

ATTACHMENT A

**A RESOLUTION RE-ESTABLISHING THE
INTERGOVERNMENTAL PARKS WORK GROUP
Resolution No. 170/2003-04**

WHEREAS, the Joint Master Recreation and Parks Work Group report of 1999, adopted by the elected boards of Orange County, Chapel Hill, Hillsborough and Carrboro, called for the creation of an inter-jurisdictional parks committee; and

WHEREAS, the elected boards duly created the Intergovernmental Parks Work Group (IPWG) in 2000 for a three-year initial duration, to promote communication between jurisdictions and to allow for the sharing of ideas and opportunities for joint projects and initiatives; and

WHEREAS, during the three years of the IPWG (which included representatives from a broad cross-section of elected and advisory boards, school boards, and other interested parties), a number of successes were achieved by the communication and collaborations fostered through this mechanism, as outlined in the Intergovernmental Parks Work Group report of April 2004; and

WHEREAS, IPWG members surveyed in the report noted the importance of the IPWG forum for communicating on parks projects, development of brochures and other needs; and

WHEREAS, re-establishment of the IPWG is expected to continue to promote opportunities for coordination between all stakeholders and interested parties within the county.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1. The Board of Aldermen hereby re-establishes the Intergovernmental Parks Work Group to continue to foster communication and collaboration in parks efforts, with the same charge and membership as in the resolution of establishment adopted on June 27, 2000, with the addition to allow for a fourth quarterly meeting each year.

Section 2. Alderman Mark Chilton and Ms. Doris Murrell, Chair of the Carrboro Recreation and Parks Commission are hereby designated the Town of Carrboro representatives on the IPWG.

Section 3. This resolution shall become effective upon adoption.

The following resolution was introduced by Alderman Diana McDuffee and duly seconded by Alderman Mark Dorosin.

A RESOLUTION REGARDING THE ESTABLISHMENT OF AN
INTERGOVERNMENTAL PARKS WORK GROUP (IP WORK GROUP)

Resolution No.: 187/1999-2000

WHEREAS, the Joint Master Recreation and Parks Work Group effort brought together representatives of the Towns, County, school boards, OWASA, Duke and the University of North Carolina to develop a report on the future of parks planning in the County; and

WHEREAS, the Joint Master Recreation and Parks Work Group completed its task on schedule and fostered a spirit of communication and collaboration that the Board of Aldermen desires to maintain; and

WHEREAS, the future of parks planning and development in the County will be facilitated by information exchange and coordination among the aforementioned parties; and

WHEREAS, a group created in the spirit and nature of the Joint Master Recreation and Parks Work Group could foster these goals:

NOW, THEREFORE, BE IT RESOLVED that the Carrboro Board of Aldermen proposes that an Intergovernmental Parks Work Group be created to address important issues arising from the Joint Master Recreation and Parks Work Group report. This Intergovernmental Parks Work Group would serve in lieu of the proposed Parks Council, with the following charge:

To build on the momentum of the Joint Master Recreation and Parks Work Group process by accomplishing the following:

- 1. To gather, exchange and share information on parks planning and development in the municipalities and County.*
- 2. To maintain and update the Inventory of Parks and Recreation Facilities developed as part of the Joint Master Recreation and Parks report, including new properties acquired or dedicated*
- 3. To foster communication between the municipalities and County on future opportunities and collaborative ventures*
- 4. To provide a coordinating mechanism for updates to parks and recreation plans in each jurisdiction*
- 5. To review and inform the municipalities and County concerning parks needs and potential opportunities*
- 6. To develop parameters for parks standards (leaving flexibility for the actual standards to vary from jurisdiction to jurisdiction within these parameters)*
- 7. To develop and coordinate public education and public outreach on parks issues (coordinated brochures, etc)*

BE IT FURTHER RESOLVED that the administrative, tenure and membership components of the Work Group be addressed as provided in Attachment A, "Proposed Intergovernmental Parks Work Group," and that this resolution be forwarded to the Orange County Board of Commissioners, Chapel Hill Town Council, Hillsborough Board of Commissioners and Mebane City Council, for their consideration.

The foregoing resolution, having been submitted to a vote, received the following vote and was duly adopted this 27th day of June, 2000.

AYES: Alex Zaffron, Mark Dorosin, Michael Nelson, Diana McDuffee

NOES: None

ABSENT/EXCUSED: Joal Hall Broun, Jacquelyn Gist, Allen Spalt

→ **"RESOLUTION ATTACHMENT A" is as follows** ←

PROPOSED INTERGOVERNMENTAL PARKS WORK GROUP (IP WORK GROUP)

MEMBERSHIP*

The proposed Work Group would consist of 17 members:

- One member - Orange County Recreation and Parks Advisory Council
- One member – Chapel Hill Parks and Recreation Commission or Greenways Commission
- One member – Carrboro Parks and Recreation Board
- One member – Hillsborough Parks and Recreation Board
- One member – OWASA Board of Directors
- One member – University of North Carolina
- One member – Duke Forest Resource Manager
- One member – Chapel Hill-Carrboro City Schools Board of Education (or designee of Board)
- One member – Orange County Schools Board of Education (or designee of Board)
- One member – Orange County Board of Commissioners (or designee of Board)
- One member – Carrboro Board of Aldermen (or designee of Board)
- One member – Chapel Hill Town Council (or designee of Board)
- One member – Hillsborough Board of Commissioners (or designee of Board)
- One member – Mebane City Council (or designee of Board)
- One member – Orange County Commission for the Environment
- One member – Triangle Land Conservancy
- One member – Eno River Association

* - Each Board listed above could also designate an alternate member, if desired.

Advisory board and elected representatives from each jurisdiction would be appointed by the elected board of that jurisdiction.

MEETINGS

The Work Group would meet three times per year (fall, winter and spring)

TENURE

The Work Group will work for three years (July 2000-June 2003), providing yearly reports and a final report in June 2003. If desired after three years, the participating parties may make it a permanent, standing group.

CHARGE

To build on the momentum of the Joint Master Recreation and Parks Work Group process by accomplishing the following:

1. To gather, exchange and share information on parks planning and development in the municipalities and County.
2. To maintain and update the Inventory of Parks and Recreation Facilities developed as part of the Joint Master Recreation and Parks report, including new properties acquired or dedicated

3. To foster communication between the municipalities and County on future opportunities and collaborative ventures
4. To provide a coordinating mechanism for updates to parks and recreation plans in each jurisdiction
5. To review and inform the municipalities and County concerning parks needs and potential opportunities
6. To develop parameters for parks standards (leaving flexibility for the actual standards to vary from jurisdiction to jurisdiction within these parameters)
7. To develop and coordinate public education and public outreach on parks issues (coordinated brochures, etc)

NATURE OF WORK GROUP AND STAFFING ARRANGEMENTS

The Intergovernmental Parks Work Group would be truly inter-jurisdictional, providing information to all elected boards on the areas listed above. It would not be a formal advisory board of any jurisdiction. Staffing for the Task Force would be of a joint nature, including:

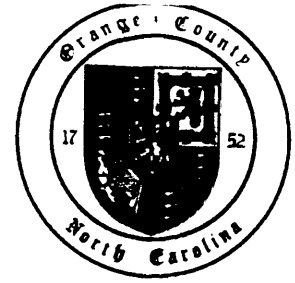
- the Parks and Recreation Directors from Chapel Hill, Carrboro, Mebane and Orange County
- the Environment and Resource Conservation Director from Orange County.

The Environment and Resource Conservation Director will be responsible for administration, agenda preparation and meeting coordination – working with the Parks and Recreation Directors.

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY DIANA MCDUFFEE THAT MARK DOROSIN SERVE AS THE BOARD OF ALDERMEN REPRESENTATIVE TO THE INTERGOVERNMENTAL PARKS WORK GROUP. VOTE: AYES 4 (Dorosin, McDuffee, Nelson, Zaffron); NOES 0: ABSENT/EXCUSED 3 (Broun, Gist, Spalt).

BARRY JACOBS, CHAIR
 MARGARET W. BROWN, VICE CHAIR
 MOSES CAREY, JR.
 ALICE M. GORDON
 STEPHEN H. HALKIOTIS

ORANGE COUNTY BOARD OF COMMISSIONERS
 POST OFFICE BOX 8181
 200 SOUTH CAMERON STREET
 HILLSBOROUGH, NORTH CAROLINA 27278



May 3, 2004

Mayor Mike Nelson
 Town of Carrboro
 A-22 White Oak Condominiums
 105 Fidelity Street
 Carrboro, N. C. 27510

Dear Mayor Nelson:

On April 13th, the Board of Commissioners approved a resolution reconstituting the Intergovernmental Parks Work Group. As you may recall, the IP Work Group met from 2000-2003 to consider coordination and collaboration of parks and open space projected from the Towns.

Among the accomplishments of the IP Work Group are:

1. Planning for the November 2001 County Parks and Open Space Bond
2. Creation of a brochure about all parks and recreation opportunities in the County (currently being completed)
3. Review of Parkland Acquisitions and Opportunities (such as the County's Lands Legacy Program acquisitions)
4. Review and Comment on New Projects Underway (such as Southern Park, CHATPEC, Little River Park and the Homestead Aquatic Center)
5. Study of New Opportunities (including greenways opportunities and basic operating principles for parks, among others), and
6. Items Referred to the IPWG by Elected Boards (including the review of OWASA-owned land for park purposes and the draft Joint Parks Planning Process and Policy)

We would ask that your Board please consider adopting a like resolution re-establishing the IP Work Group. We believe that the IP Work Group offers many opportunities for continued collaboration in the area of parks and open spaces, and would like to re-establish the group this fall. We look forward to continuing to partner with the Towns on parks and open space projects.

Sincerely,


 Barry Jacobs, Chair
 Orange County Board of Commissioners

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ORANGE COUNTY
BOARD OF COUNTY COMMISSIONERS

ACTION AGENDA ITEM ABSTRACT

Meeting Date: April 13, 2004

Action Agenda
Item No. _____

SUBJECT: Re-Establishment of the Intergovernmental Parks Work Group

DEPARTMENT: ERCD, R&P

PUBLIC HEARING: (Y/N)

No

ATTACHMENT

- 1) Resolution
- 2) Draft IPWG Report

INFORMATION CONTACT:

David Stancil, 245-2590
Lori Taft, 245-2660

TELEPHONE NUMBERS:

Hillsborough 732-8181
Chapel Hill 968-4501
Durham 688-7331
Mebane 336-227-2031

PURPOSE: To receive a report on the three years of activity by the Intergovernmental Parks Work Group (IPWG), and consider a resolution proposing to re-establish the Work Group.

BACKGROUND: The Intergovernmental Parks Work Group was created in the spring of 2000 by the elected boards of Orange County, Chapel Hill and Carrboro. The concept of an inter-jurisdictional committee bringing together representatives of elected boards, advisory boards and other conservation and parks groups sprang from the May 1999 Joint Master Recreation and Parks Work Group, which included formation of this group as one of its recommendations.

The concept of the IPWG was to bring together elected officials, advisory board members and staffs from County jurisdictions, as well as representative from the schools, OWASA and other parties with an interest in parks. The purpose of the IPWG, as outlined in the charge to the group, was:

1. To gather, exchange and share information on parks planning and development in the municipalities and County
2. To maintain and update the Inventory of Parks and Recreation Facilities developed as part of the Joint Master Recreation and Parks report, including new properties acquired or dedicated
3. To foster communication between the municipalities and County on future opportunities and collaborative ventures
4. To provide a coordinating mechanism for updates to parks and recreation plans in each jurisdiction

5. To review and inform the municipalities and County concerning parks needs and potential opportunities
6. To develop parameters for parks standards (leaving flexibility for the actual standards to vary from jurisdiction to jurisdiction within these parameters)
7. To develop and coordinate public education and public outreach on parks issues (coordinated brochures, etc.)

The initial meeting of the IPWG was held on December 7, 2000, following appointments by all Town and County elected boards and both school boards. During 2001, 2002 and 2003, the IPWG met three and usually four times per year.

A wide variety of topic discussion and information-sharing took place during this timeframe, including:

1. Planning for the November 2001 County Parks and Open Space Bond
2. Creation of a brochure about all parks and recreation opportunities in the County (currently being completed)
3. Review of Parkland Acquisitions and Opportunities (such as the County's Lands Legacy Program acquisitions)
4. Review and Comment on New Projects Underway (such as Southern Park, CHATPEC, Little River Park and the Homestead Aquatic Center)
5. Study of New Opportunities (including greenways opportunities and basic operating principles for parks, among others), and
6. Items Referred to the IPWG by Elected Boards (including the review of OWASA-owned land for park purposes and the draft Joint Parks Planning Process and Policy)

On June 30, 2003, the three-year initial term of the IPWG expired. The resolution adopted by all elected boards in 2000 called for an evaluation of the project after three years. The attached report provides this analysis, as well as thoughts by IPWG members on the successes and challenges of the initiative, and ideas on re-establishing the Work Group. The only substantive change proposed is to add a fourth meeting each year (up from three) to put the group on a quarterly schedule.

A resolution is attached that would re-establish the Work Group. If the Board wishes to propose renewal of the IPWG, with changes as deemed necessary, staff would forward this report and resolution to the other elected boards and ask them to also re-establish the work group.

FINANCIAL IMPACT: None.

RECOMMENDATION(S): The Manager recommends that the Board review the report and resolution, with changes as needed, to re-establish the IP Work Group. Staff would then convey the resolution and report to the Towns for authorization from the elected boards of Hillsborough, Chapel Hill and Carrboro.

ORANGE COUNTY BOARD OF COMMISSIONERS

A Resolution To Re-Establish the Intergovernmental Parks (IP) Work Group

WHEREAS, the Joint Master Recreation and Parks Work Group report of 1999, adopted by the elected boards of Orange County, Chapel Hill, Hillsborough and Carrboro, called for the creation of an inter-jurisdictional parks committee, and

WHEREAS, the elected boards duly created the Intergovernmental Parks Work Group (IPWG) in 2000 for a three year initial duration, to promote communication between jurisdictions and allow for the sharing of ideas and opportunities for joint projects and initiatives, and

WHEREAS, during the three years of the Work Group (which included representatives from a broad cross-section of elected and advisory boards, school boards, and other interested parties), a number of successes were achieved by the communication and collaborations fostered through this mechanism, as outlined in the Intergovernmental Parks Work Group report of April 2004; and

WHEREAS, Work Group members surveyed in the report noted the importance of the IPWG forum for communicating on parks projects, development of brochures and others needs, and

WHEREAS, re-establishment of the Work Group is expected to continue to promote opportunities for coordination between all stakeholders and interested parties within the County;

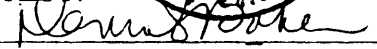
NOW, THEREFORE, BE IT RESOLVED that the Orange County Board of Commissioners proposes that the Intergovernmental Parks Work Group be re-established to continue to foster communication and collaboration in parks efforts, with the same charge and membership as in the resolution of establishment adopted May 3, 2000, with one addition to allow for a fourth quarterly meeting each year.

BE IT FURTHER RESOLVED that the Board commends this resolution to the elected boards of Carrboro, Chapel Hill and Hillsborough, and asks that they adopt like resolutions to re-establish the Work Group in time for a meeting in fall 2004.

This the 13th day of April, 2004.



ATTEST:


Donna S. Baker, Clerk to the Board


Barry Jacobs, Chair
Orange County Board of Commissioners



Intergovernmental Parks Work Group

April 13, 2004

Introduction and Background

The Intergovernmental Parks Work Group was created in the spring of 2000. The concept of an inter-jurisdictional committee bringing together representatives of elected boards, advisory boards and other conservation and parks groups sprang from the May 1999 Joint Master Recreation and Parks Work Group, which included as one of its recommendations the following:

A. Create an Intergovernmental Parks Work Group (IP Work Group)

In developing plans for long-term recreation and parks planning, there will be a need for a permanent joint Intergovernmental Parks Work Group (IP Work Group). For example, this IP Work Group might include one elected official and one citizen from each jurisdiction's parks advisory board, along with representatives from the school systems, UNC, OWASA, Duke and others. The IP Work Group could meet three times per year over the next three years, to address follow-up concerns in the areas discussed in this report

The opportunity in the MRP Work Group to bring all of the different local governments to the table has been useful and informative, and the MRP Work Group feels that this momentum could be continued through a long-term mechanism. While the actual duties of the Intergovernmental Parks Work Group would need to be determined, some areas of responsibility might include:

- 1. To gather, exchange and share information on parks planning and development in the municipalities and County*
- 2. To maintain and update the Inventory of Parks and Recreation Facilities developed as part of the Joint Master Recreation and Parks report, including new properties acquired or dedicated*
- 3. To foster communication between the municipalities and County on future opportunities and collaborative ventures*
- 4. To provide a coordinating mechanism for updates to parks and recreation plans in each jurisdiction*
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- 6. To develop parameters for parks standards (leaving flexibility for the actual standards to vary from jurisdiction to jurisdiction within these parameters)*
- 7. To develop and coordinate public education and public outreach on parks issues (coordinated brochures, etc)*

The creation of this IP Work Group is a critical component of future coordination. By its nature, the IP Work Group should share information with the Schools/Land Use Councils on the potential for school/park co-location. This report contains criteria and details that build on the ideas of the School/Land Use Memorandum of Agreement. A resolution asking the local governments to create the Intergovernmental Parks Work Group in time for an initial meeting in fall of 2000 is attached as Appendix L.

As a result of this recommendation, the elected boards of the County agreed to create the work group and a resolution creating the IP Work Group (IPWG) was approved. The resolution may be found as Attachment 1.

The initial meeting of the IPWG was held on December 7, 2000, following appointments by all Town and County elected boards and both school boards.

Membership and Charge

The IPWG's charge is almost identical to that proposed in the JMRP report recommendations listed above:

Charge

To build on the momentum of the Joint Master Recreation and Parks Work Group process by accomplishing the following:

1. *To gather, exchange and share information on parks planning and development in the municipalities and County.*
2. *To maintain and update the Inventory of Parks and Recreation Facilities developed as part of the Joint Master Recreation and Parks report, including new properties acquired or dedicated*
3. *To foster communication between the municipalities and County on future opportunities and collaborative ventures*
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6. *To develop parameters for parks standards (leaving flexibility for the actual standards to vary from jurisdiction to jurisdiction within these parameters)*
7. *To develop and coordinate public education and public outreach on parks issues (coordinated brochures, etc)*

The Work Group included 17 members, appointed as follows:

- Orange County Recreation and Parks Advisory Council
- Chapel Hill Parks and Recreation Commission or Greenways Commission
- Carrboro Parks and Recreation Board
- Hillsborough Parks and Recreation Board
- OWASA Board of Directors
- University of North Carolina
- Duke Forest Resource Manager
- Chapel Hill-Carrboro City Schools Board of Education (or designee of Board)
- Orange County Schools Board of Education (or designee of Board)
- Orange County Board of Commissioners (or designee of Board)
- Carrboro Board of Aldermen (or designee of Board)
- Chapel Hill Town Council (or designee of Board)
- Hillsborough Board of Commissioners (or designee of Board)
- Mebane City Council (or designee of Board)
- Orange County Commission for the Environment
- Triangle Land Conservancy
- Eno River Association

Staff for the Work Group included representatives from all jurisdictions. Orange County assumed the coordinating role for agendas and administrative support.

When the IPWG was appointed, the group was created with a term of three years, ending June 30, 2003. Throughout its existence, members appointed from the above organizations have attended three Work Group meetings per year (February, May and October). In each year, continuation of a meeting led to a fourth meeting being held.

Activities and Accomplishments of the IPWG

During its three-year tenure, the IPWG has been involved in a number of issues, ranging from reporting to elected boards about collaborative park opportunities, preparing studies of parks and recreation issues, and responding to matters referred to the Work Group by the elected boards. The listing that follows is a brief overview of some – but not all – of these subjects:

Planning for the November 2001 County Parks and Open Space Bond

- Identifying Projects for the Capital Needs Advisory Task Force
- Updating Inventory of Park Facilities for Bond Consideration

Review of Parkland Acquisitions and Opportunities

- Receiving reports on new lands acquired by the County's Lands Legacy Program, and providing ideas for new acquisitions

Review and Comment on New Projects Underway

- Little River Regional Park and Natural Area – Concept Plan
- Southern Park Conceptual Plan
- Homestead Park Aquatics Center
- Chapel Hill Township Park and Educational Campus (CHATPEC)
- Historic Occoneechee Speedway (Ayr Mount) Trail

Study of New Opportunities

- Alternative Funding Mechanisms for Parks
- Guiding Principles for Coordinated Parks Standards
- Greenways Coordination
- Basic Operating Principles for Parks

Items Referred to the IPWG by Elected Boards

- Potential Use of OWASA Lands for Park Purposes (report 2002)
- Joint Parks Planning Process and Policy (this was the subject of much deliberation and resulted in a draft policy sent to the elected boards in early 2002)
- Southern Park Conceptual Plan
- Friends of Bolin Creek
- Morgan Creek Valley Alliance
- Creation of a Countywide Parks Brochure/Map (currently underway)

In addition, at each meeting a roundtable discussion was held to solicit new information and opportunities, as well as receive reports from each of the Recreation and Parks Directors on new programs and facility upgrades.

Future of the IP Work Group

As of June 30, the three-year timeframe set out for the Work Group expired. As the Work Group was created by the elected boards in 1999-2000, an interest was expressed in re-evaluating the Work Group after the three-year period concluded.

To evaluate the three-year activities and process, a poll of active Work Group members was solicited - asking members what they perceived as successes and challenges of the Work Group setup and meeting format.

Successes that were mentioned included:

- The opportunity for sharing information about new projects and possible joint ventures (two members noted that, in their opinion, this function was in itself sufficient to justify existence of the Work Group)
- Furthering the dialogue between schools, OWASA and local governments about mutual needs and interests
- Keeping an up-to-date inventory of all parks and recreation facilities
- Helping communicate and provide feedback on Town and County bonds for parks and open space
- Simple networking among persons with similar interests
- Regular updates from the Parks Directors found very useful

Challenges that were noted by Work Group members included:

- Three meetings a year (February, May and October) sometimes made continuity and consistency difficult
- Meeting start time (5:15) made it difficult for those with 7:30 meetings
- Large group (23 members) and limited timeframe (5:30-7:15) made it difficult to get all members present at same time
- Need for more concrete, meaningful duties in the group's charge

In general, Work Group members who responded were positive about the three-year effort of the Work Group, and pointed to efforts like the study of OWASA lands and the work toward a joint County/Town park planning process as successes. No member indicated interest in dissolving the group permanently.

Conclusion

The Intergovernmental Parks Work Group, in its first three years of existence, participated in a number of projects and offered advice and input on topics of significance, including the details on how the Towns and County might work together on joint projects.

While the scope of activity of the Work Group did not include advocating for certain projects or taking a lead role in proposing capital funding, the IPWG's most valuable role may have been the most basic of all – the ability for all involved parties to come together on a regular basis to share information and discuss opportunities. As noted by some of the Work Group members, this function in itself is very important and cannot be overstated. In addition, the feedback on parks and greenways processes and the creation of a brochure and updated inventories are accomplishments the Work Group can point to.

One possible change that might enhance the Work Group's effectiveness is the addition of a fourth meeting per year (to make it a quarterly body). In some cases, work required a fourth special meeting to be called, and when there was a long gap between meetings some members expressed concern that momentum and shared understanding were lost.