Parks, Arts, Recreation & Culture
(PARC) Commission
February 1, 2018
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. **January 2018 Draft Minutes**
4. **PUBLIC APPEARANCES - CITIZEN CONCERNS/COMMENTS**
5. **PRESENTATIONS**
   - A. **Lake Norman Tennis Academy - Julie Mudge**
   - B. **The First Tee - Denis Bilodeau**
6. **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. **Lake Norman Little League Agreement**
   - B. **PARC Commissioner Recommendation**
10. **ADJOURNMENT**
11. **NEXT MEETING**

REQUEST FOR BOARD ACTION

Print

Date of Meeting: February 1, 2018

To: PARC Commissioners

From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
2018.1.4.Mnutes.pdf	January 2018 Draft Minutes	Backup Material

Parks, Arts, Recreation & Culture (PARC) Commission
Thursday, January 4, 2018
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 5:35 pm.

2) **Determination of Quorum** – A quorum was reached with eight commissioners in attendance.
Commissioners present: Rob McCloskey, Trey Fouche, Mary Wilson, Carol Livingston, Chris Kolkhorst, Chair Scott Higgins, Dave Rusk, Travis Dancy, and Town Commissioner Denis Bilodeau
Commissioners absent: None
Staff present: PARC Director Troy Fitzsimmons, Karen Ulmer

3) **Approval of Minutes (December)**
Commissioner Dancy made a motion to accept the minutes from the December 7, 2017, meeting as written. Commissioner Wilson seconded and the motion passed unanimously.

4) **Public Appearances – Citizen Concerns/Comments**

5) **Presentations**
   a) Review of Summer Camp Sponsors
   Director Fitzsimmons said feedback we have received from previous sponsors was in favor of a first-come, first served proposal process for major sponsorships instead of taking the highest bidder. We did that this year for summer camps. The announcement went out before Christmas and noted that we would not take them until January 3 at 3:00 pm, in order for any business interested in submitting to have time to submit. We received one proposal from Truliant Federal Credit Union for Gold Level Sponsorship at $4,000. There is also some interest from a couple of businesses for in-kind sponsorships but no other cash offers yet. Silver and bronze sponsors are not exclusive and still have time to submit.
   b)
   Chair Higgins said he and Town Commissioner Bilodeau have been meeting with staff to discuss needs for the PARC department in the upcoming budget. Director Fitzsimmons distributed a spreadsheet with a 10-year comparison [see attached] The FY18 data highlighted in pink shows projected numbers since we are just halfway through this current fiscal year. A discussion followed regarding services provided for residents vs. non-residents, including issues such as quality of life, indirect revenue realized from non-residents, etc. Town Commissioner Bilodeau said he was concerned about how much of our expense is providing services to non-residents. Director Fitzsimmons also distributed the most recent budget comparisons versus other similar municipalities. Cornelius has more active acreage than many other municipalities.

6) **Director's Report**
Director Fitzsimmons highlighted the following items from his December 2017 report:
- We have reinstated a movie program at the arts center. We used to have six or more summer movies and attendance was not high enough, so we are attempting to spread them throughout the year. We held A Morning with the Grinch on December 6 with 60 in attendance and Parent's Night Out on December 15 with 32 registered kids, both events featuring film showings. We have another Parent's Night Out scheduled for Friday, February 16.

DRAFT

- The call for artists has been issued for this year's *Home Grown* exhibit. The reception will be held on February 2, 6:30-8:30 pm.
- We are working on agreement renewals with some of our partner organizations, including Lake Norman Giants, Lake Norman Little League, and Xtreme Lacrosse.
- A thank-you reception for PARC sponsors will be on January 31, 6:00-7:00 pm at D9 Brewing.

7) PARC Commissioner Recommendations & Reports

a) Items to be placed on record – None

b) Commissioner Reports

1) Commissioner Rob McCloskey – No report
2) Commissioner Trey Fouche – No report
3) Commissioner Mary Wilson – No report
4) Commissioner Carol Livingston – No report
5) Commissioner Chris Kolkhorst – No report
6) Chair Scott Higgins – We have been working on recruiting a new commissioner. We reviewed applications submitted earlier, then advertised in the PARC e-newsletter and via press release. The deadline to apply was January 2. We will conduct interviews with 3 or 4 of the applicants soon.
7) Open Seat
8) Commissioner Dave Rusk – No report
9) Commissioner Travis Dancy – No report

c) Town Commissioner Report – Commissioner Denis Bilodeau – He thanked Director Fitzsimmons and PARC staff for putting numbers together in support of the PARC budget. The budget retreat will be held on March 7 and at the Graylyn Conference Center in Greensboro and commissioners are encouraged to attend.

8) Old Business

a) PARC Capital Improvements

Director Fitzsimmons highlighted the following projects:

- Antiquity Greenway: We are close to sending into the State our third and hopefully final submittal. A meeting with Charlotte Water is scheduled for tomorrow to discuss sequencing their water main and our greenway projects.
- ADA improvements at Legion Park: This project is ready for bid.
- Smithville Park playground: We are still finalizing the contract with Cunningham Recreation, working on the design and placement of the shade structures. We are still hoping for this project to be completed by May.
- James Hoyt Wilhelm Park paving: CMS has agreed to partner on this project by paving the bus lot, while we pave the teacher lot.

b) Future Cornelius Arts Center

Chair Higgins said there is a lot of work being done behind the scenes but nothing new to report. There have been three public hearings and a couple more will be held soon.

c) Regional Recreation Center

Still waiting for the first meeting to be scheduled by the County.

d) Future Park Capital Funding

Director Fitzsimmons said we are hoping for a bond referendum this fall. Town Commissioner Bilodeau said there will be a four-hour Town Board strategy session on Saturday, January 20 to begin discussing bonds. Director Fitzsimmons said the 2013 bonds included $5.25 million for parks and recreation.

e) FY18 PARC Commission Goals & Committees

- Public Awareness: Commissioner McCloskey said the committee met with Ralph and Cameron Schaer from LKN App this afternoon and they are willing to work on improving the app to accommodate our needs to display park and greenway information. Commissioner Rusk said they are hoping to make it more user friendly and include links to Google Maps. Commissioner McCloskey will work with them on the Google Maps interface. Commissioner Wilson said she has found that many of our facilities and events are on Yelp and we should all add reviews. Positive social media reviews should get in front of the Town Board. She encouraged the group to leverage their own social networks as well.
- Strategic Planning: Director Fitzsimmons said this committee needs to meet to start working on PARC's bond request.

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- Programs, Fees & Facilities: Facility rental fee increases approved by the PARC Commission last month were approved by the Town Board and went into effect on January, 2018.

9) New Business

a) 2018 Meeting Calendar

Director Fitzsimmons showed the proposed meeting calendar for 2018 [see attached], with PARC Commission Meetings scheduled for the first Thursday of each month. The first Thursday in April is during CMS spring break and in July it is the day after Independence Day. Commissioner Wilson made a motion to move the April PARC Commission meeting from April 5 to April 12 and move the July PARC Commission meeting from July 5 to July 12. Commissioner Rusk seconded and the motion passed unanimously.

10) Adjournment – Chair Higgins adjourned the meeting at 7:04 pm.

Next Meeting – Thursday, February 1, 2018
Future Dates – Thursday, March 1, 2018; Thursday, April 12, 2018; Thursday, May 3, 2018

DRAFT

REQUEST FOR BOARD ACTION

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From: Troy Fitzsimmons, PARC Director

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Manager's Recommendation:

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No Attachments Available		

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From: Troy Fitzsimmons, PARC Director

Action Requested:

View the following from The First Tee: https://www.youtube.com/watch?v=lrPfpeXcFN0

Manager's Recommendation:

ATTACHMENTS:		
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No Attachments Available		

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From: Troy Fitzsimmons, PARC Director

Action Requested:

Consider recommending Andrew Heywood for the unexpired term of Seat 7.

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
AHeywood.Application.pdf	Heywood Application	Backup Material

Lori Harrell

From: noreply@civicplus.com
Sent: Thursday, August 24, 2017 6:09 PM
To: Lori Harrell
Subject: Online Form Submittal: Committee Appointment Form

Committee Appointment Form

Contact Information

First Name	Andrew
Last Name	Heywood
Residence Address	16606 Mizzen Ct. Cornelius NC 28031
Mailing Address (if different from above)	*Field not completed.*
Contact Number	6172220153
Description	Cell
Email Address	AHeywood21@yahoo.com
I Live:	Inside the Town of Cornelius
I Am Interested In Serving On The Following Board(s)	Architectural Review Board, Crime Initiative Committee, PARC Commission, Planning Board
Please list qualifications and/or reasons why you would like to serve.	My wife and I recently moved to Cornelius this past December, and we immediately fell in love with the town, people, and all the area has to offer. The combination of these key elements has made us decide to put down some roots here, which led me to start reading any publication I could get my hands on about the greater Lake Norman region. Being a transplant (I am originally from Boston and my wife is from San Francisco) it didn't take me long to realize I wanted to get involved. So I began talking to my neighbors and people around town to find out how I could do my part to make Cornelius the best it can be. What I hope to bring to any board I have or will ever serve on is a new, fresh, and open minded perspective with the goal of proactively supporting positive changes to our community, and beyond. In the past I have served on various planning and review boards, from my days at Babson College to most recently in my current career in the Clinical Research field.

	Beyond board and representative experience I bring an energetic, and spirited dedication to everything I pursue. To that end I approach all projects and commitments with the same passion I did sports, which is something I participated in from the day I could walk through college, which is yet another reason I was initially drawn to this website and found the link for the PARC commission. I recently turned 37 and was desperate to find a sports league to join around town, so I started my search on this very website. I am not sure if there is the option to serve on multiple boards, but this would naturally be something I would be excited and honored to do. In order of preference I would be happy to defer to where the powers that be felt I could best help, or simply where the need is the greatest. To me, I feel as though my professional experience would best align with the Planning Board, however my past athletic/social side would be a better fit for the PARC commission. In an ideal world I would serve on both. :) Please do let me know if you have any questions at all, as I am very interested in getting involved and truly feel that I can make a difference, help the town, and meet some more great people along the way! Thanks so much for your consideration, Andrew Heywood
Additional Information (*optional)	*Field not completed.*
Date	08/24/17
Signature	A Heywood

Note:
You may fax this form to the Town Clerk at 704-896-2462 or mail to PO Box 399, Cornelius, NC 28031

Email not displaying correctly? View it in your browser.