



**Agenda**  
**Parks & Recreation Advisory Board**  
**February 26, 2020**  
**6:00 PM**

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<b><i>Item</i></b>	<b><i>Agenda Topic</i></b>
1.	Call to order and welcome.
2.	Approve the minutes of January 22, 2020 Parks & Recreation Advisory Board meeting
3.	Old Business
4.	New Business
	a. Recreation Resource Services
	b. Farm Master Plan
	c. Rolesville Community School Park – Sign
	d. Greenway Wayfinding
	e. 2020 Advisory Board Goals
5.	Reports from Parks & Recreation Director
	a. Facilities update
	b. Program updates
	c. Special Event updates
6.	Committee Report
	a. OSAG Committee
7.	Other Business
8.	Adjourn

**Rolesville Parks and Recreation Advisory Board Meeting  
Unapproved Minutes  
January 22, 2020**

**CALL TO ORDER – CHAIR**

At 7:01 p.m., January 22, 2020, Terry Ratliff, Chair, called the meeting to order.

**WELCOME**

The agenda for this meeting was distributed along with the Unapproved Minutes of our November 20, 2019 meeting, as recorded by Nathan Babcock.

Attending tonight's meeting were JG Ferguson, Parks and Recreation Director; Terry Ratliff, Chair; Nathan Babcock, Secretary; members Kevin Mazur; Derek Versteegen; Paul Vilga, Town Board; and Rhiannon Gschwend.

**APPROVAL OF MINUTES**

The minutes for the November 20, 2019 meeting were approved unanimously, as submitted.

**NOMINATIONS FOR VICE CHAIR AND SECRETARY**

- JG asked for nominations for Secretary and Vice Chair positions on the PARAB. Rhiannon volunteered to fulfill the responsibilities of committee Secretary, to replace Nathan Babcock.
- Derek was interested in serving as the Vice Chair for the PARAB, but since Derek chairs the OSAG committee, there would be a possible conflict next year for him to chair the PARAB. He would have to recuse himself. Thus, Kevin Mazur volunteered to fulfill the role of Vice Chair.
- A motion was made and seconded without objection to nominate Rhiannon and Kevin to their respective new roles.

**OLD BUSINESS**

- Issues surrounding naming rights/replacing dated signs in local public spaces continues. JG recommended the PARAB examine "branding" and methodology of delivering consistent signage in town.
- Rolesville Community School Park sign to be repurposed or replaced and a discussion was held surrounding the development of new signs.
- Members expressed the importance of linking signs and plaques to Rolesville's history – celebrating its rural heritage and honoring the memory.

## NEW BUSINESS

### *a. Carlton Pointe/Greenway Project*

- Derek inquired about progress at Carlton Pointe and the Greenway project. JG is meeting with their attorney next week; there will be no new work on the Greenway until spring. JG said work done on Pocket Park is minimal to date.
- Members agree that the Greenway will serve to connect the community, and as such, JG will try to get a representative on the project to come to a meeting and help guide us in ways to enhance the experience for citizens.

### *b. Frazier Farm Master Plan Updates*

- McAdams Archeology Group has performed an inspection on the homesite. The Town did receive artifacts back and Rolesville now owns them and might display them at Town Hall. We are waiting on the pro-forma; the goal is to have McAdams come to the next PARAB meeting in February or to get them on the agenda for March.
- There was committee discussion about how the site could be utilized for educational purposes; possibly an archaeology “dig day” for the public to draw interest. JG said agritourism is trendy and draws in tourists and residents. JG mentioned this is one example of why a consistent signage plan or renaming the Farm could benefit Rolesville.

### *c. Rolesville Community School Park Updates*

- Parks and Rec is currently wrapping up quotes for new fencing. Field B had to be built up several feet to allow for proper drainage. Eventually the Town wants to put in a concrete curb, because it will save money long-term by keeping dirt in when it rains. We are currently waiting on a start date from the vendor.
- As of 7/1/2020, it will be sole responsibility of the Town of Rolesville to provide maintenance.
- We need to update lighting on Field C and install new fencing there, too, because it is a safety issue. We need new graphics on scoreboards as well.
- Derek and other members echoed the opinion of JG, stating that Rolesville’s ball fields are being overused. We need to revisit the discussion around creating partnerships and consider the far ends of Averette and Young Streets in terms of land acquisitions for recreational use.

### *d. Developing PARAB Committee Goals for 2020*

- JG would like to see the PARAB have a more active role in planning. He suggested reviewing the Master Plan and program and facility needs.
- He would like to see Rolesville have a public gymnasium in the future, as well as adult athletic leagues to generate revenue.
- The PARAB can have the NC State Rec Resource Services come to one of our meetings and do some education and guide us in strategy and planning.

## REPORTS FROM THE PARKS & RECREATION DIRECTOR

### *a. Facilities Update*

- For the previous calendar year, JG reports 235 total rentals (94 were internal)
- 249 activities/programs were conducted
- Main Street Park is the most frequently rented venue
- We are averaging \$24K to \$26K in facility rentals annually
- Derek asked if Parks & Rec could begin tracking percentages or data on rentals so that we could gear programs and activities to match those trends

### *b. Programs Update*

- Registration for Feb 8<sup>th</sup> Mother/Son dance is going well
- We're already at capacity for winter basketball
- 350 kids signed up for basketball last spring; potential for up to 700 this year
- Soccer is growing as well
- We had 219 kids who participated in summer camp last year
- 1593 total youth athletes registered in 2019 (143 teams)

### *c. Special Events*

- Kevin suggested we offer a coaching clinic to train parents and other adults who volunteer to coach sports teams. Members agreed that "incentivizing" coaches by discounting their registration fees might help get more youth coaches involved.
- JG said we need to develop a cost recovery policy for programming.
- We have a spring concert series coming up at Mill Bridge (Apr, May, June).
- There is a need to develop more sponsorships and partnerships with local businesses to offset costs.
- April's rec day and Arbor Day event is already booked.

## COMMITTEE REPORTS

### *a. OSAG*

- Derek reported no OSAG meeting was held during the December holiday season. He named the following plans/priorities:
  1. Present the PARAB with the ideas for UDO possibly in February;
  2. Greenway/Transportation Plan – there is a planning meeting next Wednesday at the museum.
- Derek asked for updates on the Mill Bridge site plan and JG said he would follow up with the landowner for a firm answer.
- Paul asked for priority concerns to bring back to Town Hall; the Greenway project was named for its potential impacts on community transportation/connectivity.

Hearing no objections, the meeting was adjourned at 8:22 p.m. \*February meeting will begin at 6pm based on group discussion and preference.