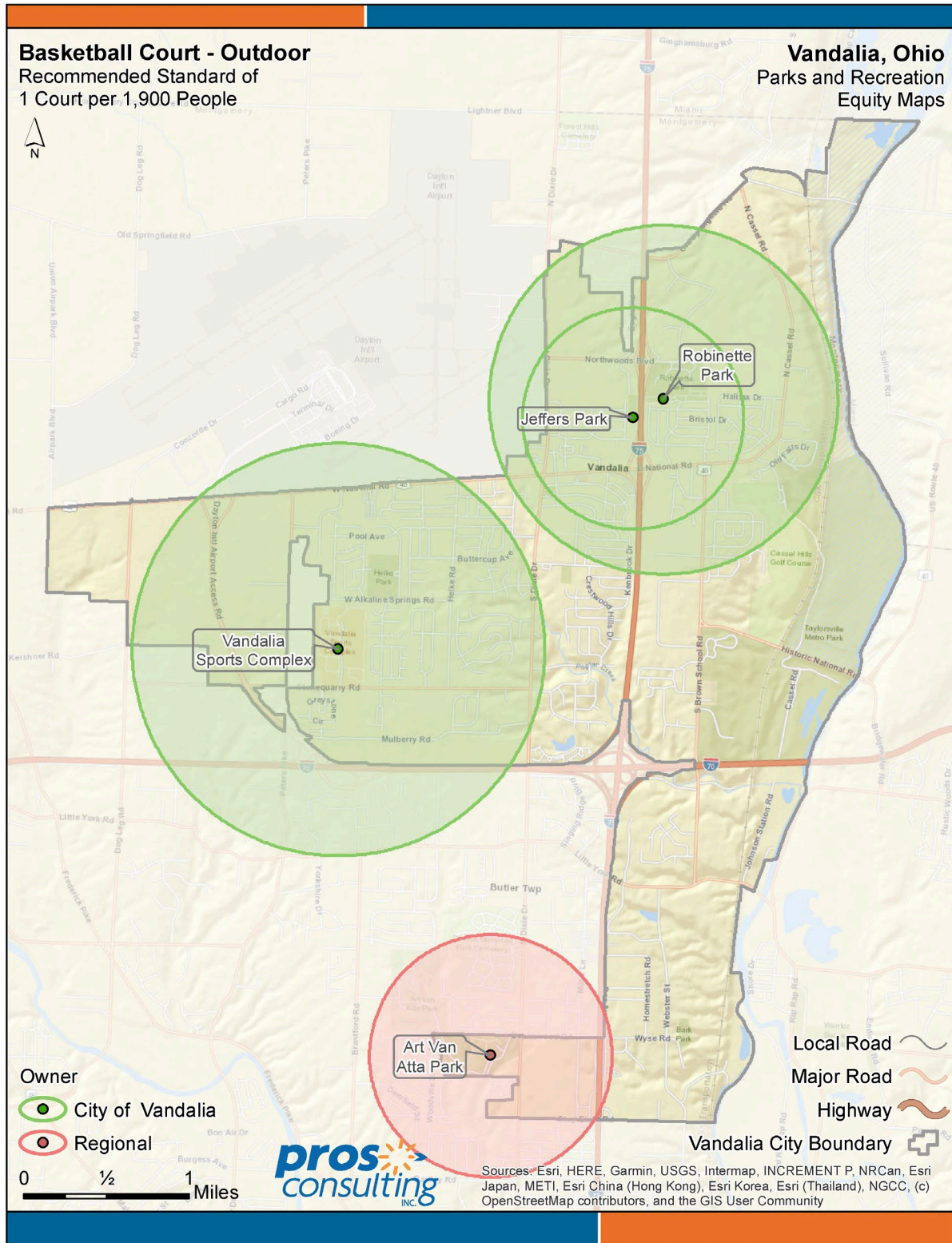
Playgrounds - Adequate equity is provided to the community by the City's playgrounds.



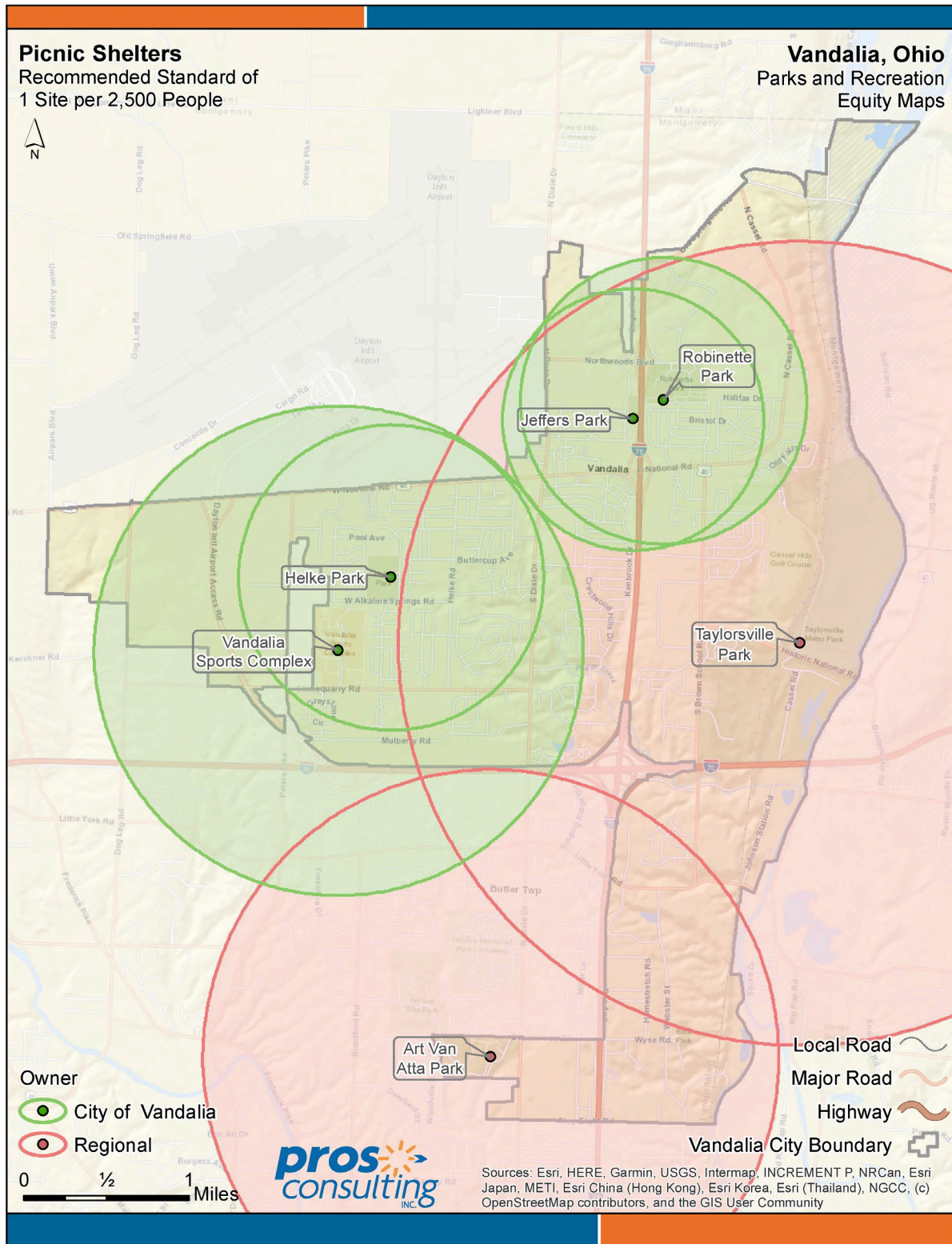


Vandalia Parks and Recreation Master Plan

Outdoor Basketball Courts - Existing City and Montgomery County basketball courts provide for significant equity throughout the community.



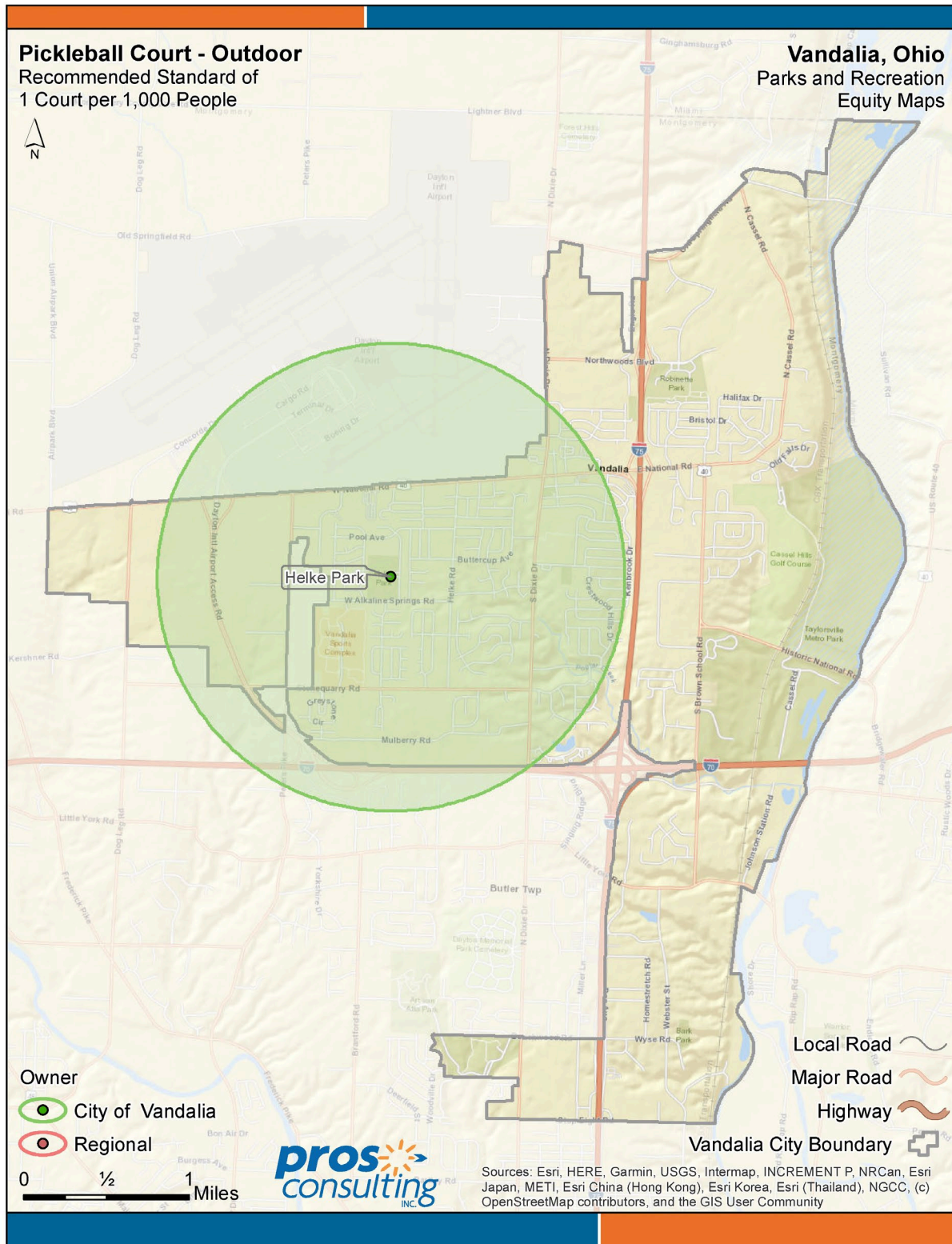
Picnic Shelters - Existing picnic shelters provided by the city, Montgomery County and Five Rivers Metroparks provide for significant equity throughout the city.



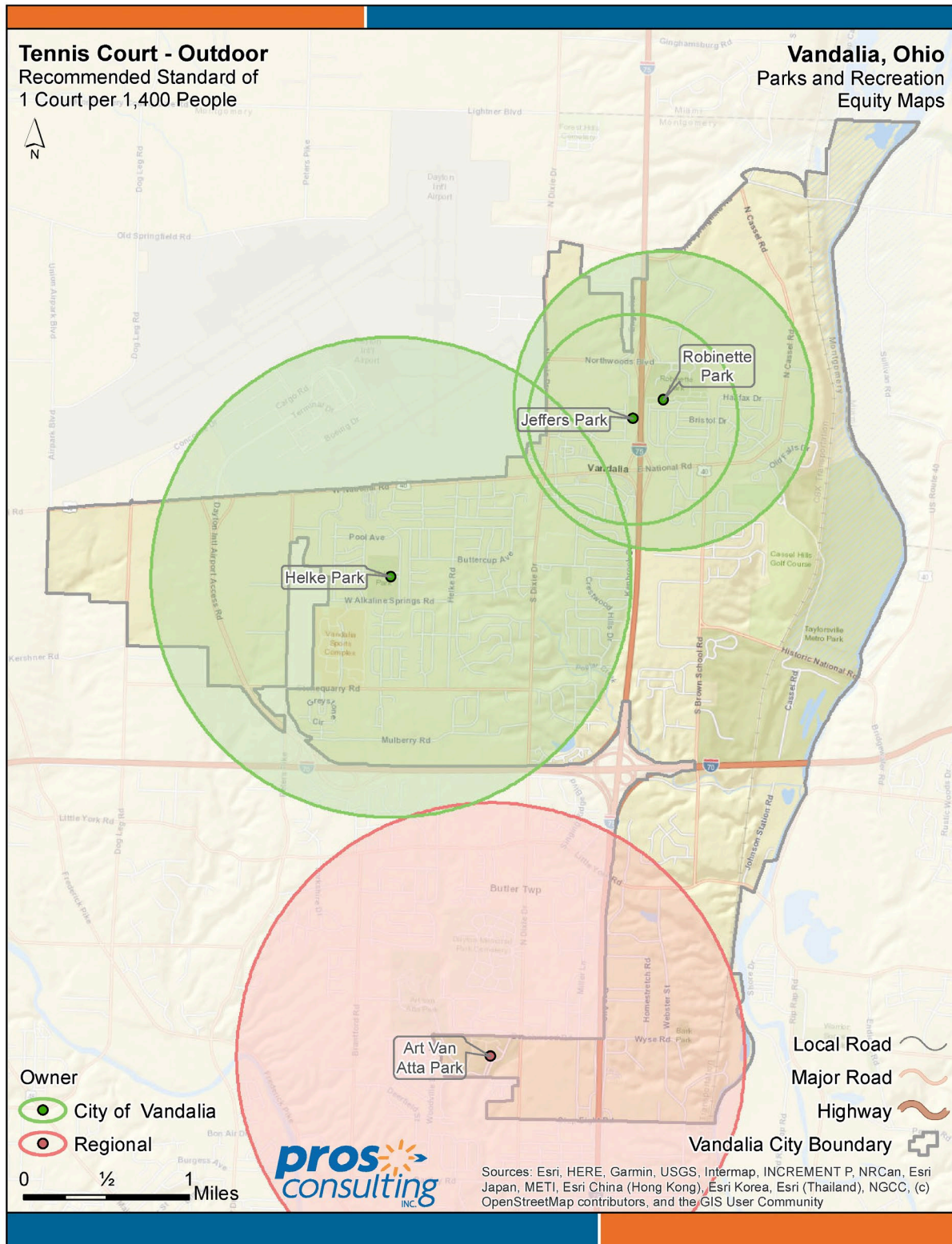


Vandalia Parks and Recreation Master Plan

Pickleball Courts - Equity exists; however, opportunity exists to consider adding pickleball courts in the community if the sport continues to grow in popularity in the city.



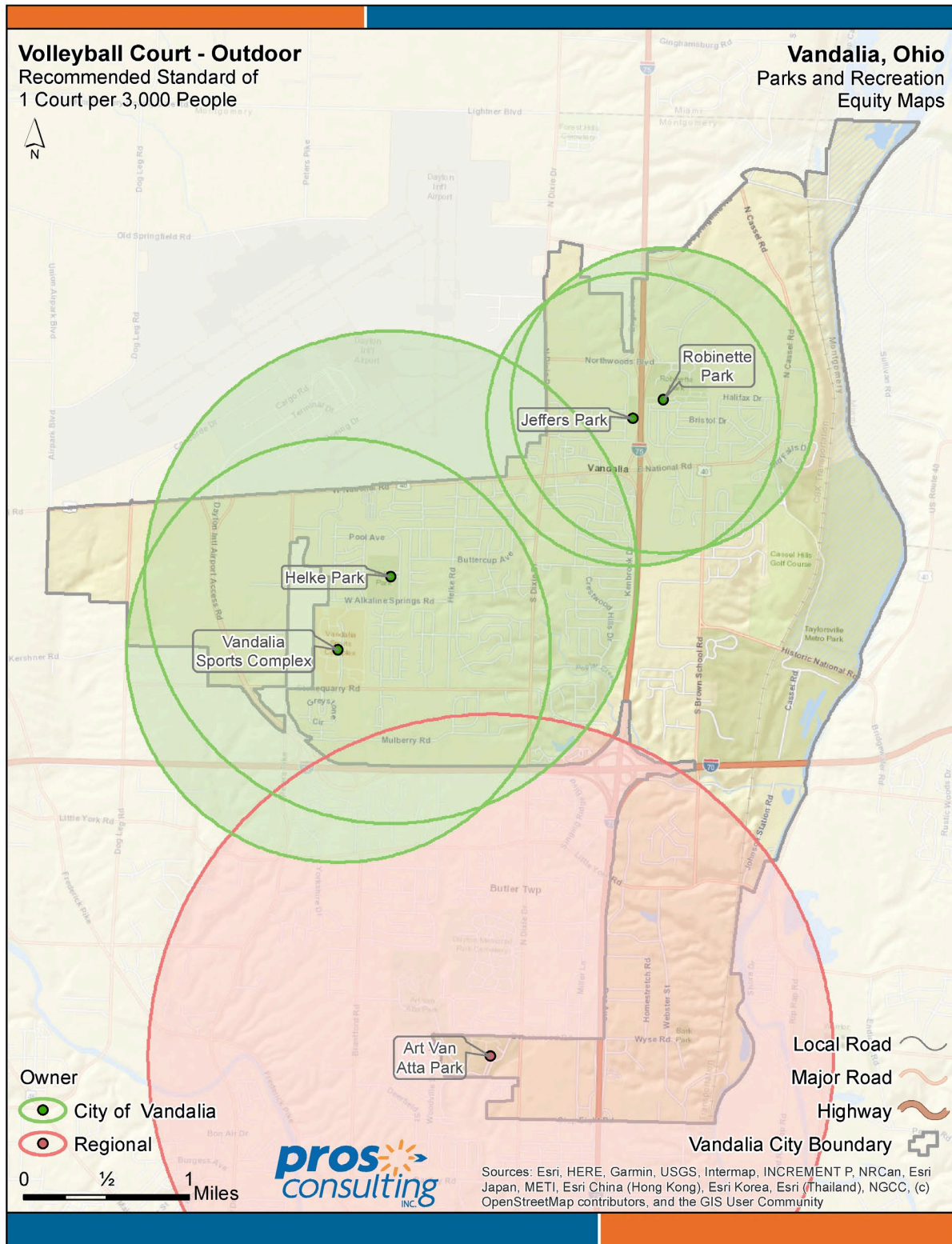
Tennis Courts - Significant equity is provided to the community by existing city and Montgomery County tennis courts.





Vandalia Parks and Recreation Master Plan

Outdoor Volleyball Courts - Significant equity is provided to the community by existing city and Montgomery County outdoor volleyball courts.



CHAPTER SIX – CAPITAL IMPROVEMENT COST ESTIMATING

To plan and prioritize capital improvement projects, recommendations include balancing the maintenance of current assets with the development of new facilities. The departmental Capital Improvement Plan (CIP) framework is utilized to determine CIP projects in concert with an implementable financial plan. A key priority is also focused on maintaining the integrity of the current infrastructure and facilities before expanding and/or enhancing programs and facilities. Maintaining current infrastructure with limited funding will inhibit the City's ability to take care of all existing assets and build new facilities.

A three-tier plan is recommended to help guide the decision-making process for CIP investments. The three-tiered plan acknowledges a fiscal reality, leading to the continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources. A complete list of the projects in each is identified in this chapter. The three tiers include:

- **Sustainable** - Critical maintenance projects, including lifecycle replacement, repair of existing equipment, safety and ADA improvements and existing debt service obligations. Many of these types of improvements typically require one-time funding and are not likely to increase annual operations and maintenance costs. In many cases, these types of projects may reduce annual operations and maintenance costs.
- **Expanded Services** - Projects that include strategic changes to the existing parks system to better meet the unmet needs of the community, including adding features to extend recreation opportunities, such as dog parks, splash pads and trail loops in existing parks. These types of improvements typically require one-time funding and may trigger slight increases in annual operations and maintenance costs, depending on the nature of the improvements.
- **Visionary** - Complete Park renovation, land acquisition and new park/trail development, including but not limited to, the renovation/reconstruction of Cassel Hills Pool, the development of the Foxfire Pocket Park, the redevelopment of Jeffers and Helke Parks and the creation of a Trails Master Plan. These improvements will likely increase annual operations and maintenance costs. Visionary projects also include planning efforts to support new/future development.

6.1 10-YEAR CAPITAL IMPROVEMENT PLAN DEVELOPMENT – GENERAL ASSUMPTIONS

The following are the general assumptions utilized in the development of the recommended 10-year capital improvement plan:

- All projects must be financially viable.
- Only projects likely to be implemented within 10-year plan period are included in the plan.
- Projects must be consistent with other planning efforts, where applicable.

PLEASE NOTE: Cost estimates are provided in 2022 dollars.



6.2 SUSTAINABLE PROJECT RECOMMENDATIONS – MAINTAINING WHAT WE HAVE

This section outlines the projects that focus on the repair and lifecycle replacement of existing parks, facilities, and amenities as well as administrative planning efforts.

SUSTAINABLE PROJECTS (Repair Existing)			
Asset	Brief Description	Estimated Total Project Cost	Time Frame
Ashbury Farms Park	Landscape improvements	\$10,000	Short-term (1-5 years)
Brown School Woods Park	Furniture and Fixtures Lifecycle Replacement - Benches, trash cans, signage, etc.	\$25,000	Short-term (1-5 years)
Cassel Hills Golf Course	Clubhouse renovation, irrigation system replacement, driving range upgrades	\$5,000,000	Short-term (1-5 years)
Robinette Park	Pathway replacement; sport court replacements; Benches, trash cans, signage replacement; playground replacement;	\$500,000	Short-term (1-5 years)
Sports Complex	Benches, trash cans, signage replacement; playground replacement; fencing; dugout replacement	\$750,000	Short-term (1-5 years)
Victory Park	Pathway replacement; Benches, trash cans, signage replacement; playground replacement; fencing replacement with perimeter fence	\$325,000	Short-term (1-5 years)
Warner Park	Benches, trash cans, signage replacement; playground replacement;	\$250,000	Short-term (1-5 years)
System-wide Parking Lot/Pathway Renovations	Parking Lot/Pathway resurfacing/renovations	\$5,000,000	Short-term (1-5 years)
System-wide Lighting Improvements	General Park Lighting Upgrades/Improvements	\$2,500,000	Short-term (1-5 years)
TOTAL SUSTAINABLE PROJECTS		\$14,360,000	
System-wide Facility Upgrades	HVAC, roofing, windows, Cost TBD based on outcomes of Facility Assessment	TBD	Short-term (1-5 years)

6.3 EXPANDED SERVICES RECOMMENDATIONS – IMPROVING WHAT WE HAVE

Options described in this section provide the extra services or capital improvement that could be undertaken to meet need(s) with a focus on enhancements to existing facilities. The following provides a summary of the expanded service options.

EXPANDED SERVICE PROJECTS (Expanding Offerings at Existing Parks/Facilities)			
Asset	Brief Description	Estimated Total Project Cost	Time Frame
Ashbury Farms Park	Add playground	\$100,000	Long-term (6-10 years)
Brown School Woods Park	Add small play feature - bouldering wall	\$25,000	Long-term (6-10 years)
Copperfield Park	Add loop walking path; picnic tables	\$150,000	Long-term (6-10 years)
Robinette Park	Add fitness nodes along walking path; picnic shelter; splashpad; add restroom	\$1,200,000	Short-term (1-5 years)
Vandalia Recreation Center	Add outdoor splashpad	\$1,000,000	Long-term (6-10 years)
Victory Park	Add picnic tables and concrete pad	\$25,000	Long-term (6-10 years)
TOTAL EXPANDED SERVICE PROJECTS		\$2,500,000	

6.4 VISIONARY RECOMMENDATIONS – DEVELOPING NEW OPPORTUNITIES

Recommendations described in this section represent the complete set of services and facilities desired by the community. It can help provide policy guidance by illustrating the ultimate goals of the community, and by providing a long-range look to address future needs and deficiencies. The following new development and redevelopment projects have been identified as relevant to the interests and needs of the community and are relevant to the City's focus because they feature a high probability of success.

VISIONARY PROJECTS (New/Major Upgrade)			
Asset	Brief Description	Estimated Total Project Cost	Time Frame
All Accessible Destination Location Playground	Construct an all accessible playground. Location to be determined	\$1,000,000	Short-term (1-5 years)
Art Park	Fully implement site specific master plan	\$1,500,000	Short-term (1-5 years)
Cassel Hills Pool	Major renovation or redevelopment of Cassel Hills pool (including an initial infrastructure and systems assessment)	\$10,000,000	Short-term (1-5 years)
Foxfire Park	Site Specific Master Plan and new park development (likely just a playground)	\$250,000	Short-term (1-5 years)
Helke Park	Site Specific Master Plan and redevelopment	\$6,175,000	Short-term (1-5 years)
Jeffers Park	Site Specific Master Plan and redevelopment	\$1,675,000	Long-term (6-10 years)
Seeger Park	Site Specific Park and redevelopment that ties the site to the future Downtown Master Plan.	\$325,000	Short-term (1-5 years)
Senior Center	Conduct Senior Center Feasibility Study to determine expansion or relocation of existing facility to better meet community need for programs and services.	\$100,000	Short-term (1-5 years)
Trails Master Plan	Develop a trails master plan	\$150,000	Short-term (1-5 years)
TOTAL VISIONARY PROJECTS		\$21,175,000	
Park Development and Redevelopment Assumptions			
Site Specific Master Plan \$25,000-\$75,000			
Park development/redevelopment Costs -\$200,000 per acre			

6.5 CAPITAL IMPROVEMENT SUMMARY BY TIER

The following table summarizes the three-tier approach to the development of the capital improvement plan associated with the Master Plan.

Tier	Estimated Total Project Cost
Critical Projects	\$14,360,000
Sustainable Projects	\$2,500,000
Visionary Projects	\$21,175,000
TOTAL	\$38,035,000



6.6 CAPITAL IMPROVEMENT SUMMARY BY TIMELINE

The following table summarizes the capital improvement plan associated with the Master Plan by timeline.

Term	Estimated Total Project Cost
Short Term (Years 1-5)	\$34,810,000
Long Term (Years 6-10)	\$3,225,000
TOTAL	\$38,035,000



6.7 PROJECT PRIORITIZATION CRITERIA

In order to help prioritize projects based on limited funding sources, staff developed draft criteria for evaluating a project's ability to meet a variety of park and recreation needs and provide additional benefits. The criteria are shown in the table on the following page and focus on the following:

- **Financial Viability** - All projects must demonstrate that funding is available for both capital and long-term operations and maintenance costs. The city should not take on a project that it cannot afford to maintain.
- **Immediate Projects** - Projects needed due to health, safety, legal and/or ADA issues, as well as to protect the City's current investment in facilities.
- **Benefit-Driven Projects** - Projects that meet the park land and amenity needs of the community, complete a partially-developed project and/or serve as a potential catalyst for economic development.
- **Opportunity-Driven Projects** - Projects that leverage resources and offer partnership opportunities, are located on a significant site and/or promote economic development opportunities.

City of Vandalia Parks and Recreation Master Plan Update Project Prioritization Criteria			
	Category	Description	Project Examples
<i>For All Projects</i>	1. Financial Viability	All projects must demonstrate that funding is available for capital AND long-term operation/maintenance costs.	• Installation/eventual replacement of park furniture, fixtures and equipment (i.e. play structures, shade structures, benches, etc.)
<i>Immediate</i>	2. Health/Safety/Legal/ADA	Immediate health & safety risk, ADA improvements, settlement requirements.	• ADA • Safety improvements
	3. Taking Care of Existing Investments	Lifecycle replacement and enhancement of existing parks, trails and building facilities.	• Equipment replacement/repairs at existing parks and facilities • Trail lighting, signage
<i>Benefit-Driven</i>	4. High Unmet Need	Development of amenities based on unmet needs identified in the Level of Service (LOS) analysis.	• Formalize/add dog parks and splashpads • Renovate Cassel Hills Pool • Renovate Jeffers and Helke Parks
	5. Completeness	Site or trail is partially improved. Benefits are limited until site is fully developed.	• Trails system
	6. Economic Revitalization	Potential for project to serve as a catalyst for other investment.	• Sports Complex Improvements
<i>Opportunity-Driven</i>	7. Ability to Leverage Resources	Are other projects occurring on or near the site or are there other funding sources available?	• Trail improvements • ADA upgrade projects
	8. Partnership Opportunities	Partnership will help fund improvements and/or long-term operation/maintenance costs.	• Five Rivers Metroparks Taylorsville Park and trail connections • Montgomery County Art Van Atta Park
	9. Site Significance	Site has been identified as a public priority.	• Partnership projects • Trails



6.8 ASPIRATIONAL PROJECT

VANDALIA SPORTS COMPLEX SYNTHETIC TURF

A project that became an area of interest and focus in the master planning process was the conversion of the existing sports fields at the Vandalia Sports Complex from natural grass to synthetic turf. There is mixed support in the community for this aspirational project, as many residents are older, retired adults who do not have a direct interest in or need for this type of improvement. There are, however, a number of young families with children and young adults who are active in team sports that would benefit from the fields being playable up to ten months a year.

The cost for this project is approximately \$30 million. If the project were phased in over 3-10 years, the overall project cost would increase due to inflationary impacts.



CHAPTER SEVEN – CAPITAL IMPROVEMENT PLAN FUNDING

Municipal Parks and Recreation agencies across the United States today have learned to manage revenue options to support Parks and Recreation, especially with the limited availability of tax dollars. Municipal Park and Recreation systems can no longer rely on taxes as their sole revenue option and have developed new revenue sources/options to help support capital and operational needs.

A growing number of municipalities have developed policies on pricing of services, cost recovery rates, and partnership agreements for programs and facilities provided to the community. They also have developed strong partnerships that are fair and equitable in the delivery of services based on whom receives the service, for what purpose, for what benefit, and for what costs. In addition, agencies have learned to use Parks and Recreation facilities, amenities, programs, and events, to generate revenue and support economic development. Municipalities have also learned to recognize that people will drive to their community for quality recreation facilities such as sports complexes, pools, and tournaments, if the facilities/events are well managed and properly marketed.

In order to continue to build and maintain the Parks and Recreation system, funding should be pursued for the capital investments, such as those presented in this plan. The following section provide fundings strategies for the city to consider for improving its Parks and Recreation system.

7.1 HIGHLY IMPLEMENTABLE FUNDING STRATEGIES

- **Grants:** Grant funds are used by many agencies to enhance parks and the availability of grants continues to grow annually. Matching dollars are required for most federal grants and many state grants. The city should continue to pursue grant opportunities, in particular:
 - **NatureWorks Grant** - NatureWorks projects are funded through the Ohio Parks and Natural Resources Bond Issue which was approved by Ohio voters in November 1993. The NatureWorks grant program provides up to 75% reimbursement assistance for local government subdivisions (townships, villages, cities, counties, park districts, joint recreation districts, and conservancy districts) to for the acquisition, development, and rehabilitation of recreational areas.
 - **Community Development Block Grant** - The Community Development Block Grant (CDBG) program provides federal funding for projects to improve the quality of life for people with low or moderate incomes, revitalize urban centers, and address the urgent health and safety needs in lower income areas of communities.
- **State of Ohio Capital Budget Bill:** The State of Ohio's biennial Capital Budget, enacted in each even-numbered year, provides appropriations for the repair, reconstruction, and construction of capital assets of state agencies, colleges, universities and school districts. In some years, funds may also be allocated for community projects of local or regional interest.
- **General Obligation Bond:** A general obligation bond is a municipal bond secured by a taxing authority such as the City to improve public assets that benefits the municipal agency involved that oversee the Parks and Recreation facilities. General Obligation Bonds should be considered for park and recreation facility projects, such as updates to a community or regional park, trails, recreation centers, aquatic centers, or a sports complex. Improvements to parks should also be covered by these funding sources because there are very little operational revenues associated with these parks to draw from, and some of the city parks need upgrades and renovations. These parks help frame the city image and benefit a wide age segment of users and updating these



parks will benefit the community as a whole and stabilize neighborhoods and other areas of the city. According to Trust for Public Land research, over the last 10 years across the United States over 90% of park and recreation bond issues have passed in cities when offered to the community to vote to support the community needs for Parks and Recreation.

- **National Recreational Trails Program:** These grants are available to government and nonprofit agencies, for amounts ranging from \$5,000 to \$50,000, for the building of a trail or piece of a trail. It is a reimbursement grant program (sponsor must fund 100% of the project up front) and requires a 20% local match. This is an annual program with an application deadline at the end of January. The available funds are split such that 30% goes toward motorized trails, 30% to non-motorized trails, and 40% is discretionary for trail construction.
- **Design Arts Program:** The National Endowment for the Arts provides grants to states and local agencies, individuals and nonprofit organizations for projects that incorporate urban design, historic preservation, planning, architecture, landscape architecture, and other community improvement activities, including greenway development. Grants to organizations and agencies must be matched by a 50-percent local contribution. Agencies can receive up to \$50,000
- **Developer Cash-in-Lieu of meeting the Open Space Requirement:** Ordinances requiring the dedication of open space within developments to meet the park and recreation needs of the new residents often have provisions allowing cash contribution to substitute for the land requirement.
- **Land Leases/Concessions:** Land leases and concessions are public/private partnerships in which the municipality provides land or space for private commercial operations that will enhance the park and recreational experience in exchange for payments to help reduce operating costs. They can range from food service restaurant operations, Cell Towers, hotels, to full management of recreation attractions. Leases usually pay back to the city a percentage of the value of the land each year in the 15% category and a percentage of gross from the restaurant or attractions. They also pay sales tax and employee income tax to the city.
- **Parking Fee:** Many parks that do not charge an admission fee will charge a parking fee. Parking rates range from \$3 to \$4 dollars a day. This funding source could work for helping to support special events, festivals, and sports tournaments (i.e., Vandalia Sports Complex).
- **User Fees:** User fees are fees paid by a user of recreational facilities or programs to offset the costs of services provided by the Department in operating a park, a recreation facility or in delivering programs and services. A perception of “value” has to be instilled in the community by the Parks and Recreation staff for what benefits the city is providing to the user. As the Department continues to develop new programs, all future fees should be charged based on cost recovery goals developed in a future Pricing Policy. The fees for the parks and/or core recreation services are based on the level of exclusivity the user receives compared to the general taxpayer. It is recommended that user fees for programs be charged at market rate for services to create value and operational revenue for the Department. For services where the City feels that they cannot move forward on adequate user fees to obtain the required cost recovery, consideration of contracting with a not-for-profit and/or private company to help offset service costs should be pursued. This would save the city dollars in their operational budgets while still ensuring the community receives the service to keep the quality of life at a high standard.
- **Permit Fees:** This fee is incorporated for exclusive reservations for picnic shelters, sports fields, special events that are provided by the city, and competition tournaments held in the city by

other organizations who make a profit off of City owned facilities. Permit fees include a base fee for all direct and indirect costs for the city to provide the space on an exclusive basis plus a percentage of the gross for major special events and tournaments held on City owned permitted facilities. Alcohol permits should be explored and if determined worthwhile, added to these permits which would generate more dollars for the city for these special use areas. These dollars could be applied to the Recreation and Park Revolving Fund if developed to help support park improvements and operations.

- **Business/Resident Donations:** Individual donations from corporations and private donations can be accepted to support specific improvements and amenities.
- **Nonprofit Organizations:** Nonprofit organizations can provide support for green space and parks in various ways.
 - **Conservancy or Friends Organization:** This type of nonprofit is devoted to supporting a specific park like the Sports Complex. These Park Conservancy's or Friends Groups are a major funding source for parks in the United States and should be considered for the Parks and Recreation facilities in the city.
 - **Community Service Workers:** Community service workers are assigned by the court to pay off some of their sentence through maintenance activities in parks, such as picking up litter, removing graffiti, and assisting in painting or fix up activities. Most workers are assigned 30 to 60 hours of work. This would seem to be a good opportunity for the parks to work with the sheriff's or City police department on using community service workers.
 - **Greenway Fundraising Programs:** Agencies across the United States have used greenways for not-for-profit fundraisers in the form of walks, runs, bicycle races, and special events. The local managing agency usually gets \$2-\$5 per participants in the events to go back to support the operations and maintenance costs.
 - **Volunteer Work:** Community volunteers may help with greenway construction, as well as conduct fundraisers. Organizations that might be mobilized for volunteer work include the Boy Scouts and Girl Scouts.
- **Concessions:** Concessions can be leased out to a private operator for a percentage of gross profits. Typically, 15%-18% of gross profits for concessions of a profit operator, or a managing agency over a park site could manage concessions.
- **Field Permits:** The City can issue recreational use permits for activities, practice, or games. Permits should cover the operational cost of each field and management costs. If a private operator desires to rent the site for a sporting tournament for private gain, the city should provide a permit fee plus a percentage of gross from the event for the exclusive use of the fields.
- **Cell Tower:** Cell tower leases can be used. This revenue source would support \$35,000-\$50,000 annually for the site if cell towers in areas needing cell towers.
- **Volunteerism:** The revenue source is an indirect revenue source in that persons donate time to the city to assist in providing a product or service on an hourly basis. This reduces the City's cost in providing the service plus it builds advocacy for the city.



7.2 FUNDING STRATEGY OPPORTUNITIES FOR CONSIDERATION

- **Lease Back:** Lease backs are a source of capital funding in which a private sector entity such as a development company buys the park land site or leases the park land and develops a facility such as a park, recreation attraction, recreation center, pool, or sports complex; and leases the facility back to the municipality to pay off the capital costs over a 20-to-30-year period. This approach takes advantage of the efficiencies of private sector development while relieving the burden on the municipality to raise upfront capital funds. This funding source is typically used for recreation and aquatic type facilities, stadiums, civic buildings, and fire stations.
- **Corporate Sponsorships:** Corporations can also underwrite a portion or all the cost of an event, program, or activity based on their name being associated with the service. Sponsorships typically are title sponsors, presenting sponsors, associate sponsors, product sponsors, or in-kind sponsors. Many agencies seek corporate support for these types of activities through friends' groups and advisory boards.
 - Advertising sales on sports complexes, scoreboards, gym floors, trash cans, playgrounds, in locker rooms, at dog parks, along trails, flower pots, and as part of special events held in the city to help support operational costs have been an acceptable practice in Parks and Recreation systems for a long time and should be considered by the city to support operational costs.
- **Maintenance Endowment Fund:** This is a fund dedicated exclusively for a park's maintenance, funded by a percentage of user fees from programs, events, and rentals and is dedicated to protecting the asset where the activity is occurring.
- **Park and Recreation Revenue Revolving Fund:** This is a dedicated fund to be used for park purposes only that is replenished on an ongoing basis from various funding sources such as grants, sponsorships, advertising, program user fees and rental fees within the park system. The City could establish a revolving fund supported by all of the funding sources identified in this section and kept separate from the tax general fund. This has worked well in many cities across the United States.
- **Parks Foundation.** The utilization of a Parks Foundation is a joint-development funding source with the city. The foundation operates as a non-profit organization, working on behalf of the public agency to raise needed dollars to support its vision and operational needs.
 - The dollars that would be raised by the foundation are tax-exempt. Foundations promote specific causes, activities, or issues that the Department needs to address. They offer a variety of means to fund capital projects, including capital campaigns, gifts catalogs, fundraisers, endowments, sales of park-related memorabilia, etc.
 - Private donations may be received in the form of cash, securities, land, facilities, recreation equipment, art, or in-kind services.
- **Private Foundation Funds:** Nonprofit community foundations can be strong sources of support for the Department and should be pursued for specific park and recreation amenities. The Department should consider developing a good parks foundation.
- **Nonprofit Organizations:** Nonprofit organizations can provide support for green space and parks in various ways. Examples include:

- **Greenway Foundations:** Greenway foundations focus on developing and maintaining trails and green corridors on a City-wide basis. The city could seek land leases along their trails as a funding source, in addition to selling miles of trails to community corporations and nonprofits in the city. The development rights along the trails can also be sold to local utilities for water, sewer, fiber optic, and cable lines on a per mile basis to support development and management of these corridors. Indianapolis Greenway Foundation has a specific Greenway Trail license plate they have had in place for over 20 years to help support the development and maintenance of trails in the city.
 - **Adopt-a-Park, -Trail, -Stream:** In this approach local neighborhood groups or businesses make a volunteer commitment to maintaining a specific area of a park or an amenity. Adopt-a-Park, or similar arrangements are particularly well-suited for the Department.
- **Local Private-Sector Funding:** Local industries and private businesses may agree to provide support for greenway development through one or more of the following methods:
 - Donations of cash to a specific greenway segment.
 - Donations of services by businesses and corporations to reduce the cost of greenway implementation, including equipment and labor to construct and install elements of a specific greenway.
 - Reductions in the cost of materials purchased from local businesses that support greenway implementation and can supply essential products for facility development.
- **Adopt-A-Foot Program:** These are typically small grant programs that fund new construction, repair/renovation, maps, trail brochures, facilities (bike racks, picnic areas, birding equipment) as well as provide maintenance support. The Adopt-A-Foot program is in the form of cash contributions that range from \$2,640 to \$26,400 over a five-year period.
- **Food and Equipment Sponsors:** Official drink and food sponsors can be utilized for the city. Official drink and food sponsors pay the city a set percentage of gross. Typically, this is 15%-20% of costs for being the official product and receiving exclusive pouring and food rights to the complex. Likewise, official equipment sponsors work well for trucks, mowers, and tractors.
- **Advertising Revenue:** Advertising revenue can come from the sale of ads on banners in the parks. The advertising could include trashcans, trail markers, visitor pull trailers, tee boxes, scorecards, and in restrooms.
- **Catering:** The City has many sites that set up well to have high, medium, and low-level caterers on contract that groups can use. Caterers usually provide the parks with a fixed gross rate on food and beverage at 12%-15% of the cost of food and 18% of drink back to the city.

7.3 FUNDING STRATEGY OPPORTUNITIES FOR OTHER DEPARTMENTS

- **Federal Lands Access Program (FLAP) grants** - The Federal Lands Access Program (Access Program) was established in 23 U.S.C. 204 to improve transportation facilities that provide access to, are adjacent to, or are located within Federal lands. The Access Program supplements State and local resources for public roads, transit systems, and other transportation facilities, with an emphasis on high-use recreation sites and economic generators.



- **Federal Housing Grants** can also help support parks near federal housing areas and should be pursued if appropriate. Several communities have used HUD funds to develop greenways, including the Boscobel Heights' "Safe Walk" Greenway in Nashville, Tennessee.
- **Watershed Protection and Flood Prevention (Small Watersheds) Grants:** The USDA Natural Resource Conservation Service (NRCS) provides funding to state and local agencies or nonprofit organizations authorized to carry out, maintain, and operate watershed improvements involving less than 250,000 acres. The NRCS provides financial and technical assistance to eligible projects to improve watershed protection, flood prevention, sedimentation control, public water-based fish and wildlife enhancements, and recreation planning. The NRCS requires a 50-percent local match for public recreation, and fish and wildlife projects.
- **Utility Lease Fee:** Utility lease fees have been used to support parks in the form of utility companies supporting a park from utility easements, storm water runoff and paying for development rights below the ground. This funding source is derived from fees on property own by the City based on measures such as the amount of impervious surfacing as well as fees from utility companies having access through the park. It is used by many cities to acquire and develop greenways and other open space resources that provide improvements in the park or development of trails. Improvements can include trails, drainage areas, and retention ponds that serve multiple purposes such as recreation, environmental protection, and storm water management. This could be a source for the utilities to contribute to support the parks and trails in the future. This has been very successful in Houston along their bayous.
- **Food and Beverage Tax:** This 1/8% sales tax is currently used by cities across the United States and usually requires voter approval. These dollars can come from the local community as well as visitors to the city to help pay for a bond to finance future park and recreation related improvements. Food and Beverage Taxes are very well accepted in most communities.
- **State Water Management Funds:** Funds established to protect or improve water quality could apply to a greenways/trails project if a strong link exists between the development of a greenway and the adjacent/nearby water quality. Possible uses of these funds include the purchase of critical strips of land along rivers and streams for protection, which could then also be used for greenways; develop educational materials, displays; or for storm water management.
- **Wi-Fi Revenue:** The City can set up a Wi-Fi area whereby a Wi-Fi vendor is able to sell the advertising on the Wi-Fi access banner to local businesses targeting the users of the site. This revenue has amounted to \$20,000-\$50,000 in revenue for similar systems.

7.4 GRANTS THROUGH PRIVATE FOUNDATIONS AND CORPORATIONS

Many communities have solicited greenway funding from a variety of private foundations and other conservation-minded benefactors. Some of these grants include:

- **Coors Pure Water 2000 Grants:** Coors Brewing Company and its affiliated distributors provide funding and in-kind services to grassroots organizations that are working to solve local, regional and national water-related problems. Coors provides grants, ranging from a few hundred dollars to \$50,000, for projects such as river cleanups, aquatic habitat improvements, water quality monitoring, wetlands protection, pollution prevention, water education efforts, groundwater protection, water conservation and fisheries.

- **World Wildlife Fund Innovative Grants Program:** This organization awards small grants to local, regional, and statewide nonprofit organizations to help implement innovative strategies for the conservation of natural resources. Grants are offered to support projects that accomplish one or more of the following: (1) conserve wetlands; (2) protect endangered species; (3) preserve migratory birds; (4) conserve coastal resources; and (5) establish and sustain protected natural areas, such as greenways.
- **Innovative Grants:** This funding can help pay for the administrative costs for projects including planning, technical assistance, legal and other costs to facilitate the acquisition of critical lands; retaining consultants and other experts; and preparing visual presentations and brochures or other conservation activities. The maximum award for a single grant is typically \$10,000.
- **Bikes Belong:** Bikes Belong coalition is sponsored by members of the American Bicycle Industry. The grant program is a national discretionary program with a small budget, to help communities build trail projects. They like to fund high-profile projects and like regional coalitions. An application must be supported by the local bicycle dealers (letters of support should be attached). Bikes Belong also offers advice and information on how to get more people on bikes. Government and nonprofit agencies are eligible, and no match is required. The maximum amount for a grant proposal is \$10,000. Applications may be submitted at any time and are reviewed as they are received.
- **Partnership Development Agreement:** Each partner would develop their respective facilities based on set design guidelines with the city managing all the site elements. Partners would work collectively to promote the site versus individual amenities. This process was successful for Papago Park, located in the City of Phoenix, Arizona. The site included a major league spring training facility and minor league baseball complex, zoo, botanical gardens, history museum, and other attractions on site.
- **Community Forest and Open Space Program:** Federal Grant with Estimated Total Program Funding of \$3,150,000. Individual grant applications may not exceed \$400,000. The program pays up to 50% of the project costs and requires a 50% non-federal match. Eligible lands for grants funded under this program are private forests that are at least five acres in size, suitable to sustain natural vegetation, and at least 75% forested.
- **Congestion Mitigation and Air Quality Program-fund:** This source is for transportation projects that improve air quality and reduce traffic congestion. Projects can include bicycle and pedestrian projects, trails, links to communities, bike rack facilities. Average grant size \$50,000-\$100,000.
- **Community Facilities Grant and Loan Program-Grant Program:** This source is established to assist communities with grant and loan funding for the expansion, renovation and or remodeling of former school facilities and or existing surplus government facilities that have an existing or future community use. Facilities may be space for community gatherings and functions, recreational athletic facilities for community members, particularly youth. These include space for non-for-profit offices, childcare, community education, theater, senior centers, youth centers, and after school programs. CFP match requirements for requests up to \$250,000 are 10-% eligible project costs. For requests over \$250,000 to \$1 million, the match is 15%.
- **American Hiking Society:** Fund on a national basis for promoting and protecting foot trails and the hiking experience.



- **The Helen R. Buck Foundation:** This foundation provides funding for playground equipment and recreational activities.
- **Deupree Family Foundation:** The Deupree Family Foundation provides grants for Recreation, parks/playgrounds, and children/youth, on a national basis. This foundation supports building/renovation, equipment, general/operating support, program development, and seed money.
- **The John P. Ellbogen Foundation:** Children/youth services grants as well as support for capital campaigns, general/operating support, and program development.
- **Economic Development Grants for Public Works and Development of Facilities:** The U. S. Department of Commerce, Economic Development Administration (EDA), provides grants to states, counties, and cities designated as redevelopment areas by EDA for public works projects that can include developing trails and greenway facilities. There is a 30% local match required, except in severely distressed areas where the federal contribution can reach 80%.



CHAPTER EIGHT – MAINTENANCE ASSESSMENTS

Parks and amenities that are clean and functioning efficiently are a critical element to delivering high quality programs and services. The Vandalia Parks and Recreation Department maintains 154 acres of developed parks (not including special use parks, facility grounds and right-of-way/median landscape acreage).

8.1 PARKS MAINTENANCE LINES OF SERVICE

The core lines of service (functions) performed by the Parks Division are numerous. The lines of service are as follows:

Parks Maintenance Lines of Service
Athletic Field - Game Preparation
Athletic Field Maintenance - Diamond Fields
Aquatics Maintenance
Citizen Inquiries
Equipment Maintenance (park maintenance equipment - mowers, etc)
Furniture, Fixtures, Systems (lighting, etc.) Maintenance and Repair
Integrated Pest Management
Irrigation Systems
Landscape Beautification
Maintenance Yard Management
Park Permit/Special Event Facilitation
Playground Maintenance
Public Facility Grounds Maintenance
Right of Way and Median Maintenance
Restroom Custodial Services
Special Projects
Special Event Support
Sport Courts (Basketball, Tennis, Sand Volleyball Courts)
Storm Clean-up/Snow and Ice Removal
Trails
Turf Management
Urban Forestry
Volunteer Management

8.2 MAINTENANCE MODES AND STANDARDS

Regular maintenance requires unit-based quantification for most major resource requirements and provides the methods for projecting future resource needs. The City's maintenance efforts as detailed are expansive and address diverse aspects of maintaining high-quality parks, amenities, and infrastructure to preserve the integrity of public assets and their meaningful use. The prevailing objectives of a standards-based park maintenance program are presented below but not in order of importance:



- Maintain and improve the sites, grounds, facilities, and structures of the City's parks system to provide optimal and enjoyable use.
- Provide landscaping and general maintenance for a multitude of City amenities, including but not limited to, landscaped beds and turf, urban open spaces, urban forests, and selected park buildings and structures.
- Be responsive to maintenance needs of the City's open-space tracts. Particular attention must be paid to access points, trail repair, erosion control, and trash removal.
- Protect and preserve the value of City assets so that long-term maintenance costs are minimal due to extending the service life of those assets.

Many of the objectives assigned to the Park's maintenance teams go beyond the traditional responsibilities of park maintenance employees.

It is recommended that all park maintenance agencies adopt a system of grounds maintenance levels wherein functions are organized into a tiered structure with three different levels of service. These levels are referred to as maintenance modes, and each has a unique standard that dictates routine maintenance tasks and their frequency. The appropriate maintenance mode is assigned to each park or site, which creates a framework for organizing and scheduling tasks and responsibilities at each location. A description of each of the maintenance modes is provided below:

8.2.1 MAINTENANCE MODE/LEVEL 1

Maintenance Mode/Level 1 (Mode/Level 1) applies to parks or sites that require the greatest level of maintenance standard in the system. These parks or sites are often revenue producing facilities, such as the athletic fields, where the quality and level of maintenance has a direct impact on the park facility's ability to maximize revenue generation. The Vandalia Sports Complex and Cassel Hills Golf Course are examples of where level 1 maintenance standards would apply.

8.2.2 MAINTENANCE MODE/LEVEL 2

Maintenance Mode/Level 2 (Mode/Level 2) applies to parks or sites that require a moderate level of effort and maintenance standards in the system. These include developed and undeveloped parks with amenities that are heavily used such as trails, community and pocket parks, and special-use facilities found in the City's parks system. Helke Park is an example where level 2 maintenance standards should be utilized

8.2.3 MAINTENANCE MODE/LEVEL 3

Maintenance Mode/Level 3 (Mode/Level 3) applies to parks or sites that require a nominal level of effort and maintenance standards in the system. These generally include undeveloped parks with minimal amenities.

8.3 PARK MAINTENANCE KEY FINDINGS

8.3.1 MAINTENANCE MANAGEMENT PLAN

Through the review of data and workshops with staff, the PROS Consulting team determined that the Parks Division does generally try to operate within the maintenance modes identified above. Parks maintenance also intuitively follows a set of routine parks and grounds maintenance standards with task, frequency, and season of year for each of the functional work areas, however, a formalized, documented, detailed maintenance management plan does not exist. A formalized maintenance management plan includes not only maintenance modes and standards for each park but also tracks the performance of the work against a set of defined outcomes as well as the costs expended to achieve each outcome. A maintenance management plan is typically memorialized within an asset-based work order management system.

8.3.2 GIS-BASED ASSET MANAGEMENT WORK ORDER SYSTEM

Parks maintenance in the City of Vandalia does not currently utilize a GIS-based asset management work order system and should consider the implementation of such a system to document maintenance and asset replacement schedules as well as the track the time and resources required to perform work in the field. A work order management system can also determine the level of unproductive time expended by staff (i.e., travel time to parks).

8.3.3 EQUIPMENT

Staff does not lack the necessary equipment or resources to perform tasks.

8.3.4 STAFFING LEVELS

Developed Parks: The Parks Maintenance Division is comprised of approximately 7.4 full-time equivalents (FTEs) - 3 full-time employees and 4.4 part-time FTEs - dedicated to maintaining the developed parks system.

BEST PRACTICE STAFFING LEVELS

- Level 1 Standard Staffing: Best practice ratio of FTE per park acres maintained at a Level 1 standard is 1:12 acres.
- Level 2 Standard Staffing: Best practice ratio of FTE per park acres maintained at a Level 2 standard is 1:15 acres.

With the responsibility of actively managing 97 acres of parks at a level 1 standard and 57.20 acres of parks at a level 2 standard, the Parks Maintenance Division DOES NOT HAVE the staffing capacity to manage the developed parks system. The following table indicates that the Parks Division is currently understaffed by 4.4 FTEs.

PARK	PARK ACREAGE	MAINTENANCE STANDARD	CURRENT STAFFING LEVEL (FTEs)	CURRENT STAFFING LEVEL (FTEs:ACRES)	BEST PRACTICE STAFFING LEVEL	Additional Staffing Needed to Meet Best Practice
Sports Complex	97.0	Level 1	5.0	1 FTE per 19 acres	1 FTE per 12 acres	3.0
Other City Parks	57.2	Level 2	2.4	1 FTE per 24 acres	1 FTE per 15 acres	1.4
TOTALS	154.2		7.4			4.4



PLEASE NOTE: Additional staffing levels shown on the previous page does not include staff needed for Right of Way, Median, and Public Facility Grounds Landscape Maintenance. It is recommended that the City consider contracting out these functions.

8.3.5 ANNUAL PARK OPERATION AND MAINTENANCE FUNDING

Based on analysis conducted by the project team as summarized in the table below, unit costs for parks maintenance are not in alignment with best practice cost per acre for the maintenance of parks. The following table indicates that the Parks Division is currently underfunded by \$250,000 annually.

MAINTENANCE FUNCTION	PARK ACREAGE	MAINTENANCE STANDARD	GENERAL FUND BUDGET	Cost per acre	Best Practice Cost Per Acre	Additional Funding Needed to Meet Best Practice
			\$700,000			
Sports Complex	97.0	Level 1	\$450,000	\$4,639.18	\$7,000	\$229,000
Other City Parks	54.2	Level 2	\$250,000	\$4,612.55	\$5,000	\$21,000
TOTALS	154.2		\$700,000			\$250,000

8.4 PARK MAINTENANCE KEY RECOMMENDATIONS

8.4.1 IMPLEMENT A GIS-BASED ASSET MANAGEMENT WORK ORDER SYSTEM

A work order system should be used to track lifecycle maintenance requirements that are tied to weekly and monthly work orders. This will help the staff to stay ahead of preventative maintenance and limit breakdowns. Further, utilizing the system will provide staff the necessary “actual cost” data for work being performed. The typical components of a work order management system are as follows:

- Schedule Work Activities
 - Detailed framework for asset management by incorporating GIS into the asset repository. Allows for grouping of assets by location, type, age, or other key parameters. These groupings can then be used to create maintenance activities such as preventive work, reactive work, tests, or inspections.
- Mapping Tools
 - ArcGIS maps are an integral part of the work management process. This allows for the creation of map visualizations of database queries including open work orders, service requests, or work orders of a specific type and assignment. These tools empower both management and staff to interact with asset data.
- Data Mobility
 - A variety of tools to help maintenance staff access and update valuable information while in the field.
- Asset Management
 - Track work performed on any asset at any given time throughout its lifecycle. Users can easily search for active work orders and view them dynamically on the GIS map. Track

overdue work orders and monitor work associated with a specific task, contractor, or project.

- **Track Unproductive Time**
 - A key component of creating an efficient parks maintenance operation is to minimize unproductive time, such as travel time between parks. Travel time on average should not exceed the maximum threshold of 2.2 hours for every 8-hour day.

8.4.2 COST OF SERVICE/SYSTEMATIC APPROACH TO CONTRACTING SERVICES

Through the development of management processes, the Parks Division must begin to track cost of service at a unit activity level through the implementation of a work order management system. This, in turn, would internally analyze the unit cost to perform work internally against the unit cost to perform work by a third-party vendor, in particular right-of-way, median and public facility grounds landscape maintenance.

8.4.3 DEVELOPED PARKS AND TRAILS MAINTENANCE FUNDING

It is recommended that the Parks Maintenance Division develop line-item budgets for each functional area of work, with specific focus on the Vandalia Sports Complex, other city parks, right-of-way/median maintenance, and public facility grounds.

8.4.4 ANNUAL PARK MAINTENANCE FUNDING AD STAFFING

It is recommended that the Park Maintenance Operation be allocated an additional \$250,000 annually for enhanced management and maintenance of parks, in particular the Vandalia Sports Complex. Of this funding, approximately \$150,000 should be allocated for the addition of 4.4 FTEs for this functional work area.

8.5 OTHER PARKS MAINTENANCE RECOMMENDATIONS

8.5.1 COST AVOIDANCE

Maintenance operations are typically spent in divisions that do not have direct revenue sources that can offset expenditures. There are opportunities, however, to reduce expenditures through the following strategies.

- **Adopt-a-Trail Programs:** These programs are similar to the popular “adopt-a-mile” highway programs most states utilize. Adopt-a-trail programs can also take the form of cash contributions in the range of \$12,000 to \$16,000 per mile to cover operational costs.
- **Adopt-a-Park Programs:** These are small-grant programs that fund new construction and provide maintenance support. Adopt-A-Park programs can also take the form of cash contributions in the range of \$1,000 to \$5,000 per acre to cover operational costs.
- **Operational Partnerships:** Partnerships are operational funding sources formed from two separate agencies, such as two government entities, a non-profit and a public agency, or a private business and a public agency. Two partners jointly share risk, operational costs, responsibilities, and asset management based on the strengths of each partner.



8.6 FACILITY MAINTENANCE KEY FINDINGS

Parks and amenities that are clean and functioning efficiently are a critical element to delivering high quality programs and services. The Vandalia Parks and Recreation Department maintains 225,000 square feet of public facilities (not including four park restroom buildings, one golf cart barn, seven picnic shelters, two storage buildings and two concession stands).

8.6.1 MAINTENANCE MANAGEMENT PLAN

Through the review of data and workshops with staff, the PROS Consulting team determined that the Facility Maintenance Division does generally try to operate within best practice maintenance modes. Facility maintenance also intuitively follows a set of routine facility maintenance standards with task, frequency, and season of year for each of the functional work areas, however, a formalized, documented, detailed maintenance management plan does not exist. A formalized maintenance management plan includes not only maintenance modes and standards for each facility but also tracks the performance of the work against a set of defined outcomes as well as the costs expended to achieve each outcome. A maintenance management plan is typically memorialized within an asset-based work order management system.

8.6.2 GIS BASED ASSET MANAGEMENT WORK ORDER SYSTEM

Facility maintenance in the City of Vandalia does not currently utilize a GIS-based asset management work order system and should consider the implementation of such a system to document maintenance and asset replacement schedules as well as the track the time and resources required to perform work in the field. A work order management system can also determine the level of unproductive time expended by staff (i.e., travel time to facilities).

8.6.3 EQUIPMENT

Staff does not lack the necessary equipment or resources to perform tasks.

8.6.4 STAFFING LEVELS

Developed Parks: The Facility Maintenance Division is comprised of approximately 9.0 full-time equivalents (FTEs). The breakdown of the FTEs is as follows:

- 3 FTE = Facility Maintenance
- 2.5 FTE = Custodial Services at the Vandalia Recreation Center
- 3.5 FTE = Custodial Services for other all other public facilities

BEST PRACTICE STAFFING LEVELS

- 1 FTE per 40,000 square feet of facility - maintained
- 1 FTE per 28,000 square feet of facility - custodial services

With the responsibility of actively managing and maintaining 225,000 square feet of public facilities, the Facilities Maintenance Division DOES NOT HAVE the staffing capacity to manage public facilities to a best practice standard. The following table indicates that the Facilities Maintenance Division is currently understaffed by 4.6 FTES.

FUNCTION	SQUARE FOOTAGE	MAINTENANCE STANDARD	CURRENT STAFFING LEVEL (FTES)	CURRENT STAFFING LEVEL (FTES:SQUARE FOOT)	BEST PRACTICE STAFFING LEVEL	Additional Staffing Needed to Meet Best Practice
Facility Maintenance	225,000	Level 1	3.0	1 FTE per 75,000 square feet	1 FTE per 40,000 square feet	2.6
Custodial Services	225,000	Level 1	6.0	1 FTE per 37,500 square feet	1 FTE per 28,000 square feet	2.0
TOTALS			9.0			4.6

PLEASE NOTE: Additional staffing levels shown above does not include staff needed for four park restroom buildings, one golf cart barn, seven picnic shelters, two storage buildings and two concession buildings.

8.7 FACILITY MAINTENANCE KEY RECOMMENDATIONS

8.7.1 IMPLEMENT A GIS-BASED ASSET MANAGEMENT WORK ORDER SYSTEM

A work order system should be used to track lifecycle maintenance requirements that are tied to weekly and monthly work orders. This will help the staff to stay ahead of preventative maintenance and limit breakdowns. Further, utilizing the system will provide staff the necessary “actual cost” data for work being performed. The typical components of a work order management system are as follows:

- Schedule Work Activities
 - Detailed framework for asset management by incorporating GIS into the asset repository. Allows for grouping of assets by location, type, age, or other key parameters. These groupings can then be used to create maintenance activities such as preventive work, reactive work, tests, or inspections.
- Mapping Tools
 - ArcGIS maps are an integral part of the work management process. This allows for the creation of map visualizations of database queries including open work orders, service requests, or work orders of a specific type and assignment. These tools empower both management and staff to interact with asset data.
- Data Mobility
 - A variety of tools to help maintenance staff access and update valuable information while in the field.
- Asset Management
 - Track work performed on any asset at any given time throughout its lifecycle. Users can easily search for active work orders and view them dynamically on the GIS map. Track overdue work orders and monitor work associated with a specific task, contractor, or project.



- Track Unproductive Time
 - A key component of creating an efficient parks maintenance operation is to minimize unproductive time, such as travel time between parks. Travel time should not exceed on average 2.2 hours for every 8-hour day.

8.7.2 FACILITY MAINTENANCE FUNDING

It is recommended that the Facility Maintenance Division develop line-item budgets for each functional area of work, with specific focus on the facility and custodial maintenance.

8.7.3 ANNUAL FACILITY MAINTENANCE FUNDING STAFFING

It is recommended that the Park Maintenance Operation be allocated an additional 4.6 FTE annually for enhanced management and maintenance of public facilities.



CHAPTER NINE - COMMISSION ON ACCREDITATION FOR PARK AND RECREATION AGENCIES ANALYSIS

The Commission for Accreditation of Park and Recreation Agencies (CAPRA) accredits park and recreation agencies for excellence in operation and service. Charged with providing high quality services and experiences, park and recreation agencies across the United States turn to CAPRA Accreditation as a credible and efficient means of achieving a quality operation, while providing assurance to the public that the agency meets national standards of best practice. Agency accreditation is available to all entities administering park and recreation systems, including municipalities, townships, counties, special districts and regional authorities, councils of government, schools, and military installations.

9.1 BENEFITS FOR THE PUBLIC

- Assurance and validation of well-administered services in accord with approved professional practices.
- Potential for external financial support and savings to the public.
- External recognition of a quality governmental service.
- Holds an agency accountable to the public and ensures responsiveness to meet their needs.
- Improves customer and quality services.

9.2 BENEFITS FOR THE AGENCY

- Public and political recognition.
- Increased efficiency and evidence of accountability.
- Answers the question, "How are we doing?" through extensive self-evaluation.
- Identifies areas for improvement by comparing an agency against national standards of best practice.
- Enhances staff teamwork and pride by engaging all staff in the process.
- Creates an environment for regular review of operations, policies, and procedures, and promotes continual improvement.
- Forces written documentation of policies and procedures.

9.3 ACCREDITATION PROCESS - OVERVIEW

The CAPRA Accreditation Process includes 5 steps:

- Submit Preliminary Application and Fee
- Attend CAPRA Accreditation Training (online or in person)
- Prepare Self-Assessment
- Host Onsite or Virtual Evaluation by trained CAPRA Volunteers
- Attend Official CAPRA Hearing in person or virtually at NRPA's Annual Conference

9.4 CAPRA ACCREDITATION PROCESS - DETAILED

The following steps outline NRPA's Commission for Accreditation of Park and Recreation Agencies (CAPRA) accreditation process.



9.4.1 COMPLETE APPLICATION

To demonstrate your intention to become accredited, submit the preliminary application with fee. Your agency will have 2 years from this application date to schedule your site or virtual visit and your hearing will take place that same year.

9.4.2 ATTEND TRAINING

All agencies seeking accreditation must have a member of their staff attend a training session to prepare for the accreditation process. There are several options available:

- NRPA Annual Conference
- Upcoming training opportunities

9.4.3 PREPARE A SELF-ASSESSMENT REPORT

Your agency will be required to provide NRPA with descriptions of how your agency is meeting each standard along with evidence of compliance documentation in the form of a self-assessment report. NRPA will provide you with a mentor to assist your agency through this process. If your agency is a military agency, your agency's self-assessment will be guided by the Military Self-Assessment Report Template. The self-assessment is due 10 weeks prior to your on-site or virtual visit. Weblink to the self-assessment handbook is provided here: [2019-capra-handbook-master-document.pdf \(nrpa.org\)](https://www.nrpa.org/2019-capra-handbook-master-document.pdf)

9.4.4 HOST AN ONSITE OR VIRTUAL VISIT

If your self-assessment is approved you will be granted an on-site or virtual visit. During this visit a group of NRPA/CAPRA assigned volunteers will inspect your agency's facilities (if they visit you onsite) and evaluate all documentation you provided in depth to determine whether or not you have met the required standards. This on-site visit typically takes three days (virtual takes five days) and will be scheduled from March to June of the year of your hearing.

9.4.5 ATTEND IN-PERSON OR VIRTUAL HEARING

Successful completion of the previous steps may qualify your agency to participate in the annual CAPRA in-person or virtual hearing during the NRPA Annual Conference taking place each fall. During this hearing a decision will be made regarding your accreditation status.

9.4.6 REACCREDITATION WILL BE REQUIRED EVERY FIVE YEARS

If accreditation is granted, your agency will need to reaccredit within five years of that date. It is important for you to maintain all documentation and compliance to standards after your initial accreditation to better prepare you for the reaccreditation process.

9.5 VANDALIA PARKS AND RECREATION SELF-ASSESSMENT

There are currently 192 agencies nationwide that are accredited. The Vandalia Parks and Recreation Department can be accredited within the next ten years. Accreditation is based on an agency's compliance with the 151 standards for national accreditation. To achieve accreditation, an agency must comply with all 37 Fundamental Standards and 103 (90%) of the 114 Non-Fundamental Standards upon initial accreditation and 108 (95%) of the 114 Non-Fundamental Standards upon reaccreditation.

In conducting an analysis of the administrative policies and procedures that govern the Vandalia Parks and Recreation Department, a self-assessment utilizing the Commission for Accreditation of Park and Recreation Agencies (CAPRA) standards was conducted.

The self-assessment provides a strong analysis of its readiness for application for CAPRA Accreditation and gives the Department a road map on where to focus if efforts going forward. After conducting the self-assessment, the Vandalia Parks and Recreation Department does not currently meet CAPRA requirements and the results are a strong indicator that the Department operates as a best practice agency.

Fundamental Standards Completion (must equal 100%)	73%
Remaining Standards Completion (must be more than 85%)	73%
DOES NOT MEET REQUIREMENTS	

The following sections provide a snapshot of the self-assessment for the CAPRA standards. Please note, that standards marked in **RED** are Fundamental standards and are required of all agencies seeking accreditation. The Level of Completion is indicated by a shaded circle; unshaded circles are areas Parks staff need to fulfill to meet the Fundamental or Basic standards for CAPRA.

9.5.1 AGENCY AUTHORITY, ROLE, AND RESPONSIBILITY

1.0 Agency Authority, Role, and Responsibility	
1.1 Source of Authority	
1.1.1 Approving Authority/Policy Body	
1.1.2 Citizen Advisory Boards/Committees	
1.2 Periodic Timetable for Review of Documents	
1.2.1 Document Approval Authority	
1.3 Jurisdiction	
1.4 Mission	
1.4.1 Agency Goals and Objectives	
1.4.2 Personnel Involvement	
1.5 Vision	
1.6 Policies, Rules Regulations, and Operational Procedures	
1.6.1 Administrative Policies and Procedures	
1.7 Agency Relationship	
1.7.1 Operational Coordination and Cooperation Agreements	

SUMMARY OF AGENCY, AUTHORITY, ROLE, AND RESPONSIBILITY

- **Fundamental Standards:** The Department currently meets 75% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 69% of the basic standards required in this section.



9.5.2 PLANNING

2.0 Planning	
2.1 Overall Planning Function Within Agency	
2.2 Involvement in Local Planning	
2.3 Planning with Regional, State, and Federal Agencies	
2.3.1 Community Comprehensive Plan with Park and Recreation Component	
2.4 Park and Recreation System Master Plan	
2.5 Strategic Plan	
2.6 Feasibility Studies	
2.7 Site Plans	
2.8 Historical and Cultural Resource Management Plans	
2.9 Community Involvement	
2.10 ADA Transition Plan	

SUMMARY OF PLANNING

- **Fundamental Standards:** The Department currently meets 44% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 29 % of the basic standards required in this section.

9.5.3 ORGANIZATION AND ADMINISTRATION

3.0 Organization and Administration	
3.1 Organizational Structure	
3.2 Administrative Offices	
3.2.1 Support Services	
3.3 Internal Communication	
3.4 Public Information Policy and Procedure	
3.4.1 Public Information and Community Relations Responsibility	
3.4.2 Community Relations Plan	
3.4.3 Marketing Plan	
3.4.3.1 Marketing Responsibility	
3.5 Utilization of Technology	
3.5.1 Management Information Systems	
3.6 Records Management Policy and Procedures	
3.6.1 Records Disaster Mitigation and Recovery Plan and Procedures	

SUMMARY OF ORGANIZATION AND ADMINISTRATION

- **Fundamental Standards:** The Department currently meets 44% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 50% of the basic standards required in this section.

9.5.4 HUMAN RESOURCES

4.0 Human Resources	
4.1 Personnel Policies and Procedures Manual	
4.1.1 Code of Ethics	
4.1.1.1 Staff Acceptance of Gifts and Gratuities	
4.1.2 Recruitment Process	
4.1.3 Equal Opportunity Employment and Workforce Diversity	
4.1.4 Selection Process	
4.1.5 Background Investigation	
4.1.6 Employee Benefits	
4.1.7 Supervision	
4.1.8 Compensation Plan	
4.1.9 Performance Evaluation	
4.1.10 Promotion	
4.1.11 Disciplinary System	
4.1.12 Grievance Procedures	
4.1.13 Termination and End of Employment	
4.2 Staff Qualifications	
4.3 Job Analyses for Job Descriptions	
4.4 Chief Administrator	
4.4.1 Leadership Succession Procedure	
4.5 Workforce Health and Wellness Program	
4.6 Orientation Program	
4.6.1 Employee Training and Development Program	
4.6.2 Professional Certification and Organization Membership	
4.7 Volunteer Management	
4.7.1 Use of Volunteers	
4.7.2 Volunteer Recruitment, Selection, Orientation, Training, and Retention	
4.7.3 Supervision and Evaluation of Volunteers	
4.7.4 Recognition of Volunteers	
4.7.5 Liability Coverage for Volunteers	
4.8 Consultants and Contract Employees	

SUMMARY OF HUMAN RESOURCES

- **Fundamental Standards:** The Department currently meets 95% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 85% of the basic standards required in this section.



9.5.5 FINANCIAL MANAGEMENT

5.0 Financial Management	
5.1 Fiscal Policy	●
5.1.1 Comprehensive Revenue Policy	●
5.1.2 Agency Acceptance of Gifts and Donations	●
5.1.3 Grants Procedures	●
5.1.4 Private, Corporate, and Non-Profit Support Procedures	●
5.2 Fiscal Management Procedures	●
5.2.1 Authority and Responsibility for Fiscal Management	●
5.2.2 Purchasing Procedures	●
5.2.2.1 Emergency Purchase Procedures	●
5.3 Accounting System	●
5.3.1 Financial Status Reports	●
5.3.2 Position Authorization Procedures	●
5.3.3 Fiscal Control and Monitoring Procedures	●
5.3.4 Independent Audit	●
5.4 Annual or Biennial Budget	●
5.4.1 Budget Development Guidelines	●
5.4.2 Budget Recommendations	●
5.5 Budget Control Procedures	●
5.5.1 Supplemental/Emergency Appropriations Procedures	●
5.5.2 Inventory and Fixed Assets Control	●

SUMMARY OF FINANCIAL MANAGEMENT

- **Fundamental Standards:** The Department currently meets 89% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 88% of the basic standards required in this section.



9.5.6 PROGRAMS AND SERVICES MANAGEMENT

6.0 Programs and Services Management	
6.1 Recreation Programming Plan	
6.1.1 Program and Service Determinants	
6.1.2 Participant Involvement	
6.1.3 Self-Directed Programs and Services	
6.1.4 Leader-Directed Programs and Services	
6.1.5 Facilitated Programs and Services	
6.1.6 Cooperative Programming	
6.2 Program Objectives	
6.3 Scope of Program Opportunities	
6.3.1 Outreach to Diverse Underserved Populations	
6.4 Community Education for Leisure Process	
6.4.1 Community Health and Wellness Education and Promotion	
6.5 Participant and Spectator Code of Conduct	

SUMMARY OF PROGRAMS AND SERVICES MANAGEMENT

- **Fundamental Standards:** The Department currently meets 50% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 75% of the basic standards required in this section.

9.5.7 FACILITY AND LAND USE MANAGEMENT

7.0 Facility and Land Use Management	
7.1 Parkland Acquisition Procedures	
7.2 Areas and Facilities Development Policies and Procedures	
7.2.1 ADA Existing Facility and Site Access Audit	
7.3 Defense Against Encroachment Procedures	
7.4 Disposal of Lands Procedures	
7.5 Maintenance and Operations Management Standards	
7.5.1 Facility Legal Requirements	
7.5.2 Preventative Maintenance Plan	
7.6 Fleet Management Plan	
7.7 Agency-Owned Equipment, Materials, Tools, and Supplies Policies and Procedures	
7.7.1 Building Plans and Specifications	
7.7.2 Land and Lease Records	
7.8 Environmental Sustainability Policy and Program	
7.9 Natural Resource Management Plans and Procedures	
7.9.1 Recycling and/or Zero Waste Plan	
7.10 Maintenance Personnel Assignment Procedures	
7.11 Capital Asset Depreciation and Replacement Schedule	

SUMMARY OF FACILITY AND LAND USE MANAGEMENT

- **Fundamental Standards:** The Department currently meets 50% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 59% of the basic standards required in this section.



9.5.8 PUBLIC SAFETY, LAW ENFORCEMENT, AND SECURITY

8.0 Public Safety, Law Enforcement, and Security	
8.1 Codes, Laws, and Ordinances	●
8.1.1 Staff Liaison to Law Enforcement Officers	●
8.2 Authority to Enforce Laws by Law Enforcement Officers	●
8.3 Law Enforcement Officer Training	●
8.4 Public Information on Laws, Ordinances, Rules, Regulations, and Policies	●
8.4.1 In-Service Training for Staff on Public Safety and Law Enforcement	●
8.4.2 Handling of Disruptive Behavior Procedures	●
8.4.3 Traffic Control, Parking plans, and Crowd Control	●
8.4.4 Handling of Evidentiary Items Procedures	●
8.5 General Security Plan	◐
8.6 Emergency Management Planning	◐
8.6.1 In-Service Training for Staff on General Security and Emergency Management	●
8.6.2 Emergency Risk Communications Plan	◐
8.6.3 Care and Shelter Procedures	◐

SUMMARY OF PUBLIC SAFETY, LAW ENFORCEMENT AND SECURITY

- **Fundamental Standards:** The Department currently meets 89% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 90% of the basic standards required in this section.

9.5.9 RISK MANAGEMENT

9.0 Risk Management	
9.1 Risk Management Policy	●
9.1.1 Risk Management Plan and Procedures	●
9.1.2 Accident and Incident Report Procedures	●
9.1.3 Personnel Involvement and Training	●
9.2 Risk Manager	●
9.3 ADA Compliance and Face-to-Face Resolution	◐

SUMMARY OF RISK MANAGEMENT

- **Fundamental Standards:** The Department currently meets 100% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 90% of the basic standards required in this section.

9.5.10 EVALUATION, ASSESSMENT, AND RESEARCH

10.0 Evaluation, Assessment, and Research	
10.1 Systematic Evaluation Process	
10.1.1 Responsibility for Evaluation	
10.1.2 Staff Training on how to Evaluate Programs, Services, and Facilities	
10.2 Outcomes Assessment	
10.3 Performance Measurement	
10.3.1 Level of Service Standards	
10.4 Needs Assessment	
10.5 Program and Services Statistics	
10.5.1 Recreation and Leisure Trends Analysis	
10.5.2 Community Inventory	
10.5.3 PRORAGIS	
10.6 Research Investigation	
10.6.1 Quality Assurance	

SUMMARY OF EVALUATION, ASSESSMENT, AND RESEARCH

- **Fundamental Standards:** The Department currently meets 50% of the fundamental standards required in this section.
- **Basic Standards:** The Department currently meets 78% of the basic standards required in this section.

9.6 SPECIFIC POLICY AND PROCEDURE RECOMMENDATIONS

Though there are several policies and procedures that need to be updated or development as identified through the CAPRA self-assessment. It is recommended that it is critical that the following standards be developed/updated and implemented within the next one to three years as they are not only critical to obtaining accreditation, but are exceptionally important to the Parks and Recreation Department functioning as a high performing agency:

- Agency Authority, Role, and Responsibility
- Planning
- Organization and Administration
- Programs and Service Management
- Facility and Land Use Management



CHAPTER TEN – STRATEGIC IMPLEMENTATION

The consultant synthesized its findings to develop a framework of strategic recommendations for the City of Vandalia Parks and Recreation Department. It is recommended that the strategies align with six major categories of best practices:

1. Level of Service Provision
2. Trails and Connectivity
3. Park Land Improvements
4. Recreation Programming
5. Operations and Staffing
6. Financing the Park System

The implementation matrix should be evaluated and refined as development, economic and political circumstances shift and be used to validate the City’s vision and mission. A complete implementation plan matrix, including tactics, accountability, timelines, and performance measures, will be provided as a separate document.

City Council Goals: Fiscal Sustainability; Enhance Infrastructure; Vibrant	
Park and Recreation Master Plan Goal #1: Level of Service Provision	
Maintain the proportion of park acres per population through a variety of park type amenities, and open space options.	
Strategy 1.1	Collaborate with local partners, in public and private sectors, to develop innovative parks and spaces to maintain the levels of service targeted in this plan and that are aligned with other planning efforts.
Strategy 1.2	Develop a Bicycle, Pedestrian and Trails Master Plan as a guide to strive for parks and green spaces to be within a 10-minute walk/bike ride for every household in Vandalia.
Strategy 1.3	Develop a network of parks, trails and open spaces that protect the natural areas in public spaces in Vandalia and connect to population centers that will support the needs of all residents through well designed parks and recreation amenities.
Strategy 1.4	Utilize the design principles in this plan for each type of park (pocket, community, regional, special use, sports complex, etc.) to guide landscape architects when designing parks and operational staff to follow for maintaining the park or amenity after it is developed.
Strategy 1.5	Determine if the Vandalia Sports Complex and Cassel Hills Golf Course are to be defined as destination location parks that frame the highest quality of land management maintenance and park related services.
Strategy 1.6	Continually update the lifecycle asset management plan for the Department.

City Council Goals: Fiscal Sustainability; Enhance Infrastructure; Vibrant	
Parks and Recreation Master Plan Goal #2. Trails and Connectivity	
Establish connectivity between parks and greenways that is accessible by pedestrians, bikes and parks and open space in Vandalia.	
Strategy 2.1	Work with other city departments and Five Rivers Metroparks to identify and connect sidewalk and bike lanes to trails to improve access to desirable destinations.
Strategy 2.2	Prioritize existing City-owned land and potential future land acquisition decisions to focus investments in a bike pedestrian trail system that achieves active transportation strategies and the development of a contiguous network.
Strategy 2.3	Continually update the lifecycle asset management plan for the ongoing maintenance of the trail system.
Strategy 2.4	Continually encourage and seek funding for the development of trails and trail amenities, and construct in appropriate areas of the City upon the completion of a Bicycle, Pedestrian and Trails Master Plan; Consider partnerships for the maintenance of the trails.

City Council Goals: Fiscal Sustainability; Enhance Infrastructure; Vibrant	
Parks and Recreation Master Plan Goal #3. Park Land Improvements	
Provide a park and recreation system offering the community a variety of parks and services that integrate environmental design, safety, community needs and emerging trends.	
Strategy 3.1	Utilizing the Master Plan as a guide, implement improvements that are mindful of environmental stewardship to aid in the protection of park resources and ensure that they will be protected for future generations.
Strategy 3.2	Update Public Art Policy and consider art in parks beyond the Art Park to encourage interest and appreciation.
Strategy 3.3	Make all parks and services welcome and accessible to all level of users, i.e., adults, children, seniors, and all-abilities through clean restrooms when feasible, seating or benches, running water fountains or water stations, and park features usable for all abilities in parks (ADA).
Strategy 3.4	Consider the incorporation of technology into the design of parks and programming through partnerships to produce a state-of-the-art park system (systems such as cameras, irrigation, Wi-Fi, pedestrian counters, automated restrooms, solar, Sybertech trash receptables, etc.).



City Council Goals: Fiscal Sustainability; Sharpen the Saw; Vibrant	
Park and Recreation Master Plan Goal #4. Recreation Programming	
Increase community participation in programs to 40% to align with national standards.	
Strategy 4.1	Refine core program services that align with community need.
Strategy 4.2	Track lifecycles of programs and drop programs in their down cycle by adding new programs to take their place.
Strategy 4.3	Create additional target marketing strategies to inform residents of the services being provided.
Strategy 4.4	Develop a yearly program plan specifically for the core program areas.
Strategy 4.5	Update the special event policy to ensure equitable utilization of City resources when supporting external events.
Strategy 4.6	Create equitable partnerships across the system with sports and not-for-profit groups.
Strategy 4.7	Engage volunteers in the delivery of programs and services to build advocacy and support for the park and recreation system.

City Council Goals: Fiscal Sustainability; Sharpen the Saw; Vibrant;	
Parks and Recreation Master Plan Goal #5. Operations and Staffing	
Empower and train current department employees while growing staff to meet the emerging needs of the community.	
Strategy 5.1	Ensure job descriptions are reviewed and updated and salary assessments is completed to meet pay levels that keep salaries competitive.
Strategy 5.2	Seek to add 4.4 FTE to the Park Maintenance Division and 4.6 FTE to the Facility Maintenance Division by 2025.
Strategy 5.3	Create a succession plan for the Department.
Strategy 5.4	Continually encourage and seek funding to meet the emerging functions of the Department, including, but not limited to, trail maintenance, work order management, urban forest management, sports complex management, etc.

City Council Goals: Fiscal Sustainability; Sharpen the Saw;	
Parks and Recreation Master Plan Goal #6. Financing the Parks System	
Pursue adequate funding to support existing parks, new parks, and other park types.	
Strategy 6.1	Ensure a fiscally sustainable parks system by leveraging financially-driven decisions.
Strategy 6.2	Ensure funding sources, including grants, are pursued to maintain the current level of service for parks and recreation within the community.
Strategy 6.3	Seek additional funding opportunities to support capital and operational needs as identified in the Plan.
Strategy 6.4	Establish a performance measure for the Parks and Recreation Department to become 40% self-supporting from user fees, permits, reservations, earned income and effective partnerships.





CHAPTER ELEVEN – CONCLUSION

The City of Vandalia Parks and Recreation Master Plan was developed to provide the organization a roadmap for the future using knowledge gained from community input, park and program inventory review, comparison to national standards and trends and an assessment of the current economic and political climate. The planning process incorporated a comprehensive series of discovery and analysis strategies to understand the workings of the organization and included a strong community engagement process. Several strategic recommendations resulted from this effort and were aligned into the eight major categories of implementation actions found in Chapter 11.

Overall, the park system is highly valued by community residents and leaders. It serves multiple purposes including recreational, environmental, educational, social, economic development and higher quality of life. Adequate funding for upkeep of existing parks is a priority for residents as well as developing new amenities in parks. Improved communication between the community and the Department is another opportunity for enhancing programs, services, and project activities. In short, investment in the city's park and recreation system should be a priority.

Programmatically, the Vandalia Parks and Recreation Department is meeting the major needs of the community, but a regular review of offerings will ensure successful outcomes.

Operationally, the department is meeting expectations. The continued development of processes that will allow for improved maintenance decision-making is recommended as staffing and funding levels are below needs.

To ensure that the city has a plan for capital projects, a three-tier approach was developed that organizes projects into the following categories: Sustainable projects, Expanded Services projects, and Visionary projects. Each of these approaches provides a way to categorize and prioritize projects which ultimately furnished a comprehensive capital improvement plan totaling \$41M to be accomplished over the next 10 years.

The Parks and Recreation Master Plan includes a system-wide approach for accomplishing short and long-term goals, initiatives, tactics, and measurements to ensure that as the city manages forward over the next decade, the Department does so as well - effectively, efficiently, and sustainably - while providing top-tier programs, services, parks, and facilities to the community for many years to come.



THE BIG MOVES





APPENDIX A – STATISTICALLY VALID SURVEY INSTRUMENT



City of Vandalia Parks and Recreation Master Plan Resident Survey

This survey will take 10-15 minutes to complete. When you are finished, please return your survey in the enclosed postage-paid, return-reply envelope. We greatly appreciate your time. If you prefer, you can complete the survey online at vandaliasurvey.org. If you have questions about the survey please contact Steve Clark, Parks and Recreation Director at sclark@vandalia.org or 937-898-5891

1. **Facility Usage and Ratings.** Please indicate whether you or members of your household have used or visited each of the following facilities below. For each item you or members of your household have used or visited, please rate the physical condition.

Facilities	Have you used or visited this facility?		If "Yes," please rate the physical condition.			
			Excellent	Good	Fair	Poor
1. Vandalia Recreation Center	Yes	No	4	3	2	1
2. Vandalia Senior Center	Yes	No	4	3	2	1
3. City-owned parks (e.g., Robinette Park, Jeffers Park)	Yes	No	4	3	2	1
4. City-owned sports fields (e.g., Sports Complex, Helke Park)	Yes	No	4	3	2	1
5. City-owned playgrounds (e.g., Helke Park, Robinette Park)	Yes	No	4	3	2	1
6. Private Facilities (e.g., Private Workout Facilities, Yoga Studios)	Yes	No	4	3	2	1
7. Cassel Hills Swimming Pool (Seasonal)	Yes	No	4	3	2	1
8. Cassel Hills Golf Course (Seasonal)	Yes	No	4	3	2	1
9. Other public park and recreation facilities/amenities (e.g., Taylorsville Five Rivers MetroPark, Art Van Atta Park)	Yes	No	4	3	2	1

- 1a. If you indicated that you or another member of your household have used or visited the **Vandalia Recreation Center** (Item 1 in the list above) please choose up to **THREE** activity spaces you or other members of your household use **MOST OFTEN**. [Check up to **THREE**.]

____ (1) Aquatics center ____ (4) Group exercise studio ____ (7) Meeting rooms
 ____ (2) Child care ____ (5) Gymnasium ____ (8) Rock climbing wall
 ____ (3) Fitness center ____ (6) Indoor walking track ____ (9) Other: _____

2. Have you or other members of your household participated in any programs offered by the City of Vandalia during the past year?

____ (1) Yes [Answer Q2a.] ____ (2) No [Skip to Q3.]

- 2a. How would you rate the overall quality of programs that you and members of your household have participated in?

____ (4) Excellent ____ (3) Good ____ (2) Fair ____ (1) Poor

3. **Barriers to Park, Field, or Amenity Usage.** Please indicate which of the following are the biggest barriers to you or anyone in your household using the City's parks, fields, or amenities. [Check all that apply.]

____ (1) No barriers ____ (5) Unable to walk or bike to a park
 ____ (2) Locations are not convenient ____ (6) Lack of park amenities that interest me
 ____ (3) Too busy ____ (7) Other: _____
 ____ (4) Too crowded/lack of availability

4. **Barriers to Vandalia Recreation Center Usage.** Please indicate which of the following are the biggest barriers to you or anyone in your household using the Recreation Center. [Check all that apply.]

____ (01) No barriers ____ (06) Use other facilities or gyms
 ____ (02) Too crowded/lack of availability ____ (07) Desired programs are not offered
 ____ (03) Fees are too high ____ (08) Not interested in what is offered
 ____ (04) I don't know what is offered ____ (09) Hours of operation are not convenient
 ____ (05) Too busy ____ (10) Other: _____

5. **Barriers to Vandalia Senior Center Usage.** Please indicate which of the following are the biggest barriers to you or anyone in your household using the Vandalia Senior Center. *[Check all that apply.]*

☐ (01) No barriers
☐ (02) Lack of interest
☐ (03) Too crowded/lack of availability
☐ (04) I don't know what is offered.
☐ (05) Not interested in what is offered.

☐ (06) Too Busy
☐ (07) Fees are too high
☐ (08) Use other senior facilities
☐ (09) I am not old enough to use a Senior Center.
☐ (10) Other: _____

6. Please indicate if you or any member of your household has a need for each type of facility or amenity listed below by circling either "Yes" or "No." If "Yes," please rate how well your needs for facilities/amenities of this type are being met by the City of Vandalia and/or other private sector agencies.

Type of Facility/Amenity	Do you have a need for this facility/amenity?		If "Yes," how well are your needs being met?				
	Yes	No	100% Met	75% Met	50% Met	25% Met	0% Met
01. BMX/Pump Track or course	Yes	No	5	4	3	2	1
02. Community gardens	Yes	No	5	4	3	2	1
03. Diamond athletic fields (e.g., baseball, softball)	Yes	No	5	4	3	2	1
04. Disc golf	Yes	No	5	4	3	2	1
05. Dog park	Yes	No	5	4	3	2	1
06. Indoor event/party/meeting space	Yes	No	5	4	3	2	1
07. Indoor fitness equipment	Yes	No	5	4	3	2	1
08. Indoor gymnasium (e.g., basketball, volleyball)	Yes	No	5	4	3	2	1
09. Indoor lap pools	Yes	No	5	4	3	2	1
10. Indoor leisure pools	Yes	No	5	4	3	2	1
11. Indoor pickleball or tennis courts	Yes	No	5	4	3	2	1
12. Indoor walking tracks	Yes	No	5	4	3	2	1
13. Mountain hiking/biking trails	Yes	No	5	4	3	2	1
14. Outdoor basketball courts	Yes	No	5	4	3	2	1
15. Outdoor educational nature areas	Yes	No	5	4	3	2	1
16. Outdoor fitness areas/equipment	Yes	No	5	4	3	2	1
17. Outdoor large event space/amphitheater	Yes	No	5	4	3	2	1
18. Outdoor pickleball/tennis courts	Yes	No	5	4	3	2	1
19. Outdoor pool (e.g., lap, leisure)	Yes	No	5	4	3	2	1
20. Outdoor shelters	Yes	No	5	4	3	2	1
21. Outdoor track	Yes	No	5	4	3	2	1
22. Outdoor volleyball courts	Yes	No	5	4	3	2	1
23. Passive recreation space	Yes	No	5	4	3	2	1
24. Paved multi-use trails (e.g., walking, biking)	Yes	No	5	4	3	2	1
25. Rectangular athletic fields (e.g., soccer, football)	Yes	No	5	4	3	2	1
26. Skate park	Yes	No	5	4	3	2	1
27. Splash pad/spray ground	Yes	No	5	4	3	2	1
28. Other: _____	Yes	No	5	4	3	2	1

7. Which **FOUR** facilities/amenities from the list in Question 6 are MOST IMPORTANT to your household? *[Write in your answers below using the numbers from the list in Question 6, or circle "NONE."]*

1st: _____ 2nd: _____ 3rd: _____ 4th: _____ NONE



Vandalia Parks and Recreation Master Plan

8. Please indicate if you or any member of your household has a need for each type of recreation program listed below by circling either "Yes" or "No." If "Yes," please rate how well your needs for programs of this type are being met by the City of Vandalia and/or other private sector agencies.

Type of Program	Do you have a need for this Program?		If "Yes," how well are your needs being met?				
			100% Met	75% Met	50% Met	25% Met	0% Met
01. Adaptive recreation programs (e.g., sensory, mobility)	Yes	No	5	4	3	2	1
02. Art, dance, performing arts	Yes	No	5	4	3	2	1
03. Before and after school programs	Yes	No	5	4	3	2	1
04. Bird watching	Yes	No	5	4	3	2	1
05. BMX/skate/biking programs	Yes	No	5	4	3	2	1
06. Cooking classes	Yes	No	5	4	3	2	1
07. Education classes	Yes	No	5	4	3	2	1
08. Esports/gaming programs	Yes	No	5	4	3	2	1
09. Fitness and wellness classes (Adult)	Yes	No	5	4	3	2	1
10. Fitness and wellness classes (Children)	Yes	No	5	4	3	2	1
11. Free self-directed drop-in activities (e.g., cards, dominos, board games)	Yes	No	5	4	3	2	1
12. Free/low-cost community events	Yes	No	5	4	3	2	1
13. Golf programs (e.g., lessons, leagues)	Yes	No	5	4	3	2	1
14. Learn to swim programs	Yes	No	5	4	3	2	1
15. Nature education/certification	Yes	No	5	4	3	2	1
16. Outdoor fitness programs	Yes	No	5	4	3	2	1
17. Outdoor trips (i.e., single day)	Yes	No	5	4	3	2	1
18. Pickleball leagues and lessons	Yes	No	5	4	3	2	1
19. Skate park programs	Yes	No	5	4	3	2	1
20. Sports leagues	Yes	No	5	4	3	2	1
21. Summer camps	Yes	No	5	4	3	2	1
22. Teen Activities	Yes	No	5	4	3	2	1
23. Tennis lessons and leagues	Yes	No	5	4	3	2	1
24. Virtual programs	Yes	No	5	4	3	2	1
25. Volunteer programs	Yes	No	5	4	3	2	1
26. Water fitness classes	Yes	No	5	4	3	2	1
27. Other: _____	Yes	No	5	4	3	2	1

9. Which **FOUR** programs from the list in Question 8 are **MOST IMPORTANT** to your household?
[Write in your answers below using the numbers from the list in Question 8, or circle "NONE."]

1st: ____ 2nd: ____ 3rd: ____ 4th: ____ NONE

10. **Special Events.** From the following list, please check the **THREE SPECIAL EVENT** concepts you and the members of your household **WOULD BE MOST INTERESTED IN.** [Check up to **THREE.**]

- ____ (1) Cultural celebrations/festivals (food, performances, arts, etc.)
 ____ (2) Food/beverage (farmers market, tastings, etc.)
 ____ (3) Entertainment (music, movies, performers, etc.)
 ____ (4) Health and wellness events (bike, walk, run, etc.)
 ____ (5) Environmental events (Earth Day, Arbor Day, volunteer, etc.)
 ____ (6) Holiday-themed events (Halloween, Easter, etc.)
 ____ (7) Sports tournaments/competitions (basketball, football, soccer, etc.)
 ____ (8) Day events/field trips

11. Please indicate if you or any member of your household has a need for each of the following programs/services that promote **ACTIVE AGING** by circling either "Yes" or "No." If "Yes," please rate how well your needs for programs/services of this type are being met by the City of Vandalia and/or other private sector agencies.

Type of Active Aging Programs/Services	Do you have a need for this Program?		If "Yes," how well are your needs being met?				
	Yes	No	100% Met	75% Met	50% Met	25% Met	0% Met
01. Alzheimer/Parkinson's programs	Yes	No	5	4	3	2	1
02. Arts and crafts programs and activities	Yes	No	5	4	3	2	1
03. Cognitive strengthening programs (e.g., memory exercises)	Yes	No	5	4	3	2	1
04. Computer classes and programs	Yes	No	5	4	3	2	1
05. Counseling services	Yes	No	5	4	3	2	1
06. Dance lessons and programs	Yes	No	5	4	3	2	1
07. Day trips, tours and excursions to popular tourist attractions	Yes	No	5	4	3	2	1
08. Evidenced based health programs	Yes	No	5	4	3	2	1
09. Financial services program (e.g., tax filing)	Yes	No	5	4	3	2	1
10. Health screenings (e.g., blood pressure, cancer, vision)	Yes	No	5	4	3	2	1
11. Healthy eating programs and dieting programs	Yes	No	5	4	3	2	1
12. Housing programs	Yes	No	5	4	3	2	1
13. Intergenerational programs	Yes	No	5	4	3	2	1
14. Legal assistance programs	Yes	No	5	4	3	2	1
15. Lunch/meal programs	Yes	No	5	4	3	2	1
16. Music classes and programs	Yes	No	5	4	3	2	1
17. Social gatherings	Yes	No	5	4	3	2	1
18. Special interest classes (e.g., gardening, writing, book clubs)	Yes	No	5	4	3	2	1
19. Support groups (e.g., bereavement, Alzheimer's, Parkinson's)	Yes	No	5	4	3	2	1
20. Transportation programs / services	Yes	No	5	4	3	2	1
21. Veteran specific programs	Yes	No	5	4	3	2	1
22. Volunteer opportunities programs	Yes	No	5	4	3	2	1
23. Weekly programs (e.g., cards, billiards, mahjong)	Yes	No	5	4	3	2	1
24. Other: _____	Yes	No	5	4	3	2	1

12. Which **FOUR** programs/services from the list in Question 11 are **MOST IMPORTANT** to your household? [Write in your answers below using the numbers from the list in Question 11, or circle "NONE."]

1st: _____ 2nd: _____ 3rd: _____ 4th: _____ NONE



Vandalia Parks and Recreation Master Plan

13. Please indicate your level of agreement with the following statements about Vandalia Parks and Recreation Department using a scale of 5 to 1, where 5 means "Strongly Agree," and 1 means "Strongly Disagree."

The Parks and Recreation system in Vandalia...	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
01. Improves my (my household's) physical health and fitness	5	4	3	2	1	9
02. Helps to reduce crime in my neighborhood	5	4	3	2	1	9
03. Helps keep kids out of trouble	5	4	3	2	1	9
04. Makes Vandalia a more desirable place to live	5	4	3	2	1	9
05. Preserves open space and protects the environment	5	4	3	2	1	9
06. Increases my (my household's) property value	5	4	3	2	1	9
07. Improves my (my household's) mental health and reduces stress	5	4	3	2	1	9
08. Provides positive social interactions for me (my household)	5	4	3	2	1	9
09. Is physically accessible to all people	5	4	3	2	1	9
10. Helps to attract new residents and businesses	5	4	3	2	1	9
11. Promotes tourism to the City and the region	5	4	3	2	1	9
12. Positively impacts economic/business development	5	4	3	2	1	9
13. Is age-friendly to all people	5	4	3	2	1	9

14. The following is a list of actions the City of Vandalia could take to improve the parks and recreation system. Please indicate YOUR SUPPORT FOR each potential action using a scale of 5 to 1, where 5 means "Very Supportive," and 1 means "Not at all Supportive."

Types of Improvements:	Very Supportive	Somewhat Supportive	Neutral	Not Supportive	Not at all Supportive	Don't Know
Improvements to Existing Facilities						
01. General repair and increase maintenance (e.g., parks, golf course, recreation center)	5	4	3	2	1	9
02. Improve existing athletic facilities (e.g., synthetic turf, lighting)	5	4	3	2	1	9
03. Add/expand/improve trails/walking loops in existing parks	5	4	3	2	1	9
04. Expanding the Aquatic Center at the Recreation Center to include an eight (8) lane competitive pool	5	4	3	2	1	9
05. Improve accessibility at parks for people with disabilities (e.g., Americans with Disabilities Act compliance)	5	4	3	2	1	9
06. Improve/expand open space/natural turf areas in existing parks	5	4	3	2	1	9
07. Improve restroom facilities in existing parks	5	4	3	2	1	9
08. Add playgrounds to existing parks	5	4	3	2	1	9
09. Improve/expand Recreation Center (e.g., including parking)	5	4	3	2	1	9
10. Add splashpads or spray grounds to existing parks	5	4	3	2	1	9
11. Add Wi-Fi/other technology improvements to existing parks	5	4	3	2	1	9
12. Renovate or reconstruct Cassel Hills Pool in its current location	5	4	3	2	1	9
Developing New Facilities						
13. Develop new parks	5	4	3	2	1	9
14. Develop new sports facilities (e.g., athletic fields, disc golf, basketball, pickleball)	5	4	3	2	1	9
15. Develop new off-leash dog parks	5	4	3	2	1	9
16. Develop connections to amenities (e.g., multi-use trails, bike lanes)	5	4	3	2	1	9
17. Develop new area for community-wide events	5	4	3	2	1	9
18. Develop additional outdoor aquatic facilities	5	4	3	2	1	9
19. Develop a new skate/bike park (e.g., skateboards, BMX, pump tracks)	5	4	3	2	1	9

15. From the following list, please **CHECK ALL** of the following ways **YOU CURRENTLY LEARN** about recreation programs and activities. *[Check all that apply.]*

☐ (01) City Website	☐ (11) City of Vandalia's Parks and Rec Twitter
☐ (02) Materials at City facilities	☐ (12) City of Vandalia's Parks and Rec Instagram
☐ (03) Conversation with City staff	☐ (13) Flyers / brochures
☐ (04) Newspaper	☐ (14) City Council meetings
☐ (05) Friends and neighbors	☐ (15) Online videos (e.g., Focus Vandalia)
☐ (06) Promotions at special events	☐ (16) Local Magazines / Publications
☐ (07) Temporary signs at parks or around City	☐ (17) Program / Activities Guide
☐ (08) Emails / E-blast	☐ (18) Senior Center Newsletter
☐ (09) Nextdoor	☐ (19) Homeowners Association Newsletter
☐ (10) City of Vandalia's Parks and Rec Facebook	☐ (20) Other: _____

16. Which **THREE** sources from the list in Question 15 are **YOUR MOST PREFERRED SOURCES** for learning about recreation programs and activities? *[Write in your answers below using the numbers from the list in Question 15, or circle "NONE."]*

1st: _____ 2nd: _____ 3rd: _____ NONE

17. Including yourself, how many people in your household are...

Under age 5: _____	Ages 15-19: _____	Ages 35-44: _____	Ages 65-74: _____
Ages 5-9: _____	Ages 20-24: _____	Ages 45-54: _____	Ages 75-84: _____
Ages 10-14: _____	Ages 25-34: _____	Ages 55-64: _____	Ages 85+: _____

18. Are you or any members of your family of Hispanic, Spanish, or Latino/a/x ancestry?

☐ (1) Yes ☐ (2) No

19. Which of the following best describes your race/ethnicity? *[Check all that apply.]*

☐ (1) Asian or Asian Indian	☐ (4) White
☐ (2) Black or African American	☐ (5) Native Hawaiian or other Pacific Islander
☐ (3) American Indian or Alaska Native	☐ (99) Other: _____

20. With what gender do you identify? ☐ (1) Male ☐ (2) Female ☐ (3) Prefer to self-describe: _____

21. Please share any additional comments that could assist the City of Vandalia in improving parks, trails, open space, or recreational facilities and services.

22. Would you be willing to participate in future surveys sponsored by the City of Vandalia?

☐ (1) Yes *[Answer Q22a.]* ☐ (2) No

22a. Please provide your contact information.

Mobile Phone Number: _____ Email Address: _____

This concludes the survey. Thank you for your time!

Survey results will be published later this year on the City of Vandalia website.

Please return your completed survey in the enclosed, pre-paid return-reply envelope addressed to:

ETC Institute, 725 W. Frontier Circle, Olathe, KS 66061

Your responses will remain completely confidential.
The address information printed to the right will ONLY
be used to help identify geographic areas with special
interests. Thank you.



APPENDIX B – PARK TO PARK COMMUNITY WORKSHOPS

Park to Park Community Meetings



The City of Vandalia is in the process of creating a parks master plan that City Council will use to inform decisions for many years to come. Parks & Recreation staff will facilitate a semi-guided conversation as we listen and learn from our residents about YOUR parks system.

Cannot attend the event closest to your home? Pick any other meeting and share your thoughts.

- | | |
|----------------------|---|
| • Jeffers Park | Monday, June 13 @ 6 pm (Rain Date June 20) |
| • Victory Park | Tuesday, June 14 @ 6 pm (Rain Date June 21) |
| • Cassel Hills Pool | Saturday, June 18 @ 4pm (FREE Admission all day, Rain Date June 25) |
| • Ashbury Farms Park | Monday, June 20 @ 6pm (Rain Date June 27) |
| • Foxfire | Tuesday, June 21 @ 6pm (Rain Date June 28) |
| | (Bolton Abbey Lane / Cheviot Hills) |
| • Robinette Park | Thursday, June 23 @ 6pm (Rain Date June 30) |
| • Helke Park | Monday, June 27 @ 6pm (Rain Date July 11) |

We want your opinions on our parks, events, amenities and facilities!



Can't attend in person?
Take the online survey!

SCAN ME



small city. big opportunity.

Questions? Call Parks & Recreation Director Steve Clark, 937-415-2336 or email sclark@vandaliaohio.org



333 James E. Bohanan Memorial Drive
Vandalia, OH 45377

call 937.898.5891
fax 937.898.6117

Park to Park Community Meeting

Date: June 20, 2022

Location: Jeffers Park

Attendees: 3 neighborhood residents (Rick, Harold, Rick)

Facilitators: Ms. Alicia McCracken, Facility Manager, Mr. John Myers, Recreation Coordinator-Athletics, Ms. Sharon Hamby, Front Desk Supervisor, Ms. Sherry McConnaughey, Office Assistant, and Ms. Jen Webb, Rental Coordinator

Questions:

1. Experiences with the Vandalia Parks that you would like to share?
 - Kids playing Rec sports when they were little.
 - Swimming at the VRC.
 - Enjoy the gardening plots.
 - Likes bringing dogs to the parks.
2. What do you like most about the Parks and Rec Dept?
 - Great parks
 - Garden plots
 - Friendly people
3. Where are some areas of improvement?
 - Jeffers Park looks the same as it did 30 years ago. The tennis courts are in slightly better shape.
 - In general, you do not see children playing outside and going to parks like in the past. Possibly tie in to electronics to get kids outdoors, like Pokémon Go.
4. The Vandalia Parks are more than the Rec Center. Thoughts?
 - People think of the Rec Center and the Sports Complex.
 - Helke Park is for Family Events.
 - In general, ages 60+ are the ones using the Parks the most, because those are the people that grew up going to parks.

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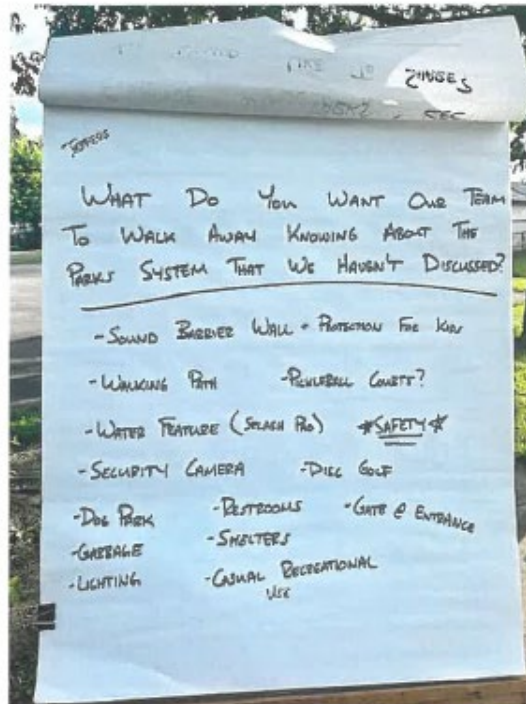




5. What would you like us to walk away with today?

This was a discussion about what could improve Jeffers Park specifically:

- Install sound barrier – the highway noise makes it too loud to enjoy the park, and there is a major safety concern with children playing and a highway being feet away.
- Install a walking path.
- Turn tennis court into a pickleball court.
- Add a splash pad.
- Years ago, Jeffers Park had a gate that was locked at night. With that no longer happening, there are issues with people being at the park after hours. Bring back the gate or install cameras. Have Police Department make more loops at the park.
- Add a dog park.
- Have functional restrooms.
- Add a few disc golf baskets.
- Better lighting.
- Add a shelter.





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Park to Park Community Meeting

Date: June 14, 2022

Location: Victory Park

Attendees: 4 neighborhood residents (Becky, Tammy, Lori, Paul)

Facilitators: Mr. Aaron Messenger, Recreation Coordinator-Programs, Ms. Sarah Lavey, Recreation Coordinator-Fitness, Mr. Matt Roberts, Facilities Maintenance, Ms. Debbie Doench, Office Assistant and Ms. Nikki Speakman, Clerk/Typist

Questions:

1. Experiences with the Vandalia Parks that you would like to share?
 - Shelter Rentals are easy, and very responsive to requests
 - Victory Park is always mowed and very clean
 - Use the play area the most or playing ball in the grass
2. What do you like most about the Parks and Rec dept?
 - Offer a lot of different things: Pools, Parks, Programs, Events
 - Prices are affordable for all programs
 - Helke Park offers a lot of options: Tennis, Frisbee Golf, Play areas
 - Robinette Park – Roller Slides are great!
 - Nice to have a variety of parks, big and small
3. Where are some areas of improvement?
 - Would like a Dog Park.
 - Would like a Splash Pad. Rec Center location would make the most sense



4. Programs/Activities/Special Events you would like to see?
 - Block Parties and Movie Nights at the pocket parks. Would raise awareness & exposure to the parks since they are hidden away and would draw neighborhood community
 - Would like to see Park signs more aesthetically pleasing.
 - Would like all the Parks to have walking path distance signs
5. The Vandalia Parks are more than the Rec Center. Thoughts?
 - VRC is for all of Vandalia, Butler Township and surrounding communities, but the smaller parks are for the Vandalia community
 - Compared to the Huber Hts. parks, we are more of a community
 - Vandalia Parks is more than parks. We offer a lot of programs and events for all age groups. Could have more for teens such as fitness, pick-up basketball games
6. What would you like us to walk away with today?
 - We appreciate our Parks and they are better than other communities
 - Clean and Safe
 - Would like more Tennis Courts at Helke Park
7. Art Park Thoughts?
 - Love the Art Park. Like the community photos.
 - Pleased to have a restroom
 - Love the Festivals
8. Where do you go to get information on Vandalia Parks and Rec?
 - Social Media – Facebook
 - Discussed Constant Contact
 - Asked the residents to take the survey





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Park to Park Community Meeting

Date: June 18, 2022
Location: Cassel Hills Pool
Attendees: 1 resident (John)
Facilitators: Ms. Alicia McCracken, Facility Manager

Questions:

1. Where are some areas of improvement?
 - Work on getting a SAFE bike path to connect Taylorsville Bike path to Vandalia - possibly starting at the bike path crossing 75. Easy possibility is adding bike lane to Brown School Rd, then use existing land adding a lane along Rt. 40 to RR crossing.
 - Develop with Five Rivers Metro Park - Sunderland Falls. Add parking, picnic area, natural area. Put in connecting trails to bike path. Most cities now have natural areas for hiking and exploring, Parks and Rec has too much emphasis on sports.



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Park to Park Community Meeting

Date: June 20, 2022

Location: Ashbury Farms Park

Attendees: Sign-In Sheet attached (24 residents)

Facilitators: Mr. Aaron Messenger, Recreation Coordinator-Programs, Ms. Sarah Lavey, Recreation Coordinator-Fitness, Mr. Matt Roberts, Facilities Maintenance, Ms. Debbie Doench, Office Assistant and Ms. Nikki Speakman, Clerk/Typist

Questions:

1. Experiences with the Vandalia Parks that you would like to share?
 - 100% better than Urbana parks, a lot more amenities
 - Love the Splashtacular Events
 - Good sports facilities at all parks, except Ashbury has nothing
2. What do you like most about the Parks and Rec dept?
 - Variety, something for everyone
 - The Disc Golf Course at Helke park is a great course
 - People are great that work at the VRC
3. Where are some areas of improvement?
 - Park maintenance/safety issues at playground areas; rubber flooring issues as well as broken parts on playground equipment
 - Grass needs to be cut consistently at Ashbury
 - Have not sprayed for weeds in 18 years
 - Would like to see more trees and flowers at Ashbury
 - Do not want more trees at Ashbury



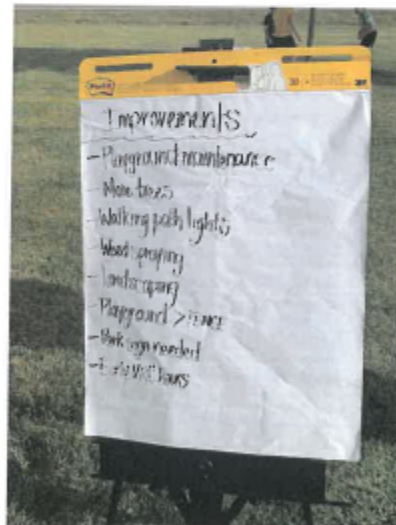
- Would like a playground at Ashbury
- Do not want a playground at Ashbury
- Would like a fence between park and private property (homeowner would like a say in what type of fence is installed), as well as a fence along Mulberry Road, if playground is installed
- Would like a trash can and Mutt Mitts at Ashbury
- Replace Ashbury park sign that was stolen
- Would like more lap swim times at the VRC
- Would like a Splash Pad at the VRC
- Would like lights around the walking track at the Sports Complex
- Would like the VRC to open earlier (5:00 am)
- Need more notice for park meetings

4. The Vandalia Parks are more than the Rec Center. Thoughts?

- Absolutely

5. What would you like us to walk away with today?

- Variety is nice





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Park to Park Community Meeting

Date: June 21, 2022

Location: Foxfire

Attendees: 13 adult neighborhood residents

Facilitators: Ms. Alicia McCracken, Facility Manager, Mr. John Myers, Recreation Coordinator-Athletics, Ms. Sharon Hamby, Front Desk Supervisor, Ms. Sherry McConnaughey, Office Assistant, Ms. Jen Webb, Rental Coordinator, and Mr. Dan Wendt, City Manager

Questions:

1. Experiences with the Vandalia Parks that you would like to share?
 - Love taking the grandkids to the pool.
 - Fitness center is great and very clean.
2. What do you like most about the Parks and Rec Dept?
 - Many different types of fitness classes are offered.
 - Many programs are offered for young children that are affordable and convenient.
3. Where are some areas of improvement?
 - Would like to see yoga classes for children.
 - Would like to see golf lessons offered for adults and children.
 - Add a dog park.
4. The Vandalia Parks are more than the Rec Center. Thoughts?
 - There was some confusion on the difference between the Parks & Rec Department and the Rec Center.



5. What would you like us to walk away with today?

Ideas for Foxfire:

- **NO** Basketball courts
- Green space and shade trees
- Shelter or gazebo
- Walking path
- Community garden
- Simple play structure
- Fire pit

General Ideas:

- More bike path connectivity to Taylorsville Metro Park
- Hold events at the pocket parks – example, movie nights



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Park to Park Community Meeting

Date: June 23, 2022

Location: Robinette Park

Attendees: Sign-In Sheet attached (6 residents)

Facilitators: Mr. Aaron Messenger, Recreation Coordinator-Programs, Ms. Sarah Lavey, Recreation Coordinator-Fitness, Mr. Matt Roberts, Facilities Maintenance, Ms. Debbie Doench, Office Assistant and Ms. Jen Webb, Rental Coordinator, Mr. Steve Clark, Director, Parks and Recreation

Questions:

1. Overall experiences with Parks & Rec dept. that you would like to share?
 - Loved the ball fields that used to be at Robinette, lots of fond memories
 - Would like Robinette to grow
 - Love the parks and you do a good job
2. Improvements/Wants
 - Would like security cameras installed at Robinette to discourage delinquent behavior
 - Bathrooms at Robinette
 - More playground equipment at Robinette and something for older kids
 - Swings
 - Repave walking paths
 - Turn tennis court into pickleball courts
 - More signs to leash dogs
 - More trash clean-up/debris (Ask for volunteers to help clean up parks)
 - Have Events in the parks, Movies in the Parks, Yoga, special events like Splashtacular
 - Volleyball – Would like a robust walk-in Volleyball program like we had before the VRC opened



3. Do you use Robinette or other parks?
 - Robinette, Helke and Segar
4. The Vandalia Parks are more than the Rec Center. Thoughts?
 - Agree
 - A lot of people are not aware of Robinette since it is tucked away
5. What would you like us to walk away with today?
 - Bathrooms at Robinette
 - Volleyball
 - Parks and Rec does a great job
 - Keep young families in mind





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Park to Park Community Meeting

Date: June 27, 2022

Location: Helke Park

Attendees: 11 Residents

Facilitators: Ms. Alicia McCracken, Facility Manager, Mr. John Myers, Recreation Coordinator-Athletics, Ms. Sherry McConnaughey, Office Assistant, and Ms. Nikki Speakman, Clerk/Typist

Questions:

1. Experiences with the Vandalia Parks that you would like to share?
 - Enjoy Senior Volleyball.
 - Meeting friends at the Rec Center to walk on the weekends.
 - Being able to walk to Helke Park, great for property values.
 - Thankful for Rudy and the Maintenance Staff. They are always responsive and take great care of the parks.
 - Enjoyed Seger Park movie nights when their children were little. Alicia discussed the Art Park upgrades and the possibility of bringing movie nights back there.
 - Movie nights at Helke Park with the inflatable screen.
 - Appreciative that we offer Summer Camp.
2. What do you like most about the Parks and Rec Dept?
 - Number of sports programs that are offered.
 - Responsive to community needs, like adding sand volleyball and the hill to the Sports Complex.
 - Silver Sneakers program.
 - Disc Golf was a great addition.
 - The lightening detector system was a great addition to the community and having a system at Helke has been great for Helke School.

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3. Where are some areas of improvement?
 - Playground upgrades with special needs accessibility.
 - Splash pad.
 - Shelter upgrades.
 - Restroom upgrades.
 - Fencing around playgrounds with one entrance/one exit, for added safety.
 - Walking paths, with an emphasis on a walking path through Helke Park to add a cut-through to Helke School.
 - Nature play.
 - Farmer's Market.
 - Holiday light display at the Sports Complex along the walking path. Washington Township was mentioned as an example.
 - Courts that can easily be converted back and forth between tennis and pickleball.
 - KEEP the horseshoe court at Helke Park.
 - Bring back kickball.
 - Lower the Rec Center membership cost.
 - Extend Luther's Jungle hours.
4. The Vandalia Parks are more than the Rec Center. Thoughts?
 - Yes, there are other parks in the City, but it seems all the funding goes to the Rec Center and Sports Complex and the other parks are forgotten about.
5. What would you like us to walk away with today?
 - Make it easier to find the location of all the parks on the website. The park overview that used to be published and distributed was discussed.
 - Create a treasure hunt to get people interested in visiting all the parks.
 - Thankful for how responsive the Police Department is when people are in the parks after dark.
 - Start a whiffle ball league.
 - Butler Township and Vandalia Residents should have the same rates.

APPENDIX C - SUCCESSION PLANNING

As key positions approach retirement age within the next 5-10 years, it is imperative that the Department plan for the future. By developing a succession plan that focuses on organizational sustainability, the Department will not only be able to further develop a highly professional staff, but also ensure that the Department can seamlessly manage itself forward. The Department's workforce management and succession planning must be a conscious effort to build and sustain a competent workforce, a process that begins with intake. The building of organizational competence to both create a competitive pool of talent and preserve levels of performance is ultimately dependent on specific internal and external actions that achieve succession planning outcomes.

INTAKE	BUILDING ORGANIZATIONAL COMPETENCE	WORKFORCE SUSTAINABILITY
Recruitment	Leadership	Training
Interview process	Infrastructure (cross-dept. task mgmt.)	Individual Development Plans
Pre-hire skills & attitude assessment	Focus on skills, knowledge and productive attitude	Mentoring
New employee orientation	Community & Inter-Agency engagements	Post separation consulting
Probation review	Culturally competent programs, services and workplace	Experiential learning
	Performance-based modeling	Teaching/learning experiences
	Operational adaptability	
	Creative problem solving	
	Training	

Vacating leadership will drive a primary focus; however, the succession-planning component by itself is not a technique to just create individual career advancement opportunities or a reward for high performers. The objective of succession planning is to ensure that the Department continues to operate effectively when individuals depart from critical positions. This may not include all existing managerial positions; however, it may include positions that are not supervisory or managerial but instead utilize unique, hard-to-replace competencies.

Succession planning is strategic, both in the investment of resources devoted to it and in the kinds of talent it focuses on. It is not a one-time event; rather, it is re-assessed and revised annually through the workforce planning process.

GOALS/DESIRED RESULTS

- Ensure the systematic and long-term development of individuals to replace key job incumbents.
- Provide a continuous flow of talented people to meet the organization's management needs.
- Assess the leadership needs to ensure the selection of qualified leaders is diverse, a good fit for the organization's mission and goals, and have the necessary skills that support a capable and adaptive organization.



- To ensure high quality replacements for those individuals who currently hold positions that are key to the organization's success.
- Structure operational methods to adequately support required employee growth and development process.
- Ensure an adequate knowledge base is preserved while management and leadership are transitioned and populated with new skills and talents. This knowledge and competency preservation effort can occur at other levels, as identified by directors.

APPENDIX D – RECREATION PROGRAM STANDARDS

Recreation program standards are developed to support core recreation services. The standards focus on delivering a consistent high-quality experience while achieving operational and cost recovery goals as well as marketing and communication standards that are needed to create awareness and customer loyalty.

To assist staff in its continual pursuit of delivering high quality consistent programs to the community and in achieving the cost recovery goals, the following standards may be considered for implementation.

HIGH-QUALITY EXPERIENCE STANDARDS

For core services, the following standards must be in place to promote a high-quality experience:

- Instructor or program coordinators' qualifications are consistent with in-the-field experience in the program specialty for which they are responsible.
- The instructor-to-participant ratios are appropriate for the participant to feel safe and attended to.
- The program is provided in the appropriate safe and clean recreation space, either indoor or outdoor, designed for that program.
- Minimum and maximum numbers of participants are set for the program or class that will allow for a high-quality experience.
- Recreation equipment or supplies that are used by the participant are high quality, safe, and appropriate for the participants to use or consume.
- The length of the program is commensurate with the attention capability of the participants to respond effectively and enjoy themselves in the activity.
- Appropriate support staff or volunteers are in place to help guide participants and support teachers or program supervisors.
- Staff is trained in first aid and CPR. Volunteers are trained in first aid and CPR when appropriate.
- A first aid kit is readily available and accessible in less than a minute.
- Staff and volunteers are trained in customer service and diversity training to make all participants feel welcome and appreciated.
- Customer feedback methods are in place to seek input from participants on their expectations of the program and the results of their experience. This should include pre- and/or post-evaluation focus groups or trailer calls.
- Pricing of services is explained to participants and/or parents on the level of investment they are making in the program and the level that Vandalia Parks and Recreation Department is investing in their experience.
- Each instructor or program supervisor will be provided a toolbox that includes their class or program roster, with phone numbers or email addresses, name tags for participants, customer evaluations for users, registration forms, a program guide, pertinent recreation information and emergency phone numbers, thank you cards for participants at the end of the class, and an introduction sheet of what will occur in the program or class, how it will be conducted, and what outcomes we hope to achieve.



- All class or program policies are available to the instructor or program supervisor to adequately explain policies to the user.
- Appropriate recognition and awards are given at the end of the program to participants based on outcomes achieved or skills learned.
- New staff, volunteers, and contract employees working with children will have background checks.
- Any disciplinary actions taken by an instructor or program supervisor with a program participant will be written and documented.
- Class, program curriculum, or work plans will be prepared by the instructor and program supervisor before the class or program begins and is signed off by the appropriate program staff within the Parks and Recreation Department.
- Staff will be dressed in the appropriate Vandalia recreation uniform that includes a nametag.
- Drivers that transport participants must have the appropriate license, certifications, and authorization.
- Equipment or program space will be inspected prior to the class or program; noted by the instructor or program supervisor; and recorded daily, weekly, and monthly.
- Performance measures tracked will be shared with instructors or program staff at the end of each session.
- Exit interviews will be conducted with part-time staff before they leave each season and noted in their file as to re-hire or not.
- A class or program budget will be prepared for each activity and shared with the instructor or supervisor on how class monies are spent. Final budget results will be documented at the end of the program area and shared with the supervisor or manager.
- Appropriate required licenses and certifications set by law will be reviewed and filed before programs begin.

OPERATIONAL AND PRICING STANDARDS FOR PROGRAMS

- Pricing of services will be established based on cost-of-services and overlaid into programs or classes based on primetime and non-primetime rates, location, time, age segment, group, and level of exclusivity that users receive over and above use by general taxpayers. Staff will be trained in setting prices.
- Scholarship programs will be in place for those that require financial assistance in order to participate in Vandalia Parks and Recreation Department recreation facilities and programs.
- Results of cost of service for programs will be posted and shared with staff on all services regardless of whether they are underperforming, meeting, or exceeding the recovery goals.
- On a regular basis, competitor and other service providers will be benchmarked and evaluated for changes they are making and how they compare with division efforts in their core services provided.
- Partnerships with core program services will be updated yearly, their level of contribution will be documented, and tracking performance measures will be shared with each partner.

- Non-core services will be evaluated yearly and reduced, eliminated, or transferred to other service providers reducing the impact on staff time.
- Maintenance and recreation staff will discuss standards for programs taking place in recreation amenities in Vandalia Parks and Recreation Department annually.

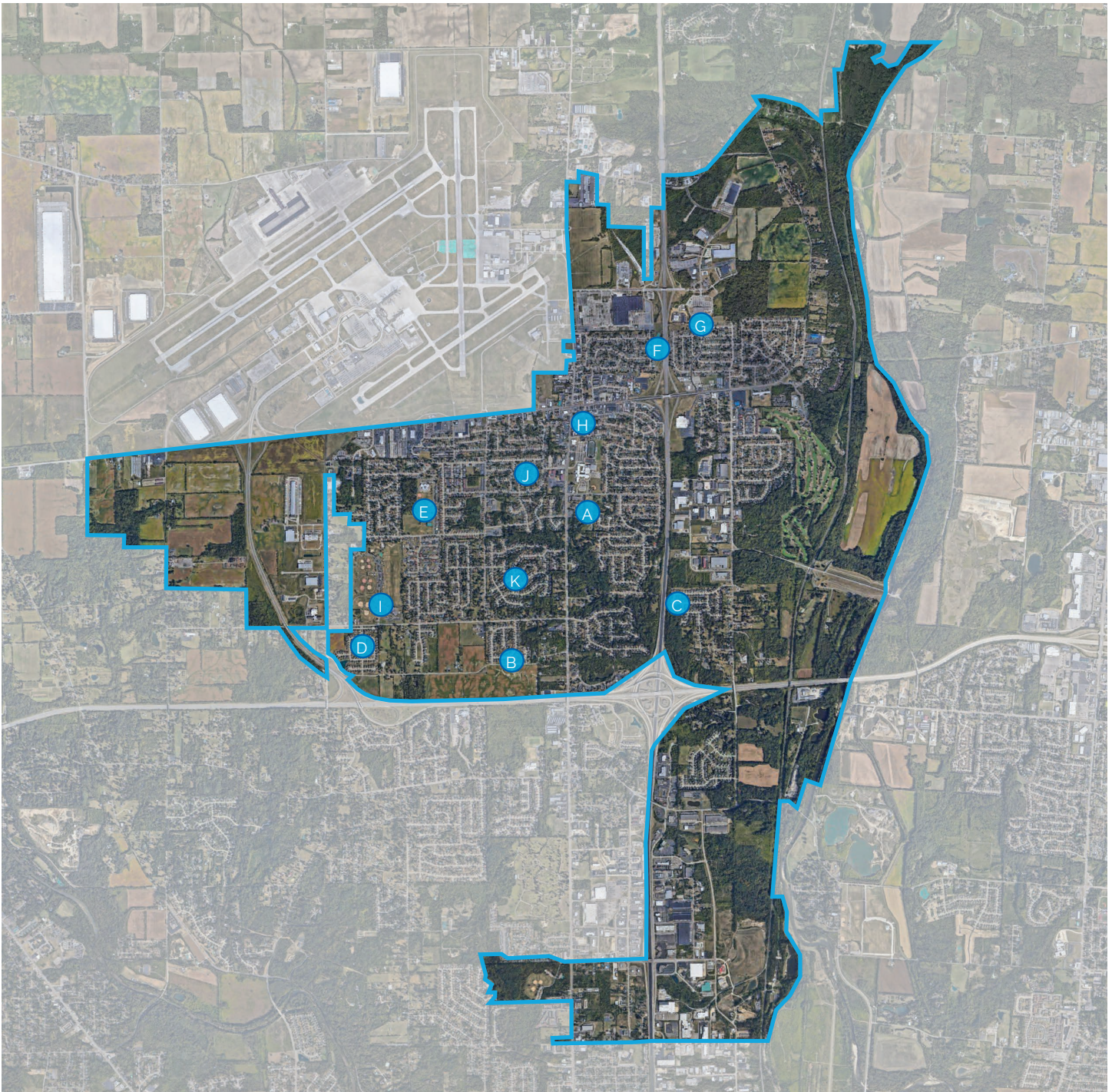


APPENDIX E - PARK AND RECREATION SUITABILITY ASSESSMENTS



PARKS & RECREATION SUITABILITY ASSESSMENTS





STUDY AREA:

- A ART PARK
- B ASHBURY FARMS PARK
- C BROWN SCHOOL ROAD PARK
- D COPPERFIELD PARK
- E HELKE PARK
- F JEFFERS PARK
- G ROBINETTE PARK
- H SEGER PARK
- I VANDALIA SPORTS COMPLEX
- J VICTORY PARK
- K WARNER PARK

ART PARK

- 7 ACRES
- COMMUNITY PARK
- ADJACENT TO BUTLER HIGH SCHOOL
- WALKING PATH
- AMPHITHEATER
- ART/SCULPTURES
- PICNIC AREA
- RESTROOM
- FUTURE AMPHITHEATER

OVERALL RATING: B



Site/Park: Art Park

Location: _____

Date: 04/26/2022

Completed By: _____

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☐	Winter	☐	Heavy
☐	Fair	☒	Spring	☒	Moderate
☒	Good	☒	Summer	☐	Light
☐	Excellent	☒	Fall	☐	Rare

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☒	Well maintained / Reliable access	☒	High visibility
☐	Private easement	☐	Moderately maintained / Variable access	☐	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:

Structures

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Restrooms	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	NEW
Shelters	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer/Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
History/Memorial		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Art/Sculpture	VARIES	☐ Poor	☐ Fair	☐ Good	☒ Exc	
Amphitheater	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	FUTURE

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Sculpture Bench	6	☐ Poor	☐ Fair	☐ Good	☒ Exc	
Metal Bench	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	
Benches (playground)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling	2	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table	3	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Dog Waste Bag		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Grill		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☒ Fair	☐ Good	☐ Exc	
Walkways		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Trail walk		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Condition of the Site

☐

Poor

☐

Fair

☒

Good

☐

Excellent

Notes:

Recommendations and General Comments

General Comments:

- Power supply for lighting is needed.
- Parks Department is considering building roof on amphitheater.
- Restroom building is planned to be added.
- Add bicycle racks.
- Future Amphitheater planned.

Needs Repaired:

- Maintenance entry drive – provide gravel drive to help with drainage issues and mud.

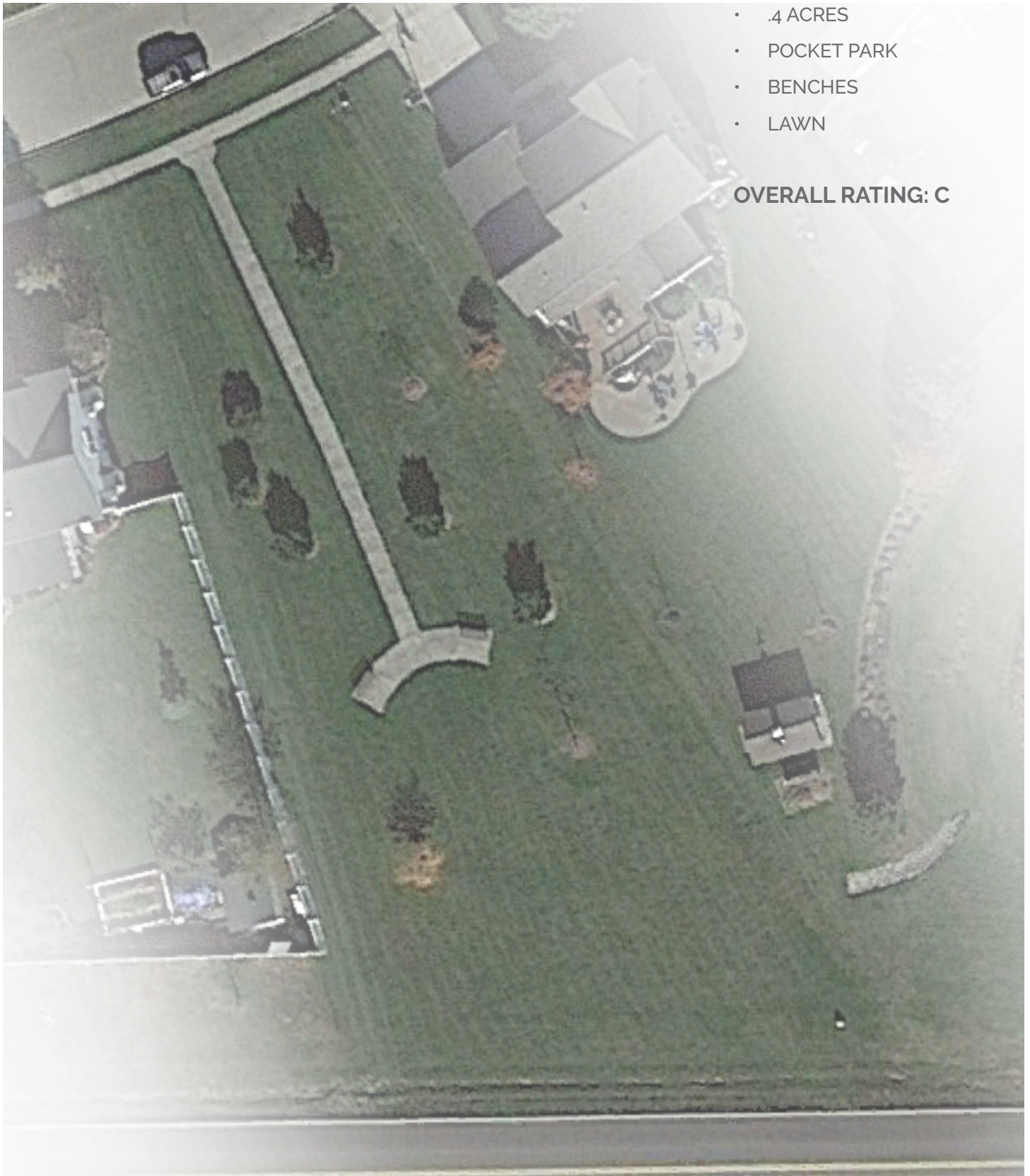
Needs Upgraded:

- Benches, Trash Receptables, and Picnic Tables need upgraded. Standardize site furnishings throughout parks system.
- Screen Electric Panel with appropriate planting.
- Improve overall landscape.

ART PARK SITE PHOTOS:



ASHBURY FARMS PARK



- .4 ACRES
- POCKET PARK
- BENCHES
- LAWN

OVERALL RATING: C

Site/Park: Ashbury Farms Park Location: _____Date: 04/26/2022 Completed By: _____**Design and Usage**

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☒	Poor	☐	Winter	☐	Heavy
☐	Fair	☒	Spring	☐	Moderate
☐	Good	☒	Summer	☒	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

- Signage has been stolen.

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☐	Well maintained / Reliable access	☐	High visibility
☐	Private easement	☒	Moderately maintained / Variable access	☒	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:**Structures**

	QTY	CONDITION				COMMENTS/NOTES
Restrooms	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Shelters	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer/Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
History/Memorial		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Art/Sculpture		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	2	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Benches (playground)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Waste Bag		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Grill		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☒ Fair	☐ Good	☐ Exc	
Walkways		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Trail walk		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Condition of the Site

☐ Poor☐ Fair☒ Good☐ Excellent

Notes:

Recommendations and General Comments

General Comments:

- Residents have expressed interest in a playground.
- Provide Trash receptables.
- Provide shaded seating areas.

Needs Repaired:

- Signage has been stolen and needs to be replaced.

Needs Upgraded:

- Benches and Trash Receptables need upgraded. Standardize site furnishings throughout parks system.
- Improve overall landscape.

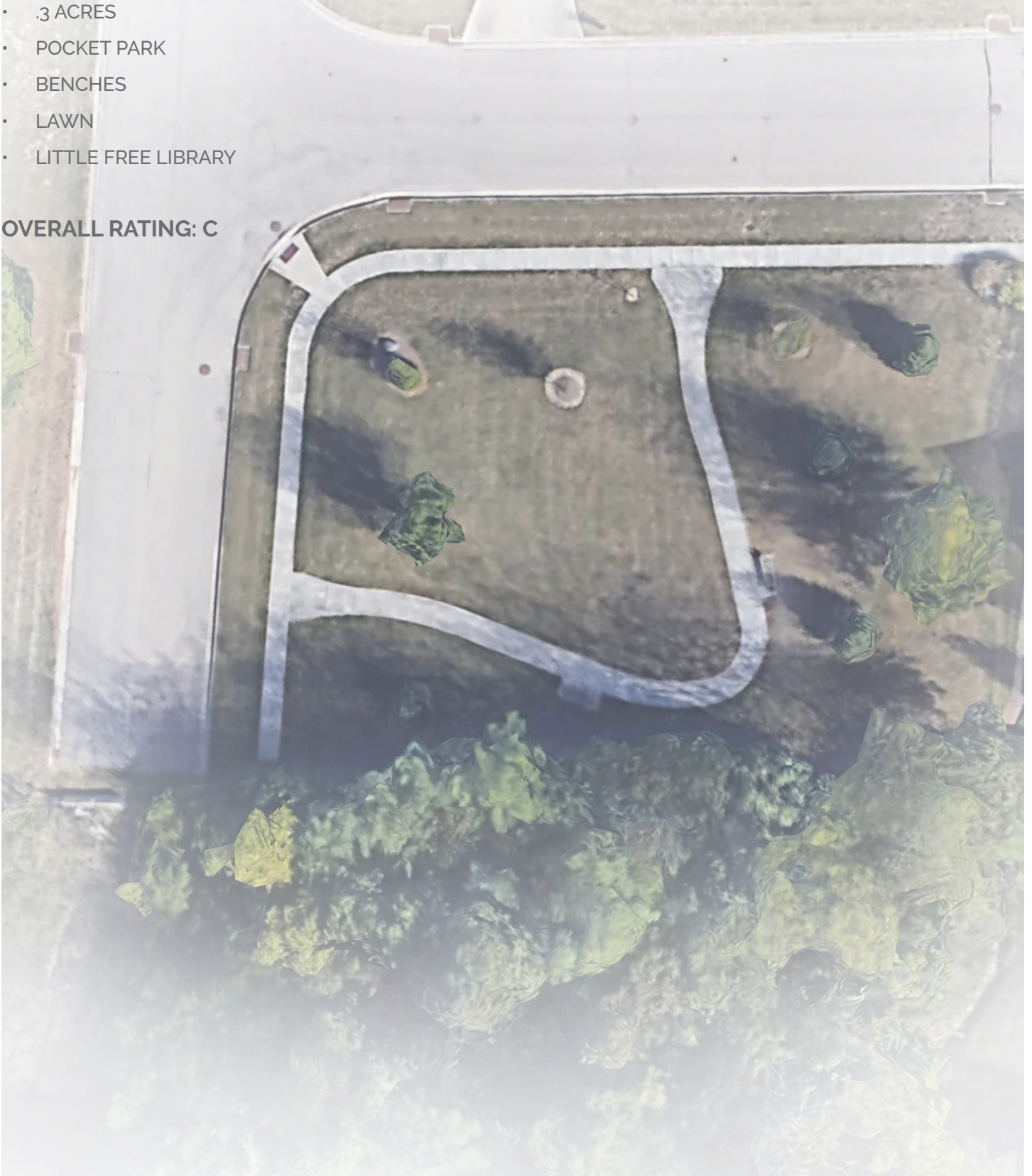
ASHBURY FARMS PARK SITE PHOTOS:



BROWN SCHOOL WOODS PARK

- .3 ACRES
- POCKET PARK
- BENCHES
- LAWN
- LITTLE FREE LIBRARY

OVERALL RATING: C



Site/Park: Brown School Woods Park Location: _____Date: 04/26/2022 Completed By: _____**Design and Usage**

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☐	Winter	☐	Heavy
☐	Fair	☒	Spring	☐	Moderate
☒	Good	☒	Summer	☒	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☒	Well maintained / Reliable access	☒	High visibility
☐	Private easement	☐	Moderately maintained / Variable access	☐	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:

Structures

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Restrooms	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Shelters	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer/Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
History/Memorial		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Art/Sculpture		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Little Free Library	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	2	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Benches (playground)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Waste Bag	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Grill		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Walkways		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Trail walk		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Condition of the Site

☐ Poor☐ Fair☒ Good☐ Excellent

Notes:

Recommendations and General Comments:

General Comments:

- Provide programming in park; climbing boulders, small playground, shaded seating, etc.

Needs Repaired:

Needs Upgraded:

- Benches and Trash Receptables need upgraded. Standardize site furnishings throughout parks system.

BROWN SCHOOL WOODS PARK

SITE PHOTOS:



COPPERFIELD PARK

- 1.3 ACRES
- POCKET PARK
- BENCHES
- LAWN
- LITTLE FREE LIBRARY

OVERALL RATING: C



Site/Park: Cooperfield Park

Location: _____

Date: 04/26/2022

Completed By: _____

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☐	Winter	☐	Heavy
☐	Fair	☒	Spring	☐	Moderate
☒	Good	☒	Summer	☒	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☒	Well maintained / Reliable access	☒	High visibility
☐	Private easement	☐	Moderately maintained / Variable access	☐	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:

Structures

	QTY	CONDITION				COMMENTS/NOTES
Restrooms	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Shelters	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer/Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
History/Memorial		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Art/Sculpture		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Little Free Library	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	2	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Benches (playground)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Waste Bag		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Grill		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Walkways		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Trail walk		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Condition of the Site

☐ Poor☐ Fair☒ Good☐ Excellent

Notes:

Recommendations and General Comments:

General Comments:

- Provide programming in park; perimeter loop, small playground, shaded seating, etc.

Needs Repaired:

Needs Upgraded:

- Benches need upgraded. Standardize site furnishings throughout parks system.

COPPERFIELD PARK SITE PHOTOS:



HELKE PARK

- 30.5 ACRES
- COMMUNITY PARK
- BASEBALL/SOFTBALL FIELDS
- SOCCER/FOOTBALL FIELDS
- TENNIS COURTS
- PICKLE BALL COURTS
- PLAYGROUND
- DISC GOLF COURSE
- HORSESHOES
- SHUFFLEBOARD
- VOLLEYBALL
- BENCHES
- PICNIC AREA
- RESTROOMS AND SHELTER AREA
- LITTLE FREE LIBRARY

OVERALL RATING: C



Site/Park: Helke Park

Location: _____

Date: 04/26/22

Completed By: _____

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☐	Winter	☐	Heavy
☐	Fair	☒	Spring	☒	Moderate
☒	Good	☒	Summer	☐	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☒	Well maintained / Reliable access	☒	High visibility
☐	Private easement	☐	Moderately maintained / Variable access	☐	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:

Structures

	QTY	CONDITION				COMMENTS/NOTES
Restrooms	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Shelters	2	☐ Poor	☒ Fair	☐ Good	☐ Exc	

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball	2	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Soccer/Football Field	5	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis	6	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Pickle Ball	8	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Play Area	2	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes	3	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
History/Memorial		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Art/Sculpture		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Shuffle Board	4	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Volleyball Paved	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Volleyball Lawn	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Little Free Library	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	

Notes:

Site Furnishings

	QTY	CONDITION				COMMENTS/NOTES
Benches	2	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Benches (playground)	6	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Trash/Recycling	13	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack	1	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table	20	☐ Poor	☒ Fair	☐ Good	☐ Exc	Picnic Tables in Shelter
Dog Waste Bag	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Grill	3	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Fountain	3	☒ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		CONDITION				COMMENTS/NOTES
Landscape		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Walkways		☐ Poor	☒ Fair	☐ Good	☐ Exc	
Trail walk	NA	☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	
		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Condition of the Site

☐ Poor☐ Fair☒ Good☐ Excellent

Notes:

Recommendations and General Comments:

General Comments:

- Major drainage issues around tennis courts. Tennis courts need to be reconstructed at a high elevation with adequate drainage on tennis court surface.
- Program elements are still functional but are outdated and need upgraded.
- Provide additional bicycle racks throughout the park.

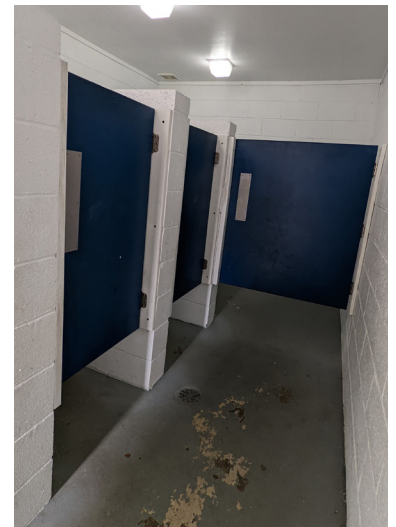
Needs Repaired:

- Poured in place surfacing needs repaired.
- Poor drainage at soccer fields.
- Walkway pavement needs repaired.

Needs Upgraded:

- Benches, Trash Receptables, Picnic Tables, Grills, and Water Fountains need upgraded. Standardize site furnishings throughout parks system.
- Programing elements need upgraded
 - Baseball/Softball field
 - Tennis courts
 - Horseshoes
 - Tennis Wall
 - Playground
 - Pickleball Courts
 - Shuffleboard
 - Volleyball Courts
- Restrooms and shelters need upgraded.

HELKE PARK SITE PHOTOS:





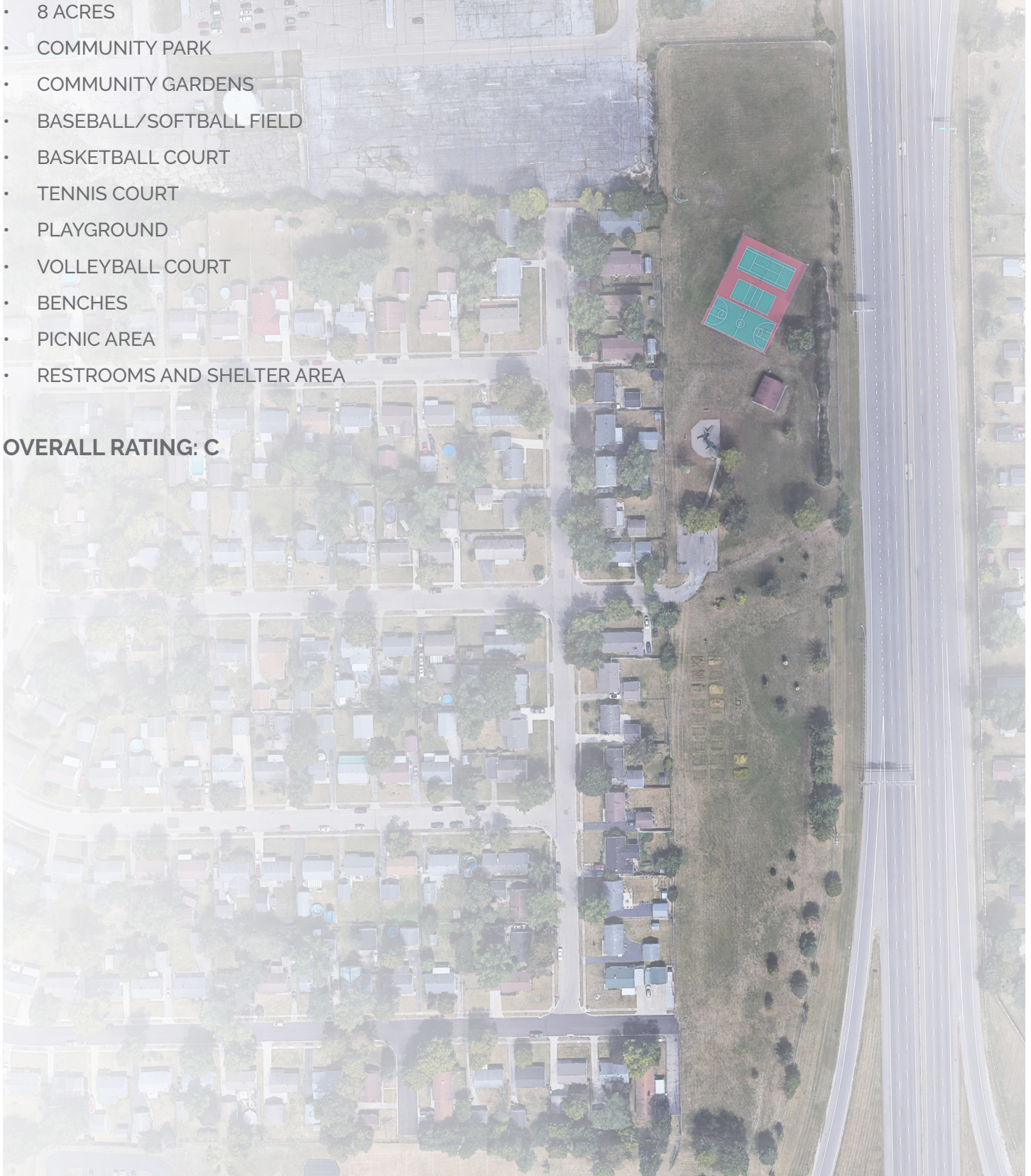




JEFFERS PARK

- 8 ACRES
- COMMUNITY PARK
- COMMUNITY GARDENS
- BASEBALL/SOFTBALL FIELD
- BASKETBALL COURT
- TENNIS COURT
- PLAYGROUND
- VOLLEYBALL COURT
- BENCHES
- PICNIC AREA
- RESTROOMS AND SHELTER AREA

OVERALL RATING: C



Site/Park: Jeffers Park

Location: _____

Date: 04/26/2022

Completed By: _____

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☐	Winter	☐	Heavy
☐	Fair	☒	Spring	☐	Moderate
☒	Good	☒	Summer	☒	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☒	Well maintained / Reliable access	☐	High visibility
☐	Private easement	☐	Moderately maintained / Variable access	☐	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☒	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:

- Bordered by I-75, vehicular traffic along athletic courts is loud. More screening needed.

Structures

	QTY	CONDITION				COMMENTS/NOTES
Restrooms	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	Being Demolished
Shelters	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	Being Demolished

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer/Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Play Area	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
History/Memorial		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Art/Sculpture		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Volleyball	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Community Garden	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Benches (playground)	2	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling	2	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table	2	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Dog Waste Bag		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Grill		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☒ Fair	☐ Good	☐ Exc	
Walkways		☐ Poor	☒ Fair	☐ Good	☐ Exc	
Trail walk		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Condition of the Site

☐ Poor
 ☐ Fair
 ☒ Good
 ☐ Excellent

Notes:

Recommendations and General Comments:

General Comments:

- Recommend installing a perimeter loop around the park and improving walkways.
- Restroom/shelter building should be demolished and replaced.
- Community garden is a unique asset to the parks system and is in good shape.

Repaired:

- Volleyball court net needs repaired.

Needs Upgraded:

- Benches, Trash Receptables, and Picnic tables need upgraded. Standardize site furnishings throughout parks system.
- Basketball courts/hoops, Playground, Baseball/Softball Field, and Volleyball Courts needs upgraded.
- Improve overall landscape.

JEFFERS PARK SITE PHOTOS:

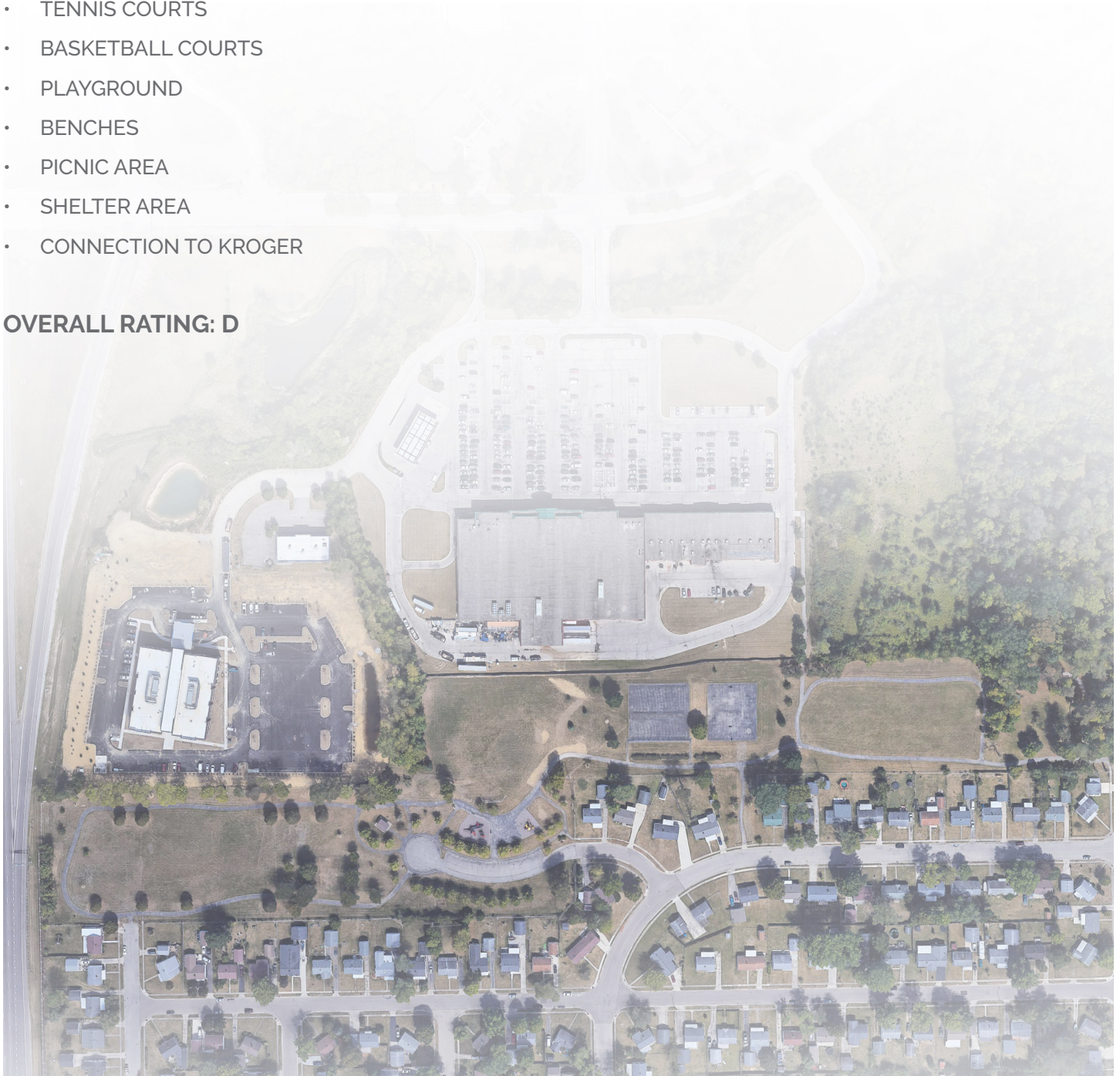




ROBINETTE PARK

- 11.7 ACRES
- COMMUNITY PARK
- WALKING PATH
- BASEBALL/SOFTBALL FIELDS
- MULTI-USE FIELDS
- TENNIS COURTS
- BASKETBALL COURTS
- PLAYGROUND
- BENCHES
- PICNIC AREA
- SHELTER AREA
- CONNECTION TO KROGER

OVERALL RATING: D



Site/Park: Robinette Park

Location: _____

Date: 04/26/2022

Completed By: _____

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☐	Winter	☐	Heavy
☒	Fair	☒	Spring	☐	Moderate
☐	Good	☒	Summer	☒	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☐	Well maintained / Reliable access	☐	High visibility
☐	Private easement	☒	Moderately maintained / Variable access	☒	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:

- Three access points
- Pedestrian connection to Kroger

Structures

	QTY	CONDITION				COMMENTS/NOTES
Restrooms	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Shelters	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	With 2 picnic tables

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	Lawn w/ backstop, no bases
Soccer/Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use Field	2	☐ Poor	☐ Fair	☒ Good	☐ Exc	Open fields
Basketball (full)	2	☒ Poor	☐ Fair	☐ Good	☐ Exc	6 hoops
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis	2	☒ Poor	☐ Fair	☐ Good	☐ Exc	One net for 2 courts
Play Area	2	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	Overgrown with lawn
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
History/Memorial		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Art/Sculpture		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	3	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Benches (playground)	3	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling	7	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table	3	☐ Poor	☒ Fair	☐ Good	☐ Exc	Picnic Tables in Shelter
Dog Waste Bag	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Grill	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Drinking Fountain	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Walkways		☐ Poor	☒ Fair	☐ Good	☐ Exc	
Trail walk		☐ Poor	☒ Fair	☐ Good	☐ Exc	

Notes:

- 9/10 mile walking loop
- Lightly forested Small section of the walking loop is in a lightly forested area

General Condition of the Site

☐ Poor
 ☒ Fair
 ☐ Good
 ☐ Excellent

Notes:

Recommendations and General Comments:

General Comments:

- Bike Racks needed.

Needs Repaired:

- Repaint lines on basketball court.
- Walkway pavement needs repaired.

Needs Upgraded:

- Benches, Trash Receptables, Picnic Tables, Grill, and Drinking Fountain need upgraded. Standardize site furnishings throughout parks system.
- Tennis courts, Basketball courts, Baseball/Softball Field, Playground, and Sand Volleyball Court needs upgraded.

ROBINETTE PARK SITE PHOTOS:



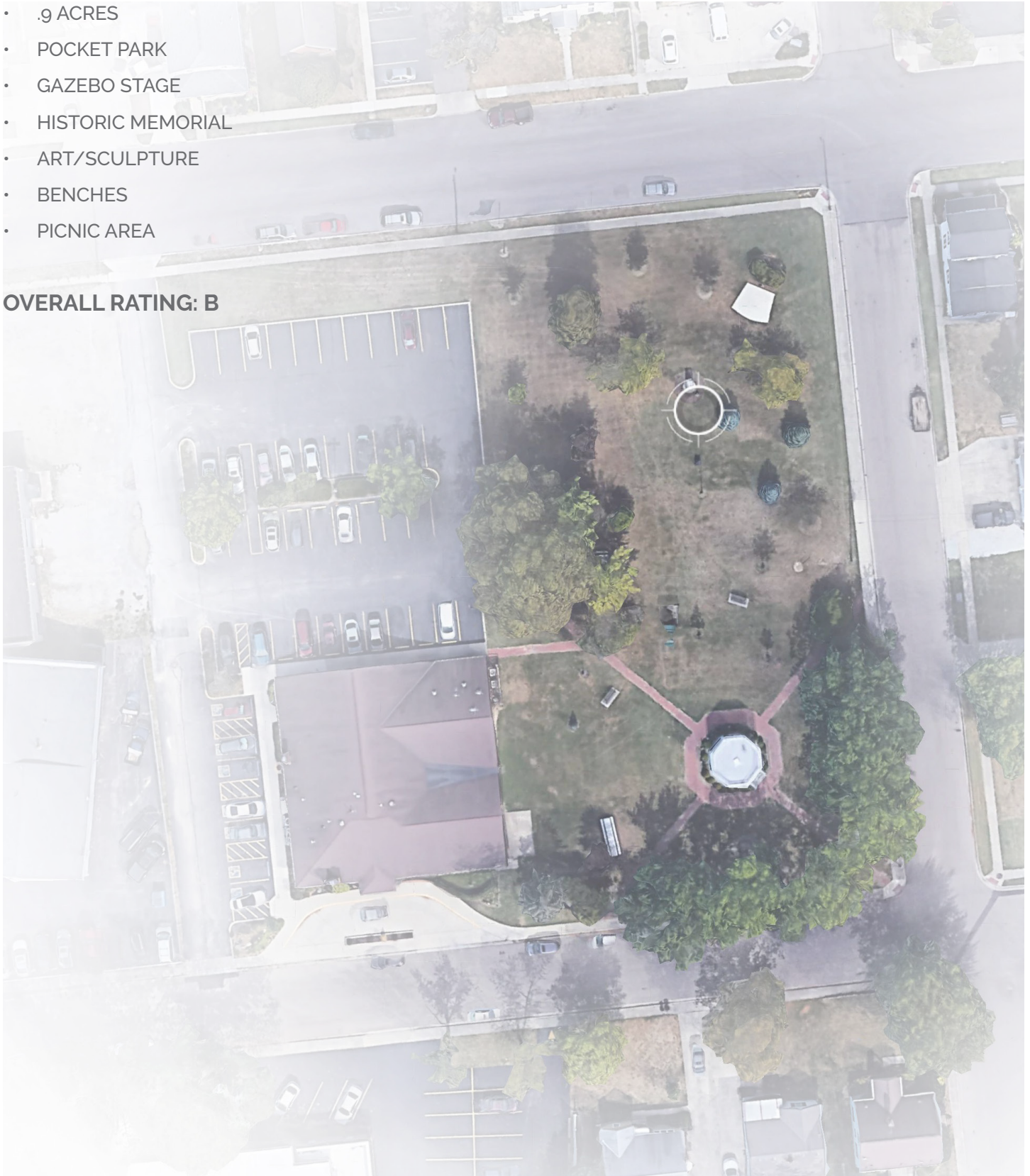




SEGER PARK

- .9 ACRES
- POCKET PARK
- GAZEBO STAGE
- HISTORIC MEMORIAL
- ART/SCULPTURE
- BENCHES
- PICNIC AREA

OVERALL RATING: B



Site/Park: Segar Park

Location: _____

Date: 04/26/2022

Completed By: _____

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☐	Winter	☐	Heavy
☐	Fair	☒	Spring	☒	Moderate
☒	Good	☒	Summer	☐	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☐	Well maintained / Reliable access	☒	High visibility
☐	Private easement	☒	Moderately maintained / Variable access	☐	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:

Structures

	QTY	CONDITION				COMMENTS/NOTES
Restrooms	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Shelters	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Gazebo Stage	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer/Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
History/Memorial	2	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Art/Sculpture	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	
Concrete Pad for Stage	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	2	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Benches (playground)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling	4	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table	2	☐ Poor	☒ Fair ^x	☐ Good	☐ Exc	
Dog Waste Bag		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Grill		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☒ Fair	☐ Good	☐ Exc	
Brick Walkways		☒ Poor	☐ Fair	☐ Good	☐ Exc	
Trail walk		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

x

General Condition of the Site

☐

Poor

☐

Fair

☒

Good

☐

Excellent

Notes:

Recommendations and General Comments:

General Comments:

Needs Repaired:

- Brick walkways need repaired. Bricks have shifted creating tripping hazards and uneven edges.
- Renovate Gazebo.

Needs Upgraded:

- Benches, Trash Receptables, and Picnic Tables need upgraded. Standardize site furnishings throughout parks system.
- Improve the overall landscape.

SEGER PARK SITE PHOTOS:





VANDALIA SPORTS COMPLEX

- 97 ACRES
- SPORTS COMPLEX
- BASEBALL/SOFTBALL FIELDS
- BASKETBALL COURTS
- PLAYGROUNDS
- VOLLEYBALL COURTS
- SOCCER FIELDS
- OUTDOOR FITNESS AREA
- BATTING CAGES
- BENCHES
- PICNIC AREA
- WALKING PATH
- RESTROOMS AND SHELTER AREA
- LITTLE FREE LIBRARY
- VETERANS MEMORIAL

OVERALL RATING: B



Site/Park: Vandalia Sports Complex

Location: _____

Date: 04/26/2022

Completed By: _____

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☒	Winter	☒	Heavy
☐	Fair	☒	Spring	☐	Moderate
☐	Good	☒	Summer	☐	Light
☒	Excellent	☒	Fall	☐	Rare

Notes:

- Five different types of park signs

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☒	Well maintained / Reliable access	☒	High visibility
☐	Private easement	☐	Moderately maintained / Variable access	☐	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:**Structures**

	QTY	CONDITION				COMMENTS/NOTES
Restrooms	4	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Shelters	3	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Main Concessions	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Small Concessions	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball	11	☐ Poor	☐ Fair	☐ Good	☒ Exc	
Soccer/Football Field	10	☐ Poor	☐ Fair	☐ Good	☒ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Basketball (half)	4	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area	3	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Picnic	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball	2	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain	6	☐ Poor	☒ Fair	☐ Good	☐ Exc	
History/Memorial	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Art/Sculpture	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	3	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Benches (playground)	8	☐ Poor	☒ Fair	☐ Good	☐ Exc	Metal and Wood
Trash/Recycling	5	☐ Poor	☒ Fair	☐ Good	☐ Exc	Round - 10, Square - 45, Wire - 1
Bike Rack	1	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Picnic Table	22	☐ Poor	☐ Fair	☒ Good	☐ Exc	
Dog Waste Bag	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Grill	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending	0	☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Fountain	6	☐ Poor	☒ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Walkways		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Trail walk		☐ Poor	☐ Fair	☒ Good	☐ Exc	

Notes:

General Condition of the Site

☐ Poor
 ☐ Fair
 ☒ Good
 ☐ Excellent

Notes:

Recommendations

General Notes:

- Standardized signs throughout the park.
- Needs additional Bike Racks.
- Needs additional exercise equipment.

Needs Repaired:

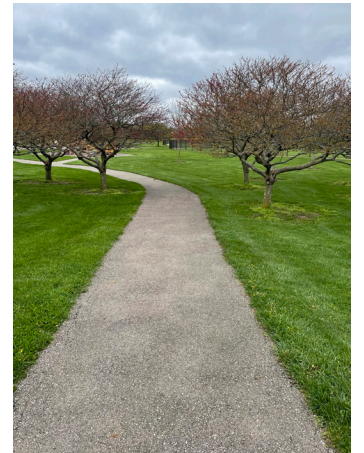
Needs Upgraded:

- Benches, Trash Receptables, and Drinking Fountains need upgraded. Standardize site furnishings throughout parks system.
- Play equipment is functional but could be upgraded to newer play structures.

VANDALIA SPORTS COMPLEX

SITE PHOTOS:





VICTORY PARK

- 1.2 ACRES
- POCKET PARK
- WALKING PATH
- PLAYGROUND
- BENCHES

OVERALL RATING: C



Site/Park: Victory Park

Location: _____

Date: 04/26/2022

Completed By: _____

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☐	Poor	☐	Winter	☐	Heavy
☒	Fair	☒	Spring	☐	Moderate
☐	Good	☒	Summer	☒	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☐	Well maintained / Reliable access	☐	High visibility
☐	Private easement	☒	Moderately maintained / Variable access	☒	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:

- 3 pedestrian entries from road. Entry points are hard to see.

Structures

	QTY	CONDITION				COMMENTS/NOTES
Restrooms		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Shelters		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer/Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain		☐ Poor	☐ Fair	☐ Good	☐ Exc	
History/Memorial		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Art/Sculpture		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	2	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Benches (playground)	4	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling	3	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Bike Rack		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Picnic Table		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Waste Bag	1	☒ Poor	☐ Fair	☐ Good	☐ Exc	
Grill		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☒ Fair	☐ Good	☐ Exc	
Walkways		☐ Poor	☒ Fair	☐ Good	☐ Exc	
Trail walk		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

- Nice small loop path that circulates around a central greenspace.

General Condition of the Site

☐ Poor
 ☒ Fair
 ☐ Good
 ☐ Excellent

Notes:

Recommendations and General Comments

General Comments:

Needs Repaired:

- Clean up park entry signage.
- Walkway pavement needs repaired.

Needs Upgraded:

- Benches and Trash Receptables need upgraded. Standardize site furnishings throughout parks system.
- Play Equipment is functional but could be upgraded to a newer play structure.
- Improve the overall landscape.

VICTORY PARK SITE PHOTOS:



WARNER PARK

- .3 ACRES
- POCKET PARK
- WALKING PATH
- PLAYGROUND
- BENCHES
- LITTLE FREE LIBRARY

OVERALL RATING: B



Site/Park: Warner Park

Location: _____

Date: 04/26/2022

Completed By: _____

Design and Usage

SIGNAGE		SEASONAL USE		USAGE LEVELS	
☒	Poor	☐	Winter	☐	Heavy
☐	Fair	☒	Spring	☐	Moderate
☐	Good	☒	Summer	☒	Light
☐	Excellent	☒	Fall	☐	Rare

Notes:

Access and Visibility

SITE ACCESS		ACCESS CONDITIONS		VISIBILITY (signage, lines of sight)	
☒	Public road	☒	Well maintained / Reliable access	☒	High visibility
☐	Private easement	☐	Moderately maintained / Variable access	☐	Moderate/variable visibility
☐	Trail connection	☐	Poorly maintained / Unreliable access	☐	Poor visibility
☐	Watercraft access				
☐	Other:				

Notes:

Structures

	QTY	CONDITION				COMMENTS/NOTES
Restrooms		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Shelters		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

Site Amenities

AMENITY	QTY	CONDITION				COMMENTS/NOTES
Baseball/Softball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Soccer/Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Rugby Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Football Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Practice Athletic Field		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Multi-Use		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (full)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Basketball (half)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Tennis		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Play Area	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Picnic		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Beach		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Wading Pool		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Splash Pad		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Water Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Lawn Bowling		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Sand Volleyball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Archery		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Boat Launch		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Exercise Area		☐ Poor	☐ Fair	☐ Good	☐ Exc	
In-line Hockey		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Exercise Station		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Ice Skating		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Cricket		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Climbing Rock		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Disc Golf		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Funnel Ball		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Skate Park		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Horseshoes		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drinking Fountain	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
History/Memorial		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Art/Sculpture		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Little Free Library	1	☐ Poor	☐ Fair	☐ Good	☒ Exc	

Notes:

Site Furnishings

	<u>QTY</u>	<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Benches	3	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Benches (playground)		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Trash/Recycling	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Bike Rack	1	☐ Poor	☒ Fair	☐ Good	☐ Exc	
Picnic Table		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Dog Waste Bag		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Grill		☐ Poor	☐ Fair	☐ Good	☐ Exc	
Drink Vending		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Landscape/Pavement

		<u>CONDITION</u>				<u>COMMENTS/NOTES</u>
Landscape		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Walkways		☐ Poor	☐ Fair	☒ Good	☐ Exc	
Trail walk		☐ Poor	☐ Fair	☐ Good	☐ Exc	

Notes:

General Condition of the Site

☐ Poor☐ Fair☒ Good☐ Excellent

Notes:

Recommendations and General Comments

General Comments:

- Sign was stolen and needs to be replaced.

Needs Repaired:

- Poured in Place surfacing needs repaired.

Needs Upgraded:

- Benches, Trash Receptables, and Drinking Fountain need upgraded. Standardize site furnishings throughout parks system.
- Play Equipment is functional but could be upgraded to a newer play structure.
- Improve the overall landscape.

WARNER PARK SITE PHOTOS:



VANDALIA PARK SUMMARY

EXISTING PARKS				
Park	Address	Park Classification	Acreage	Overall Condition Rating
Art Park		Community Park	7	B
Ashbury Farms Park		Pocket Park	0.4	C
Brown School Woods Park		Pocket Park	0.3	C
Copperfield Park		Pocket Park	1.3	C
Helke Park		Community Park	30.5	C
Jeffers Park		Community Park	8	C
Robinette Park		Community Park	11.7	D
Segar Park		Pocket Park	0.9	B
Vandalia Sports Complex		Sports Complex	97	B
Victory Park		Pocket Park	1.2	C
Warner Park		Pocket Park	0.3	B

Condition Rating Criteria
A = Excellent Looks new and is in excellent mechanical and aesthetic condition.
B = Very Good Has minor mechanical and equipment defects but is in good mechanical and aesthetic condition.
C = Good Has some repairable mechanical and equipment defects and is free of major problems.
D = Fair Has some mechanical and equipment defects that require major repair and/or replacement.
F = Poor Has major defects and requires significant lifecycle replacement.

VANDALIA INVENTORY SUMMARY

Park	Sculpture Bench	Bench	Benches (Playground)	Trash	Bike Rack	Picnic Table	Dog Waste Bag	Grill	Drink Vending	Water Fountain	Total
Art Park 256 E Alkaline Springs Road	6	1	0	2	0	3	0	0	0	0	12
Ashbury Farms Park 1701 Ashworth Drive	0	2	0	0	0	0	0	0	0	0	2
Brown School Woods Park 792 Hunter's Chase	0	2	0	0	0	0	1	0	0	0	3
Copperfield Park Greystone Circle & Middlefield Court	0	2	0	0	0	0	0	0	0	0	2
Helke Park Randler Avenue	0	2	6	13	1	20	0	3	0	3	48
Jeffers Park 407 Halcyon Avenue	0	1	2	2	0	2	0	0	0	0	7
Robinet Park Enola Court	0	3	3	7	0	3	1	1	0	1	19
Seeger Park 101-199 S Perry Street	0	2	0	4	0	2	0	0	0	0	8
Vandalia Sports Complex 1111 Stonequarry Rd	0	3	8	5	1	22	0	0	0	6	45
Victory Park Cyril Court, Clyde & Altica Streets	0	2	4	3	0	0	1	0	0	0	10
Warner Park 405 Allenhurst Avenue	0	3	0	1	1	0	0	0	0	0	5
TOTAL	6	23	23	37	3	52	3	4	0	10	161