Parks, Arts, Recreation & Culture
(PARC) Commission
September 7, 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. **August 2017 Draft Minutes**
4. **PUBLIC APPEARANCES - CITIZEN CONCERNS/COMMENTS**
5. **PRESENTATIONS**
   - A. **Lake Norman Soccer Club Tournament Proposal**
6. **DIRECTOR'S REPORT**
   - A. **September 2017 Director's Report**
7. **PARC COMMISSIONER RECOMMENDATIONS AND REPORTS**
8. **OLD BUSINESS**
   - A. **PARC Capital Improvements**
   - B. **Future Cornelius Arts Center**
   - C. **Regional Recreation Center**
   - D. **Future Park Capital Funding**
   - E. **FY18 PARC Commission Goals & Committees**
9. **NEW BUSINESS**
   - A. **PARC Commission Appointment Recommendation**
10. **ADJOURNMENT**
11. **NEXT MEETING**

REQUEST FOR BOARD ACTION

Print

Date of Meeting: September 7, 2017

To: PARC Commissioners

From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
2017.8.3.Minutes-REV.pdf	August 2017 Draft Minutes	Backup Material

Parks, Arts, Recreation & Culture (PARC) Commission
Thursday, August 3, 2017
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 5:32 pm.

2) **Determination of Quorum – A quorum was reached with seven commissioners in attendance.**
Commissioners present: Rob McCloskey, Karina Baril, Mary Wilson, Carol Livingston, Chris Kolkhorst, Chair Scott Higgins, and David Rusk
Commissioners absent: Denis Bilodeau, Travis Dancy, and Town Commissioner Jim Duke
Staff present: Director Troy Fitzsimmons and Karen Ulmer

3) **Approval of Minutes (June) –** Commissioner Rusk made a motion to accept the minutes from the June 1, 2017, meeting as written. Commissioner Wilson seconded and the motion passed unanimously.

4) **Public Appearances – Citizen Concerns/Comments**
Director Fitzsimmons introduced PARC's new Athletic Program Manager, David Moore.

5) **Presentations**
   a) Harry Family Donation Proposal (Walter Henderson Park)
   Director Fitzsimmons said the Harry family has lived near Walter Henderson Park for years and wants to donate a bench and a rock to the park, with a memorial plaque on the rock. He showed a presentation including a map of the park and the proposed location of the donation, as well as a mockup of the plaque [see attached.] The earlier disc golf baskets proposal has been withdrawn by the HOA. If there is any vandalism it would need to be repaired by PARC but otherwise no cost to the department. Commissioner Livingston made a motion to accept the donation by the Harry family of a bench and rock to be placed in Walter Henderson Park. Commissioner Kolkhorst seconded and the motion passed unanimously.
   b) Park and Trail Mapping – Google Maps
   Commissioner McCloskey introduced Ross Boner. The two of them have looked into using Google Maps for marking greenways, paths and trails. He showed a presentation [see attached] of a sample greenway map from the Raleigh area and some first attempts at mapping greenways in Huntersville and Cornelius. Using this idea includes all of the benefits and functions of Google Maps. Commissioner Kolkhorst said he had in mind a mobile app for visitors and residents and asked if the two concepts could work together. Commissioner McCloskey said he believed the Lake Norman App should be able to embed a Google map into their application. A discussion followed regarding features they would want to include in addition to greenways, paths, and trails. Chair Higgins asked Commissioner Kolkhorst to be the lead on the park app development, working with Commissioner McCloskey and Mr. Boner. He suggested their ideas go to the Regional Partnerships Committee and the monthly meetings held by the Cornelius Huntersville and Davidson directors for further discussion.

6) **Director's Report**
Director Fitzsimmons highlighted the following items from his June and July reports:
- At the Cornelius Arts Center, *Home Grow: Sprouts* is currently on display, featuring works by children in the

DRAFT

Summer Arts & Recreation Camps. The closing reception will be held on Wednesday, August 23, 6:00-8:00 pm.

- *The LEGO Batman Movie* has been rescheduled for Saturday, August 26, at Robbins Park beginning at 6:00 pm, and will now be paired with a Back 2 School Bash. We will be making Improvements to the movie program moving forward. We plan to show three in the summer outdoors and three during cooler weather indoors at the arts center.

- We have been understaffed for the majority of this past fiscal year. August 1 marked the return of John Anderson so we are up to full staff.

- Park visitation is now over 800,000 in attendance at just WAC, Bailey, Torrence Chapel, so that number is not for all the parks or a full year.

- Your voices were heard and Town Commissioner Duke's voice was heard: For the FY18 budget, PARC received funds for park improvements, operating expenses, and additional staff.

7) PARC Commissioner Recommendations & Reports

a) Items to be placed on record

b) Commissioner Reports

1) Commissioner Rob McCloskey – No report
2) Commissioner Karina Baril – She has accepted a job offer out of state and will be relocating on Saturday. She found serving on the PARC Commission very rewarding and learned a lot. Chair Higgins said PARC will advertise the opening for a couple of weeks and then a committee will interview the applicants. The interview committee will consist of Commissioners Kolkhorst, Bilodeau, and Higgins; Director Fitzsimmons; and Town Commissioner Duke.
3) Commissioner Mary Wilson – She has had some coworkers ask about facilities for cricket. Director Fitzsimmons said we have had some people practicing cricket at Torrence Chapel Park but that sport was not identified as a high need in the master plan surveys.
4) Commissioner Carol Livingston – She asked for an update on summer camps, including the second bus for expanding full day camps. Director Fitzsimmons said our numbers are up in Summer Arts & Recreation Camps and slightly down in Summer Sports Camps (as a result on the cancellation of a very popular fitness camp.) Novant has a new training facility in Huntersville called Exos, which may be a replacement location. Summer Day Camp numbers are at 65 per week. CMS finally approved a second bus in late spring but, by that time, it was too late to increase our staffing. PARC will request a budget amendment in December to fund the expansion to 100 campers in 2018.
5) Commissioner Chris Kolkhorst – Symphony in the Park was a great event at the end of June. This week he attended National Night Out at Smithville Park and it was fun for his family. Last night he attended the Mecklenburg County Board of County Commissioners meeting in support of parks and greenways.
6) Chair Scott Higgins – He attended the Board of County Commissioners meeting; there were five people there from Cornelius. The county approved funding for parks and greenways. The Mecklenburg County Park and Recreation Commissioners were appreciative for the support from Cornelius. He has visited many of the camps throughout the summer and has been very impressed by our instructors and part-time staff; the kids and parents are happy. Symphony in the Park is his favorite event and he was glad to have Novant involved. He encouraged the commissioners to visit the Cornelius Arts Center to see the campers' works currently on exhibit.
7) Commissioner Denis Bilodeau – Absent
8) Commissioner Dave Rusk – He has ridden most of the greenways in the past couple of months and has noticed that parking is an issue. Caldwell Station Creek Greenway is beautiful.
9) Commissioner Travis Dancy – Absent

c) Town Commissioner Report – Commissioner Jim Duke – Absent

8) Old Business

a) PARC Capital Improvements

Director Fitzsimmons gave the following report:

- Antiquity Greenway: Staff submitted to the county for a building permit and then will submit to NCDOT for construction authorization. The goal is to be under construction this fall.

- South Bailey Road Greenway: This greenway will link Hough High School in Cornelius to the Davidson Greenway. He met today with Davidson staff and the developer of the Westmoreland neighborhood in

DRAFT

Davidson. They are on board to help with easements as needed. The county will build this greenway in FY19.
- McDowell Creek Greenway: We are still working on one final easement (the BV Belk property.)
- Legion Park ADA Improvements: The survey work is complete and design is underway.

Bailey Road and JV Washam Recreation Centers: Work on the divider curtain and goal adjusters should begin in mid-August.
- Bailey Road Park Football Field: We have hired Dewberry, which did the initial design for the synthetic turf fields at Bailey Road Park, to do the design for conversion to synthetic turf on the football field. They have started soil samples.
- Smithville Park Playground: This project will go out to bid tomorrow. He met with representatives from the Smithville community to discuss the theme and they have decided on a maritime theme to coordinate with the splash pad design.
- Bailey Road Park Playground: The silo and barn components will arrive tomorrow. We anticipate a dedication approximately September 1.

Bailey Road Park ADA Improvements: This project is well underway at the baseball and soccer fields.
Bailey Road Park Track: There has been a lot of mud on the track because drainage structures were not installed correctly when the track was constructed. We are improving all the drainage along the outside of the track and this project will be completed by the start of the school year.
- Operations: The ops staff has been really busy with special projects, repairing lights, sodding fields, top dressing, etc.
- FY18 Budget: PARC received capital funding, including $200,000 to do the design for the Bailey Road Park football field, $200,000 for the Smithville playground, and $660,000 to initiate the design and acquisition for the Smithville-to-JV Washam Greenway, among other projects.

b) Future Cornelius Arts Center
Chair Higgins reported that the Board of Directors has agreed to contract with Next Stage Consulting out of Charlotte for fundraising, to replace CapDev. They have interviewed architectural firms and are making some decisions about marketing. Subcommittees have restructured and new committees formed. Commissioner Baril asked about preservation of historical buildings existing on the site. Chair Higgins said final decisions have not been made but he believes the heritage of the area will be incorporated.

c) Regional Recreation Center
Director Fitzsimmons said the first public meeting will be August 14 at Bailey Middle School at 6:00 pm and he encouraged the commissioners to attend. He shared the presentation that will be shown that night [see attached.]

d) Future Park Capital Funding
Director Fitzsimmons showed projects targeted for the $125,000 budgeted for maintenance projects in FY18 [see attached.]

9) New Business

a) Northern Regional Recreation Center Stakeholder Committee
Director Fitzsimmons has been asked to serve on a stakeholder's committee for the rec center and we need two other commissioners to serve. Commissioners Rusk and Livingston volunteered.

b) FY18 PARC Commission Goals & Committees
Chair Higgins asked for the four committees to meet, revisit FY17 goals, and develop goals for FY18. He appointed Commissioner McCloskey to replace Commissioner Baril on the Regional Partnerships Committee. All committees should plan to report back at the September meeting.

c) Robbins Park Tree
A 3-ft diameter branch fell from a large willow oak this week. We hired a tree service to clean up the mess and brought in an arborist to consult. They confirmed that the tree cannot be saved, calling it a "hazard tree." Commissioner Kolkhorst suggested checking with one more arborist just to be sure. The tree is over 100 years old. Willow Oak is not a valuable wood for furniture. Staff have talked about cutting it off smooth at the trunk and making it interpretive, working with Lake Norman Wildlife Conservationists to tie in the 100 years of history that the tree lived through.

DRAFT

10) Adjournment

Chair Higgins adjourned the meeting at 7:19pm.

Next Meeting – Thursday, September 7, 2017
Future Dates – Thursday, October 5, 2017; Thursday, November 2, 2017; Thursday, December 7, 2017

DRAFT

REQUEST FOR BOARD ACTION

Print

Date of Meeting: September 7, 2017

To: PARC Commissioners

From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
No Attachments Available		

REQUEST FOR BOARD ACTION

Print

Date of Meeting: September 7, 2017

To: PARC Commissioners

From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
No Attachments Available		

REQUEST FOR BOARD ACTION

Print

Date of Meeting: September 7, 2017

To: PARC Commissioners

From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
No Attachments Available		

REQUEST FOR BOARD ACTION

Print

Date of Meeting: September 7, 2017

To: PARC Commissioners

From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
No Attachments Available		