

**MECKLENBURG COUNTY**  
**PARK & RECREATION DEPARTMENT**

**FIRST RIGHT OF RESERVATION POLICY**

The Park & Recreation Department shall encourage private funding of public recreation facility improvements and continued maintenance by independent recreation associations and organizations. Relationships shall be defined on a case-by-case basis through a performance contract that clearly identifies the level and type of support provided, including the monetary value, and any other agreed upon duties and responsibilities of the independent association and department. This program is intended only for those fields that are undeveloped, under utilized, or those the department would not consider developing with budgeted or bond funds.

Granting first right of reservation of a facility to an independent association is acceptable providing it is defined within the performance contract as to amount of use and term of commitment. The public should still maintain access when not in use by the association. The extent of first right of reservation granted will be established in proportion to the value of funding and/or services received by the department. A method of accounting will be established to monitor the exchange of services between the independent association and the department. For example, an association provides \$X in funding for a specific facility. The department will "credit" the association that amount in facility use. As the association utilizes the facility, the department deducts the corresponding value from the credit amount established.

Quarterly audits to ensure adherence to a performance agreement shall be conducted, and should include review of facility use and on-site inspection.

Deadlines shall be established for associations to submit facility use requests prior to general public registration.

Additional variables for consideration when establishing an agreement include history of field use, level of routine care and maintenance provided by an association, and operating costs such as utilities and consumable item replenishment/replacement.

Generally, First Right of Reservation agreements will be of a term of one (1) year and subject to annual review. For development of new facilities requiring considerable capital investment and construction, the department will consider entering into a ground lease to facilitate the project, in which the principles of the First Right of Reservation policy will be incorporated.

