

# AGENDA

**Orange County**  
**\*\* VIRTUAL MEETING \*\***  
**Parks and Recreation Council**

(Haywood Rhodes, Chair; John Greeson, Vice-Chair; Bruce Chinery; Mikki Fleming; Cecily Kritz; Andrew Landstrom; Gina Reyman; Bob Smith; Tim Tippin, Michael Zelek; Xilong Zhao)

**March 3, 2021**

**6:30 p.m.**

**VIRTUAL MEETING**

*Meeting Login Instructions: Council - see email. For public access to view the meeting, please contact [byoung@orangecountync.gov](mailto:byoung@orangecountync.gov)*

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<b><u>Time</u></b>	<b><u>Item</u></b>	<b><u>Title</u></b>
<b>6:30</b>	<b>I.</b>	<b>Call to Order</b>
<b>6:31</b>	<b>II.</b>	<b>Review of Meeting Notes/Additions to Agenda</b> a. Meeting Summary - January 13, 2021 b. Meeting Summary - February 3, 2021
<b>6:35</b>	<b>III.</b>	<b>Report of the Chair</b> a. Current and Impending Vacancies
<b>6:40</b>	<b>IV.</b>	<b>New Business</b> a. Recommendations for New/Replacement Members b. Parks and Recreation Operations Overview During Covid
<b>7:05</b>	<b>V.</b>	<b>Old Business</b> a. Capital Investment Plan 2020-2025
<b>7:15</b>	<b>VI.</b>	<b>Report of the Director</b> a. Project Updates b. April meeting topics
<b>7:25</b>	<b>VII.</b>	<b>Council and Committee Reports</b> a. Intergovernmental Parks Work Group (no meeting) b. Items from the Council c. Friends of Orange County Parks and Recreation (FOPR)
<b>7:30</b>	<b>VIII.</b>	<b>Adjournment</b> <b>Next Meeting: April 7, 6:30 pm (virtual)</b>

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## DRAFT Meeting Summary

**Date: January 13, 2021**

**Place: Virtual Meeting**

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PRESENT: Bruce Chinery, Mikki Fleming; John Greeson; Cecily Kritz, Andrew Landstrom, Gina Reyman, Haywood Rhodes, Robert Smith; Tim Tippin; Michael Zelek; Xilong Zhao

STAFF: David Stancil, Beth Young

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- I. **Call to Order:** Roll was called using by Chair Rhodes using the GoTo Meeting screen visuals.
- II. **Additions or Changes to Agenda, Meeting Summary:** No comments on the November 4, 2020 notes. Additions to the agenda: None.
- III. **Report of the Chair:** Chairman Rhodes stated that the council could move current member, Bob Smith, from his At-Large position to the vacant Little River Township position. Smith resides in Little River Township and this move could possibly make filling the vacancy easier as an At-Large position. Motion by Bruce Chinery to move Bob Smith to Little River Township vacancy. Seconded by Mikki Fleming. Vote was unanimous. Dave Stancil noted that there will be vacancies in the following positions at the end of March: At-Large, Carrboro, and Cedar Grove Township. Stancil briefly presented the five applications for positions on the council, noting that most were over a year old. Motion was made by John Greeson to review applications at the February meeting. No second, motion failed. Stancil will reach out to the Clerk to the Board's office asking that the vacancies be advertised and will forward any applications received to the board prior to the February meeting.
- IV. **New Business**
  - a. 2020 Annual Report and 2021 Work Plan – Stancil reminded new members that the annual report and work plan is completed each year and that they first few pages are broiler plate language. The last page states what the council wants to carry out in 2021 related to the Board of County Commissioners (BOCC) goals/priorities. Also addresses concern and emerging issues the council would like to bring to the Commissioners attention. Chinery asked if this document was what was laid out by the council at the November meeting. Stancil replied that it was. Cecily Kritz stated that she was not at the November meeting but read the notes and was very impressed with the innovation of Recreation to deliver services virtually. Kritz noted that the report looked good. Gina Reyman apologized for missing PRC meeting but thanked the council for leaving in the collaboration with Partners for Indoor Facilities. Stancil stated it is a challenge but the council and staff need to keep thinking about what we will be doing when we have people back in the facilities. Chair Rhodes stated that during the councils meeting with Chris Sousa, Recreation Superintendent, questions were posed about how Recreation was able to address folks that either didn't have a reliable internet connection or had difficulty participating in the virtual offerings. Sousa acknowledged that is on his staff's radar and steps are being taken to try and address the issue. Stancil noted that if there were no changes the council needed to vote to approve. Motion by John Greeson to adopt report and plan as presented. Seconded by Bruce Chinery. Vote was unanimous.

- b. 2021 Meeting Calendar –Stancil reminded council that meetings are held at 6:30 pm the first Wednesday of each month except January and July. Meetings are held in either Hillsborough (EAC conference room) or Chapel Hill (Animal Services conference room), except the May meeting which is held at a park, location determined by the council. Stancil noted that if construction stays on schedule, the August meeting could be held in the new Environment & Agricultural Center on Hwy 70. Tim Tippen asked if the plan is to meet in person next month. Stancil replied that Orange County has extended the State of Emergency through March 31<sup>st</sup> and the February and March meetings will be held virtually. Chair Rhodes asked if there would be a virtual option for those with health concerns once the State of Emergency is lifted. Stancil replied that yes the BOCC agreed in March 2020 to continue to allow people to attend meetings virtually under certain circumstances. The intent was not to allow only virtual attendance but if you have a special situation that keeps you from being able to attend in person there would be an opportunity to attend virtually going forward. Motion by Bruce Chinery to adopt meeting calendar as presented. Seconded by Cecily Kritz. Vote was unanimous.

V. **Old Business**

None

- VI. **Report of the Director** –Blackwood Farm Park Update: Stancil reported that the Blackwood Farm Park construction plans should be complete soon, going out to bid in the spring with construction beginning in the summer. Stancil will consider adding this item to the March agenda and having Marabeth Carr, Landscape Architect, attending to discuss the plans with Council.

Outside Agency Funding request – Stancil stated that applications are due January 14 to the Manager/Clerk’s office. The applications will be sent to the appropriate board for scoring and evaluation and are due back to Manager/Clerk’s office February 26<sup>th</sup>. This evaluation normally occurs at the March meeting but has been accelerated this year. In the past staff has forwarded the applications along with the scoring sheets in advance of the council meeting for members review. The Council would discuss and assign a number to each application. This takes an entire meeting because the scoring can be somewhat complicated based on the criteria. Stancil stated that the Board of Health creates a subcommittee to review and evaluate the applications they receive. Stancil also stated that PRC will likely receive three applications, as that is what they had last year. Chinery asked if three council members would be interested in evaluating prior to the February meeting. Stancil pointed out that the council could appoint a subcommittee tonight or at their February meeting. Chinery asked for a show of hands of those that might be interested. Gina Reyman stated that she isn’t opposed to a subcommittee but it is nice to have the opportunity to go through the applications with the whole group. Reyman would like to meet as a group at the regularly scheduled meeting and go through as much as possible. Reyman felt the group review was beneficial because different members knew about the groups, while some didn’t know anything about them. Reyman would like a full group discussion with the possibility of a subcommittee forming if needed after that discussion. Stancil stated applications have to be processed by Finance and may not be available for distribution prior to January 22<sup>nd</sup> – giving the council ten days to look at prior to the next meeting. Chinery feels like it would be

difficult to conduct via a virtual meeting for newer members to contribute effectively. Greeson stated that the process seems to change slightly each year and that he could see where working through more than a couple of applications virtually would be a very lengthy process. Landstrom asked how many proposals were anticipated. Stancil stated 3 to 4. Landstrom feels that is a reasonable number to do as a team. Reyman volunteered to be on the subcommittee if one is formed. Stancil asked if the council wanted to move the February meeting farther out or stick with the scheduled meeting. Greeson thinks trying to do it virtually with more than two to three applications would be difficult. Greeson feels it would be important to establish criteria for judging. Feels that adding the latency of a virtual meeting (muting, unmuting) could drag things out. Stancil suggested that this be the only item on the February agenda. Kritz would like to try the evaluation as a group. Agrees there would be challenges doing it virtually but suggested the group start the process and determine if a subcommittee break out is needed. Stancil stated there are five council members who have not gone through this process previously and is concerned with going through a subcommittee are that you could end up excluding those members to the point that they don't get the full experience. Greeson asked if Stancil has seen the scoring sheets for 2021 yet. Stancil believes they will be the same as last year, stating there have been times where it has been a challenge to decide some scoring factors based on the information provided on the application..Greeson agreed that typically a lot of time is spent on interpreting and that the subcommittee could meet and come to the February meeting saying "this is how we are going to score these categories" allowing the council to more quickly jump into scoring. Chinery explained group calibration and how that could possibly build partiality into the assessment if a subcommittee reviewed applications prior to the entire council. Greeson stated that historically the council has not had that step. Suggested that the subcommittee meet not to score the entries but to figure out how the council is going to weigh and interpret the forms/applications. Greeson stated it is hard to explain to members that have not been through the process. The categories tend to overlap and are ambiguous. Posed question of how do we come to an understanding of what they mean to us so that we can work quickly to score. Stancil stated that the reality in years past has been that staff asked members to come in with their own scoring and a member would suggest a number and see if the other members were in agreement with that assessment. Reyman asked Stancil if he had the scoring forms yet. Stancil replied he has last years but not this years. Stancil to send a blank copy of last year's scoring sheet to the council. Reyman stated that she is willing to commit to reviewing the applications prior to the next meeting. Rhodes posed the question of having virtual break out room sessions to discuss applications at the February meeting. Beth Young will investigate and report back to Stancil on options for break out discussions. Stancil will send scoring sheets and applications to members for review.

Rhodes inquired about replacement for the administrative assistant position. Stancil stated the position is currently frozen and it will most likely be summer before the position is filled.

## VII. **Council and Committee Reports**

- a. Intergovernmental Parks Work Group (next meeting April 14) – The October meeting was cancelled due to COVID.
- b. Friends of Orange County Parks & Recreation – Reyman will contact the board member and report back to the council at the February meeting. .

VIII. The meeting adjourned at 7:40 PM. The next meeting will be held virtually (pending County Manager's approval) February 3, 2021, 6:30pm.

# Parks and Recreation Council

## DRAFT Meeting Summary

Date: February 3, 2021

6:30 p.m.

Place: **Virtual Meeting** (via GoToMeeting)

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PRESENT: Bruce Chinery, Mikki Fleming; John Greeson; Cecily Kritz, Andrew Landstrom, Gina Reyman, Haywood Rhodes, Robert Smith; Tim Tippin; Michael Zelek; Xilong Zhao. Alice Armstrong (Chapel Hill P&G Commission liaison)

STAFF: David Stancil, Beth Young

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- I. **Call to Order:** Roll was called using by Chair Rhodes using the GoTo Meeting screen visuals.
- II. **Additions or Changes to Agenda, Meeting Summary:** February meeting notes will be provided at the March meeting. Chapel Hill liaison Alice Armstrong provided an email update that was forwarded to the Council. Additions to the agenda: None.
- III. **Report of the Chair:** Chair Rhodes asked Dave Stancil about any new PRC applications. Stancil will forward the applications to the PRC for consideration at the March 3<sup>rd</sup> meeting.

#### IV. New Business

- a. Outside Agency Funding Request: The Council had received prior to the meeting three applications for outside agency funding, as well as the scorecard, scoring instructions and other documentation as requested.

The Council discussed, reviewed and scored applications from the following agencies: Bridge II Sports, Piedmont Wildlife Center and Triangle Bikeworks.

Bridge 2 Sports received a score of 90.8 from the council. While ranking highly, it was noted that the Council would find it helpful to see more prior year budgets and data.

Piedmont Wildlife Center received a score of 83.1 from the council.

Triangle Bikeworks received a score of 87.6 from the council. The Council felt that the program had high value, but noted the cost per unit/participant was substantial, and that the proposal was vague - more measurable outcomes would make application stronger.

#### V. Old Business

None

VI. **Report of the Director**

Stancil stated that he will need to speak to the council regarding spring programs, summer camps and even park maintenance at the March meeting. Given the length of the meeting for the Outside Agency scoring, this was the extent of the report for tonight.

VII. **Council & Committee Reports**

- a. Intergovernmental Parks Work Group (next meeting slated to be April 14) .
- b. Friends of Orange County Parks & Recreation – Gina Reyman will email board members to gauge interest in possibly serving as a board member on the Friends of Parks & Recreation group prior to the March meeting.

VIII. The meeting adjourned at 8:34 PM. The next meeting will be held virtually (pending County Manager's approval) March 3, 2021, 6:30pm.