



Agenda
Parks & Recreation Advisory Board
February 24, 2021
7:00 PM

Please note due to capacity and COVID-19 social distancing restrictions, this meeting is being held and available for viewing via Zoom. <https://us02web.zoom.us/j/85951604945>

<i>Item</i>	<i>Agenda Topic</i>
1.	Call to order and welcome.
2.	Approve the minutes of January 27, 2021 Parks & Recreation Advisory Board meeting
3.	Old Business
4.	New Business
	a. Farm 30% CD update
	b. OSAG Plan Update
	c. Bond Process
	d. Commercial Use of Park Property
5.	Reports from Parks & Recreation Director
	a. Facilities update
	b. Program updates
	c. Special Event updates
6.	Committee Report
	a. OSAG Committee
	b. Facility Naming and Identity Committee
7.	Other Business
8.	Adjourn

Rolesville Parks and Recreation Advisory Board Meeting
Via Zoom
Unapproved Minutes
January 27, 2021

1. CALL TO ORDER – CHAIR

At 7:01 p.m., January 27, 2021, Terry Ratliff, Chair, called the meeting to order.

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

Attending tonight's meeting online were JG Ferguson, Parks and Recreation Director; Paul Vilga, Town Board; members Terry Ratliff, Chair; Mary Ka Powers; student member Abby Armistead; Rhiannon Gschwend, Secretary; Julie Spriggs, Town Planning Department; Kristen Stafford, Parks and Rec; Kevin Mazur; Derek Versteegen and Nathan Babcock were absent.

2. APPROVAL OF MINUTES

A motion was made by K. Mazur and seconded by M. Powers to approve the minutes for the December 16, 2020 meeting as submitted. Hearing no objections, the Chair moved to approve the minutes.

3. OLD BUSINESS

Land Development Ordinance – Julie Spriggs, Planning

Julie Spriggs with the Town Planning Department gave an update on the Land Development Ordinance (LDO). This is a 460-page document that she and others will likely be working on until April. The LDO appears on the Town's website (under Planning) and there is a joint session on February 26th to discuss it with other key stakeholders. JG acknowledged Julie's dedication and hours of work geared toward the adoption of this ordinance and encouraged PARAB members to view the document and give feedback. Julie says the goal is to have an enforceable code for our town adopted by the state deadline of July 1st.

Julie reports that the plan is for the greenways to go in when the infrastructure is put in. A primary goal of the LDO is to define commonly used phrases like "trails", "greenways" and "sidewalks", basing much of the context on the outcome of the OSAG committee report(s). Additionally, this document provides the opportunity for the standardization of sidewalks, bicycles, air pumps, etc. If the Town decides to 'beef up' the Tree Ordinance, this might be the document to house that information – or perhaps it should go in the UDO? JG and Julie recommend this committee for guiding some of these decisions.

Julie asked PARAB members to assist by reviewing the document and checking that text is easy to read, as well as graphs, charts, etc. If any edits are needed to specific

sections or if any topics aren't covered that should be, she would also like that input. Further, a PARAB member suggested that the Rolesville Garden Club might need to appear in the LDO, particularly as the document addresses public/open spaces in section 6.3.1.2. "Open Spaces".

Arbor Day Celebration

Commissioner Vilga expressed his desire to celebrate Arbor Day as we have done in the past via planting of seedlings/saplings. He also suggested that the Tree Ordinance could be housed under the regular town code along with other topics such as animals, noise, zoning, etc. Due to Covid, this year's event will likely have to be smaller in scale.

***The 2021 PARAB Meeting dates will occur on the 4th Wednesday of each month at 7pm. The November and December meetings will be held on the 17th and 15th, respectively. These dates were agreed upon by Board members.**

Commercial Use of Parks - Kristen Stafford, Parks and Recreation

Kristen Stafford of Parks and Recreation discussed her recent work on the commercial use of park property via a Power Point Presentation. Her information provided a definition of "commercial use", for example, professional photographers who may utilize park spaces or for fitness professionals who want to teach private classes. She presented to the PARAB a breakdown of proposed annual permit fees for commercial use of parks, to help offset the added costs of maintenance for the Town. The PARAB Chair asked about month-to-month permits and R. Gschwend suggested quarterly permit fees to provide options for users who would not utilize an annual permit, or for whom the annual fee would be cost prohibitive. Kristen did research on how local towns and cities handle permits and found that Raleigh is the only city that charges a commercial photography fee of \$100, for professional photography only.

4. NEW BUSINESS

a. Frasier Farm Site – 30% Update

- JG met yesterday with representation from the Lumpkin family to discuss creating additional access to the site via HWY 96 (with US 401 being the primary access). The discussions were positive, and they were very receptive to the idea, and as a result, a permanent easement will eventually be guaranteed via HWY 96. There will be a temporary easement first, and the Town requested additional surveying.

JG reports that well and septic will be used on site at the Farm. There simply will be no capacity for installing or linking into a public sewer system.

Derek asked if JG intends to talk with the Lumpkin family about extending the greenway to access Buffalo Creek – to bring the greenway all the way out to the entrance of the park. Derek recommended JG/PARAB discussing an easement with the Lumpkins for this purpose.

b. Cultural and Special Event Programming

- There was no business to report, as Covid-19 continues to impact events.
- c. *OSAG Committee Report*
- JG said the McAdams proposal was selected to finalize the contract in a couple of weeks. The bike/pedestrian open space and greenways will overlap to save the town money. There is also a DOT grant opportunity for developing biking/pedestrian trails, so the Town could have two separate plans working together at the same time.

5. REPORTS FROM THE PARKS & RECREATION DIRECTOR

a. Facilities Update

- JG says there is a holding pattern due to Covid-19. Not much has changed – not much to report until we see the pandemic lift.
- The Town is deciding what to do with the building on W. Young St. Now it is being used for dance and art classes.
- Summer camp registration starts next week. The building will eventually be lost to the Cobblestone development.
- There will be an RFQ established to help design the Community Center at Cobblestone.
- There are no winter rentals due to Covid.

b. Programming Update

- Kristen reports there are 6-week sessions of dance classes being held from February through April. Art classes start in February. There is a stress and wellbeing class that starts in February.
- Garritt at Parks and Rec says athletics registration now has 430-450 kids signed up – numbers are down a bit due to Covid.

c. Special Events

- JG says these events are on hold through 7/1. But for Easter, the Town is considering a scavenger hunt or a “bunny hop” through town like what we did with Santa at Christmas. There are currently no plans for the Egg Rush or spring concerts.
- Terry asked about a wait list for summer camps and Kristen reports that there is one. They are currently only enrolling 12 kids at a time.

6. COMMITTEE REPORTS

a. OSAG

- Derek was absent tonight. No update given.

7. Other Business

- *Facility Naming and Identity Committee*
Mary Ka Powers had nothing to report at this time.
- JG says the budget for the town is due February 10th to Kelly Arnold, Town Manager. JG doesn't anticipate any big changes for this year.

- The Town will be asking to changing lights at the ball field and painting a mural at the bathrooms on Main St. at the park.
- There is a blood drive next Friday. This is the second one the Town has hosted during the pandemic.
- JG says the PARAB needs to talk to elected officials about getting a bond on the ballot for November. McAdams (Cobblestone developers) can help with providing justification or rationale for bond amount. They can offer support with their data. This would be a Parks and Recreation bond, and those generally carry well with voters. JG says it's important that the PARAB become advocates for this type of thing, as it is within the scope and purview of this Board. Commissioner Vilga agreed with JG.
- A motion was made by the PARAB Chair and seconded by R. Gschwend to propose a bond referendum for the November ballot. JG performed a "role call" vote to hear all committee members' "aye" or "nay" on this issue. All members unanimously voted to recommend a bond referendum to elected officials.
- M. Powers suggested that the Town post park permits/events on social media sites such as Facebook.

8. ADJOURNMENT

Hearing no objections and no further discussion, the Chair adjourned the meeting at 8:33 p.m.