



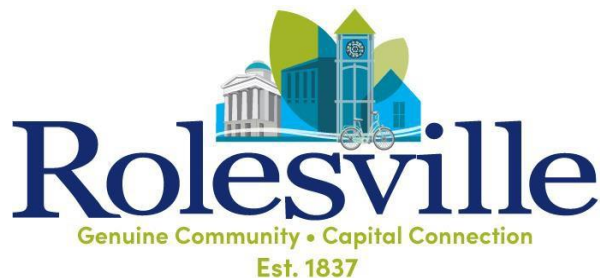
**Agenda**  
**Parks & Recreation Advisory Board**  
**October 23, 2024**  
**7:00 PM**  
**Frank Eagles Meeting Room – Town Hall**

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<b>ITEM</b>	<b>AGENDA TOPIC</b>
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| 1. | Call to Order   |
| 2. | Approval of September 25, 2024, Parks & Recreation Advisory Board Meeting Minutes   |
| 3. | Old Business <ul style="list-style-type: none"><li>a. Staff Reports</li></ul>   |
| 4. | New Business <ul style="list-style-type: none"><li>a. Discuss and approve the 2025 meeting schedule</li><li>b. Naming rights of "The Farm"</li><li>c. Sanford Creek Sewer Project</li></ul> |
| 5. | Other Business  |
| 6. | Adjourn   |



**Minutes**  
**Parks & Recreation Advisory Board Meeting**  
**September 25, 2024**  
**7:00 PM**  
**Frank Eagles Meeting Room - Town Hall**

<b>PRESENT:</b>	Mr. Kevin Mazur, Chair	Ms. Judy Siwy, Member
	Mr. Richard Armant, Member	Commissioner Paul Vilga
	Mr. Clay Campbell, Member	June Greene, Parks & Recreation Director
	Mr. Aaron Gauger, Member	Eddie Henderson, Project & Facilities Coordinator
	Mr. Lukas Marquardt, Member	Nara Stevens, Parks & Recreation Administrative
	Dr. Mothanna Al-Hoory, Vice Chair	Support Specialist

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1. **CALL TO ORDER**

Chair Mazur called the meeting to order at 7:01 pm.

2. **APPROVAL of August 28, 2024, Parks & Recreation Advisory Board Meeting Minutes**

The motion to approve the minutes of August 28, 2024, was carried with a unanimous vote, 7 voted aye, 0 voted nay

3. **OLD BUSINESS**

a. **Staff Reports:**

- i. Athletics – Fall sports has begun, but the inclement weather is causing major delays. It's been a huge undertaking to reschedule all the games, especially the ones that are played against leagues in other towns.
- ii. Cultural Programming – Tina is still planning both the NC State Farm senior day trip as well as the Casino trip in December. The annual First Night Out event held by PD will be held on October 1, 2024. Commissioner Paul requested we provide transportation for seniors at The Grande at Granite Falls community.
- iii. Special Events – Kristen is working on completing the 2025 schedule which includes the successful Blood Drives. Our annual Fall FunFest will be next month. We received more applicants than booth spots and anticipate a successful event. The final numbers of street vendors should be decided by October 11, 2024 when payment is due. We purchased a large Christmas Tree and will be having a Tree lighting event the December 2, 2024. Next year we will be looking to be piggybacking the Tree lightning event with the Christmas Parade which is usually the first Sunday in December.
- iv. Parks & Facilities – Eddie informed the board that ground broke on the road for "The Farm" and that the turning lanes are taking shape. Work has been put on hold due to inclement weather and an outdated permit. Several board members asked about the progress of multiple projects including Main Street Park, Mill Bridge Nature Park and Granite Acres. Eddie advised the board of the status of each. We were informed in order to receive the earmark grant, the staff must complete some training. June is looking into finding donors to fund several projects for potential naming rights of the facility. He will be discussing the legal implications of that with the Town attorney in the next few weeks.

b. **Rolesville Tree Board:**

Board was informed a candidate questionnaire had already been published on the Town's website as well as in the Town Newsblast since June. Dr. Al-Hoory was surprised to hear this information since the board hadn't voted on the specifics of the committee yet. As a Tree City USA community, we are responsible for establishing the board. It was determined we should get an idea of how many people may be interested in volunteering for the board. June explained that due to unforeseen circumstances with staff shortages and scheduling conflicts, the process of contacting or interviewing the candidates was put on hold. The PARAB asked that we contact those that completed the questionnaire to inform them of the status. Candidates must submit an application which will be reviewed and be approved by the PARAB board. The subcommittee will meet quarterly during regular business hours. Dr. Al-Hoory made a motion to have 5 people on the board which was passed unanimously. Liaisons will not have a vote and the appointments will be amended to a term of 2 years instead of 4 years.

4. **NEW BUSINESS**

No new business was discussed

5. **OTHER BUSINESS**

June asked the board if they would like to either combine November's and December's meetings or push each month's meeting up a week. Board agreed to move each meeting up a week with the potential to cancel December's meeting if there is not much to discuss. Mr. Armant discussed details of the Chamber of Commerce BBQ & Bands Festival being held September 28, 2024.

6. **ADJOURN**

No further business needing to be discussed, Chair Mazur adjourned the meeting at 8:03 p.m. The next meeting will be held at 7:00pm on Wednesday, October 23, 2024.

**Parks and Recreation Director:** June Greene  
**Administrative Support Specialist:** Nara Stevens  
**Athletic Program Coordinator:** Mark Pittman  
**Athletic Program Coordinator:** Brett Garrett  
**Cultural Program Coordinator:** Tina White  
**Parks Superintendent:** Eddie Henderson  
**Special Event Coordinator:** Kristen Stafford



# Athletic Programs Update

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- **Upcoming:**

- Fall Baseball/Softball:**

- Currently registered: 228  
Totals Teams: 20 total Teams
    - Our baseball/softball season has been great this fall. Teams are finishing up the season next week (10/24/2024).

- Fall Flag Football:**

- Currently registered: 109  
Totals Teams: 13 total teams
    - Our flag football season has been great. Teams will finish up the season on November 1<sup>st</sup>.

- Fall Soccer:**

- 270 registered.
    - 27 total teams.
    - Our soccer tournament is set to begin on Monday, October 21st, and preparations are well underway.

- Basketball:**

- 327 registered
    - 34 teams
    - Regarding basketball registration, both the 8u and 10u age groups have seen an excellent response, with participation numbers exceeding our expectations. Due to a significant waiting list, we are considering adding two additional teams in these age groups to accommodate the high demand.

- **2024 Fall Registration Athletic Numbers (as of 10/17/2024):**

Sport	Residents	Non-Residents	Total
Fall Soccer	150 (55%)	120 (44%)	270
Fall Baseball/Softball	123 (48%)	105 (52%)	228
Fall Flag Football	62(51%)	47 (49%)	109
Winter Basketball	203(62%)	124(37%)	327
<b>TOTAL</b>	<b>335 (58%)</b>	<b>272 (41%)</b>	<b>607</b>

# Special Events & Rentals Update

## • Facility & Shelter Rentals (1<sup>st</sup> QT 2025)

Space	Residents	Non-Residents	Total Rentals	Gross Profit
Amphitheater	0	0	0	\$ 0
Community Center	1	2	3	\$ 3804
Gazebo	0	0	0	\$ 0
Shelter A	8	0	8	\$ 50
Shelter B	2	0	2	\$ 180
Shelter C	6	2	8	\$ 30
Shelter D	3	0	3	\$ 120
Redford Place Park Shelter	0	0	0	\$ 0
<b>TOTAL</b>	<b>20(83%)</b>	<b>4 (17%)</b>	<b>24</b>	<b>\$4279</b>

## • 1<sup>st</sup> QT 2025

Events	Date/Time	Residents	Non-Residents	Attendance
Litter Sweep	Saturday, August 10, 2024 9:00 AM	9 volunteers and 10 bags of trash picked up		
Blood Drive	July 12, 2024 10:00 AM			
4 <sup>th</sup> of July	Thursday, July 4, 2024 6:00 PM	Estimated Attendance 10k+		
National Senior Day	August 19, 2024	51 people Attended		
<b>TOTAL ATTENDANCE</b>		-	-	43

## • 2024 Special Event Sponsors

- Platinum Level
- Gold Level
- Silver Level
- Bronze Level
- Rolesville 4<sup>th</sup>
- Juneteenth Celebration

## • 2<sup>nd</sup> Quarter 2024 Special Events



October 2024

- Litter Sweep 10/12/24
- Movie at the Middle 10/18/24
- Fall Fun Fest 10/26/24



November 2024

- Veteran Day Celebration 11/11/24
- Holiday Ham Donation Begins



December 2024

- Tree Lightning 12/2/24
- Litter Sweep 12/14/24
- Holiday Ham Giveaway 12/20/24

## Cultural Programs Update

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- **Enrollment ():**

Program	Residents	Non-Residents	Total
Bingo July	15	2	17
Bingo August	6	1	7
Bingo September	15	7	22
Line Dancing July	18	47	65
Zumba August	20	4	24
Zumba September	25	2	27
Art & Soul Sisters Studio	1	0	1
<b>TOTAL</b>	<b>100(61%)</b>	<b>63(39%)</b>	<b>163</b>

- **Upcoming Offerings in October-December 2024:**

- Bingo
- Line Dancing
- Zumba
- Art & Soul Sisters Studio
- Beginner Yoga
- Chair Yoga
- Senior Trip: NC State Fair
- Senior Trip: Danville Casino

## Project & Facilities Updates

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- The Town will be receiving over \$400,000 in grant money from the federal government for a renovation and repair work project at Main Street Park. Staff have been busy working to gather quotes and schedule out the smaller projects that make up this larger project.
- The Town has finally received approval for the Farm entrance from NCDOT and the project is current put out to bid. Once we have selected a company, the notice to proceed will occur in early summer and construction can start later this summer. A prebid meeting happened on June 25 with 4 companies in attendance. The Town is scheduled to award the contract by July 28. A pre-construction meeting and notice to proceed are scheduled for August 25.
- The Town Attorney has made the Town aware that we should be in control of both easements by the end of August 2024. Staff are now working with Withers Ravenel to get the bid documents ready and posted so that when we have full control of the site, we can go ahead and start construction of the greenway shortly afterwards.
- Staff is currently reviewing final construction documents for the Mill Bridge Nature Park Amphitheater renovations and working with Bolton and Menk to prepare bid documents so that this project can be posted in the near future.
- Staff has started to schedule maintenance projects for the coming months: top dressing the athletic fields on 7/18, invasive plant removals for September and October, electrical work at Redford Place Park in August/September, painting projects at Town Hall in August/September, and weed treatments for the athletic fields for this fall and next spring.