



Parks, Arts, Recreation & Culture
(PARC) Commission
March 2, 2017
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. February 2017 Draft Minutes**
- 4. PUBLIC APPEARANCES - CITIZEN CONCERNS/COMMENTS**
- 5. PRESENTATIONS**
 - A. Lake Norman Giants - Ian Nickerson**
- 6. DIRECTOR'S REPORT**
 - A. February 2017 Director's Report**
- 7. PARC COMMISSIONER RECOMMENDATIONS AND REPORTS**
- 8. OLD BUSINESS**
 - A. PARC Capital Improvements Update**
 - B. FY17 PARC Commission Goals & Committees**
 - C. Future Arts/Recreation Center Update**
 - D. Regional Recreation Center**
 - E. Future Park Capital Funding**
- 9. NEW BUSINESS**
 - A. Walter Henderson Park Disc Golf Course Proposal**
 - B. Jazz Fest Multi-Cultural Program Addition**
- 10. ADJOURNMENT**

11. NEXT MEETING

REQUEST FOR BOARD ACTION


 **Print**

Date of Meeting: March 2, 2017

To: PARC Commissioners
From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
 2017.2.2.Minutes.pdf	February 2017 Draft Minutes	Backup Material



Parks, Arts, Recreation & Culture (PARC) Commission
Thursday, February 2, 2017
5:30pm – 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 5:34 pm.
- 2) **Determination of Quorum**

A quorum was reached with nine commissioners in attendance.
Commissioners present: Rob McCloskey, Karina Baril, Mary Wilson, Carol Livingston, Chris Kolkhorst, Chair Scott Higgins, Denis Bilodeau, Dave Rusk, Travis Dancy, and Town Commissioner Jim Duke
Staff present: Director Troy Fitzsimmons, Recreation Superintendent Chad Cauble, Karen Ulmer
- 3) **Approval of Minutes (January)**

Commissioner Bilodeau made a motion to accept the minutes from the January 5, 2017, meeting as written. Commissioner Dancy seconded and the motion passed unanimously.
- 4) **Public Appearances – Citizen Concerns/Comments** - None
- 5) **Presentations**
 - a) **Lake Norman Little League**

Lake Norman Little League (LKNLL) Baseball Programs Vice President, Jeff Sheets, presented the group's annual report [see attached]. Baseball Programs Coaching Coordinator, Bryan Walsh, and League President, Glenn Jones, were also in attendance. Town Commissioner Duke asked if field space is limiting the group's growth and the answer was yes, if they had more fields, they could include even more children. They could easily use 6-8 more fields. Director Fitzsimmons pointed out that LKNLL has recently gained access to fields in Huntersville, which uses a co-sponsorship model and partners with multiple organizations. Cornelius partners with just one organization. Mr. Jones said LKNLL was allocated 35% of the field space in Huntersville last season, out of three organizations. They hope to get more, as other organizations decline in registrations. Director Fitzsimmons shared registration numbers for Huntersville Youth Athletic Association (HYAA), LKNLL, Stewards of the Game (SOTG) and Davidson Youth Baseball Association (DYBA) over the past four seasons [see attached]. Commissioner McCloskey asked how they attribute their growth vs other organizations. Mr. Jones said they really pay attention to player development and not just focusing on the top talented kids, they emphasize coaches' training and improvement, and they involve parents as volunteers on multiple committees. "Character, Courage, Loyalty" is Little League's slogan. Commissioner Kolkhorst, who also serves on LKNLL's board as League Operations Vice President, added that about 2-1/2 years ago the group recognized that they were too loosely organized, that they were being reactive not proactive, so they reorganized their board structure. They are now well organized and not only proactive but visionary. Mr. Sheets added that their structure allows for volunteers to easily transition into new roles, resulting in a strong group of volunteers. Director Fitzsimmons commended the organization on the job that they do.
 - b) **Director's Report**

Director Fitzsimmons highlighted the following items from his January 2017 report:

 - Cornelius Arts Center: The reception for *Home Grown*, with over 100 local artists, is tomorrow night 6:30-8:30 pm. Up next is the HeART pARTy on Saturday, February 11, 9:30-11:30 am, a free event for families to make Valentine's Day cards and crafts.

- Special Events: On Thursday, February 9, we are hosting a sponsorship appreciation reception at D9 Brewing, 6:00 pm, to thank our 2016 sponsors. We have a new summer camp sponsor for 2017, UDA Dental, which contributed \$4,000. On Saturday, February 18, 1:00-3:00 pm, we will hold our annual Black History Month celebration at Town Hall.

- The Town Board's budget planning session scheduled for February 4 has been cancelled. They will address those topics before their regular meetings, at the pre-meetings on February 6 and 20 at 5:45 pm.

- Based on some initial reports he has seen, the North Meck Regional Recreation Center is in the County's FY18 CIP for \$1 million to start the planning process. They are proposing \$39 million in FY19 to start the construction.

Summer Camp Expansion: We were all prepped to ask for two full-time recreation programmers to support this proposed expansion and then were told by CMS at the last minute that we cannot get a second bus. Without transportation, we are a no-go for expansion. We have tried every outlet that we can and have nearly exhausted all options for a bus. Town Commissioner Duke suggested we submit to buy a bus.

6) PARC Commissioner Recommendations & Reports

a) Items to be placed on record

Chair Higgins welcomed two new PARC Commissioners, Dave Rusk and Karina Baril. They have accepted appointments to goal committees: Commissioner Baril will serve on Strategic Planning/Long-Term Finance and Regional Partnerships; Commissioner Rusk will serve on Public Awareness and Programs/Fees/Facilities. He hopes the new commissioners will pick a mentor to ask any questions they may have. Feel free to reach out. A few housekeeping notes: we will try to start monthly meetings as close to 5:30 pm as we can. Also, if commissioners don't have much to report, there may be items they have questions about, so please ask. Reminder to share committee reports under Old Business.

b) Commissioner Reports

- 1) Commissioner Rob McCloskey – No report
- 2) Commissioner Karina Baril – No report
- 3) Commissioner Mary Wilson – She was one of many commissioners that attended the arts district meeting on Monday night and wished there had been more time to brainstorm. There is an input form, so please fill out and turn in [see attached]. Public Awareness committee will meet again soon. She suggested PARC should have a "tagline" and asked the commissioners to give some thought to ideas. They should be short and inspiring, such as "Cornelius PARC: Your place to move, create, and grow."
- 4) Commissioner Carol Livingston – No report
- 5) Commissioner Chris Kolkhorst – He attended the Town Board meeting to see our new PARC Commissioners get appointed.
- 6) Chair Scott Higgins – He took his annual bike tour of all of our parks and greenways and talked to people using them. He got some good feedback. He is working on the Wilhelm Park committee as they prepare for the park renaming ceremony. He stopped by the Cornelius Arts Center and Arts Center Program Manager Mindi Ellison is doing a great job. CAC recently brought back Drop In Art on Mondays and Thursdays; programs like that are critical to our community.
- 7) Commissioner Denis Bilodeau – He attended the Town Board meeting and congratulated the two new commissioners. He was also reappointed at that meeting. There are a number of events that PARC partners with in the community. There is a lot of planning going on for the Jazz Fest on May 20 at Smithville Park. The Lake Norman Chamber has approached the Cornelius Cultural Arts Group about expanding that event into a multicultural event, which would include the Splashville opening, then a multicultural event, then end with the Jazz Fest. Director Fitzsimmons said we have the same funding and staff commitment as last year. A special program proposal will come to the PARC Commission next month.
- 8) Commissioner Dave Rusk – He enjoyed the arts district meeting on Monday. The arts district can really transform the downtown area.
- 9) Commissioner Travis Dancy – Visit Lake Norman is heavily involved with the Carolina Rapids. The Rapids are having their winter tournaments right now. This weekend is their college combine and that will be exclusively at Bailey Road Park, moved from Huntersville's Richard Barry Park because of the synthetic turf at Bailey. Commissioner Wilson added that we should be very proud of the fact that we have these

partners for soccer and baseball, groups that strive to be inclusive, offer scholarships, and emphasize character.

10) Town Commissioner Jim Duke – The Carolina Rapids said at the last PARC Commission meeting that they were willing to partner with us on building more synthetic turf fields. We need to jump on that. The PARC Commission needs to bring these projects to him so he can champion them to the Town Board.

7) Old Business

a) PARC Capital Improvements Update

- Smithville Park to JV Washam Greenway: The Town Board approved an NCDOT grant of \$1.4 million for that project. We have sent out an RFQ for design consultants, which are due February 17.

- McDowell Creek Greenway: We have signed the Westmoreland HOA easement and are ready to submit to the Register of Deeds.

- Antiquity Greenway: We finally have verbal agreement on the last easement. We are continuing discussions with Charlotte Water on potential conflicts with their water main.

- South Bailey Road Greenway: The County has picked the project up in their proposed CIP, with \$879,000 targeted for FY19.

- Legion and Bailey Road Parks: We are doing survey work for ADA accessibility projects.

- JV Washam and Bailey Road Recreation Centers: We continue to move forward on gym dividers at BRRC and adjustable basketball goals at JVWRC.

- Bailey Road Park Track & Field: There are significant drainage issues, which we are trying to get corrected before we move towards converting the field to synthetic turf. We hired Dewberry to do an initial survey for turf on that field and it is looking like it won't be too difficult from a storm water management standpoint.

- Bailey Road Park Playground: We are talking with vendors about renovation of the silo area.

- Caldwell Station Creek Greenway: This project is 90% complete. The grand opening is scheduled for May 13, including the LKN Bike Expo, a 5K race, vendors, prizes, etc.

b) FY17 PARC Commission Goals & Committees

- Strategic Planning/Long-Term Finance: Chair Higgins said this group has had several meetings regarding the CIP, potential park bonds, and bond projects prioritization. Commissioner Livingston said it was a long process but we have a good project list.

- Public Awareness: Commissioner McCloskey said the first PARC column came out in the February edition of *Lakeside Living* magazine. We will need to think further out on timing for future articles. Chair Higgins said all Commissioners should put information in their neighborhood venues. Commissioner McCloskey said when he writes the columns, he will forward them to all the other Commissioners for their use. A Public Information Officer position is in the Town's FY18 budget.

- Programs, Fees & Facilities: No meeting

- Regional Partnerships: Chair Higgins said the group will meet this coming Tuesday in Huntersville. They are picking up momentum, talking about events to collaborate on. Huntersville is going to add a person from their greenways and trails committee.

- Future Arts/Recreation Center Update: Commissioner Bilodeau said they have a marketing firm on board working on logo and website development. They are pursuing a national search for an executive director, which should take another 11 weeks or so.

c) Regional Recreation Center

Director Fitzsimmons shared dates for Mecklenburg County's CIP process [see attached]. A key scoring component for prioritization is partnerships. All can attend any of their Park and Recreation board meetings and County Commissioner meetings. Commissioner McCloskey offered to send out a contact list with all County Commissioners.

d) Future Park Capital Funding

Director Fitzsimmons said the Strategic Planning committee met today. They have been looking at the first three years of the previously approved CIP to dial in on what would be the priorities for bond projects. Staff had ranked them and then the committee gave their input. One consideration was that, if there is really a push for road bonds, how do we dovetail with that? Perhaps multi-use paths, greenways, etc. Town Commissioner Duke said we need to prioritize land acquisition on the east side before it is too late and bonds are the only way to get enough money to do that. The bond money we are spending now in 2016 was approved in 2013.

8) **New Business** – None

9) **Adjournment** – Chair Higgins adjourned the meeting at 7:14 pm.

Next Meeting – Thursday, March 2, 2017

Future Dates –Thursday, April 6, 2017; Thursday, May 4, 2017; Thursday, June 1, 2016

DRAFT

REQUEST FOR BOARD ACTION

 **Print**

Date of Meeting: March 2, 2017

To: PARC Commissioners
From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
 2017.2.21_February_Director_Report.pdf	February 2017 Director's Report	Backup Material

PARC Director's Report

February 2017

PROGRAMMING

Recreation Centers

- Concluded registration for the Youth Volleyball spring season with Huntersville Parks and Recreation with 345 participants (330 last year). Held skills day on Saturday, February 18.
- Through February 20, Cardio Funk had 247 participants (260 participants last year); PIYO had 30 participants (15 participants last year); Pickleball had 34 participants (40 participants last year).
- LKN Bridge had 667 participants for the month of January (657 last year).
- The Lake Norman Teen Council donated or received items (soap, lotion, tooth paste, etc.) and collected over 80 purses that were filled with the items. The purses were given to the Women's Crisis Center in Charlotte. The council currently has 93 active members (83 members last year).
- Completed the January-February session of Tai Chi with a total of 20 participants (24 participants last year).

Arts Center

- Installed *Home Grown 2017*, consisting of 100 works from local artists (88 last year). Held the opening reception on February 3, with over 125 in attendance.
- Coordinated the de-installation for the *Beyond Walls* Public Art Exhibition 2016-17. Assisted with the coordination of call for artists for *Beyond Walls* Public Art Exhibition 2017-18. Received 23 submissions from 10 artists, representing 5 different states.
- Held an unveiling ceremony for the *Humpty Dumpty* sculpture with Principal Holbrook and a 2nd grade art class on February 6.
- Held the heART pARTy on February 11 with over 60 in attendance.
- Held two adult watercolor workshops on February 18 with 19 attendees and 3 on a waiting list.
- Planning for A Morning with the Easter Bunny on Friday, March 24, 10:00 am-12:00 pm; the next 'Tawba Walk on Friday, April 29, 2:00-8:00 pm; and the next *Beyond Walls* installation, with opening scheduled for Saturday, May 6, 4:00-6:00 pm.

Athletics

- LNTA Tennis lessons at Jetton Park had 45 participants in the February session.
- Cornelius/Davidson Youth Basketball League continued games through January. One week was cancelled due to snow and will be made up at the end of the season. The league is at 865 participants and 148 volunteer coaches. (836 and 144 in 2016)
- Managed 493 total hours of outdoor athletic facility use in February.
- LKN Little League held skills day February 18 and 19 at WAC with 850 participants signed up for the spring 2017 season (676 in 2016).
- Adult Softball registration opened February 13 with a new contract that will allow All Sports Officials to handle the majority of game day operations and provide for greater efficiency in program delivery. Registration will continue through March 13.

Special Events

- Held Sponsorship Appreciation Reception for 2016 sponsors on February 9 at D9 Brewing Company with approximately 25 people in attendance to include board members, staff, and sponsors.
- Held the annual Black History Month Celebration on February 18 at Cornelius Town Hall with 75 in attendance (125 last year). Additional attendees include nine members of Lake Norman Charter School's Key Club and two members of Lake Norman Teen Council volunteering.
- Continued with marketing efforts for summer camps, programs, and events. I-77 billboard is up, ads are beginning to run or will run by March 1, in the Lake Norman Citizen, Herald, and Cornelius Today.
- Planning for James Hoyt Wilhelm Park Dedication on Saturday, March 25, 10:00 am-12:00 pm; Hop Into Spring at Robbins Park on Saturday, April 8, 2:00-4:00 pm; Earth Day/Hooked on Cornelius at Robbins Park on April 22, 10:00 am-12:00 pm; Caldwell Station Creek Greenway Celebration on May 13, 10:00 am; Splashville Opening at Smithville Park on Saturday, May 20, at 3:00 pm; Jazz Fest at Smithville Park on Saturday, May 20, 4:00-9:00 pm; and Symphony in the Park at Bailey Road Park on Saturday, June 24, 6:00-10:00 pm.

CAPITAL PROJECTS

Under Design

- **McDowell Creek Greenway** –The Westmoreland HOA easement has been finalized leaving just one easement to be acquired.
- **Antiquity Greenway** – State has provided comment on the first submittal of construction drawings. Last easement is with property owner for signature. Environmental report is with NCDOT for review. Submitted historic structure review submittal to SHPO.
- **South Bailey Greenway** – The County has added this project to their Capital Improvement Plan for construction. The Town will develop construction drawings as part of its contribution towards the project.
- **ADA Bailey Road and Legion Parks** –Surveying is underway.
- **JV Washam and Bailey Recreation Centers** – An architect is under contract and preparing bid documents and permit applications for gym dividers (both) and basketball goal height adjusters (JV).
- **Bailey Road Park Track** – The surveying is complete and the design is 75% complete. Staff is reviewing construction documents now. The areas surrounding the track and football field are flat which has led to drainage and erosion issues.
- **Bailey Road Park Playground** – The silo is in decline and non-compliant with current ADA guidelines. It needs to be renovated or replaced. Staff has issued an RFP. Proposals are due March 17. Construction anticipated June 1 to September 1.

Under Construction

- **Caldwell Station Creek Greenway** – The project construction is approximately 95% complete. All concrete has been installed. Landscaping material has been ordered. Dedication ceremony is scheduled for May 13, 2017, tentatively 10:00 am.

OPERATIONS

- Installed Humpty Dumpty sculpture in front of Cornelius Elementary School.

Visitation/car counts

- September: WAC 8,343 cars BRP 22,545 cars N/A 92,664 visitors
- October: WAC 7,218 cars BRP 18,551 cars N/A 77,307 visitors
- November: WAC 4,354 cars BRP 14,133 cars N/A 55,461 visitors
- December: WAC 2,430 cars BRP 9,906 cars N/A 37,008 visitors
- January: WAC 2,322 cars BRP 15,769 cars TCP 1,213 cars 57,912 visitors
320,352 visitors