



**Agenda**  
**Parks & Recreation Advisory Board**  
**April 26, 2023**  
**7:00 PM**

**Rolesville Town Hall**

---

<i><b>Item</b></i>	<i><b>Agenda Topic</b></i>
1.	Call to order and welcome.
2.	Approve the minutes of March 22, 2023 Parks & Recreation Advisory Board meeting
3.	Old Business
4.	New Business
	a. Plan Review - Tom's Creek
	b. Plan Review - Parker Ridge
5.	Report from Parks & Recreation Director
6.	Committee Reports
	a. OSAG Committee
7.	Other Business
8.	Adjourn



## **Agenda**

### **Parks & Recreation Advisory Board**

### **March 22, 2023**

### **7:00 PM**

**Present:** Mary Ka Powers, Chair  
Aaron Gauger, Member  
Judy Siwy, Member  
Dick Armant, Member  
Paul Vilga, Mayor Pro Tem  
Kelly Arnold, Town Manager  
JG Ferguson, Parks & Recreation Director  
Eddie Henderson, Project & Facilities Coordinator  
Katie Pearce, Customer Care Specialist

---

<b><i>Item</i></b>	<b><i>Agenda Topic</i></b>
1.	<b>Call to order and welcome</b> – Chair Mary Ka Powers called the meeting to order at 7pm.
2.	<b>Approve the minutes of February 22, 2023 Parks &amp; Recreation Advisory Board meeting</b> – moved by Chair Powers, hearing no objections the minutes were approved as written.
3.	<b><u>Old Business</u></b> <ul style="list-style-type: none"><li>a. <b>PARAB Officers-Secretary</b> – Town staff member Katie Pearce introduced as secretary for meetings. Judy Siwy volunteered to fill role of backup secretary when needed. Motion to appoint Judy Siwy backup secretary made by Dick Armant and seconded by Aaron Gauger. Motion carried by unanimous vote.</li><li>b. <b>Non-Agenda Item: Visitor</b> – Resident Jerry Mangum in attendance, addressed the board and expressed interest in forming Veteran's group. Also interested in being more active in the community. Advised to contact Town Clerk Robin Peyton and Commissioner Dan Alston for further involvement.</li><li>c. <b>CIP 2024-2029</b> – Staff referenced CIP presentation covered in last meeting. Wants to give board opportunity to thoroughly review projects and rank in order of priority to provide guidance. Since two members are missing this meeting, CIP will be revisited in April.</li></ul>
4.	<b><u>New Business</u></b> <ul style="list-style-type: none"><li>a. <b>Trail Art Selection</b> – Staff presented submissions to Trail Art program for consideration and selection. Refreshed board on the Trail Art program; program is daily in June with 2-3 pieces of art placed on trails for finding by the public. Projects were: ceramic snakes, ceramic birds, ceramic mushrooms, &amp; painted stones. All</li></ul>

projects fall between \$1000-\$1300 for total payment to artist. Discussion of the pros and cons of each piece between board. Motion to select ceramic birds made by Judy Siwy, seconded by Dick Armant. Motion carried by unanimous vote.

- b. **Plan Review: Woodlief Assemblage** – Staff presented property near Rolesville x Fowler Road intersection. Adopted greenway and bike plans show side path and bike lanes, current developer concept plan excludes these. Staff recommend requesting developer include the side path and bike lane in plans. Motion to request developer revise concept plan to include bike lanes on Rolesville and Fowler Roads and side path on Fowler Road made by Aaron Gauger, seconded by Dick Armant. Motion carried by unanimous vote.
- c. **Plan Review: Hills at Harris Creek** – Staff presented property bordering Mitchell Mill Road running along powerline. Staff recommend adding east to west greenway connection and north to south greenway connection along powerline. Current developer concept plan excludes greenways. Mayor Pro Tem Vilga suggests asking developer to view Austin Creek linear park for reference and inspiration. Motion to request developer revise and resubmit concept plan to be consistent with board and staff comments made during last submission cycle and adopted bike and greenway plans made by Aaron Gauger and seconded by Judy Siwy. Motion carried by unanimous vote.
- d. **Plan Review: 6000 Rogers Road** – Staff presented property at corner of Granite Falls Boulevard and Rogers Road. Bike lanes and side path excluded from current developer concept plan. Staff recommend requesting developer include bike lane along Rogers Road and side path along Granite Falls Boulevard. Motion to request developer revise concept plan to include side path along Granite Falls Boulevard and bike lane along Rogers Road so it is consistent with adopted bicycle and greenway plans made by Aaron Gauger and seconded by Judy Siwy. Motion carried by unanimous vote.
- e. **FY 23-24 Parks & Recreation Position Requests** – Staff shared that an additional Athletics Program Coordinator position was requested for FY23-24. Staff provided figures comparing Rolesville to national medians and local peers, information about athletics program growth, and workload for Athletics Program Coordinator. Requested additional Athletics Program Coordinator position has been denied for FY23-24. Staff presented the option of reducing offerings by 50% via restricting different sports to different seasons to create a sustainable workload for single athletics FTE. Pros and cons of option discussed at length. Concerns about impact on public expressed. Kelly Arnold summarized the needs of different departments in the organization and shared desire to balance the wants and needs of all. Board ultimately supports reducing athletics offerings per season to create sustainable workload for single athletics FTE until there is funding for an additional athletics FTE, valuing quality of programs over quantity, and hoping to boost staff retention for that position.

5. **Report from Parks & Recreation Director**

- Reviewed information shared in FYI packet (Ting platinum sponsor, upcoming special events, Earth Day pollinator garden installation mentioned by Mayor Pro Tem Vilga, cultural program participation figures, facility repairs and improvements, 811 athletics participants registered this spring)
- Working with NC DOT to get second entrance to The Farm, planning to have more information for April meeting
- Kelly Arnold added commentary
  - Available funds for scholarship program support
  - Ground broken on public works facility
  - Funding has been requested through Congresswoman Ross' office for improvements to Main Street Park, optimistic about chances

6. **Committee Reports**

- a. **OSAG Committee** – No report. Staff will work to advertise for new members for this committee this month.

7. **Other Business**

- Chair Powers mentioned advisory board member appreciation dinner April 20<sup>th</sup>
- Judy Siwy asked about Chandler's Ridge greenway and what plans there are to connect it; staff responded the greenway will eventually connect to The Farm but collaboration with the county and HOA is required to complete it

8. **Adjourn** – Hearing no objections Chair Powers adjourned the meeting at 9:01pm.



## Memorandum

**To:** Parks and Recreation Advisory Board  
**CC:** JG Ferguson  
**From:** Eddie Henderson  
**Date:** 4/19/23  
**Re:** MA 21-10 – Pearce Farm – Formerly Known as Tom's Creek

This application is for a residential subdivision project called Pearce Farm, formerly known as Tom's Creek, being proposed by property Owner POGE LLC and ESNE LLC. The request is to annex the property into Town of Rolesville corporate limits, and rezone the property from the current Residential Low Density (RL) District to the Residential Medium Density base District/ Conditional District (RM-CZ) to develop a residential subdivision of single-family detached dwelling units at an overall maximum density of 2.7 dwelling units per acre (approximately 600 dwelling units), and including public streets and utilities, private amenities, public greenways and a public park site. The proposal includes a written list of proposed Conditions of Approval and a Concept Plan drawing.

**Staff Comments:** While the proposed greenways do not exactly match the location as shown in the Town's Greenway Plan, staff is pleased to see the extensive proposed greenway locations shown in the concept plan. For the greenway, staff would only recommend the addition of a section of greenway and side path to provide connectivity to Burlington Mills Road, which would be consistent with the Town's Greenway Plan.

Staff would also recommend the addition of bike lanes on Burlington Mills Road and a side path along Forestville Road to be consistent with the Town's Bike and Greenway plans.

**Suggested Motion:** I make a recommendation to revise the concept plan to include the bike lanes on Burlington Mills Road and the side path on Forestville Road and the new collector road and an additional section of greenway that connects to Burlington Mills Road so that the concept plan is consistent with both the adopted Bike and Greenway Plans.

Links:

[Project Page](#)

[Plans](#)

[Town of Rolesville Greenway Plan](#)

[Town of Rolesville Bike Plan](#)

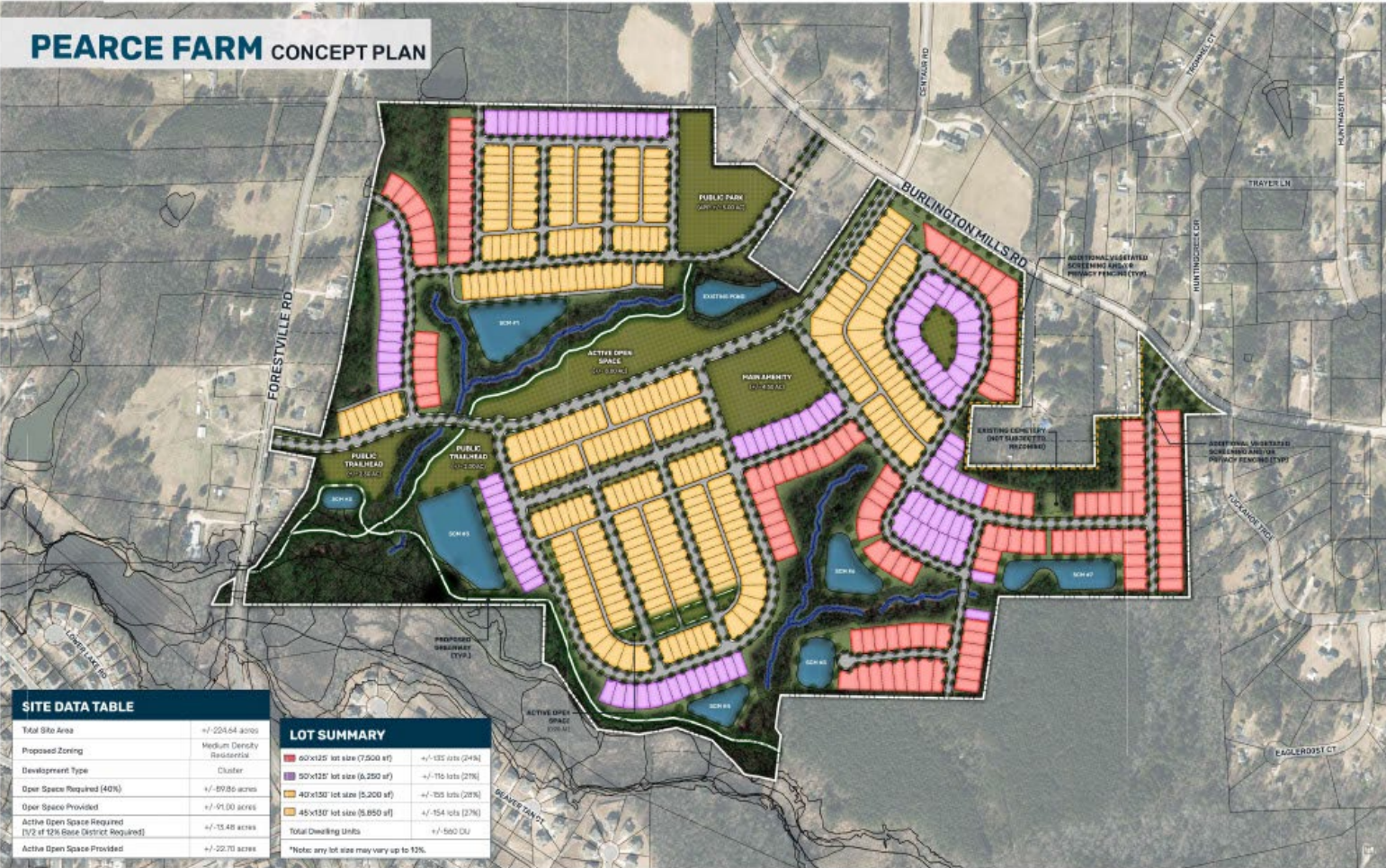
[Full LDO](#)

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









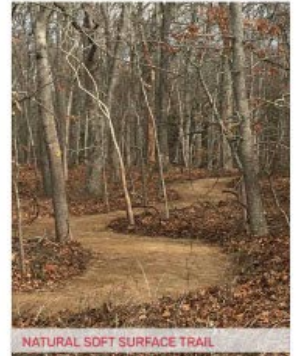
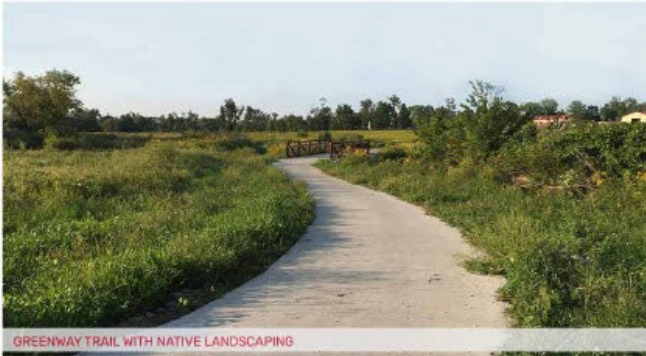
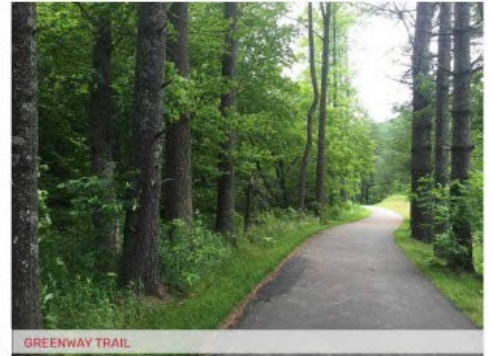


**PEARCE FARM** ACTIVE OPEN SPACE





## PEARCE FARM PASSIVE OPEN SPACE - GREENWAYS + SOFT TRAILS



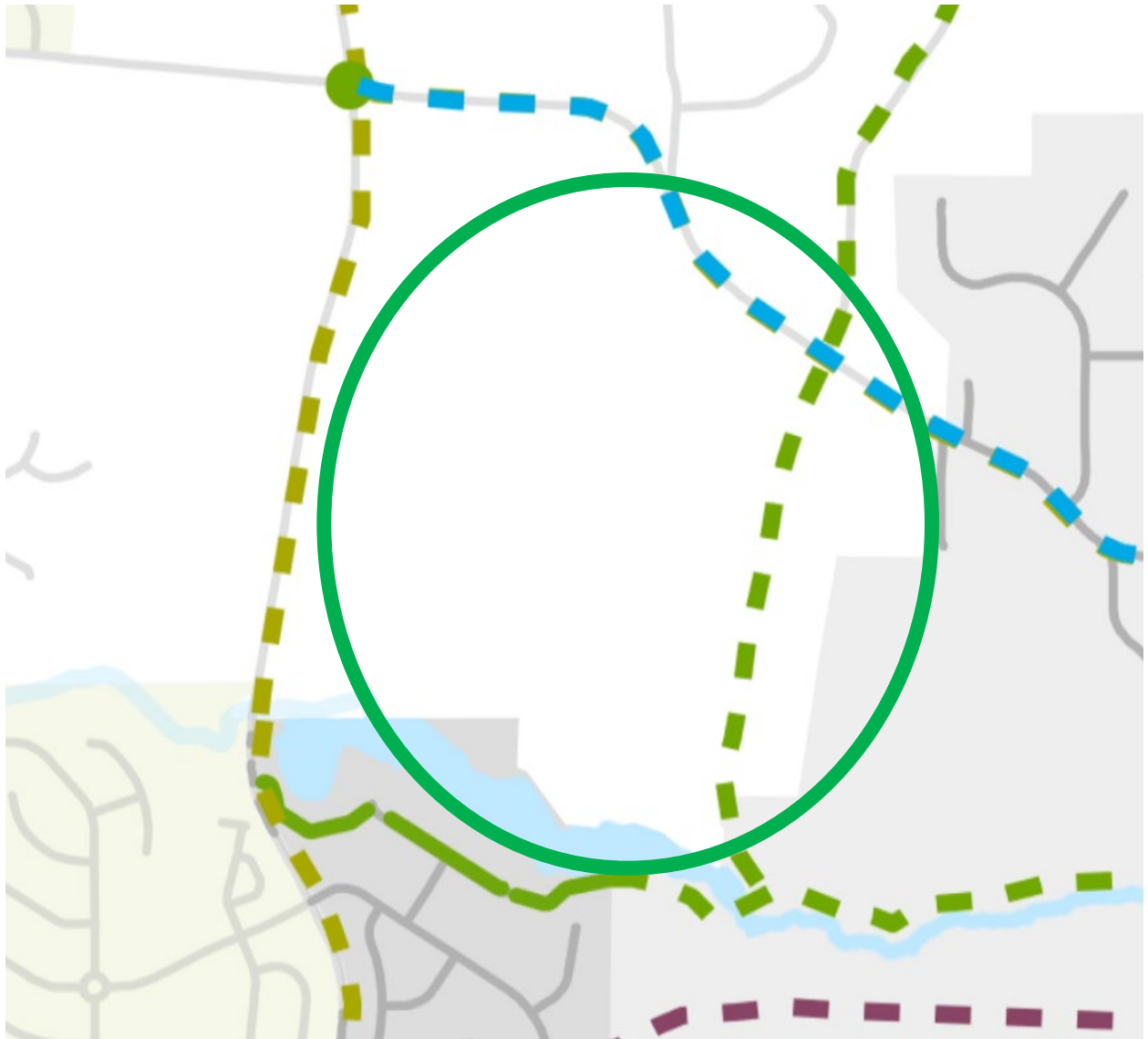
PEARCE FARM PASSIVE OPEN SPACE - PONDS + NATIVE PLANTS



NATIVE POLLINATOR PLANT SPECIES

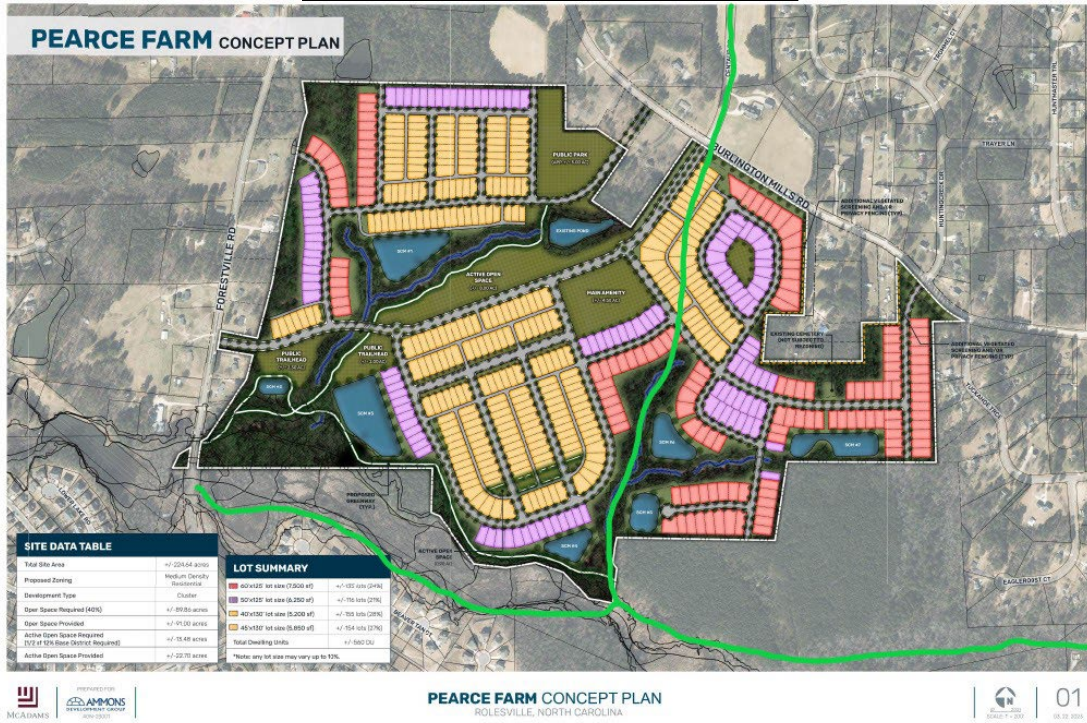


NATIVE POLLINATOR SPECIES AND SIGNAGE





## Greenway Location from Plan



## Proposed Greenway Locations Highlighted



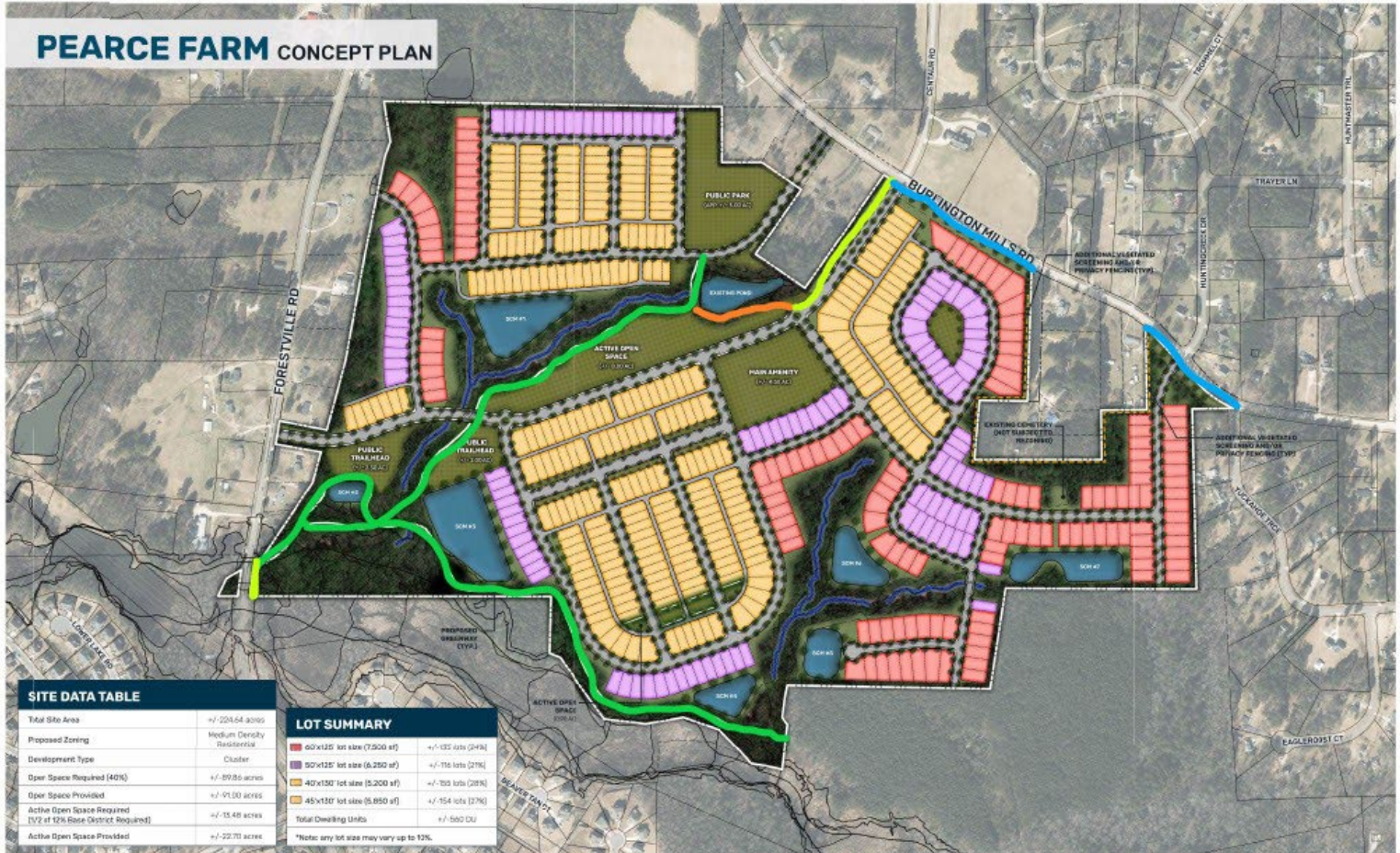


## Proposed Additions:

Orange – Add greenway section to meet Greenway Plan

Blue – Add bike lanes to meet Bike Plan

Lime Green – Add side path to meet Greenway Plan









## Memorandum

**To:** Parks and Recreation Advisory Board  
**CC:** JG Ferguson  
**From:** Eddie Henderson  
**Date:** 4/21/23  
**Re:** PSP 23-02 Parker Ridge

This application is for a residential subdivision project called Parker Ridge, which is a proposed residential subdivision to consist of up to 162 single-family detached lots/homes and 114 single-family attached lots (townhomes) across approximately 88.5 acres. This development is adjacent to two Town owned properties (Redford Place Park and the future site of the Town Campus) and is bisected by Redford Place Drive. The plan also shows the donation of a 1.5-acre parcel across the street from Redford Place Park that could be developed into an expansion of the park.

### Staff Comments:

The proposed preliminary subdivision plat shows a greenway network on both sides of Redford Place Drive which mostly follows our greenway plan. There are certain sections that need some adjustment to be more consistent with our plan:

The greenway that runs along to the north side of the pond needs to cross Long Melford Drive on the north side of Street H and be a side path that continues to property line. This is for connectivity to the future Town Campus.

It would be better if the greenway that runs along behind Field A instead runs along the street (Redford Place Drive) and as a side path. This side path needs to continue along all of Redford Place Drive from the entrance of Redford Place Park all the way to the entrance of Villages of Rolesville as per our Greenway Plan.

Staff would prefer that the proposed greenway through the park land to be donated does not run through the center of the parcel, bisecting it. Instead, staff would prefer that the greenway run out to the road, where it converts to a side path that runs along this park land's road frontage.

Staff would also prefer that the greenway stub in between houses that leads to Redford Place Park is private and not public. Staff instead recommends that the side path that needs to go on Street H runs along the north side of Long Melford Drive and converts to a greenway that runs in through the open space between lots 175 and 176 to connect to Redford Place Park.

Staff also noticed that the greenway on the east side of the development does not continue to the property line. The developers likely stopped the greenway short of the property line due to the wetlands in this area. Since it would not make sense to install a partial boardwalk in this area, staff would recommend that the land in this area is to be dedicated as a future public

greenway easement and that the Town accepts a fee in lieu for the boardwalk that will need to be installed in this location at a future date.

Lastly, in the Town's Bike plan, the striping of a bike boulevard is shown in the roundabout on Redford Place Drive. The plan should be revised to show this as well.

**Suggested Motion:** I make a recommendation to revise the preliminary plat to include all the comments stated above so that the preliminary plat is consistent with both the adopted Bike and Greenway Plans.

Links:

[Project Page](#)

[Plans](#)

[Town of Rolesville Greenway Plan](#)

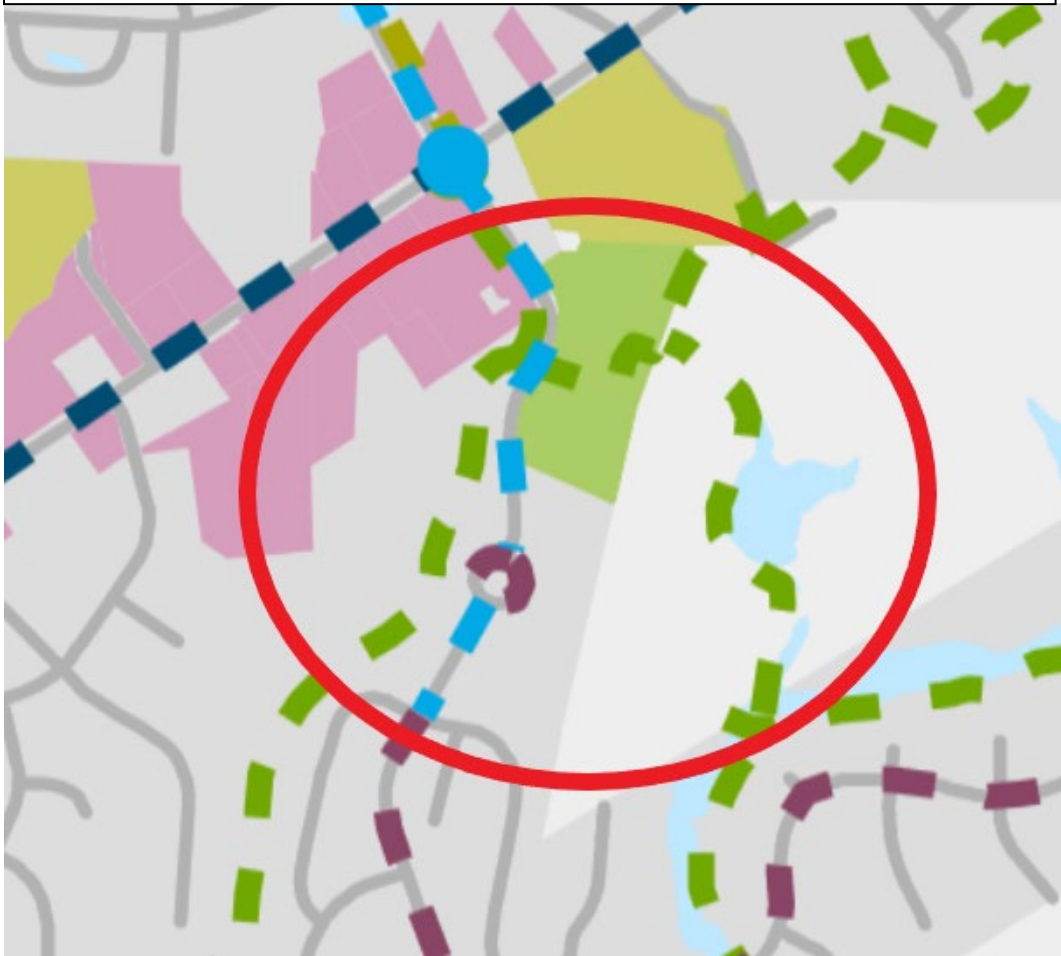
[Town of Rolesville Bike Plan](#)

[Full LDO](#)

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

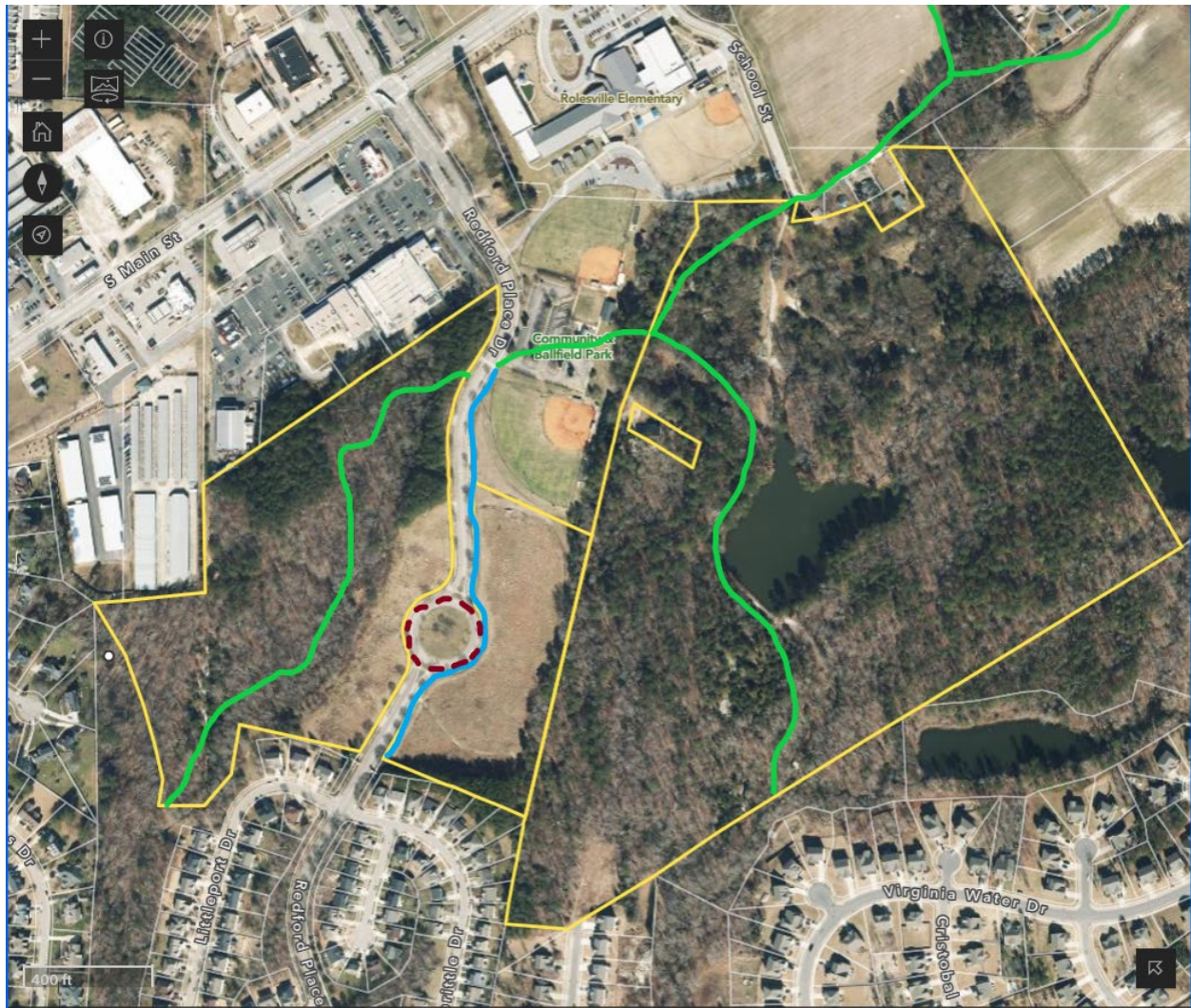


**Map of Area from Greenway Plan**



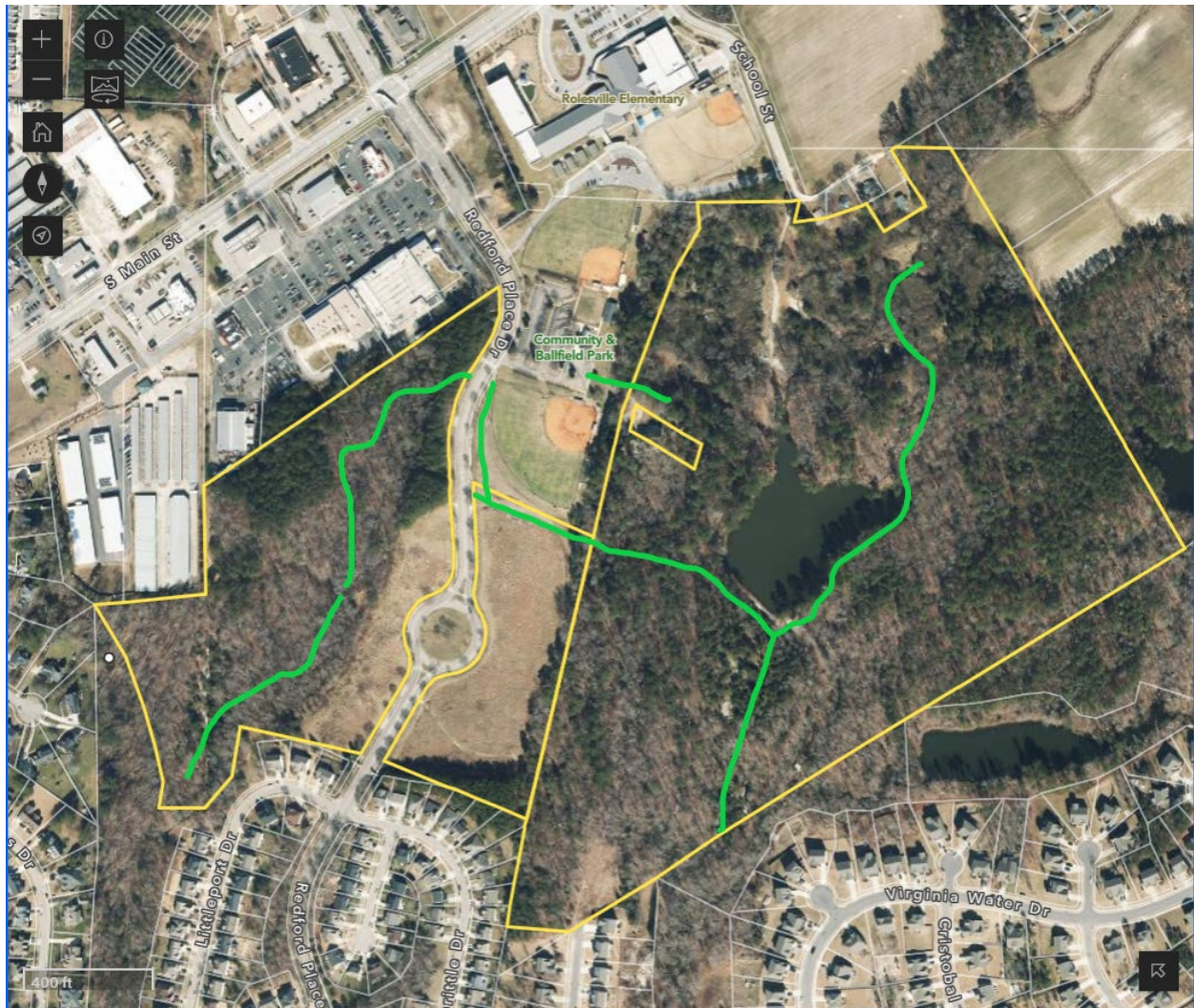


Map of Area from Showing Recommended Greenways from Plan





**Map of Area from Showing Current Proposed Greenways**



## Plan of Area from Showing Current Proposed Greenways





## Plan of Area from Showing Staff Recommended Additions:

Blue line – sidepath

Yellow line – additional/rerouted sections of greenway

Maroon line – Bicycle Boulevard

Red Circle – Where greenway/boardwalk needs to continue

Red Xs – where greenway no longer needs to be





**Director:** JG Ferguson

**Athletic Program Coordinator:** David Eichel

**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
<b>TOTAL</b>	<b>404 (50%)</b>	<b>407(50%)</b>	<b>811</b>

- **Upcoming:**

- Youth baseball/softball games begin April 15<sup>th</sup>.
- Youth soccer games begin April 17<sup>th</sup>.

# Special Events Update

## • Facility & Shelter Rentals (March 2023)

Space	Residents	Non-Residents	Total Rentals	Gross Profit
Community Center	1	0	1	\$360
Shelter A	4	4	8	\$445
Shelter B	2	5	7	\$325
Shelter C	0	3	3	\$155
Shelter D	1	0	1	\$90
Gazebo		-	-	\$0
Amphitheater	-	-	-	\$0
Redford Place Park Shelter	-	-	-	\$0
<b>TOTAL</b>	<b>8 (40%)</b>	<b>12 (60%)</b>	<b>20</b>	<b>\$1,375</b>

## • March 2023 Events

Events	Date/Time	Residents	Non-Residents	Attendance
Movies at the Middle	Friday, March 10 <sup>th</sup> 7:00 pm	Cancelled Due to Weather		
Arbor Day	Saturday, March 18 <sup>th</sup> 11:00 am-3:00 pm	About 25 people, 100 Trees giving out		
Shred Event	Tuesday, March 28 <sup>th</sup> 12:00 PM - 4:00 PM	128 Cars & 8000 lbs of Paper		
<b>TOTAL ATTENDANCE</b>		-	-	<b>153</b>

## • 2023 Special Event Sponsors

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

## • Upcoming



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



June 2023

- **Trail Art**
  - All Month
- **Music at Mill Bridge**
  - June 3rd
- **Blood Drive**
  - June 9th
- **Juneteenth**
  - June 11th
- **Father's Day Cards**
  - June 13th

# Cultural Programs Update

- Enrollment (programs beginning March 2023):**

Program	Residents	Non-Residents	Total
Beginner Stained Glass	1	4	5
Zumba Bundle 01	6	3	9
Zumba Drop-In (3/1-3/29)	20	0	20
Zumba Bundle 02	3	3	6
Clean Water Story Time Walk	5	0	5
School's Out(side)!	5	4	9
BINGO 03/08/2023	1	4	5
BINGO 03/22/2023	2	1	3
<b>TOTAL</b>	<b>43 (69%)</b>	<b>19 (31%)</b>	<b>62</b>

- 2023 Summer Camp Registration**

Summer Camp	Residents	Non-Residents	Total	Waitlist
Week 1	24	0	24	44
Week 2	24	0	24	48
Week 3	24	0	24	44
Week 4	24	0	24	21
Week 5	24	0	24	49
Week 6	24	0	24	41
Week 7	24	0	24	39
Week 8	24	0	24	36
Week 9	12	0	12	31
<b>TOTAL</b>	<b>204 (100%)</b>	<b>0 (0%)</b>	<b>204</b>	<b>353</b>

- Upcoming Offerings in April 2023:**

- BINGO
- Zumba Session 03
- Zumba Drop-in
- Painting with Pizzazz
- School's Out(side): Sky's the Limit
- Strong as a Mama Yoga
- Krav Maga Self-Defense
- Basic Balance Tots
- Hip Hop Tots
- Dance 4 Tots I & II
- Introduction 2 Ballet



## Project & Facilities Updates

---

- A new roof was installed on the concession stand and picnic shelter at Redford Place Park
- Work to lower the “lip” or berm between infield and outfield on Fields A and B was completed. The rest of the infield work will take place in June/July.
- Coordinated with Public Works to order and install new swings for both playgrounds at Main Street Park. Another piece of playground equipment was repaired as well.
- Coordinated with Public Works to order and mulch Main Street Park, the playgrounds at Main Street Park, Redford Place Park and Mill Bridge Nature Park.
- Staff took a course and exam to become a Certified Playground Safety Inspector. The Town now has someone to complete playground inspections in house and will be working on a new playground safety program.
- The Town acquired a new work order software and staff has worked with Public Works to transfer information into the new system to track current and past requests. This should help staff to keep better records and be more efficient moving forward.
- Continued to coordinate pollinator garden planting at Town Hall, which is scheduled for April 22<sup>nd</sup>.
- Hired company to come out and service HVAC systems at Redford Place Park and Main Street Park
- Hired a company to fix leaks in water line at Redford Place Park Concession Stand
- Hired a company to fix roof leak in community center storage closet
- Continued working with McAdams to complete the 100% construction documents for the entrances for the Farm Park. The final approval of the two entrances will happen in the May control access committee meeting.