



**Agenda**  
**Parks & Recreation Advisory Board**  
**February 22, 2023**  
**7:00 PM**

**Rolesville Town Hall**

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<i><b>Item</b></i>	<i><b>Agenda Topic</b></i>
1.	Call to order and welcome.
2.	Approve the minutes of January 25, 2023 Parks & Recreation Advisory Board meeting
3.	Old Business
	a. PARAB Officers
4.	New Business
	a. Averette Road and Jones Dairy Road Mixed Use
	b. Parks & Recreation Capital Improvement Plan
	c. Park Banners
5.	Report from Parks & Recreation Director
6.	Committee Reports
	a. OSAG Committee
	b. Facility Naming and Identity Committee
7.	Other Business
8.	Adjourn



**Minutes**  
**Parks & Recreation Advisory Board**  
**January 25, 2023**  
**7:00 PM**

**Present:** Mary Ka Powers, Chair      Judy Siwy, Member  
Aaron Gauger, Member      Kevin Mazur, Member  
Dick Armant, Member      JG Ferguson, Parks & Recreation Director  
Paul Vilga, Mayor Pro-Tem

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1. Call to order and welcome. – Incoming Chair Mary Ka Powers called the meeting to order at 7 pm.
  2. Approve the minutes of December 14, 2022 Parks & Recreation Advisory Board meeting. – Moved by Aaron Gauger to approve the minutes as presented; seconded by Judy Siwy. Motion to approve carried by unanimous vote.
  3. Old Business
    - a. Naming Policy –  
Parks & Recreation Director presented updated policy addressing suggestions from the Town Board. These suggestions including removing financial naming rights from this policy. They will be handled on a case-by-case basis. – Moved by Dick Armant to recommend the Naming Policy to the Town Board as presented; seconded by Aaron Gauger. Motion to recommend carried by unanimous vote.
  4. New Business
    - a. PARAB Officers –  
Item was tabled until February meeting.
    - b. 2023 Meeting Dates –  
Calendar was presented with the Parks & Recreation Advisory Board meeting scheduled on the fourth Wednesday of each month at 7 pm at Town Hall. The exceptions are no meeting in November and a meeting on the first Wednesday of December at 7 pm. – Moved by Dick Armant to approve the meeting dates and times as presented; seconded by Aaron Gauger. Motion to recommend carried by unanimous vote.
    - c. Tucker Wilkins – Development Review –  
Staff presented the Preliminary Subdivision Plate for the Tucker Wilkins Property. Staff recommended the side path along Rolesville Road as shown on the Greenway Master Plan. Staff also recommended the proposed greenway be built in accordance with our

standards. – Moved by Dick Armant to recommend as presented; seconded by Aaron Gauger. Motion to recommend carried by unanimous vote.

5. Reports from Parks & Recreation Director
  - a. Facilities update – Staff referenced the FYI section in the agenda packet.
  - b. Program updates – Staff referenced the FYI section in the agenda packet.
6. Committee Reports
  - a. OSAG Committee – Staff has worked with the Town Clerk to have a section for citizens to request to be on the OSAG Committee similar to other town appointed boards. The Parks & Recreation Advisory Board Chair will then appoint between five and seven members to this subcommittee of the Advisory Board.
  - b. Facility Naming and Identity Committee – No updates.
7. Other Business

Mayor Pro Tem had the following updates:

  - Would like to see the Town be the first to implement the Outdoor Museum as outlined in the Greenway Master Plan. The recommended area would be in Main Street Park. Requesting funds in FY23-24 Town budget.
  - Town Staff is working to install the first Pollinator Garden at Town Hall this spring.
  - Town is working with Wake County United Arts to install a mural in town. This will be funded with combination of a grant from The United Arts Council, Town funds, and TING internet.
8. Adjourn – Hearing no objections, Mary Ka Powers adjourned the meeting.



## Memorandum

**To:** Parks & Recreation Advisory Board  
**From:** JG Ferguson  
**Date:** 1/18/2023  
**Re:** PARAB Officers

### **Background:**

Beginning with the first meeting of the new year, members are nominated and voted upon to the seats of Vice Chair and Secretary. The Vice Chair from the previous year will become the Chair. This year Mrs. Mary Ka Powers will be the Chair.

### **Attachments:**

Parks & Recreation Advisory Board By-Laws  
Town Code By-laws

Rolesville Parks & Recreation Department  
Advisory Board By-Laws

**ARTICLE I – MISSION STATEMENT**

- A. The mission of Rolesville Parks and Recreation Advisory Board is to enhance the quality of life by providing recommendations concerning recreational policies, facilities, finances, programs for its citizens, long-range plans and the acquisition and disposition of land. In addition, the Advisory Board's vision for Rolesville entails a well-maintained community that is visually appealing and sets a high standard for aesthetic quality through the effective management of natural, human, and financial resources.

**ARTICLE II – FUNCTION AND DUTIES**

- A. The Advisory Board shall serve as the advisory body for the Parks and Recreation Department and the Town. The Advisory Board shall suggest policies to the Town within its powers and responsibilities as stated in this article. The Advisory Board advises the Board of Commissioners in matters affecting recreation policies, programs, finances, town appearance issues and the acquisition and disposition of land and facilities. In coordination with Rolesville Town Staff, Wake County and citizens the Advisory Board is also charged with the duties of greenway and open space planning and programs.
- B. The Advisory Board may at its discretion hold informational public hearings when it decides that such recommendations will be in the public interest. A notice of such hearing shall be given to a locally published newspaper at least one week prior to the hearing date. The case before the Advisory Board shall be presented in summary by the Chairman and parties interested shall have privilege of the floor. The Advisory Board Chairman shall determine the length of time individuals have to present information for consideration by the Advisory Board.
- C. The Advisory Board shall make recommendations:
  - a. For the establishment of a system of supervised recreation and visual improvements for the Town and its environs;
  - b. To set apart land for use as parks, playgrounds, recreation centers, greenways, and open space, and to acquire structures for recreation purposes for the benefit of all segments of the affected populations;
  - c. Advise site development applicants, Town Staff, the Planning Board and the Board of Commissioners on the quality, functionality and aesthetic standards prior to approval of site development applications in an effort to establish values for visual quality of the Town.
  - d. Advise on the acquisition of lands and structures through gifts, purchase, lease or loan, or by condemnation by the Town as provided by eminent domain and as provided for by the General Statutes of the state;
  - e. Advise on the acceptance by the Town of any grant, gift, bequest or donation, or personal or real property offered or made available for recreation purposes and which is judged to be of present or future use for recreation;
  - f. Advise on the construction, equipping, operation and maintenance of parks, playgrounds, recreation centers and all buildings and structures necessary or useful to Department function, and advise in regard to other recreation facilities that are owned or controlled by the Town or leased or loaned to the Town.
  - g. Advise on the implementation of special projects including but not limited to visual improvement or appearance-related ordinances.

### **ARTICLE III – MEMBERSHIP**

#### **A. Members**

- a. The Advisory Board shall be composed of seven (7) members, all appointed by the Town Board of Commissioners. At least one voting member shall be a high school student.
- b. In addition, there may be ex-officio, non-voting members, including:
  - i. A member of the staff as designated by the Town Manger
  - ii. A member of the Board of Commissioners as designated by the Town Mayor.
- c. The members of the Advisory Board shall serve without compensation.

#### **B. Eligibility**

A majority of the voting members must reside within the town limits of Rolesville. All remaining members can be residents of the Rolesville Extraterritorial Jurisdiction (ETJ), representative of businesses located in or near Rolesville, or persons actively involved in the Rolesville community and residing in the greater Rolesville area.

#### **C. Appointments**

- a. Members shall be appointed for a 3-year term, except for the high school student whose term shall be two (2) years.
- b. All appointments for filling vacancies shall be made by the Town Board of Commissioners. All terms are to begin on January 1 of the year appointed, or as soon as appointed if service begins in the middle of an unexpired term.
- c. Vacancies occurring for reasons other than expiration of term shall be filled as they occur for the period of the unexpired term.
- d. All members shall be eligible for re-appointment for consecutive terms.
- e. No member shall serve more than two full three-year consecutive terms. Once a member has served two full consecutive terms, the member must be off the Advisory Board for a minimum of one year before being eligible to serve again. The term limits described herein shall not take into account terms previously served and currently being served by members serving at the time these by-laws were adopted, nor shall same take into account a member serving out a former member's un-expired term. The term limits described herein shall not apply to ex-officio or non-voting members.
- f. Members shall serve 3-year staggered terms with three members to be appointed or reappointed each year.
- g. Faithful attendance of the meetings is considered a prerequisite for the maintenance of membership of the Advisory Board.
- h. The Advisory Board, by a majority vote, may remove members for any of the following reasons:
  - i. inefficiency;
  - ii. neglect of duty;
  - iii. malfeasance or misfeasance in office;
  - iv. change of status or residency rendering such member ineligible to serve; or
  - v. member has more than three (3) consecutive un-approved absences at regular meetings. (Absences due to sickness, death, or other emergencies of like nature shall be regarded as approved absences, except that in the event of a long illness, or other such cause for prolonged absence, the member may be replaced.

- i. Any member may resign by a written resignation with the Board of Commissioners. This will allow the Advisory Board to maintain the most productive and largest workgroup allowed by these Bylaws.

#### **ARTICLE IV – OFFICERS**

- A. The Advisory Board shall elect from its membership, a Chair, Vice-Chair and a Recording Secretary at the January meeting annually for a term of office to begin on January 1 of the year and ending December 31 of the same year.
- B. The Vice-Chairperson will advance to become the chairperson for the next year and elections of officers shall take place at the first meeting of the Advisory Board.
- C. The Recording Secretary may be a member of the Advisory Board or such suitable person, as appointed by the Advisory Board and shall provide each member with a copy of the minutes of the previous meeting by the next meeting of the Advisory Board. In addition, the Recording Secretary shall provide a copy of the minutes to the Board of Commissioners at its next regularly scheduled meeting. The preparation of the agenda will be the responsibility of the Parks & Recreation Director.
- D. In the absence of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson. When both the Chairperson and Vice-Chairperson are absent, a temporary Chairperson shall be selected by a majority of those members present.

#### **ARTICLE V – MEETING AND VOTING**

- A. The Advisory Board is to meet monthly unless otherwise determined by the Chairperson of the Advisory Board.
- B. A quorum shall consist of a majority of the appointed voting members.
- C. A quorum must be in attendance before any official action can be taken.
- D. The Chairperson shall preside at all meetings and sign all documents relative to action by the Advisory Board.

#### **ARTICLE VI – ADOPTION OF RULES**

- A. The Advisory Board may adopt by-laws, rules and regulations covering its procedures not inconsistent with the provisions of state law and of Town ordinances.
- B. The Advisory Board, at its discretion, may submit rules and regulations concerning the operation and conduct of the recreational facilities operated by the Parks & Recreation Department to the Board of Commissioners for adoption and approval.

#### **ARTICLE VII – ACQUISITION OF FUNDS**

- A. The Advisory Board's budget is established by the Board of Commissioners as a part of the Town's Annual Budget. The Advisory Board's financial matters operate under the guidance of the Town Manager and/or Town Financial Officer and may receive contributions from private agencies, foundations, organizations, individuals, the State and Federal Government or any other source, in addition to funds appropriated for its use by the Board of Commissioners. It may accept and disburse non-appropriated funds for any purpose within the scope of its authority as herein specified. All funds appropriated by the Town must be for expenditures approved by the Board of Commissioners.

#### **ARTICLE VIII – COMMITTEES**

- A. The Chairperson is authorized to appoint such committees as, in the opinion of the Advisory Board, are necessary for the effective operation of Advisory Board activities. Such committees will operate under the general supervision of the Advisory Board, and may receive administrative support from the Town staff upon request and as directed by the Town Manager.
  - a. Standing and temporary committees can include but not limited to:
    - i. Park Land Acquisition Committee
    - ii. Open Space and Greenway Committee
    - iii. Special Events
    - iv. Senior Citizen Activities
    - v. Nominating Committee
    - vi. Program and Activities
    - vii. Budget
    - viii. Policy and Procedures
    - ix. Project and Activity Committee
    - x. Park Development Committee
    - xi. Appearance Committee
- B. The Chairperson may dissolve any temporary committee without approval of the Advisory Board; however, no standing committee may be dissolved without approval of a majority of the Advisory Board.

#### **ARTICLE IX – AMENDMENTS**

- A. These bylaws may be amended at any meeting of the Advisory Board provided that notice of said proposed amendment is given to each member in writing at least five days prior to said meeting.
- B. A two-thirds affirmative vote of the Advisory Board, or minimum of three members when such constitute a majority greater than two-thirds vote, is required for an amendment of these bylaws to become effective.



**PROPOSAL TO AMEND THE CODE OF ORDINANCES  
TOWN OF ROLESVILLE, NORTH CAROLINA**

**Ordinance No: 2022-O-01**

AN ORDINANCE TO AMEND THE CODE OF ORDINANCE TO (I) IMPOSE TERM LIMITS FOR APPOINTED BOARDS; AND (II) TO MAKE OTHER TECHNICAL AMENDMENTS.

**SECTION 1. Title III -- Administration.**

- ☐ Addition
- ☐ Deletion
- ☒ Alteration

§ 32.01 - Planning Board.

(A) *Membership and vacancies.*

(1) The Planning Board shall consist of seven members. Four members shall be citizens living within the corporate limits of the municipality, and three members shall be residents of the county living within the extraterritorial jurisdiction. The members residing within the municipality shall be appointed by the Board of Commissioners, and the members residing within the extraterritorial jurisdiction shall be appointed by the Board of County Commissioners upon receipt of a resolution from the Board of Commissioners requesting that those appointments be made. In the event the Board of County Commissioners fails to make the appointments requested within 90 days of receipt of the resolution, the Board of Commissioners shall make the appointments.

(2) Members' successors shall be appointed for terms of three years. Vacancies occurring for reasons other than expiration of terms shall be filled for the period of the unexpired term. Vacancies shall be filled by the legislative body responsible for the original appointment.

(3) Faithful attendance at the meetings of the Planning Board is considered a prerequisite for the maintenance of membership on the Board. Failure to attend three consecutive meetings shall be deemed adequate cause for summary removal from the Planning Board by the appointing legislative body.

(4) Members shall be eligible for appointment to the Planning Board for a maximum of two consecutive terms. Following such a period of service of two consecutive terms, such term-limited member shall not be again eligible for appointment until after the passage of one year. Appointments to fill vacancies arising from unexpired terms shall not be included in term limit calculations. Members seated on the Board as of the date of adoption of this Subsection shall be deemed to have completed no more than one three-year term. Nothing contained herein shall be deemed to limit the authority of the Wake County Board of Commissioners.

(B) *Organization, rules, meetings, and records.* For initial appointees, within 30 days after appointment the Planning Board shall meet to elect a chairperson and create and fill those offices as it may deem necessary. The term of the chairperson and other officers shall be one year, with eligibility for reelection. The Board shall keep a record of its members' attendance and of its discussions, findings, and recommendations, which record shall be a public record. All members of the Board appointed from the municipal extraterritorial jurisdiction shall have voting power on all matters of business without regard to residency.

(C) *Powers and duties.* The Powers and duties of the Planning Board shall be stated in the Land Development Ordinance.

§ 32.02 - Parks and Recreation Advisory Board.

(A) *Membership; appointment, terms of office, and compensation.*

(1) The Parks and Recreation Advisory Board shall be composed of seven voting members from the Town and the Town's extraterritorial jurisdiction. A minimum of four members must be from within the incorporated limits of the Town. One member shall be a currently enrolled high school student. The members shall be representative of the different areas of the Town and the extraterritorial jurisdiction. The members shall be appointed by the Board of Commissioners. All of the members shall have equal voting rights.

(2) In addition to the regular members, there shall be the following ex-officio, non-voting members:

(a) A member of the Town staff as appointed by the Town Manager, to serve at the Town Manager's pleasure; and

(b) A member of the Board of Commissioners as appointed by the Mayor, to serve at the Mayor's pleasure.

(3) Except the student member, who shall serve a two-year term, members shall be appointed for staggered terms of three years. Vacancies occurring for reasons other than expiration of a term shall be filled for the period of the unexpired term. Vacancies for regular members shall be filled by the Board of Commissioners. Vacancies for ex-officio members shall be appointed by Town Manager or Mayor as applicable.

(4) The members of the Parks and Recreation Advisory Board shall serve without compensation.

(5) Faithful attendance at the meetings of the Parks and Recreation Advisory Board is considered a prerequisite for the maintenance of membership on the Advisory Board. Failure to attend three consecutive meetings shall be deemed adequate cause for summary removal from the Advisory Board by the Board of Commissioners.

(6) Members shall be eligible for appointment to the Parks and Recreation Advisory Board for a maximum of two consecutive terms. Following a period of service of two consecutive terms, such term-limited member shall not be again eligible for appointment until after the passage of one year. Appointments to fill vacancies arising from unexpired terms shall not be included in term limit calculations. Members seated on the Advisory Board as of the date of adoption of this Subsection shall be deemed to have completed no more than one three-year term. Notwithstanding the foregoing, the Rolesville High School student member shall be limited to a single term.

(B) *Officers, adoption of rules, and meetings.*

(1) The Parks and Recreation Advisory Board shall elect from its membership its officers at its January meeting annually for a term of office to begin on January 1 of the year and ending on December 31 of the following year. The officers to be elected shall include a chairperson, vice-chairperson, and recording secretary, and other officers as deemed necessary for the orderly conduct of business.

(2) The recording secretary shall provide each member with a copy of the minutes of the previous meeting by the next meeting of the Advisory Board. In addition, the recording secretary shall provide a copy of the minutes to the Board of Commissioners at its next regularly scheduled meeting.

(3) The Advisory Board shall submit to the Board of Commissioners any proposed bylaws, rules and regulations, or procedures concerning the operation and conduct of Town recreational facilities for approval and adoption.

(4) The Advisory Board shall meet monthly unless otherwise determined by the chairperson of the Advisory Board. A quorum shall consist of a majority of the appointed voting members. A quorum must be in attendance before any official action can be taken. The chairperson shall preside at all meetings and sign all documents relative to action taken by the Advisory Board.

(5) In the absence of the chairperson, the vice-chairperson shall perform the duties of the chairperson. When both the chairperson and the vice-chairperson are absent, a temporary chairperson shall be selected by a majority of those members present.

(C) *Function and duties.*

(1) The Parks and Recreation Advisory Board shall serve as the advisory body for the Parks and Recreation Department and the Town. The Advisory Board shall suggest policies to the Town within its powers and responsibilities as stated in this section. The Advisory Board may advise the Board of Commissioners in matters affecting recreation policies, programs, finances, and the acquisition and disposition of land and facilities. In addition, the Advisory Board is to advise on long-range recreation plans and programs.

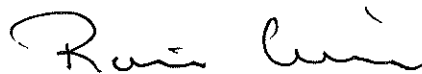
(2) The Parks and Recreation Advisory Board shall make recommendations:

- (a) For the establishment of a system of supervised recreation for the Town and its environs;
- (b) To set apart land for use as parks, playgrounds, recreation centers, greenways, and other open space, and to acquire structures for recreation purposes for the benefit of all segments of the affected populations;
- (c) Advise in the acquisition of lands and structures through gifts, purchase, lease, or loan, or by condemnation by the Town as provided by eminent domain and as provided for by the General Statutes of the state;
- (d) Advise in the acceptance by the Town of any grant, gift, bequest, or donation, or personal or real property offered or made available for recreation purposes and which is judged to be of present or future use for recreation; and
- (e) Advise in the construction, equipping, operation, and maintenance of parks, playgrounds, recreation centers, and all buildings and structures necessary or useful to Department function, and advise in regard to other recreation facilities that are owned or controlled by the Town or leased or loaned to the Town.

(D) *Committees.* The chairperson of the Parks and Recreation Advisory Board is authorized to appoint the members of those committees as, in the opinion of the Advisory Board, are necessary for the effective operation of Advisory Board activities. These committees will operate under the general supervision of the Advisory Board. Committees may receive administrative support from the Town staff upon request and as directed by the Town Manager.

**SECTION 3:** This amendment to the Code of Ordinances shall be effective upon its adoption.

Adopted this, the 7<sup>th</sup> day of June 2022 by the Town of Rolesville Board of Commissioners.

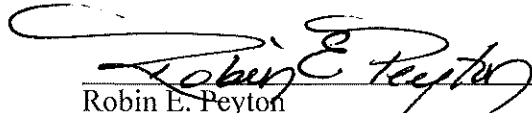


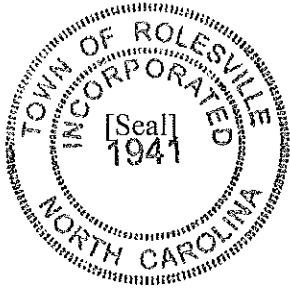
Ronnie Currin  
Town of Rolesville Mayor

## CERTIFICATION

I, Robin Peyton, Town Clerk for the Town of Rolesville, North Carolina, do hereby certify the foregoing to be a true copy of an ordinance duly adopted at the meeting of the Town Board of Commissioners held on this, the 7<sup>th</sup> day of June 2022.

In witness whereof, I have hereunto set my hand and caused the seal of the town of Rolesville to be affixed this 7<sup>th</sup> day of June 2022.

  
Robin E. Peyton  
Town of Rolesville Clerk





## Memorandum

**To:** Parks and Recreation Advisory Board  
**CC:**  
**From:** JG Ferguson  
**Date:** 2/17/23  
**Re:** REZ-23-01 Averette Road and Jones Dairy Road Mixed Use

This is a Map Amendment Rezoning application for a 16.766-acre mixed use development near the intersection of Averette Road and Jones Dairy Road. This application is to rezone the property from the R&PUD District (a retired Zoning District from the UDO which does not exist within the LDO) to the Neighborhood Center Mixed Use District, as a Conditional Zoning District (NC-CZ). A set of Conditions of Approval and a Concept Plan have been submitted.

### Staff Comments:

The concept plan for this project shows a side path along the southern part of the road frontage along Averette Road. Both the Rolesville Bike and Greenway Plan show the side path along the entirety of the frontage on Averette Road. Staff's recommendation is to ask for a change to show the side path along all the development's road frontage on Averette Road.

The Rolesville Bike Plan also shows a bike lane along Averette Road. This is not shown on the current concept plan. Staff's recommendation is to add the bike lane along Averette Road as shown in the Rolesville Bike Plan.

This review is under the LDO.

Links:

[Project Page](#)

[Plans](#)

[Town of Rolesville Greenway Plan](#)

[Town of Rolesville Bike Plan](#)

[Full LDO](#)

[LDO - Section 6.2 - Open Space, Buffering, Compatibility, Landscaping, and Trees](#)







## Memorandum

**To:** Parks and Recreation Advisory Board  
**CC:**  
**From:** JG Ferguson  
**Date:** 2/17/23  
**Re:** Capital Improvement Projects

Annually during the budget process, the Town updates its Capital Improvement Plan (CIP). These projects cost more than \$5,000 and have a life of more than five years. Staff will highlight each project and seek feedback from the Advisory Board. Below is the list of projects that the Parks & Recreation Department has prepared for FY23-24:

### Main Street Park:

- Parking Lot Repairs at Main Street Park \$60,000 Year 1
  - Significant repairs are needed for the parking lot to make it safe and fully ADA compliant.
- Painting Shelters and Gazebo at Main Street Park \$22,000 Years 1,4
  - The picnic shelters and gazebo need to be repainted.
- Pour-in-Place for Green Playground Main Street Park \$161,000 Year 2
  - The pour-in-place rubber infill playground material will make the green playground ADA accessible and eliminate the need for adding mulch every year.
- Invasive Plant Removal at Main Street Park \$10,000 Year 1
  - There are several large sections of overgrown invasive plants that need to be permanently removed to keep the park attractive and sightlines open.
- Landscaping Renovation for Gazebo at Main Street Park \$15,000 Year 1
  - The landscaping at the gazebo at Main Street Park is overgrown, no longer attractive, and needs to be redone.
- Water Feature at Main Street Park \$400,000 Year 3
  - The addition of a water feature on the front side of Main Street Park will help achieve the vision of urbanizing the park and provide a great attraction for the community.
- New Playground at Main Street Park \$450,000 Year 2
  - The red and blue playground is ageing and needs to be replaced. This new playground will be placed on the backside of Main Street Park near Scarboro Street to help activate this side of the park.

- Bathroom and Storage Facility at Main Street Park                      \$561,000              Year 5
  - In order to achieve the goal of activating the Scarboro Street side of Main Street Park, a bathroom facility and storage area for the maintenance vehicle is needed.
- Fence and Columns Along Main Street at Main Street Park              \$40,000      Year 3
  - Main Street Park does not have much road frontage and replacing the existing split rail fencing with a nicer decorative fencing will help the park stand out more from the road.
- Internet Connectivity at Main Street Park                      \$45,000              Year 5
  - Main Street Park would benefit from the addition of internet connectivity both for the Town's own use and for the public.
- Picnic Table Replacements at Main Street Park                      \$40,000              Years 1,3,5
  - The picnic tables at Main Street Park are ageing and some are beginning to fall apart. They need to be replaced with ADA picnic tables so that all visitors can use them.
- Outdoor Museum Station at Main Street Park                      \$12,000              Year 1
  - This is the first of our Outdoor Museum stations. They will provide visitors to the park with a place to rest and learn more about many of Rolesville's unique features.
- Security Cameras at Main Street Park                      \$10,000              Year 5
  - Security cameras are needed in the park to help deter vandalism and provide better security and a sense of safety for park visitors.

#### **Mill Bridge Nature Park:**

- Security Cameras at Mill Bridge Nature Park                      \$10,000              Year 1
  - Security cameras are needed in the park to help deter vandalism and provide better security and a sense of safety for park visitors.
- Archway and Automatic Gate at Mill Bridge Nature Park              \$61,000              Year 2
  - An archway similar to the existing one at Main Street Park would be a great addition to help visitors find the park more easily. The automatic gate is needed so that the Rolesville Police Department does not need to manually open and close the gate every morning and evening.
- Internet Connectivity at Mill Bridge Nature Park                      \$45,000              Year 5
  - Mill Bridge Nature Park would benefit from the addition of internet connectivity both for the Town's own use and for the public.
- Amphitheater & Stage Renovations at Mill Bridge Nature Park      ~\$130,000      Year 1
  - The existing wooden amphitheater seating and stage are not in good shape and need to be replaced with stone in order to last longer, decrease maintenance for staff, and better suit the needs of the community and become ADA accessible.

- Parking Lot Repairs at Mill Bridge Nature Park \$8,000 Year 3
  - Repairs are needed for the parking lot to make it safe and functional for years to come.
- Shelter and Bathroom Facility at Mill Bridge Nature Park \$520,000 Year 5
  - Mill Bridge Nature Park would benefit from the addition of a permanent bathroom facility and rentable picnic shelter.
- Master Plan for Mill Bridge Nature Park \$50,000 Year 1
  - Mill Bridge Nature Park would benefit from the adoption of a park master plan to help guide the park's future development.

#### **Redford Place Park:**

- Internet Connectivity at Redford Place Park \$45,000 Year 5
  - Redford Place Park would benefit from the addition of internet connectivity both for the Town's own use and for the public.
- Lights for Field A and B at Redford Place Park \$350,000 Year 1
  - The existing lights for Field A and B often go out unexpectedly and all need to be replaced with LED lights, which are low maintenance and will last for many years to come.
- Parking Lot Repairs at Redford Place Park \$29,000 Year 2
  - Repairs are needed for the parking lot to make it safe and functional for the years to come.
- Archway for Entrance Redford Place Park \$34,000 Year 5
  - An archway similar to the existing one at Main Street Park would be a great addition to help visitors find the park more easily and facilitate continuity throughout all of the Town's Parks.

#### **Greenways:**

- Repairs for Asphalt Paths for Greenways \$30,000 Years 3,5
  - Repairs are needed for sections of Town-maintained greenways to ensure that they are safe to use.
- Wayfinding Signage for Greenways \$30,000 Years 1,3
  - Additional signage is needed for sections of Town-maintained greenways to improve user experience and assist emergency response in locating a user if needed.
- Stain Bridges and Boardwalks on Greenways \$16,000 Year 1
  - Staining of all Town maintenance greenway bridges and boardwalks is needed to prolong the life of the structures.
- Heritage East and Rogers Road Greenway Connection \$495,000 Years 1,2
  - The current crossing for the Sanford Creek Greenway across Rogers Road is not working well and these improvements would make the crossing easier and safer.

This would promote better connectivity to Mill Bridge Nature Park and the Heritage East neighborhood.

- Cedar Lakes Greenway Connection \$1,120,000 Years 4,5
  - This greenway connection in the Cedar Lakes neighborhood runs through the Harris Creek corridor and will eventually help connect residents to Redford Place Park.

**Parks & Facilities:**

- Community Center \$7,900,000 Years Prior, 1
  - Rolesville needs a community center to serve its growing population.
- The Farm Phase 1 \$10,600,000 Years Prior, 4
  - Phase 1 of The Farm Park includes the entrance, athletic fields, an event lawn, a dog park, an event center, playgrounds, and more.
- Land Acquisition \$1,500,000 Years 1,5
  - As Rolesville continues to grow, more parkland is needed to continue to meet the needs of our residents.

## Memorandum

**To:** Parks and Recreation Advisory Board

**CC:**

**From:** JG Ferguson

**Date:** 2/16/23

**Re:** New Park Banners for Main Street Park and Mill Bridge Nature Park

Main Street Park and Mill Bridge Nature Park used to have pole banners that hung in their parking lots. This was before the Town rebranded a few years ago. Now that the Town has a new brand, staff have noticed the need for pole banners again and would like to put them back into the parks.

Staff have been working with a banner company to finalize a design that follows the new Town branding guidelines, while also using the Rolesville Parks and Recreation Logo. Attached are the proposed banners. Below is a section of the Town's branding guidelines document that also shows an example of banner designs.

Staff would like the recommendation and approval of the Parks and Recreation Advisory Board on the banner design for the parks. If approved, staff projects the installation of these new banners by the end of May 2023.





# Main Street Park



# Mill Bridge Nature Park





**Director:** JG Ferguson

**Athletic Program Coordinator:** Garrit Soney

**Special Event Coordinator:** Kristen Stafford

**Cultural Program Coordinator:** Allison Fehlman

**Project & Facilities Coordinator:** Eddie Henderson



# Athletic Programs Update

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- **2023 Spring Athletic Numbers (as of 2/1/23):**

Sport	Residents	Non-Residents	Total
Baseball	159(47%)	180(53%)	339
Softball	50(54%)	43(46%)	93
Soccer	181(51%)	175(49%)	356
<b>TOTAL</b>	<b>390 (49%)</b>	<b>398(51%)</b>	<b>788</b>

- **Upcoming:**

- Winter Basketball finishes Saturday, February 18<sup>th</sup>.
- Youth baseball/softball begins February 28<sup>th</sup>.
- Youth soccer begins March 7<sup>th</sup>.



# Special Events Update

## • Facility & Shelter Rentals (January 2023)

Space	Residents	Non-Residents	Total Rentals	Gross Profit
Community Center	4	2	6	\$1246
Shelter A	-	-	-	\$0
Shelter B	-	-	-	\$0
Shelter C	-	-	-	\$0
Shelter D	-	-	-	\$0
Gazebo	1	-	-	\$120
Amphitheater	-	-	-	\$0
Redford Place Park Shelter	-	-	-	\$0
<b>TOTAL</b>	<b>5 (71%)</b>	<b>2 (29%)</b>	<b>7</b>	<b>\$1366</b>

## • January 2023 Events

Events	Date/Time	Residents	Non-Residents	Attendance
Litter Sweep	Saturday, January 7 <sup>th</sup> 9 am – 12 pm	4	0	4
<b>TOTAL ATTENDANCE</b>		<b>4 (100%)</b>	<b>0 (0%)</b>	<b>4</b>

## • 2023 Special Event Sponsors

- Platinum Level
  - Ting
- Gold Level
- Silver Level
  - Hair 180
- Hair 180 Logo
- Bronze Level

## • Upcoming



February 2023

- **Blood Drive**
  - February 10th
- **Valentine's Day Craft**
  - February 14th
- **Invasive Plant Removal**
  - February 18th
- **Senior Dance**
  - February 24th



March 2023

- **Litter Sweep**
  - March 4th
- **Movies at the Middle (Re-Scheduled)**
  - March 10th
- **Arbor Day Celebration & Bike Parade**
  - March 18th
- **Shred Event**
  - March 28th



April 2023

- **Egg Rush**
  - April 1st
- **Blood Drive**
  - April 14th
- **Music at Mill Bridge**
  - April 15th
- **Movies at the Middle**
  - April 21st
- **Music at Mill Bridge**
  - April 29th

# Cultural Programs Update

- Enrollment (programs beginning January 2023):**

Program	Residents	Non-Residents	Total
Adult Still Life Drawing Session 01	1	1	2
Art FUNdamentals Session 01	5	0	5
Creative Combo Session 01	2	3	5
Dance 4 Tots I Session 01	5	3	8
Dance 4 TOTS II Session 01	2	6	8
Hip Hop Tots Session 01	5	2	7
Fitness Yoga Session 01	3	2	5
BINGO 01/11/2023	4	0	4
BINGO 01/25/2023	1	0	1
<b>TOTAL</b>	<b>28 (62%)</b>	<b>17 (38%)</b>	<b>45</b>
<b>Waitlist</b>			
Dance 4 Tots I Session 01	1	1	2
<b>TOTAL</b>	<b>1 (50%)</b>	<b>1 (50%)</b>	<b>2</b>

- 2023 Summer Camp Registration**

Summer Camp	Residents	Non-Residents	Total	Waitlist
Week 1	24	0	24	29
Week 2	24	0	24	30
Week 3	24	0	24	27
Week 4	24	0	24	10
Week 5	24	0	24	29
Week 6	24	0	24	23
Week 7	24	0	24	25
Week 8	24	0	24	17
Week 9	12	0	12	17
<b>TOTAL</b>	<b>204 (100%)</b>	<b>0 (0%)</b>	<b>204</b>	<b>207</b>

- Upcoming Offerings in February 2023:**

- BINGO
- Fitness Yoga
- Krav Maga Self Defense
- Yoga Workshops
- Hip Hop TOTS
- Basic Balance TOTS
- Dance 4 TOTS I
- Dance 4 TOTS II
- Introduction 2 Ballet
- Creative Combo
- Adult Still Life Drawing
- Painting with Pizzazz

## Project & Facilities Updates

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- Received quotes for roof repairs for the concession stand and picnic shelter at Redford Place Park. Work will be completed in March.
- Coordinated with Public Works to meet and select company to complete infield work for baseball fields at Redford Place Park in February.
- Worked with contractor to get breakroom and adjacent hallways painted in mid-January.
- Coordinated with Public works to paint Community Center in mid-January
- Continued working with McAdams to complete the 100% construction documents for the entrances for the Farm Park. The TIA was submitted to NCDOT and approved in January. McAdams and the Town will go to a C/A Committee (Control Access) in March to request the existing entrance for the farm be moved and to add an additional entrance.