

**CITY OF MONROE
PARKS AND RECREATION COMMISSION MEETING
PHIL BAZEMORE ACTIVE ADULT CENTER
500 W. JEFFERSON STREET
MONROE, NORTH CAROLINA 28112**

**WEDNESDAY, NOVEMBER 15, 2023
6:00PM**

AGENDA

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- Item 1.** Approval of Minutes – July 11, 2023
- Item 2.** Approval of Minutes – September 21, 2023
- Item 3.** Public Tree Ordinance Discussion
- Item 4.** Bearskin Greenway Phase III Project (PARTF Grant)
- Item 5.** Other Business

ATTENTION COMMISSION MEMBERS: Please contact Angie Sustar at asustar@monroenc.org or 704-282-4651 to confirm your attendance. Thank you.

CITY OF MONROE
PARKS AND RECREATION COMMISSION MEETING
JULY 11, 2023
MINUTES

The Parks and Recreation Commission of the City of Monroe, North Carolina met in the Phil Bazemore Active Adult Center, 500 W. Jefferson Street, Monroe, North Carolina at 6:00PM on July 11, 2023.

Present: Vice Chair Tiffany Wilson and Debbie Dillion

Staff Present: Ryan Jones, and Angie Sustar

Vice Chair Tiffany Wilson called the meeting to order at 6:04PM and welcomed everyone in attendance.

Item No. 1. Approval of Minutes from June 6, 2023

Motion: Debbie Dillion moved to approve the minutes of the June 6, 2023 meeting.

Second: Vice Chair Tiffany Wilson

Action: The motion to approve the minutes passed unanimously with the following votes:

AYES: Debbie Dillion and Vice Chair Tiffany Wilson

NAYS: None

Item No. 2. Construction Projects Update

Parks and Recreation Director Ryan Jones thanked the members for their support throughout the construction of the Phil Bazemore Active Adult Center and Belk Tonawanda Park Splash Pad. He advised that there has been an overwhelming positive response and participation has increased at the active adult center since opening day.

Belk Tonawanda Park Splash Pad:

Mr. Jones shared a video of the Belk Tonawanda Park Splash Pad Ribbon Cutting and Grand Opening event on Thursday, June 29, 2023. He advised that the hours of operations for the splash pad are 10:00AM – 7:00PM Tuesday through Sunday and it is closed on Monday.

Mr. Jones advised that as a beautification project a fountain will be installed at the Phil Bazemore Active Adult Center.

Creft Park/Bearskin Greenway Phase III Project:

Mr. Jones advised that the PARTF grant application was submitted in May and PARTF awards would be announced by late Summer or early Fall. He stated the estimated total project cost is \$1,000,000 and the PARTF grant request is \$500,000 and the local match would be \$500,000.

He stated that the purpose of a greenway is to provide connectivity. He advised that this phase will connect Don Griffin Park to Creft Park. He stated that Creft Park is located near the Winchester community. He advised that the two easements needed had been secured. He stated that this greenway

corridor will connect a neighborhood that is considered to be underserved to another park, a farmer's market, a neighborhood that is adjacent to a school, to Belk Tonawanda Park, and to the historic Downtown greenway.

Item No. 3. General Program Updates

Monroe Aquatics & Fitness Center (MAFC):

Mr. Jones advised that the final revenues are encouraging. He stated that this time last year there were 3,100 memberships and this year there are 5,800 memberships. He advised that there were 370 new memberships last month.

Athletics and Special Events:

Mr. Jones advised that Youth Flag Football registration ended on June 30th and practice will begin next week. Youth Baseball registration ends July 31st. The parent information session for Baseball and Softball is Thursday, July 13th. Youth Soccer registration runs August 1 – 31st.

Mr. Jones advised that upcoming special events are:

- Car Cruise In is this Friday, July 14th.
- Music On Main is Friday, July 28th
- Outdoor "Movie" event with Union County Parks and Recreation is Friday, July 28th (8:45PM) at Dickerson Recreation Complex
- Halloween Happenings "Downtown" is Saturday, October 7th
- Fall Festival is Saturday, November 4th (2:00PM – 6:00PM) at Parks Williams Athletic Complex

Community Recreation Centers:

Mr. Jones advised that Summer programming is underway and camps are full.

Parks Maintenance:

Mr. Jones advised that grass mowing season was underway.

Member Debbie Dillion asked if maintenance staff prune trees. Mr. Jones advised that maintenance staff prunes trees in the parks. He stated that there is a misconception and Parks and Recreation receive request for removal of trees on right of ways. He advised that the Street Division is responsible for right of way tree removal.

Member Debbie Dillion is coordinating a chain saw safety class and wanted to offer the class to the maintenance staff.

Item No. 4. Other Business

Mr. Jones expressed his appreciation to the members for their support and encouragement.

There being no further business, Member Dillion made a motion adjourn the meeting.

Motion: Debbie Dillion made a motion to adjourn the meeting.

Second: Vice Chair Tiffany Wilson

Action: Motion to adjourn passed unanimously with the following votes:

AYES: **Debbie Dillion, Vice Chair Tiffany Wilson**
NAYS: **None**

Respectfully Submitted,
Angie Sustar,
Administrative Assistant
Parks and Recreation Department

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CITY OF MONROE
PARKS AND RECREATION COMMISSION MEETING
SEPTEMBER 21, 2023
MINUTES

The Parks and Recreation Commission of the City of Monroe, North Carolina met in the Park Shelter at Belk Tonawanda Park at 217 I. B. Shive Drive in Monroe, North Carolina at 11:30AM on September 21, 2023.

Present: Debbie Dillion, Vice Chair Tiffany Wilson (arrived at 11:37AM)

Staff Present: Ryan Jones, Darren Baucom, and Angie Sustar

Visitor: Keith O'Herrin, Urban Forester, NC Cooperative Extension Union County Center

Member Debbie Dillion called the meeting to order at 11:37AM and welcomed everyone in attendance.

Item No. 1. Discussion of Regular Meeting Location

Motion: Vice Chair Tiffany Wilson made a motion to establish the location of the Parks and Recreation Commission regular meeting be moved to the Phil Bazemore Active Adult Center located at 500 W. Jefferson Street, Monroe, NC.

Second: Debbie Dillion

Action: Motion passed unanimously with the following votes:

AYES: Vice chair Tiffany Wilson and Debbie Dillion

NAYS: None

Item No. 2. Public Tree Ordinance Discussion

Member Debbie Dillion introduced Keith O'Herrin, Urban Forester with Union County Center of NC Cooperative Extension. Mr. O'Herrin stated that the "Tree City USA" is an award status granted by the Arbor Day Foundation. He advised it's about urban forestry, caring for trees where people live, work, and play. He stated that Monroe was recognized as a "Tree City USA" for thirty-four years and no longer holds that designation. Mr. O'Herrin provided information and requirements to achieve the "Tree City USA" designation. He advised that one requirement is to establish a Citizens Tree Committee. He asked the Parks and Recreation Advisory Board to serve as the Citizens Tree Committee for the City of Monroe. He stated that the commission with Ryan Jones and Keith as an ex officio member and expert consultant would work together to meet the requirements to achieve the "Tree City USA" designation.

Parks and Recreation Director Ryan Jones stated that the first step would require a motion from the Commission to establish a Citizens Tree Committee.

Motion: Vice Chair Tiffany Wilson made a motion that the Parks and Recreation Commission incorporates into its duties and responsibilities also as the Citizens Tree Committee.

Second: Debbie Dillion
Action: Motion passed unanimously with the following votes:

AYES: Vice Chair Tiffany Wilson and Debbie Dillion
NAYS: None

Mr. O'Herrin stated that the idea is that this is the beginning of a push to have Monroe be a leader in urban forestry and arboriculture.

Mr. Jones stated that some type of tree planting will be included in our parks master plans.

Discussion followed.

Item No. 3. Bearskin Greenway Phase III Project (PARTF Grant)

Parks and Recreation Director Ryan Jones stated that the City was awarded a North Carolina Parks and Recreation Trust Fund (PARTF) grant in the amount of \$500,000 toward the development of the Bearskin Creek Greenway Phase III and Creft Park renovation.

Item No. 4. Other Business

Member Debbie Dillion asked about usage of the dog park. Mr. Jones stated that the park is being utilized and that residents are enjoying it.

Mr. Jones stated that construction of restrooms at Sunset Park will begin soon. He advised that there will be a path to connect the shelter, restrooms, and dog park.

There being no further business, Vice Chair Tiffany Wilson made a motion adjourn the meeting.

Motion: Vice Chair Tiffany Wilson made a motion to adjourn the meeting.
Second: Member Debbie Dillion
Action: Motion to adjourn passed unanimously with the following votes:

AYES: Debbie Dillion, Vice Chair Tiffany Wilson
NAYS: None

Respectfully Submitted,

Angie Sustar,
Administrative Assistant
Parks and Recreation Department