



Town of Pilot Mountain
Town Hall 124 West Main Street Pilot Mountain, NC 27041
Monday, April 17, 2023, 7:15 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes.

Consent Agenda

- [1.](#) Adoption of Minutes

Board & Committee Reports

- [2.](#) ABC Board Report
3. Outdoor Expo/Old Crowe Medicine Show Event Update

New Business

4. Surry Tourism Partnership Presentation
5. Chamber of Commerce Presentation
- [6.](#) Parks and Recreation Master Plans
- [7.](#) PARTF Grant Application
- [8.](#) Social District Amendment
- [9.](#) Capital Improvement Plan Update

Administrative Reports

- [10.](#) Town Manager & Staff Reports

Mayor and Commissioners Comments

Other Business

Adjourn

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, March 13, 2023
7:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Scott Needham, Mayor Pro-Tem Donna Kiger, Commissioner Dwight Atkins and Commissioner Rachel Collins.

Staff Present: Town Manager, Michael Boaz and Town Clerk, Holly Utt

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. After a moment of silence, Commissioner Needham led the Pledge of Allegiance.

Adoption of Agenda

Mr. Boaz asked that they remove the landscaping bid from the agenda. Commissioner Needham made a motion to adopt the agenda as amended and it was unanimous.

Consent Agenda

Commissioner Needham asked that the minutes be changed and remove his name as Mayor Pro Tem in the minutes presented. Commissioner Kiger made a motion to approve the consent agenda with the corrections noted and it was unanimous.

Public Comment

Tim Johnson, 225 S Boyles St, was present to address the Board. He thanked the town for the prompt service on getting the parking situation straightened out on Marion Street. He also asked about the status of the garbage behind that same house. Mr. Cockerham stated that it was still on the list for Code Enforcement Officer, Mike Horn to take a look at.

Phyllis Atkins, 236 S Boyles St, was present to address the Board. She stated that she was concerned with the Armfield Center and the town's acquisition of the property. She is concerned about taxes and the inspection of the building. She noted the problems with the pool and in the last few days the elevator has been out of service. She understands that the town manager can get enough grants to keep this going to avoid a tax increase on the citizens. She asked how many grants had been applied for since October 31st and how many had been received. Mr. Boaz stated that he believed that they could continue the operations of the facility without a tax increase and the town could apply for grants to help with improvements to the facility. So far no tax money has been spent on the facility. She also asked about the mowing at the facility. Mr. Cockerham stated that in the past volunteers had assisted with grounds keeping at the center and they hope to continue that. Ms. Atkins asked how their financials looked, how much was coming in and going out. Mr. Cockerham stated that they were at a break-even point during Covid and things were going better at this point. She also asked, if there were to be a concert at the little league fields, she is concerned to damage to the fields. Mayor Cockerham stated that the production team will be covering the field to make sure there is no damage. She also asked the Board to keep the town and citizens informed of anything involving the Armfield Center.

Patty Wall, 253 S Boyles St, was present to address the Board. She thanked the Board for the work that the town did on W Marion Street. She's had several inquiries about where the money came from for the work to be done. They know the town did it because they saw the public works department working on it. Mr. Boaz stated that there was some labor cost from the town but any materials were paid for from Powell Bill funds. She also mentioned feral cats and rats because of the trash behind the house. Mr. Boaz stated that the feral cats would be an animal control issue and they would send Officer Horn out to check on the garbage. She also noted that the car graveyard that is an eyesore at the end of Main Street.

Sally Lucia, 1119 Brown Mountain Road, was present to address the Board. She stated that she owned a home at 204 Nelson Street. She uses it as a rental property. She has a problem with a neighbor's dog barking continuously throughout the day. She did call Officer Horn and he went over but there is no daytime ordinance against dogs barking. She asked the Board for some type of resolution to this problem. She asked what the steps would be for the Board to address this issue. Mayor Cockerham stated that the Board would look into what other towns are doing and address it at the next meeting.

New Business

Creation of Recreation and Parks Advisory Board

Mr. Boaz stated that in order to apply for a Parks & Recreation Trust Fund Grant the Board would need to create a Parks & Recreation Advisory Board. The Board would have six members and six have been recommended by the Board. The terms are three year terms and they will be staggered. The purpose of this board would be to work with the parks and rec director and set policies and keep the Board updated. The following would be appointed:

3 year term: Dave Diamont and Nancy Deaton

2 year term: Ron Sutphin and Brandon Lowe

1 Year term: Adam Santucci and Melanie Bennett

Commissioner Needham made a motion to approve the ordinance creating the Recreation and Parks Advisory Board and the members appointed and it was unanimous.

Lead & Copper Rule Updates

Mr. Boaz explained that in response to the public health crisis of Flint, MI, the federal government has made changes to the lead and copper rules which requires periodic testing of lead and copper. The town has never had an issue with lead and copper. In addition to current testing, the biggest thing that will have to happen is testing of the private side of the meters. This will be a difficult process and it will need to be completed by September 2024. A company, 120Water, has been hired to assist the town with this project. No home built after 1986 has lead in it and testing has been done for copper/lead since 1991 so there is no need for the public to be alarmed. At this time, there are no funding sources for the initial study.

Administrative Reports

Town Manager & Staff Reports

- We are currently purchasing water from Mount Airy since shortly after the meeting last month.
- The Work Session for this week has been cancelled.

Mayor and Commissioners Comments

Commissioner Needham: He is excited about the Main Street Conference coming up. This is a good time to collaborate with other towns to see what they are doing. He's looking forward to the St. Patrick's Day Event.

Commissioner Kiger: She thanked the staff for addressing the issue on W Marion Street and getting that resolved in a timely manner. She is very happy with the streambank restoration and they have made a lot of progress.

Commissioner Atkins: He mentioned that the streambank restoration project looks great. He's had a couple of people ask about the house in the curve on Dodson Mill Road. Mr. Boaz stated that they were working through that issue with code enforcement. He also noted that there were some letters missing from the granite sign on Main Street. He also asked to address the fund balance at another meeting or retreat.

Commissioner Collins: Asked about the landscaping contract. Mr. Boaz stated that the quote that was received was too high and they were going to have to go back and look at other options.

Mayor Cockerham: The streambank restoration project was fully funded by state grants and it came in under budget. The extra funds will be used for sewer line work in that area. He thanked the staff for helping with the issue on W Marion Street and getting that fixed. The St. Patrick's Day event is coming up. He asked people to support their local businesses.

Closed Session

Commissioner Needham made a motion to enter into closed session and it was unanimous.

Commissioner Atkins made a motion to come out of closed session and it was unanimous. There was nothing to report from the closed session.

Other Business

No other business to discuss

Adjourn or Recess

Commissioner Collins made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

| | |
|--|------------------|
| ABC Board Report | |
| <u>Background Information:</u> | |
| <p>Chairman Pell provided the following report:</p> <p>February 2022 Sales: 195,408 February 2023 Sales: 183,940</p> <p>A decrease of 7.61%</p> <p>March 2022 Sales: 203,882 March 2023 Sales: 210,876</p> <p>An increase of 0.82%</p> | |
| <u>Staff Recommendation:</u> | Information only |
| <u>Possible Board of Commissioner Actions</u> | |
| <ul style="list-style-type: none">• Take no action | |
| <u>Attachments</u> | |
| <ul style="list-style-type: none">• None | |



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

| | |
|---|--|
| Parks and Recreation Master Plans | |
| <u>Background Information:</u> | |
| <p>Over the past several months, the Town has been working with McGill Associates to complete a system wide Parks and Recreation Master Plan as well as a Site Specific Master Plan for the Armfield Center. The system wide plans deals with parks and recreation on a town wide basis while the site specific plan focuses on the Armfield Center. These plans are required to compete for funding from the NC Parks and Recreation Trust Fund.</p> <p>I will be happy to try and answer any questions that you all may have about these plans. I can also have McGill do a more formal presentation of the plans at a later meeting, but we need to approve them for the PARTF application. We can of course make changes later if needed.</p> | |
| <u>Staff Recommendation:</u> | Staff recommends approval of both plans. |
| <u>Possible Board of Commissioner Actions</u> | |
| <ul style="list-style-type: none">• Approve one or both plans• Deny approval of one or both plans• Table for further discussion | |
| <u>Attachments</u> | |
| <ul style="list-style-type: none">• Town of Pilot Mountain System Wide Parks and Recreation Comprehensive Plan• Armfield Civic Center Site Plan | |



Town of Pilot Mountain

Comprehensive Recreation and Parks Master Plan

2023



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ACKNOWLEDGEMENTS

The Town of Pilot Mountain wishes to express its sincere appreciation to those entities and individuals, who, in any way, contributed to the creation of the Pilot Mountain Comprehensive Recreation Master Plan — some of which are identified below. Without the knowledge and expertise of these persons, in both individual and team settings, this document would not be possible.

Town of Pilot Mountain Town Council

Evan Cockerham—Mayor
Dwight Atkins—Commissioner
Rachel Collins—Commissioner
Donna Kiger—Commissioner
Scott Needham—Commissioner

Town of Pilot Mountain Staff

Michael Boaz—Town Manager
Randy Ingram—Interim Recreation Director

Consultant

McGill Associates, P.A.
1240 19th Street Lane NW
Hickory, North Carolina 28601
(828) 328-2024





PLAN SUMMARY







Recreation and park services are an integral piece of any community. They provide people with high quality of life standards that include health and wellness benefits, the opportunity for leisure, and the ability to connect with other people and the surrounding natural resources. It is commonly accepted that physical activity through recreation activities and park use improves one's overall mental and physical health. The National Recreation and Park Association (NRPA) states that "the nation's public



Armfield Civic & Recreation Center Playground

recreation and parks are leaders in improving the overall health and wellness of the nation. They are essential partners in combating some of the most complicated challenges our country faces — poor nutrition, hunger, obesity, and physical inactivity" (National Recreation and Park Association "Role of Recreation and Parks on Health and Wellness" - NRPA.org). Park and recreation agencies effectively improve health outcomes and thus should be supported through national and community-level funding and policies that enable them to continue to expand their efforts in making a positive change in the health and wellness of our nation.

The Town of Pilot Mountain desires to provide public recreation to its citizens as a means of supporting a high quality of life. Studies have shown that quality of life is very important to residents and visitors. Extensive research also demonstrates the positive economic impact of recreation, parks, and tourism on local economies. Lively programs and events also have a major impact on community economic development and a sense of unity within a community. Pilot Mountain has the potential to attract new residents and businesses eager to experience the quality of life the area provides.

As the Covid-19 pandemic affected the population on a global basis, recreation and park services and amenities became a critical outlet for many people. It provided for the necessary physical, mental, and social well-being of individuals. This trend has been a positive influence on communities as a whole; however, the negative impact on a recreation and parks system is the increased need for maintenance due to high usage. Providing quality services and programs will continue to aid the community as we adapt to the changes that have affected our world.

The purpose of this Comprehensive Recreation and Parks Master Plan is to ensure that Pilot Mountain's recreation programs and facilities will continue to meet residents' and visitors' needs over the next ten years. This plan is designed to evaluate the existing and future park and recreation needs to make recommendations for new facilities, programs, and improvements.



The Master Plan inventories the Town's current recreation resources and seeks to guide the administration's efforts in taking advantage of available opportunities. The plan also identifies the Town's recent trends in recreation and helps predict and plan for future needs. The Master Plan addresses the needs of the citizens of Pilot Mountain as they relate to recreation and parks programs and facilities offered over the next ten years

INFLUENCING FACTORS

The Town of Pilot Mountain recognizes the importance of planning as a means of improving recreation opportunities for all its residents and visitors. As a result, the Town hired McGill Associates, PA (McGill) to assist with the creation of a ten-year Comprehensive Recreation and Parks Master Plan.

This master plan identifies existing recreation facilities and amenities owned by the Town of Pilot Mountain and then analyzes current and expected demographic information, and public input to make recommendations to both improve existing parks and determine if future facilities and amenities should be developed to meet future growth in the population.

The plan seeks to identify both needed improvements and desired changes based on data collected throughout the planning process.

An examination of natural features and landscape; man-made, historical, and cultural features; and demographic and economic factors was made to present an understanding of the region. The influencing factors section provides insight into the community and the unique conditions that inform the master planning process.



Disc Golf baskets are nestled along trails at Nelson Acres

Natural Features and Landscape

The North Carolina mountains are considered one of the most stunning destinations in the country. The Town of Pilot Mountain, North Carolina hosts a vibrant population of residents and serves to host many tourists annually that come to visit Pilot Mountain, State Park. A plethora of other activities and natural resources are available within the town and the surrounding area providing both residents and visitors abundant access to streams for fishing, trails to hike and explore, and opportunities for nature observation.

Man-Made, Historical, and Cultural Features

Being located a short drive from the larger city of Winston-Salem (approximately 25 miles), The Town of Pilot



Mountain is a well crafted smalltown. The small size of downtown eases walkability and supports a number of dining and shopping opportunities for visitor and residents. Pilot Mountain State Park draws many visitors to the area.

Social and Economic Factors

The people that make up a community play an integral role in how to plan and prepare for the future of a sustainable recreation and parks system. The demographic profile of residents is a key factor in making specific and accurate recommendations. According to the US 2020 Decennial



Census, the 2020 population was 1,440 residents. The median age in 2020 was reported as 47.1. The estimated population in 2021 was 1,439 according to the North Carolina Office of State Budget and Management (OSBM).

According to the Progress Pilot Mountain 2040 Comprehensive Plan, there was an 8.5% growth from 2000 to 2020. This growth trend is likely to remain stable though as deaths of older residents are offset by new residents moving to Pilot Mountain. Based on US Census's historic population counts over the 10 years between 2010 (1,447) to 2020 (1,440), the Town population decreased by approximately 2.5%. Based on overall population change for Surry County as a whole, the State projects a decline of 0.5% over the next 10 years for the area, which would lead to a population of approximately 1,432. However, Winston-Salem is expected to see an average population increase of about 2% a year which may help to level off population change in the region and potentially support small increases for neighboring communities like Pilot Mountain. Based on this, an assumed growth rate of 0.25%, the anticipated 2033 population would be 1,475.

In addition to demographics, understanding population trends and projections is an integral part of planning for the future. The OSBM projects that by the year 2030, 1 in 5 North Carolinians will be 65 years old or older. This is a key consideration since the median age of residents in Pilot Mountain is 47.1 years old. The median household income of residents of Pilot Mountain in 2020 according to DataUSA.com was \$35,306. DataUSA.com also states that the poverty rate in Pilot Mountain was 21.4%.

When planning recreation, it is important to consider the impact of vacationers, visitors, and temporary residents visiting the community on a seasonal basis. Typically, the seasonal population has the greatest impact on services and resources from the end of May to the beginning of October. Typically, Pilot Mountain



sees a seasonal population increase. It is estimated that the population will grow to 12,000—15,000 people in Pilot Mountain during the peak of the tourist season. When planning recreation, it is important to consider the impact of vacationers, visitors, and temporary residents visiting the community on a seasonal basis. Typically, the seasonal population has the greatest impact on services and resources from the end of May to the beginning of October. Typically, Pilot Mountain sees a seasonal population increase. It is estimated that the population will grow to 12,000—15,000 people in Pilot Mountain during the peak of tourist season.

MASTER PLAN PROCESS

The master planning process is one of transparency, community engagement, analytics, and data-driven recommendations. Town staff provided valuable guidance to the project team in the development of the Master Plan, public survey, and plan recommendations.

The Town of Pilot Mountain's Comprehensive Recreation Master Plan 2023–2033 identifies the current town-owned recreation facility inventory, acknowledges public input on existing parks and programs, and discusses recreation goals and limitations with department staff. In addition, state and national standards were used as benchmarks to guide and support the recommendations made for the Town recreation facilities. This Master Plan will be used as a guide for improving recreation opportunities for residents and visitors for the next ten years.



Armfield gymnasium and indoor walking track



INVENTORY ASSESSMENT

An inventory of the two recreation facilities owned and operated by the Town of Pilot Mountain is provided in section 4 *Inventory Assessment*. Each of these facilities provides both active and passive recreation opportunities for residents who live in the area and tourists who come to experience all that the Town of Pilot Mountain has to offer.

Surrounded by natural beauty, the town has access to the nearby State of North Carolina recreation resource, Pilot Mountain State Park. Other neighboring municipalities such as Pinnacle (5.48 mi.), Dobson (8.86 mi.), King (10.08 mi.), and Toast (10.30 mi.) also serve the local population and area visitors with recreation programs and facilities.

Local schools (Pilot Mountain Elementary, Middle, and East Surry High School) provide some public access to athletic programming as well as facilities as determined by public use agreements with the Town. These include Pilot Mountain Elementary, Pilot Mountain Middle, and East Surry High School which provide some recreation programming and amenities to the population.



One of the fitness rooms available at Armfield Civic & Recreation Center



NEEDS ANALYSIS

Needs analysis is based on several factors from department staff input, public survey findings, analysis of park locations relative to where residents live and are expected to be in the future, and observations made on facility site visits.

Solutions to improving recreation in The Town of Pilot Mountain include providing facilities and amenities that residents desire and need. This plan also considers where such facilities and amenities should be located. Existing recreation service areas indicate limited access to Town owned and operated recreation including trails/greenways.

Level of Service

Assessing and evaluating the level of service standard is another metric used to determine deficits or surpluses of parkland and amenities in a park system based on the population of the jurisdiction. The analysis begins by creating an inventory of existing facilities and amenities, looking at typical service standards, and evaluating recreation department staff input. A tailored level of service standard is then created that will reflect recreation needs through a ten-year planning scope.

Standards based on the level of service are guidelines, not requirements, for use by communities in benchmarking the demand for recreation in their given geographic areas. To assure that the Town of Pilot Mountain Comprehensive Recreation and Parks Master Plan contains distinctiveness, yet versatility, input was sought from its integral components: Town staff, Town Council, and citizen representatives.

Based on park acreage standards, the Town of Pilot Mountain's recreation facilities appears to serve the majority of the population. Pilot Mountain currently provides two parks. What is not factored into typical park acreage calculations is recreation provided by other recreation providers in the area.

Comparative Analysis

An important part of the planning process is performing a comparative analysis of recreation components managed by the Town with other similarly sized communities (population-based) to Pilot Mountain. When comparing Pilot Mountain to other communities, the number of parks provided, amenities offered per capita, per capita spending, and staffing levels are studied.

This Master Plan also compares standards developed by NRPA, an independent, nonprofit professional organization for parks and recreation departments nationwide. In 2021, NRPA issued a performance review that provided insights and benchmarks from parks and recreation departments across the country. Information that



was used for a comparative analysis for Pilot Mountain included residents per park, acres of parkland, outdoor park and recreation amenities with the median number of residents per amenity identified, and recreation department operating expenditures per capita. This data is one more way to see how Pilot Mountain is meeting the needs of the community.

10-Minute Walk Initiative

Another benchmark to assess the needs of the community is to look at walkable access. The NRPA, the Trust for Public Land, and the Urban Land Institute have joined together for a nationwide movement, the 10-Minute Walk, to help people have greater access to parks and green spaces while transforming communities. They have set a goal to provide safe, equitable access to 100% of people in United States cities by 2050. More information can be found at 10minutewalk.org. The Town should consider pledging its support to the 10-Minute Walk initiative.

The Trust for Public Land has created an online tool called ParkServe®. ParkServe® reports providing limited but useful data on how many residents (where data has been reported) are within a 10-minute walk of a public park. The total population living within town limits and 10 minutes of a park was minimal with most residents not living within 10 minutes of a town-owned park. While this information may serve to indicate that only a limited number of residents (4) live within a 10-minute walk of dedicated town-owned park space, it leaves out other important factors such as proximity to other natural resources, such as undeveloped open spaces, wildlife resources, state and national forests, and private recreation facilities.







COMMUNITY ENGAGEMENT

Section six, *Community Engagement*, describes how resident input was an important factor in developing plan recommendations. Community input was solicited throughout the entire planning process as was information from local leaders and Town staff. Public meetings, the recreation survey, and focus group interview data were also used in the planning process. The contributions and materials received from community participants were essential for producing a Master Plan that will benefit the community for generations to come.



Local Leaders and Staff Input

Communication between McGill team members and Pilot Mountain staff was an ongoing occurrence. Overall, staff desire to continue to be able to provide safe, affordable, and appropriate recreation opportunities to residents and visitors alike. A stakeholder meeting with Town staff was held to explore their institutional knowledge of the state of recreation in Pilot Mountain (see section six, *Community Engagement*). Staff expressed a desire to be prepared to manage the formerly non-profit owned and operated Armfield Civic & Recreation Center and desired the expansion of recreation programs and facilities in Town. Staff expressed a strong desire to provide multigenerational recreation opportunities that enhance the quality of life for all users of the Pilot Mountain’s Recreation and Parks department.

Public Meetings

Four public meetings were conducted during the planning process. Public meetings were drop-in events held on December 13th at the Armfield Civic & Recreation Center (8-11 a.m., and at 12-4 pm) an two more on



December 16th with the first being held at the Arfield Civic & Recreation Center from 1:30 p.m. to 4:30 p.m. and the other at a series of basketball games being at East Surry High School from 5-7 p.m.) These public outreach efforts provided the opportunity for a variety of information from approximately 49 participants of various ages and with a variety of interests. Garnering information from multiple generations provided invaluable insight into the needs of the users in different stages of life.

The top ten desired facilities/amenities based on community meeting discussions and exercises were:

- Splash Pad
- Fishing Opportunities
- Basketball
- Indoor Fitness
- Natural Surface Trails
- Amphitheater (tie)
- Gymnasium (tie)
- Pickleball (tie)
- Dog Park (tie)
- Bicycle Pump Track (tie)

Community Survey

A survey was also created as a tool to gather information from the general public concerning the existing and future needs of the park system. A project marketing card was developed to encourage awareness of the project and provide both a web address to the community survey as well as a QR code that interested individuals could use with mobile devices to reach the online survey and provide their input.

Help Improve Recreation in Pilot Mountain!

Community Survey

Please visit the link or use the QR code below:

<https://www.surveymonkey.com/r/PilotMtnRecSurvey>

This effort will help inform Pilot Mountain's planning efforts for Parks and Recreation in the community. Thanks for your participation!



The Town had 426 household surveys accessed and received a total of 426 completed household surveys, representing 851 individuals for the recreation master planning data collection effort. These results included both the paper survey handouts and the online survey results. The survey data collected represented approximately 59% of Pilot Mountain's total population of 1,439 and was a demonstrative cross-section of Pilot Mountain in terms of age, household size, and geographic distribution.

The surveys were designed to elicit answers on residents' needs and desires for recreation opportunities. It included a section where respondents rated their use of existing facilities both within the Town limits and outside the limits. The survey instructed respondents to rank the programs and facilities in order of importance to their household and to list the facilities they would like to see added to the park and recreation system.

Overall, survey participants felt the recreation resources provided by Pilot Mountain were good to fair but suggested improvements, including (in order of mention): Maintenance at all town-owned facilities, sport



Maintenance at pool and spa/therapy pool, need programs and activities for both young and old (multi-generational), need more trails and greenways and more cooperation with area athletics/sports organizations.

The top 10 most desirable recreation amenities of survey participants (in order of most desired): 1. Playground, 2. Fitness Facility, 3. Splash Pad, 4. Jogging/Walking Trails 5. Indoor Swimming Pool The next 5 most desired activities/facilities were (in order of most desired): 6. Nature Trails, 7. Indoor Gymnasium, 8. Outdoor Swimming Pool, 9. Community Center, and 10. Picnic Areas. These responses indicate that existing amenities are appreciated by survey participants and should continue to be offered. The complete report of survey responses can be found in Appendix C.

Staff Interviews

As explained in section six, *Community Engagement*, four staff interviews were held to explore recreation in town. These meetings lasted approximately 1 hour each. Some meetings were in person and others were held virtually via Microsoft Teams. An open-ended discussion was facilitated by McGill team members. Topics of discussion ranged from desires and concerns regarding recreation in the Town, trending activities, potential land for system expansion, dealing with population increases, programming, etc.



Disc Golf has become a popular sport attracting participants to Pilot Mountain’s course at Nelson Acres



RECREATION AND PARKS RECOMMENDATIONS

The Master Plan emphasizes practical and more desirable improvements to the existing recreation system, including recreation and parks facilities. It is not designed to be exclusive but rather to enhance recreation opportunities in the community. The plan focuses on providing the Town of Pilot Mountain with an accurate, usable guide for decision-making as the Town begins to implement changes, such as:

- Enhancing existing facilities currently owned by the Town of Pilot Mountain
- Exploring the possibilities for developing new facilities within the Town of Pilot Mountain
- Developing amenities that will promote walking, cycling, and water-based recreation
- Expanding programs to enhance the educational, social, and physical well-being of the community
- Updating policies and ordinances to meet community needs and desires
- Intergovernmental cooperation
- Partnership agreement
- Acceptance of fee simple land donation
- Contiguous property acquisition
- Signage for education and wayfinding
- Educational and stewardship programming
- Green building

General Recommendations and Best Practices

General recommendations are provided to guide the operations, administration, and growth of the Town of Pilot Mountain recreation and parks system. They provide advice on elements such as policy, safety, maintenance, and other general issues. These general recommendations are intended to inform future decision-making. Many of these recommendations depend upon collaboration between Town departments and other recreation partners. They are not specific to any single facility or program initiative but are intended to guide the entire recreation and parks system for both existing facilities and future development. General recommendations are based on professional experience and a review of national and state recreation best practices, including:

- Daily maintenance and design
- Facility security
- Technology access
- Facility marketing campaign
- Facility and program accessibility
- Walkable communities
- 10-Minute Walk movement
- Bicycle facilities
- Programs and classes
- Mitigation of asset obsolescence
- Greenways / multiuse trails
- Greenway funding



ACTION IMPLEMENTATION PLAN

Section 8 Action Implementation, provides a recommended list of projects the Town should consider. Anticipated future recreation project costs are provided in the appendix to also aid in prioritizing the recommendations. These priorities and costs are based on planning level analysis and further considerations will need to take place as availability, funding, and desires come to fruition.

Evaluation of Staffing Needs

Analysis of existing recreation staffing levels is slightly below the average of typical agencies serving similar population sizes. 2021 NRPA Agency Performance Review data provided in section 5 Needs Analysis indicates the median full-time staff equivalent (FTE) for parks and recreation departments across the country is 10.3 per 10,000 residents. As the recreation and parks system in Pilot Mountain grows to meet population changes, so will the need for additional staff. Should the Town consider meeting the NRPA minimum FTE recommendations for the community, then a minimum, of 5.4 FTE would be necessary to match the lower quartile of agencies serving populations less than 20,000 (according to NRPA benchmarking data). That being said, the development of a new recreation and parks department is not required at this time, but the need for dedicated recreation staff should be reevaluated as the population grows over time.

Summary of Proposed Projects

Section 7 *Recreation and Parks Recommendations* and section 8 *Action Implementation Plan* explain recommended projects the Town should consider for the ten-year planning period of this study and some projects beyond the next ten-year period. Below is a summary of the major recommendations.

2023–2027

- Develop Site-specific Master Plan and seek funding for the Armfield Civic & Recreation Center
- Implement recommended improvements at Armfield Civic & Recreation Center as funding becomes available
- Regularly inspect and perform needed ADA accessibility improvements at all Town-owned recreational facilities
- Consider adding public Wi-Fi at Town-owned recreational facilities (where feasible)
- Develop and implement consistent signage and wayfinding for Town-owned recreation facilities
- Update Town recreation web page with a map showing location of all town-owned recreation facilities, rules, and programming information (sign-ups, calendar of events, etc.)

2028–2033



- Regularly inspect and perform needed ADA accessibility improvements at all Town-owned recreational facilities
- Begin to implement future improvements as identified in Armfield Civic & Recreation Center Master Plan

Funding Opportunities

Implementing the recommendations of this Comprehensive Master Plan will require a combination of funding sources that include local, state, federal, and private money provided in section 8 Action Implementation Plan. A listing of the most commonly used funds for park and greenway facility projects in North Carolina is provided to aid the Town in pursuing funding. The long-term success of this plan will almost certainly depend on the dedication of local revenue streams for park and greenway projects:

- Property/sales tax revenues
- General obligation bonds
- Grants
- Contributions
- Park foundations
- Partnerships
- Local gifts

The Town should be aggressive in applying for grants and other funding mechanisms to reduce Town expenditures for capital improvements in approaching the development of the park.

Plan Adoption

An opinion of probable costs for recommended recreation projects can be found in Appendix D. Recommended projects have been divided by facility and year concerning the next 10-year period between 2023 and 2033. Recommended recreation capital projects beyond this period have been designated as *future*.

The overall cost in today's (2023) dollars for the recommended facility projects is \$2,030,625. This amount does not consider future project costs beyond the 10-year planning scope or inflation and is merely intended to help Town prioritize recreation expenditures when developing a Town Capital Improvement Plan budget.

Containing an inventory of existing resources, community input, analysis, and recommendations, this document is intended to inform elected officials and Town staff of the needs and desires of the community regarding town-owned recreation. The Pilot Mountain Comprehensive Recreation and Parks Master Plan, once adopted, will serve as a resource to guide future decisions regarding recreational expenditures and future development.

INTRODUCTION







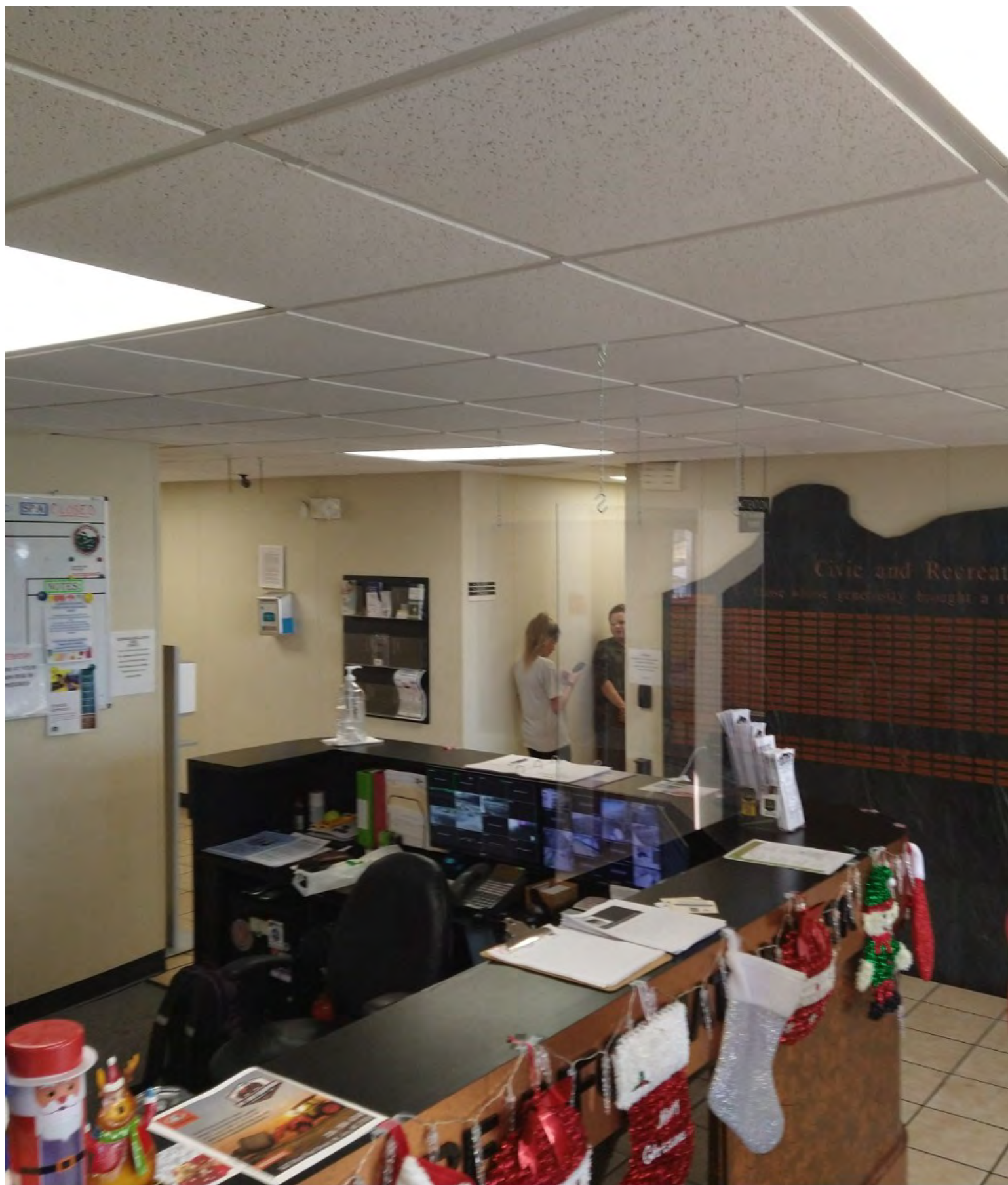
INTRODUCTION

The fledgling Pilot Mountain Recreation and Parks Department was formed in 2022 upon the purchase of the formerly 501c owned, Armfield Civic & Recreation Center. The town hired an interim director to help manage the existing facility and staff members as well as integrate the facility within the services provided by the town. The town has had minimal population change over the past decade but the desire of the town to provide a high quality of life to its residents can be facilitated by this comprehensive master plan study. Future growth will create more demand for public services such as new sewer, water, schools, roads, and recreation opportunities. This document attempts to provide the necessary background information, public input, and practical recommendations to help guide recreation decision-making into the next ten years and beyond.

The Town of Pilot Mountain recognizes the importance of planning as a means of improving recreation opportunities for all its residents and visitors. As a result, the Town hired McGill to assist with the creation of a Ten-Year Comprehensive Recreation and Parks Master Plan.

The Town of Pilot Mountain’s Comprehensive Recreation Master Plan 2023–2033 provides the framework for guiding the Town’s board and staff. The framework for this Master Plan is based upon conducting an inventory of the existing park system, recording site observations, discussing needs from Town staff, and evaluating public comments made through community engagement. In addition, state and national benchmarks were used as a guide to support the recommendations made for the town recreation facilities. The assessment of the existing park system identifies the immediate needs in the community and assists in predicting the possible needs for the future. The continued development of Pilot Mountain and surrounding areas will necessitate the need to upgrade existing recreational facilities and expand where possible. Expansion may necessitate the acquisition of new town-owned property. Seeking grant funding such as through the North Carolina Parks and Recreation Trust Fund (PARTF) would help mitigate the costs of land acquisition and park development. Having a comprehensive master plan will help to make the town competitive as it seeks funding assistance for future recreation projects.

Another purpose of the Master plan is to analyze and recommend park renovations, and programs, and determine appropriate staffing. It also prioritizes certain projects, such as recommended park upgrades or possible expansion, by taking into consideration the identification of user population, input garnered from the community and the evaluation of recreational standards. The plan is action-oriented and will provide Pilot Mountain with a practical guide for the enhancement of its facilities and programs for the next ten years. It is intended to maintain the type of setting that fosters community spirit, activism, and bonding between local citizens.



Front desk at Armfield Civic & Recreation Center manages the flow of facility patrons

INFLUENCING FACTORS







HISTORY, NATURAL FEATURES, AND THE LANDSCAPE

The region’s earliest residents were known as the Saura, or Cheraw, people. In the late 17th century the Saura people settled the Sauratown Mountains. Pilot Mountain, which lends its name to the town, is a remnant of the Sauratown Mountains. The Saura people named what is today known as Pilot Mountain Jomeokee meaning Great Guide or Pilot. In 1710, the Saura abandoned their villages in the Pilot Mountain region. The Saura’s paths would eventually become the Great Wagon Road which would be one of the major paths used by German, Scots Irish, and English settlers. These settlers would populate the Pilot Mountain region in the 18th century. However, it wasn’t until the 20th century that the town of Pilot Mountain grew into the community it is today. The tallest of landforms in the area is Pilot Mountain, home to Pilot Mountain State Park which brings visitors to town year-round.

SOCIAL AND ECONOMIC FACTORS

The Town of Pilot Mountain is located within Pilot Township and comprises approximately 30.4% of the township’s population of 4,739 residents. Pilot Mountain is the easternmost incorporated town in Surry County and the only municipality in Pilot Township. The county seat of Dobson (2021 population 1,390, US Census) is located 14 miles to the west. Pilot Mountain is approximately a 25-minute drive from Winston-Salem (2021 population 250,320, US Census).

Pilot Mountain has a lower jobless rate (4.2%) than the US average of 6% however, the poverty level as reported by the American Community Survey 2015-2019 was 22% as opposed to 14.7% for the State of North Carolina as a whole. This may indicate the need for robust public services and access to affordable town-owned recreation options for those low-income residents and families that seek the benefits of an active lifestyle to stay mentally and physically healthy.

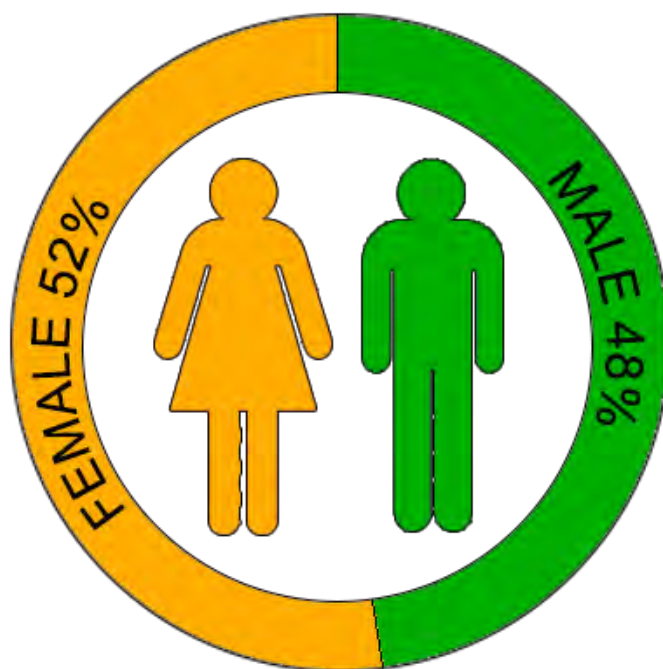
Demographics

A review of the demographic information for the Town of Pilot Mountain has been evaluated to better understand the characteristics of the community. It also serves as a tool to identify future trends and projections that may influence recreation and park planning. As reflected by the North Carolina OSBM, Pilot Mountain has a population of 1,439 permanent residents as of 2021 with a slightly higher percentage of females than males.

Table 2.1 indicates the racial makeup of Pilot Mountain per the latest US Census figures. The minimum categories for data on race and ethnicity for federal statistics, program administrative reporting, and civil rights compliance reporting are defined below:



- **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 (for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam).
- **Black or African American:** This includes a person having origins in any of the Pilot racial groups of Africa.
- **Hispanic or Latino:** This ethnic distinction is 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.
- **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:** This includes a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.



**Pilot Mountain sexes Information obtained from
US Census Bureau**

| RACE | NUMBER | PERCENT |
|---|--------------|-------------|
| White | 1,281 | 89% |
| Black or African American | 77 | 5.4% |
| Two or more races excluding some other race and three or more | 69 | 4.8% |
| Native Hawaiian/Other Pacific Islander | 4 | 0.3% |
| Two or more races including some other race | 0 | 0.0% |
| American Indian and Alaskan Native | 4 | 0.3% |
| Asian | 4 | 0.3% |
| Total: | 1,439 | 100% |

Table 2.1: Information obtained from American Community Survey (US Census Bureau)



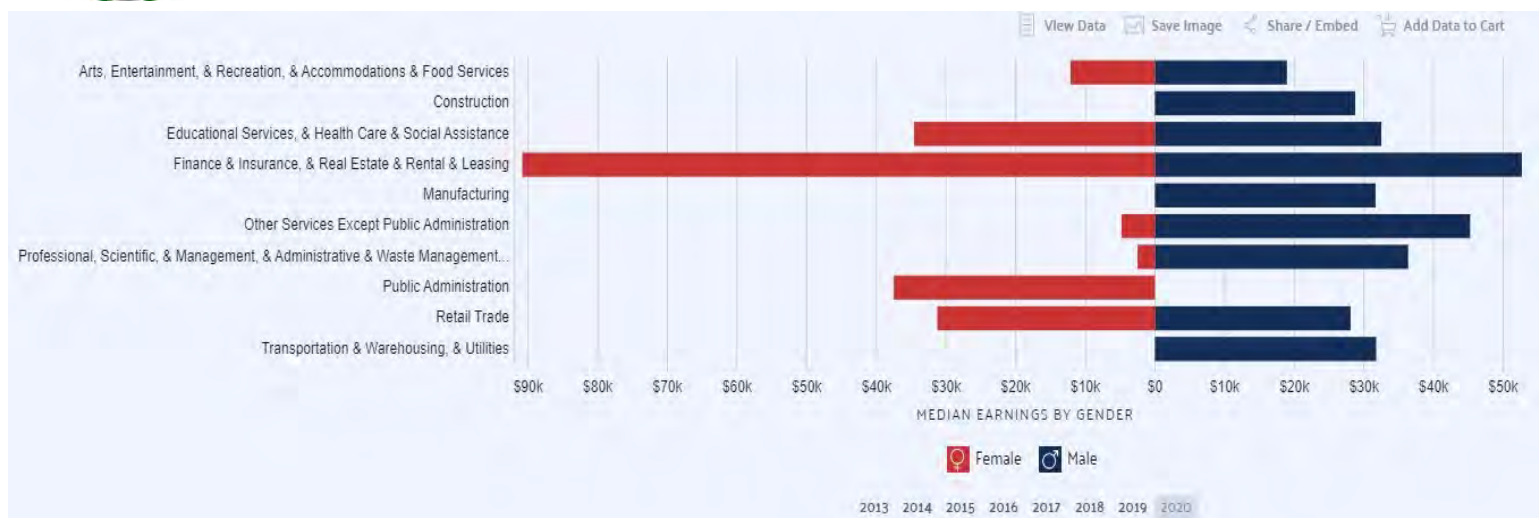
When planning for public recreation services, it is important to consider the impact of vacationers, visitors, and temporary residents visiting the community on a seasonal basis. Typically, the seasonal population has the greatest impact on services and resources from the end of May to the beginning of November. Populations in mountain regions can vary throughout a given year. Determining how the seasonal population impacts the Town can be difficult due to the range of factors that must be considered in estimating the peak population. In addition, year-round population figures established by the North Carolina State Demographer and the United States Census Bureau data do not account for the seasonal population. While the permanent residents of Pilot Mountain are the key members to plan for, it is also important to understand that the seasonal population plays a big role in how the park facilities are used and any necessary recommendations must account for this large group of people.

According to the North Carolina Statewide Comprehensive Outdoor Recreation Plan (SCORP) 2020–2025, senior citizens comprise the fastest-growing age group. The senior population is expected to have significant impacts throughout society because of income levels, population, and unique needs. NC OSBM projects that by the year 2030, 1 in 5 North Carolinians will be 65 years old or older. This is of particular interest because the average age of residents in Pilot Mountain is 64 years old.

This growing segment of our society is a significant user of recreational programming and facilities. The parks, recreation, and cultural programs will have to increase the number and type of activities and facilities to effectively serve this population, both now, and in the future. To meet the demands of residents and visitors, the Town will have to continually evaluate its recreation and ancillary facilities, as well as offer more types of recreational programs suitable for the population as it continues to change.

A review of demographic data relating to income levels and education was conducted to gain a better understanding of the community. Understanding these data points provides a window into the recreational quality that residents may desire. Based on the United States Census Bureau, households in Pilot Mountain have a median annual income of \$35,306 in 2020. Compared to the median income of \$36,250 in 2019, this is a decline of 2.6%. The following table provides an overview of the distribution of median earnings by industry as reported by the American Community Survey’s 5-year Estimate as of 2020.

Striving to meet the needs of the future population is an important part of the Master Plan. Population projections can vary widely due to intervening factors such as the strength of the economy, availability of jobs, and housing prices. Population projections identify potential challenges and needs that may confront the community in the future.



Median Earnings by Industry Data obtained from ACS 5-year Estimate

Educational attainment

83.7%

High school grad or higher

a little higher than the rate in the
Mount Airy, NC Micro Area: 81%

a little less than the rate in North
Carolina: 89%

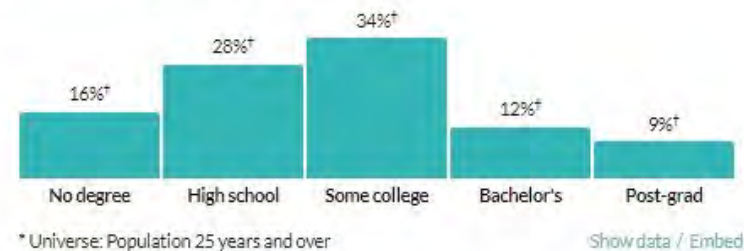
21.4%

Bachelor's degree or higher

about 10 percent higher than the rate
in the Mount Airy, NC Micro Area:
19%

about two-thirds of the rate in North
Carolina: 33%

Population by highest level of education



Pilot Mountain resident educational attainment by Censusreporter.org (US Census)

Economic Development

Studies have shown that economies are impacted positively when recreation is promoted, active transportation tourism is fostered, and where investments in parks and recreation are made. The number of people who feel comfortable walking or riding bicycles is a measure of the quality of life in that area.

Parks

Research has substantiated the direct proportion between economic growth and the existence of parks and open space in communities and municipalities around the country. This growth includes increased property values in residential, urban, and industrial communities, as well as increased revenue from tourists.

Trail Development

The Pilot Mountain Comprehensive Recreation and Parks Master Plan study, reviewed and supports the recommendations of the 2020 Pilot Mountain Greenway Feasibility Study. Multiuse trails are extremely popular amenities for vacationing bicyclists and pedestrians. Tourists and visitors to the area often return to communities that provide places that are safely removed from busy roads for walking and bicycling. Multiuse



trails offer scenic recreation, which is suitable for a wide range of ages and abilities. Lodging that is located near popular trails helps to increase occupancy for the owner. For residents in these locales, investments in trails and greenways can increase property values and improve the overall livability of a community, as well as attract, retain, and expand tourism and the associated revenues.

Investing dollars in multiuse trails yields substantial community-wide returns. These returns are in the form of increased property values, business attraction, recreation revenue, and reduced water treatment and flooding costs. Not only are tourists attracted to these areas, but business leaders are selecting sites for the relocation and expansion of industries and corporations where the quality of life is high and recreation opportunities are abundant. Increasingly, corporations are recognizing the benefits of convenient fitness and recreation for their employees and are seeking these greenway amenities for potential locations.

Multiuse trails having vegetated buffers located adjacent to waterways act as filters to clean the water, trapping nonpoint source pollutants. These pollutants, including sediment, pesticides, fertilizers, oil, gas, and other chemicals, are transported into streams, rivers, and/or lakes by stormwater when rain or snow events occur.

The ongoing construction of bicycle and pedestrian facilities is proving to be a wise economic investment for the communities through which they pass. According to research by the Rails to Trails Conservancy, there are vast amounts of people who are using rail trails. It is easy to understand how communities can profit economically by meeting the needs of trail users. Entrepreneurs who invest in restaurants, convenience stores, bicycle and other merchandise shops, campgrounds, and alternate lodging attribute the location of a nearby trail to at least a portion of their success. Realtors and homebuyers alike are recognizing the benefits of properties located near trails. Both locally and nationally, the construction of trails has proven to be a cost-effective use of public funds. Multiuse trails allow more visitors and residents to replace automobile trips with non-motorized trips, thereby moving the citizenry closer to achieving public health objectives, including increased opportunities for physical exercise.

Biking is a popular pastime in the area as a means of transportation and exploration. The small and relative closeness of popular destination points makes biking an ideal method to explore Pilot Mountain and all that it has to offer. Multiple trails are available at Pilot Mountain State Park which hosts a portion of the Mountains-to-Sea State Trail drawing hikers annually. Nelson Acres offers a scenic 5-mile out-and-back trail that is shared with the park's disc golf course. Making effort to connect local parks, other destinations, and paths within the Town of Pilot Mountain with the trails at Nelson's Acres or with trailheads and parking opportunities leading to the Mountains-to-Sea trail will inevitably create an opportunity to enhance the recreational opportunities available to town residents and support economic development via enhanced tourism.



Revitalization of Businesses

In recent years, there has been a trend to revitalize inner-town and urban areas to improve their quality of service. The success of this revitalization has included the addition of parks and recreational activities in town areas. Generally speaking, people do not want to live or work in an environment where they have no refuge from town buildings without having any place to go for a stroll, walk the dog, or just enjoy the outdoors. In studies of town revitalizations, the top recommendations include the dramatic expansion of parks and open spaces.

Tourism

A park often becomes the signature attraction for a community, and it is often used as a marketing tool to attract residents, tourists, conventions, and businesses. Parks often shape the identity of the area and give residents a sense of pride.

Organized events held in public parks, such as art festivals, athletic events, food festivals, concerts, and plays, often bring substantial positive economic impacts to their communities by filling hotel rooms and restaurants and bringing customers to other local business enterprises. Hosting events in coordination with known high visitorship seasons at Pilot Mountain State Park, or with other seasonal events held in neighboring communities such as Mt. Airy, could improve patronage of Pilot Mountain trails, park facilities, and to downtown businesses.

Increased Property Value

The real estate market consistently demonstrates that residents throughout the country are willing to invest larger amounts of money in properties that are located close to parks and open space areas than they would for homes that do not offer these types of amenities. The higher values of these homes produce higher property taxes in the affected area. In some instances, additional property taxes are sufficient to recoup the annual debt charges on bonds, which were originally used to finance park acquisition and development.

Studies have shown that property values typically increase when parks or outdoor programs, such as outdoor festivals, movies, and restaurants, are in the immediate locale. Studies indicate that commercial asking rents near park properties exceed rents in surrounding submarkets.

MASTER PLAN PROCESS







OVERVIEW

The degree of need for parks, recreation, and open space is most directly influenced by the expectations of Pilot Mountain residents and visitors relating strictly to the quality of life to which they aspire. This plan addresses, as its priority, the recreation and parks facility needs to be envisioned by the residents and visitors of the Town.

Pilot Mountain’s Comprehensive Recreation Master Plan 2023–2033 provides the framework for guiding the Town’s board and staff. The framework for this Master Plan is based upon conducting an inventory of the existing park system, recording site observations, discussing needs from Town staff, and evaluating public comments made through community input. In addition, state and national standards were used as benchmarks to guide and support the recommendations made for the Town recreation facilities. This Master Plan will be used as a guide for improving recreational opportunities for residents and visitors.



A variety of recreational offerings is essential for a well-rounded parks and recreation department that meets the needs of both residents and visitors alike.



VISION

MISSION STATEMENT

Pilot Mountain strives to provide the community a range of quality facilities and programs that will promote health and wellness, protect the natural environment, and bolster the economy so that it may enrich the quality of life for all citizens and visitors.

GOALS

We strive to ensure that there adequate recreation and parks opportunities for the community and visitors by maintaining and renovating existing Town-owned facilities, exploring possibilities for developing new facilities and programs, and seeking funding opportunities and partnerships.

PROCESS

DISCOVERY + DATA COLLECTION

Understanding the community requires looking at current demographics as well as identifying Town-owned recreation facilities and Town-led programs. Inventory and analysis of this information is used to improve the current recreation and parks system. Whom the Town is serving correlates directly to what improvements may be appropriate.

ASSESSMENT

The future of Pilot Mountain's recreation and parks system is determined by listening and understanding to what has worked in the past and what can be improved upon for the future. After discovering who the community is and what facilities and programs exist, the needs of Town residents and staff are considered. Through analysis of open conversations with residents, public survey input, staff input, and looking at typical standards, a picture of how to move forward with improvements and future expansion of Town recreation facilities and services develops.

RECOMMENDATIONS

Resident and staff input identified through the discovery phase and needs assessment are evaluated and analyzed to identify actions that will benefit the Town in the future. Recommendations for improvements are made based on community needs and desires as well as departmental and consulting team experience. These recommendations are presented and prioritized based on immediate needs (0–5 years), short-term needs (5–10 years), and long-term future needs (10 years and beyond).

PLAN

RECOMMENDATIONS + ACTION IMPLEMENTATION PLAN + STAFF COMMITMENT



METHODOLOGY

This Master Plan inventoried Pilot Mountain’s existing Town-owned facilities and provided a listing of the recreation facilities available at local municipalities, Surry County, Surry County schools, state lands, and other recreation facilities either within the immediate area or easily accessible by residents within the Town. This detailed inventory includes the amenities which are available within each Pilot Mountain recreation facility to create a better understanding of the existing recreation opportunities within the Town.

Community and staff input was used as the primary method in determining the adequate types and number of park facilities/amenities needed for Pilot Mountain. Insight from local leaders and Town staff, public meetings, a community survey, and focus group interviews were used to gather ideas, share thoughts, stimulate conversations, and answer questions. The contributions and materials received from community participants were essential for producing a Master Plan that will benefit the community for generations to come.

MOST POPULAR OUTDOOR ACTIVITIES BY PARTICIPATION RATE

| | | | |
|---|---|--------------------|---------------------------|
| 1 | RUNNING, JOGGING AND TRAIL RUNNING | 21.0% of Americans | 63.8 million participants |
| 2 | HIKING | 19.0% of Americans | 57.8 million participants |
| 3 | FRESHWATER, SALTWATER AND FLY FISHING | 18.0% of Americans | 54.7 million participants |
| 4 | ROAD BIKING, MOUNTAIN BIKING AND BMX | 17.3% of Americans | 52.7 million participants |
| 5 | CAR, BACKYARD, BACKPACKING AND RV CAMPING | 15.8% of Americans | 47.9 million participants |

Outdoor Foundation 2021 Outdoor Participation Trends Report

Recreational trends were also evaluated and provided the information needed to understand possible recreation needs for Pilot Mountain in the future. Surveys that were designed to determine the demand for outdoor recreation and facilities have been conducted on both the federal and state levels by private, nonprofit, and governmental agencies. This information is important as it sets a precedent for what popular activities may be expected by typical park users.

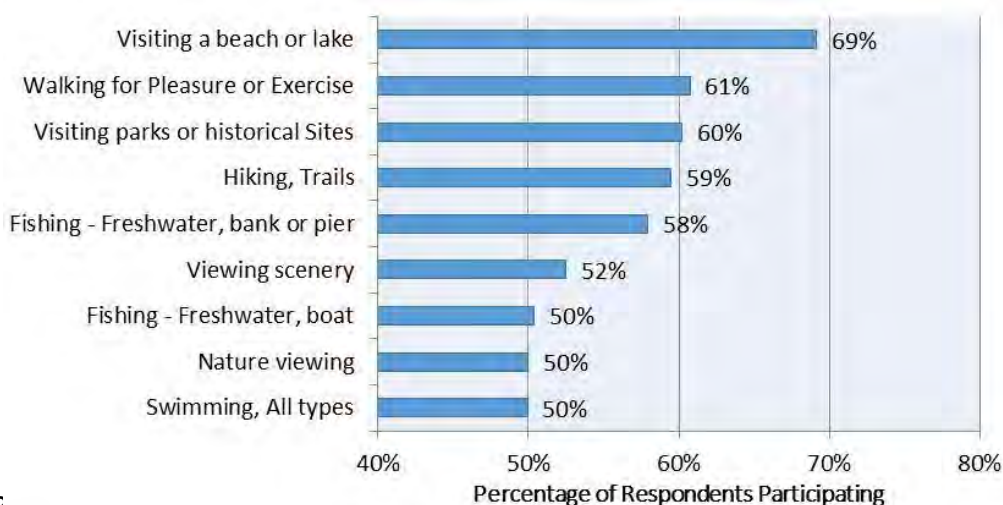
The top five most popular outdoor recreational activities nationwide based on the 2021 Outdoor Participation Trends Report generated by the Outdoor Foundation are:

- 1. Running, jogging, and trail running
- 2. Hiking
- 3. Freshwater, saltwater, and fly fishing
- 4. Road biking, mountain biking, and BMX
- 5. Car, backyard, backpacking, and RV camping



Plan for 2020-2025 (SCORP) produced by the Division of Parks and Recreation are:

1. Visiting a Mountains or lake
2. Walking for pleasure or exercise
3. Visiting parks or historical sites
4. Hiking, trails
5. Freshwater fishing from a bank or pier
6. Viewing scenery
7. Fishing from a boat
8. Nature viewing
9. Swimming, all types

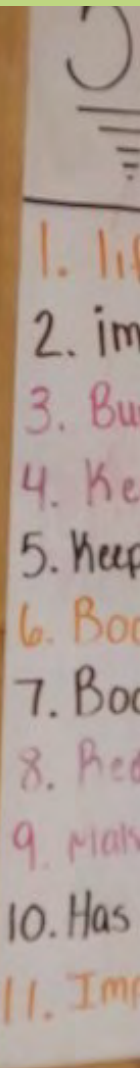
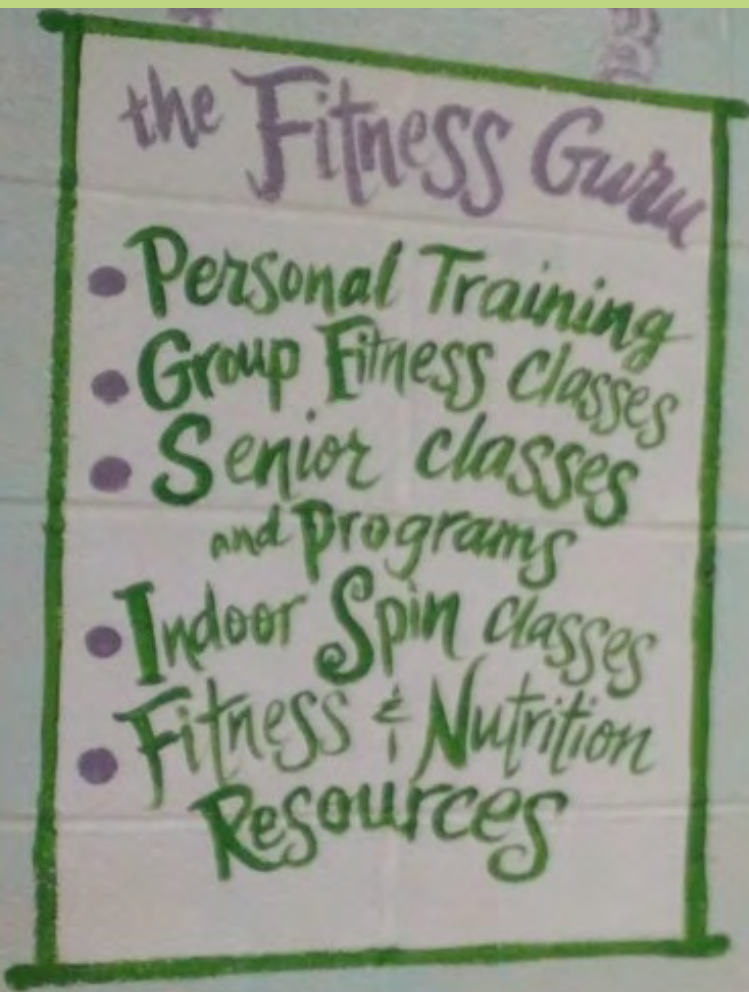


2020-2025 NC SCORP

Pilot Mountain is a destination town that has historically attracted an older demographic that has typically sought more passive recreation activities. The Mountains as the major draw will likely remain the major recreational facility sought after and visited by residents and visitors. However, looking at recreation trends can help prepare Pilot Mountain for changes that may arise as the population continues to grow.

Traditionally, more active-type programming has been provided by either Surry County Parks and Recreation or via retreat center-based and/or private recreation facilities. While typical of other Mountain communities, current changes in demographics, state-wide and the large, anticipated growth rates for Surry County, point to a need to prepare to meet changing expectations of new residents. Recreation trends may include expanded pedestrian amenities, more dog-friendly parks, fitness, and educational opportunities, and the development of other more traditional amenities, like youth-oriented facilities and leisure programs and classes.

INVENTORY ASSESSMENT



Reasons to exercise.

1. Improves your mood
 2. Improves learning abilities
 3. Builds self esteem
 4. Keeps your brain fit!
 5. Keeps body fit & able
 6. Boosts mental health
 7. Boosts your immune system
 8. Reduces Stress
 9. Makes you feel happier
 10. Anti aging effects
 11. Improves skin tone and color

12. Improves sleep
13. Helps prevent strokes
14. Improves joint function
15. Improves muscle strength
16. Alleviates anxiety
17. Sharpens Memory
18. Helps control addiction
19. Boosts productivity
20. Boosts creative thinking
21. Gives you CONFIDENCE!
22. Improves posture
23. Helps you keep focused in life
24. Improves eating habits
25. Increases longevity
26. Strengthens your bones
27. Strengthens your heart
28. Improves posture
29. Prevents Colds
30. Improves appetite
31. Improves cholesterol levels
32. lowers risk of (certain) cancers
33. lowers high blood pressure
34. lowers risk of diabetes
35. fights dementia
36. eases back pain
37. Decreases osteoporosis risk
38. Reduces fatigue & depression
39. Prevents muscle loss
40. increases energy & endurance
41. increases sports performance
42. increases pain resistance
43. Improves balance & coordination
44. Improves digestion
45. Improves Concentration
46. Helps with Self Control
47. Lessens fatigue
48. Makes life more enjoyable
49. increases Satisfaction
50. Improves quality of life



Recreation is a necessary part of any community to provide places to play, opportunities to improve health and wellness, and conserve and protect natural resources. This section will look at the typical parks and recreation facilities that can be offered to a community. An inventory of all the facilities offered is also provided to fully understand the recreational opportunities that Pilot Mountain has access to. These recreational facilities are derived from many different sources, including the following:

Examples of parks inventoried:

- Publicly owned local, state, and national parks, trails, and open space
- School parks with a joint-use agreement with the local government
- Privately owned parks that are managed for full public use

Examples of parks not inventoried:

- Parks in gated communities
- Private golf courses
- Private cemeteries
- School parks/playgrounds without active joint-use agreements
- Zoos, museums, professional sports stadiums

TYPES OF PARKS AND RECREATION FACILITIES

A comprehensive park system is made up of a variety of park types ranging from small neighborhood playgrounds to larger parks with athletic fields, playgrounds, community centers, and open space. The type of park reflects the differing recreational preferences of diverse users. Park models are used as guidelines for fulfilling the future recreational needs of communities. Not all of these types of parks are the responsibility of



Pilot Mountain State Park, located 2.25 miles as the crow flies or approximately a 15 minute drive from the Town of Pilot Mountain, is a regional park that provides recreational opportunities to residents and draws tourists to the area that benefit the local region economically.



Regional parks are typically very large sites. Pilot Mountain State Park within Surry County serves as a regional park that provides recreational open space and historical and educational opportunities to its patrons. On these sites, the unique qualities that exemplify the natural features found there, such as diverse land formation, vegetation, and wildlife, are preserved. Most regional park facilities contain environmental centers, campsites, nature trails, observation decks, and picnic areas. In addition, open fields for non-structured activities, such as rock climbing, and bird watching, are also generally found there.

Specific standards / criteria for developing regional parks are as follows:

Service Area:

10 acres per 1,000 persons

Acreage / Population Ratio:

Region wide

Minimum Size:

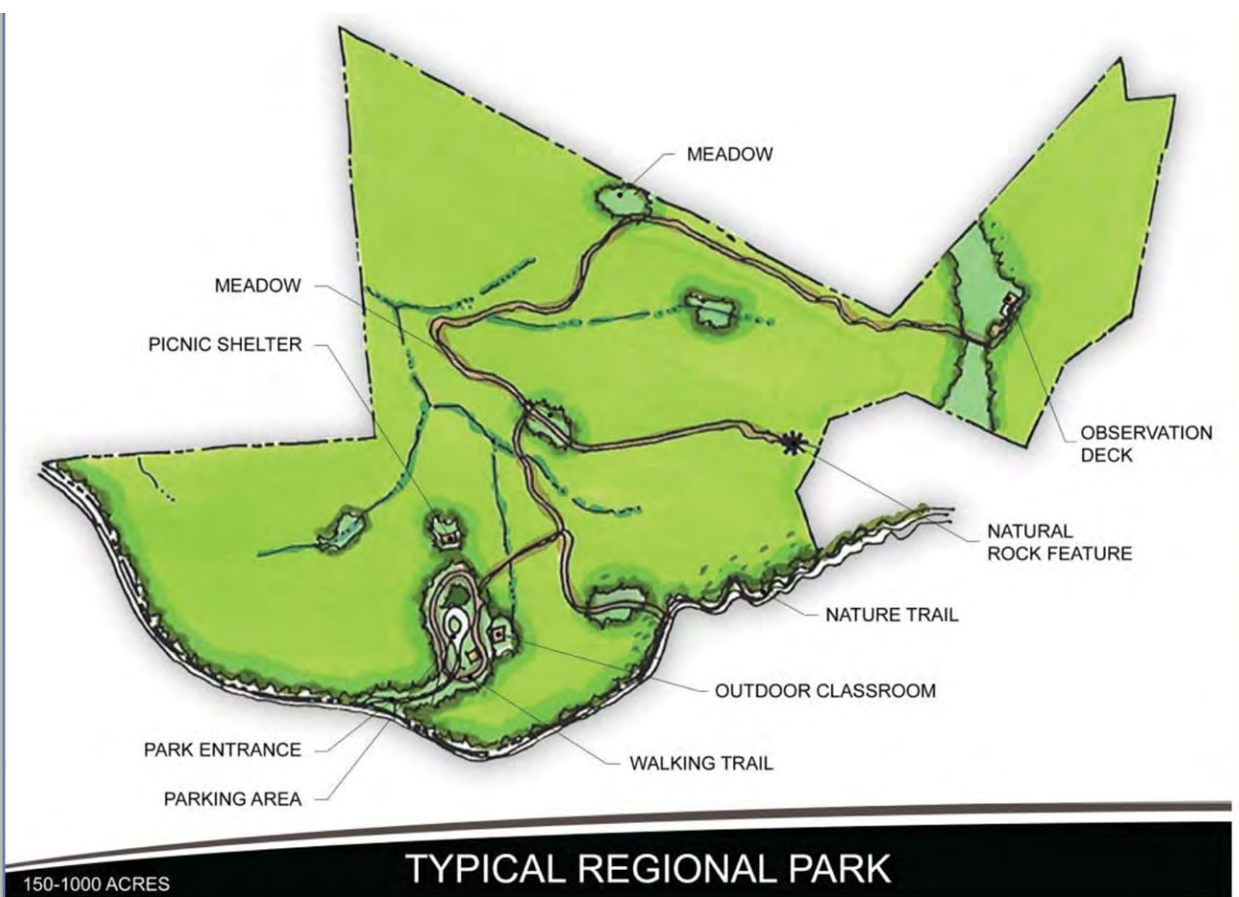
150–1,000 acres minimum with sufficient area to encompass the resources to be preserved and managed (10% of the site may be developed with facilities found in community parks.)

Typical Facilities:

Environmental center
Equestrian center
Group camping
Nature trails
Picnic shelters and grills

Caretaker's house
Primitive camping
Recreational vehicle camping
Observation deck
Picnic tables with grills (not under shelter)

Boating
Parking
Fishing piers / boat docks
Restrooms / vending
Swimming





District parks function as the major source of active recreation for several neighborhoods within a community. District parks are intensely developed, offering a multitude of facilities in order to serve their intended geographic user area. Activities are balanced between active and passive recreation. District parks are typically developed to accommodate athletic league sporting events and tournament competition. Passive recreation opportunities, such as walking for pleasure, wildlife observation, and picnicking, are found in the undisturbed areas, preferably within surrounding buffers. District parks present great opportunities for non-traditional types of recreation.

Sites for district parks should be relatively level to alleviate excessive grading for the active facilities. When possible, there should be an equal balance of wooded and cleared areas. If a natural water feature is present, the adjoining land should be developed primarily as passive recreation. Accessibility to neighborhoods should be an important consideration when choosing sites. The development of district parks is typically the responsibility of county or municipal agencies.

Specific standards / criteria for developing district parks are as follows:

Service Area:

1 to 2 ½ mile radius

Acreage / Population Ratio:

5 acres per 1,000 persons

Desirable Range:

75–200 acres

Desirable Size:

+100 acres

Typical Facilities:

- Playgrounds
- Volleyball courts
- Soccer / football field
- Nature trail
- Restrooms / concessions
- Parking / service yard
- Tennis courts (lighted)

- Full- or half-size basketball courts
- Baseball / softball / multipurpose field
- Soccer practice field (movable goals)
- Picnic tables with grill (with or without shelter)
- Benches or bench swings
- 50% of site remains undeveloped

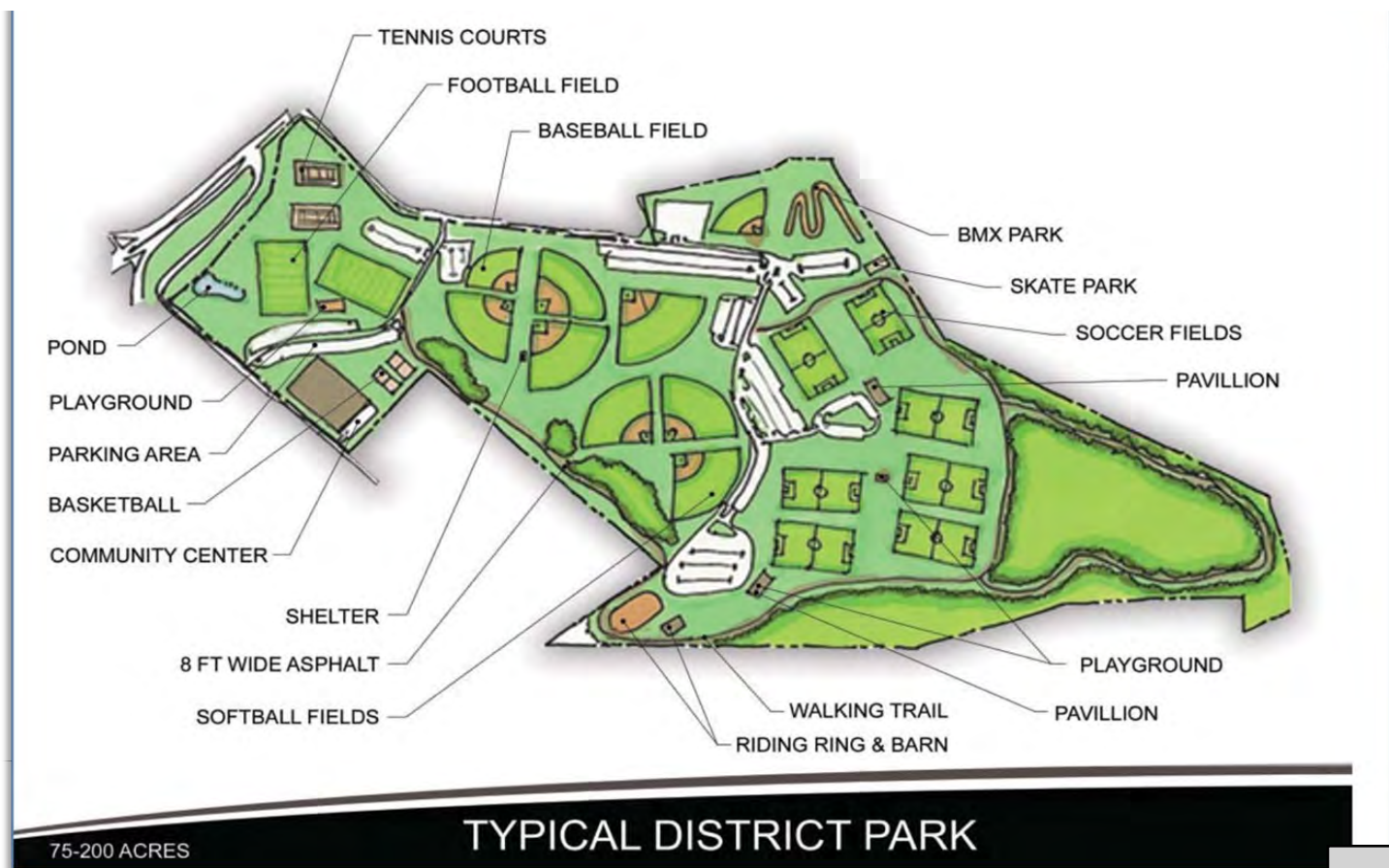
***Alternate Facilities:**

- Tennis center
- Observation decks
- Recreation center
- * Alternate facilities may be added or substituted.

- Amphitheatre
- Fishing piers / boating / boat dock



Surry County Fisher River Park is a good example of a district park in Surry County. This park offers the community access to a mix of active and passive recreation and entertainment.





Community parks focus on meeting community based recreational needs as well as preserving unique landscapes and open spaces. Compared to district parks, community parks have a smaller range of recreation facilities. They may host athletic league sports events and provide passive recreation. Fifty percent of the community park property should be developed for only passive recreation, with these relatively undisturbed areas serving as buffers around the park and / or acting as buffers between active facilities.

Community park sites should have varying topography and vegetation. A number of different tree species should also be present in forested areas. Community parks should contain cleared areas for the purpose of locating active recreational facilities. At least one natural water feature (lake, river, or creek) is desirable in community parks. The land acquired for use as a community park should be contiguous in nature and strategically located in order to serve all users within the designated community. The development of community parks typically falls within the realm of municipal responsibilities.

Specific standards / criteria for developing community parks are as follows:

| | |
|--|--|
| <u>Service Area:</u> 1 to 2-mile radius | <u>Acreage / Population Ratio:</u> 2-5 acres per 1,000 persons |
| <u>Desirable Range:</u> 15–50 acres | <u>Desirable Size:</u> 25 acres |
| <u>Typical Facilities:</u> Playgrounds Swimming pool Nature trails Restrooms / concessions Baseball / softball fields Parking | Full size or half size basketball courts Tennis / volleyball courts 50% of site to remain undeveloped Soccer / multipurpose fields Benches or bench swings Picnic tables / shelter (with or without grills) |
| <u>*Alternate Facilities:</u> Recreation center Disc golf Observation decks * Alternate facilities may be added or substituted. | Natural water features Amphitheatre |



Pilot Mountain operates the Armfield Civic and Recreation Center, which is a good example of a community park.





Neighborhood parks offer the public a convenient source of recreation while serving as the social focus point of neighborhoods. Usually located within walking distance of the area serviced, neighborhood parks provide both active and passive recreation opportunities that are of interest to all age groups. The smaller size of neighborhood parks, as compared to those previously mentioned, requires intense development with 50% of each site remaining undisturbed to serve as a buffer between the park and adjacent property owners.

Specific standards / criteria for developing neighborhood parks are as follows:

Service area:
1-mile - ¾ radius to serve walking

Acreage / Population Ratio:
2 acres per 1,000 persons

Desirable Size:
7–15 acres

| | |
|-----------------------------------|---|
| <u>Typical Facilities:</u> | |
| softball or baseball field | Multipurpose field |
| Half-size basketball courts | 50% of site to remain undeveloped |
| Picnic shelter with grills | Picnic tables with grills (not under shelter) |
| Benches or bench swings | Playground |

| | |
|---|----------------------------|
| <u>*Alternate Facilities:</u> | |
| Nature trails | Tennis / pickleball courts |
| * Alternate facilities may be added or substituted. | |



Westwood Park is a neighborhood park that offers respite and an opportunity for socialization and respite.



Westwood Park, located in Mt. Airy, is an example of a neighborhood park that offers a variety of active and passive recreational amenities for visitors to the park. It is within close walking distance to multiple residences.



7-15 ACRES

TYPICAL NEIGHBORHOOD PARK



Mini parks are small places typically located in urban areas or associated with residential or institutional developments. These facilities can serve to bring communities together with events, promote local history, or deliver beauty to both residents and visitors. The function of a mini park is to provide very limited, isolated, or unique recreational needs. They are typically located within walking distance of the area served.

Specific standards / criteria for developing mini parks are as follows:

Service Area:
¼- to ½-mile radius to serve walking

Acreage / Population Ratio:
½ acre per 1,000 persons

Desirable Size:
±1 acre

Typical Facilities:
Half-size basketball courts
Picnic tables with grills (not under shelter)
Benches or bench swings
Open play area playground

***Alternate Facilities:**
Nature trails
Tennis / pickleball courts
* Alternate facilities may be added or substituted.



Landscaping, seating, and opportunity for wildlife observation make this space an excellent example of a mini park.



Mini Parks maximize space and provide access to recreation near popular destinations. There are multiple opportunities for community building through programs and amenities. They tend to be near areas of more intense development.



TYPICAL MINI PARK



Linear Parks and Greenways are areas developed for a variety of modes of recreational travel, such as hiking, biking, and driving. Linear parks are developed for several reasons:

- To connect existing recreational facilities
- To facilitate public rights-of-way
- To connect destination points
- For scenic views and leisure touring

The length and size of linear parks vary considerably, depending on their intended use, terrain of the parkland, and the distance between entities to be connected, such as parks, schools, cultural / historical resources, residential areas, and businesses. Often these linear parks are developed within a large land area designated for protection and management of the natural environment, with recreation opportunities as a secondary objective.

Unique or Special-Use Facilities



Unique or special-use facilities are park types that exist for the sole purpose of enhancing or utilizing a special man-made or natural feature. They can include civic spaces, parkways, historical sites, sites of archeological significance, swimming pools, conservation easements, flood plains, etc. Minimum standards relating to acreage or population have not been established by the park and recreation industry for this category of park. A size that is sufficient to protect and interpret the resource, while providing optimum use, is considered desirable. Pilot Mountain provides a community pool for the citizens and visitors that is a special-use facility.





Public Open Space

While it is realistic and appropriate to adopt population-based standards for parkland and facilities, it is not realistic to establish open space standards. The more reasonable method of establishing appropriate standards for open space is to determine the criteria necessary for the protection of significant natural areas contained therein.

Public open space is defined as any land acquired for the purpose of keeping it in a primarily undeveloped state. The functions of open space include:

- Preservation of drainage areas for water supplies (watersheds)
- Protection of areas which are particularly well suited for growing crops (farmland preservation)
- Protection of communities to prevent urban sprawl (greenbelts)
- Protection of wildlife habitat (sanctuaries)
- Protection of approach and take-off areas near airports (clear zones)
- Protection of undevelopable land (landfills)
- Protection of areas aesthetically pleasing for a corridor (viewsheds)

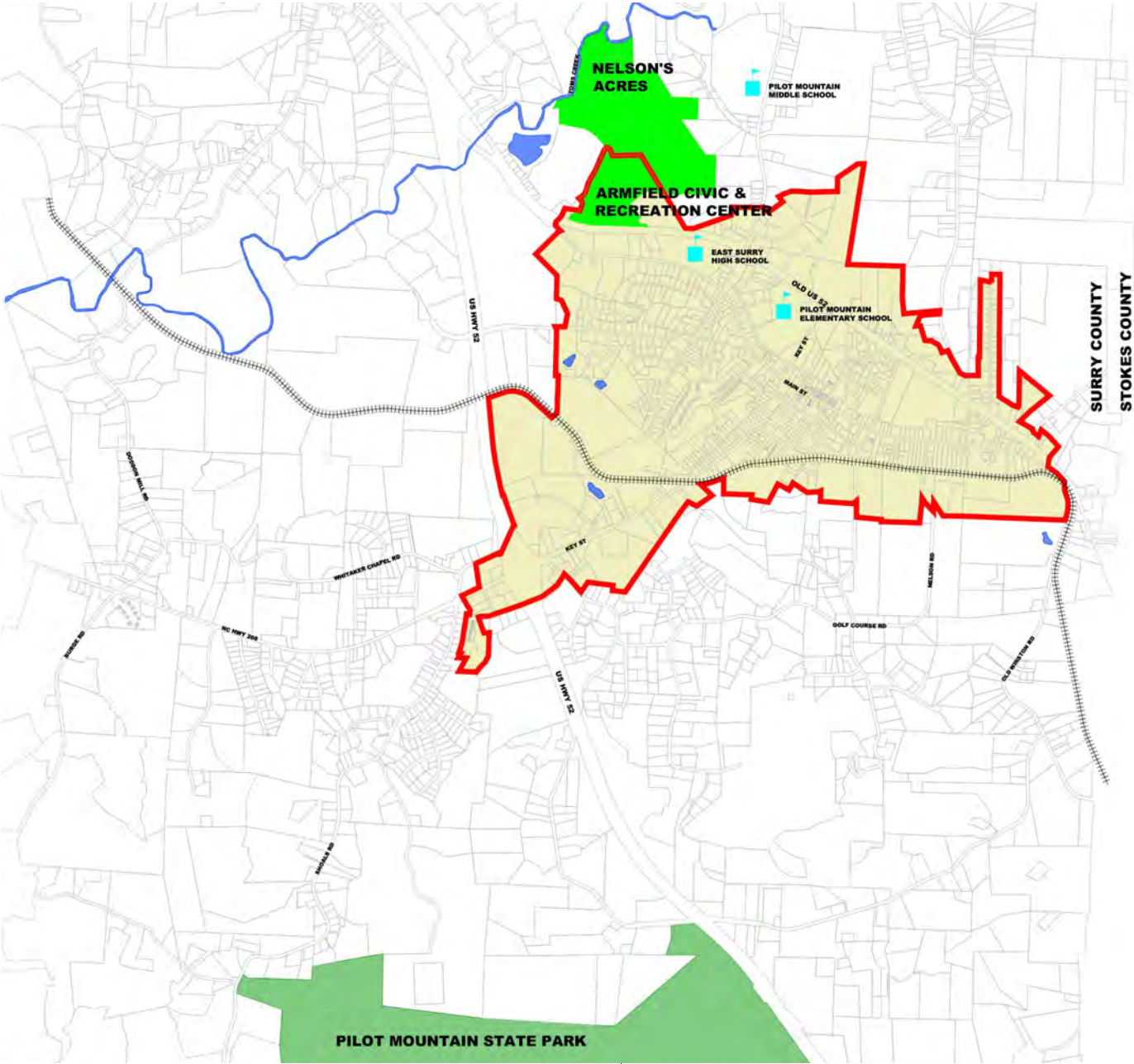
While these areas are some of the more common open spaces, many others exist. Pilot Mountain has access to state and county recreational areas that provide visitors access to open space. Pilot Mountain State Park offers natural open space and wildlife observation opportunities.



Public open space may provided trails and opportunities for other nonprogrammed activities, art installations, and nature observation.



TOWN OF PILOT MOUNTAIN RECREATION FACILITY OFFERINGS



Map 4.1 Pilot Mountain Town Owned Recreation Locations
(See Appendix A for 11"x17" version)

LEGEND

Municipal Boundary

Water Body/Creek

Existing Pilot Mountain Recreation Facility

Existing State Managed Land

Existing Public School





INVENTORY ASSESSMENT

The Town of Pilot Mountain currently owns, operates, and maintains 2 parks and 34 public Mountain access points and is in the process of developing a future park near Cobia Street (Majestic Oaks). Each of these facilities provides both active and passive recreational opportunities for residents who live in the area and tourists who come to experience all that the Town of Pilot Mountain has to offer.



Nelsons Acres – 873 W 52 Bypass

The community park is approximately 115.16 acres and offers:

- 18-hold disc golf course
- Camping sites (5)
- 3.1 Mile trail
- Picnic tables (3)
- Soccer field
- Creek



Armfield Civic & Recreation Center —873 W 52 Bypass

This community park is approximately 37.6 acres and offers:

- Community center
- Meeting rooms
- Indoor Pool w/spa
- Gymnasium w/ 3 Basketball courts
- Indoor walking track
- Fitness rooms
- Kitchen and event space
- Daycare/classroom
- Picnic shelter
- Amphitheater (performance stage)
- 4 Baseball/Softball fields
- Batting cages
- Playground



User Experience and Social Determinants of Health

According to the U.S. Department of Health and Human Services, Social determinants of health (SDOH) are the conditions in the environments where people are born, live, learn, work, play, worship, and age that affects a wide range of health, functioning, and quality-of-life outcomes and risks. The National Recreation and Parks Association claims that *“Parks and green space improve air, water, and environmental conditions in communities. At the same time, parks and recreation promote access to physical activity opportunities for people to move more and provide access to healthy foods through meal programs, farmers markets, and community gardens”*. (NRPA.org, *Keeping It Real: A Different Approach to Discussing the Social Determinants of Health*, 11.26.19—Colman)

A strategy for combating physical inactivity, obesity, and other health conditions, begins with understanding how parks spaces and human-nature relationships impact health and well-being. Auditing park facilities for physical environmental conditions allow for an examination of the existing built environment with regard to their influence on health and user experience. As part of the inventory phase of this planning study, both the physical and perceived user experiences at each Pilot Mountain Park facility were analyzed through the lens of social determinants of health.

Generally, each of Pilot Mountain’s existing recreational facilities was assessed for their physical condition, relevance in meeting existing recreation demand and needs, and potential for improvement or expansion. A summary of the existing facility assessment is described below. The findings as ascertained from site visits and community input and consider amenity types and their condition, accessibility for all users, reported resident usage, and rankings of the parks as provided in the community survey responses.

Nelsons Acres: This facility provides natural open space, a walking path, a full disc golf course, and camping opportunities. Survey participants rated the park in good to fair condition. The facility needs parking area improvements, and restrooms, the disc golf course is in good condition and well-regarded by users. The path is generally in good condition but some areas are often wet and known to become slippery. The soccer field is well-used and in fair condition. This facility lies between the Armfield Civic & Recreation Center and another town-owned property that has recreation potential and an area for trail expansion.

Armfield Civic & Recreation Center: This facility is the hub of recreation services for most town residents and provides amenities not often found in small towns. While a popular destination, this facility risks losing the ability to serve patrons due to needed maintenance of some amenities. Survey participants rated this park in fair to good condition. However, the facility needs updated fitness equipment, gym floor repair and refinishing, indoor walking path is worn and in need of refurbishment, the restrooms need updating, the



therapy pools need upgrade/renovation. The playground is in good condition and the ballfields are well-used but also in good condition. Parking on-site is divided between paved areas near the main community center building and areas around the outside amenities. The paved lot requires repaving. The amphitheater is in fair condition but needs improved accessibility.

Pilot Mountain Recreation Program Offerings

Recreation programs offered by a community are an integral part of a parks and recreation system. Programs can be athletics, classes, summer camps, and special events that celebrate holidays or important community celebrations. Each of these elements can create a feeling of unity and pride within a community. Pilot Mountain partners with a variety of recreational and cultural programming entities, such as the Yadkin Valley Economic Development District (YVEDDI), Surry County Meals on Wheels, United Fund of Surry, and others.

Popular programs include both in-person and virtual classes and activities such as Group chats, Thursday Night Bingo, Water Aerobics, Knitting/Crochet/Quilting, Line Dancing, etc. Special events include Gardening Classes, Sing-a-longs, health, and tax help talks and assistance. Other popular programs offered at the Armfield Recreation Center include Craft shows, Before and After school care, Silver Sneakers, fitness classes, and swimming pool activities.

OTHER PUBLIC RECREATION FACILITY OFFERINGS

Public lands located within proximity to Pilot Mountain play an active role in providing recreation opportunities to residents and visitors within the Town. Located in proximity to both Winston-Salem and Greensboro metropolitan areas, Pilot Mountain residents have access to many potential destinations and public recreation lands. These public spaces are made available through multiple public land managers, such as local municipalities, Surry County, and the State of North Carolina, and, federal lands provide a wide variety of recreational opportunities for residents and visitors to Pilot Mountain.

Other Local Municipal Recreation Facilities

The towns of Pinnacle (5.48 mi.), Dobson (8.86 mi.), King (10.08 mi.), Toast (10.30 mi.), and Mt. Airy (11 mi.) are within proximity, and both offer access to several recreation amenities such as trails, local parks, picnic areas, and camping. Some of the popular facilities are listed below.

Pinnacle

Pinnacle Lions Park — 1185 Surry Line Rd, Pinnacle, NC 27043

- Meeting room



- Tennis court
- 1/2 Basketball court
- 1/6 mi. trail
- Picnic tables

Dobson

Dobson Square Park—110 South Crutchfield St.

- 2.5 acres
- Playground w/ swings
- Walking Path
- Fitness Area
- Picnic Shelters (2) Open for reservations
- Amphitheater
- Splash Pad
- Hosts various seasonal events, movies in the park

King

Recreation Acres (intersection of W. Dalton Rd. and White Rd.)

- 2-story Community Building (King Senior Center on first story)
- Baseball/Softball Fields (6, 3-lighted) with concession building
- Everyone's Playground (Accessible/Inclusive Equipment)
- Standard Playground
- Dog Park
- Soccer Complex (5 multi-purpose fields)
- Skate Park
- Picnic Shelters (2)
- Natural Open Space

Central Park—302 Kirby Rd.

- 30 Acres
- Wooded Natural Areas
- Amphitheater
- Restored 18th Century Log Cabin
- Outdoor Kitchen
- Walking Paths
- Pond w/Fishing Deck



Mt. Airy

Granite City Greenway System (6.6 miles)

Confluence Pocket Park—1328 Carter St.

Graham Field—(Across from Old Jones School)

- Baseball/Softball/Kickball Field
- Batting Cages (2)

HB Environmental Park—217 Hamburg St.

- Outdoor Classroom
- Greenway Trailhead

Lovill's Creek Pocket Park—715 W. Independence Blvd.

- Covered Picnic Tables (3)
- Hammock Swings (6)
- Restroom Building
- Rotary Pup Dog Park

Tharrington Park 138 Spring St.

- Soccer Fields (2)
- Baseball/Softball Field
- Canoe/Kayak Launch (Ararat River)
- Greenway Trailhead

Reeves Community Center—113 S. Renfro St.

- Nautilus Equipment Room with over 60 Strength and Cardio Machines
- Free Weight Room
- Basketball Courts (2)
- Pickleball Courts (3)
- Indoor Pool
- Outdoor & Kiddie Pool (Open Memorial Day Weekend to Labor Day)
- Aerobics Fitness Class Room
- Nursery Room (For ages 6 weeks to 5 years old)
- Fit-N-Fun Fitness Room (For children in Kindergarten to 12 years old)
- Cycling Room
- Kidz Klub (For childcare programs and party rentals)



- Racquetball Court
- Functional Fitness Room
- Locker Rooms with Saunas (For ages 18+)

Riverside Park—350 Riverside Dr.

- Playground
- Basketball Court
- Pickleball Courts (3)
- Skate Park
- Picnic Shelters (2)
- Soccer Field
- Restroom Building
- Canoe/Kayak Launch (Ararat River)
- Greenway Trailhead

Veteran's Memorial Park—767 West Lebanon Street

Westwood Park

- Softball fields (2)
- Walking Trail (1.5 miles)
- Fitness Stations
- Playground
- Mountain Bike Trail
- Disc Golf Course
- Picnic Shelter
- Restroom Building
- Fishing Pond w/ dock

Schools near Mt. Airy with publicly accessible recreation facilities (not exhaustive):

Mount Airy High School (Recreation facilities) - 1011 N. South St.

Tharrington Primary School (Recreation facilities) - 1038 Spring St.

Mount Airy Middle School (Recreation facilities) - 249 Hamburg St.

Millennium Charter School (Recreation facilities) - 500 Old Springs Rd.

Surry County Parks

County Parks also play an important role in serving residents of the local community.



Fisher River Park

- Playgrounds (2)
- Baseball Field
- Softball Fields (2)
- Regulation Soccer Field
- Peewee Soccer Field
- Volleyball Court
- Basketball Court
- Disc Golf
- Horseshoe Pit
- Paved Walking Trail (1.5 mile)
- Mountain Biking Trail
- C overed Picnic Shelters
- Amphitheater
- Horse Arena (Wade C. Moody Memorial Horse Ring)

River Accesses (Ararat, Yadkin, Fisher, Mitchell)

Typical amenities (not exhaustive):

- River access
- Grills
- Picnic tables
- Walking trails
- Parking

Master Gardener’s Sensory Garden at the Surry County Courthouse

- Paved Paths
- Garden Plots
- Educational Signage

State and Federal Recreation Opportunities

The State of North Carolina manages Pilot Mountain State Park which is within proximity of the town. Vast federal public land is av available for recreation at Pisgah National Forest. The State of North Carolina manages more than 250,000 acres throughout the state and through a variety of state agencies. This public land is made available to provide recreational opportunities as well as protect and conserve the natural heritage of North



Carolina. These sites also provide the public with a variety of historical and educational opportunities that offers a wealth of knowledge.

The Town of Pilot Mountain is at the epicenter of some of the best recreation opportunities the state of North Carolina has to offer. From park and game lands to public forests, and trails, some of the more popular destinations available to town residents are listed below.

Pilot Mountain State Park (3,700+ acres in Yancey County, 3.5 miles from Town of Pilot Mountain) - 1721 Pilot Knob Park Rd, Pinnacle NC

- Visitors center and picnic shelter
- Rock Climbing
- Hiking
- Hiking/Walking trails (14 miles) - Segment 7 of the **Mountains-to-Sea Trail**
- Equestrian (Bridle) trails (9 miles)
- Paddling (Yadkin River, Hall Creek, Horne Creek)
- Camping (tent and RV)
- Overlooks

Hanging Rock State Park (17 miles from Town of Pilot Mountain) - 1790 Hanging Rock Park Rd, Danbury NC

- Visitors center and picnic shelters
- Auditorium/Classrooms/Amphitheater
- Lake Beach Access w/bathhouse (Seasonal)
- Rock Climbing
- Hiking/Walking trails (48 miles)
- Bike Trails (15 miles)
- Equestrian (Bridle) trails (6 miles)
- Paddling
- Camping (tent and RV)

US National Forest Visitors Center—1634 Trinity Church Rd, Pinnacle, NC

- Educational information and facility resources available

Mitchell River Game Lands (Surry County)

- 2,000 acres in the Mitchell River headwaters



- Hunting and Fishing opportunities

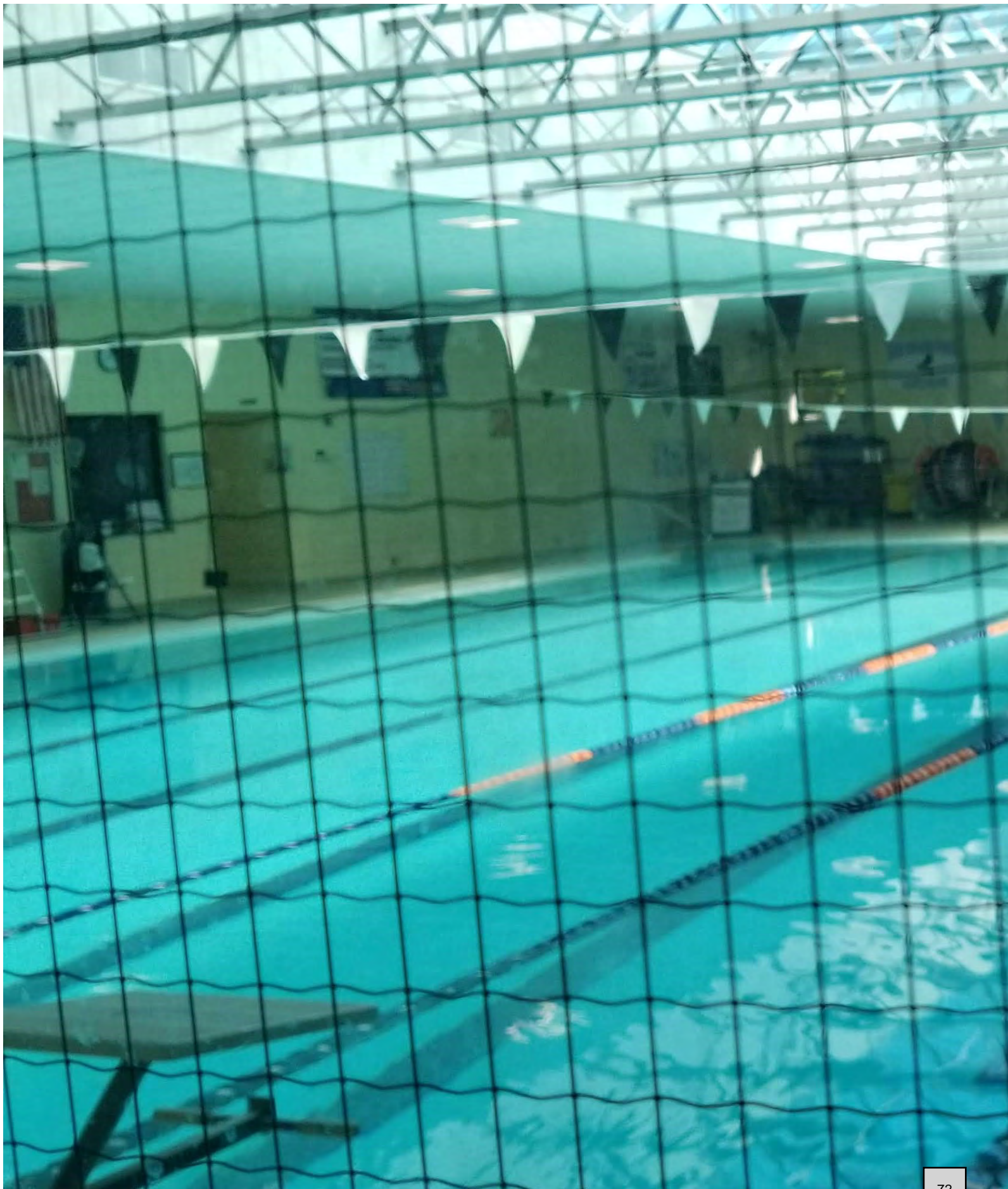
Blue Ridge Parkway, National Park Service (32.7 miles from Pilot Mountain)

- Scenic roadway with overlooks, museums, trails, parks, and camping opportunities

Private Recreation Facility Offerings

Private recreation providers, nonprofit organizations, and developers provide limited, alternate resources and opportunities that supplement the Town's recreation opportunities. While it is not feasible to provide an exhaustive list of the private recreation facilities throughout the Town of Pilot Mountain, it is important to understand the types of recreational facilities that are offered. These facilities can be offered for many reasons; health and wellness, group classes, social gatherings, and children and youth programming. The types of organizations and businesses that provide these opportunities can include private fitness facilities, athletic clubs, recreational guide companies, recreational equipment rental businesses, neighborhood associations, and local nonprofit organizations. Some of the facilities available are as follows:

- Camping (Papa's Farm—1070 Nelson Hollow Road)
- Pilot Mountain Vineyards and Winery
- JoLo Winery and Vineyards & Restaurant
- Tao Yoga Studio (215 E. Main Street)
- Pilot Knob Park Country Club (450 Club House Drive)



NEEDS ANALYSIS







RECREATION NEEDS ASSESMENT

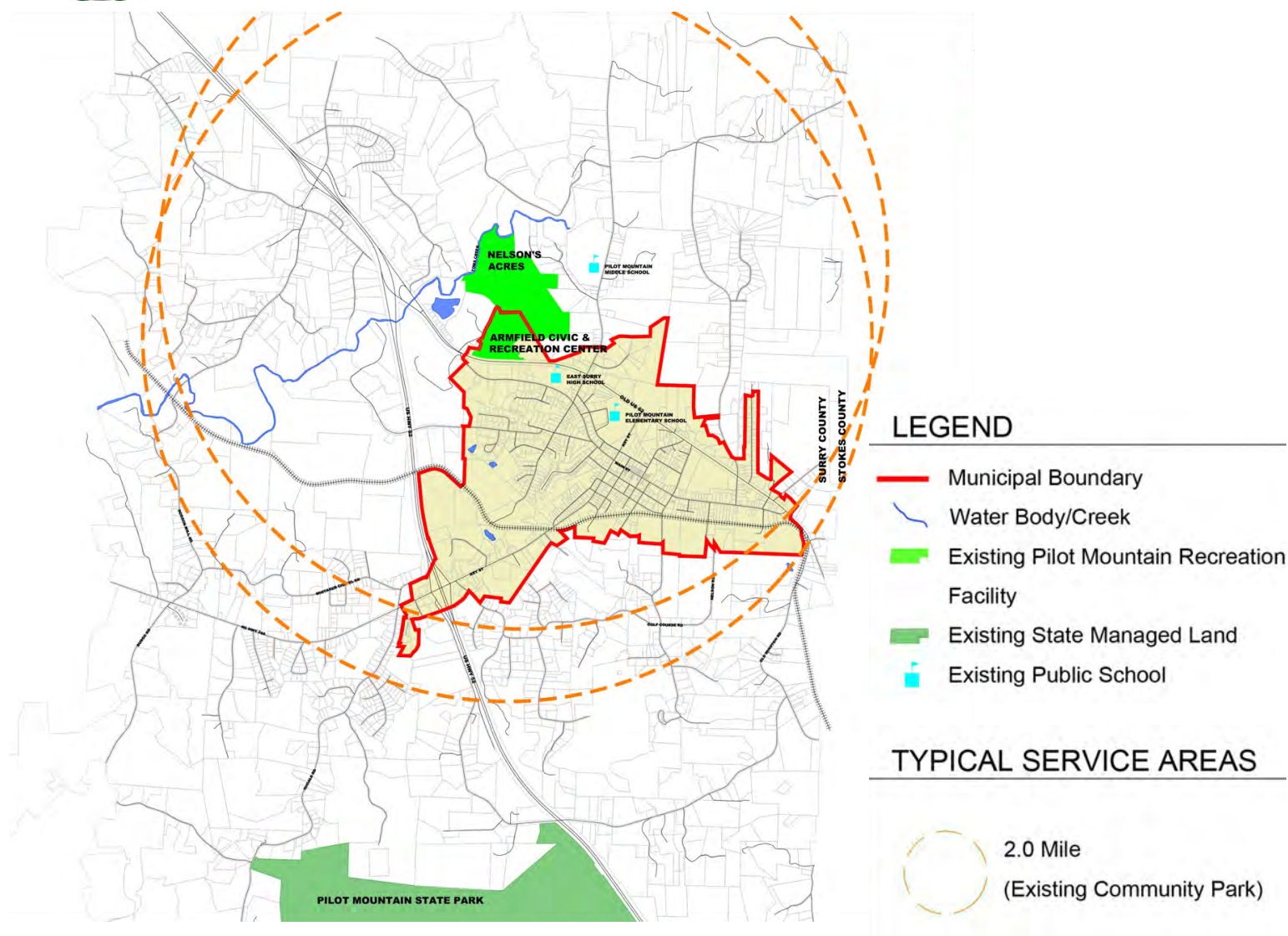
The degree of need for parks, recreation, and open space is most directly influenced by the expectations of Pilot Mountain residents, relating strictly to the quality of life to which they aspire. This Comprehensive Master Plan addresses, as its first priority, the parks and recreation facility needs envisioned by the residents and visitors of Pilot Mountain.

Geographic equity of park access is an important consideration in order to ensure access for all Pilot Mountain residents. An analysis of recreation service areas can be used to make land acquisition recommendations for both current and future needs. Solutions to improving recreation include providing facilities and amenities that residents desire and need and locating them where residents have easy access. The existing recreation service areas shown in Map 5.1 identify potential service gaps.

To better understand what recreation resources a community has and how accessible those facilities and programs may be to the general population, this study looked at typical service areas. Map 5.1 illustrates what portions of the community lie within or near the typical recreation service areas for identified town-owned recreation facilities. The outcome of this exercise reveals that most of the community lives within proximity to a town-owned facility that they can easily access it. Populations typically affected by inaccessibility include children and seniors that do not drive. Both user groups generally have greater leisure time and can directly benefit from access to parks and recreation facilities.

Solutions to improving recreation in The Town of Pilot Mountain include providing facilities and amenities that residents desire and need. It also considers where such facilities and amenities should be located. Existing recreation service areas illustrated indicate that the areas outside of the core of municipalities have the least access to parks. Planning for a future parks and recreation system expansion should consider developing new amenities at existing town-owned facilities. As future residential and/or large commercial developments are planned, the Town should take an active role in working with developers on what types of recreation amenities should be provided per the Town’s planning goals and requirements.

Assessing and evaluating the level of service standard is another metric used to determine deficits or surpluses of parkland and amenities in a park system based on the population of the jurisdiction. The analysis begins with an inventory of existing facilities, looking at national standards, and evaluating staff input. A tailored level of service standard is then created that will reflect the increase in parks and recreation needs through the ten-year planning scope. The final output of the analysis is a table representing the 2023 and 2033 levels of service, showing the surpluses and deficits in park types and amenities based on population projections for the next 10 years.



Map 5.1 Pilot Mountain existing service area (See Appendix A for 11"x17")

Only Town-owned and operated parks and facilities contribute toward the level of service calculation. It is important to note that recreational needs are also being provided by local municipalities, county facilities, state public lands, and other private or nonprofit recreational facilities, as well as through shared-use agreements with area schools. However, the level of service only considers Town-owned and operated parkland.

This parameter exists for three reasons. First, the level of service is the foundation for recommendations and improvements Pilot Mountain can implement. Any improvements considered must be under the jurisdiction of the Town. Second, other performance metrics, such as staffing, budgets, and maintenance, are related to the level of service acreage. For this reason, it is important only to include acreage for which the Town is responsible. Finally, when utilizing best practices or national standards as benchmarks, reported data is limited to what an agency owns and operates. Thus, the level of service figure maintains this same parameter so that a direct comparison may be made.



Standards based on level of service are guidelines, not requirements, for use by communities in benchmarking the demand for recreation in their given geographic areas. To assure that the Town of Pilot Mountain’s Comprehensive Recreation and Parks Master Plan contains distinctiveness yet versatility, input was sought from its integral components: Town staff, Town council, and citizen representatives.

LEVEL OF SERVICE FOR PARKLAND

The level of service guidelines for park land currently owned and operated by Pilot Mountain for the current and future population estimates and projections are provided in Tables 5.1 and 5.2. Population figures in this analysis are based on the demographics obtained from the United States Census Bureau data. The acreage standard is based on the population ratio method pre-established for each classification of park.

Based on park these acreage standards, the Town of Pilot Mountain’s recreational facilities appear to exceed typical standards. Pilot Mountain currently provides two community park facilities. It should be noted that regional and district park resources are provided by federal, state and county resources that are within close proximity, as noted in the inventory.

Linear parks, special-use facilities, and open space are not designated under the parkland level of service evaluation. Due to the variability and nature of each of these facilities, determining a pre-established population ratio is very difficult. Table 5.3 denotes the amenities levels of service for Pilot Mountain, which is the standard used in this analysis.

LEVEL OF SERVICE FOR AMENITIES

Amenities are the elements within a parks and recreation facility. They are the key features that attracts people to outdoor spaces. Amenities may include fields and courts specific to particular sports, places dedicated for play, locations for gathering, trail systems, and special use accommodations. Level of service standards were established based upon information gathered from NRPA and historical evidence from past projects. A level of service assessment of the existing amenities is shown in Table 5.3.

Based on the information contained in Table 5.3, the Town exceeds the recommended Pilot Mountain level of service standards for most of the typical Town-owned recreational facilities for their permanent population. This information does not consider are the non-Town-owned amenities provided by other entities, such as Surry County, area school facilities, neighborhood amenities, and nearby municipal offerings. As recreation trends and public needs vary over time, recommended amenities may not be necessary for immediate implementation. The recommendations are intended to meet the anticipated level of service needs over a ten-year period, but implementation of specific projects may depend on available funding, land acquisition, and periodic re-evaluation of recreation needs.



COMPARATIVE ANALYSIS

| PILOT MOUNTAIN EXISTING PARKS | |
|---|---------------------|
| Armfield Civic & Recreation Center (Community Park) | 37.6 acres |
| Nelsons Acres (Community Park) | 115.16 acres |
| PILOT MOUNTAIN PARK ACREAGE | 152.76 acres |

Table 5.1 Pilot Mountain existing park acreages

| TYPE OF PARK | Existing Town Acreage | Recommended for 2023 Population 1,439 | Recommended for 2033 Population 1,475 | Surplus / Deficit for 2023 Population |
|---|-----------------------------|---|---|---|
| DISTRICT PARK 200 acres or 5 acres / 1,500 persons | 0 acres | NA | NA | NA |
| COMMUNITY PARK 2.5 acres / 4,000 persons | 152.76 acres | 2.5 acres | 2.5 acres | 150.26 acres surplus |
| NEIGHBORHOOD PARK 2 acres / 4,000 persons | 0 acres | 0 acres | 0 acres | 2 acre deficit |
| MINI PARK 0.5 acres / 4,000 persons | 0 acres | 0 acres | 0 acres | 0.5 acre deficit |

Table 5.2 Pilot Mountain park acreage recommendations per existing and anticipated population

An important part of the planning process is performing a comparative analysis with municipalities that are similar to Pilot Mountain based primarily on population. Other established standards create a benchmark for recreational opportunities offered by the Town. Considerations when comparing Pilot Mountain to other communities include number of parks provided, amenities offered per capita, per capita spending, and staffing levels.

The latest reliable recreation expense data per population (2021) has been used for a comparative analysis of known recreation department expenditures. The population estimates used in this report were certified county and municipal estimates in 2021 by the North Carolina Office of State Budget and Management (NC OSBM).



| Amenity | Level of Service Standards | Existing Amenity | 2023 Suggested per Population | Needed for 2023 | 2023 Suggested per Population | Needed for 2023 |
|----------------------------------|----------------------------|------------------|-------------------------------|-----------------|-------------------------------|-----------------|
| Town of Pilot Mountain Amenities | | | Population: 1,439 | | Projected Population: 1,475 | |
| Trails | 0.25 mi./1,000 | 3.1 mi. | 0.36 mi. | 0 mi. | 0.37 mi. | 0 mi. |
| Playground | 1/2,500 | 1 | 1 | 0 | 1 | 0 |
| Tennis Court | 1/2,500 | 0 | 1 | 1 | 1 | 1 |
| Volleyball Court | 1/2,500 | 0 | 1 | 1 | 1 | 1 |
| Pickleball Court | 1/2,500 | 0 | 1 | 1 | 1 | 1 |
| Lawn Games | 1/2,500 | 0 | 1 | 1 | 1 | 1 |
| Picnic Shelter | 1/3,000 | 1 | 1 | 0 | 1 | 0 |
| Splash Pad | 1/3,500 | 0 | 1 | 1 | 1 | 1 |
| Basketball Court* | 1/5,000 | 3 | 1 | 0 | 1 | 0 |
| Multipurpose Field | 1/5,000 | 1 | 1 | 0 | 1 | 0 |
| Youth Baseball / Softball Field | 1/5,000 | 4 | 1 | 0 | 1 | 0 |
| Dog Park | 1/5,000 | 0 | 1 | 1 | 1 | 1 |
| Picnic Station | 1/7,500 | 4 | 1 | 0 | 1 | 0 |
| Public Fishing | 1/8,000 | 0 | 1 | 1 | 1 | 1 |
| Soccer / Football | 1/8,000 | 1 | 1 | 0 | 1 | 0 |
| Water Access | 1/10,000 | 0 | 1 | 1 | 1 | 1 |
| Community and / or Senior Center | 1/10,000 | 1 | 1 | 0 | 1 | 0 |
| Adult Baseball / Softball | 1/10,000 | 4 | 1 | 0 | 4 | 0 |
| Outdoor Stage | 1/10,000 | 1 | 1 | 0 | 1 | 0 |
| Skate Park | 1/10,000 | 0 | 1 | 1 | 1 | 1 |
| Disc Golf | 1/10,000 | 1 | 1 | 0 | 1 | 0 |

Table 5.3 Level of service assessment for Pilot Mountain offerings. * indicates the basketball courts are indoor only as part of the Community Center gymnasium.



The budget figures were provided by NC OSBM for recreation and cultural expenses. Unfortunately, expense data was not available for Pilot Mountain. However, other similar communities have been shown to help establish a range for consideration. last fiscal year.

This Master Plan also compares standards developed by the NRPA. In 2021, NRPA issued a performance review that provided insights and benchmarks from parks and recreation departments across the country. Information that was used for a comparative analysis for Pilot Mountain included residents per park, acres of parkland, outdoor park and recreation amenities providing the median number of residents per amenity, and recreation department operating expenditures per capita. This data is one more way to see how Pilot Mountain is meeting the needs of the community.

| Municipalities with Populations Similar to Pilot Mountain | Population Estimate 2021 | Number of Parks Provided | 2021 Recreation & Cultural Expenditures |
|---|--------------------------|--------------------------|---|
| Stedman | 1,856 | 1 | \$351,223 |
| Rose Hill | 1,811 | 1 | \$102,031 |
| Manteo | 1,769 | 6 | \$290,020 |
| Pilot Mountain | 1,747 | 2 | Not Reported |
| Navassa | 1,735 | 6 | \$25,513 |
| Bryson City | 1,716 | 3 | \$20,000 |
| Clyde | 1,702 | 3 | \$9,458 |

Table 5.4 Population data from US Census, Expenditure data from NC OSMB

Table 5.4 shows data collected for communities of similar full-time resident populations to Pilot Mountain and the reported recreation and cultural expenditures. It should be noted that while this information is a useful snapshot of how one community compares to others, the circumstances of each community may vary far more than the population number. The differences between tax bases, seasonal tourism, geographic and environmental resources, etc. are rarely similar enough to rely solely on this information as a fair comparison of communities of similar population size. However, it does show how recreation expenditures can vary among these communities despite population size.

It should also be noted that what makes up reported recreation expenditures varies between one community and another. Some communities account for facility maintenance costs in this data while others do not or may only do so partially. The comparative analysis intends to gain an understanding of the scope of recreation services typically provided by other municipal recreation providers. Knowing where Pilot Mountain falls within this may yield insight for staff and community leaders.



The information provided in the NRPA Population Per Facility table was compiled by the NRPA for use in their Agency Performance Review. This is one of the sources of data this study used to help develop levels of service standards (See table 5.3).





OUTDOOR PARK AND RECREATION FACILITIES — POPULATION PER FACILITY (BY PREVALENCE AND POPULATION PER FACILITY)

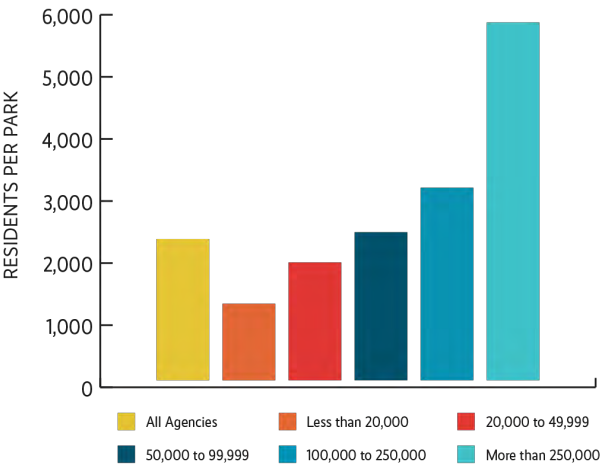
| Type of Facilities | | Median Number of Residents per Facility | | | | | |
|---|---------------------|---|------------------|------------------|------------------|--------------------|-------------------|
| | | Population of Jurisdiction | | | | | |
| | Percent of Agencies | All Agencies | Less than 20,000 | 20,000 to 49,999 | 50,000 to 99,999 | 100,000 to 250,000 | More than 250,000 |
| Playgrounds | 94.4% | 3,607 | 2,132 | 2,961 | 3,672 | 4,804 | 8,271 |
| Basketball courts | 87.4 | 7,187 | 4,051 | 7,000 | 8,790 | 8,477 | 11,632 |
| Tennis courts (outdoor only) | 81.4 | 5,089 | 2,748 | 4,819 | 5,726 | 5,818 | 9,997 |
| Diamond fields: baseball — youth | 78.0 | 6,763 | 3,000 | 5,099 | 7,560 | 12,914 | 23,619 |
| Rectangular fields: multipurpose | 66.4 | 8,750 | 3,895 | 7,400 | 11,212 | 10,792 | 22,538 |
| Diamond fields: softball — adult | 65.5 | 13,510 | 5,663 | 11,184 | 16,250 | 28,081 | 35,875 |
| Dog parks | 64.9 | 46,000 | 11,148 | 27,528 | 58,926 | 76,610 | 129,506 |
| Diamond fields: softball — youth | 59.3 | 11,287 | 5,447 | 9,891 | 11,884 | 26,073 | 43,670 |
| Swimming pools (outdoor only) | 51.5 | 37,569 | 8,591 | 25,402 | 43,100 | 67,004 | 93,534 |
| Diamond fields: baseball — adult | 51.3 | 20,159 | 7,989 | 20,522 | 22,366 | 38,899 | 48,657 |
| Rectangular fields: soccer — youth | 48.9 | 7,192 | 3,433 | 5,833 | 8,291 | 12,646 | 32,649 |
| Community gardens | 48.3 | 31,175 | 9,001 | 25,480 | 51,197 | 72,238 | 96,322 |
| Tot lots | 45.1 | 11,000 | 6,194 | 8,974 | 13,701 | 19,122 | 22,163 |
| Multiuse courts: basketball, volleyball | 44.6 | 20,000 | 6,200 | 18,850 | 24,644 | 36,979 | 70,287 |
| Rectangular fields: soccer — adult | 43.6 | 12,943 | 7,541 | 11,161 | 12,800 | 20,000 | 30,092 |
| Skate parks | 39.3 | 49,750 | 11,000 | 31,248 | 66,672 | 109,798 | 247,664 |
| Rectangular fields: football | 36.5 | 25,977 | 7,917 | 16,584 | 31,972 | 51,719 | 78,656 |
| Multipurpose synthetic fields | 21.0 | 38,328 | 13,200 | 22,041 | 40,305 | 53,550 | 112,707 |
| Ice rinks (outdoor only) | 17.9 | 16,664 | 10,000 | 13,049 | 29,386 | 112,000 | 472,688 |
| Rectangular fields: cricket | 12.1 | 128,393 | ISD* | 29,404 | 62,958 | 110,936 | 370,119 |
| Rectangular fields: lacrosse | 11.2 | 29,000 | 7,051 | 13,333 | 33,437 | 63,250 | 174,861 |
| Overlay fields | 8.7 | 15,385 | 4,385 | 8,935 | 10,724 | 42,139 | 87,438 |
| Rectangular fields: field hockey | 3.5 | 23,270 | ISD* | 15,007 | ISD* | 110,558 | ISD* |

*ISD = Insufficient Data

2021 NRPA Agency Performance Review: Median population per recreation amenity provided by parks and recreation agencies across the nation. Pilot Mountain residents predominantly use the Armfield Recreation Center facility, which include many of the typical amenities found in the NRPA table above.

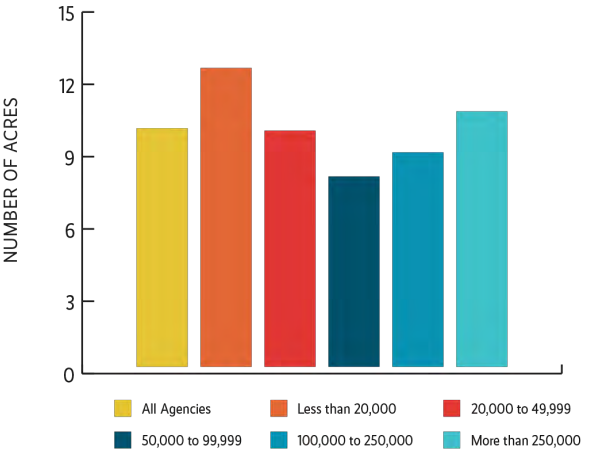


**RESIDENTS PER PARK
(BY JURISDICTION POPULATION)**



| | All Agencies | Less than 20,000 | 20,000 to 49,999 | 50,000 to 99,999 | 100,000 to 250,000 | More than 250,000 |
|----------------|--------------|------------------|------------------|------------------|--------------------|-------------------|
| Median | 2,277 | 1,235 | 1,900 | 2,387 | 3,104 | 5,765 |
| Lower Quartile | 1,302 | 776 | 1,207 | 1,483 | 2,042 | 2,760 |
| Upper Quartile | 4,359 | 1,948 | 3,083 | 4,367 | 5,869 | 13,146 |

**ACRES OF PARKLAND
PER 1,000 RESIDENTS
(BY JURISDICTION POPULATION)**



| | All Agencies | Less than 20,000 | 20,000 to 49,999 | 50,000 to 99,999 | 100,000 to 250,000 | More than 250,000 |
|----------------|--------------|------------------|------------------|------------------|--------------------|-------------------|
| Median | 9.9 | 12.4 | 9.8 | 7.9 | 8.9 | 10.6 |
| Lower Quartile | 5.2 | 5.2 | 5.6 | 4.4 | 4.6 | 5.6 |
| Upper Quartile | 17.6 | 21.8 | 15.7 | 15.9 | 15.9 | 17.5 |

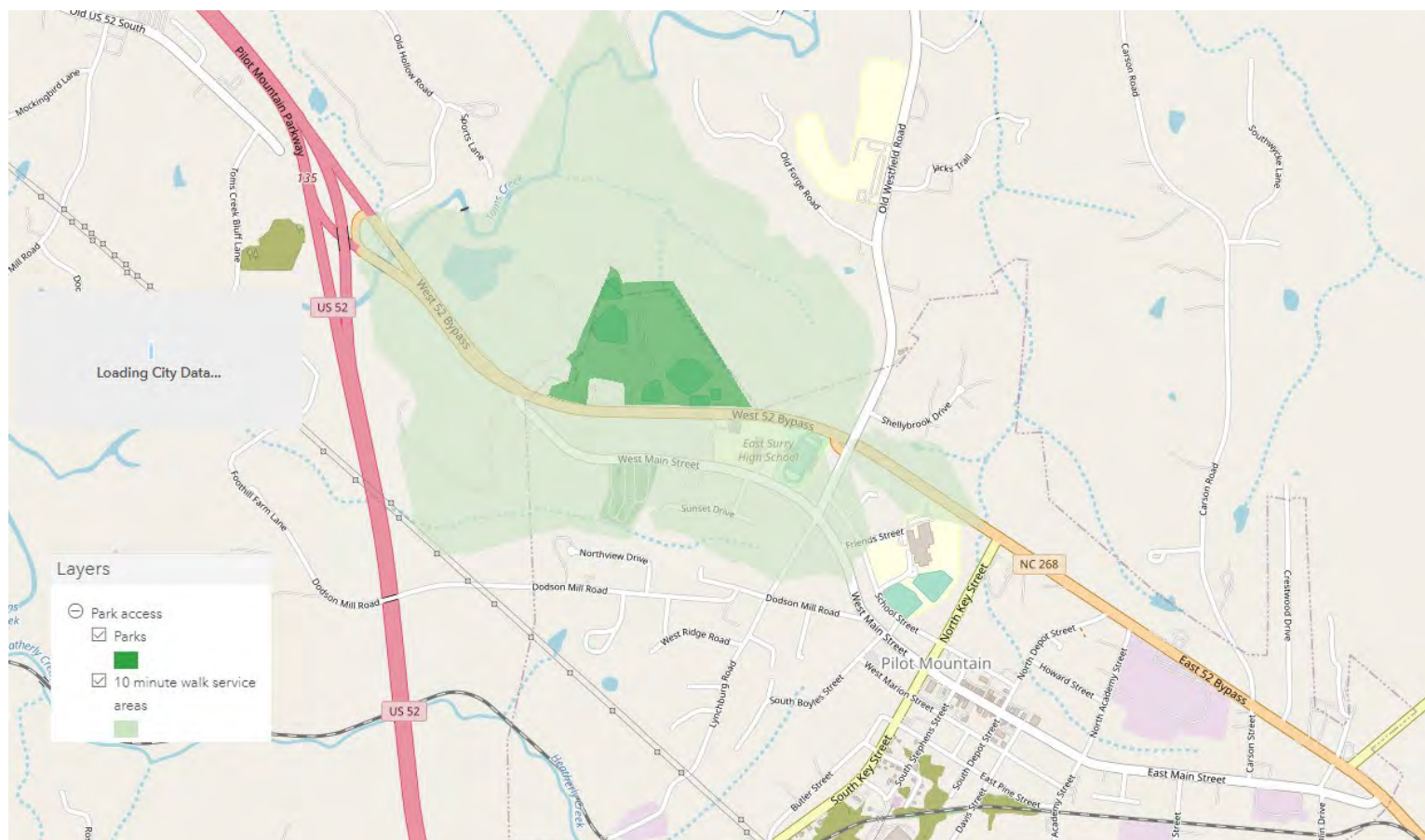
2021 NRPA Agency Performance Review data used as part of system-wide analysis.

10-MINUTE WALK INITIATIVE

The 10-Minute Walk initiative is another benchmark to assess the needs of the community and walkable access to parks and green space. The NRPA, the Trust for Public Land, and the Urban Land Institute have joined together for a nationwide movement to help people have greater access to parks and green spaces while transforming communities. They have set a goal to provide safe, equitable access to 100% of people in United States cities by 2050.

The Trust for Public Land has created an online tool called ParkServe®. ParkServe® uses GIS databases and demographics to analyze the percentage of residents within a community who have access to parks and green space. Reports are generated for local communities to gain insight into how they are doing. The report provides information for local municipalities and can give insight into how a town is servicing the residents and is another tool to show where gaps within a recreation system are. The following information was generated using the ParkServe® tool for the Town of Pilot Mountain.

ParkServe® report did not have a report for Pilot Mountain park data. However, while a full analysis and report were not available, ParkServe® did have some relevant data indicating areas within a 10-walk from each major town-owned park. This information provides some guidance as to what areas were lacking this standard of service and where future parks may be needed to meet growing demand.



Example of data from ParkServe® 10-minute walk study by Trust for Public Land.

While residents of Pilot Mountain are fortunate to have recreation resources within walking distance of many residential areas. However, those areas in the southeast quadrant of town and those near downtown must rely solely on driving to reach town-owned parks. The major barrier for most residents in the southeast remains the lack of sidewalks and trails to existing recreation facilities. Generally, the addition of an expanded sidewalk/trail system linking all town-owned facilities with downtown and major residential communities would help to support greater walkability for residents.

EVALUATION OF STAFFING NEEDS

The people that make up a parks and recreation department are what make up a successful agency. Everyone, from the parks and recreation director to athletic specialists to maintenance staff, works together to provide quality offerings to the community and visitors to the area. The key maintenance responsibilities of a parks and recreation department include, but are not limited to, operating and maintaining parks and recreation facilities; providing recreational programs and services; maintaining budgetary responsibilities that match the needs of the Town; and planning, managing, and hosting special events.

Parks and recreation departments continue to face a multitude of growing market demands, ranging from



providing a superior participant experience, addressing the needs of residents, capital development project management, keeping up with changing industry regulatory requirements and attracting and retaining the best possible employees. Challenges, such as cost recovery, participant retention, expenditure reduction, brand awareness, consistency, and technology applications, can present an opportunity to improve efficiency and effectiveness in service delivery. As the only municipal department where patrons served may choose to spend their disposable income, parks and recreation departments must develop a service industry business approach to delivering services for maximum efficiency.

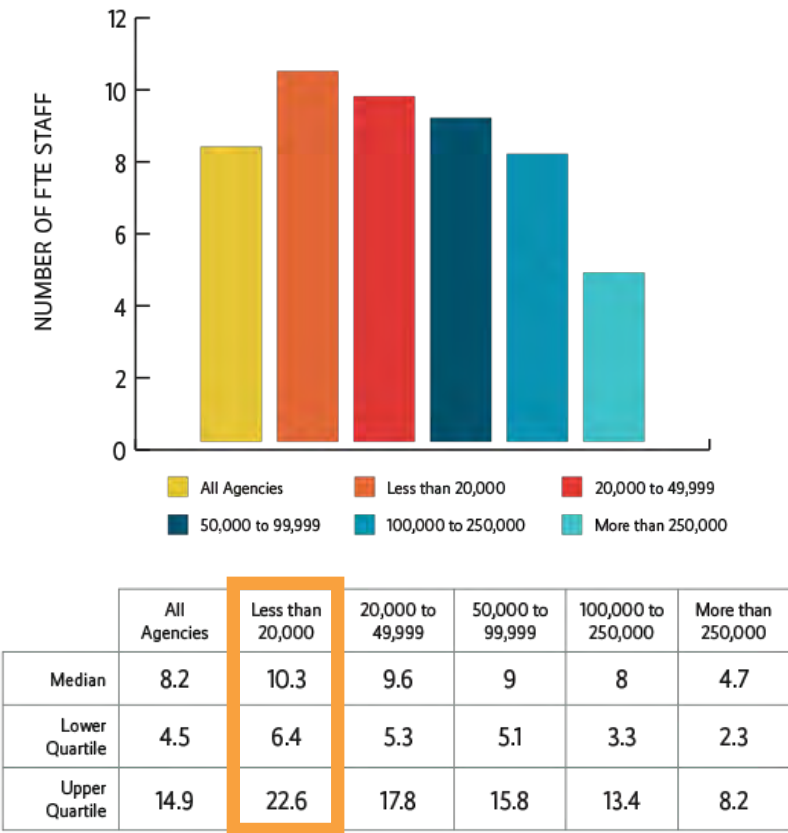
Currently, the Recreation and Parks department is led by the interim director, with support from the Town manager. The Civic & Recreation Center, formerly operated by a non-profit organization is now under the new parks and recreation department. Most of the existing Civic & Recreation Center staff are now under the Town payroll. Staff continues to operate the facility on behalf of the Town, and their institutional knowledge has been critical in day-to-day operations. However, additional staff may be required to offer residents desired programming and maintenance of the facility. Staff deficits may be served by contractual or part-time positions until demands require a full-time staff to be added.

Pilot Mountain's estimated population is 1,489 and the current staffing levels are sufficient for existing levels of service but are lower than typical agencies serving similar population sizes. Based on the 2021 NRPA Agency Performance Review, the median full-time staff equivalent (FTE) for parks and recreation departments across the country is 10.3 per 10,000 residents. This Master Plan covers a planning period of ten years. The facilities to be constructed during that time as part of the recommendations may require some additional staffing for facility operations and will require additional funding for maintenance. Should the Town consider meeting the NRPA minimum FTE recommendations for the community, a minimum of 5.4 FTE would be necessary to match the lower quartile of agencies serving populations less than 20,000 (according to NRPA benchmarking data). That being said, the development of a new parks and recreation department is not required at this time, but the need for dedicated recreation staff should be reevaluated as the population grows over time.

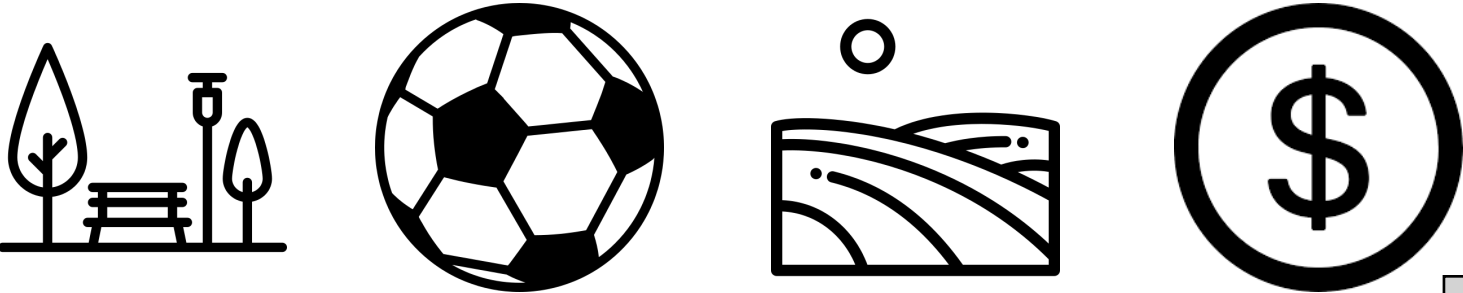
Multiple factors will influence the future staffing needs of the Town of Pilot Mountain. Such factors are population growth, demographics, available tax monies, and tourism growth. Staff compensation should be based on market precedents. The largest factor will be the maintenance of existing town-owned facilities. The current level of maintenance should be increased. Maintaining existing facilities at a typical standard will require the dedication of trained maintenance staff. Consideration of the budgetary impacts of recreation facility/staff expansion should be made before the commitment of any new park construction.



**PARK AND RECREATION FTEs
PER 10,000 RESIDENTS
(BY JURISDICTION POPULATION)**



The 2021 NRPA Agency Performance Review: FTEs for parks and recreation departments across the country





NRPA Staffing guidelines analysis

Existing Staff

- Interim Parks & Recreation Director (FT)**
 - (1) Assistant Center Director (PT)**
- (1)Membership/Reservations/Front Desk (PT)**
 - (1) Youth Programs Coordinator (PT)**
- (2) Before/After School/Summer Camp (PT)**
 - (3) PAC Head Swim Coach (PT)**
 - (3) Swim Coaches (PT)**
 - (1) Head Fitness Instructor (PT)**
 - (9) Fitness Instructors (PT)**
 - (4)Front Desk (PT)**
 - (1) Nursery (PT)**
 - (3) Housekeepers (PT)**
- (As Needed) Referees and Gate Workers for Athletic Events—(PT)**

6 FTE

The current number of FTE recommended for Pilot Mountain to support the recreational needs for the present population of 8,452

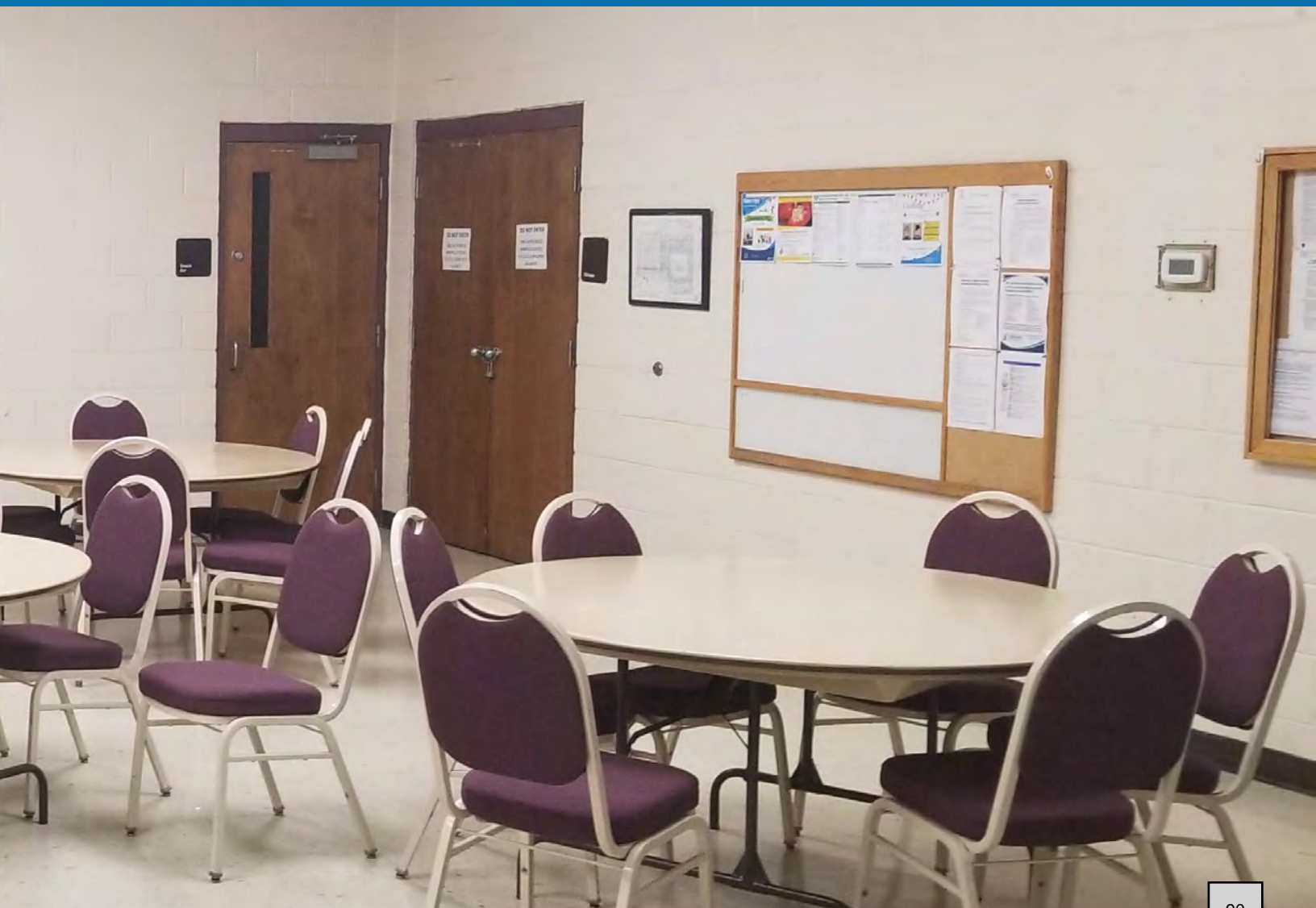
5.4 FTE

Based on the minimum number of FTE of 6.4 per 10,000 residents. 5.4 FTE based on the 2021 NRPA staffing guidelines for Pilot Mountain current population of 8,452 would be a minimal recommendation.



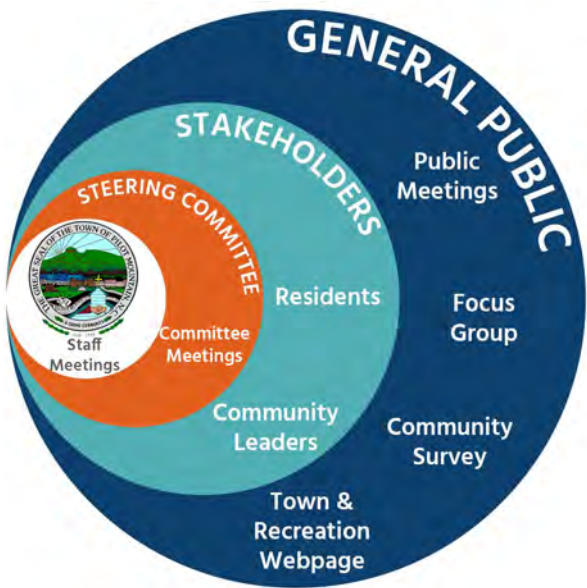
COMMUNITY ENGAGEMENT







Community input is one of the most important aspects of the planning process. Planning that doesn't seek the help of the community struggles to gain any support and often fails. When community members can voice their opinions, ask questions, and share their wishes for the park, they feel a sense of ownership. They see that local government and planners seek to know their needs and desires. As the planning process moves forward and community members see elements that they requested come to fruition, they are more apt to support the expansion through participation, funding, and care for the facilities.



The process was intended to be equitable and inclusive, presenting a variety of input opportunities and methods for all community members and visitors to have a comfortable space for expressing their needs and desires. Insight from local leaders and Town staff, public meetings, a community survey, and focus group interviews were used to gather ideas, share thoughts, stimulate conversations, and answer questions. Public meetings, along with a community survey, were advertised on the Pilot Mountain website, social media pages, and via flyers at park locations and other popular destinations. The contributions and materials received from community participants were essential for producing a plan that will benefit the community for generations to come.

LOCAL LEADERS AND STAFF

Communication between McGill team members and Pilot Mountain staff was an ongoing occurrence. Overall, staff desires to continue to be able to provide safe, affordable, and appropriate recreation opportunities to residents and visitors alike. Town staff wanted to be prepared to manage the anticipated recreation demand over the next ten years by initiating facility upgrades, initiating new recreation opportunities for residents, and developing relevant recreation programs. A strong desire to provide improved opportunities for pedestrians to walk and ride their bicycles as well as a desire to provide more space for seasonal events were tempered with concerns over how to deal with the realities of sourcing funding.

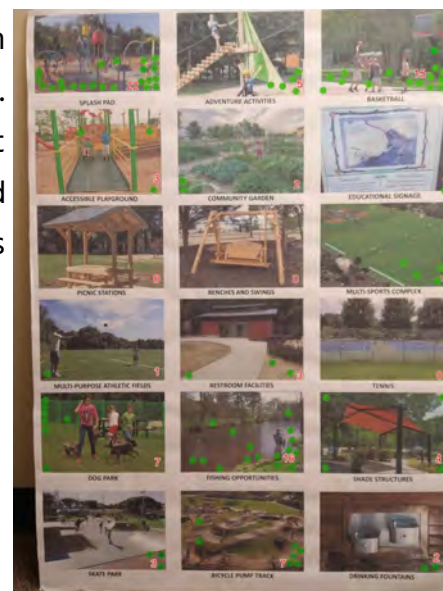
PUBLIC MEETINGS

Four public meetings were conducted during the planning process. Public meetings were drop-in events held on December 13th at the Armfield Civic & Recreation Center (8-11 a.m., and at 12-4 pm) and two more on December 16th with the first being held at the Armfield Civic & Recreation Center from 1:30 p.m. to 4:30 p.m. and the other at a series of basketball games being at East Surry High School from 5-7 p.m.) These public outreach



efforts provided the opportunity for a variety of information from approximately 49 participants of various ages and with a variety of interests. Garnering information from multiple generations provided invaluable insight into the needs of the users in different stages of life. The top ten desired facilities/amenities based on community meeting discussions and exercises were:

- Splash Pad
- Fishing Opportunities
- Basketball
- Indoor Fitness
- Natural Surface Trails
- Amphitheater (tie)
- Gymnasium (tie)
- Pickleball (tie)
- Dog Park (tie)
- Bicycle Pump Track (tie)



One of two Visual Preference Boards presented to participants of drop-in community meetings.

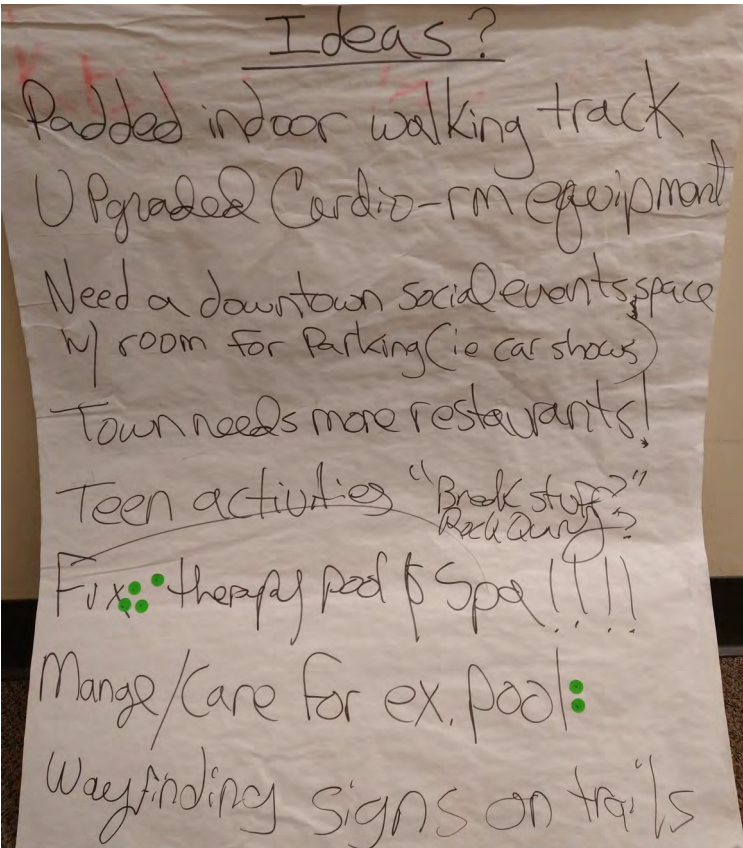
The community meetings included a visual preference exercise, open dialogue, and question/answer opportunities. The meetings encouraged attendees to discuss their experiences with the Pilot Mountain recreation system in an open setting that promoted opportunities to share comments, see amenity examples, ask questions, and identify where recreation facilities are needed in town by examining a town map. These meetings are a crucial step to ensure that all who want to can be heard, voice their concerns, and receive clarification.

The visual preference survey of various park amenities allowed participants to identify amenities they felt would be good additions to the town park system. Participants were also encouraged to write any of their ideas down on a large notepad for all participants to see and discuss. The visual preference exercise provided participants with three stickers to place on their top three preferred images out of thirty-six typical amenity-type images provided. (See Appendix B for 11"x17"). The top 5 most desired facilities/amenities were (with 1 being the most desirable):

- 1) Splash Pad, 2) Fishing Opportunities, 3) Basketball Courts,
- 4) Indoor Fitness, 5) Therapy Pool



Meeting activities promoted group discussion on items of importance to participants.



Public meeting participant comments were collected via large pads of paper.

COMMUNITY SURVEY

The active participation of residents in Pilot Mountain was crucial in developing a Master Plan that reflects the true needs of the Town. With this in mind, community input was solicited throughout the entire planning process. A survey was created as a tool to gather information from the general public concerning the existing and future needs of the Town’s park system. A project marketing card was developed to encourage awareness of the project and provide both a web address to the community survey as well as a QR code that interested individuals could use with mobile devices to reach the online survey and provide their input. To gather further public input and reach the broadest cross-section of residents a printed version of the survey was also made available at Town offices and at all community outreach events. **A full report of the survey results can be found in Appendix C.**

The Town had 426 household surveys accessed and received a total of 426 completed household surveys representing about 851 individuals for the recreation master planning data collection effort. These results included both the paper survey handouts and the online survey results. The survey data collected represented approximately 59% of Pilot Mountain’s approximate 2022 population of 1,492 and was an approximate cross-section of Pilot Mountain in terms of age, and household size and closely resembled the town’s racial profile.



Master plan survey marketing card

This exercise gave everyone an opportunity to share their opinions and thoughts to create a list of desired changes to the existing recreation system.



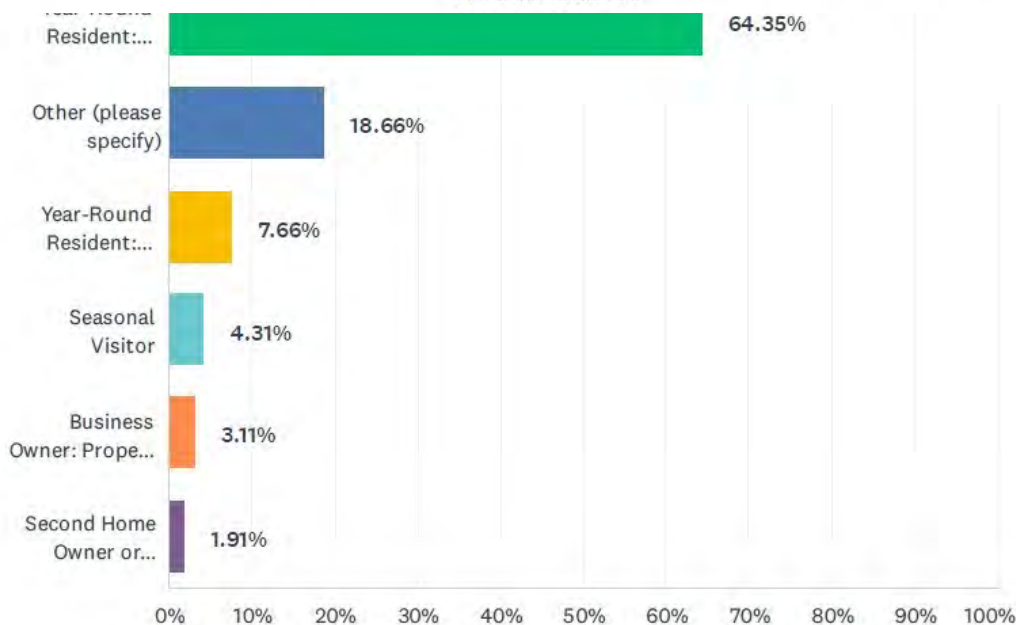
The surveys were designed to elicit answers on residents’ needs and desires for recreation opportunities. It included a section where respondents rated their use of existing facilities both within the Town limits and outside the Town limits. The survey instructed respondents to rank the programs and facilities in order of importance to their household and to list the facilities they would like to see added to the park and recreation system.

SUMMARY OF SURVEY FINDINGS

The complete summary report of survey responses can be found in the appendix. Public surveys regarding recreation provide participants the opportunity to express their demographic profile and their desires and concerns related to recreation. As important as knowing what participants would like to see as part of their community’s recreation system, understanding the barriers to access of those recreation resources is important to plan for how to mitigate barriers to those services. Survey participants felt that the barriers to their household’s regular use of public parks or recreational facilities were mainly not having time to use existing facilities, which was followed closely by a perception that existing facilities were in poor condition.

A complete summary report of the survey questions and responses can be found in the Appendix. However, below are some of the responses provided:

Q1 Which statement describes your relationship with the Town of Pilot Mountain?

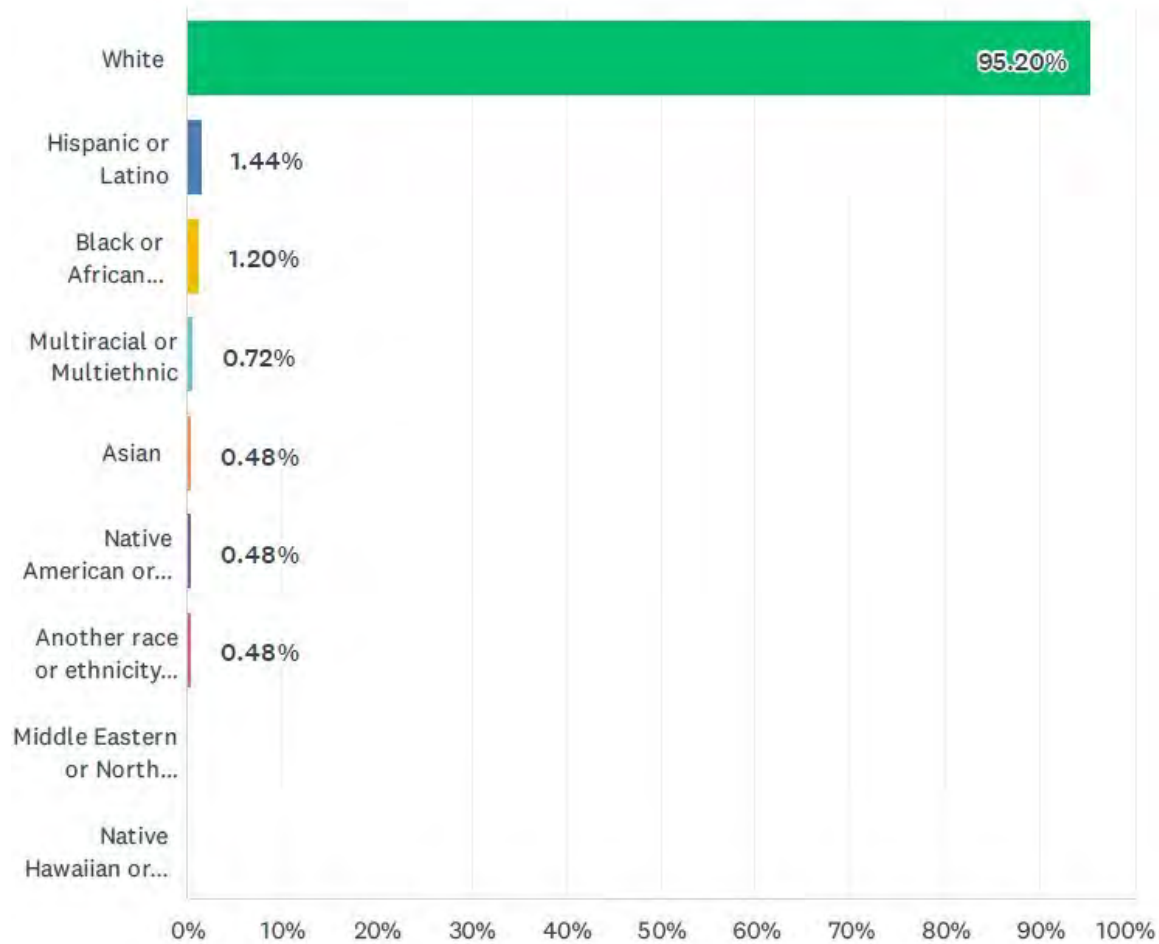


The majority of survey respondents represented year-round residents that either own or rent property within the Town’s limits, or reported as working in town, or live in Surry County, but in close proximity to Town.



Q3 What is your race or ethnicity?

Answered: 417 Skipped: 8

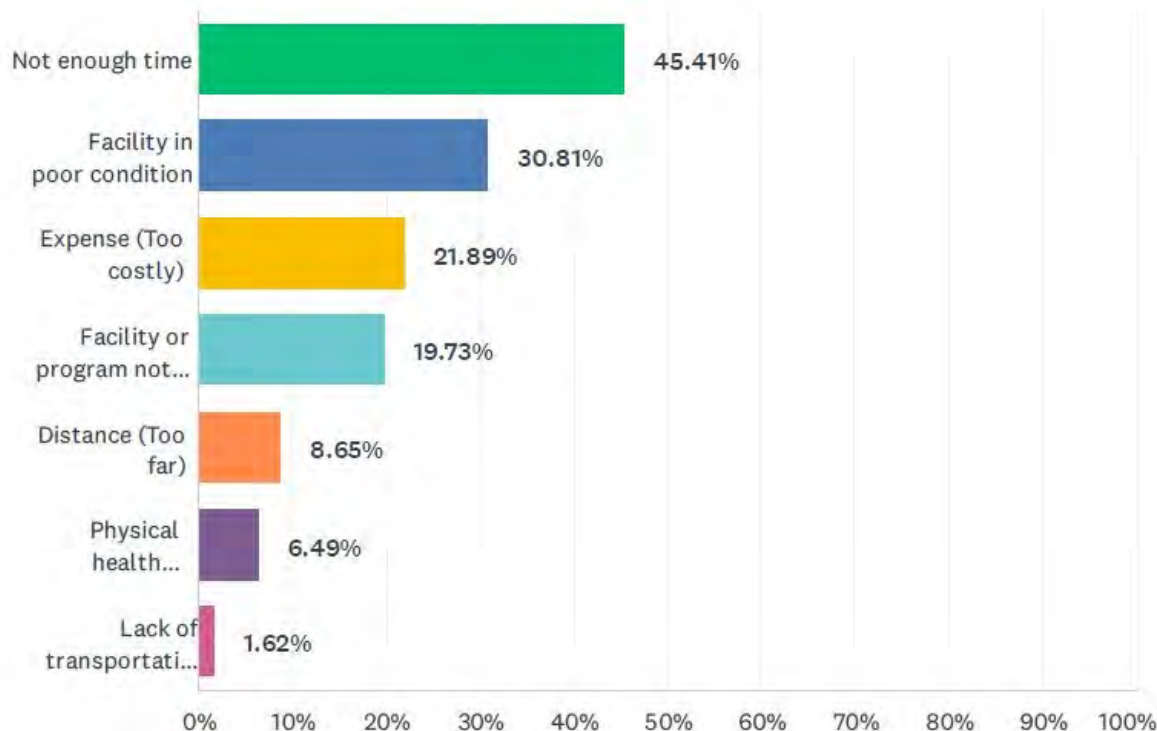


While some minority groups under reported, the racial profile of survey participants ranged broadly and closely reflected that of Town.



Q6 What is the greatest barrier to your household's regular use of public parks or recreational facilities?

Answered: 370 Skipped: 55



As expected, most survey participants reported a lack of time as the main barrier to their household's regular use of public parks. However, coming in as the next reported reason was that facilities were in poor condition. This highlights other input collected in the public outreach that indicated a desire for better maintenance and repair of existing recreation facilities and amenities.



Q8 Check below how frequently you or others in your household have visited the following facilities in the past year.

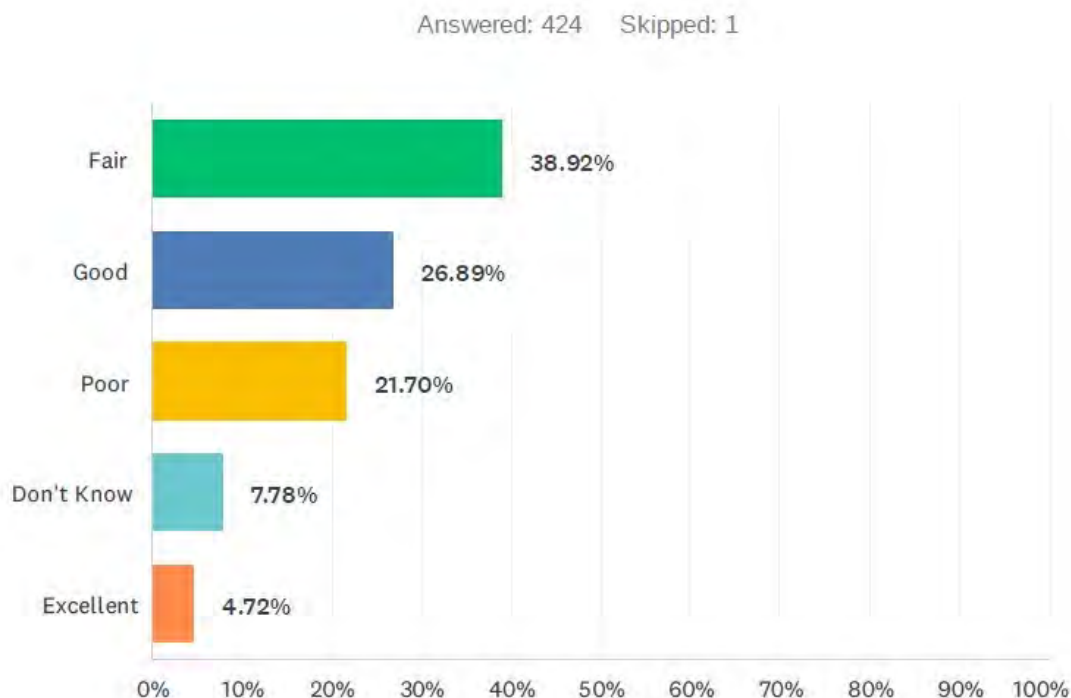
Answered: 425 Skipped: 0

| | REGULARLY | OCCASIONALLY | RARELY | NEVER | TOTAL | WEIGHTED AVERAGE |
|---|---------------|---------------|---------------|---------------|-------|------------------|
| Armfield Civic & Recreation Center | 42.08% 178 | 28.37% 120 | 17.97% 76 | 11.58% 49 | 423 | 1.99 |
| North Carolina State Parks (Pilot Mountain State Park, etc.) | 20.91% 87 | 52.64% 219 | 20.67% 86 | 5.77% 24 | 416 | 2.11 |
| Mount Airy Parks (Reeves Center, Veteran's Memorial Park, Lovill's Creek Pocket Park, Rotary Pup Dog Park, Confluence Pocket Park, Tharrington Park, HB Environmental Park, Riverside Park) | 15.82% 65 | 29.44% 121 | 28.71% 118 | 26.03% 107 | 411 | 2.65 |
| Nelsons Acres | 9.23% 37 | 25.44% 102 | 20.45% 82 | 44.89% 180 | 401 | 3.01 |
| Surry County Parks - (Fisher River Park) | 8.21% 33 | 22.14% 89 | 34.58% 139 | 35.07% 141 | 402 | 2.97 |
| YMCA (King) | 4.00% 16 | 10.00% 40 | 11.50% 46 | 74.50% 298 | 400 | 3.56 |
| Cody Park (Dobson) | 1.74% 7 | 6.45% 26 | 14.39% 58 | 77.42% 312 | 403 | 3.67 |
| Elkin City Park | 0.75% 3 | 3.98% 16 | 14.43% 58 | 80.85% 325 | 402 | 3.75 |
| Crestwood Memorial Park (Pleasant Hill) | 0.25% 1 | 0.25% 1 | 2.51% 10 | 96.99% 387 | 399 | 3.96 |

Armfield Civic & Recreation Center was reported to be the most visited facility for survey respondents. This information shows how significant this recreation facility is to the lives of it's patrons and the fabric of Pilot Mountain.



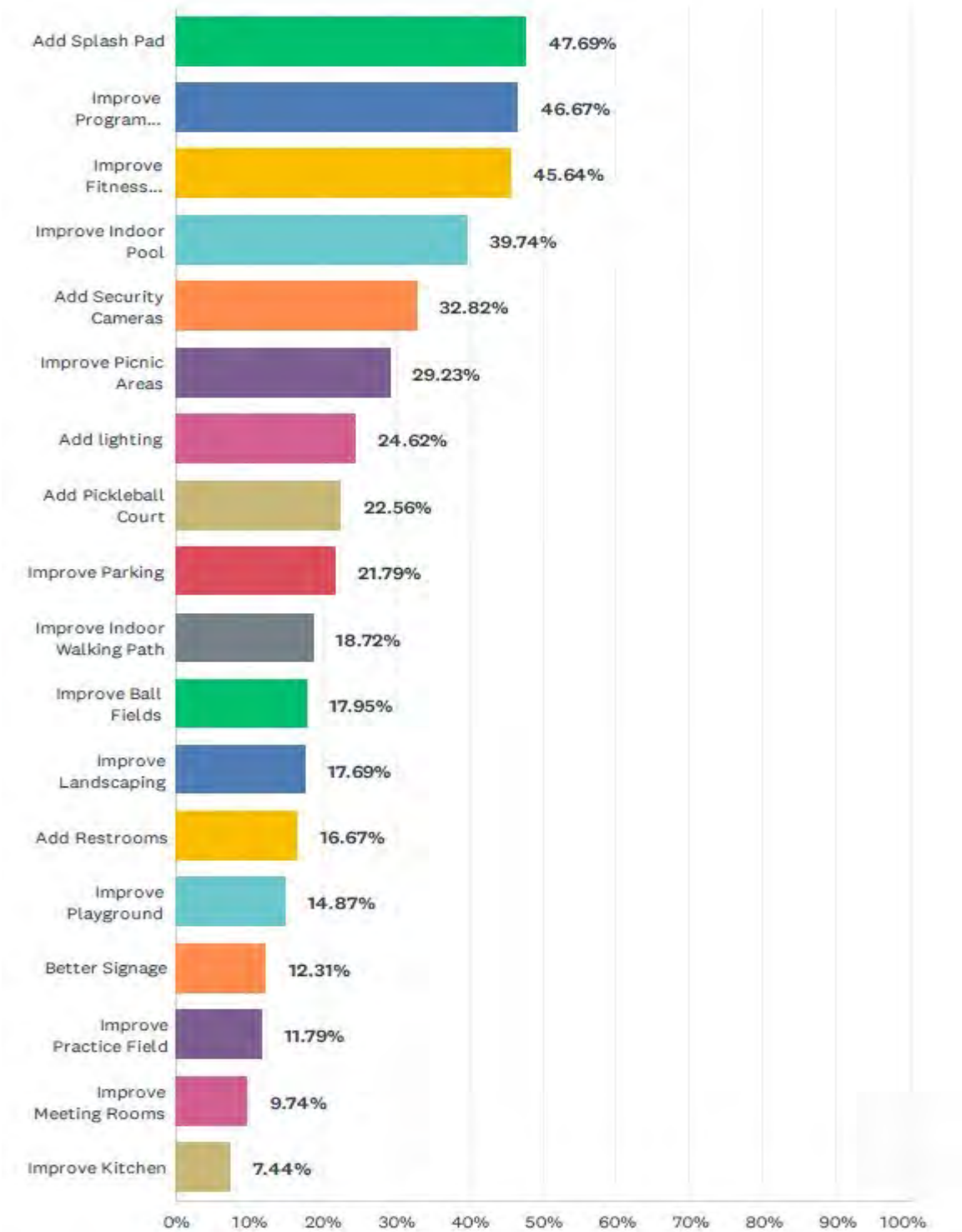
Q9 Overall, how would you rate the existing Armfield Civic & Recreation Center?



Survey participants ranked the Armfield Civic & Recreation Center as being in “fair” condition to “good” condition. This is a favorable ranking considering comments made at public meetings revealed a general belief that the facility was in need of repair and refurbishment.



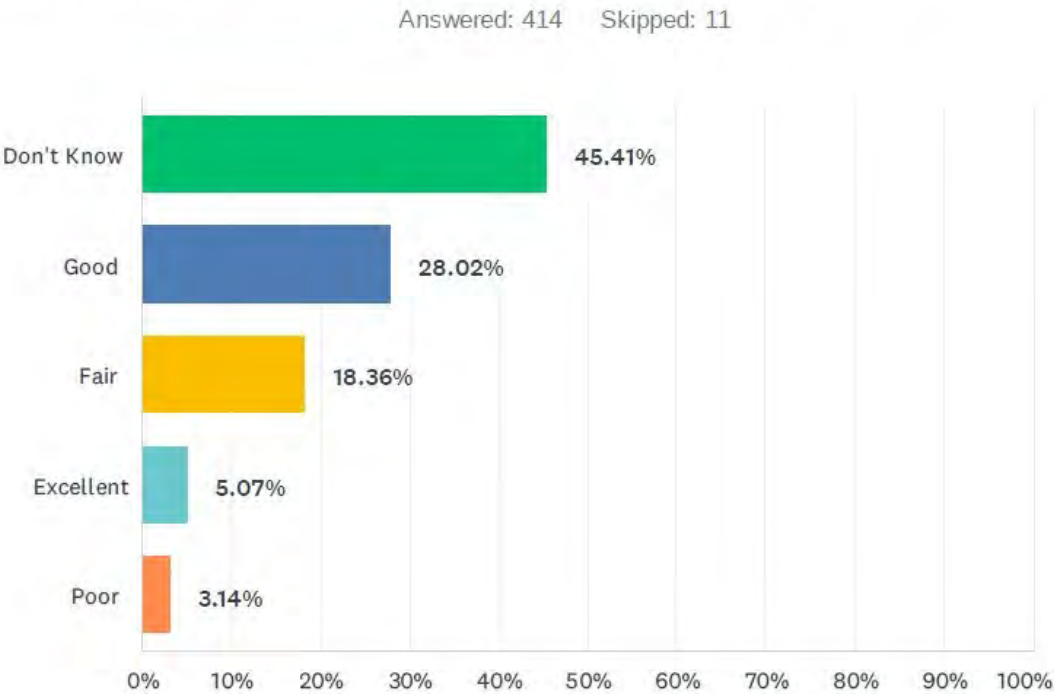
Q10 Check below for improvements that could be made to the existing Armfield Civic & Recreation Center?



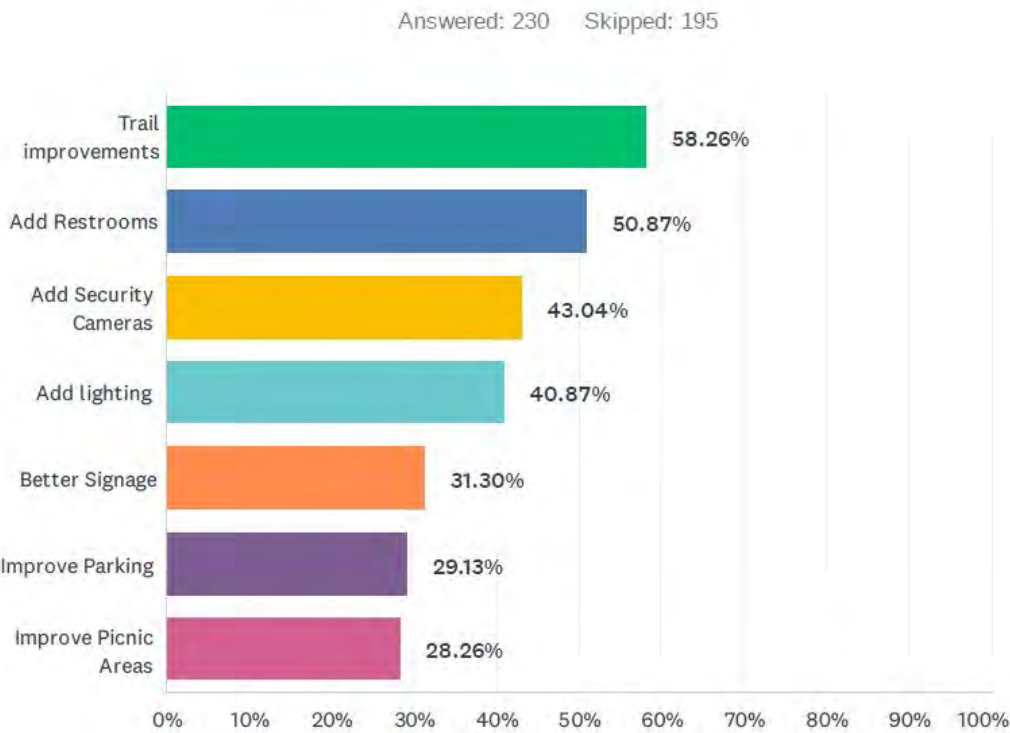
The top five improvements survey respondents desired, in order of most desired to least was: 1. Splash Pad, 2. Improved program offerings., 3. Improved fitness equipment, 3. Pool improvements, 4. Addition of security cameras, and 5. Improved picnic areas.



Q11 Overall, how would you rate the existing Nelson's Acres?



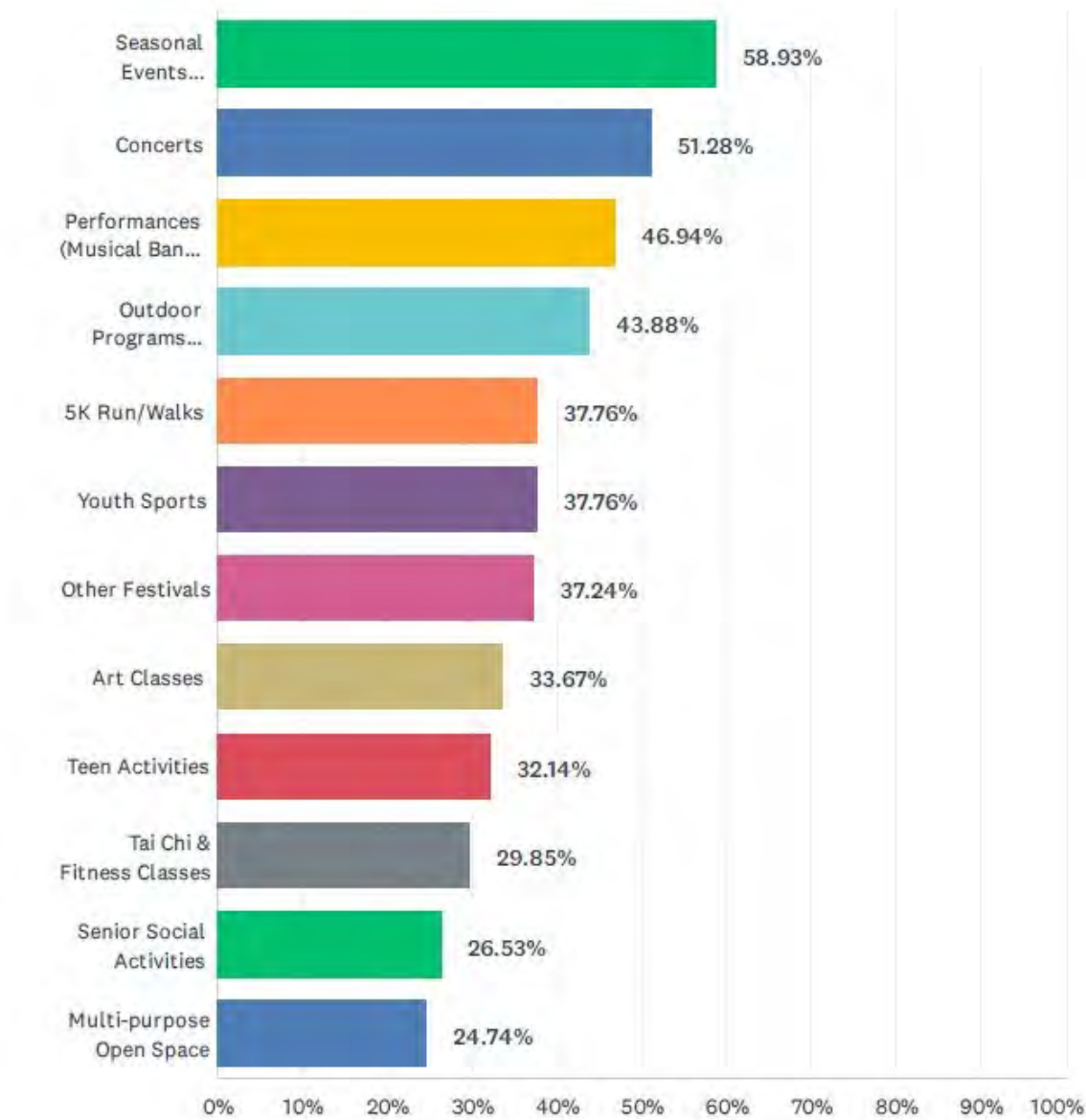
Q12 Check below for improvements that could be made to the existing Nelson's Acres?





Q13 In which of the following recreation programs and special events would you or others in your household like to see offered or continued in Pilot Mountain?

Answered: 392 Skipped: 33



When asked about what programs and special events participants wanted to see offered or continued, the top three included: 1. Season events, 2. Concerts, 3. and musical band/theatric, dance performances.



Q14 The following is a list of recreation activities/facilities that could be offered at a public park or recreation facility. Rate the importance of each activity from most to least desired. Please consider other members of your household.

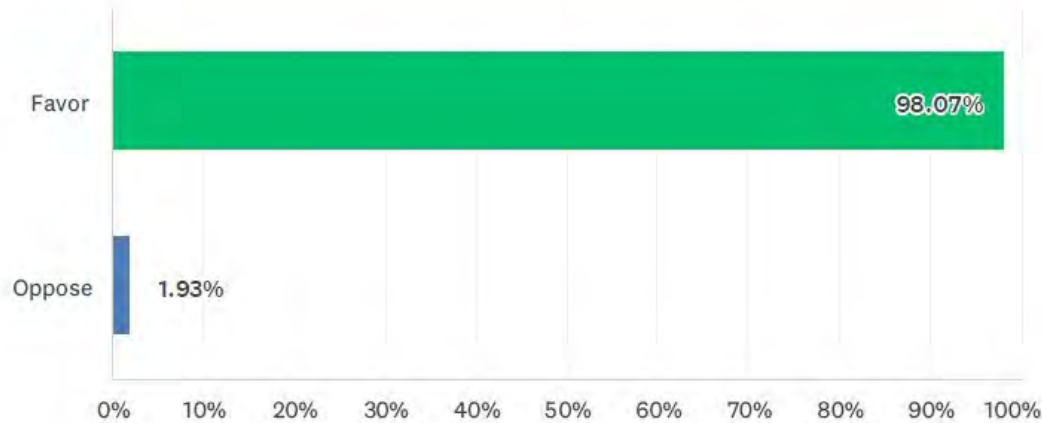
| | MOST DESIRED | Answered: 416 | Skipped: | | |
|--|-----------------|---------------|----------|-----------------------|-------------|
| Outdoor Playground | 41.45% 160 | | | Sand Volleyball Court | 8.31% 32 |
| Fitness Facility | 40.61% 160 | | | Environmental Center | 8.31% 32 |
| Splash Pad | 35.93% 143 | | | Tennis Court | 8.14% 31 |
| Jogging/Walking Trails | 33.58% 136 | | | Bike Pump Course | 6.07% 23 |
| Indoor Swimming Pool | 32.91% 129 | | | Primitive Camping | 6.10% 23 |
| Nature Trails | 30.81% 122 | | | Birding Blind | 5.61% 21 |
| Indoor Gymnasium | 28.53% 109 | | | Skateboard Park | 3.59% 14 |
| Outdoor Swimming Pool | 25.95% 102 | | | Bocce Courts | 2.06% 8 |
| Community Center | 25.90% 101 | | | Shuffleboard Courts | 2.07% 8 |
| Picnic Areas | 23.02% 90 | | | | |
| Open Space/Natural Areas | 19.54% 77 | | | | |
| Fishing | 18.86% 73 | | | | |
| Bicycle Trails | 18.18% 72 | | | | |
| Outdoor Performance Area | 18.30% 71 | | | | |
| Canoe/Kayak Launch | 17.90% 70 | | | | |
| Baseball/Softball Field | 17.53% 68 | | | | |
| Outdoor Basketball Court | 16.03% 63 | | | | |
| Dog Park | 15.86% 62 | | | | |
| Teen Center | 14.77% 57 | | | | |
| Court Games (Horseshoe Pits, Cornhole, etc.) | 11.05% 43 | | | | |
| Pickleball Court | 10.74% 42 | | | | |
| Disc Golf | 10.26% 40 | | | | |
| Multi-purpose Field | 10.10% 39 | | | | |

When asked what activities/facilities were desired, the top five elements respondents preferred (in order of most desired to least) included: 1. Outdoor playground, 2. Fitness facility, 3. a Splash pad, 4. Jogging/Walking trails, and 5. indoor swimming pool.



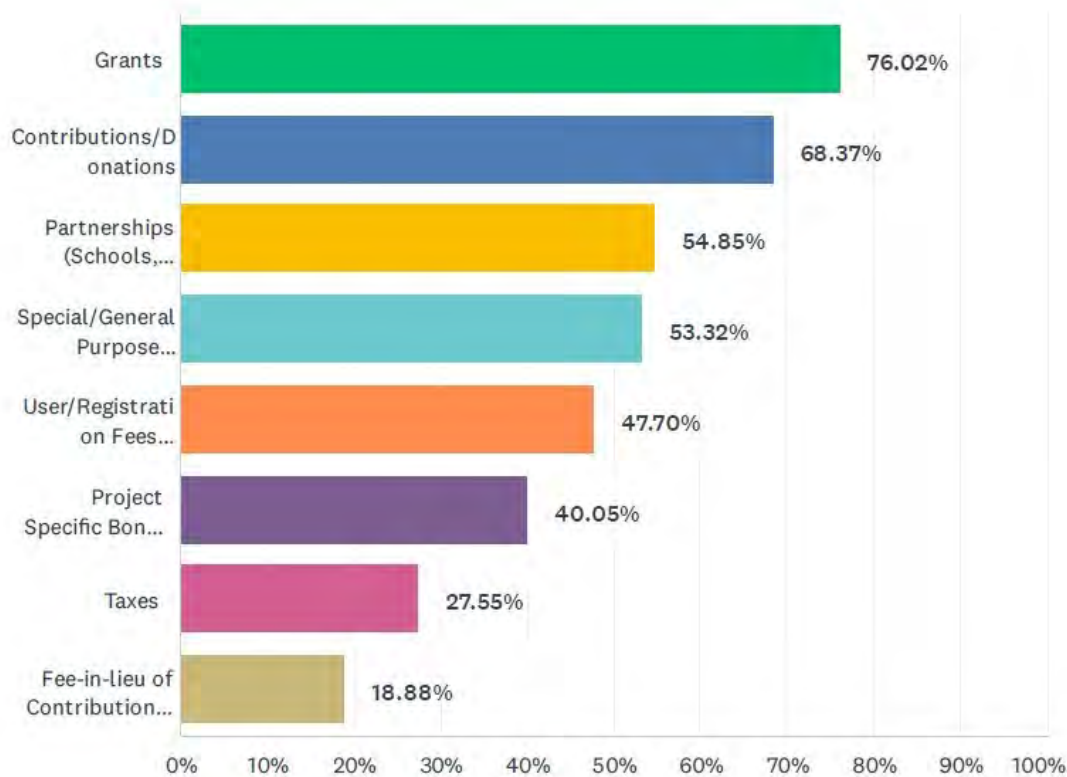
Q16 Would you favor or oppose expanding recreational opportunities in Pilot Mountain?

Answered: 414 Skipped: 11



Q17 What, if any, sources of funding are you willing to support in order to make improvements, build new facilities, and create programs? Check all that apply.

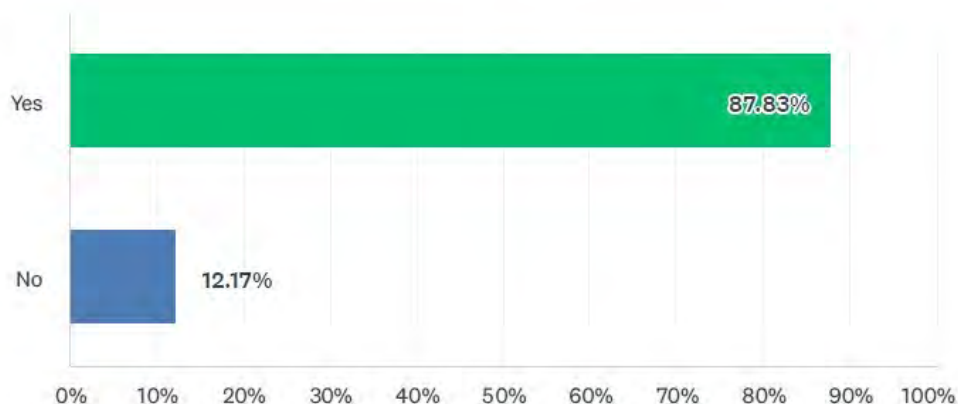
Answered: 392 Skipped: 33





Q18 Would you be willing to pay a nominal fee to attend an event or use a special facility?

Answered: 411 Skipped: 14



Survey participants favored expanding recreational opportunities in Pilot Mountain, prefer the acquisition of grant funding, and reported being willing to pay a nominal fee to attend events or use special-use facilities. This information supports efforts made by the Town to bolster recreation services via the acquisition of the Armfield Civic & Recreation Center as well as the pursuit of funding opportunities to help support recreation expansion and improvements.

A review and analysis of the survey data indicate that most respondents appreciate and desire the amenities and programs currently or recently provided by existing town-owned facilities. The existing facilities, programs, and amenities are desirable by survey participants but perceptions were also that amenities and facilities needed maintenance and improvement. New outdoor elements desired such as a splash pad, and trails along with supporting features such as parking, lighting, and signage are also important to survey participants.



Staff interview discussion consistently addressed the need to upgrade and maintain existing amenities and facilities including fitness rooms and the indoor pool.

STAFF/STAKEHOLDER INTERVIEW SUMMARIES

Four staff/stakeholder group interviews were held with approximately four participants. The initial interview with recreation department staff was held during initial November public meetings. These separate interviews lasted approximately 1 hour each and consisted of open conversations with the interim director, front desk



staff, and the Town Manager. At all meetings, an open-ended discussion was facilitated by McGill team members with topics of discussion that included desires and concerns regarding recreation in the Town, trending activities, potential land for system expansion, dealing with population increases, etc. The focus groups were strategically developed to increase the diversity of input and to expand the planning process to include individuals that may not have been adequately represented through other data collection methods. Each group discussed current and future parks and recreation shortcomings and needs. Interview notes can be found in the appendix.

Staff Interview: Wednesday, October 12th, 10:00 AM–12:00 AM

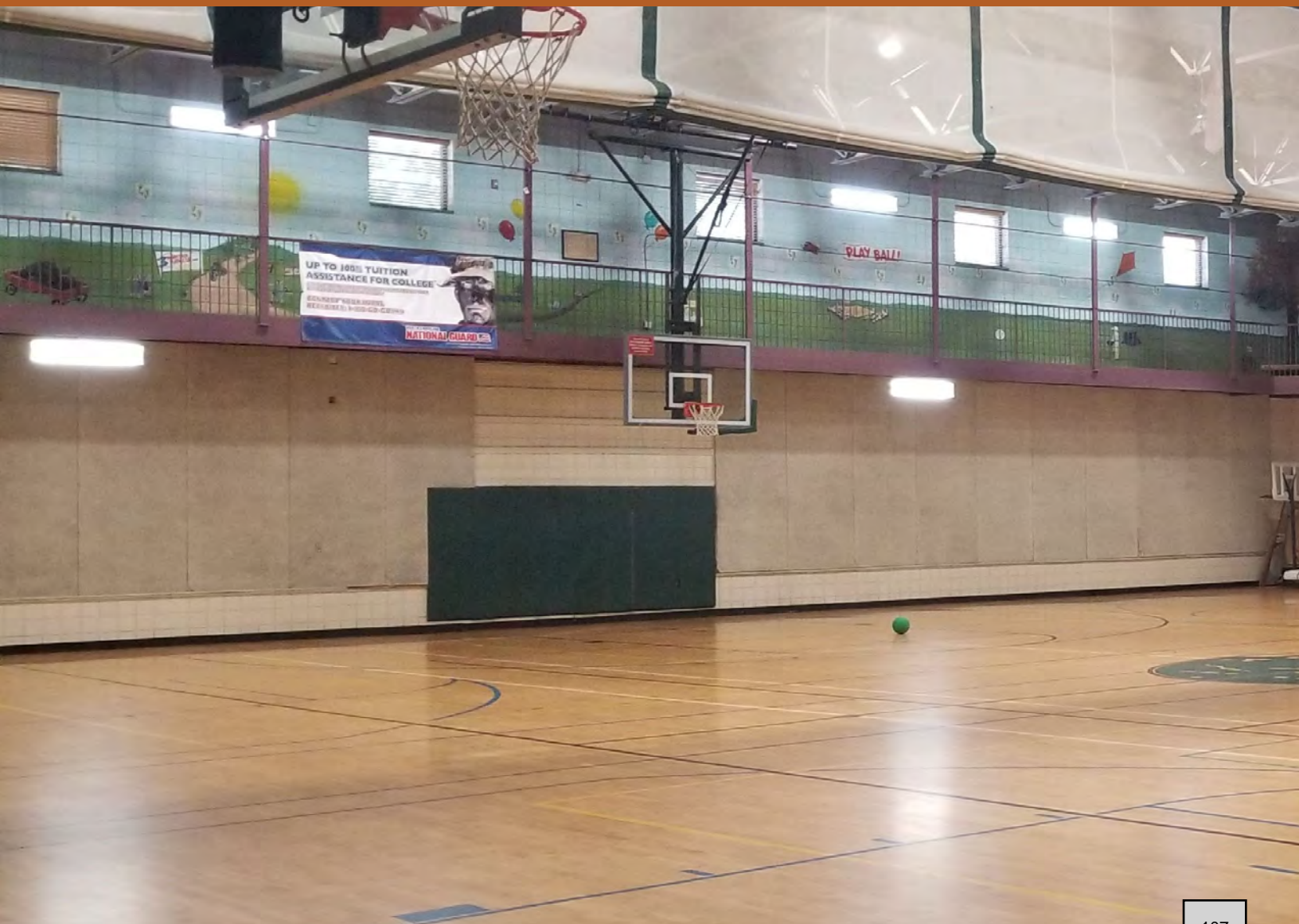
A meeting was held with the Town Manager and Recreation and Parks Director at the Recreation and Parks Department offices on DATE/TIME. This was an open-ended discussion and question/answer session to coordinate the public input process and schedule and to receive relevant data for the planning process. The staff mentioned the potential for the development of a future mini-park near downtown.

Important points shared included the need to seek community input from a wide cross-section of residents including both retirees and families with children. Each facility was discussed as well as what programs had been made available to residents traditionally and throughout the pandemic. Staff requested the team note suggested updates to existing facilities and to note where gaps could be filled to connect existing parks with greenways and other destinations. It was noted that the parks and recreation staff desire a closer working relationship with area schools and other recreation providers.

ANALYSIS AND CONCLUSIONS

When taken together, the three data collection methods (public meetings, surveys, and focus group interviews) provide a robust and diverse sample of concerns and ideas that should be considered when developing future facilities and programming. The main findings indicated the need for better maintenance at all Town-owned facilities, more trails for walking, running, hiking, and biking, need for improvements in indoor recreation options, and better-developed partnerships with other community recreation providers to ensure the most diverse and desired recreation programs were available for residents.

PARKS AND RECREATION RECOMMENDATIONS







Understanding the needs and desires of the Town and the community members is essential before making recommendations to the existing park system and expansion possibilities. The community workshops, Town staff discussions, and the recreation survey were integral in helping identify the primary interests and concerns of residents.

This Master Plan serves as a map for the future development of existing recreation facilities for Pilot Mountain and establishes basic objectives to obtain Pilot Mountain's recreation goals. The plan incorporates recommendations to accomplish the objectives set forth by the Town Council, Town staff, and community members.

GENERAL RECOMMENDATIONS AND BEST PRACTICES

General recommendations are based on professional experience and a review of national and state recreational best practices. They are intended to guide the operations, administration, and growth of the Town of Pilot Mountain parks and recreation. They provide advice on elements ranging from policy, safety,



Pilot Mountain’s Armfield Civic & Recreation Center offers residents a wide-variety of recreation options.



maintenance, and other general issues. These general recommendations are intended to inform future decision-making. Many of these recommendations depend upon collaboration between Town departments and other recreation partners. They are not specific to any single facility or program initiative but are intended to guide the entire parks and recreation system for both existing facilities and future development. The Town of Pilot Mountain is in the unique position of acquiring Armfield Center, a recreation and aquatics center that is directly beside its existing athletic complex. This facility was previously operated privately. The Town has moved forward to develop a Recreation and Parks Department and has moved all the existing staff to become town employees.

The Town has hired an Interim Recreation and Parks Director and is looking for guidance in creating the department and getting the facility up to date with maintenance and programs. This is a wonderful opportunity for the Town to create a new department from the ground up, with the bonus of already having a center for the citizens to enjoy and an athletic complex. We recommend the following to be considered by the Town to help them as they grow and develop the Recreation and Parks Department.

Work with NCSU Recreation Resources Service (RRS), as they are free assistance for technical advice, as well as for grant assistance. Join the North Carolina Recreation and Park Association (NCRPA), as membership includes access to training help and opportunities for access to information and talking with similar towns across the state.

Evaluate Armfield Center and the parkland owned by the Town, and evaluate staffing needs and maintenance needs. Create a priority list for a more in-depth review. Look at the layout of the parks, current and potential uses, and look for effective use of both.

Consider establishing an advisory board, comprised of 5-7 citizens to assist the staff with looking at new programs, as well as fundraising and marketing of the department. An advisory board can be an ear to the community, and help the department grow and meet the needs of the community.

The Town has already committed financially to fund this department, which is usually the first step. Additionally, the Town is in the process of completing a Comprehensive Recreation and Parks Master Town, as well as a site-specific Master Plan for Armfield Center. This has included public input, surveys, focus group meetings, and preference board exercises. This puts the Department ahead of the game, with current information on the desires of the community.



There is a need for additional staff for both programming and maintenance (both inside and outside of the facility and the existing park). The town needs to look at this immediately and hire qualified staff.

When the Town decides to hire a full-time Director, it would be best to look for a person with a Recreation and Parks background, as they did with the Interim Director. Skills that are needed are supervisory, with some recreation center, aquatics familiarity, and the ability to create a team of staff who work together to create this new department. Additionally, it is recommended to hire a Center Manager and an Aquatic Manager for Armfield Center. These positions are critical to the programming and operations of the department.

The new department must enlist the support of civic and social organizations, the school system, and the public. There needs to be an information sharing with these as to changes to the operations of Armfield Center, as well as to written agreements for uses and lease fees for the center. The Town needs to look at other Recreation and Park agencies and see how to best implement such agreements. RRS and NCRPA can both assist the new department with this and other such resources.

The town needs to determine the level of service they wish to provide to the community with this new department and hire trained, experienced, and qualified staff. Certifications and training are critical for all staff, from first aid to Certified Pool Operator and Certified Playground Safety Inspector, as well as many certifications for maintenance including pesticide and herbicide licenses. If the staff does not have the required certifications, it would be advisable for them to be sent to these pieces of training when they are offered.

The new Department should establish immediate and long-term goals. These should be reviewed at six months, and afterward, at least annually. Involving the staff in the creation of these goals is typical, as having staff involvement helps with the achievement of the goals.

Below is a list of best practices and general recommendations that apply to the recreation department and system as a whole:

Recommendation 1: Daily Maintenance and Design

The facilities owned and operated by Pilot Mountain should appeal to residents and visitors to the area.



Priority should be given to improving the design of facilities so that they are architecturally, functionally, and ecologically progressive.

Master planning should always be completed for park improvements or new facilities before final budgeting and/or design; thereby, making the phasing/development more transitional and of higher quality. Design (and redesign) of all facilities should embrace ecologically responsible elements and methods, such as the use of native plants for landscaping, the incorporation of wildlife habitats, the use of permeable surfaces to reduce stormwater runoff where possible, and green building practices for structures.



Recommendation 2: Facility Security

Where feasible, add fencing to facility perimeters. Also, the addition of surveillance cameras and site attendant patrols is needed to mitigate security issues and provide a safer public environment for park patrons.

Recommendation 3: Technology Access

As the culture continues to move towards information accessibility, providing access to Wi-Fi connectivity within the parks is an amenity that can elevate the usership of park facilities. Pilot Mountain should identify the locations within their park facilities to install the necessary equipment that will provide users the ability to access Wi-Fi connectivity.

Recommendation 4: Facility Marketing Campaign

Parks and recreation facilities are invaluable assets to any community. As Town seeks to grow it's ability to serve the public with new recreation services, the need to provide public awareness of recreation opportunities is just as important as providing the necessary facilities. To improve awareness of Town-owned facilities and programs, Pilot Mountain should launch a marketing campaign. The Town should consider options to raise awareness through social media, special events at lesser-known facilities, and signage directing visitors to the parks. As growth continues to occur through the region, Pilot Mountain should partner with local chambers of commerce and real estate groups to provide pamphlets to people who relocate.

Recommendation 5: Facility and Program Accessibility

Every park and recreation facility Pilot Mountain operates should respect and provide the needs of the



disabled population through design and programming. All new facilities should be designed to meet current ADA requirements. Currently, the Town meets compliance with these regulations at all of the existing facilities. As new facilities are acquired or developed, priority should be given to the continual upgrading of existing facilities that, perhaps, become non-compliant.

Recommendation 6: Walkable Communities

Pilot Mountain should continue to promote land uses and site designs that make walking and bicycling convenient and enjoyable. They should continue to encourage the inclusion of public greenways or trails in private developments and the establishment of connectivity to both current and future public schools, parks, and other public destinations.

Recommendation 7: 10-Minute Walk Movement

The NRPA, the Trust for Public Land (TPL), and the Urban Land Institute (ULI) have partnered together to promote safe, equitable park access for United States citizens. The goal is to provide 100% of people access to a quality park or green space within a 10-minute walk of their homes by 2050. The Town of Pilot Mountain should pledge its support to the 10-Minute Walk Mission. For more information, visit 10minutewalk.org.

Recommendation 8: Bicycle Facilities

Given the high cost of fuel for vehicular transportation, air quality concerns, and the need to increase the health and fitness of the population, a planned network of bike trails, bike lanes, and shared roadways should be developed to support active transportation to recreation facilities and travel within Pilot Mountain. Future roadway construction should include provisions to accommodate pedestrian and bicycle travel. This network should connect both existing as well as future park facilities and greenways. In addition, the Town should require bike racks (sheltered at schools and other potential high-use areas) to be installed at all publicly owned facilities. The Town should work with the North Carolina Department of Transportation (NCDOT) to ensure that bicycle and pedestrian facilities are provided as much as possible to promote alternative modes of transportation.

Recommendation 9: Programs and Classes

To expand recreation programming, the Town should continue to provide recreation classes and programs in appropriate parks and facilities. The Town should assess the need to contract future programming offerings out to concessionaires. This could extend the programs offered by nonprofits and private recreation providers into future Town-owned facilities, which may be more accessible to residents who are not currently served. It also would strive to increase programming options by starting new contract programs and activities in the



following service areas: health and fitness, swim safety classes, environmental education, nature-based outdoor recreation, non-sports interest classes, and fine/cultural arts programs.

Recommendation 10: Mitigation of Asset Obsolescence

All Town facilities, equipment, and items needed to provide the public with safe and adequate recreation services should be evaluated annually to ensure they meet appropriate standards of service. Assets should be replaced at the end of their useful life.

Recommendation 11: Greenways / Multiuse Trails

Based on state and national studies, walking and biking are highly desired activities, which are increasing by bounds. North Carolina's 2020–2025 SCORP found that 67% of survey participants reported that linear parks are the most needed facility within their park systems. The SCORP also found that 61% of respondents viewed walking as a pleasure to be a common outdoor recreational activity.

Pilot Mountain should continue to encourage the coordination and planning for future utility easements and road rights-of-way with greenway facilities. The easements should be established to allow for the inclusion of recreation facilities, where possible. Where new development occurs, the Town should continue to work with developers to provide rights-of-way or easements for proposed and future greenway facilities.

Recommendation 12: Greenway / Trail Funding

Pilot Mountain should consider including language in a development ordinance for fee-in-lieu of sidewalks to fund pedestrian access land acquisition and construction where the need for pedestrian connections cannot rely on the timing of private property development.

Recommendation 13: Intergovernmental Cooperation

The Town of Pilot Mountain should seek to coordinate planning efforts with Surry County, the Surry County School System, local municipalities, and state park systems to provide greenway and park facilities. Representatives of the Town and these agencies should meet periodically to discuss development and recreation projects that are planned or are underway within the area. The purpose of these meetings is to discuss upcoming project opportunities and development trends in demographics and growth, newly identified citizen needs in recreation and open space, and Recreation Master Plan updates for local municipalities and adjacent counties. This will also ensure that redundancy in services is prevented and that all opportunities for partnerships and connectivity are being utilized.



Recommendation 14: Partnership Agreement

It is recommended that the Town staff meet with existing and potential partners, such as local hospitals, not for-profit organizations, local churches, and athletic associations, to determine needs and possible partnership opportunities. The Town should begin this process by developing an approach to each potential partner to establish an understanding of each entity’s needs and ultimately result in a partnership agreement. The process will require periodic progress meetings with each partner to facilitate the partnerships goals and objectives. This may entail presentations to the partner’s board or committee.



Recommendation 15: Contiguous Property Acquisition

When property that is contiguous to existing parks becomes available, all reasonable efforts should be made to acquire the property. Large acreage parks offer recreation amenities that can only be achieved on large sites. The acquisition of contiguous property next to Town parks should be of high priority to Pilot Mountain. Efforts should be made immediately to seek the first option on all contiguous properties. At the time these options are sought, other possibilities should be presented to the property owner as well. Some property owners may be receptive to conservation easements while retaining the title to the property. Conservation easements will allow the Town the opportunity to use properties for recreation while providing the immediate benefits of preservation. Numerous grant sources can be used for land acquisition. Extreme care should be exercised in choosing the correct processes and timing for acquisition to meet the full potential afforded by grants.

Recommendation 16: Acceptance of Fee Simple Land Donation

If the land is offered to Pilot Mountain as a donation by fee simple title with no restrictions the property should be surveyed for natural heritage significance and relationship to existing plans and parks. If the land contains no environmental hazards, restrictive covenants, or restrictive easements, it can be beneficial for the Town to assume ownership. Not all donated land has to be developed into a park to be useful. Any land donation serves a great public need even if it is banked for the future because the development and public needs of the distant future (over 50 years) is unknown. If donated property is properly managed, the revenue and future significance of the property would far exceed its current contribution to the tax base. If the Town chooses not to accept the land donation of a particular property, efforts should be made to assist the property owner with contacting an agency that accepts land donations or conservation easements. Land donations (which the town has no interest in owning) could be donated to the local parks’ foundation.

Recommendation 17: Entrance and Wayfinding Signage

To provide uniformity throughout the park system, Pilot Mountain should consider providing signage that is



uniform and consistent to promote recreation and park facilities. Entrance signage is the face of parks and, therefore, the face of the Town's recreation and parks. To provide visitors with ease of navigation throughout the park system, wayfinding signage should also be installed to elevate the parks and provide consistency throughout the park system.

Recommendation 18: Interpretive Signage

Pilot Mountain should consider placing signage that would identify any historic and natural landmarks along pedestrian corridors. This type of signage would not only enhance the pedestrian experience but also provide educational and cultural information to greenway users.

Recommendation 19: Educational and Stewardship Programming

Pilot Mountain should develop a consistent environmental education program and interpretative facilities at park locations and along future greenway corridors as opportunities arise for future park development. These programs should include stewardship and community volunteer programs geared toward the management of natural areas and wildlife habitats.

Recommendation 20: Green Building

It is recommended that the Town implement green building components into the existing and future park facilities, where cost-effective and economically feasible. Green building techniques consist of building materials and construction practices which reduce environmental impacts (greenhouse gases, water pollution, and air pollution) and promote energy-efficient building materials and methods. These efforts will improve environmental stewardship for park facilities and educate park users.

Recommendation 21: Natural and Cultural Heritage Inventory

The Town of Pilot Mountain should refer to the North Carolina Natural Heritage Program's Natural Heritage Program 2019 Biennial Report (NC Department of Natural And Cultural Resources) for relevant information on features found in Pilot Mountain. This study intends to identify areas deemed to be significant natural resources, which should be evaluated for consideration of preservation and future use as recreational resources.

EXISTING PARK FACILITY RECOMMENDATIONS

Armfield Civic & Recreation Center

The Armfield Civic & Recreation Center has a history of serving the community with a wide variety of recreation options and program opportunities such as Yoga, Pickleball, Fitness Bootcamp, Spin classes, Silver Sneakers, Soccer, Basketball, and other active recreation opportunities. Major indoor features include the



indoor pool, sauna, gymnasium, indoor walking track, fitness equipment, as well as general gathering space for meetings. Outdoor amenities include a playground, performance stage, and (4) ballfields with batting cages. Based on community input this facility is desirable but some elements are in poor condition. The park is dated but supports many patrons. Updates to the facility are needed to continue serving the community.

Overall, this facility should be evaluated for Town acquisition, redevelopment and maintenance updates as well as better connectivity with other town-owned facilities. A site-specific park master plan should be performed and include additional community input. The town should ensure future improvements are permissible by PARTF before implementation.

Facility Assessment:

- Landscaping is needed to improve curb appeal
- Parking area drainage and pavement improvements are needed
- Gymnasium floor was soft in areas
- Indoor walking track in fair condition but showed evidence of surface wear, needing maintenance
- Pool had sand in the basin
- Sauna was closed in need of repairs
- Fitness rooms were in good condition but some pieces of equipment were non-functional
- Playground in good condition, adjacent parking area was full
- Ballfields in good condition
- Performance shelter needed upgrades
- Restrooms near playground dated and in need of refurbishment.

Recommendations:

- Seek to acquire the Recreation Center property from the not-for-profit agency running it
- Implement site-specific park master plan to address apparent maintenance needs of the Recreation Center and upgrade site amenities and accessibility.

Nelson's Acres

Nature abounds at this mainly wooded, town-owned recreation facility offers residents a beautiful 3.1 mile walking trail with 18-hole Disc Golf course and five camping sites. The town soccer field is also associated with this property and is accessible from the Armfield Civic and Recreation Center.

Facility Assessment:

- Parking is a non-paved, gravel lot



- Lack of accessible path from parking area to site amenities.
- Restroom port-a-jon is available at parking area
- Walking trail is good/fair condition with some washed/rutted spots
- Views of old barn structure and forest are aesthetically attractive
- Disc Golf tees and baskets in good condition but some maintenance was needed where soil erosion was present on sloped holes.
- Disc Golf course shares space with walking trail which could be a hazard/conflict if discs interfered with pedestrians.
- Information difficult to locate for camping sites for new visitors

Recommendations:

- Develop a site-specific master plan to identify possible improvements in accessibility, parking, and supporting features.
- Consider accessible connectivity linking facility with Armfield Civic & Recreation Center and other adjacent, town-owned property

FUTURE FACILITY RECOMMENDATIONS

As Pilot Mountain continues to grow and expand, developing additional parks and facilities in strategic locations that provide recreational access for residents and tourists is necessary to consider. Map 7.1 shows possible recreation improvements aimed at meeting future recreation demand. See the larger map in Appendix A.

This plan proposes continued maintenance and improvements to existing town-owned parks and careful planning and development of future recreation facilities. The Town should seek to develop pedestrian paths/trails and bicycle lanes and accommodations, where feasible. Town culture is closely related to social events, crafts, and the culture of the North Carolina mountains. Future projects should include increasing the number of performing arts, music, and cultural events.

Existing recreation partnerships with neighboring towns, area schools, and private and not-for-profit organizations should be strengthened and annual or bi-annual meetings with each partner and Town should be planned to manage these relationships and help implement recreation services to the community.

Public input has shown support for expanding recreation amenities available to residents. These lands should be developed as biking/walking trails, water access for fishing, and include environmental education and wayfinding signage, wildlife observation opportunities, and appropriate support services and accessibility for



all. Any future town-owned recreation facilities should serve the entire community and provide additional, needed recreation opportunities for the current and future Pilot Mountain population.

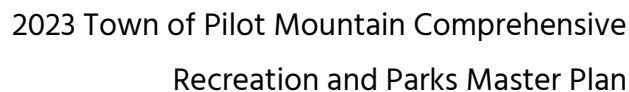
Pilot Mountain Water Plant Property (Future Community Park)

As of the writing of this plan, the Town of Pilot Mountain has explored the idea of redeveloping the Pilot Mountain Water Plant as a public recreational resource. The property parcel number is 7728 according to the Surry County GIS data, and it consists of 30.2 acres of wooded land with gentle terrain and a pond. Access is limited to a single driveway on Highway 52 Bypass but this property meets other town-owned properties such as Nelson’s Acres.

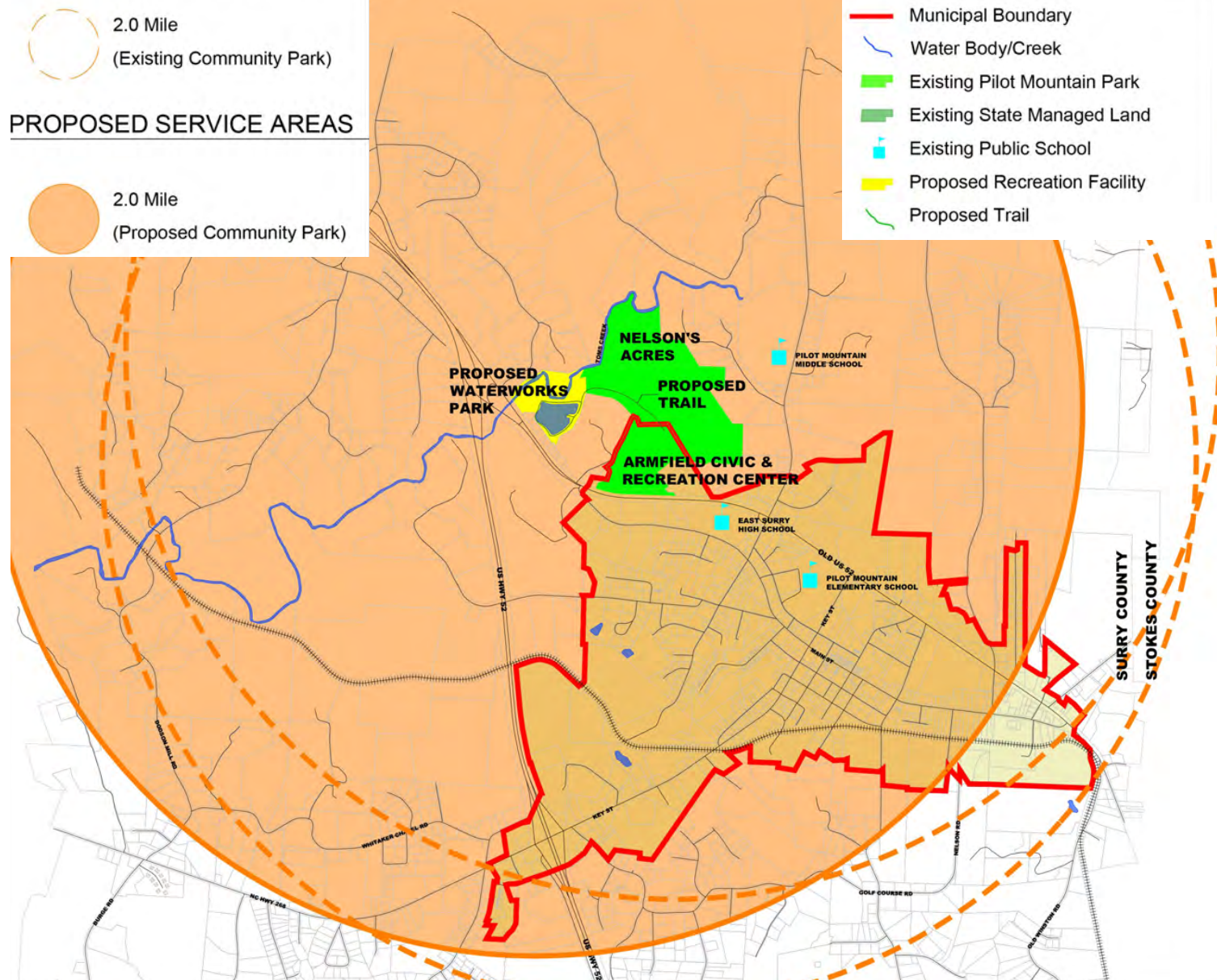


Proposed future trail connection could link the Water Plan property to Nelson’s Acres and the Recreation Center.

Potential programming may include trails for hiking, walking, running, and biking. Trending amenities such as a bicycle pump track, fitness par course, and a multigenerational, accessible playground should be considered for development. Adding recreation amenities at the existing town-owned water plant could also include water access for fishing and wildlife viewing as well as serve to connect the property via an expanded trail network, with Nelson’s Acres and the Armfield Civic and Recreation Center.



LEGEND



Map 7.1 Proposed recreation service areas

A planning effort to develop this future recreation resource should include a site-specific master plan using community input. New amenities should be appropriate for the site and reflect public needs and desires. Access to the site should be secured as well as parking and utilities needed to support planned amenities.

Proposed Trails

This plan supports the existing pedestrian planning efforts of Pilot Mountain staff. Identified via community input, connectivity from downtown to Armfield Civic & Recreation Center was desired. Such a route would require careful planning, additional community input, coordination with NCDOT, and possibly private land acquisition.



owners. Providing pedestrian access via trails, greenways, sidewalks, and other paths, serve as both a venue for recreation as well alternative transportation to driving.

Public desire for more trails may best be served in the more immediate future by providing trail improvements and supporting features at Nelson's Acres. Existing trails can host small amenities beneficial to the health of the community, such as fitness stations, and educational/historical signage. Linking Nelson's Acres with other town-owned properties such as the Armfield Recreation Center, and potential future recreation amenities at the Water Plant would expand walking/running opportunities for residents. A future trail could be developed on existing service access around the Pilot Mountain Water Plant property connecting to Nelson's Acres. Such a project should be considered for further study and possible development. Such a connection would add approximately 0.7 miles to the existing trail system. Future trails should include easy-to-read and understand wayfinding signage and information kiosks to relay town rules and other important information.

Another possible trail to consider developing includes a greenway from the Town of Pilot Mountain to Pilot Mountain State Park. Such a path could yield both economic impacts from tourism as well as support the town's identity.

As future recreation property is developed, trails and connectivity to area destinations such as schools, parks, healthcare facilities, and popular gathering places should continue to be prioritized. Gaps in the bike/pedestrian network should be identified and considered important projects to prioritize. Continued study and updating of Pilot Mountain's trail network should occur with input from all appropriate stakeholders.

Amenity Proposals and Recommendations

This plan predominantly supports updating the Armfield Civic & Recreation Center property as the main source of residents' access to town-owned recreation. Considerations include the development of a site-specific master plan which will consider public input.

Based on the information contained in Table 7.1, Pilot Mountain meets or exceeds many of the standards expected for typical town-owned recreation service standards for recreation amenities. As Pilot Mountain continues to grow, it should seek to develop additional recreational facilities to meet its population's needs as well as partner with other providers to help serve the overall community recreation needs. This study's community meeting data and data from the recreation survey should be considered as the primary guides when making improvement and/or expansion plans for Pilot Mountain parks and recreation program development, both now and for the next 10 years.



| Amenity | Level of Service Standards | Existing Amenity | 2023 Suggested per Population | Needed for 2023 | 2033 Suggested per Population | Needed for 2033 |
|----------------------------------|----------------------------|------------------|-------------------------------|-----------------|-------------------------------|-----------------|
| Town of Pilot Mountain Amenities | | | Population: 1,439 | | Projected Population: 1,475 | |
| Trails | 0.25 mi./1,000 | 3.1 mi. | 0.36 mi. | 0 mi. | 0.37 mi. | 0 mi. |
| Playground | 1/2,500 | 1 | 1 | 0 | 1 | 0 |
| Tennis Court | 1/2,500 | 0 | 1 | 1 | 1 | 1 |
| Volleyball Court | 1/2,500 | 0 | 1 | 1 | 1 | 1 |
| Pickleball Court | 1/2,500 | 0 | 1 | 1 | 1 | 1 |
| Lawn Games | 1/2,500 | 0 | 1 | 1 | 1 | 1 |
| Picnic Shelter | 1/3,000 | 1 | 1 | 0 | 1 | 0 |
| Splash Pad | 1/3,500 | 0 | 1 | 1 | 1 | 1 |
| Basketball Court* | 1/5,000 | 3 | 1 | 0 | 1 | 0 |
| Multipurpose Field | 1/5,000 | 1 | 1 | 0 | 1 | 0 |
| Youth Baseball / Softball Field | 1/5,000 | 4 | 1 | 0 | 1 | 0 |
| Dog Park | 1/5,000 | 0 | 1 | 1 | 1 | 1 |
| Picnic Station | 1/7,500 | 4 | 1 | 0 | 1 | 0 |
| Public Fishing | 1/8,000 | 0 | 1 | 1 | 1 | 1 |
| Soccer / Football | 1/8,000 | 1 | 1 | 0 | 1 | 0 |
| Water Access | 1/10,000 | 0 | 1 | 1 | 1 | 1 |
| Community and / or Senior Center | 1/10,000 | 1 | 1 | 0 | 1 | 0 |
| Adult Baseball / Softball | 1/10,000 | 4 | 1 | 0 | 4 | 0 |
| Outdoor Stage | 1/10,000 | 1 | 1 | 0 | 1 | 0 |
| Skate Park | 1/10,000 | 0 | 1 | 1 | 1 | 1 |
| Disc Golf | 1/10,000 | 1 | 1 | 0 | 1 | 0 |

Table 7.1 Typical recreation amenities per population.

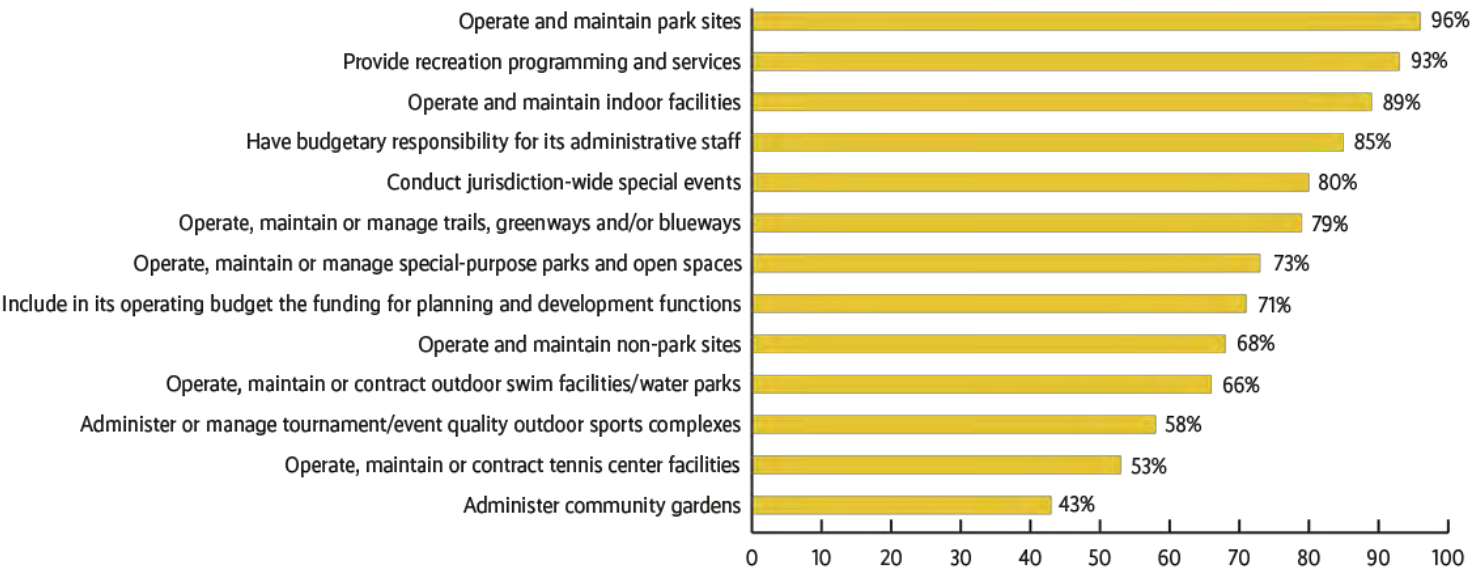


New amenities desired by the community and, recommended by this plan include a splash pad, additional trails for biking/walking, and improved indoor recreation via the Armfield Civic and Recreation Center. Other supporting features, such as restrooms, parking, furnishings, etc., should be assessed per recreation facility by staff. The recommended amenities table 7.1 is not an exclusive list and implementation should occur only as funding is sourced. The information in this table should be used to inform future planning and recreation projects. Community desires for recreation amenities should be assessed before the planning and design of projects, and options should be investigated before the design and construction of any new facility and before major improvements to existing facilities.

STAFFING RECOMMENDATIONS

This plan covers a planning period of ten years. The facilities to be constructed during that time as part of the recommendations may require some additional staffing for facility operations and will require additional funding for maintenance. Consideration of these budgetary impacts should be made before the construction of any new park or facility. Multiple factors will influence the future staffing needs of the Town of Pilot Mountain. Such factors are population growth, demographics, available tax monies, and tourism growth. Staff compensation should be based on market precedents. The largest factor will be the maintenance of any new parks or facilities. The current standard of maintenance should be continued, if not increased. Providing parks, facilities, and programs for the citizens impact the quality of life for citizens, businesses, and visitor alike.

KEY RESPONSIBILITIES OF PARK AND RECREATION AGENCIES
(PERCENT OF AGENCIES)





Current Recreation Staffing:

Interim Parks & Recreation Director (FT)

(1) Assistant Center Director (PT)

(1) Membership/Reservations/Front Desk (PT)

(1) Youth Programs Coordinator (PT)

(2) Before/After School/Summer Camp (PT)

(1) PAC Head Swim Coach (PT)

(3) Swim Coaches (PT)

(1) Head Fitness Instructor (PT)

(9) Fitness Instructors (PT)

(4) Front Desk (PT)

(1) Nursery (PT)

(3) Housekeepers (PT)

(As Needed) Referees and Gate Workers for Athletic
Events—(PT)

Immediate Staffing Needs (2023-2027):

Recreation and Parks Director (FT)

Armfield Center Director (FT)

Maintenance Supervisor (FT)

(2) Maintenance Tech (FT)

Maintenance Specialist (FT)

Recreation Program Supervisor (FT)

Aquatics Program Supervisor (FT)

Assistant Center Director (FT)

Membership/Reservations/Front Desk (FT)

(10) Lifeguards (PT)

Future Staffing Needs (2028-2033):

Full Time:

- Special Events/Marketing Coordinator
- Youth (non-athletics) Programmer
- Athletic Programmer
- Park Maintenance Tech
- Before/After School/Summer Camp Assistant

Contractual / Part-time / Seasonal:

- Lifeguards (as needed)
- Program Instructors (as needed)
- Seasonal Maintenance (as needed)
- Indoor Maintenance (as needed)
- Aquatic Maintenance (1)
- Outdoor Maintenance (2)

ACTION IMPLEMENTATION PLAN







An action implementation plan describes how the Town of Pilot Mountain can implement a safe, convenient, and usable park and recreation system through the execution of its established goals in the master plan. The strategy for achieving goals involves the recommended park and recreation facilities and programs. This section discusses priorities for development, recommended staffing, methods for developing the facilities, and possible routes to funding.

The results of the Pilot Mountain Comprehensive Recreation and Parks Master Plan are based on the following discovery methods:

1. A review of the study area that is within the Town limits
2. An analysis of the level of service provided by existing parks and amenities
3. Community engagement
4. Recreation standards that provide benchmarks for the parks and recreation system

This Comprehensive Master Plan is designed to be action-oriented and serve as a tool in the improvement and enhancement of the park system for Pilot Mountain.



Additional seating and shade is a much-appreciated improvement at most existing Town-owned recreation facilities.



PRIORITIES FOR DEVELOPMENT

The park system for the Town of Pilot Mountain should continue to grow and respond to changes in resident demographics and desires. Future planned facilities should be implemented incrementally to provide for these changes. The following factors guided the prioritization of individual segments of the master plan and were derived from input and desires specified by the residents of the Town:

- Needed improvements to existing Pilot Mountain-owned facilities
- Development of planned facilities to meet the *current* needs of recreation for Town residents
- Development of planned facilities to meet the *future* needs of recreation for Town residents

The park facility prioritization is an essential tool that provides the Pilot Mountain Recreation and Parks Department with a breakdown of the priority for each capital improvement. Given the magnitude of the budgets for improvements to existing parks and new park and greenway facilities, prioritization of these needs is important.

2023–2027

- Develop Site-specific Mater Plan and seek funding for the Armfield Civic & Recreation Center
- Implement recommended improvements at Armfield Civic & Recreation Center as funding becomes available
- Regularly inspect and perform needed ADA accessibility improvements at all Town-owned recreational facilities
- Consider adding public Wi-Fi at Town-owned recreational facilities (where feasible)
- Develop and implement consistent signage and wayfinding for Town-owned recreation facilities
- Update Town recreation web page with a map showing location of all town-owned recreation facilities, rules, and programming information (sign-ups, calendar of events, etc.)

2028–2033

- Regularly inspect and perform needed ADA accessibility improvements at all Town-owned recreational facilities
- Implement future improvements as identified in Armfield Civic & Recreation Center Master Plan



FUTURE (beyond the 10-year scope of this plan)

Redevelopment of Nelson's Acres

- Develop site-specific master plan study with additional community input
- Seek available funding for site development
- Implement site-specific master plan
- Implement recommended improvements at existing town recreation facilities as funding becomes available

Development of Water Plant Property

- Develop site-specific master plan study with additional community input
- Seek available funding for site development
- Secure necessary easements and access routes to property
- Implement site-specific master plan

Proposed Downtown Mini Park

- Acquire new property for either new construction or develop existing town-owned parcel
- Develop site-specific master plan study with additional community input
- Seek available funding for site development
- Implement site-specific master plan

Proposed Trails

- Consider the development of a Pilot Mountain Trails and Greenways Master Plan to connect town-owned facilities, parks, and local schools via sidewalks, trails, and greenways.
- Explore the feasibility of a Hwy 52 greenway as well as other trails to connect Town to the Pilot Mountain State Park, and neighboring communities.
- Prepare wayfinding and safety signage, rules for trail use and create a maintenance schedule for new trails
- Regularly inspect and perform needed ADA accessibility improvements at all Town-owned recreational facilities



Water Plant property offers water access for fishing and wildlife viewing as well as space for expanding trail network.



ANTICIPATED RECREATIONAL PROJECT COSTS

A recreation capital improvement program for the development of park facilities is designed to encompass, at a minimum, ten years for the Town of Pilot Mountain Comprehensive Recreation and Parks Master Plan. To assist the Town in determining those needs, this study provides a list of anticipated recreation projects based on plan recommendations. The proposed recreational project list provides costs based on recent (2021–2022) material and labor costs. The provided opinion of probable costs includes assumed general expenditures such as site preparation, building structures, access, site utilities, parking, and specific recreation improvements. The list provided also includes estimates for planning or design fees.

The proposed anticipated future recreational project list would cover ten years and would serve to set recreation expenses for each fiscal year for the implementation of specific projects. The opinions on cost are preliminary and are for planning purposes only. As the time approaches to consider the recommended improvements, it will be necessary to receive up-to-date opinions of cost.

This total anticipated Recreation and Parks projects cost of \$17,570,625. represents the proposed, cumulative figure to be spent for recreation and parks development, improvements, and renovations by the year 2033 and beyond. The total figure does not consider an inflation rate over the ten-year period. To help prioritize this planning study's recommendations, a table with proposed projects and an opinion of probable costs has been created. See the anticipated recreational project costs in Appendix D. The provided opinion of probable cost includes assumed general expenditures such as site preparation, building structures, access, site utilities, parking, and specific facility development features.

To meet the existing and future needs of the Town, the goals and objectives that are identified in the Master Plan, must be seriously considered for implementation. The Town will need to update its annual budget for the parks and recreation department based on projected capital improvement costs, staffing needs, and operations and maintenance costs. Identification of sufficient funding is a crucial element that is required to implement this master plan. Pilot Mountain should evaluate the existing departmental budget and funding for capital improvements. Considerations should include:

- Property/Sales Tax Revenues
- General Obligation Bonds
- Grants
- Contributions
- Park Foundations
- Partnerships
- Local Gifts



FUNDING OPPORTUNITIES

Implementing the recommendations of this comprehensive master plan will require a combination of funding sources that include local, state, federal, and private money. Identification of sufficient funding is a crucial element that is required to implement the master plan. The NC SCORP is a guide by which funding sources for park and recreation facilities may be identified. Funding for future projects *will be a key issue that will need to be addressed in the upcoming years if governments continue to provide basic minimum services.*

This section provides a listing of the most commonly used funds for park and greenway facility projects in North Carolina. Fortunately, the benefits of protected greenways and parks are many and varied. This allows programs in Pilot Mountain to access money earmarked for a variety of purposes including water quality, hazard mitigation, recreation, air quality, alternative transportation, wildlife protection, community health, and economic development. Competition is always vigorous for state and federal funds. It becomes imperative that local governments work together to create multi-jurisdictional partnerships and develop their local sources of funding. These sources can then be used to leverage outside assistance. The long-term success of this plan will almost certainly depend on the dedication of the local revenue stream for park and greenway projects.

It is important that the Town fully evaluate its available options and develop a funding strategy that can meet community needs, maximize local resources, improve quality of life, and leverage outside funding. Financing will be needed to administer the continued planning and implementation process, acquire parcels or easements, and manage and maintain facilities. Further research into these programs is recommended to determine the requirements for specific grants. McGill advises the Town of Pilot Mountain to pursue a variety of funding options.

Dedicated Source of Local Funding

To leverage and provide matching funds for many of the programs listed, Pilot Mountain should evaluate the existing departmental budget and funding for capital improvements.

Property / Sales Tax Revenues

General tax revenues traditionally provide sources for general operations and maintenance of park systems for local governments. Parks and recreation development is scheduled along with health, public safety, utilities, et c. in regular budgets established by the town. The assessed valuation of real and personal property tax and sales tax provides the framework for the major portion of the tax base for the town.



Traditionally ad valorem tax revenue has been the primary source of funding for the park and recreation enhancement of properties / facilities owned by local governments. Recreational opportunities are considered a public service and often are a standard line item on general fund budgets. Creative financial opportunities are possible; however, ad valorem taxes will continue to be the major revenue source to support the system. As such, communities often vote to raise their local tax rate temporarily in support of their park and recreation systems.

General Obligation Bonds

Many communities issue bonds, which are typically approved by the shareholders, to finance site development and land acquisition costs. The State of North Carolina grants local governments the authority to borrow funds for parks and recreation through the issuance of bonds. The amount is not to exceed the cost of the acquisition or improvement of park and recreation facilities. Total bond capacities for local governments are limited for parks and recreation to a maximum percentage of assessed property valuation. Since the issuance of bonds relies on the support of the voting population, the implementation of awareness programs is essential before a referendum vote.

General obligation bonds are the preferred financing approach of the North Carolina Local Government Commission and the general securities market because these instruments are backed by the full faith and credit of the issuer. That simply means that the bonds represent an encumbrance against the property tax base of the issuing jurisdiction and therefore offer the best available security to the bondholder. The State of North Carolina gives the issuance of bonds not to exceed the total cost of improvements (including land acquisition). Because of the recommended capital improvements suggested in this plan, the town may consider continuing to use general obligation bonds to develop new facilities. Total bonding capacities for local government are limited for parks and recreation to a maximum percentage of assessed property valuation. The following are key factors to consider before using this financing instrument:

- In North Carolina, the issuance of general obligation bonds requires a referendum of the voters within the issuing jurisdiction.
- The term of the debt may be extended to 20 to 30 years.
- The debt is publicly sold, so there are costs associated with the sale. These costs generally total 3% to 5% of the total bond principal. The issuance costs offset the lower interest rate and, therefore, this instrument becomes more attractive as the size of the issuance increases and the issuance costs are spread over the larger debt. It has been found that this financing option becomes financially superior as the debt principal exceeds \$10 to \$12 million.



Generally, prepayment of the debt cannot be accomplished until reaching a call date. This usually is around 75% of debt retirement. Failure of the general obligation bond to be ratified by referendum could mean that the town could not go forward with an alternative approach to financing without substantially changing the scope of the project.

Fee in-lieu of Contributions

The town should consider providing developers with an option to pay a fee in lieu rather than dedicate land for open space or recreation within conventional subdivisions. This program has proven to be successful for many local governments in providing a dedicated source of revenue earmarked for park development.

User Fees / Registration Fees

Communities throughout the nation employ a wide variety of user fees for public recreational programs and services within their recreation departments. The amount of the fee is usually determined by a portion of the recreation costs needed for improvements and operations. These user fees are typically levied for special facilities, such as water parks and golf courses; however, they can also be charged for the use of trails and ball fields. Pilot Mountain should continue to generate revenue by charging user fees for use of facilities such as picnic shelters to cover operation and administrative costs. In addition, the town should continue to have a separate fee rate structure for residents and non-residents. As the park system continues to develop, the town should examine its fee structure to identify opportunities and additional revenue. The current user fees appear to be fair and reasonable for a majority of the town residents and non-residents. Elected officials should determine the fees and changes based on departmental input; the fees should not be so high that persons of modest income would ultimately be denied the use of park facilities.

Grants

State and federal agencies offer numerous grants to assist municipalities in the financing of their parks and recreation projects. This source of funding should be investigated and pursued by the Town for present and future park and recreation improvements.

The Recreation and Parks Trust Fund (PARTF) was established for local governments and the North Carolina Division of Recreation and Parks in 1994 as a funding source for the development or improvement of parks and recreation facilities and land acquisition. A state-funded program, PARTF matches monies spent by municipalities on parks and recreation, with each sharing 50% of the cost. The maximum matching fund amount provided by PARTF is \$500,000.



The Recreation Trails Program (RTP) is a \$1.5-million federal grant program designed to help states provide and maintain recreational trails for both motorized and non-motorized recreational trail use. The program is administered by the United States Department of Transportation's Federal Highway Administration.

RTP is a reimbursement grant program. Funds must be spent and then reimbursed upon completion of deliverables. Eligible applicants must be a state, federal, or local government agency or qualified nonprofit organization. All applications are reviewed by the North Carolina Trails Committee and recommendations are made to the Secretary of the Department of Natural and Cultural Resources. The Secretary makes the final determination on grant awards.

Federal Aid Construction Funds are included in the National Highway System (NHS), Surface Transportation Block Grant Program (STBG), and Congestion Mitigation and Air Quality (CMAQ). The funds provide for the construction of pedestrian and bicycle transportation facilities. The primary source of funding for bicycle and pedestrian projects is STBG Enhancement Funding

The Land and Water Conservation Fund (LWCF) is a federally funded program that was established for local and state governments in 1965 as a funding source for outdoor recreational development and land acquisition. LWCF monies are derived from the sale or lease of nonrenewable resources, primarily offshore oil and gas leases, and surplus federal land sales. Acquisition and development grants may be used for a wide variety of outdoor projects, such as town parks, tennis courts, bike trails, outdoor swimming pools, and support facilities (roads, water supply, et cetera.) Facility design must be rather basic rather than elaborate and must remain accessible to the general public. No more than 50% of the project cost may be federally funded by LWCF, although all or part of the project sponsor's matching share may be obtained from certain other federal assistance programs.

The Environmental Enhancement Grant Program (EEG) is used to fund projects that address environmental needs of North Carolina, specifically to protect water quality as well as conserve natural areas. To be eligible applicants must be nonprofit organizations or government entities for projects in North Carolina, with preference for programs focused on the eastern part of the state. The types of grants included are land acquisitions and easements, construction, remediation, restoration, and research, planning, education. The maximum award available is \$500,000 to be completed in 3 years from date of fully executed memorandum of understanding.

The North Carolina Land and Water Fund (NCLWF) was created in 1996 by the North Carolina General Assembly and previously referred to as the Clean Water Management Trust Fund (CWMTF), grants monies to



projects that specifically address water pollution issues. NCLWF will fund projects that contribute toward a network of riparian buffers and greenways for environmental, educational, and recreational benefits.

The United States Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS) assists state and local governments in their operation and maintenance of watersheds whose areas are less than 250,000 square acres. The NRCS provides both financial and technical assistance to eligible projects for the improvement of watershed protection, flood prevention, sedimentation control, public water-based fish and wildlife enhancements and recreation planning. The NRCS requires a 50% local match for public recreation and fish / wildlife projects.

State construction funds (not including the Highway Trust Fund for Urban Loops and Interchanges) may be used for the construction of sidewalks and bicycle accommodations that are part of roadway improvement projects.

Contributions

The solicitation of contributions is an acceptable method of fundraising for recreation departments. These donations, typically in the form of land, cash, labor, and materials, could be solicited to assist the Town of Pilot Mountain with its enhancement program. Corporations, civic organizations, individuals, and other groups generally donate to a specific park project; however, donations may also be solicited for multiple project improvements or additions. NRPA recommends the use of private, not-for-profit, tax-exempt foundations as a means of accepting and administering private gifts to a public park system.

Park Foundations

Foundations are another source of financing by making direct contributions within communities, states, or the nation. These types of funds are usually described as special program foundations, general purpose foundations, or corporate foundations. Foundations can provide the needed resources to support park projects. Foundations generally have very few restrictions and/or limitations and are typically received from local entities. A list of appropriate foundations can be found at: <http://foundationcenter.org>.

Partnerships

To implement the recommendations contained in the comprehensive master plan, Pilot Mountain should expand their partnership agreements with other public agencies and private sector organizations. There are many different types of partnerships that can be formed to achieve the goals established by the County. Many local



governments throughout the nation are utilizing partnerships with public and private sector interests to accomplish community goals.

Listed below are the various types of partnerships that the Town should consider in its efforts for the improvement and addition of parks and recreational facilities:

- Programming partnerships to co-sponsor events and facilities or to allow qualified outside agencies to conduct activities on properties which are Town-owned
- Create a plan to solicit local businesses for sponsorship opportunities related to specific facilities, amenities, programs, and special events
- Operational partnerships to share the responsibility for providing public access and use of facilities
- Development partnerships to purchase land and / or build facilities
- Management partnerships to maintain properties and / or facilities

Pilot Mountain should evaluate and update their current recreation partnerships to ensure they are providing the best opportunities for the community. The Town should also evaluate forming additional partnerships which address the needs of a comprehensive park system. Direct requests should be made to meet potential partners, inviting them to evaluate the possible benefits of partnering. This step should be made to generate interest and agreement prior to solidifying any responsibilities for each participating party.

Private sector partnerships can be beneficial. Developers can use private funds to develop facilities on municipal property and lease it to the Town long term. Over a period of time, the developer returns a portion of the revenue to the Town and at the end of the lease the facility is turned over to public ownership. This type of arrangement would typically be a large capital investment for a special-use facility.

LAND ACQUISITION AND DEVELOPMENT

The solicitation of contributions is an acceptable method of fundraising for recreation departments. These donations, typically in the form of land, cash, labor, and materials, could be solicited to assist Pilot Mountain with its enhancement program. Corporations, civic organizations, individuals, and other groups generally donate to a specific park project; however, donations may also be solicited for multiple project improvements or additions. The NRPA recommends the use of private, not-for-profit, tax-exempt foundations as a means of accepting and administering private gifts to a public park system.

Life Estates



A life estate is a gift whereby a donor retains the land during his / her lifetime and relinquishes title of the property after his / her death. In return, the owner (or family) is relieved of property tax for the given land.

Local Gifts

Donations of land, money, labor, and construction can have significant impact on the acquisition and development of park property. The solicitation of local gifts is highly recommended and should be organized thoroughly, with the utilization of very specific strategic methods. This often-untapped source of obtaining funds requires the contacting of potential donors, such as individuals, institutions, foundations, and service clubs.

Long-Term Options

Long-term options allow municipalities to purchase property over a long period of time. This method is particularly useful because it enables the Town to consider a particular piece of land that may have future value though it is not currently desired or affordable. Advantages to this method of property acquisition are that the Town can protect the future of the land without purchasing it upfront, the purchase price of the land will not increase, and the Town will have the right to exercise its option. The disadvantage to the Town is that all privileges relinquished by the landowner require compensation in the form of securing the option.

Easement

An easement is the most common type of less-than-fee interest in land. An easement seeks to compensate the property owner for the right to use his/her land in some way or to compensate for the loss of his / her privileges to use the land. Generally, the landowner may still use the land and therefore continues to generate property tax revenue for the Town.

Fee Simple Purchase

Fee simple purchase is the most common method used to acquire municipal property for park facilities. Although it has the advantage of simplifying justification to the general public, fee simple purchase is the most difficult method to pursue due to limited monetary resources.

Fee Simple with Lease-Back or Resale

This method allows local governments to acquire land by fee simple purchase, yet allows them to either sell or lease the property to prospective users with restrictions that will preserve the land from future development.



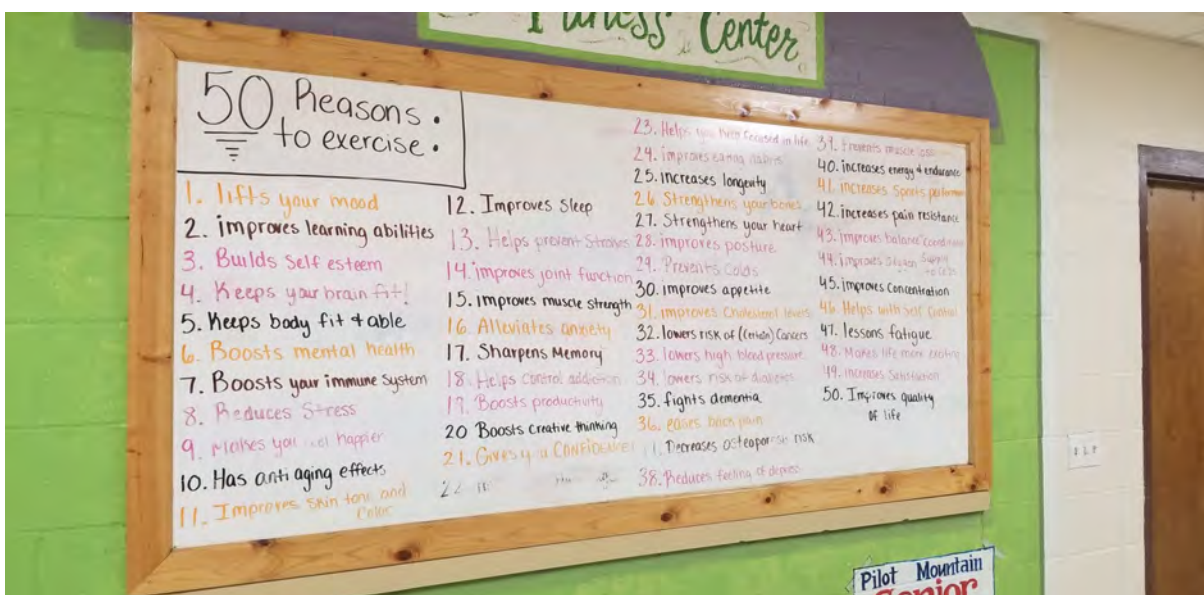
The fee simple with lease-back or resale method of development commonly results from situations in which landowners, who have lost considerable monetary amounts in property value, determine that it is more economical to sell the land to the Town (with a lease-back option) than to keep it.

PLAN ADOPTION

The first step in the implementation of the Town of Pilot Mountain Comprehensive Recreation and Parks Master Plan is adoption of the plan by the Town. By adopting the Master Plan, the community is able to help shape larger regional decisions so that they fit within the goals of the plan. The town also gives itself greater authority in shaping local land use decisions so that they achieve the goals and vision of this plan. In addition, the adoption of this Master Plan is essential in order to maximize available grant opportunities.

Among the opportunities available to promote the recommendations contained in the plan is the ability to *build upon* an already committed and active base of residents, visitors, and enthusiasts in the area. Through their organizations, institutions, publications, and networks, Pilot Mountain can promote both the improved and new parks and greenway facilities and programs.

Second among the opportunities is the availability of the existing park facilities such as amenities, programs, and existing trails. Though some changes are being suggested in the short-term and an expanded network is suggested for the long-term, the presence of an existing network provides a strong foundation from which to build. Many residents are already accustomed to using the existing park facilities and should become used to seeing new park amenities, programs, signage, and other improvements. Building on their existing awareness of what is available is much easier than building on no awareness.



The fitness opportunities offered at the Armfield Recreation Center help to keep residents active and healthy.



Action Steps

Upon adoption of this plan, implementation of specific recommendations can begin. Many of these will occur simultaneously and include policy and facility improvement changes. The key steps are:

1. Secure a dedicated source of revenue to address the ten-year and beyond anticipated future recreational project list and address the goals of the Master Plan
2. Provide staffing necessary to support and oversee the implementation of this plan and the proper maintenance and operation of the facilities that are proposed
3. Develop and implement educational and awareness programs, such as public events and promotion of parks awareness by civic and environmental advocacy groups; these programs can be used to announce new park facilities and upcoming projects
4. Begin working on the recommendations that are listed in the ten-year and beyond anticipated future recreational project list; from these opportunities come the framework for an initial implementation strategy.

These recommendations include:

- Aggressively begin to establish potential funding mechanisms for future park expansions; this high priority goal is essential for realizing the proposed recommendations for the future growth and development of Pilot Mountain's parks and recreation facilities
- Use the nucleus of park patrons to expand the awareness of the amenities and programming of Pilot Mountain parks and recreation system
- Expand and modify the existing park system into a comprehensive, multiuse system, distributed so that it better meets the needs of the community, provides opportunities to all, and enhances the current park system
- Continue making the critical pedestrian and bicycle connections between destination points that will allow for preservation of open space and offer an alternative mode of transportation

These steps represent the core of the implementation strategy. As the individual policy recommendations and physical recommendations are addressed, they should each fit within one of these four primary strategies.

The Town needs to ensure that facility planning is integrated with other regional planning efforts at the state and local levels and with long-range and current land use, economic development, parks, environmental, and community planning. The following are mechanisms to achieve this action step:



1. Expand local capital improvements program for yearly appropriation for greenway and park development
2. Set aside money for future land acquisition, construction, and maintenance of parks and recreation facilities
3. Pursue and request pedestrian / bicycle projects to be added to NCDOT TIP
4. Pursue developing and expanding existing and new partnerships
5. Apply for PARTF grants and other related recreation grants for future parks and recreation projects
6. Seek other sources of revenue funding for parks and greenway improvements, such as including local assessment districts and developer exactions
7. Pursue funding from other sources listed in this section

To continue to fulfill this mission, Pilot Mountain has pursued planning as a way to improve the parks and recreation system throughout the community. This Comprehensive Recreation and Parks Master Plan has laid out a set of strategies for expanding and developing a safe, convenient, and usable park system. The plan has assessed the study area, analyzed the existing facilities, received and analyzed community input, reviewed recreation standards, developed recommendations, and provided strategies for implementing the plan. The Town of Pilot Mountain Comprehensive Recreation and Parks Master Plan is a comprehensive guide to be used in the improvement and enhancement of the park system in the future.



Town of Pilot Mountain

Armfield Civic & Recreation Center Site-Specific Master Plan

April, 2023

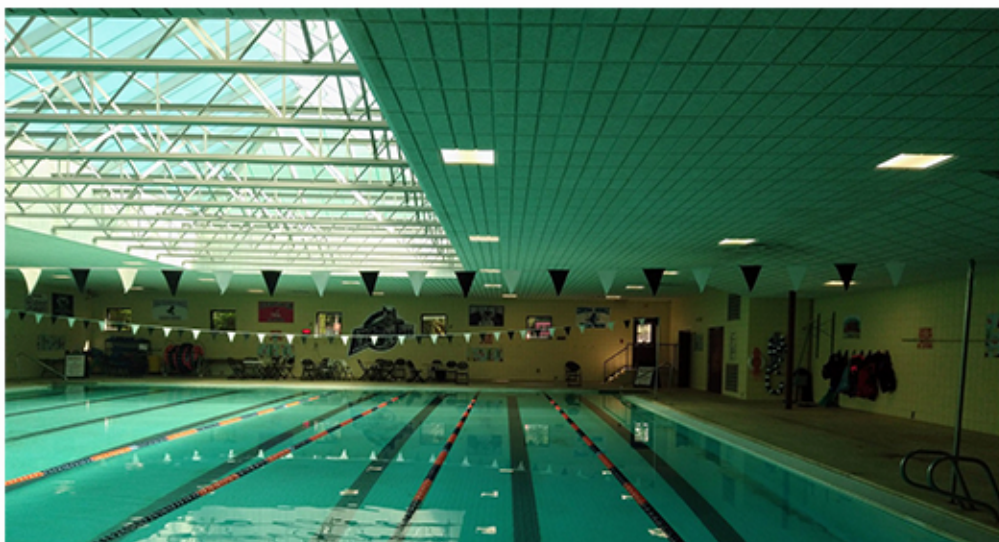


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Yoga & Spin Room

This door will remain locked
if you have any questions please
ask the front desk staff
Thank you

ACKNOWLEDGEMENTS

The Town of Pilot Mountain wishes to express its sincere appreciation to those individuals and community members who contributed to the creation of the Pilot Mountain Armfield Civic & Recreation Center Site-Specific Master Plan. Without the knowledge and expertise of these persons in both individual and team settings this document would not be possible.

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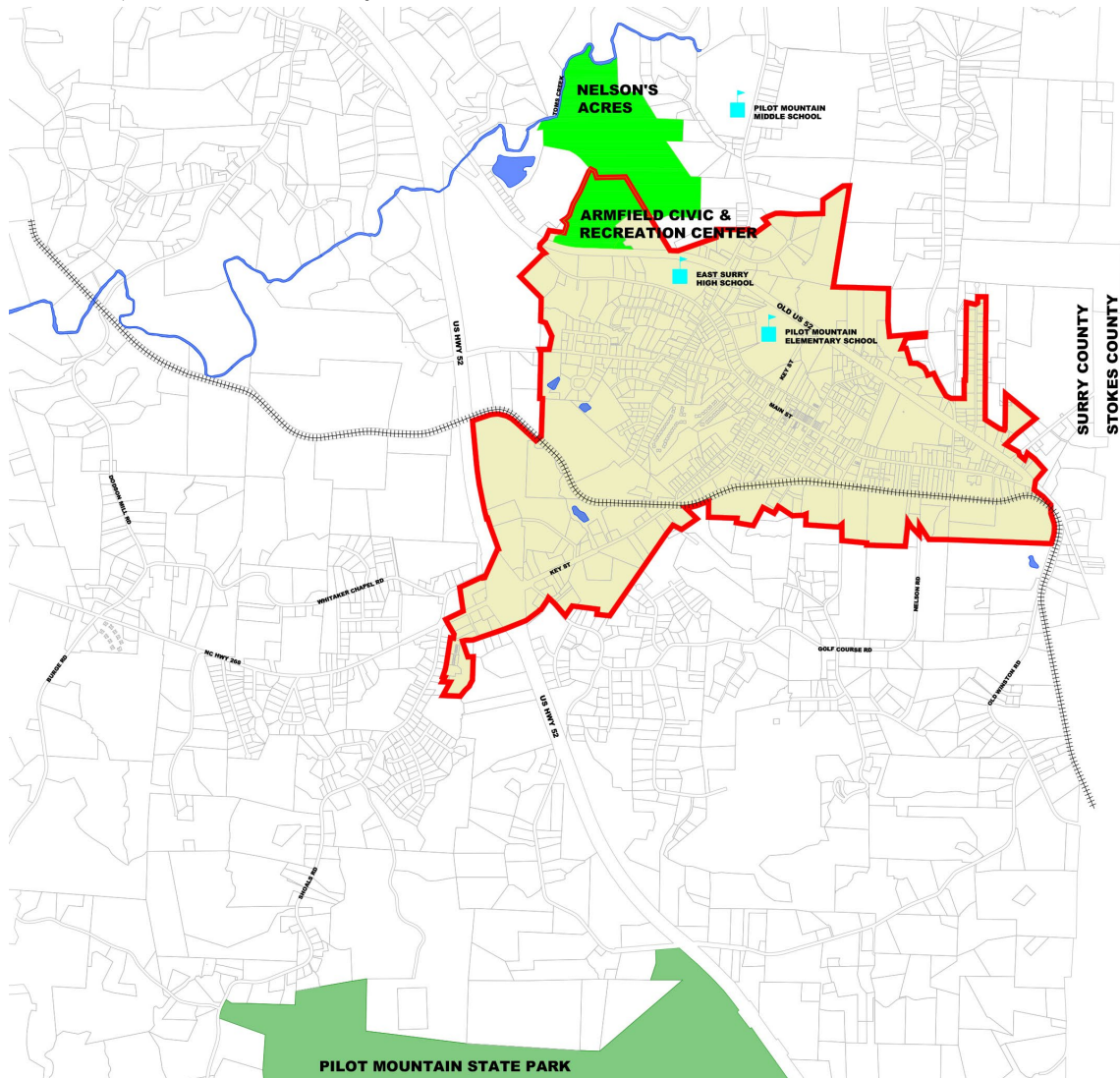
the Fitness Guru

- Personal Training
- Group Fitness classes
- Senior classes
and programs
- Indoor Spin classes
- Fitness & Nutrition
Resources

SECTION I PROJECT OVERVIEW

The Town of Pilot Mountain is a beautiful small town located in eastern Surry County. It's gently rolling hills, a family feel among its community members, and proximity to Winston-Salem, via a half-hour drive south. Pilot Mountain State Park is approximately 2.25 miles as the crow flies to Town. The estimated population of Pilot Mountain in 2021 was 1,439 according to the North Carolina Office of State Budget and Management (NC OSBM).

The Armfield Civic & Recreation Center is located approximately one mile from downtown Pilot Mountain on Old U.S. Highway 52 and is adjacent to the East Surry High School athletic fields and tennis courts. The facility is contiguous to Nelson's Acres the other town-owned recreation facility. A portion of Nelson's Acres is adjacent to the Pilot Mountain Water Plant (Waterworks). The Armfield Civic & Recreation Center contains just over 36 acres, provides indoor fitness and recreation amenities, and is used



ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

primarily by citizens of Pilot Mountain and surrounding communities. The Town of Pilot Mountain is pursuing acquisition of the property from the previous nonprofit group that owned and managed it. Considering the great impact this facility makes for the lives of Pilot Mountain residents, the Town has committed to maintaining this recreation resource for the public.

The existing facility has valuable amenities already that include an amphitheater, a playground, baseball/softball fields, a gymnasium, an indoor walking track, fitness rooms and equipment, a sauna, an indoor swimming pool, meeting rooms, a kitchen and dining room, and classrooms. Existing amenities and features of the recreation center are dated and in need of repair and refurbishment. The Town recognizes the need to expand recreation offerings and provide safe and well-maintained recreation services that residents deserve.

Supporting recreation services offered at the Armfield Civic & Recreation Center (Armfield) is Nelson's Acres. A gravel road connects Armfield users to the Nelson's Acres facility. Nelson's Acres provides 116 acres of mostly wooded open space, a multi-purpose athletic field, a walking trail, an 18-hole disc golf course, and five camping spots nestled near beautiful mature trees. Other nearby town-owned property includes the closed Pilot Mountain Water Plant (Waterworks) which potentially could add 30.2 acres of recreational area and open space. A significant feature of this property is that it contains a large pond, existing buildings, and an old roadbed around the pond for potential trails.

The Town recognizes the importance of *planning* as a means of improving recreation opportunities for all its residents and visitors. As a result, the Pilot Mountain Town Council hired McGill Associates to create an Armfield Civic & Recreation Center Master Plan for the park and surrounding recreation resources in its entirety. With this recommendation, the Town has moved forward with the development of the site-specific master plan as part of the initial planning effort.

McGill Associates and the Town worked to further analyze and evaluate the study findings along with other data collected throughout the planning process. These results highlighted the needs of both the community and the town council. Final recommendations and conceptual designs, which were drawn from these collaborative efforts, will be discussed further in this document in detail.

Images from the existing Armfield Civic & Recreation Center can be found in the following pages.

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN



Existing playground at Armfield Civic & Recreation Center



Existing meeting room at Armfield Civic & Recreation Center

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN



Existing kitchen at Armfield Civic & Recreation Center



Existing classroom/daycare space at Armfield Civic & Recreation Center

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN



Existing gymnasium and indoor walking track at Armfield Civic & Recreation Center



Existing fitness room at Armfield Civic & Recreation Center

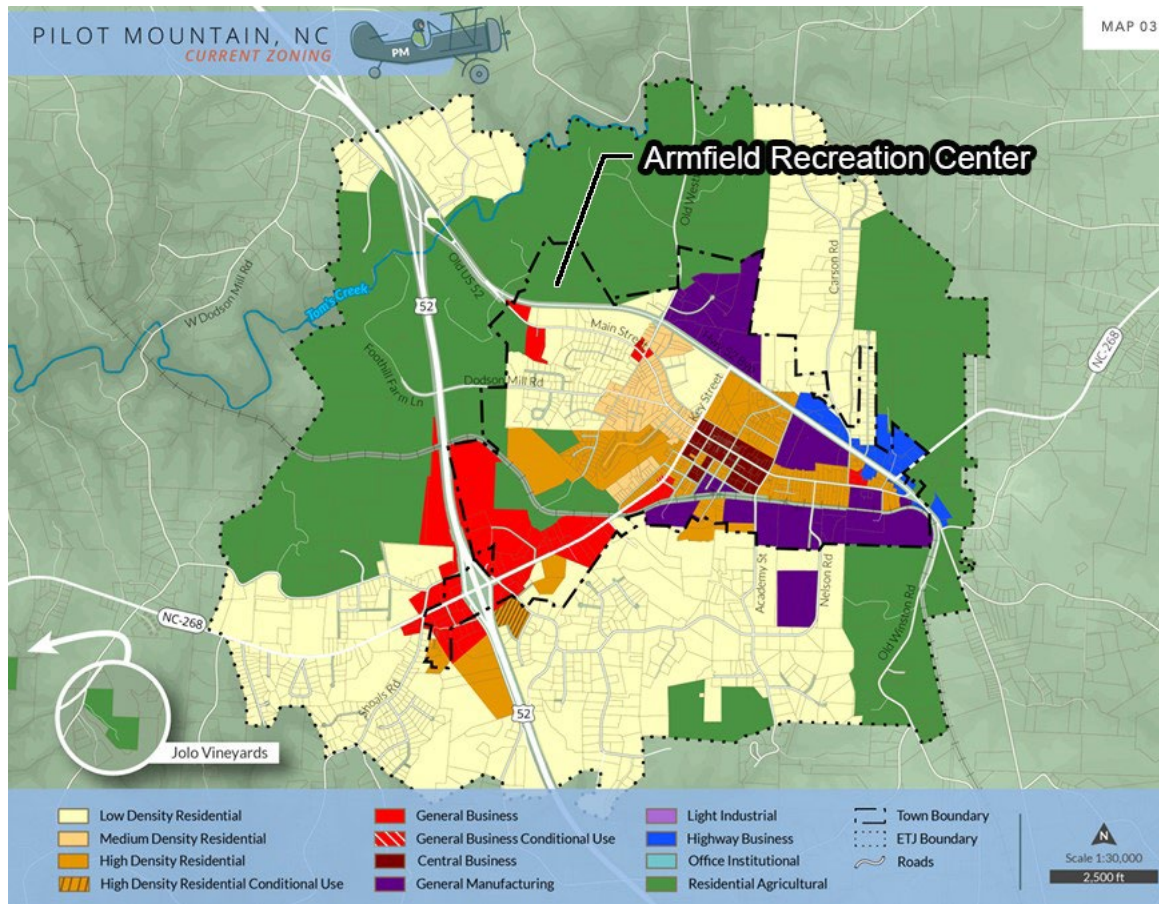


Existing pool at Armfield Civic & Recreation Center

- END OF SECTION -

SECTION 2 SITE ANALYSIS

Surrounding Land Use and Zoning



Current zoning map for Pilot Mountain from 2040 Comprehensive Plan

Zoning is important to know as the development process moves forward. The existing parkland is currently zoned as *residential/agricultural* and is surrounded predominantly by residential lots. The parcel immediately adjacent to the west of the Recreation Center is privately owned residential and is also zoned *residential/agricultural*.

Existing Structures

The current park site consists of the Armfield Civic & Recreation Center property, Nelson's Acres, and the old water plant. It should be considered that many residents may conflate the adjacent town-owned properties with the non-profit-run Armfield center as they are in proximity to one another as well as to East Surry High's athletic fields. Beyond the individual qualities of the Armfield Property ensuring that the park site maintains some continuity between the other properties recreationally and physically will be vital in the development of the site.

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

Armfield Civic and Recreation Center Area:

This part of the park site has the most development of the three sections. Existing structures currently on the site consist of the main recreation center facility and a day-use area. The day-use area includes a performance stage, restroom structure, playground, and lighted ballfields with batting cages. The playground, ballfields, and performance stage are in good condition. The restroom structure needs updates and the parking area requires paving at both the main recreation center building and the day-use area. The site is partially wooded with hardwood growth that adds to both the ambiance and utility of the site. Understanding the adjacent town-owned property's existing conditions should also be considered when analyzing how residents use the recreation center. Below is a brief description of those are below:

Nelson's Acres Area: This park has the distinction of having been partially funded by the North Carolina Parks And Recreation Trust Fund (PARTF). The park property offers a multi-use field in good condition, trails, disc golf, and camping sites all in fair to good condition. This property in its natural state offers natural open space and opportunities to view native flora and fauna. Tom's Creek traverses the site and presents idyllic creek-side opportunities for passive recreation. There is generally steep topography that leads down to Tom's Creek.



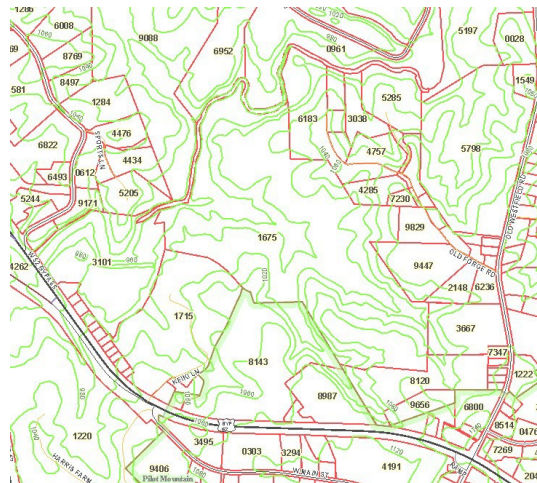
Nelson's Acres was developed with assistance from NC PARTF

Water Plant Area: The parking area is unpaved and lacks an accessible connection with the Armfield Civic & Recreation Center. This section of the site contains the shell of the office and operations of the old water plant. There is a 7-acre pond on this section of the site. An existing maintenance path around the pond shows potential as a pedestrian trail with possible places for water access. The pond has an active aeration fountain that is aesthetically pleasing and supports this location as a potential place for respite and recreation.

Natural Features

Topography

Topography at the front of the recreation center near the entrance and the parking area along Old US 52 is fairly level with a slight descent as you enter the park. The highest point at the park is 1,097' above sea



ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN



level, at Old US 52. The park slopes down to the north and leads to a low area that drains to the pond at the closed Pilot Mountain water plant. This lower area of the site then begins sloping up as you continue north towards the playground, performance stage, ballfields, and associated parking area all of which are relatively level upon a slight plateau. The gravel road between the Armfield property and Nelson's Acres leads downhill. Future park facilities, such as any paved pedestrian paths, must account for this slope and its implications on hydrology.

The site generally has a steep grade down toward Tom's creek. This topography is most pronounced around the dam near the water plant pond and bisecting the Nelson's Acres portion of the park.

Soils

The Armfield Civic and Recreation Center property is composed of a well-drained, sandy/gravelly loam consisting of weathered bedrock with slopes. No hydric soils were identified on the site. The soils in and around the park include Fairview-Urban land complex, Rhodhiss-Hannertown complex, Rhodhiss-Bannertown-Rock outcrop complex, Toast-Bannertown complex, and Woolwine-Fairview-Westfield complex types.

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

| Map Unit Symbol | Map Unit Name | Acres in AOI | Percent of AOI |
|------------------------------------|--|--------------|----------------|
| FuC2 | Fairview-Urban land complex, 8 to 15 percent slopes, moderately eroded | 18.0 | 51.7% |
| RbD | Rhodhiss-Bannertown complex, 15 to 25 percent slopes, very rocky | 7.7 | 22.0% |
| RrE | Rhodhiss-Bannertown-Rock outcrop complex, 25 to 60 percent slopes, very bouldery | 3.9 | 11.0% |
| TtC | Toast-Bannertown complex, 8 to 15 percent slopes, very rocky | 4.6 | 13.2% |
| WfB2 | Woolwine-Fairview-Westfield complex, 2 to 8 percent slopes, moderately eroded | 0.7 | 2.0% |
| Totals for Area of Interest | | 34.9 | 100.0% |

The entire site is considered challenging for recreational development but with mitigation for steep areas, rocky soils, and drainage elements, it can be developed to support meaningful recreation amenities. According to the information provided in the USDA Soil Report, the site is well-suited for trail development as shown on the suitability map on the next page. Areas in yellow indicate areas suitable for trail development while those shown in red are less suitable.

Drainage

The middle portions of the site with greater slopes and a drainage feature are more limited regarding playgrounds and structures and grading will be a major consideration in siting any large, planned features here. Existing developed areas are often on higher, more level land. Overall, the site drains well with minimal risk of flooding.

Hydrology

The hydrology is generally defined by the presence of the 7-acre pond on the nearby water plant parcel, Tom's Creek which traverses the site, and an unnamed tributary that runs along the eastern boundary of the Armfield section and then north to connect into Tom's Creek.



USDA Soil Map – Suitability of recreation trail development

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN



The unnamed tributary is not documented as contributing to the floodplain or floodway on site.

Tom's Creek on the other hand does have a designated floodway and floodplain buffers around it. Topography on site drains off-site towards Toms Creek. These low areas may periodically flood during large rain events, limiting these small areas for future development.

Overall, these low areas of the site are relegated mainly to the north and southwest of the property where no significant development is planned. Preservation of these natural drainage features as wildlife corridors and viewing areas have the potential to provide future low-impact use of these areas of the property.

Vegetation and Wildlife

The site has a variety of vegetative classes. It is bordered by forest cover and a major highway. The western and southern edges of the park contain mixed forests typical of this region of North Carolina, including oak, maple, pine, and dogwood. Wildlife species consist of typical edge species including, but



ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

not limited to, small mammals such as rabbits, mice, and squirrels, a variety of snakes, birds, and the occasional deer. No threatened or endangered flora or fauna have been identified on-site. The eastern portion of the park is maintained as the grass around the asphalt parking area.

- END OF SECTION -

SECTION 3 PUBLIC INVOLVEMENT

Community input is one of the most important aspects of the planning process. Planning that doesn't seek the help of the community struggles to gain any support and often fails. When community members can voice their opinions, ask questions, and share their wishes for the park, they feel a sense of ownership. They see that local government and planners seek to know their needs and desires. As the planning process moves forward and community members see elements that they requested come to fruition, they are more apt to support the expansion through participation, funding, and care for the facilities.

The process was intended to be equitable and inclusive, presenting a variety of input opportunities and methods for all community members and visitors to have a comfortable space for expressing their needs and desires. Insight from local leaders and Town staff, public meetings, a community survey, and focus group interviews were used to gather ideas, share thoughts, stimulate conversations, and answer questions. Public meetings, along with a community survey, were advertised on the Pilot Mountain website, social media pages, and via flyers at the Armfield Civic & Recreation Center and Town Hall. The contributions and materials received from community participants were essential for producing a plan that will benefit the community and support their much-needed recreation requests.

Local Leaders and Staff

Communication between McGill team members and Pilot Mountain staff was an ongoing occurrence. Overall, the staff desires to continue to be able to provide safe, affordable, and appropriate recreation opportunities to residents and visitors alike. Town staff wanted to be prepared to manage the anticipated recreation demand over the next ten years by initiating facility upgrades, initiating new recreation opportunities for residents, and developing relevant recreation programs. A strong desire to provide improved opportunities for pedestrians to walk and ride their bicycles as well as a desire to provide more space for seasonal events were tempered with concerns over how to deal with the realities of sourcing funding.

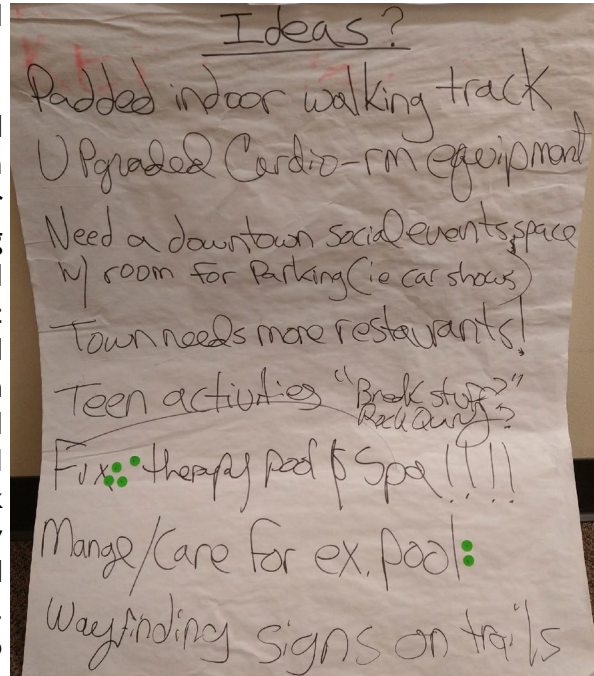
Public Meetings

To facilitate human interaction and open conversation during the community engagement process, five public meetings were conducted. The first four from the comprehensive plan and the last to explore conceptual design for improvements to the Armfield Civic & Recreation Center. These meetings were held as drop-in events at two separate locations in town (Armfield Recreation Center and East Surry High School). All meetings were a minimum of two hours. The meetings provided the opportunity for a variety of information to be collected from different types of people. Approximately 49 participants attended the initial meetings and approximately 25

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

individuals attended the last meeting and provided much-needed feedback.

The initial community meetings included a visual preference exercise, open dialogue, and question/answer opportunities while the final meeting explored conceptual renderings and provided open dialog and public comment. These meetings were a crucial step to ensure that all who want to can be heard, voice their concerns, and receive clarification. The visual preference survey of various park amenities allowed participants to identify amenities they felt would be good additions to the town park system. Participants were also encouraged to write any of their ideas down on a large notepad for all participants to see and discuss. The visual preference exercise provided participants with three stickers to place on their top three preferred images out of thirty-six typical amenity-type images provided. The top 5 most desired facilities/amenities were (with 1 being most desirable):



1) Splash Pad, 2) Fishing Opportunities, 3) Basketball Courts, 4) Indoor Fitness, 5) Therapy Pool

The meetings encouraged attendees to discuss their experiences with the Pilot Mountain recreation system and how to improve both the entire system and how to improve recreation offerings and programs at the Recreation Center.

Community Survey

The active participation of residents in Pilot Mountain was crucial in developing a Master Plan that reflects the true needs of the Town. Community input was solicited throughout the entire planning process of the Comprehensive Recreation Master Plan and included public input for the Armfield Civic & Recreation Center. The survey was created as a tool to gather information from the public concerning the existing and future needs of the Town's park system. A project marketing card was developed to encourage awareness of the project and provide both a web address to the community survey as well as a QR code that interested individuals could use with mobile devices to reach the online survey and provide their input. To gather further public input and reach the broadest cross-section of residents, a printed version of the survey was also made available at town offices and at all community outreach events.

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

The Town had 426 household surveys accessed and received a total of 426 completed household surveys representing about 851 individuals for the recreation master planning data collection effort. These results included both the paper survey handouts and the online survey results. The survey data collected represented approximately 59% of Pilot Mountain's approximate 2022 population of 1,439 and was an approximate cross-section of Pilot Mountain in terms of age, and household size and closely resembled the town's racial profile.

The surveys were designed to elicit answers on residents' needs and desires for recreation opportunities. It included a section where respondents rated their use of existing facilities both within the Town limits and outside the Town limits. The survey instructed respondents to rank the programs and facilities in order of importance to their household and to list the facilities they would like to see added to the park and recreation system.

Summary of Survey Findings

The complete summary report of survey responses can be found as part of the Pilot Mountain Comprehensive Parks & Recreation Master Plan. Public surveys regarding recreation provided participants the opportunity to express their demographic profile and their desires and concerns related to recreation. As important as knowing what participants would like to see as part of their community's recreation system, understanding the barriers to access of those recreation resources is important to plan for how to mitigate barriers to those services. Survey participants felt that the barriers to their household's regular use of public parks or recreational facilities were mainly not having time to use existing facilities, which was followed closely by a perception that existing facilities were in poor condition.

Most survey respondents represented year-round residents that either own or rent property within the Town's limits, reported as working in town, or live in Surry County, but close to Town.

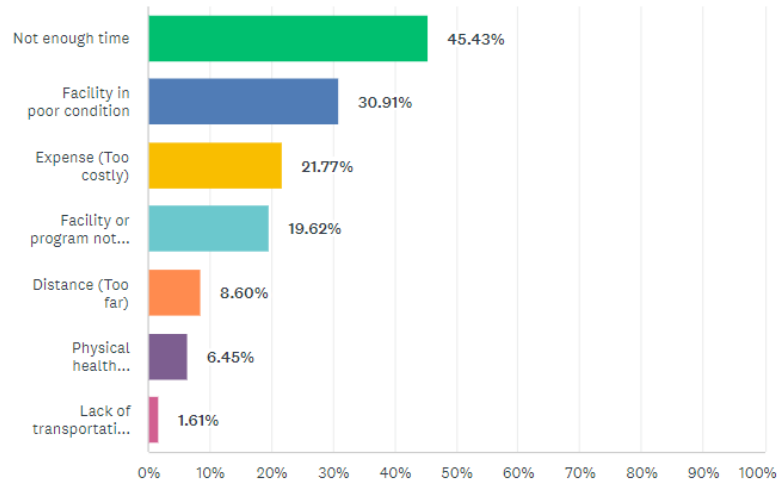
While some minority groups were underreported, the racial profile of survey participants ranged broadly and closely reflected that of the town.

As expected, most survey participants reported a lack of time as the main barrier to their household's regular use of public parks. However, coming in as the next reported reason was that facilities were in poor condition. This highlights other input collected in the public outreach that indicated a desire for better maintenance and repair of existing recreation facilities and amenities. Some of the responses from the community survey are below:

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

What is the greatest barrier to your household's regular use of public parks or recreational facilities?

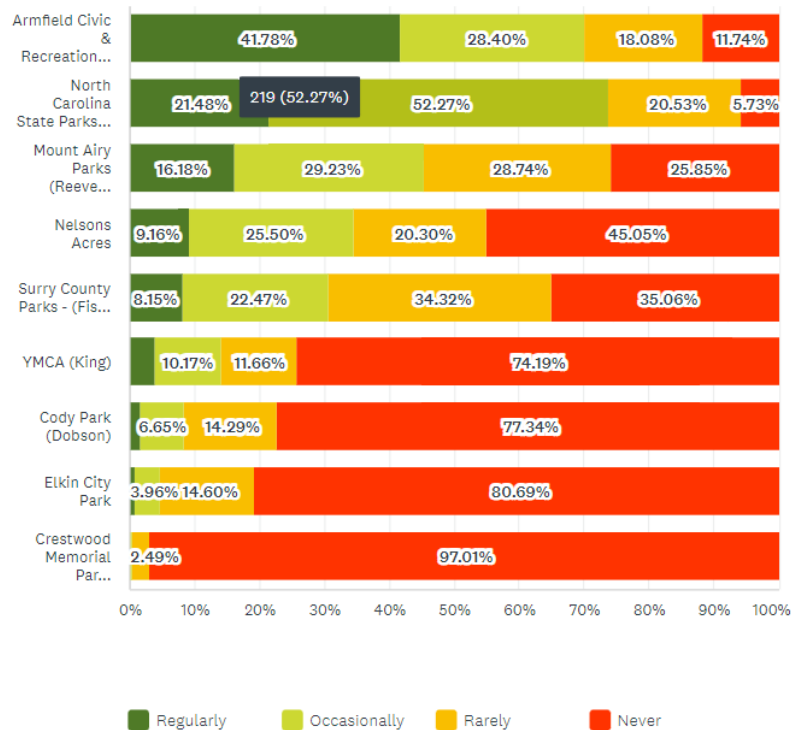
Answered: 372 Skipped: 56



Armfield Civic & Recreation Center was reported to be the most visited facility for survey respondents. This information shows how significant this recreation facility is to the lives of it's patrons and the fabric of Pilot Mountain.

Check below how frequently you or others in your household have visited the following facilities in the past year.

Answered: 428 Skipped: 0

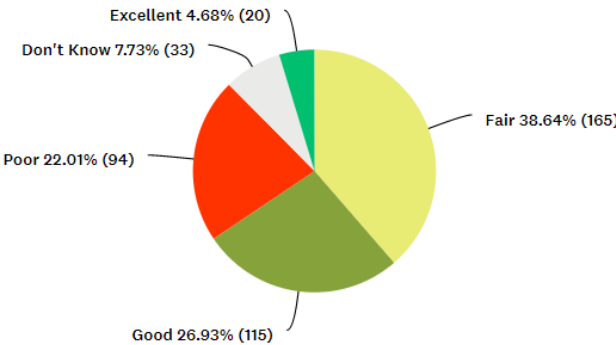


ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

Survey participants ranked the Armfield Civic & Recreation Center as being in “fair” condition to “good” condition. This is a favorable ranking considering comments made at public meetings revealed a general belief that the facility required repair and refurbishment.

Overall, how would you rate the existing Armfield Civic & Recreation Center?

Answered: 427 Skipped: 1



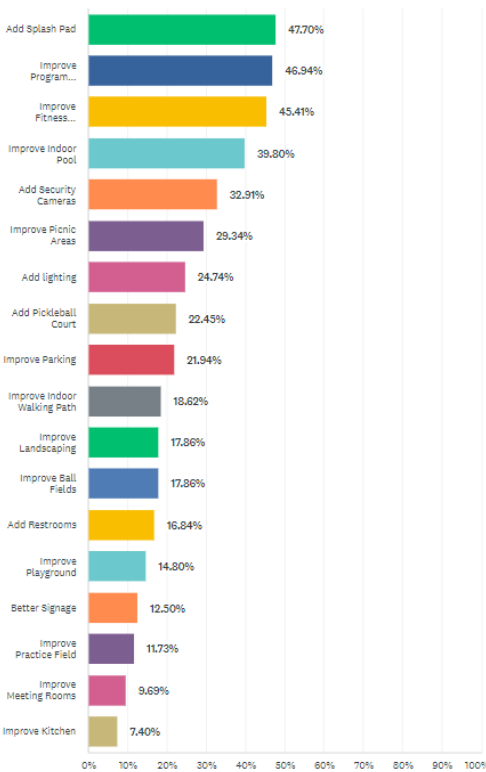
The top ten improvements survey respondents desired, in order of most desired to least was:

1. Splash Pad
2. Improved program offerings
3. Improved fitness equipment
4. Pool improvements
5. Addition of security cameras
6. Improved picnic areas
7. Add lighting
8. Add pickleball court
9. Improve parking
10. Improve indoor walking path

Park amenities enable local governments to provide the type of recreation elements that are desired by the public. When looking at the survey responses from a broad view, the public was interested in the Armfield Recreation Center being developed into a site that is first and foremost able to provide a mix of active and passive recreation for all generations from children, teens, adults, and seniors.

Check below for improvements that could be made to the existing Armfield Civic & Recreation Center?

Answered: 392 Skipped: 36



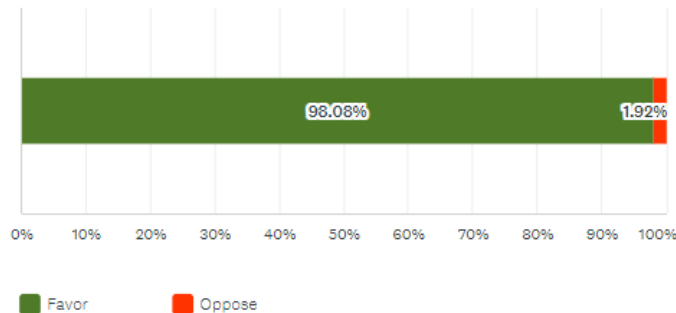
ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

When asked what activities/facilities were desired, the top five elements respondents preferred (in order of most desired to least) included: **1. Outdoor playground, 2. Fitness facility, 3. Splash pad, 4. Jogging/Walking trails, and 5. indoor swimming pool.**

Support for expanding recreation opportunities in Pilot Mountain is virtually unanimous with less than 2% of the survey taken in opposition to expanding recreation.

Would you favor or oppose expanding recreational opportunities in Pilot Mountain?

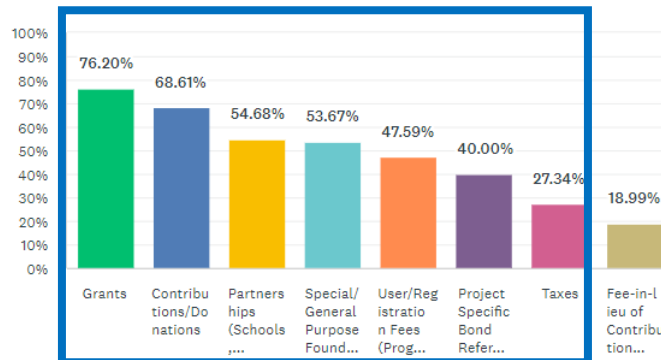
Answered: 417 Skipped: 11



There is strong support for funding improvements and expansions to recreation opportunities in Pilot Mountain. It's typical to see grants and donations receiving the most support for expansion. What is worth pointing out is that a majority of survey takers supported using general fund dollars to expand recreation and there is also substantial support for a bond referendum. Adding details of what would be included in a bond referendum would likely garner additional support for this funding strategy.

What, if any, sources of funding are you willing to support in order to make improvements, build new facilities, and create programs? Check all that apply.

Answered: 395 Skipped: 33

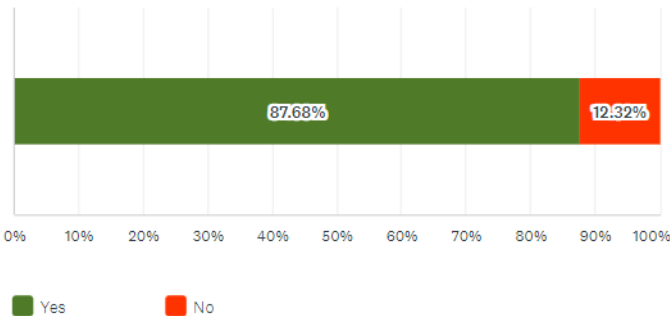


ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

Survey participants favored expanding recreational opportunities in Pilot Mountain, prefer the acquisition of grant funding, and reported being willing to pay a nominal fee to attend events or use special-use facilities. This information supports efforts made by the Town to bolster recreation services via the acquisition of the Armfield Civic & Recreation Center as well as the pursuit of funding opportunities to help support recreation expansion and improvements.

Would you be willing to pay a nominal fee to attend an event or use a special facility?

Answered: 414 Skipped: 14



A review and analysis of the survey data indicate that most respondents appreciate and desire the amenities and programs currently or recently provided by existing town-owned facilities. The existing facilities, programs, and amenities are desirable by survey participants but perceptions were also that amenities and facilities needed maintenance and improvement. New outdoor elements desired such as a splash pad, and trails along with supporting features such as parking, lighting, and signage are also important to survey participants.

Conceptual Design Review

The community input included sharing conceptual designs via a drop-in style meeting that was held in the lobby of the Recreation Center from March 29 to April 5th. A meeting for residents to view and comment on the conceptual design developed to show what improvements and new amenities came out of the Comprehensive Recreation Plan's input. All community input played an important role in developing the final concept. See section four of this document for more information on the final concept and how it developed.

The Results

The community input received from the survey and public meetings all served to provide a comprehensive look at the needs and concerns for recreational opportunities and amenities at the Armfield Civic & Recreation Center. A total of approximately 60% of the Pilot Mountain community provided valuable information to aid in the planning for the future recreational needs of the Town and Armfield Recreation Center.

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

The results point to a desire for the development of much-needed improvement of the Recreation Center including acquiring the Recreation Center for the town and repairing and maintaining amenities for residents. Along with the reported desire for improved amenities, such as the pool, therapy pool, gymnasium, and fitness rooms, expansion of opportunities such as a new splash pad and other outdoor activities should be added to the facility.

The information provided through public input will directly be used to develop the conceptual design for future improvements.

- END OF SECTION -

SECTION 4 SITE PLAN

Park Goals

Utilizing information from the site analysis, input from the community engagement process, and conversations with Town of Pilot Mountain staff, McGill began developing a concept plan for park development. Based on this input, the design team was able to develop the purpose and programming for the development of Armfield Civic & Recreation Center.

The primary objective that was taken into consideration when developing the concept plan is to expand Armfield Civic & Recreation Center's offerings, moving the facility toward its potential as a Town-owned recreation resource that offers a bit of something for a broad range of types of residents. The main goal is for the Town to be able to use the recreation center as an engine for health, community gatherings, and a place for respite and fun activities. In a broad sense, the planned design recognizes that the recreation center needs repair and maintenance of many of its amenities as well as expansion of amenities to meet current public desires and needs. Some of the key considerations that remained in mind as the concept was developed are:

- The former owner of the Recreation Center developed a wide range of amenities, and many have fallen into disrepair, necessitating careful analysis and a plan to rehabilitate them.
- Two other town-owned properties are either immediately adjacent to or in proximity to the Armfield Center and connectivity with those properties may expand recreation services and accessibility for residents.
- Public input was gathered via the development of the Town of Pilot Mountain Comprehensive Parks and Recreation Master Plan completed in 2023 and this study identified a strong desire for facility expansion and the need for additional things to do such as a splash pad, game courts, fitness opportunities, and more trails.
- Due to public demand and a limited supply of pickleball courts, new courts have been recommended for the site.
- Expansion in parking, shelters, and updates to the restroom facilities will help support the park's growth as well as ensure ADA compliance.

Conceptual Design

Concept plans were developed that proposed several park development opportunities composed of refurbishing the recreation center gymnasium, pool, therapy pool, and fitness rooms and adding several new recreation elements to the site including:

- A walking trail that would connect the Armfield Center with Nelson's Acres and the Town Water Plant property providing for expanded walking/running trails and serving as ADA connectivity to additional park elements such as the disc golf

- course, multi-use field, and pond.
- Pickleball courts
- Fitness stations
- Cornhole

The site plan also recommended several other support amenities/updates, as well as environmental considerations including:

- Restroom building renovation and ADA compliance measures
- Additional paved parking
- Lighting and landscaping upgrades

Facility and Programmatic Needs

The Armfield Civic & Recreation Center is currently limited in the recreation programs that it's able to support as historically, under the former non-profit group management, funds were limited for needed repairs. The Town hopes with its planned acquisition of the Armfield Civic & Recreation Center, to be able to eventually reinstate expanded program offerings such as summer and after-school camps. To support such programming goals, the refurbished indoor recreation center amenities and planned expansion of the other site amenities are a priority.

With the addition of the newly planned facilities, the current activities would still be present but attract new and previous residents that may have stopped using the facility because the amenity they desired was no longer functional or offered.

With planned trail and connectivity improvements, residents will gain greater use of other town-owned recreation facilities such as water access at the Water Plant property, as well as disc golf, camping, natural areas, and open space at Nelson's Acres.

Initial Park Concept Plans

Alternate A



Alternate A: Interior refurbishment of the recreation center and adding new amenities to the outdoor (day-use) areas.

The first conceptual plan addresses the need for connectivity from the recreation center with the existing playground area and ballfields. Two new pickleball courts are constructed per popular demand. The existing playground remains along with the restroom/shelter building and gaga ball pit. Placed adjacent to the playground would be a splash pad area and two small picnic shelters. To support the additional use of the area, 120 new paved parking spaces are added over the existing gravel lot area adjacent to the baseball fields. An additional paved trail is added from the parking area and connects with the northernmost ball field and batting cages, and would make a connection with the start of the disc golf course at Nelson's acres as well as have a spur trail that would be natural surface and lead to the pond at the water plant property.

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

Alternate B



Alternate B: An all-around new day-use area ready to host events and athletic programs as well as offer more paved parking and better vehicular access to Nelson's Acres.

The second conceptual plan offers many of the same publicly desired amenities as identified in the comprehensive recreation plan survey and public meetings but goes further to orient and design the existing outdoor day-use area. As with concept A, the needed interior improvements to the recreation center and the development of two new pickleball courts would occur. However, a proposed splash pad serves as the main attraction of the day-use area with the playground being relocated around it in a paisley form along with a tot lot, relocated gaga ball pit, and a small new picnic shelter. A much larger building is added as well to serve as a combination restroom/picnic shelter/concession for the ballfields. A new picnic area with decorative pavers and picnic tables serves to host parties and events. To support the increase in users, 132 paved parking spaces are made available.

Like concept A, the need for connectivity from the recreation center to the day-use area led to a new paved path connecting the two areas as well as an additional paved trail added from the parking area that connects with the northernmost ball field, batting cages, and would make a connection with the start of the disc golf course at Nelson's acres. Concept B takes the paved vehicular access as far as the existing gravel parking area for

the start of the disc golf course. A spur trail would be constructed of natural surface that leads pedestrians to the pond at the water plant property.

FINAL SITE DESIGN

Based on the response from the community meeting for the proposed improvements at the Armfield Civic & Recreation Center, most participants felt that concept A offered the majority of desired amenities but with some needed adjustments. Some key input that was gathered at the March drop-in meeting was:

- Two pickleball courts would not be enough to meet demand, but four would meet demand and allow for less waiting for courts.
- Many people wanted the existing paved paths repaved along with the development of new paved connections.
- Most participants agreed that the interior improvements should take precedence over the other site amenities.

ACCESS AND CIRCULATION

It is recommended that the primary vehicular access to the park remains where it is located but includes extending the paved driveway to Nelson's Acres.

The park as it currently is developed does not provide a strong flow for its visitors. That's to say that there is not a strong internal system of trails or sidewalks that allow park visitors to go from the recreation center to the other town-owned facilities. This is in part because there is limited development of Nelson's Acres and none at the water plant property.

The recommendation for this plan helps develop a circulation from Armfield Recreation Center to Nelson's Acres and planned future recreation amenities at the water plant property. New amenities have been recommended, and in each case, an ADA-accessible path to the amenity has also been recommended. An internal network of multi-use paths is also recommended. This allows park visitors to use the trails as both a destination and as a recreation amenity to be enjoyed while other activities are going on. For example, a trail loop around the water plant pond is a destination unto itself, but it can also provide water access for fishing, paddle sports, or wildlife viewing.

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN



BUILT ELEMENTS

The final plan presents a park that upgrades the current recreation center building amenities, offers new site amenities that meet current recreation demand, and develops trails and amenities that position the facility for possible expansion in the future. The arrangements and number of elements go a step beyond just providing what the public is asking for. It uses the space in a way that would allow for the site to host multiple functions and expand programming opportunities.



Attention was also paid to supporting facilities on site. Retaining, but upgrading the restroom/picnic shelter at the existing playground will expand the functional use of the site and ensure that the facilities are up to date. The new splash pad and pickleball courts will help accommodate the larger number of visitors expected to use the site.

The inclusion of a plaza area and two small picnic shelters that essentially connects to the existing restroom/picnic shelter is also critical in making this area both welcoming and able to accommodate greater patronage.

The expansion of the paved walking trails not only connects all the elements, providing a much more ADA-accessible park, but the walking trail also provides yet another way for residents to get active and pursue healthy lifestyles. The expanded paved walking trail, in connection with the existing trails, provides a great place to get in steps and rack up mileage walking or jogging.

IMPLEMENTATION

Opinion of Cost

A preliminary opinion of probable cost was developed for the master plan. The provided opinion of probable cost includes assumed general expenditures such as site preparation, building structures, access, site utilities, parking, and specific facility development features.

The anticipated cost in 2023 for the proposed Armfield Civic & Recreation Center, is approximately three million dollars. It should be noted that this estimate is based on master plan level design. Final construction documents will have to be completed to present a more accurate opinion of probable costs. It is recommended that facility improvements be divided into phases to better manage the overall costs of refurbishment and site development.

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

PROBABLE OPINION OF COST ARMFIELD CIVIC & RECREATION CENTER IMPROVEMENTS PILOT MOUNTAIN, NORTH CAROLINA

MARCH 2023

| Project Elements | Unit | Unit Cost | Total Item Cost |
|---|-------------|-----------|--------------------|
| Phase 1 | | | |
| Gymnasium Floor Repairs/Refurbishment | Allowance | \$100,000 | \$100,000 |
| Fitness Room Improvements | Allowance | \$110,000 | \$110,000 |
| Natatorium Repair/Improvements | Allowance | \$300,000 | \$300,000 |
| (2) Pickleball Courts | Lump Sum | \$134,000 | \$134,000 |
| (1) Fitness Station | Each | \$6,500 | \$6,500 |
| (2) Corn Hole | Each | \$2,500 | \$5,000 |
| Other Features(seating, trash cans, dog waste stations, picnic tables, etc.) | Lump Sum | \$20,000 | \$20,000 |
| Landscaping | Lump Sum | \$20,000 | \$20,000 |
| Site Utilities | Lump Sum | \$20,000 | \$20,000 |
| Site Costs (earthwork, erosion control, drainage) | Lump Sum | \$85,000 | \$85,000 |
| Cost to Build or Renovate Phase 1: | | | \$800,500 |
| Contingency for the Cost of Building/Renovating Phase 1 | | | |
| Contingency (5%) | | | \$40,025 |
| | | | |
| Survey, Site Design, Permitting, Construction Phase Services | | | \$160,100 |
| Phase 1 Project Costs | | | \$1,000,625 |
| Phase 2 | | | |
| Drive and Parking (5,856 SY of parking lot) | Lump Sum | \$265,000 | \$265,000 |
| Concrete Sidewalk & Plaza Area | Square Yard | \$70 | \$98,000 |
| (2) Small Picnic Shelter | Each | \$50,000 | \$100,000 |
| Bike Rack | Each | \$1,500 | \$1,500 |
| (2) Pickleball Courts | Lump Sum | \$134,000 | \$134,000 |
| Splash Pad | Allowance | \$750,000 | \$750,000 |
| Other Site Features (benches, trash cans, dog waste stations, picnic tables, bleachers) | Lump Sum | \$40,000 | \$40,000 |
| Landscaping | Lump Sum | \$10,000 | \$10,000 |
| Site Utilities | Lump Sum | \$100,000 | \$100,000 |
| Site Costs (earthwork, erosion control, drainage) | Lump Sum | \$300,000 | \$300,000 |
| Cost to Build or Renovate Phase 2: | | | \$1,435,500 |
| Contingency for the Cost of Building/Renovating Phase 2 | | | |
| Contingency (5%) | | | \$71,775 |
| | | | |
| Survey, Site Design, Permitting, Construction Phase Services | | | \$287,100 |
| Phase 2 Project Costs | | | \$1,794,375 |
| | | | |
| Total Cost to Build or Renovate: | | | \$2,795,000 |

Identification of sufficient funding is a crucial element that is required to implement this master plan. Pilot Mountain should evaluate the existing departmental budget and funding for capital improvements.

- Property/Sales Tax Revenues
- General Obligation Bonds
- Grants
- Contributions
- Park Foundations
- Partnerships
- Local Gifts

ARMFIELD CIVIC & RECREATION CENTER SITE-SPECIFIC MASTER PLAN

It is recommended that the Town should be proactive in applying for grants and other funding mechanisms to reduce Pilot Mountain's expenditures for capital improvements in approaching the development of the park. Armfield Civic & Recreation Center's scope is large enough that phasing planned development would be a good strategy to maximize grant leveraging possibilities.

Maintenance Considerations

During the master planning phase, careful consideration was given to ongoing maintenance needs for the park. In addition to selecting materials that are resilient, durable, and long-lasting, the layout of the park also considered the surrounding neighbors and limited resources for park maintenance. Elements of the plan that exemplify this include:

- Most park program elements and structures, such as fitness stations, play areas, splash pad, etc., are located outside of the lower-level floodplain of the site.
- Walking paths and trails are recommended to be paved to reduce erosion downstream.



The existing gymnasium of the Armfield Civic & Recreation Center

- END OF SECTION -



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

| | |
|---|--|
| PARTF Grant Application | |
| <u>Background Information:</u> | |
| In order to apply for the PARTF Grant application, the Board will need to approve the attached resolution. This project will see the renovation of the pool, repair of the gym floors, rehab of the fitness rooms, creation of exterior pickle ball courts, creation of cornhole area, and various other site improvements. | |
| <u>Staff Recommendation:</u> | Staff recommends approval of resolution authorizing grant application. |
| <u>Possible Board of Commissioner Actions</u> | |
| <ul style="list-style-type: none">• Approve resolution• Deny approval of resolution• Table for further discussion | |
| <u>Attachments</u> | |
| <ul style="list-style-type: none">• Resolution R2023-03 | |

**RESOLUTION AUTHORIZING APPLICATION FOR NC PARKS
AND RECREATION TRUST FUND GRANT**

WHEREAS, the North Carolina Division of Parks and Recreation has created the Parks and Recreation Trust Fund Grant program, and;

WHEREAS, the Town of Pilot Mountain has restarted its recreation and parks program, and;

WHEREAS, the Town of Pilot Mountain has acquired the Armfield Civic Center and surrounding recreational areas, and;

WHEREAS, the Board of Commissioners believes it to be in the best interests of the Town and its citizens to apply for these funds to assist with the cost of necessary renovations and improvements to the Armfield Civic Center and surrounding recreational areas.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners that:

1. That the Board of Commissioners hereby directs the Town Manager to submit an application to the NC PARTF for grant funds on behalf of the Town.

ADOPTED by the Board of Commissioners of the Town of Pilot Mountain this the 17th day of April 2023.

Attest:

Evan Cockerham, Mayor

Holly Utt, Town Clerk



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

| | |
|--|---|
| Social District Amendment | |
| <u>Background Information:</u> | |
| There are two issues that I would like to bring to the Board about the social district ordinance. First, we have had some folks share concerns with us about the limited days of the week for the social district. Essentially the concern is that the social district times do not align with their hours of opening thus creating a bit of confusion. Second, we would like the social district in effect during the entire Outdoor Expo, but currently it is limited to Thursday-Saturday. Therefore the staff is recommending that we change the ordinance to have the social district in effect Tuesday-Sunday. | |
| <u>Staff Recommendation:</u> | Staff recommends approval of ordinance amendment. |
| <u>Possible Board of Commissioner Actions</u> | |
| <ul style="list-style-type: none">• Approve ordinance• Deny approval of ordinance• Table for further discussion | |
| <u>Attachments</u> | |
| <ul style="list-style-type: none">• Ordinance R2023-03 | |

**TOWN OF PILOT MOUNTAIN
ORDINANCE 2022-03**

SOCIAL DISTRICT AMENDMENT

AMENDING DAYS AND TIMES WHEN SOCIAL DISTRICT IS IN OPERATION

WHEREAS, The Town of Pilot Mountain has adopted an ordinance creating a Social District in downtown Pilot Mountain; and,

WHEREAS, the Town has received requests from permittees to expand the days and times that the social district ordinance is in effect.

NOW THEREFORE, be it ordained by the Council of the Town of Pilot Mountain, in the State of North Carolina, as follows:

SECTION 1: **AMENDMENT** “ARTICLE 38-VI SOCIAL DISTRICTS” of the Pilot Mountain Municipal Code is hereby *amended* as follows:

AMENDMENT

ARTICLE 38-VI SOCIAL DISTRICTS

Sec 38-160 Purpose and Intent

- (a) Pursuant to the provisions of G.S. 160A-205.4, et. sq., on or more social districts may be created within the Town and the Town hereby creates and designates the following social district: Downtown Pilot Mountain Social District which is designated as shown on a map dated ~~July X~~December 1, 2022; the map is available in the office of the Town Clerk, and signage and/or markings shall be posted clearly delineating the boundaries of the social district.
- (b) The Downtown Pilot Mountain Social District shall be created, designated, and managed in accordance with the requirements contained in N.C.G.S. 160A-205.4 and Chapter 18B.

Sec 38-161 Definitions

Social District means and refers to a defined outdoor area in which a citizen may consume alcoholic beverages sold by a permittee. This term does not include the permittee's licensed premises or an extended area allowed under N.C.G.S 18B-904(h).

Permittee means and refers to a person holding any of the following ABC permits issued by the North Carolina Alcoholic Beverage Control Commission established under N.C.G.S. 18B-200:

- (a) An on-premises malt beverage permit issued pursuant to N.C.G.S 18B-1001(1).
- (b) An on-premises unfortified wine permit issued pursuant to N.C.G.S. 18B-1001(3).
- (c) An on-premises fortified wine permit issued pursuant to N.C.G.S. 18B-1001(5).
- (d) A mixed beverage permit issued pursuant to N.C.G.S. 18B-1001(10).
- (e) A distillery permit issued pursuant to N.C.G.S. 18B-1100(5).

Person means and refers to an individual, firm, partnership, association, corporation, limited liability company, or other organization or group, or other combination of individuals acting as a unit.

Premises means and refers to a fixed permanent establishment, including all areas inside or outside the permitted establishment, where the permittee has control through a lease, deed, or other legal process.

Sec 38-162 Application

- (a) The provisions and terms considered in this section shall be applicable between the hours of 10:00 AM and 11:00 PM, ~~Thursday~~ ~~Tuesday~~ ~~Saturday~~ ~~Sunday~~. At all other times, the provisions and terms contained in this section are not in effect and all provisions of State and local laws concerning the possession and consumption of alcohol shall be in full force and effect.
- (b) Any alcoholic beverage purchased for consumption in the Downtown Pilot Mountain Social District shall only be consumed in the Downtown Pilot Mountain Social District and be disposed of before the person in possession of the alcoholic beverage exits the Downtown Pilot Mountain Social District unless the person is re-entering the licensed premises where the alcoholic beverage was purchased.

Sec 38-163 Requirements for sale of alcoholic beverages

A permittee located in or contiguous to the Downtown Pilot Mountain Social District may sell alcoholic beverages for consumption within the Downtown Pilot Mountain Social District if it is located in or contiguous to in accordance with the following requirements:

- (a) The permittee shall only sell and serve alcoholic beverages on its licensed premises.
- (b) The permittee shall only sell alcoholic beverages for consumption in the Downtown Pilot Mountain Social District in a container that meets all of the following requirements:
 - (1) The container clearly identifies the permittee from which the alcoholic beverage was purchased.
 - (2) The container clearly displays the logo of the Downtown Pilot Mountain Social District.
 - (3) The container is not made of glass.
 - (4) The container displays, in less than 12-point font, the stated, "Drink Responsibly—Be 21."

- (5) The container shall not hold more than sixteen (16) fluid ounces.
- (c) The permittee shall not allow a person to enter or re-enter its licensed premises with an alcoholic beverage not sold by the permittee.

Sec 38-164 Requirements for possession and consumption of alcoholic beverages

The possession and consumption of an alcoholic beverage in the Downtown Pilot Mountain Social District is subject to all of the following requirements:

- (a) Only alcoholic beverages purchased from a permittee located in or contiguous to the Downtown Pilot Mountain Social District may be possessed and consumed.
- (b) Alcoholic beverages shall only be in containers meeting the requirements set forth in this section.
- (c) Alcoholic beverages shall only be possessed and consumed during the days and hours set forth in this section.
- (d) Nothing in this section shall be construed as authorizing the sale and delivery of alcoholic beverages in excess of the limitation set forth in N.C.G.S. 18B-1010.
- (e) A person shall dispose of any alcoholic beverage in the person's possession prior to exiting the Downtown Pilot Mountain Social District unless the person is re-entering the licensed premises where the alcoholic beverage was purchased.

SECTION 2: **REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 3: **SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 4: **EFFECTIVE DATE** This Ordinance shall be in full force and effect from _____ and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE TOWN OF PILOT MOUNTAIN COUNCIL

_____.

| | AYE | NAY | ABSENT | ABSTAIN |
|----------------|------------|------------|---------------|----------------|
| Scott Needham | _____ | _____ | _____ | _____ |
| Donna Kiger | _____ | _____ | _____ | _____ |
| Rachel Collins | _____ | _____ | _____ | _____ |
| Dwight Atkins | _____ | _____ | _____ | _____ |

Presiding Officer

Attest

Evan Cockerham, Mayor, Town of
Pilot Mountain

Holly Utt, Town Clerk, Town of Pilot
Mountain



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

| | |
|--|---------------------------------------|
| Capital Improvement Plan Update | |
| <u>Background Information:</u> | |
| As a part of the PARTF grant application, we need to have parks and recreation improvements on our CIP. The attached includes an update to our CIP adding parks and recreation projects. | |
| <u>Staff Recommendation:</u> | Staff recommends approval of the CIP. |
| <u>Possible Board of Commissioner Actions</u> | |
| <ul style="list-style-type: none">• Approve CIP• Deny approval of CIP• Table for further discussion | |
| <u>Attachments</u> | |
| <ul style="list-style-type: none">• FY 2024 General Fund CIP | |

Town of Pilot Mountain
General Fund
Capital Improvements Plan

| Project Number | Project Location | Year 1 2024 | Year 2 2025 | Year 3 2026 | Year 4 2027 | Year 5 2028 | Year 6 2028 | Year 7 2030 | Year 8 2031 | Year 9 2032 | Year 10 2033 |
|----------------|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-----------------|
| | | | | | | | | | | | |
| | <u>Public Safety</u> | | | | | | | | | | |
| | | | | | | | | | | | |
| 1 | Vehicle Replacement | \$50,000 | | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 |
| 2 | K-9 Replacement | | | \$12,500 | | \$0 | | | | | |
| | | | | | | | | | | | |
| | <u>Public Safety Improvements Subtotal</u> | \$50,000 | \$0 | \$62,500 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 |
| | | | | | | | | | | | |
| | <u>Public Works</u> | | | | | | | | | | |
| | <u>Streets</u> | | | | | | | | | | |
| 3 | Vehicle Replacement | | \$17,500 | | | | \$17,500 | | | | \$17,500 |
| 4 | Street Sweeper | | | \$62,500 | | | | | | | |
| 5 | Dump Truck | | | | | \$30,000 | | | \$0 | | |
| | | | | | | | | | | | |
| | <u>Sanitation</u> | | | | | | | | | | |
| 3 | Dump Trucks | | | | | \$30,000 | | | | | |
| 4 | Street Sweeper | | | \$62,500 | | | | | | | |
| 5 | Vehicle Replacement | | \$17,500 | | | | \$17,500 | | | | \$17,500 |
| | | | | | | | | | | | |
| | <u>Public Works Improvements Subtotal</u> | \$0 | \$35,000 | \$125,000 | \$0 | \$60,000 | \$35,000 | \$0 | \$0 | \$0 | \$35,000 |
| | | | | | | | | | | | |
| | <u>Recreation</u> | | | | | | | | | | |
| | | | | | | | | | | | |
| 6 | Depot Street Park | | | | \$1,500,000 | | | | | | |
| 7 | Waterworks Park | | | | | | | \$3,000,000 | | | |
| 8 | ACC Phase 1 | \$1,000,625 | | | | | | | | | |
| 9 | ACC Phase 2 | | | \$1,783,125 | | | | | | | |
| | | | | | | | | | | | |
| | <u>Recreation Improvements Subtotal</u> | \$1,000,625 | \$0 | \$1,783,125 | \$1,500,000 | \$0 | \$0 | \$3,000,000 | \$0 | \$0 | \$0 |
| | | | | | | | | | | | |
| | TOTAL | \$1,050,625 | \$35,000 | \$1,970,625 | \$1,550,000 | \$110,000 | \$85,000 | \$3,050,000 | \$50,000 | \$50,000 | \$85,000 |

Pilot Mountain Town Hall
124 West Main St.
Pilot Mountain, NC 27041



(Phone) - 336.368.2247
www.pilotmountainnc.org

MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: April 13, 2023
RE: April 2023 Manager's Report

- We are planning to have a special meeting on Thursday, May 4. The purpose of this meeting will be to interview two potential firms for the branding/marketing plan project. I am not sure if these firms will be here in person or not, so it may be possible to have the meeting via Zoom if you all prefer. More details to follow once everything is finalized.
- Staff has begun work on the FY 2024 budget. We will plan to discuss this at our regular May workshop.
- We will be able to completely rehab the sewer line in the streambank restoration area. This will include replacing the existing gravity mains using the burst in place method as well as lining the manholes. This should put this area of the system in good shape for many years to come. This is being funded totally with grant money left over from the streambank project.
- I am planning to be out of Town the last week of May.

PROJECT UPDATES

1. Depot Street Stream Restoration Project: Project is under construction. Construction has moved to the 3rd section and should be done by the end of April or first of May.
2. Street Paving Project: Paving is ongoing.
3. Water Treatment Upgrade: Project is in service.
4. Streetscape Project: Duke Energy has provided the details on Option B. WR is continuing to evaluate that option.
5. WWTP & Pump Station Project: Clarifier equipment is being installed and may be operational by the end of the month.
6. 2022 Collection System Project: The PER for this project has been delivered to the State. Design has begun.
7. 2022 Distribution System Project: The PER for this project has been submitted.
8. WWTP Rehab Phase 2: The PER has been delivered. McGill will be providing a contract for design services shortly.
9. Parks & Rec Master Plan: Plan is on the agenda for approval.



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2023

Reporting Period: March 1-March 31 2023

OUR CASH AND INVESTMENTS

Balances on March 31, 2023, in whole dollars

CASH & INVESTMENTS BY FUND

GENERAL FUND

| | March 2022 | March 2023 |
|---------------------------|-------------------|-------------------|
| Central Depository | \$ 409,827 | \$ 311,689 |
| NCCMT | (3,621) | 10,415 |
| NCCMT-Powell Bill | 107,460 | 109,318 |
| NCCMT-Term Account | (18) | - |
| Police Drug Forfeiture | 1,966 | 2,185 |
| Centura Bank CD | 25,031 | 25,031 |
| Fiduciary Funds | 56,299 | 66,932 |
| TOTAL GENERAL FUND | \$ 596,945 | \$ 525,570 |

OTHER FUNDS

| | March 2022 | March 2023 |
|--------------------------|-------------------|-------------------|
| Water & Sewer Fund | \$ (23,866) | \$ 91,525 |
| NCCMT-Water/Sewer | \$ 5,755 | \$ 6,241 |
| WWTP Phase 2 | N/A | \$ (7,800) |
| Streambank | \$ - | \$ 276,250 |
| WWTP Upgrade | \$ (45,382) | \$ (47,229) |
| Sunset/Simmons Water | \$10,088 | \$0 |
| Water Treatment Upgrade | (\$165,605) | (\$331,365) |
| Streetscape Project | \$0 | \$0 |
| Sunset Sewer Project | (\$80,477) | (\$39,822) |
| Street Resurfacing | \$855,716 | \$0 |
| Capital Reserve | \$ 118,609 | \$ 92,619 |
| ARPA Funds | \$ 40,818 | \$ 147,905 |
| TOTAL OTHER FUNDS | \$ 715,656 | \$ 188,324 |

TOTAL CASH & INVESTMENTS TOWN-WIDE

| | March 2022 | March 2023 |
|-----------|--------------|------------|
| ALL FUNDS | \$ 1,312,600 | \$ 713,894 |

OUR CASH FLOWS...

| GENERAL FUND REVENUES & EXPENDITURES | Comparison of FYTD % | |
|--|----------------------|---------------------|
| | Prior FYTD % | Current FYTD % |
| Fiscal Year Budget | \$ 2,093,060 | \$ 2,962,500 |
| Revenues Fiscal Year to Date | 88.00% | 96.00% |
| Expenses Fiscal Year to Date | 83.61% | 92.91% |
| WATER & SEWER ENTERPRISE FUND | | |
| Fiscal Year Budget | \$ 1,361,590 | \$ 1,361,590 |
| Revenues Fiscal Year to Date | 77.17% | 69.57% |
| Expenses Fiscal Year to Date | 87.90% | 61.80% |
| WWTP & PUMP STATION REHAB PROJECT | | |
| Project Budget | \$ 1,374,500 | \$ 1,374,500 |
| Revenues Project to Date | \$ 137,106 | 8.91% |
| Expenses Project to Date | \$ 384,002 | 9.45% |
| Water Treatment Upgrade Project | | |
| Project Budget | \$ 3,978,000 | \$ 3,978,000 |
| Revenues Project to Date | \$ 4,194,283 | 17.02% |
| Expenses Project to Date | \$ 4,418,456 | 13.24% |
| Sunset Sewer Rehabilitation Project | | |
| Project Budget | \$ 2,573,038 | \$ 2,573,038 |
| Revenues Project to Date | \$ 2,143,276 | 64.56% |
| Expenses Project to Date | \$ 2,198,150 | 66.37% |
| WATER & SEWER AIA PROJECT | | |
| Project Budget | NA | \$ 305,000 |
| Revenues Project to Date | \$ 332,279 | 97% |
| Expenses Project to Date | \$ 314,278 | 96% |

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

| Comparison of FY % | | | Comparison of Monthly Expenses | | | | |
|--|----|---------|--------------------------------|-------------|--------------|----------|------------|
| | | | Fiscal Year | | YTD Expenses | | |
| | | Prior | Current | | | | |
| AD VALOREM PROPERTY TAX | | FY % | FY % | 2022 Budget | | Prior FY | Current FY |
| Fiscal Year Budget | | \$ | 955,760 | \$ | 968,150 | | |
| Revenues this Month | \$ | 31,281 | 2.92% | | 3.23% | | |
| Revenues FYTD | \$ | 935,160 | 95.99% | | 96.59% | | |
| SALES & USE TAX | | | | | | | |
| Fiscal Year Budget | | \$ | 558,630 | \$ | 630,000 | | |
| Revenues this Month | \$ | 58,625 | 10.48% | | 9.31% | | |
| Revenues FYTD | \$ | 491,117 | 81.89% | | 77.96% | | |
| UTILITY FRANCHISE TAX | | | | | | | |
| Fiscal Year Budget | | \$ | 110,000 | \$ | 110,000 | | |
| Revenues this Month | \$ | 25,407 | 22.96% | | 23.10% | | |
| Revenues FYTD | \$ | 78,468 | 69.09% | | 71.33% | | |
| REFUSE COLLECTION FEES | | | | | | | |
| Fiscal Year Budget | | \$ | 72,470 | \$ | 75,000 | | |
| Revenues this Month | \$ | 8,660 | 8.27% | | 11.55% | | |
| Revenues FYTD | \$ | 71,348 | 86.28% | | 95.13% | | |
| SALES & SERVICES | | | | | | | |
| Fiscal Year Budget | | \$ | 72,470 | \$ | 60,700 | | |
| Revenues this Month | \$ | 8,431 | 7.46% | | 13.89% | | |
| Revenues FYTD | \$ | 39,455 | 141.34% | | 65.00% | | |
| WATER & SEWER ENTERPRISE FUND REVENUES | | | | | | | |
| Fiscal Year Budget | | \$ | 1,006,590 | \$ | 1,361,590 | | |
| Revenues this Month | \$ | 100,884 | 8.19% | | 7.41% | | |
| Revenues FYTD | \$ | 947,226 | 77.17% | | 69.57% | | |

| | | | | | | | |
|---------------------------------|----|-------------|----|--------------|----|------------|--|
| GENERAL FUND DEPARTMENTS | | Fiscal Year | | YTD Expenses | | | |
| | | 2022 Budget | | Prior FY | | Current FY | |
| Governing Body | \$ | 125,480 | \$ | 112,603 | \$ | 58,005 | |
| Administration | | 371,960 | | 303,682 | | 341,493 | |
| Community & Economic D | | 26,500 | | 35,271 | | 21,570 | |
| Downtown Revitalization | | 166,610 | | 118,745 | | 237,611 | |
| Police Dept | | 1,039,510 | | 761,259 | | 1,010,961 | |
| Street Dept | | 178,230 | | 75,470 | | 129,026 | |
| Powell Bill | | 42,530 | | 17,186 | | 22,170 | |
| Sanitation | | 342,930 | | 278,251 | | 273,676 | |
| Pilot Center | | 18,870 | | 16,769 | | 35,927 | |
| Library | | 124,370 | | 3,668 | | 42,380 | |
| Debt Service | | 73,710 | | 27,148 | | 49,077 | |
| Recreation | | 451,800 | | | | 530,516 | |
| | \$ | 2,962,500 | \$ | 1,750,051 | \$ | 2,752,413 | |
| Fiscal Year Budget | | | \$ | 2,019,560 | \$ | 2,962,500 | |
| YTD % of Annual Budget Expended | | | | 86.66% | | 92.91% | |
| WATER & SEWER ENTERPRISE FUND | | | | | | | |
| General | \$ | 351,300 | \$ | 142,806 | \$ | 63,711 | |
| Water/Sewer Administration | | 226,920 | | 94,419 | | 109,835 | |
| Production | | 233,240 | | 139,895 | | 99,457 | |
| WWTP | | 278,020 | | 187,769 | | 175,678 | |
| Line Maintenance | | 272,110 | | 345,796 | | 392,833 | |
| | \$ | 1,361,590 | \$ | 910,686 | \$ | 841,514 | |
| Fiscal Year Budget | | | \$ | 1,036,090 | \$ | 1,361,590 | |
| YTD% of Annual Budget Expended | | | | 87.90% | | 61.80% | |

General Services Work Order Applications

Applications For the Date Range 03/01/2023 Thru 03/31/2023

| # | Reference # | Requesting Dept. | Job Type | Location | Description | Date Entered | Date Issued | Days Open |
|----------------|---------------------------|------------------|-------------------|------------------------|---|--------------|-------------|-----------|
| STATUS: CLOSED | | | | | | | | |
| 1 | JOB-2023-00107 | DPW | OTHER | 644 OLD WESTFIELD RD | CHECK FOR LEAK. METER #1700027197 SEND PICTURE IF POSSIBLE | 3/1/2023 | 3/3/2023 | 2 |
| 2 | JOB-2023-00108 | DPW | OTHER | 278 S BOYLES ST | TURN ON FOR OWNER 3/1/23 METER #1700027231 | 3/1/2023 | 3/3/2023 | 2 |
| 3 | JOB-2023-00105 | DPW | OTHER | 179 EXODUS CHURCH RD | SET 3/4" METER TODAY. THE PLUMBER IS THERE TO HOOK UP (EXODUS PROGRESSIVE PRIMITIVE BAPTIST CH) | 3/1/2023 | 3/1/2023 | 0 |
| 4 | JOB-2023-00109 | DPW | OTHER | 320 OLD WESTFIELD RD | TURN ON 3/3/23 AT 1:30 METER # 1700027795 AND MARK WHERE SEWER LINE IS | 3/2/2023 | 3/13/2023 | 11 |
| 5 | JOB-2023-00111 | DPW | SEWER | 403 W MAIN ST | MARK SEWER LINE TODAY AND LET HIM KNOW WHEN IT IS DONE. JUSTIN - 336-818-7351 | 3/3/2023 | 3/23/2023 | 20 |
| 6 | JOB-2023-00112 | DPW | OTHER | 103 E MAIN ST | MAKE SURE WATER IS ON. CUSTOMER SAYS IT WAS TURNED OFF LAST WEEK. METER 1700027325 | 3/6/2023 | 3/6/2023 | 0 |
| 7 | JOB-2023-00113 | DPW | GARBAGE/RECYCLING | MAIN STREET | EMPTY TRASH/RECYCLE CANS AND DOG WASTE STATIONS ON MAIN ST. | 3/7/2023 | 3/7/2023 | 0 |
| 8 | JOB-2023-00115 | DPW | OTHER | 52 BYPASS | TURN WATER ON AT ESHS BASEBALL FIELDS | 3/8/2023 | | 0 |
| 9 | JOB-2023-00114 | DPW | GARBAGE/RECYCLING | W MAIN ST | PICK UP DEAD RACCOON | 3/8/2023 | 3/8/2023 | 0 |
| 10 | JOB-2023-00116 | DPW | GARBAGE/RECYCLING | 508 W MAIN ST | REPLACE DAMAGED GARBAGE CART. TAKE OLD ONE AWAY THAT IS OUT BY THE CURB. | 3/9/2023 | 3/13/2023 | 4 |
| 11 | JOB-2023-00118 | DPW | OTHER | S KINGSTON ST | FLUSH WATER LINE - END OF LINE | 3/13/2023 | | 0 |
| 12 | JOB-2023-00117 | DPW | OTHER | HWY 268 E | FLUSH WATER LINE - END OF LINE | 3/13/2023 | | 0 |
| 13 | JOB-2023-00119 | DPW | PLUMBING | POLICE DEPARTMENT | TOILET IN WOMENS RESTROOM - WATER KEEPS RUNNING | 3/15/2023 | 3/21/2023 | 6 |
| 14 | JOB-2023-00121 | DPW | OTHER | VARIOUS LOCATIONS | RE-READS FOR APRIL BILLING | 3/20/2023 | 3/21/2023 | 1 |
| 15 | JOB-2023-00122 | DPW | OTHER | 2607 OLD US 52 S | CANCEL- READY FOR METER TO BE SET ON 3/27/23. APPLICATION ON FILE | 3/24/2023 | 3/24/2023 | 0 |
| 16 | JOB-2023-00123 | DPW | OTHER | CEMETERY SECTION D | MARK D081 & D082 FOR HEADSTONE | 3/27/2023 | 3/27/2023 | 0 |
| 17 | JOB-2023-00125 | DPW | OTHER | 809 WESTRIDGE DR | METER LID IS BUSTED AND NEEDS TO BE REPLACED. | 3/28/2023 | 4/5/2023 | 8 |
| 18 | JOB-2023-00124 | DPW | OTHER | VARIOUS LOCATIONS | CUT OFF FOR NON-PAYMENT. 41 ACCOUNTS | 3/28/2023 | 3/31/2023 | 3 |
| 19 | JOB-2023-00128 | DPW | PUMP STATION | SLICK ROCK | REPLACED FOG ROD CONTROLLER. | 3/29/2023 | 3/29/2023 | 0 |
| 20 | JOB-2023-00129 | DPW | OTHER | TOWN HALL | FILL IN HOLE IN FRONT BESIDE FLAG POLE | 3/30/2023 | 3/31/2023 | 1 |
| 20 | TOTAL CLOSED APPLICATIONS | | | | | | | |
| STATUS: NEW | | | | | | | | |
| 1 | JOB-2023-00106 | DPW | OTHER | 336 WHITAKER CHAPEL RD | CUSTOMER WANTS TO KNOW WHEN METER WILL BE LEVELED AND YARD REPAIRED. | 3/1/2023 | | 0 |
| 2 | JOB-2023-00110 | DPW | OTHER | CEMETERY SECTION F | PLOT F806 NEEDS FILL DIRT. EVELYN HAMLIN | 3/3/2023 | | 0 |
| 3 | JOB-2023-00120 | DPW | OTHER | 105 LOLA LN | TURN WATER OFF FOR FINAL. METER 1700026912 | 3/20/2023 | | 0 |

General Services Work Order Applications

Applications For the Date Range 03/01/2023 Thru 03/31/2023

| # | Reference # | Requesting Dept. | Job Type | Location | Description | Date Entered | Date Issued | Days Open |
|----|---------------------------------------|------------------|----------|----------------------|--|--------------|-------------|-----------|
| 4 | JOB-2023-00127 | DPW | OTHER | CEMETERY | REPAIR STEPS AT CEMETERY IN SECTION B | 3/29/2023 | | 0 |
| 5 | JOB-2023-00126 | DPW | PLUMBING | POLICE DEPARTMENT | TOILET IN WOMEN'S RESTROOM - WATER WON'T STOP RUNNING | 3/29/2023 | | 0 |
| 5 | TOTAL NEW APPLICATIONS | | | | | | | |
| 25 | TOTAL APPLICATIONS THIS REPORT PERIOD | | | | | | | |

Concern Report

| | Reference # | Status | Date Entered | Description of Concern |
|---|-------------------|-------------|-----------------|---|
| | Concern Type | | Date Closed | |
| | Concern Address | | Days to Resolve | |
| 1 | RAC-2023-00007 | IN PROGRESS | 03/13/2023 | TRASH BEHIND RESIDENT. |
| | 318 MARION ST | | 30 | |
| 2 | RAC-2023-00008 | IN PROGRESS | 03/21/2023 | I'VE RECEIVED A CALL FROM SURRY COUNTY DEVELOPMENT SERVICES ABOUT MULTIPLE COMPLAINTS RECEIVED ABOUT THE ABOVE REFERENCED PROPERTY. THE COMPLAINTS INVOLVE LUCAS HEATING AND AIR OPERATING THEIR BUSINESS FROM THE PROPERTY. THE PROPERTY IS ZONED RESIDENTIAL AND THIS ACTIVITY WOULD NOT BE PERMITTED. PLEASE INVESTIGATE MULTIPLE TIMES TO VERIFY IF THIS ACTIVITY IS OCCURRING AT THE SITE. IF SO, BEING THE NOV PROCESS. |
| | ZONING VIOLATIONS | | 22 | |
| | 785 CARSON RD | | | |
| 3 | RAC-2023-00010 | NEW | 03/27/2023 | THE RIGHT OF WAY IS OVERGROWN AND NEEDS MOWING. THE OWNER OF THE PROPERTY IS LISTED AS TAYLOR DAVID BLACKBURN 1421 HENRI ST MOUNT AIRY NC 27030-3009 |
| | NOXIOUS WEEDS | | 16 | |
| | 0 DODSON MILL RD | | | |
| 4 | RAC-2023-00011 | NEW | 03/30/2023 | |
| | 318 MARION ST | | 13 | |
| 5 | RAC-2023-00012 | NEW | 03/30/2023 | |
| | 503 S DAVIS ST | | 13 | |

Zoning Permit Applications

Applications For the Date Range 03/01/2023 Thru 03/31/2023

| # | Reference # | Application Type | Property Address | Block | Lot | Owner Name | Date Entered | Date Issued |
|----------------------|---------------------------------------|-------------------------------------|------------------------|-------|-----|---------------------------|--------------|-------------|
| STATUS: APPROVED | | | | | | | | |
| 1 | Z-2023-0011 | RESIDENTIAL - ACCESSORY STRUCTURE | 110 S. STEPHENS STREET | | | HARPER LINDA | 03/02/2023 | 03/03/2023 |
| 2 | Z-2023-0013 | DEMOLITION | 207 S BOYLES ST | | | JOHNSON BENEIGH & CHARLES | 03/21/2023 | 03/21/2023 |
| 3 | Z-2023-0015 | RESIDENTIAL - ACCESSORY STRUCTURE | 172 NOIRAM DRIVE | | | HEDGE FARM LLC | 03/22/2023 | 03/22/2023 |
| 4 | Z-2023-0017 | CHANGE OF USE / ZONING VERIFICATION | 111 W MAIN STREET | | | NEEDHAM HOLDINGS LLC | 03/29/2023 | 03/29/2023 |
| 4 | TOTAL APPROVED APPLICATIONS | | | | | | | |
| STATUS: UNDER REVIEW | | | | | | | | |
| 1 | Z-2023-0012 | RESIDENTIAL - ACCESSORY STRUCTURE | 145 WILSON FARM TRL | | | WILSON DUANE HOWARD | 03/08/2023 | |
| 2 | Z-2023-0016 | NON-RESIDENTIAL - NEW CONSTRUCTION | 0 52 BYPASS | | | VALENTE CASTILLO | 03/27/2023 | |
| 2 | TOTAL UNDER REVIEW APPLICATIONS | | | | | | | |
| 6 | TOTAL APPLICATIONS THIS REPORT PERIOD | | | | | | | |



Assure Station Metrics Monthly Reporting

Company Id
136351

Port Level
All

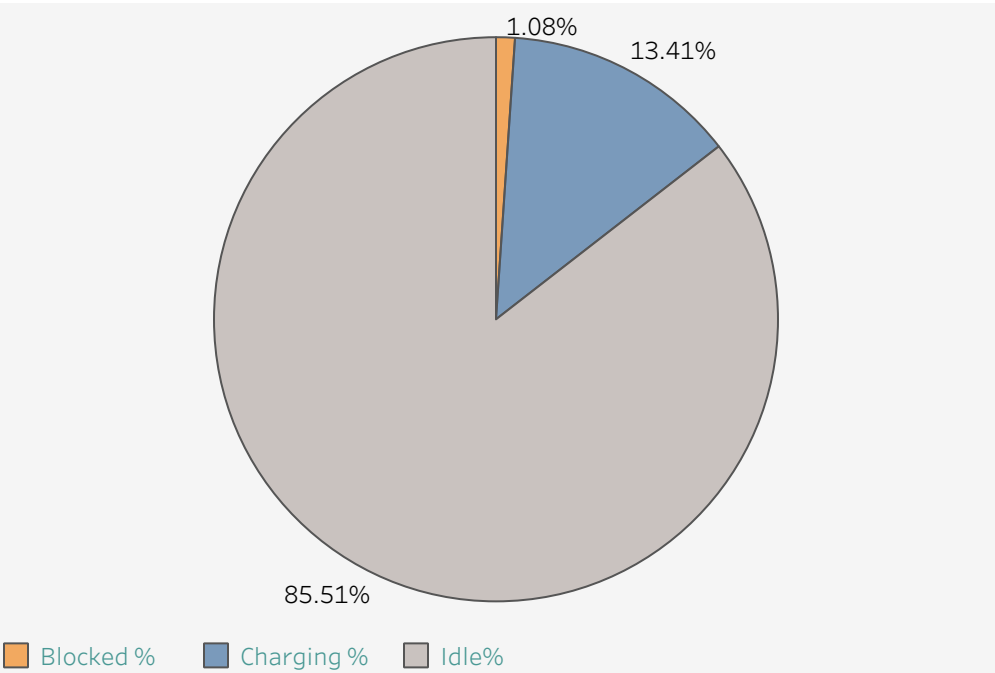
Town of Pilot Mountain, NC - Monthly Report - February 2023

Organization Name
All

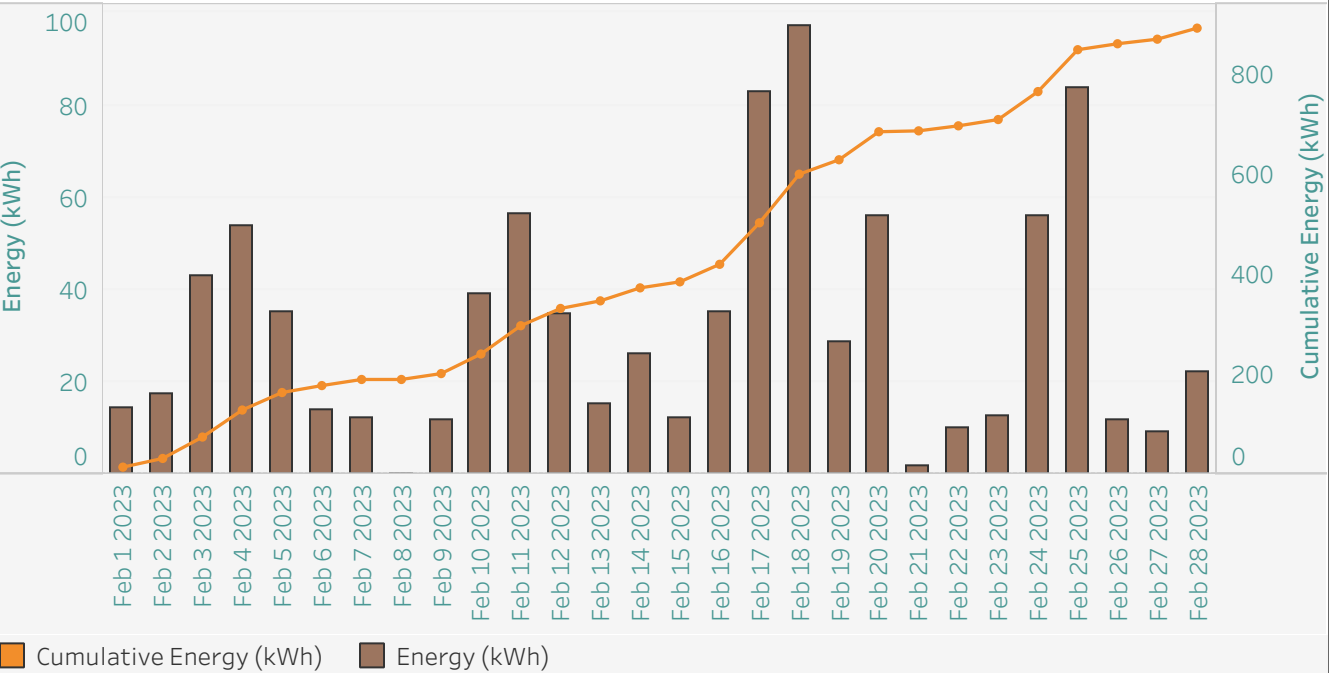
Month End Date
2/28/2023

| Port Count | Station Count | Total Revenue (\$) | Energy (kWh) | GHG Savings (kg) | Gasoline Saved (Gal) | Unique Driver | Chargepoint Response SLA | Session Count |
|------------|---------------|--------------------|--------------|------------------|----------------------|---------------|--------------------------|---------------|
| 2 | 1 | 0 | 891 | 374 | 112 | 11 | 100.00% | 62 |

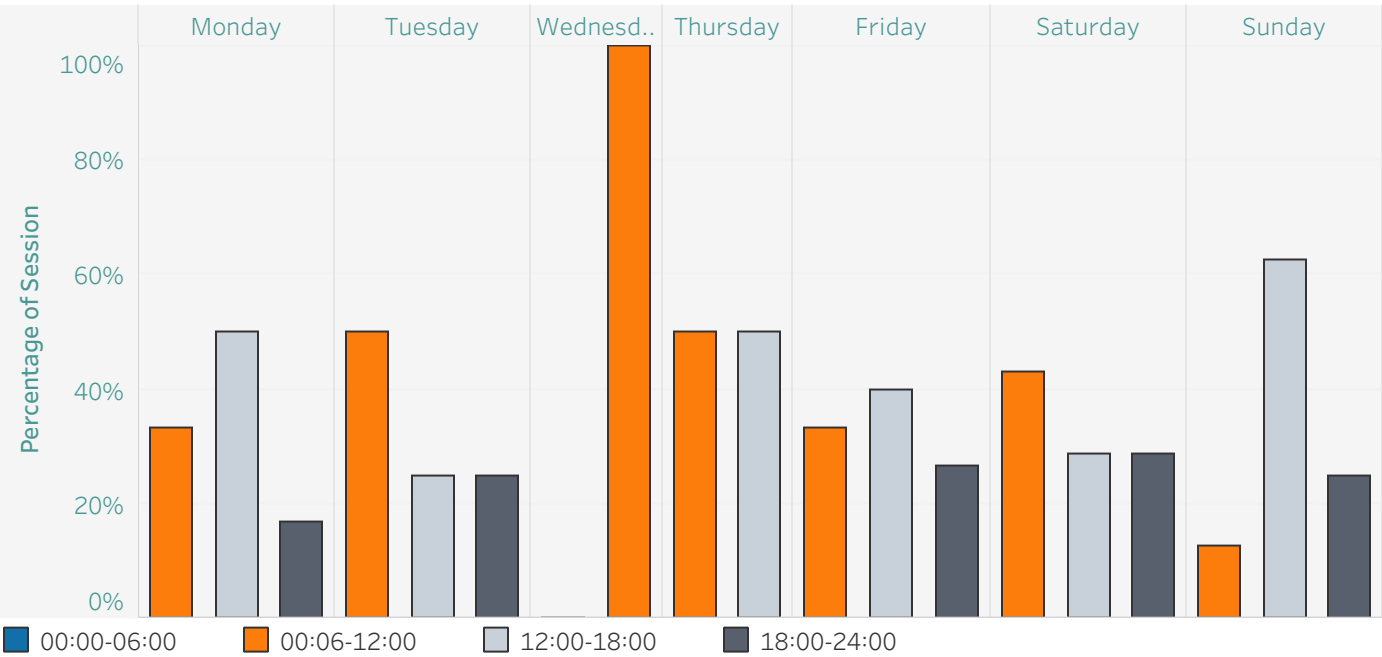
Port Utilization: 24 Hours



Energy Dispensed (kWh) by Day



Session Starts by Time of Day Month



| | |
|-------------------------------------|-------|
| Average Session Duration (Hours) | 3.14 |
| Average Session Charge Time (Hours) | 2.91 |
| Average Session Energy (kWh) | 14.37 |
| Average Session Revenue (\$) | 0.00 |
| Occupied Hours | 194.7 |
| Charging Hours | 180.3 |
| Service Tickets | 0.0 |



Assure Station Metrics Reporting Appendix

Port Utilization Chart: This is a view of station utilization during common business hours.
You can use this information to determine if updates need to be made to pricing / access policies or if stations should be added.

Session Start Distribution Chart: This is a view (by day) of what times drivers start sessions.
You can use this information to fine tune time of day pricing policy rules.

Station / Port Count: In order to be counted, a station must have the "Assure" entitlement applied.
This is the number of stations / ports that currently have the "Assure" entitlement.

Total Revenue: This is the sum of session fees generated by your "Assure" stations minus the ChargePoint service fee (10%).
This is based on session dates (not transaction date which may differ). Your Flex Billing reports should be used for financial reporting.

Energy (kWh): All energy dispensed through your "Assure" stations.
This data point can be useful in reconciling station energy against energy bills.

GHG Savings (kg): All the green house gasses (95% CO2) that would have been released had the miles provided by your stations come from gasoline.
This data point can be useful in sustainability reporting.

Unique Drivers: The number of unique drivers that used your stations this month (a driver would be counted only once even if they used different RFID cards).
An understanding of the number of unique drivers visiting may be useful in creating station messaging / video ads.

Gasoline (Gal) Saved: All the gasoline that would have been burned had the miles provided by your stations come from gasoline.
This data point can be useful in sustainability reporting.

ChargePoint Response SL: Percentage of tickets to which ChargePoint responded within Service Level (1 business day).
ChargePoint holds itself accountable to our Service Level commitment.

Uptime: Percentage of time that your ports were capable of dispensing power.
ChargePoint is committed to keeping your ports dispensing power 98% of the time or better.

Sessions: Total session count.
An understanding of the number of times your stations authorize a session can be useful creating station messaging / video ads.

Average Session Duration: Average amount of time drivers occupy your stations.
This data point can be useful in fine tuning length of stay pricing policy rules.

Average Charging Time: Average amount of time per session energy is flowing.
This data point can be useful in fine tuning length of stay pricing policy rules.

Average Session Energy: Average amount of energy dispensed.
This data point can be useful in fine tuning price per kW pricing policy rules.

Average Session Revenue: Average session fee - 10%.
This data point can be useful in fine tuning minimum & maximum values for pricing policy rules.

Total Hours Occupied: Sum of all session durations.
This is used in part to determine utilization.

Total Hours Charging: Sum of all session charging durations.
This is used in part to determine utilization.

New Service Tickets: Count of trouble tickets tracking issues with a "Assure" station created this month.
This will help in keeping track of station fault issues raised with ChargePoint Support.