



**Agenda**  
**Parks & Recreation Advisory Board**  
**October 28, 2020**  
**7:00 PM**

**Please note due to capacity and COVID-19 social distancing restrictions, this meeting is being made available for viewing via Zoom. <https://us02web.zoom.us/j/89601266363>**

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<b><i>Item</i></b>	<b><i>Agenda Topic</i></b>
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| 1. | Call to order and welcome.  |
| 2. | Approve the minutes of September 23, 2020 Parks & Recreation Advisory Board meeting   |
| 3. | Old Business  |
| 4. | New Business <ul style="list-style-type: none"><li>a. P&amp;R Branding</li><li>b. Farm 30% CD update</li><li>c. Cultural Events</li><li>d. Future Meeting Dates</li></ul> |
| 5. | Reports from Parks & Recreation Director <ul style="list-style-type: none"><li>a. Facilities update</li><li>b. Program updates</li><li>c. Special Event updates</li></ul> |
| 6. | Committee Report <ul style="list-style-type: none"><li>a. OSAG Committee</li><li>b. Facility Naming and Identity Committee</li></ul>                                      |
| 7. | Other Business  |
| 8. | Adjourn   |

**Rolesville Parks and Recreation Advisory Board Meeting**  
**Unapproved Minutes**  
**September 23, 2020**

**1. CALL TO ORDER – CHAIR**

At 7:04 p.m., September 23, 2020, Terry Ratliff, Chair, called the meeting to order.

The agenda for this meeting was distributed along with the Unapproved Minutes of our August 26, 2020 meeting, as recorded by Rhiannon Gschwend.

Attending tonight's meeting were JG Ferguson, Parks and Recreation Director; Paul Vilga, Town Board; members Terry Ratliff, Chair; Mary Ka Powers; student member Abby Armistead; Rhiannon Gschwend, Secretary; Kevin Mazur; Derek Versteegen; Tracy Padgett from Parks and Recreation. Nathan Babcock was absent.

**2. APPROVAL OF MINUTES**

A motion was made by K. Mazur and seconded by A. Armistead to approve the minutes for the August 26, 2020 meeting as submitted. Hearing no objections, the Chair moved to approve the minutes.

**3. OLD BUSINESS**

D. Versteegen inquired about the progress of the greenway at Carlton Pointe. JG reported that a pre-construction meeting had been held a week prior with several parties (inspector, contractor, developer) to ensure compliance. The 10ft wide greenway should be completed by the end of November. Derek said the stream behind a private residence in Carlton Pointe has been destroyed from erosion and now pea gravel is in the stream; JG will get with the planning department at Wake County to inform them, since they handle many of our erosion control issues.

**4. NEW BUSINESS**

*a. Parks and Rec Branding/Presentation by Tracy Padgett*

- The Master Plan established goals for Parks and Recreation for the next ten years. Tracy Padgett has been working on branding for the Department as part of that charge. Tonight, she showed the PARAB several examples of branding for the Parks and Recreation Department, to get the Board's input. Of the four examples she showed, there was discussion and the consensus was that option "C" and "D" were the Board's favorites.

*b. Facility Naming*

- The PARAB Chair Terry Ratliff and member Mary Ka Powers met via Zoom to discuss adoption of SOP's for naming parks and other public facilities. They

believe that location and historical significance should be adopted as criteria for naming. They gave the example of “Redford Place Park” or “Redford Park” as a name for the former Rolesville Community School Park. There was general concern expressed regarding naming rights that only follow donations – many places around Rolesville are or were named after family plots of land or outstanding citizenship, which the PARAB recognizes is important. There was agreement that there needs to be a vetting process for any proposed name assignment.

- Additionally, Commissioner P. Vilga encouraged the members to consider whether naming would follow a place (a location) or a family’s history or legacy, and a natural versus an athletic park. Derek added that there is a difference between naming something for advertising purposes versus memorializing someone. JG offered that it is currently up to the Town’s discretion to allow or disallow naming according to donations, but the concern the PARAB had was what would be revenue producing versus service providing, drawing on the distinction that Derek had made. It was agreed upon that it might be plausible to allow only certain physical structures within parks to be named after donors, e.g. park benches, gazebos, etc.).
- Out of the discussion on Naming Rights and upon JG’s recommendation, T. Ratliff and Mary Ka Powers, along with input from the other members, decided to name this subcommittee the **Facility Naming and Identity Committee**.

*c. Farm 30% CD Update*

- JG attended another 2.5-hour meeting about the programming and amenities in Phase I of the development of the Farm Site. The plan is to look at the pro forma for guidance to see what the Town can afford to build out in Phase I. There are several priorities, including athletics, the Event Center, and the amphitheater. All of these offerings should be prioritized in terms of demand and revenue generation. Athletics might be the highest priority.
- Commissioner Vilga said the HS coach from Rolesville says he would recommend putting in a cross-country track at the site. Cross country track meets are major income producing events, especially when there are large meets. P. Vilga says we could develop the back side of the site; Derek will talk to the coach. A track could be installed during Phase 2 or 3 of development.

*d. Cobblestone – Park Parking Issues*

- JG presented a handout to the PARAB that outlined some issues with parking that have recently come up in discussions with the developers of Cobblestone Center. Primarily, mature trees will have to be cut down to either build a parking deck (which is a very expensive option for the Town) or create more shared parking spaces which would significantly reduce green space allotted for the park. Currently, the Town is being told that no parking spaces will be

officially designated for the tenants of the apartments or residents of the townhomes on site – all parking will be first come, first served. The loss of greenspace in the park and the general objections to the aesthetic and expense of putting up a parking garage were expressed. D. Versteegen was adamant that parking is a problem that the developers need to figure out, not the Town. Other members agreed with his sentiment.

*e. Cultural Events*

- Discussion on cultural events is tabled for tonight as the Town continues to monitor the Covid-19 pandemic according to Governor Cooper's orders.

**5. REPORTS FROM THE PARKS & RECREATION DIRECTOR**

*a. Facilities Update*

- JG says we are sort of at a "status quo" regarding most facilities right now. We are maintaining the ball fields since we are responsible. Maintenance staff are working to replace some lights that are out on Field A.

*b. Programming Update*

- JG reports athletics are going very well. Participants are being Covid compliant.
- We are opening up outdoor yoga programming.
- There have been questions among residents about Halloween since the Fall Fun Fest was cancelled. Commissioner Vilga said the Town could designate hours for trick-or-treaters (and put the time on the website) to cut down on mass gatherings and keep kids safe and healthy.

*c. Special Events*

- There are 2 pod movies scheduled for the fall; the next one is the second Saturday in October.

**6. COMMITTEE REPORTS**

*a. OSAG*

- Derek said that some work needs to be done on the town sidewalk and greenway pieces, and that these might have to be finalized through amendments.

**7. Other Business**

- No other business was raised.

**8. ADJOURNMENT**

Hearing no objections and no further discussion, the Chair adjourned the meeting at 8:53 p.m.