Parks, Arts, Recreation & Culture
(PARC) Commission
January 9, 2020
5:30 PM

Cornelius Town Hall
www.cornelius.org/parc

AGENDA

PARC COMMISSION - 5:30 PM

1. **CALL TO ORDER**
2. **DETERMINATION OF QUORUM**
3. **APPROVAL OF MINUTES**
   - A. **December 2019 Draft Minutes**
4. **PUBLIC APPEARANCES - CITIZEN CONCERNS/COMMENTS**
5. **DIRECTOR'S REPORT**
   - A. **December 2019 Director's Report**
6. **PARC COMMISSIONER RECOMMENDATIONS AND REPORTS**
7. **OLD BUSINESS**
   - A. **Cain Center for the Arts**
   - B. **PARC Commission Goals & Committees**
8. **NEW BUSINESS**
   - A. **FY21 Operations Budget Goals**
   - B. **Cornelius Youth Orchestras Partnership Agreement**
9. **ADJOURNMENT**
10. **NEXT MEETING**

REQUEST FOR BOARD ACTION

Print

Date of Meeting: January 9, 2020

To: PARC Commissioners

From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
2019.12.5.Minutes.pdf	December 2019 Draft Minutes	Backup Material

Parks, Arts, Recreation & Culture (PARC) Commission
Thursday, December 5, 2019
5:30 – 7:00 pm

Cornelius Town Hall
21445 Catawba Avenue
Cornelius, NC 28031
www.cornelius.org/parc

MINUTES

1) **Call to Order** – Chair Higgins called the meeting to order at 5:36 pm. He congratulated Town Commissioner Jim Duke on his recent election win and welcomed him as the Town Board's liaison to the PARC Commission, replacing Denis Bilodeau for that position.

2) **Determination of Quorum** – A quorum was reached with eight commissioners in attendance.
Commissioners present: Rob McCloskey, Trey Fouche, Meghan Stamper, Carol Livingston, Chris Kolkhorst, Andrew Heywood, Dave Rusk, Chair Scott Higgins and Town Commissioner Jim Duke.
Commissioners absent: Travis Dancy
Staff present: Director Troy Fitzsimmons and Karen Ulmer

3) **Approval of Minutes (November)** – Commissioner Rusk made a motion to accept the minutes from the November 7, 2019, meeting as written. Commissioner Fouche seconded and the motion passed unanimously.

4) **Public Appearances – Citizen Concerns/Comments**
Jeanie Frye, of 21522 Sandy Cove Rd. in Cornelius, thanked the group for all their contributions, which have made a huge difference in the quality of life. She and her husband are both ceramics students at the Cornelius Arts Center. She said recent changes have been made there that are negatively affecting the programming. The arts center has had tremendous growth and increased demand but there is a lack of facility space. She offered her services as a volunteer liaison between the PARC Commission and the ceramics artists.

5) **Presentations** – None

6) **Director's Report**
Director Fitzsimmons gave a presentation [see attached] highlighting items from his November report. He along with other PARC staff attended the annual Carolina Thread Trail Forum today and recommended that commissioners attend it next year if they can. The groundbreaking ceremony for the Northern Regional Recreation Center is tentatively scheduled for Tuesday, February 4.

7) **PARC Commissioner Recommendations & Reports**
   a) Items to be placed on record – None
   b) Commissioner Reports
      1) Commissioner Rob McCloskey – Santa Paws in the Park was another great event. There were long lines of people waiting for their dogs to see Santa and good vendors.
      2) Commissioner Trey Fouche – He attended Light Up Cornelius and his children were next in line for Santa when the rain came. Staff did a great job managing under difficult conditions, moving as much as possible indoors. His son is excited about his first basketball practice and his son's coach was complimentary about the draft.
      3) Commissioner Meghan Stamper – She also attended Light Up Cornelius and echoed Commissioner Fouche's comments. She attended Veterans Day; the weather was beautiful. She has been talking to Director Fitzsimmons about changes planned for Summer Day Camps.

DRAFT

4) Commissioner Carol Livingston – Santa Paws in the Park was great and the vendors are always so nice. She attended Light Up Cornelius and it was fun while it lasted (before the rain came).
5) Commissioner Chris Kolkhorst – He has been studying the CIP distributed at last month's meeting and wants to continue to be engaged in keeping up with that.
6) Commissioner Andrew Heywood – No report
7) Commissioner Dave Rusk – He attended Christmas in Cornelius on Sunday and it was a great event. Shout out to Commissioner McCloskey for his articles every month in *Lakeside Living* magazine.
8) Commissioner Travis Dancy – Absent
9) Chair Scott Higgins – He attended Light Up Cornelius and the improvements that PARC has made are great; the event is growing by word of mouth. He encouraged the Commissioners to go online to complete Mecklenburg County Park and Recreation's survey at www.northmeckplaybook.com if they have not yet done so. It is important to speak up as the county works to update their master plan. He has visited the Plum Creek Greenway to see its progress. That greenway will tie in with Davidson's planned expansion of their Plum Creek Park.

c) Town Commissioner Report – Commissioner Jim Duke – He plans to be PARC's advocate on the Town Board. His priority is maintenance, to keep our existing facilities in their best condition.

8) Old Business

a) FY21 CIP
Director Fitzsimmons shared the presentation [see attached] given in November regarding the CIP and handed out copies of the current CIP list. PARC Commissioners asked questions and discussion items including capital vs. operating budget, pocket parks, Smithville-to-JV Washam Greenway and associated linear park status, the proposed Bailey Road Park tennis and pickleball project, McDowell Creek Greenway Phase II, Alexander Farm development, and grants and partnerships. Commissioner Fouche made a motion to accept the CIP as written and recommend it to the Town Manager. Commissioner Kolkhorst seconded and the motion passed unanimously.

b) Cain Center for the Arts
No report.

c) PARC Commission Goals & Committees
No reports.

9) New Business

a) PARC Commission 2020 Vice-Chair Recommendation
Commissioner Fouche nominated Commissioner McCloskey to serve another year as PARC Commission Vice-Chair. Commissioner Heywood seconded and Commissioner McCloskey was elected unanimously.

b) February PARC Commission Meeting Date
Director Fitzsimmons said that the Town has scheduled their pre-budget retreat meeting for February 6, 2020, which would conflict with the February PARC Commission meeting as currently scheduled. The pre-budget meeting will be held at Jetton Park's Waterfront Hall from 5:00-8:00 pm and the PARC Commissioners are encouraged to attend. Commissioner Heywood made a motion to move the February PARC Commission meeting to Thursday, February 13. Commissioner Stamper seconded and the motion passed unanimously.

10) Adjournment – Chair Higgins adjourned the meeting at 6:46 pm.

Next Meetings – Thursday, **January 9**, 2020
Future Dates – Thursday, **February 13**, 2020; Thursday, March 5, 2020; Thursday, April 2, 2020

DRAFT

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2019.12.30.December_Director_Report.pdf	December 2019 Director's Report	Backup Material

PARC Director's Report
December 2019

PROGRAMMING

Recreation Centers

- Completed a session of Tai Chi with 25 participants. (2018 – 20)
- Completed a session of SKWOD Fit Club with 4 participants. (2018 – not offered)
- Lake Norman Bridge Club served 539 participants in November. (2018 – 531)
- Coordinated volunteer support for Christmas in Davidson on December 5-7, with 24 Lake Norman Teen Council members providing a total of 72 service hours on event day.
- Cardio Funk had 214 participants in November. (2018 – 209)
- Open gym activities: Senior Pickleball had 28 participants (2018 – 13) and Adult Basketball had 60 participants (2018 – 60).
- Lake Norman Youth Orchestras continue with 36 participants.

Arts Center

- Held Cocoa with Santa on December 6 with 275 participants (250 in 2018), Santa's Mailbox December 2-13 with 115 letters (109 in 2018) and the Preschool Holiday Party on December 16 with 65 participants (41 in 2018).
- Completed the Adult Fall B Session with 10 classes (87 participants) and 1 workshop (6 participants), 93 participants total with 21 on waitlist vs. 11 classes, 87 participants, and 22 on waitlist in 2018. Completed the Youth Fall B Session with 5 classes and 46 participants with 1 on waitlist vs. 3 classes made (1 cancelled) and 28 participants with 3 on waitlist in 2018.
- Completed 2 sessions of Drop-In Art on Thursdays with 11 participants (in 2018, 4 sessions offered on Mondays and Thursdays with 15 participant).
- The *Horse of a Different Color* exhibition continued throughout the month. A closing reception will be held on Friday, January 10, 6:30-8:30pm. The next exhibit will be Home Grown, with an opening reception on Friday, February 7, 6:30-8:30pm.

Athletics

- Cornelius-Davidson Youth Basketball: For ages 7 and up, practices began on December 2 and games began on December 14. For ages 5-6, sessions will begin January 11. Overall, there are 902 participants (881 participants in 2018).
- Managed 845 hours of facility usage in November (797 hours in 2018).

Special Events

- Held the Town's United Way Campaign Kick-Off Luncheon on Tuesday, December 3, with Police Captain David Baucom.
- Prepared benefits package for 2020 Summer Camps and began soliciting for sponsors. Looking ahead at Sponsorships/Packages for all 2020 events.
- Upcoming events: Black History Month Celebration at Town Hall on Saturday, February 1, 1:00-3:00 pm. Works by Charlotte artist, Kevin Harris, will be on display in the Town Hall lobby throughout February.

CAPITAL PROJECTS

Under Design

- **Smithville-to-JV Washam Greenway** – Resubmitted for right-of-way authorization to NCDOT based on their comments for revisions.
- **Robbins Park Master Plan** –Met with Charlotte Disc Golf to discuss the plan and received comments on needs; sent some questions to Mecklenburg County for feedback. Once feedback is received, consultant will make final revisions for PARC Commission and Town Board approval.
- **Bailey Road Park Master Plan** – Bailey's Glen developer is reviewing construction plans to determine costs and discuss with possible park namer and restauranteur.
- **Plum Creek (Beverly) Greenway** – Water and Land Solutions is proceeding with design for a wetland mitigation bank site including grading and stone sub-base for a greenway from the Bailey Road multi-use path to Quiet Brook Lane in the Beverly subdivision. Town will be responsible for the asphalt paving, furnishings, and signage.

Completed Bid

- **McDowell Creek Greenway** – Staff submitted a CRTPO Discretionary Funding application requesting $700K for construction. CRTPO is recommending to state that supplemental funding be approved. The contract draft is complete and has been reviewed by JD Goodrum. Construction is planned to begin in April 2020 if Discretionary Funds are approved.

Under Construction

- **Plum Creek (South Bailey Road) Greenway** – Construction began in October and is expected to be completed in the spring of 2020. Towns of Cornelius and Davidson approved slight alignment modifications to better protect some mature trees and reduce grading.

OPERATIONS

- **Robbins Park** – Repaired restroom partition torn off by vandals.
- **Antiquity Greenway** – Installed bollards at South Street entrance.
- **Special Events** – Assisted with the North Meck Christmas Parade.
- **Central Operations Building (COB)** – Organized and cleaned.
- **All Parks** – Site visit to look for problems/issues in need of repair.
- **Staff Reports** – Completed monthly playground, lighting and Maglock inspections/safety checks.
- **Batting Cages** – Secured quotes to replace nets at BRP 1 and TCP 2. Work will be completed in late February.
- **Smithville Park** – The playground sailboard was repaired.
- **Jetton Park** – Several dead trees and large limbs were removed.

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