Parks, Arts, Recreation & Culture
(PARC) Commission
July 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. **June 2020 Draft Minutes**
4. **PUBLIC APPEARANCES - CITIZEN CONCERNS/COMMENTS**
5. **CAIN CENTER UPDATE**
6. **PRESENTATIONS**
   - A. **COVID-19 Updates**
7. **DIRECTOR'S REPORT**
   - A. **June 2020 Director's Report**
8. **PARC COMMISSIONER RECOMMENDATIONS AND REPORTS**
9. **OLD BUSINESS**
   - A. **PARC Commission Goals & Committees**
10. **NEW BUSINESS**
11. **ADJOURNMENT**
12. **NEXT MEETING**

REQUEST FOR BOARD ACTION

Print

Date of Meeting: July 9, 2020

To: PARC Commissioners

From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
2020.6.4.Minutes.pdf	June 2020 Draft Minutes	Backup Material

Parks, Arts, Recreation & Culture (PARC) Commission
Thursday, June 4, 2020
5:30 – 7:00 pm

via Zoom
www.cornelius.org/parc

MINUTES

1) **Call to Order –** Chair Higgins called the meeting to order at 5:33 p.m.

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

3) **Approval of Minutes (May)** – Commissioner Dancy made a motion to approve the minutes from the May 7, 2020, meeting as written. Commissioner Livingston seconded and the motion passed unanimously.

4) **Public Appearances – Citizen Concerns/Comments** – None

5) **Cain Center Update**
Cain Center Executive Director Justin Dionne said they released the official design in a series of announcements through multiple media channels, including renderings and fly-through videos. They are continuing to monitor the town budget process and its impact on Cain and on the transition of arts programming from PARC to Cain.

6) **Presentations**
   a) Covid-19 Updates
   Director Fitzsimmons shared a presentation [see attached] regarding the impacts of COVID-19 and plans moving forward.

7) **Director's Report**
Director Fitzsimmons shared a presentation [see attached] highlighting items from his May 2020 report. He presented an idea to move forward with the construction of McDowell Creek Greenway Phase 2: utilize the 2013 bond money earmarked for Smithville-to-JV Washam Greenway, which is on pause now. That would free up approximately $750,000 for use now to move forward and start the MCG2 project right away. NCDOT has said we can proceed with this plan. NCDOT intends to sign off on the final Supplemental Agreement once their funding issue is resolved, and they will then reimburse us the $750,000 we spent, which will then be returned to the SMV/JVW project. The alternative is to put both projects indefinitely on hold. He asked for PARC Commission input, though no formal action is needed. The group discussed their support for the plan.

8) **PARC Commissioner Recommendations & Reports**
   a) Items to be placed on record
   b) Commissioner Reports
      1) Commissioner Rob McCloskey – No report
      2) Commissioner Trey Fouche – Absent
      3) Commissioner Meghan Stamper – She enjoyed the Virtual Cornelius Jazz Festival.
      4) Commissioner Carol Livingston – She reported issues at Robbins Park: algae is growing in the pond again and kids are using the sand staged in the tennis as a giant sand pile. Director Fitzsimmons said he would

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look into the algae issue. We are top dressing the park's multipurpose field, and the contractor started spreading today, so the sand should be gone very quickly. She asked about the plans for the crosswalk on Westmoreland Road between Legacy and Alexander Chase. Director Fitzsimmons confirmed that crosswalk improvements would be part of the McDowell Creek Greenway Phase 2 Development, similar to that on Jetton Road across from Jetton Park. She added that PARC has done a tremendous job during these past few months.

5) Commissioner Chris Kolkhorst – He has reviewed the management-level reports for the Northern Regional Recreation Center construction and continues to monitor its progress.
6) Commissioner Andrew Heywood – The Virtual Jazz Festival was excellent. He had received a question about pedal-assisted electric bikes on the greenway. Director Fitzsimmons said it is based upon the actual horsepower of the bike and how fast it goes. He will check with the Police Department for the specifics and will share when he finds out.
7) Commissioner Dave Rusk – He watched the Jazz Fest on YouTube. He said there was a fixed screen in between acts for 5-10 minutes and suggested a "stay tuned" notification. Kudos to PARC department for continuing to offer programs, especially when so many other groups are canceling their entire summer.
8) Commissioner Travis Dancy – No report

c) Chair Scott Higgins – He has been active on social media with Bike Month for the Town and PARC, including recording several bike safety videos. He has been communicating with Town Commissioner Duke and Director Fitzsimmons on the Cain Center transition and with the Davidson Livability Committee on some joint ventures. He enjoyed the Jazz Festival but thought the food vendor needed improvement. He watched the Memorial Day Event online. He has been campaigning strongly for the budget increase for recurring maintenance to $300,000 and shared a letter back from the Town Manager [see attached] stating that that increase is one of the items that has been cut along with many other items lost due to the COVID-19-related revenue decrease.

d) Town Commissioner Report – Commissioner Jim Duke – The FY21 budget has been a wrestling match with the Town Manager; we got some things but not others. He announced that he is leaving the Cain Center Board of Directors when his current commitment expires this June, to eliminate conflict with also serving on other Town boards. He has spent hours with the Town Manager and Greg Wessling regarding the transition of arts programming from PARC to Cain. He believes the transition would not be successful without the PARC board and PARC staff. The Cain Center as currently designed cannot house all of the programs currently being offered by PARC, so we need to keep the existing Cornelius Arts Center in order to preserve our existing programs.

9) Old Business

a) PARC Commission Goals & Committees

- Public Awareness: Chair Higgins urged the PARC Commissioners to actively engage (likes, comments, etc.) with PARC's social media and to make suggestions regarding any new ideas for social media outreach.

10) New Business – None

11) Adjournment – Chair Higgins adjourned the meeting at 6:55 p.m.

Next Meetings – Thursday, **July 9**, 2020
Future Dates – Thursday, August 6, 2020; Thursday, September 3, 2020; Thursday, October 1, 2020

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2020.6.29.June_Director_Report.pdf	June 2020 Director's Report	Backup Material

PARC Director's Report

June 2020

Due to COVID-19, all programming other than summer camps scheduled for June was canceled (beginning March 16).

PROGRAMMING

All programmers continued to take part in virtual planning meetings, conducting research through online webinars and training videos to learn how others are responding to the pandemic and to seek out best practices. Staff conducted interviews and ultimately hired 8 new part-time staff for summer camp assistance. Camp orientation was held over two days with returning and new staff.

Camps began on Monday, June 15, with safety protocols in place, including changes to check-in and check-out procedures, increased facility and equipment cleaning, social distancing, use of masks for indoor camps, and more frequent handwashing and hand sanitation.

Recreation Centers

- Completed Weeks 1-2 of Summer Day Camps with 53 participants (155 last year).
- Held two Lake Norman Teen Council meetings via Zoom.

Arts Center

- Completed Weeks 1-2 of Summer Arts & Recreation Camps with 69 participants and 57 on waiting lists (151 last year and 46 on waiting lists).
- PENDING: Summer B/Fall Session- Arts Education classes for adults tentatively scheduled to begin the week of July 27.

Athletics

- Completed Weeks 1-2 of Summer Sports Camps with 162 participants and 40 on waiting lists (317 last year and 5 on waiting lists).
- Approved Return to Play plans for our program partners, including:
    - Charlotte Independence: Began activities on Monday, June 1
    - Xtreme Lacrosse: Began activities on Monday, June 1
    - LNTA: Began activities on Monday, June 8
- Managed 0 total hours of facility use in May (2,049 total hours in 2019).

Special Events

- Held a Virtual Patriotic Celebration on Friday, June 26. The livestream reached nearly 7,000 on Facebook with approximately 600 viewers on Facebook and YouTube.
- Partnered with Atrium Health to provide a Mobile Coronavirus Screening Center at Smithville Park on Wednesday, June 24, 8 a.m. – 2 p.m. Atrium tested 164 and screened 179.
- PENDING: Park in the Dark at Robbins Park on Saturday, July 18
- PENDING: Back-2-School Bash at Robbins Park, possibly on Saturday, August 15

COVID-19 Outreach

- Created a video montage on Facebook featuring PARC staff promoting summer camps, which reached over 2,700 viewers.

CAPITAL PROJECTS

Under Design

- **Smithville-to-JV Washam Greenway** – Project is on hold pending NCDOT funding resolution.
- **Robbins Park Master Plan** –Due to COVID-19, a final community workshop cannot be held at this time. Staff and Mecklenburg County Park & Recreation are reviewing a draft plan so it can be presented as soon as we can conduct a public workshop.
- **Bailey Road Park Master Plan** – No funds are provided in the FY21 budget. Project is on hold for the foreseeable future.
- **Plum Creek (Beverly) Greenway** – Water and Land Solutions (WLS) 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. WLS is developing construction drawings and staff should have review plans in the next month or two.

Completed Bid

- **McDowell Creek Greenway** – Due to the NCDOT funding shortfall the project was put on hold. The Town will transfer +/-$1 million to the project to temporarily cover the NCDOT funding. Construction should begin in August.

Under Construction

- **Plum Creek (South Bailey Road) Greenway** – The bridge was delivered and will be installed by the end of July. The trail connection to Plum Creek Park is rough graded in and will be soil stabilized along with the main trail. Anticipated completion is now late August/early September 2020.
- **Bailey Road Park** – The bandshell roof decking is being replaced and the glulam beams reinforced due to wood rot. The project is substantially complete.
- **WAC** – An air conditioner and service window are being installed in the concession stand. Home Run Concessions is paying for the HVAC equipment and the Town is covering the window and installation costs. Due to a permitting issue, the project was delayed but will be completed by June 30.

OPERATIONS

- **All Parks –** Staff are continuing to disinfect picnic tables, benches and trashcans.
- **All Fields –** Top dressing of 690,000 SF of athletic field turf is underway and will be completed by June 30, weather permitting.
- **Restrooms –** All have reopened and are being disinfected twice daily.
- **General –** Since the quarantine began staff have completed 95 projects including, but not limited to, pressure washing, painting, installing algae warning signs around the ponds, and irrigation repairs.
- **WAC –** Sinkholes developed in field 4 and in the parking lot below field 4. Staff are working to determine the cause and implement corrective actions.
- **WAC –** The BMPs (or Best Management Practices such as sand filters, dry ponds, wet ponds, bio retention ponds, etc.) have been renovated and partially replanted. More work to follow in the fall.

NORTHERN REGIONAL RECREATION CENTER

- Flyover video: https://us.workplace.datto.com/filelink/5997c-57dbccd1-c3cfc93112-2
- For July: Finish gym masonry, continue pouring slabs, underground electrical
- Project completion target: October 29, 2021

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