



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

Rolesville Town Hall

<i>Item</i>	<i>Agenda Topic</i>
1.	Call to order and welcome.
2.	Approve the minutes of February 22, 2023 Parks & Recreation Advisory Board meeting
3.	Old Business <ul style="list-style-type: none">a. PARAB Officers - Secretaryb. CIP – 2024-2029
4.	New Business <ul style="list-style-type: none">a. Trail Art - Selectionb. Plan Review – Woodlief Assemblagec. Plan Review – Hill at Harris Creekd. Plan Review – 6000 Rogers Roade. FY23-24 Parks & Recreation Position Requests
5.	Report from Parks & Recreation Director
6.	Committee Reports <ul style="list-style-type: none">a. OSAG Committee
7.	Other Business
8.	Adjourn



Agenda

Parks & Recreation Advisory Board

February 22, 2023

7:00 PM

Present: Mary Ka Powers, Chair Kevin Mazur, Member
Aaron Gauger, Member Mothanna Al-Hoory
Dick Armant, Member JG Ferguson, Parks & Recreation Director

<i>Item</i>	<i>Agenda Topic</i>
1.	Call to order and welcome – Chair Mary Ka Powers called the meeting to order at 7 pm.
2.	Approve the minutes of January 25, 2023 Parks & Recreation Advisory Board meeting – moved by Chair Powers, hearing no objections the minutes were approved as written.
3.	Old Business
	a. PARAB Officers – Kevin Mazur nominated himself for Vice Chair; seconded by Dick Armant. Motion carried by unanimous vote. Note: Staff to continue to take minutes and will look into options of staff taking minutes for all meetings, removing that duty from the Secretary position. The Secretary Positions remains vacant.
4.	New Business
	a. Averette Road and Jones Dairy Road Mixed Use – Kevin Mazur made the motion to recommend Averette Road and Jones Dairy Road Mixed Use plan to include the side path along all the development's road frontage on Averette Road, add the bike lane along Averette Road as shown on the adopted Greenway Plan and Bike Plan; seconded by Aaron Gauger. Motion carried by unanimous vote.
	b. Parks & Recreation Capital Improvement Plan – Staff highlighted each CIP project proposed for 2023-2028. Staff will bring back these projects before the board to prioritize each project.
	c. Park Banners – Staff presented a design of park banners that include both the Town branding work completed by Buzz Bizzell and the adopted Parks & Recreation branding. Chair Powers made a motion to recommend the presented design for park banners; seconded by Dick Armant. Motion carried by unanimous vote.

5. Report from Parks & Recreation Director:
 - Referenced program participation numbers, upcoming program and events detailed in the attached FYI report.
 - Updated the PARAB of the soon to be vacant Athletic Coordinator position
6. Committee Reports
 - a. **OSAG Committee** – No report. Staff will work to advertise for new members for this committee.
 - b. **Facility Naming and Identity Committee** – No Report. This committee will be removed until needed.
7. **Other Business**
 - Mothanna Al-Hoory would like the minutes to reflect that staff did an outstanding job of presenting the CIP projects.
8. **Adjourn** – Hearing no objections Chair Powers adjourned the meeting at 8:57 pm.

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
 - Significant repairs are needed for the parking lot to make it safe and fully ADA compliant.
- Picnic Table Replacements at Main Street Park \$40,000
 - 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.
- Pour-in-Place for Green Playground Main Street Park \$161,000
 - The pour-in-place rubber infill playground material will make the green playground ADA accessible and eliminate the need for adding mulch every year.
- Fence and Columns Along Main Street at Main Street Park \$40,000
 - 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.
- Landscaping Renovation for Gazebo at Main Street Park \$15,000
 - The landscaping at the gazebo at Main Street Park is overgrown, no longer attractive, and needs to be redone.
- Painting Shelters and Gazebo at Main Street Park \$22,000
 - The picnic shelters and gazebo need to be repainted.
- Security Cameras at Main Street Park \$10,000
 - Security cameras are needed in the park to help deter vandalism and provide better security and a sense of safety for park visitors.

- Internet Connectivity at Main Street Park \$45,000
 - Main Street Park would benefit from the addition of internet connectivity both for the Town's own use and for the public.
- Water Feature at Main Street Park \$400,000
 - 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
 - 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
 - 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.
- Invasive Plant Removal at Main Street Park \$10,000
 - There are several large sections of overgrown invasive plants that need to be permanently removed to keep the park attractive and sightlines open.
- Outdoor Museum Station at Main Street Park \$12,000
 - 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.

Mill Bridge Nature Park:

- Parking Lot Repairs at Mill Bridge Nature Park \$8,000
 - Repairs are needed for the parking lot to make it safe and functional for years to come.
- Security Cameras at Mill Bridge Nature Park \$10,000
 - Security cameras are needed in the park to help deter vandalism and provide better security and a sense of safety for park visitors.
- Automatic Gate at Mill Bridge Nature Park \$31,000
 - 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.
- Archway at Mill Bridge Nature Park \$30,000
 - An archway similar to the existing one at Main Street Park would be a great addition to help visitors find the park more easily.
- Internet Connectivity at Mill Bridge Nature Park \$45,000
 - 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
 - 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.
- Shelter and Bathroom Facility at Mill Bridge Nature Park \$520,000
 - 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
 - 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:

- Parking Lot Repairs at Redford Place Park \$29,000
 - 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
 - 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.
- Lights for Field A and B at Redford Place Park \$350,000
 - 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.
- Internet Connectivity at Redford Place Park \$45,000
 - Redford Place Park would benefit from the addition of internet connectivity both for the Town's own use and for the public.

Greenways:

- Repairs for Asphalt Paths for Greenways \$30,000
 - Repairs are needed for sections of Town-maintained greenways to ensure that they are safe to use.
- Stain Bridges and Boardwalks on Greenways \$16,000
 - Staining of all Town maintenance greenway bridges and boardwalks is needed to prolong the life of the structures.
- Wayfinding Signage for Greenways \$30,000
 - Additional signage is needed for sections of Town-maintained greenways to improve user experience and assist emergency response in locating a user if needed.

- Heritage East and Rogers Road Greenway Connection \$495,000
 - 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
 - This greenway connection in the Cedar Lakes neighborhood runs through the Harris Creek corridor and will eventually help connect residents to Redford Place Park.
- Granite Acres Greenway Connection \$300,000
 - This greenway will connect the Granite Acres mobile home park to Sanford Creek Elementary School. Students currently use a dirt path and small wooden bridge that volunteers built to get through the woods and cross the creek. This project would involve paving this trail and building a long-lasting safe bridge for kids to cross.

Parks & Facilities:

- Community Center \$7,900,000
 - Rolesville needs a community center to serve its growing population.
- The Farm Phase 1 \$10,600,000
 - 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
 - As Rolesville continues to grow, more parkland is needed to continue to meet the needs of our residents.

Parks & Recreation

2023-2027 CIP Projects

Main Street Park

- Parking Lot Repairs - \$60,000
- Picnic Table Replacements - \$40,000
- Pour-in-Place for Green Playground - \$161,000
- Fence and Columns Along Main Street - \$40,000
- Landscaping Renovation for Gazebo \$15,000
- Painting Shelters & Gazebo - \$22,000
- Security Cameras - \$10,000
- Internet Connectivity - \$45,000
- Water Feature - \$400,000
- New Playground - \$450,000
- Bathroom and Storage Facility - \$561,000
- invasive Plant Removal - \$10,000
- Outdoor Museum Station - \$12,000
-
- **Total – \$1,826,000**

Parking Lot Repairs at Main Street Park

Existing:



Proposed:



Picnic Table Replacements at Main Street Park

Existing:



Proposed:



Pour-in-place for Green Playground at Main Street Park

Existing:



Proposed:



Fence and Columns Along Main Street at Main Street Park

Existing:



Proposed:



Landscaping Renovation for Gazebo at Main Street Park

Existing:



Proposed:

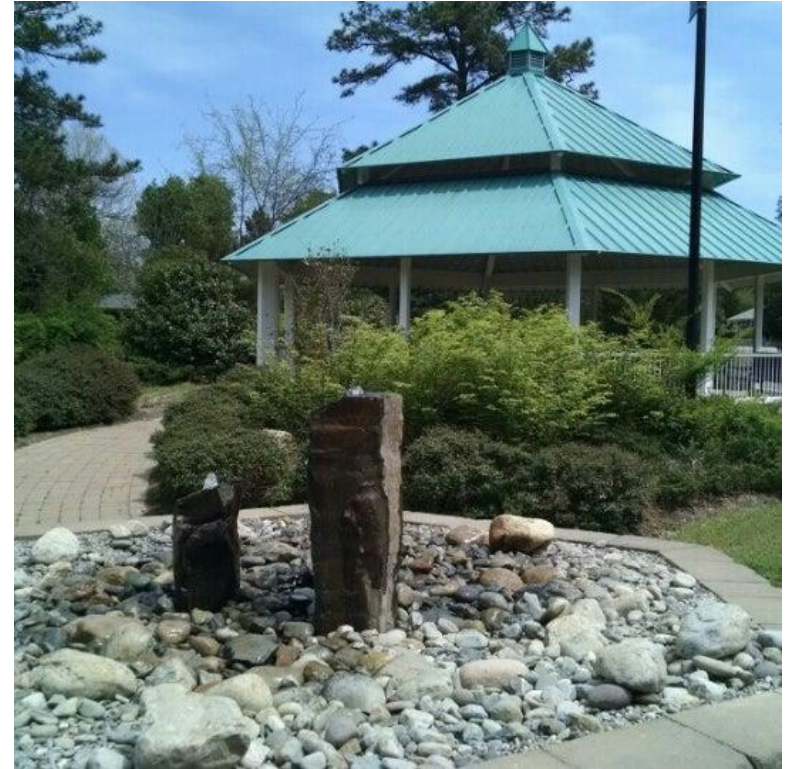


Painting Shelters and Gazebo at Main Street Park

Existing:



Proposed:



Security Cameras at Main Street Park

Existing:



Proposed:



Internet Connectivity at Main Street Park

Existing:



Proposed:



Water Feature at Main Street Park

Existing:



Proposed:



New Playground at Main Street Park

Proposed:

Existing:



Bathroom and Storage Facility at Main Street Park

Existing:



Proposed:



Invasive Plant Removal at Main Street Park

Existing:



Proposed:

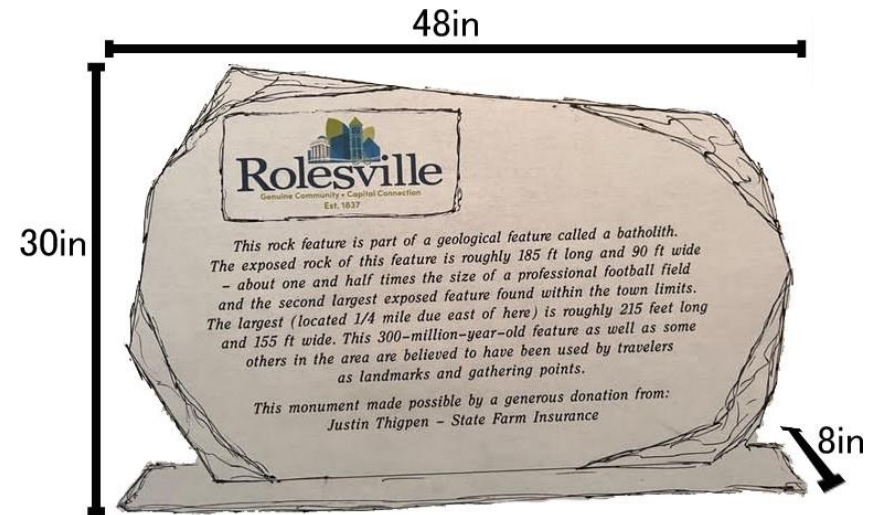


Outdoor Museum Station at Main Street Park

Existing:



Proposed:



Mill Bridge Nature Park

- Parking Lot Repairs - \$8,000
- Security Cameras - \$10,000
- Automatic Gate - \$31,000
- Archway - \$30,000
- Internet Connection - \$45,000
- Amphitheater and Stage Renovations - \$130,000
- Shelter and Bathroom Facility - \$520,000
- Site Plan - \$50,000
- Total - \$824,000

Parking Lot Repairs at Mill Bridge Nature Park

Existing:



Proposed:



Security Cameras at Mill Bridge Nature Park

Existing:



Proposed:



Automatic Gate at Mill Bridge Nature Park

Existing:



Proposed:



Archway at Mill Bridge Nature Park

Existing:



Proposed:



Internet Connectivity at Mill Bridge Nature Park

Existing:



Proposed:



Amphitheater and Stage Renovations at Mill Bridge Nature Park

Existing:



Proposed



Shelter and Bathroom Facility at Mill Bridge Nature Park

Existing:

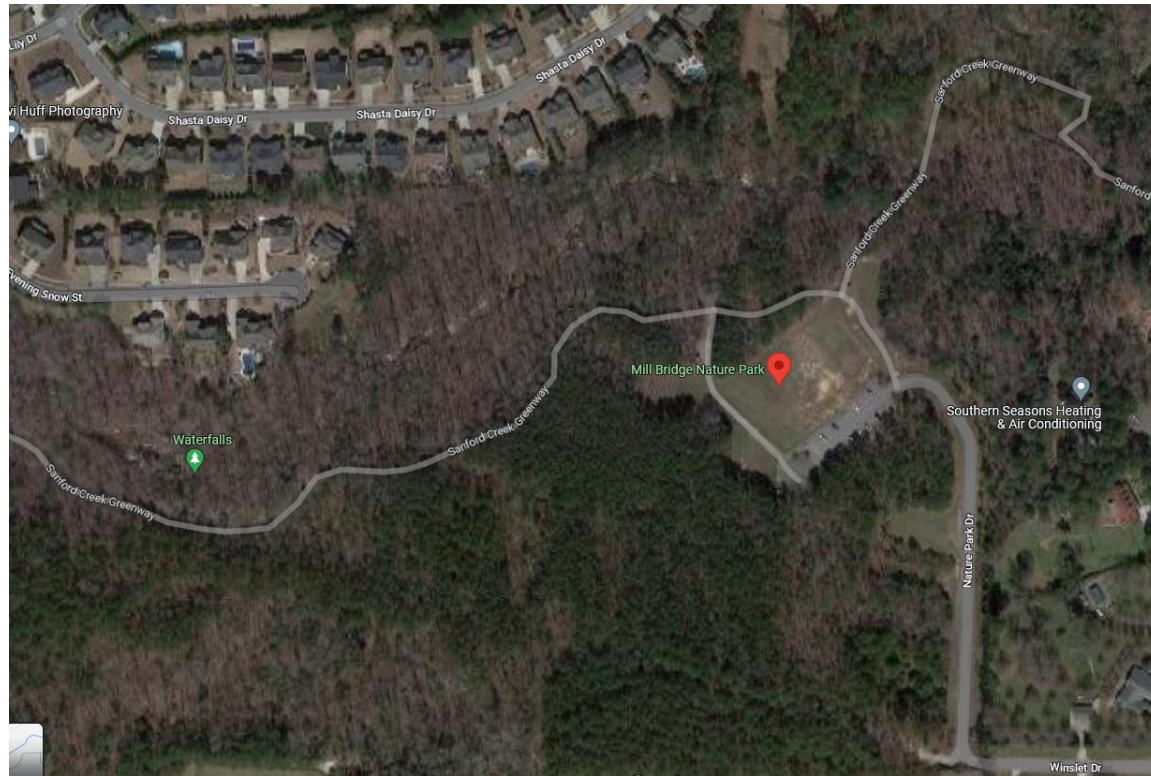


Proposed:



Master Plan for Mill Bridge Nature Park

Existing:



Proposed:



Redford Place Park

- Parking lot Repairs - \$29,000
 - Archway - \$34,000
 - Lights for Field A and B - \$350,000
 - Internet Connectivity - \$45,000
-
- **Total – \$458,000**

Parking Lot Repairs at Redford Place Park

Existing:



Proposed:



Archway for Entrance for Redford Place Park

Existing:



Proposed:



Lights for Field A and B at Redford Place Park

Existing:



Proposed:



Internet Connectivity for Redford Place Park

Existing:



Proposed:



Greenways

- Repairs for Asphalt - \$45,000
 - Stain Bridges and Boardwalks - \$16,000
 - Wayfinding Signage - \$30,000
 - Heritage East - \$495,000
 - Cedar Lakes - \$1,120,000
 - Granite Acres Greenway Connection - \$300,00
-
- Total - \$2,006,000

Repairs for Asphalt Paths for Greenways

Existing:



Proposed:



Stain Bridges and Boardwalks on Greenways

Existing:



Proposed:

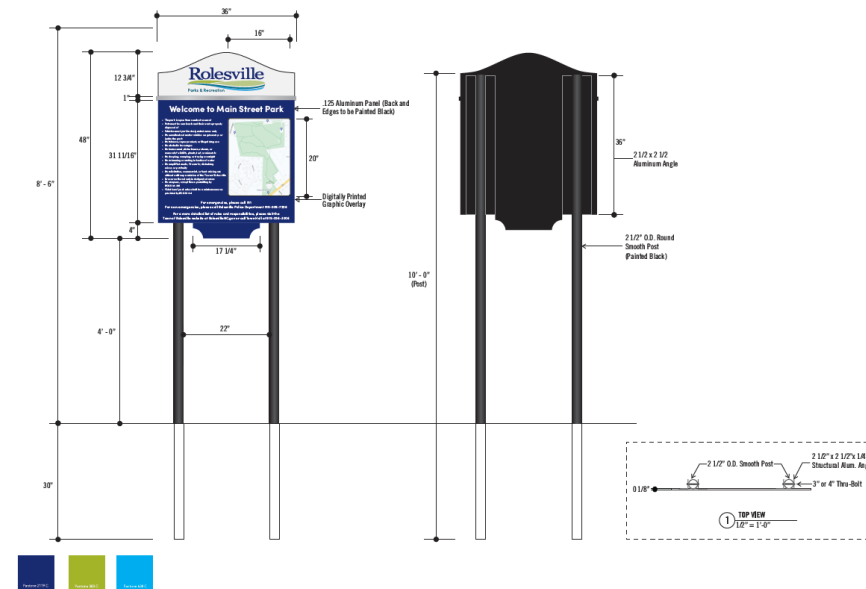


Wayfinding Signage for Greenways

Existing:



Proposed:



File Path: 2023\A-2 Customers\TownOfRoanoke\Wayfinding\MainStreetParkRules.cdr

SIGNS ETC	
4541 Chestnut Ave. Charlotte, NC 28217 P: 704.522.8860 F: 704.522.8770 signsetc@charlotte.com	
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Job No:	
Date:	1.2.23
Town of Roanoke Main Street Park	
Scale:	3/4"=1'-0"
Acct. Rep:	Spencer Brower
Designer:	BW
Revisions:	1.0.23
PROOF & PRODUCTION POLICY Final manufacturer for printing accuracy is the responsibility of the customer. Any revisions requested after initial customer approval is required will incur additional design and/or production charges. Colors indicated on this drawing are representative only. Actual colors will be determined by the information you provide upon delivery of the material. Please note that colors, like and weight. Please note that colors will be matched as closely as possible, but exact matches are not guaranteed.	
<input type="checkbox"/> Approved	
<input type="checkbox"/> Approved As Noted	
<input type="checkbox"/> Revised & Resubmit	
1.0	

Heritage East and Rogers Road Greenway Connection

Existing:



Proposed:



Cedar Lakes Greenway Connection

Existing:

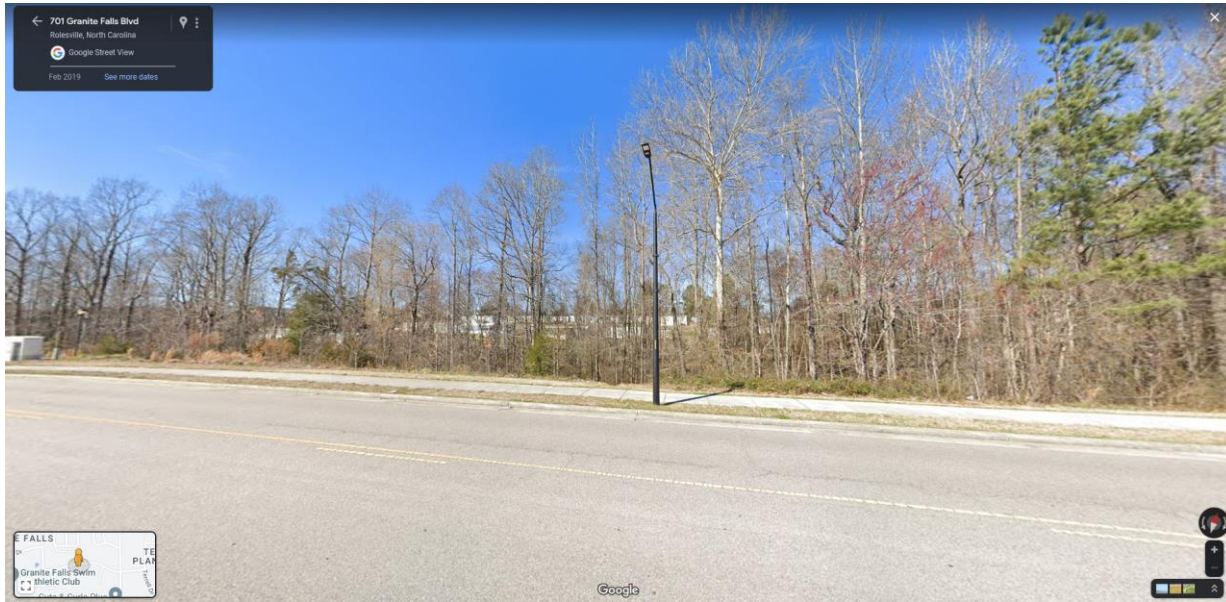


Proposed:



Granite Acres Greenway Connection

Existing:



Proposed:



Park Facilities/Land

- Community Center - \$7,900,000
- The Farm Phase 1 - \$10,600,000
- Land Acquisition – \$1,500,000
 - **Total – \$20,000,000**

Community Center

Existing:



Proposed:



The Farm Phase 1

Existing:

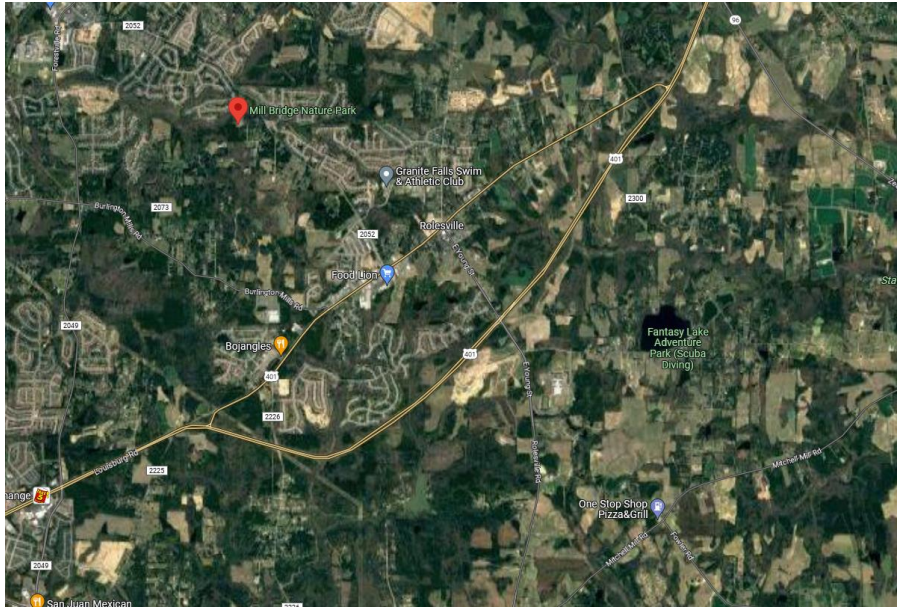


Proposed:



Land Acquisition for Future Parks

Existing:



Proposed:



Project	Location	Amount	Within Location Ranking (Each Location has own Rank)	Location Ranking (Each Location Has Rank 1-5)	Overall Ranking (Every Individual Proejct Has Rank 1-33)
Parking Lot Repairs	Main Street Park	\$60,000.00	(1-13)		
Picnic Table Replacments	Main Street Park	\$40,000.00	(1-13)		
Pour-in-Place for Playground	Main Street Park	\$161,000.00	(1-13)		
Fence and Columns Along Main Street	Main Street Park	\$40,000.00	(1-13)		
Landscaping Renovation for Gazebo	Main Street Park	\$15,000.00	(1-13)		
Painting Shelters and Gazebo	Main Street Park	\$22,000.00	(1-13)		
Security Cameras	Main Street Park	\$10,000.00	(1-13)		
Internet Connectivity	Main Street Park	\$45,000.00	(1-13)		
Water Feature	Main Street Park	\$400,000.00	(1-13)		
Playground Replacement	Main Street Park	\$350,000.00	(1-13)		
Bathroom and Storage Facility	Main Street Park	\$561,000.00	(1-13)		
Invasive Removal	Main Street Park	\$10,000.00	(1-13)		
Outdoor Museum Station	Main Street Park	\$12,000.00	(1-13)		
Parking Lot Repairs	Mill Bridge Nature Park	\$8,000.00	(1-8)		
Security Cameras	Mill Bridge Nature Park	\$10,000.00	(1-8)		
Automatic Gate	Mill Bridge Nature Park	\$30,000.00	(1-8)		
Archway	Mill Bridge Nature Park	\$31,000.00	(1-8)		
Internet Connectivity	Mill Bridge Nature Park	\$45,000.00	(1-8)		
Amphitheater & Stage Renovations	Mill Bridge Nature Park	\$90,000.00	(1-8)		
Shelter and Bathroom Facility	Mill Bridge Nature Park	\$450,000.00	(1-8)		
Master Plan	Mill Bridge Nature Park	\$50,000.00	(1-8)		
Parking Lot Repairs	Redford Place Park	\$29,000.00	(1-4)		
Archway for Entrance	Redford Place Park	\$34,000.00	(1-4)		
Lights for Field A and B	Redford Place Park	\$350,000.00	(1-4)		
Internet Connectivity	Redford Place Park	\$45,000.00	(1-4)		
Repairs for Asphalt Path	Greenways	\$30,000.00	(1-6)		
Stain Bridges and Boardwalks	Greenways	\$16,000.00	(1-6)		
Wayfinding Signnage	Greenways	\$30,000.00	(1-6)		
Heritage East and Rogers Road	Greenways	\$495,000.00	(1-6)		
Cedar Lakes Greenway	Greenways	\$1,120,000.00	(1-6)		
Granite Acres Greenway	Greenways	\$300,000.00	(1-6)		
Community Center	Parks and Facilities	\$7,900,000.00	(1-3)		
The Farm Phase 1	Parks and Facilities	\$10,600,000.00	(1-3)		
Land Acquisition	Parks and Facilities	\$1,500,000.00	(1-3)		
Total		\$24,889,000.00			



Memorandum

To: Parks & Recreation Advisory Board
From: Kristen Stafford, Special Events Coordinator
Date: 3/20/2023
Re: Trail Art

Trail Art is an initiative by the Parks & Recreation Department that combines the arts with the natural beauty of our greenways and trails. We'll be placing two art pieces a day, somewhere along our greenways, for the entire month of June. These small works of art can be anything from pottery sculptures, glasswork, ceramics, or gourds. Those who find the treasures, get to keep them! The Trail Art Application opened on January 1st and closed on March 17th. Each artist submitted an application and a sample piece of art. The artist who is chosen will be compensated for their work and featured on our website.

Attachments:
Trail Art Applications



Trail Art Artist Application 2023

Submission Deadline is March 20, 2023

“Trail Art” is an initiative by the Town of Rolesville Parks and Recreation Department that combines the arts with the natural beauty of our greenways and trails. We’ll be placing two art pieces a day, somewhere along our greenways, for the entire month of June. These small works of art could be anything from pottery sculptures, glasswork, ceramics, gourds or other artistic mediums. Those who find the treasures get to keep them!

Specifications for Submisison of Artwork

We’re looking for artists to submit a sample of original artwork in a suitable medium that can be placed outside (either on a tree limb or on the ground) and small enough to be carried by hand. The artist selected must be able to produce 80-100 pieces of the artwork before May 26, 2023. Artists should provide the costs for pieces on the application and submit a sample of each theme or pattern.

Each piece should be individually unique but may reflect one to three different themes.

You may incorporate any, all or none of the following into your design:

- The Town of Rolesville logo, or elements of or refence to, the logo
- Other Town symbols like the Main Street Gazebo
- Trees, leaves, birds, walkways, or other symbols representing nature

Entries should be delivered by hand to:

Town Hall
502 Southtown Circle
Rolesville, NC 27571

OR mailed to:

PO Box 250
Rolesville, NC 27571
Attn: Special Events Coordinator - Trail Art

Please print the confirmation email and include it with your sample artwork. **Questions should be**

directed to Kristen Stafford, Special Events Coordinator, Kristen.Stafford@rolesville.nc.gov or call 919-554-6582, ext. 123.

Process

All entries (application and sample artwork) must be received by March 17, 2023. An artist may submit up to three different samples. Designs will be judged by the Parks and Recreation Advisory Board. The Parks and Recreation Advisory Board has seven members appointed by the Town Board of Commissioners. Board members are residents of the Town or extraterritorial jurisdiction (ETJ), as well as one student member.

The winning artist will be notified by April 3, 2023.

Recognition

The winning artwork/design will be used as the "Trail Art" artwork and will be placed along the Main Street Park and Mill Bridge Nature Park greenway systems during the entire month of June, 2023.

The winning artwork/design becomes the property of the Town of Rolesville, which reserves the right to make modifications as necessary; use the image on additional products, such as ornaments, and in various and all promotional material; and make use of the image in perpetuity for promotional purposes.

The winning artist will receive:

- Recognition on the Town of Rolesville website
- A story in the RolesvilleREC Guide
- Media recognition via a press release
- Compensation for up to 100 pieces of artwork

The artist agrees to indemnify and hold harmless the Town of Rolesville from and against any damages or losses sustained as a result of any design that is not original. The Town of Rolesville reserves the right to decline selection of all entries.

Questions should be directed to Kristen Stafford, Special Events Coordinator, Kristen.Stafford@rolesville.nc.gov or call 919-554-6582, ext. 123

IMPORTANT DATES

Application: January 1, 2023 - March 17, 2023

The winner will be announced: April 3, 2023

80-100 pieces of Art delivered before: May 26, 2023

Art will be placed on Greenways in June 1, 2023 - June 30, 2023

Rolesville:

Name

<input type="text" value="Rupam"/>	<input type="text" value="Varma"/>
First	Last

Business Name
Name of Business**Website****Email****Phone****Address**
Address Line 1
Address Line 2

<input type="text" value="Charlotte"/>	<input type="text" value="North Carolina"/>	<input type="text" value="28277"/>
City	State	Zip Code

Description of Art

Stone painting!

The design I painted on the stones is inspired by nature. I used outdoor acrylic paints and the clear coat varnish to protect the painting and it is suitable for outdoor setting. Don't forget to notice the tiny lady bug and the birds on the stone. They wanted to be a part of the trail art too.

Cost of artwork (to be paid to artist)
*Cost for 80-100 piecess of art***Acknowledgment**

The execution of my signature below indicates that I understand and agree that the winning artwork/design shall become the exclusive property of the Town of Rolesville. Should my design be chosen, I will be notified no later than April 3, 2023 and the Town may use my design for any advertising, promotional, or other purpose without my permission and without any additional compensation. I further acknowledge that the Town may make minor modifications to my design and reserve the right to decline selection of all entries. I understand that, if chosen, I will provide 80-100 pieces of artwork to the Town of Rolesville by May 27, 2022. I will receive the agreed upon payment when all pieces of artwork are finished and provided to the Town. I agree to indemnify and hold the Town harmless from any damage or loss arising out of the misappropriation or use of an image that is not my original work and is otherwise protected.



Name

helen	seebold
First	Last

Business Name

little flower art
Name of Business

Website

https://www.littleflowerart.com

Email

seeboldz@aol.com

Phone

(919) 802-7777

Address

501 ballad creek ct
Address Line 1

Address Line 2

cary	North Carolina	27519
City	State	Zip Code

Description of Art

a flat clay bird shaped tile that can be hung from a tree via a small hole and cord - think ornament - about 6inches - each with hand carved patterns and glazed
--

Cost of artwork (to be paid to artist)

\$1,300.00

Cost for 80-100 piecess of art

Acknowledgment

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Name

<input type="text" value="Helen"/>	<input type="text" value="Seebold"/>
First	Last

Business Name
Name of Business**Website****Email****Phone****Address**
Address Line 1
Address Line 2

<input type="text" value="cary"/>	<input type="text" value="North Carolina"/>	<input type="text" value="27519"/>
City	State	Zip Code

Description of Art**Cost of artwork (to be paid to artist)**
*Cost for 80-100 piecess of art***Acknowledgment**

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Name

Helen	Seebold
First	Last

Business Name

Little Flower Art
Name of Business

Website

https://www.littleflowrart.com

Email

seeboldz@aol.com

Phone

(919) 802-7777

Address

501 ballad creek ct
Address Line 1

Address Line 2

cary	North Carolina	27519
City	State	Zip Code

Description of Art

Coiled 3D Clay snakes - some wound up some long - approx 5-6 in

Cost of artwork (to be paid to artist)

\$1,000.00

Cost for 80-100 piecess of art

Acknowledgment

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Memorandum

To: Parks and Recreation Advisory Board
CC:
From: Eddie Henderson
Date: 3/17/23
Re: REZ-23-02 - Rezoning Map Amendment - Woodlief Assemblage

This is a Rezoning Map Amendment application for a 105.9-acre parcel near the intersection of Rolesville Road and Fowler Road. The proposal is to develop the property into 179 single-family detached lots and 57 single-family attached (townhome) lots. This review is under the LDO.

Staff Comments:

The developer's concept plan shows a greenway along Buffalo Creek that runs by the east side of the property, which is also shown on the Town's greenway plan. Staff has no additional recommendations for this greenway as it matches our adopted greenway plan.

The developer's concept plan omits the bike lanes (along Rolesville and Fowler Roads) and side path (along Fowler Road) that are included in the Town's greenway and bike plans. Staff's recommendation is to ask for the concept plan to be revised to include the bike lanes on Rolesville and Fowler Roads and the side path on Fowler Road.

Suggested Motion: I make a recommendation to revise their concept plan to include the bike lanes on Rolesville and Fowler Roads and the side path on Fowler Road so that it is consistent with both the adopted Bike and Greenway Plans.

Links:

[Project Page](#)

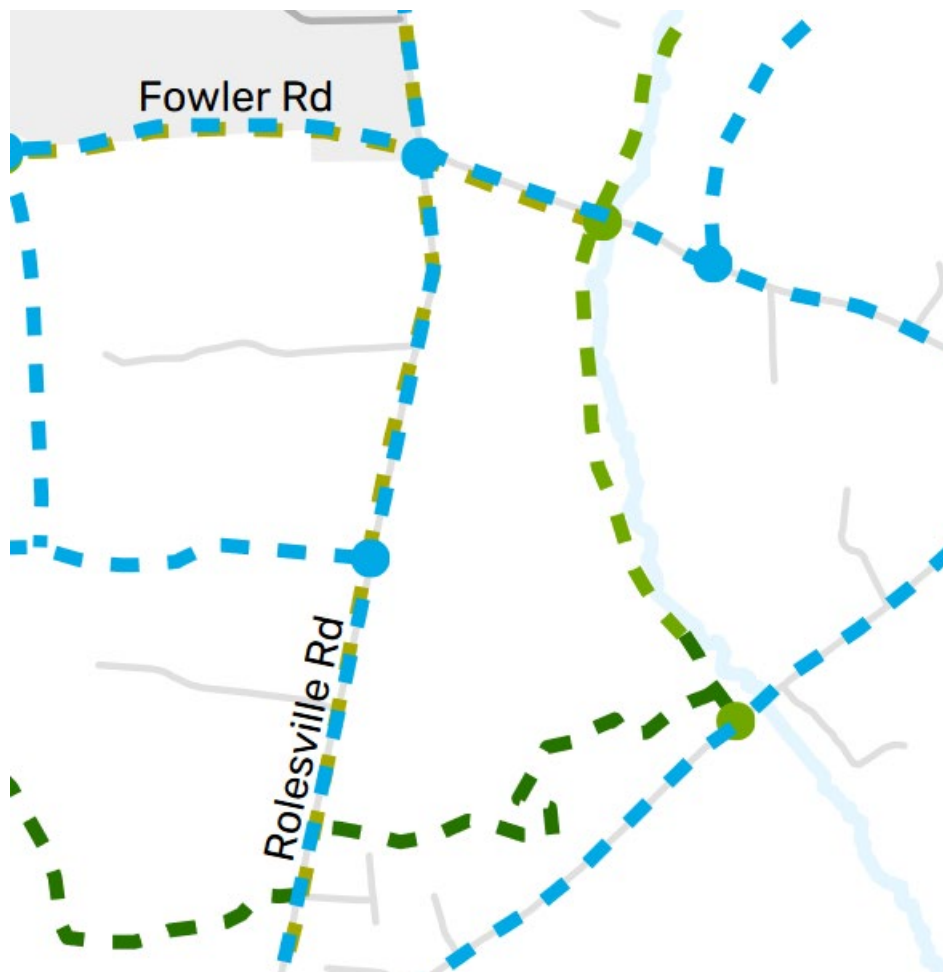
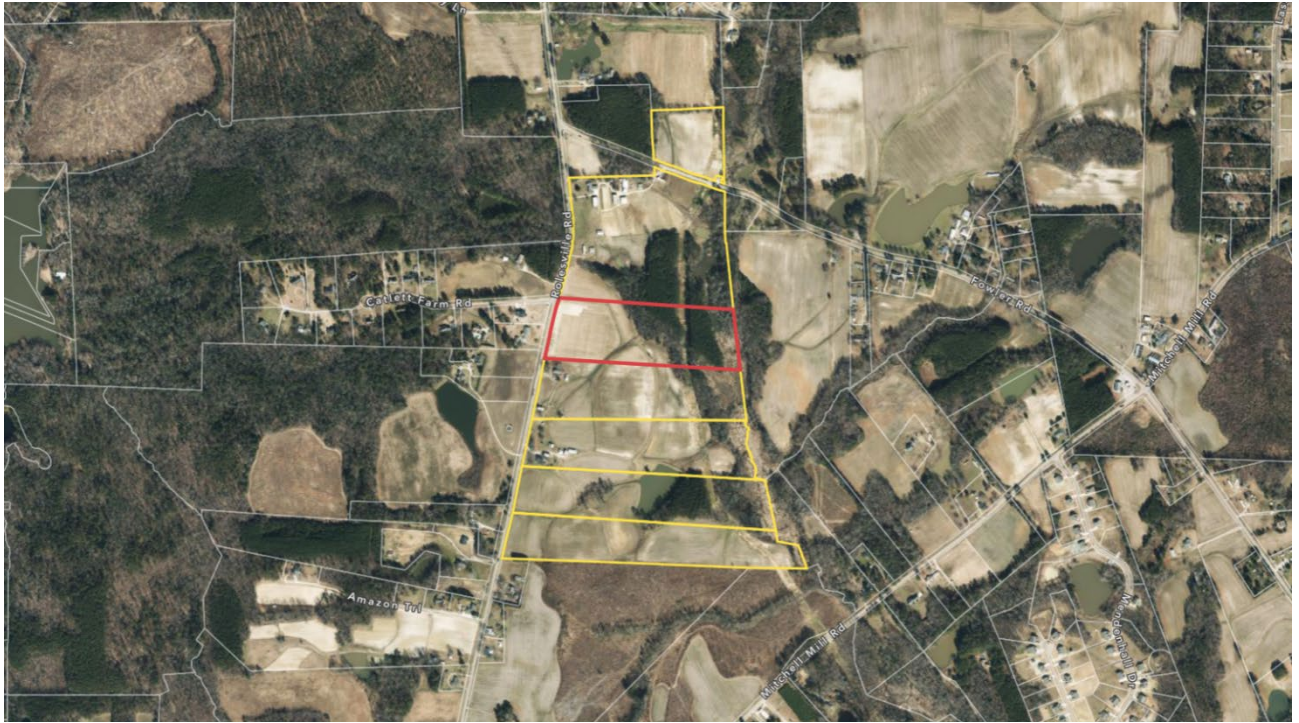
[Plans](#)

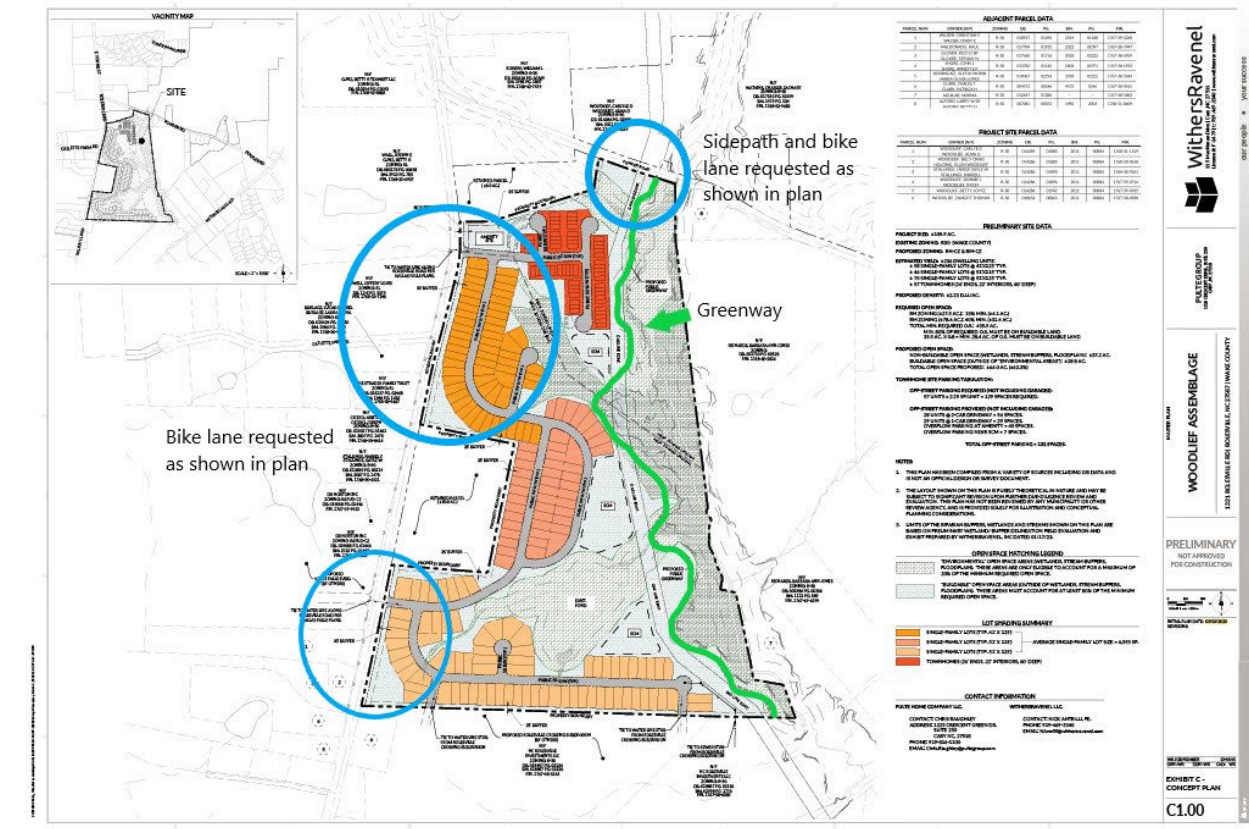
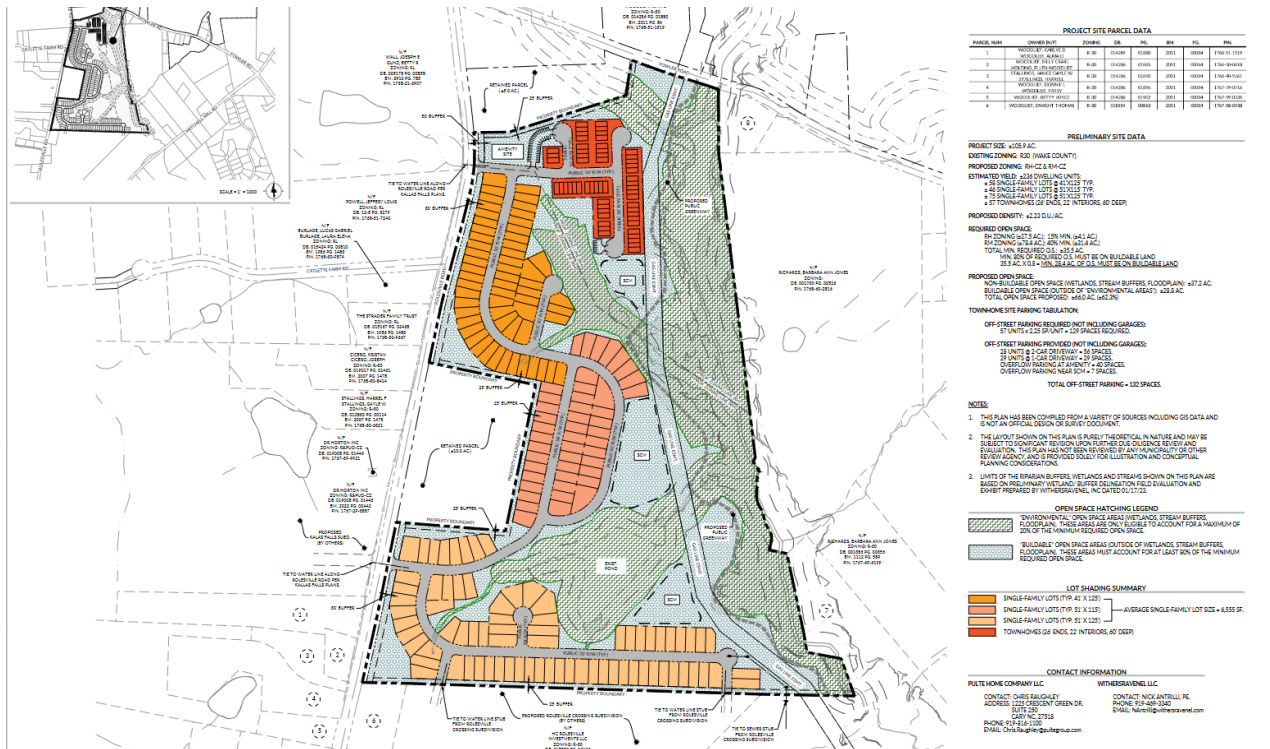
[Town of Rolesville Greenway Plan](#)

[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: Eddie Henderson

Date: 3/17/23

Re: REZ-23-03 - Rezoning Map Amendment – Hills at Harris Creek 2.0

This is a rezoning application for approximately 115 acres from the Wake County R30 zoning district to these Town of Rolesville Land Development Ordinance (LDO) zoning districts: approximately 13 acres of Neighborhood Center Mixed Use (NC) per LDO Section 3.4, as a Conditional Zoning (CZ) District per LDO Section 3.3., and approximately 102 acres of Residential Medium Density (RM) District per LDO Section 3.1.2. as a Conditional Zoning (CZ) District per LDO Section 3.3. The proposed conditions request permission to construct a maximum of 270 single-family dwelling units, of which no more than 115 shall be single-family attached (townhomes) and the balance being single-family detached dwelling units; the conditions provide commitments to other development aspects, including general compliance with the provided concept plan of the development. This review is under the LDO.

Staff Comments – Comments from the Parks and Recreation Advisory Board were submitted on November 1, 2022 to the developer. These comments are found below and at this [link](#). Attachments provided with comments are found below and at this [link](#) and this [link](#). In the new concept plan that was submitted, the developer did not add greenways as requested. Staff's recommendation is to resubmit comments from below.

1. Per 2022 Greenway Plan revise concept plan to show greenway on the north side of the property (plan east) more closely following the creek/wetlands while avoiding the Neuse River Buffer except to cross (perpendicularly) as needed.
2. Revise concept plan to show a pedestrian path from the neighborhood to the greenway trail described in Comment 1 – current design shows no connection to the proposed greenway.
3. Revise concept plan to show the addition of north to south (plan east to west) greenway connectivity (none currently proposed). Preferred location is inside/within existing overhead powerline easement.
4. Revise concept plan to show greenway/side path connectivity to the commercial portion of project (none currently proposed).
5. Revise concept plan to show more east to west (plan north to south) greenway connectivity on the southern (plan west) part of this development (none currently proposed). Preferred location is on the north side of the creek/wetlands.

Suggested Motion: I make a recommendation to revise their concept plan to include the greenways so that it is consistent with both staff and PARAB comments made last review cycle and the adopted Bike and Greenway Plans.

Links:

[Project Page](#)

[Plans](#)

[Town of Rolesville Greenway Plan](#)

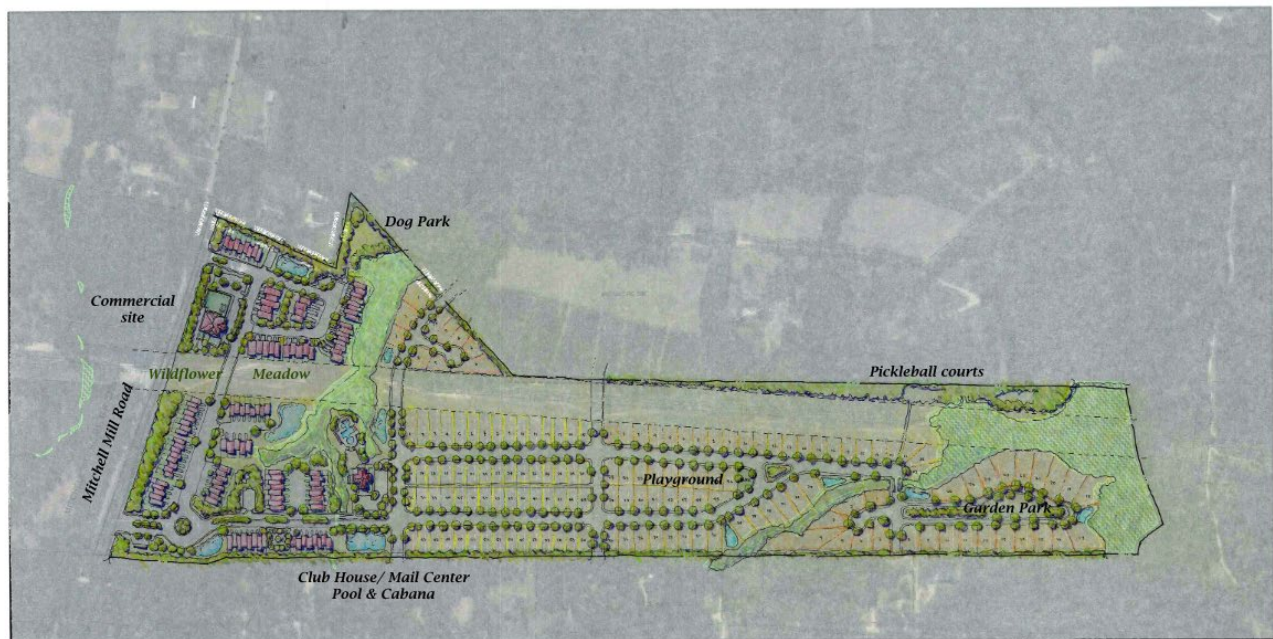
[Town of Rolesville Bike Plan](#)

[Full LDO](#)

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

V1 - REZ-23-03

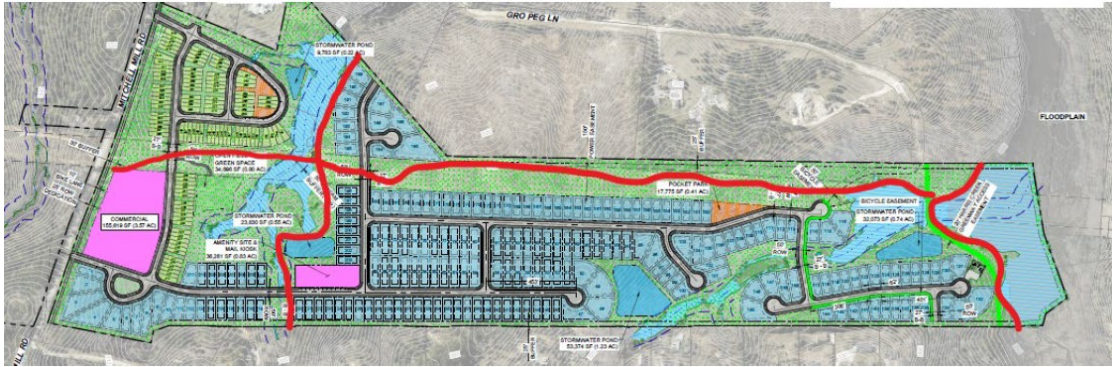
Hills at Harris Creek



PDF #2 -

V3 Submittal - Parks & Recreation Advisory Board

COMMENT - Concept Plan with **RED line mark-**
ups to reflect Greenway requests



PDF #1 -

V3 Submittal - Parks & Recreation Advisory Board COMMENT -
2022 Greenway Plan excerpt to relate to Written Comments.



Memorandum

To: Parks & Recreation Advisory Board
CC:
From: Eddie Henderson
Date: 3/17/23
Re: SDP-23-02 - Site Development Plan – 6000 Rogers Rd

6000 Rogers Road is a 2.09-acre lot at the intersection of Rogers Road and Granite Falls Boulevard. The project is to develop a single non-residential building containing multiple retail/service/commercial suites with associated parking lot, landscaping, utilities, and stormwater facilities. This review is under the LDO.

Staff Comments:

The Town's adopted greenway and bike plans show a side path along Granite Falls Boulevard and a bike lane along Rogers Road. The submitted plans omit both. Staff's recommendation is to revise the plans to include the side path along Granite Falls Boulevard and the bike lane along Rogers Road.

Suggested Motion: I make a recommendation to revise their concept plan to include the side path along Granite Falls Boulevard and the bike lane along Rogers Road so that it is consistent with both the adopted Bike and Greenway Plans.

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 & Recreation Advisory Board
From: JG Ferguson
Date: 3/17/2023
Re: Youth Athletic – Staffing

Background:

For FY23-24 staff has requested in the Parks & Recreation budget a second Athletics Program Coordinator. As the Town of Rolesville continues to grow, so does the demands of recreation programming for our citizens. While our current staff does a great job, the overall demand for services is higher than what we can support while maintaining a healthy and reasonable workload for staff (particularly athletics). According to the adopted 2019 Parks & Recreation Master Plan, to be at median national benchmarking standards for staffing the Parks & Recreation Department needs 7 full time equivalent (FTE) staff positions based on our town's population. When compared to other municipalities in northeastern Wake County in the same Master Plan we need 7.6 FTE to provide a comparable level of service to that of our neighbors. At present, there are just 5.5 FTE approved for the department.

Town	Population	FTE (Department)	FTE (Athletics)	2022 Athletic Participants
Rolesville	10,047	5.5	1	2,003
Knightdale	19,576	6	2	1,167
Wake Forest	49,657	26	2	2,333
Wendell	11,570	8	3	1,386
Zebulon	7,974	9	1	851

As the figures above show, our Athletics Program Coordinator is carrying twice the workload of athletics staff in neighboring communities when you compare FTE to athletic participants (more, in some instances). The addition of a second Athletics Program Coordinator will permit the Town to continue providing high-quality programs to our residents while supporting the wellbeing of employees. This addition will also align with the following goals set by the Town Board in our Strategic Plan:

- Goal 14: Address organizational staffing needs and provide staff with adequate equipment, facilities, and pay to ensure effective service delivery.
- Goal 16: Create an organizational culture that values and supports employees, with an emphasis on professional development and diversity, equity, and inclusion.

This addition would also bring the Town closer to the national average of employees needed (at least 7) by increasing the current staff from 5.5 to 6.5 FTE.

Athletic Program History:

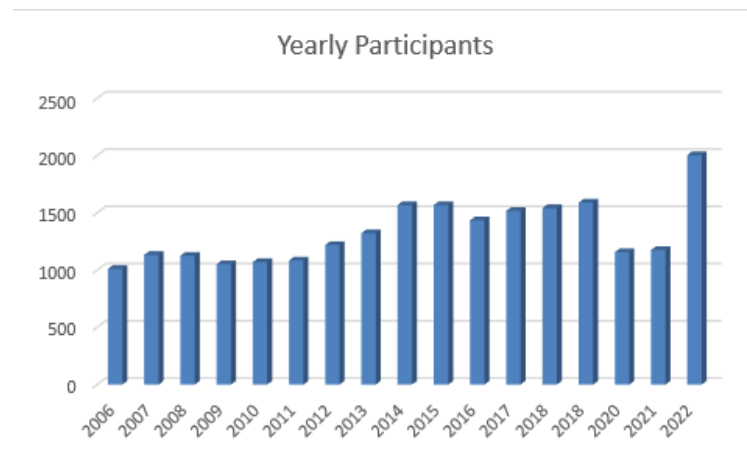
In 2007 the Town's population was around 2,300. In the spring, Parks & Recreation offered youth baseball/softball (ages 4-17) and youth soccer (ages 4-9). In the fall, youth baseball/softball (ages 6-16) and youth soccer (ages 4-6) were offered. Finally, basketball (ages 6-17) was offered in the winter and there were enough resources to offer adult softball.

In 2009, fall soccer ages changed to ages 4-9. In 2011, the program expanded to cover leagues for ages 4-12. Due to limited field space, we are unable to offer leagues for ages above 12 though there are several requests for expansion of the program each season.

In 2015 and 2016 we reached capacity for spring baseball/softball. In order to continue serving our community, we begin to offer spring soccer for ages 4-12; the hope was that continuing to offer soccer for a larger age group would attract some of the participants from baseball/softball and help even out participation.

Offering an opportunity for baseball/softball participants to transition to soccer instead would keep participation numbers at an amount that would allow everyone that registered to have a suitable amount of playing time. While this strategy worked as planned for a few years, registration for both sports began to increase each season as the town's population increased. With experienced staff, the workload was heavier but manageable. Neighboring communities noticed and continued to ask how we managed with such high participation numbers and a single Athletics Program Coordinator; our answer was simple— "we just make it happen."

In 2022 there were over 800 participants per spring (baseball/softball and soccer) and fall (baseball/softball, soccer, and flag football) seasons plus another 400 in the winter (basketball) for a total of over 2,000 participants. This is an increase of about 500 players compared to pre-pandemic seasons. This means each of the spring and fall seasons have between 75-80 teams (200+ coaches and assistant coaches) and the winter season has 40 teams (80 coaches and assistant coaches). Annually, that's about 200 teams that must be coordinated—taking registrations, filling coaching positions, finding sponsors, conducting evaluations so teams are drafted in as balanced a manner as possible, scheduling practices with limited field space, and the other time-consuming tasks that go along with successfully providing athletic programs to our residents.



Years 2020-2021 had COVID-19 program restrictions. Spring 2023 has over 800 participants, so we are on track for 2,000+ participants this year without changes.

Staff is recommending two options for exploration:

- 1) Add a second Athletics Program Coordinator position and continue with existing program offerings.
- 2) Continue with a single Athletics Program Coordinator and reduce program offerings, scaling down the workload to a sustainable level.

Option 1: With two Athletics Program Coordinators the current workload can be divided in half while still offering our residents everything they have come to expect from Rolesville Parks & Recreation. We can still serve 2000+ participants while giving each FTE a sustainable workload.

Option 2: Scales back the offerings to one program type per season. Instead of choosing between soccer and baseball/softball for the spring, soccer will be omitted. Instead of continuing our newly added NFL flag football program or offering baseball/softball in the fall, participants will be limited to soccer only. Basketball will be unaffected. The decrease in offerings per season (and therefore participants per season) will also reduce the number of teams (40 teams per spring and fall season, 40 teams in the winter—a total of 120 annually) each season and therefore reduce the time spent coordinating the players, coaches, practices, and other essentials of a successful athletics program. A maximum of 1300-1400 participants is still enough for the teams to play in town and not have to travel. It also allows a single Athletics Program Coordinator to continue serving the public while maintaining a reasonable workload.

	Option 1 (2 FTE Athletics)		Option 2 (1 FTE Athletics)	
Season	Sports	2022 Numbers	Sports	Proposed Numbers MAX
Spring	Baseball/Softball, Soccer	800+	Baseball/Softball	400-475
Fall	Baseball/Softball, Soccer, Flag Football	800+	Soccer	400-500
Winter	Basketball	400	Basketball	400
Totals		2000+		1375

Director: JG Ferguson

Athletic Program Coordinator:

Special Event Coordinator: Kristen Stafford

Cultural Program Coordinator: Allison Fehlman

Project & Facilities Coordinator: Eddie Henderson



Athletic Programs Update

- **2023 Spring Athletic Numbers (as of 3/1/23):**

Sport	Residents	Non-Residents	Total
Baseball	161(47%)	185(53%)	346
Softball	51(54%)	43(46%)	94
Soccer	192(52%)	179(48%)	371
TOTAL	404 (50%)	407(50%)	811

- **Upcoming:**

- Youth baseball/softball began February 28th.
- Youth soccer begins March 7th.

Special Events Update

• Facility & Shelter Rentals (February 2023)

Space	Residents	Non-Residents	Total Rentals	Gross Profit
Community Center	-	1	1	\$270
Shelter A	-	1	1	\$50
Shelter B	-	2	2	\$100
Shelter C	-	-	-	\$0
Shelter D	-	-	-	\$0
Gazebo	-	-	-	\$0
Amphitheater	-	-	-	\$0
Redford Place Park Shelter	-	-	-	\$0
TOTAL	0 (0%)	4 (100%)	4	\$420

• February 2023 Events

Events	Date/Time	Residents	Non-Residents	Attendance
Blood Drive	Friday, February 10 th 12:30 am – 4 pm	N/A	N/A	28 people 29 Units
TOTAL ATTENDANCE		0(100%)	0 (0%)	

• 2023 Special Event Sponsors

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

• Upcoming



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
- **Litter Sweep**
 - April 15th
- **Music at Mill Bridge**
 - April 15th
- **Movies at the Middle**
 - April 21st
- **Music at Mill Bridge**
 - April 29th



May 2023

- **Litter Sweep**
 - May 6th
- **Mother's Day Craft**
 - May 9th
- **Music at Mill Bridge**
 - May 16th
- **Unity In The Community**
 - May 20th
- **Music at Mill Bridge**
 - May 27th
- **Memorial Mile**
 - May 29th

Cultural Programs Update

- Enrollment (programs beginning February 2023):**

Program	Residents	Non-Residents	Total
Basic Balance TOTS Session 02	5	3	8
Dance 4 TOTS I Session 02	4	4	8
Dance 4 TOTS II Session 02	4	8	12
Hip Hop Tots Session 02	4	3	7
Introduction 2 Ballet Session 02	1	4	5
Fitness Yoga Session 02	5	1	6
BINGO 02/08/2023	4	6	10
BINGO 02/22/2023	4	4	8
TOTAL	31 (48%)	33 (52%)	64
Waitlist			
Dance 4 Tots I Session 01	1	3	4
TOTAL	1 (25%)	3 (75%)	4

- 2023 Summer Camp Registration**

Summer Camp	Residents	Non-Residents	Total	Waitlist
Week 1	24	0	24	34
Week 2	24	0	24	38
Week 3	24	0	24	34
Week 4	24	0	24	16
Week 5	24	0	24	38
Week 6	24	0	24	33
Week 7	24	0	24	33
Week 8	24	0	24	22
Week 9	12	0	12	21
TOTAL	204 (100%)	0 (0%)	204	269

- Upcoming Offerings in March 2023:**

- BINGO
- Zumba
- Painting with Pizzazz
- School's Out(side)!
- Beginner Stained Glass
- Art FUNdamentals Session 02
- Adult Still Life Drawing Session 02
- Clean Water Story Time Walk

Project & Facilities Updates

- 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 in January.