



Agenda
Parks & Recreation Advisory Board
June 28, 2023
7:00 PM

Rolesville Town Hall

<i>Item</i>	<i>Agenda Topic</i>
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| 1. | Call to order and welcome. |
| 2. | Approve the minutes of April 26, 2023 Parks & Recreation Advisory Board meeting |
| 3. | Old Business <ul style="list-style-type: none">a. Parks and Recreation Personnel Update by Interim Parks and Recreation Director Eric Marsh<ul style="list-style-type: none">i. Recreation Coordinator – Khryстина Whiteii. Athletic Coordinator Positions openingsiii. Parks and Recreation Director openingb. NCFC MOU to coordinate Fall Rolesville Soccerc. The Farm Entrance Projectd. 4th of July |
| 4. | New Business <ul style="list-style-type: none">a. Plan Review – 201 South Main (Scarborough Apartments – memo attached)b. Naming of Greenway Network located on Averette Road (memo attached)c. Outdoor Museum Station (memo attached)d. Perry Farms Greenway Connection |
| 5. | Other Business |
| 6. | Adjourn |



Agenda

Parks & Recreation Advisory Board

April 26, 2023

7:00 PM

Present: Mary Ka Powers, Chair
Aaron Gauger, Member
Judy Siwy, Member
Dick Armant, Member
Kevin Mazur, 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
Mike Elabarger, Senior Planner

Item ***Agenda Topic***

1. **Call to order and welcome** – Chair Mary Ka Powers called the meeting to order at 7pm.
2. **Approve the minutes of March 22, 2023 Parks & Recreation Advisory Board meeting** – moved by Chair Powers, hearing no objections the minutes were approved as written.
3. **Old Business**
 - a. **None**
4. **New Business**
 - a. **Plan Review: Pearce Farm (fka Tom's Creek)-** Drew Ammons (Ammons Development Group or ADG) presented site plan for 224-acre development and highlighted there is 40% open space, 22 acres of those are active open space. Conceptual plan shows greenway following south side of property and another reaching to northeast part of property. Shared examples of two trail heads (roughly 2.5 acres each) being considered. Suggested incorporation of local history and/or Veteran's memorial. Staff shared history concerning land and the possibility of creating a community park between land owned by RRFD and Pearce Farm. ADG intends to allocate 5 acres unencumbered to Town to help facilitate this. Staff indicated this development comes before Town Board at next meeting (5/2) and reviewed development application history. Staff shared how Town's adopted Greenway Plan differs slightly from the current site plan for Pearce Farm with a recommended greenway (that ultimately connects to Mill Bridge Nature Park) coming out across from Centaur Road and the inclusion of a bicycle path on Burlington Mills Road. Staff expanded on ADG's intent to donate acreage to the Town for a park in this development

as this side of town does not have any park land at this time. ADG indicates between 20-30 acres may ultimately be public park land in the development. Board indicated excitement about amount of greenspace included in this development and asked for clarification on who would be responsible for maintenance of the different portions; staff clarified there is typically a developer agreement to help with maintenance as Town is understaffed. ADG asked about potential credits towards recreation fees if greenways are built—per staff if the greenway is already on the Greenway Plan there is no credit offered and it is the responsibility of the developer to build. ADG also plans to include soft trails to act as connectors. Motion 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 made by Judith Siwy seconded by Dick Armant. Motion carried by unanimous vote.

- b. **Plan Review: Parker Ridge-** Staff shared map of Parker Ridge and highlighted 1.5-acre lot developer intends to donate to Town near Redford Place Park. Some bike paths, side paths, and greenways are included on map but are inconsistent with adopted Greenway and Bicycle Plan and, in some cases, dead end and/or cut across properties that have undetermined use at this time. Discussion of accepting fee in lieu for boardwalk at southeastern corner of property. Sidewalk on eastern side of Redford Place Drive near roundabout continuing toward Redford Place Park would be converted to multiuse side path. PCI indicates restriping on this road in the next few years, this may be a good time to add bike lanes. Motion to request developer revise the preliminary plat so that the preliminary plat is consistent with both the adopted Bike and Greenway Plans made by Kevin Mazur seconded by Dick Armant. Motion carried by unanimous vote.

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

- a. Highlighted information included in FYI packet.

6. **Committee Reports**

- a. **OSAG Committee** – Chair Mary Ka Powers asked if the committee still needs to be active. Has not met consistently since pre-COVID-19. Staff indicated OSAG provides more community input for greenways and allows another set of eyes to review plans. Kelly shared that two additional planning staff members have been proposed in the FY23-24 budget and greenway review may be encompassed in their duties while working closely with a parks & recreation staff member. Discussion of how volunteer applicants for OSAG could potentially be utilized elsewhere for similar work. Chair Mary Ka Powers ultimately wants to utilize applicants after review by other board members for OSAG, understanding that their roles may change over time.

7. **Other Business**

- a. Staff indicated Memorial Donation Policy and Naming Policy may need some additional attention over the summer.
- b. Board members that were unable to attend Advisory Board Appreciation Dinner last week received their small gifts from the Town Board.
- c. Allison (Cultural Program Coordinator) is resigning effective this Friday 4/28. Able to help part time during transition until another person is hired.
- d. JG shared with the board his resignation effective 5/12 to pursue another opportunity. Expressed his gratitude to PARAB for their dedication and passion. Chair Mary Ka Powers and the rest of the board thanked JG for his work and commended his accomplishments.

8. **Adjourn** – Hearing no objections Chair Powers adjourned the meeting at 8:16 pm.



Memorandum

To: Parks and Recreation Advisory Board
CC: Eric Marsh, Kelly Arnold
From: Eddie Henderson
Date: 6/21/23
Re: REZ-23-05 - Scarboro Apartments

This application is a Rezoning Map Amendment with a proposal to construct 240 multi-family dwelling units and rezone from the Residential Low (RL) District to the Town Center (TC) as a Conditional Zoning (CZ) District. This application includes the proposed Conditions of Approval and a Concept Plan.

Staff Comments:

The concept plan for this development does not show any greenway going through the site. However, the Town's Greenway Plan shows a greenway running along the east side of the property and connecting to the sidewalk on Main Street. Staff's recommendation is to add a greenway or sidepath that runs along the east side of the property and connects to Main Street.

Suggested Motion: I make a recommendation to revise the concept plan to make the addition of the greenway 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](#)

Property Lines



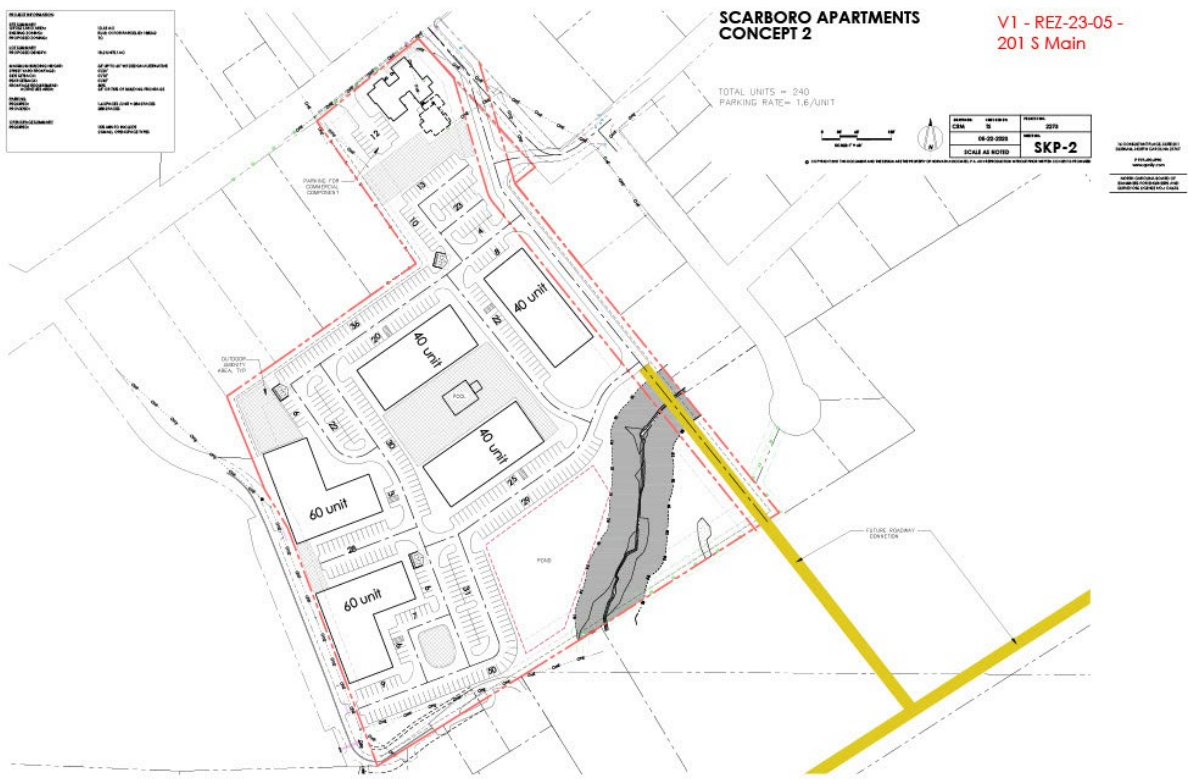
Map of Area from Greenway Plan



Map of Area from Showing Recommended Greenways from Plan



<p>Concept Plan of Area</p>



[illegible]



Memorandum

To: Parks and Recreation Advisory Board
CC: Eric Marsh, Kelly Arnold
From: Eddie Henderson
Date: 6/21/23
Re: Name Greenway

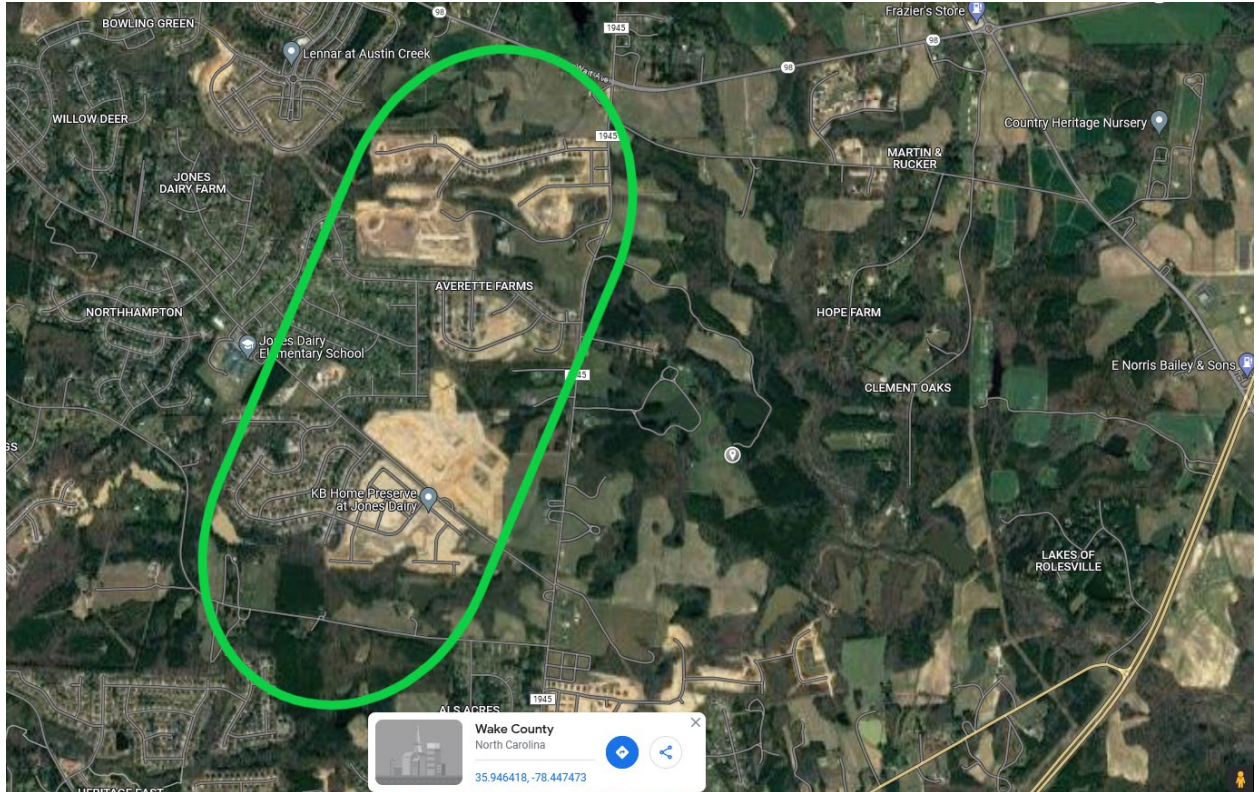
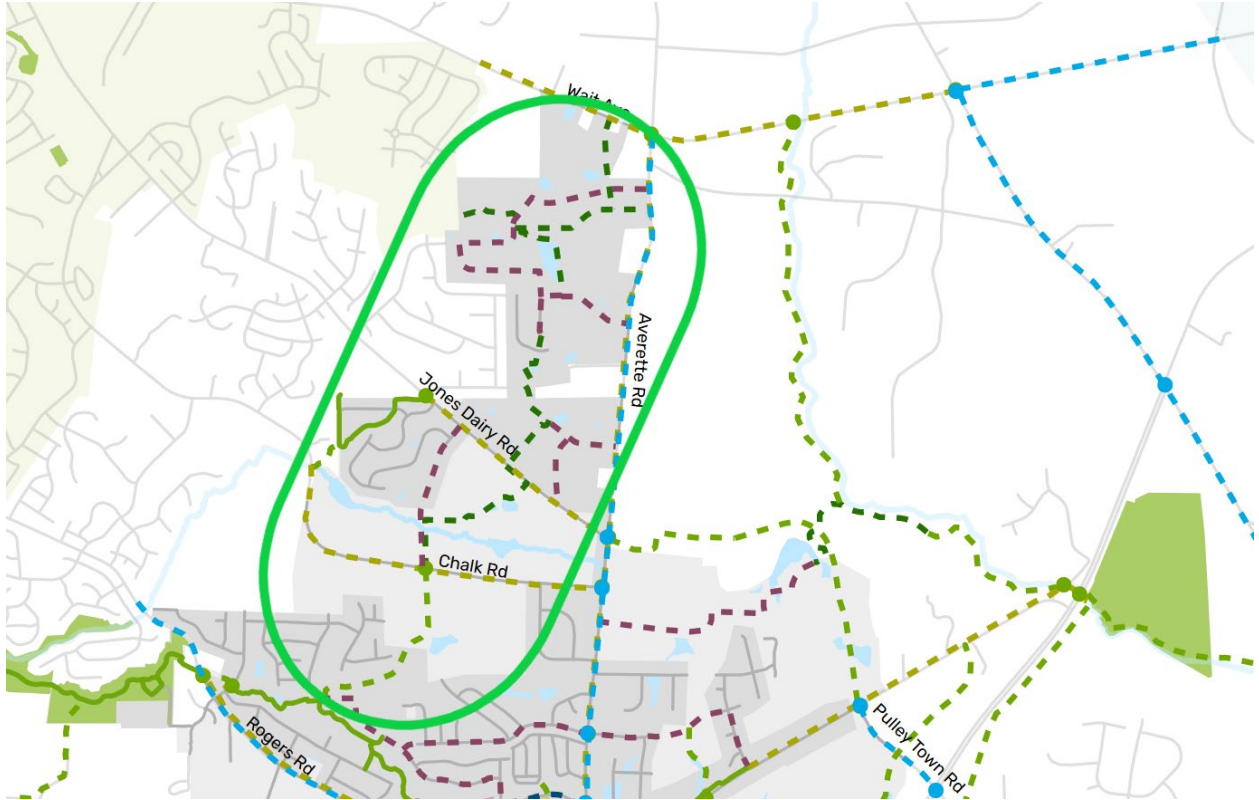
There are sections of the Rolesville greenway network that run parallel to Averette Road that are either already constructed or are currently under construction. This greenway, however, does not currently have a name. It runs through the following developments: Preserve at Jones Dairy South, Preserve at Jones Dairy Central, Preserve at Jones Dairy North and Perry Farms. The developer at Perry Farms will soon install signage for their section of greenway and the Town needs to decide on a name for this section of greenway for the sign installation and also for this section of greenway itself.

Normally greenways are named after the creeks that they follow, but this greenway does not follow a creek. Greenways are often also named after the roads that they either connect to or run alongside, so a possibility is that this greenway is named the Averette Road Greenway.

Another possibility which was brought up in our April 2023 meeting is to name this greenway after Terry Marcellin-Little for all the work that she has done with Rolesville's greenways over the years. Both of these possibilities are supported by the Town of Rolesville Policy for Naming Publicly Owned Properties & Dedicating Public Streets, Parks, Greenways, and Buildings policy that PARAB worked on last year and was adopted earlier this year:

- Priority should be given to names carrying geographical, historical or cultural significance to the area in which the property is located or to the Town of Rolesville as a whole.
- Property may be named after an Individual when the individual has a historical association with the property, the area in which it is located in the Town of Rolesville as a whole, or where the individual played a leadership role in the Town of Rolesville, such as through distinguished service in the military, law enforcement, firefighting, education, public service, or other service. Quality of contribution in these areas may be considered along with length of service.

The policy also states that a new name for a Town facility shall require a majority vote of the Rolesville PARAB members present and also a final vote by the Town Commissioners.



Date: 06/14/2022

Policy for Naming Publicly Owned Properties & Dedicating Public Streets, Parks, Greenways, and Buildings

Purpose - The Rolesville Parks and Recreation Advisory Board (Rolesville PRAB) believes that the naming of public property such as buildings, parks, streets, and greenways is a matter of great importance and deserves careful and deliberate consideration. Rolesville PRAB, therefore, request this policy to establish a systematic and consistent methodology for the naming of Town-owned property and dedication of public parks, greenways, and streets.

Applicability - This policy shall apply to all Rolesville owned property subject to the care, custody and control of the Town of Rolesville, or their designated authorities. Such property is comprised of all the real estate, public streets, buildings, parks, and greenways owned by the Town of Rolesville.

Policy - When considering the naming of any public property or portion thereof or the dedication of any public street, building, park, or greenway, the Rolesville PRAB may consider the following guidelines:

- Priority should be given to names carrying geographical, historical or cultural significance to the area in which the property is located or to the Town of Rolesville as a whole.
- Property may be named after an Individual when the individual has a historical association with the property, the area in which it is located in the Town of Rolesville as a whole, or where the individual played a leadership role in the Town of Rolesville, such as through distinguished service in the military, law enforcement, firefighting, education, public service, or other service. Quality of contribution in these areas may be considered along with length of service.
- Property may be named after an individual or organization that has made significant financial or civic contributions to the Town of Rolesville, or has made a direct financial grant to the Town of Rolesville for purposes of developing a particular property. Priority will be placed on historical association.

- Names should be chosen in a manner that avoids duplication, confusing similarity or Inappropriateness.
- Suggestions for the naming of any of any public property or portion thereof may come to the Rolesville PRAB from any Town of Rolesville Department Director or official, or any member of the public. Any proposal request from the public or otherwise, can be brought forward to the Rolesville PRAB, as is the normal process for placing items on the agenda.

Prior to voting on a name, the Rolesville PRAB may solicit the advice of surrounding property owners, residents, affected parties, other Town officials or anyone else that the Rolesville PRAB believes can contribute meaningful input.

The suggested naming of any property or portions thereof shall require a majority vote of the Rolesville PRAB members present. This request will then be sent to the Town Commissioners for review and a vote.

For the dedication of public streets, parks, or greenways to individuals, the following guidelines also apply:

1. Eligible streets Include Rolesville-maintained streets with a minimum length of 0.5 mile and a maximum length of 1.5 miles.
2. Example of appropriate Sign Wording for an individual: "Jane Doe Memorial Street" or "Jane Doe Memorial Bridge". A Person's title can be added when appropriate – for example, Police Officer title, Firefighter title, Military title, Educational Title, Religious title, or other occupational or earned title.
3. Funding for any signs would be provided by the Town of Rolesville.

This policy is only a guide, and nothing herein shall be construed so as to limit the Rolesville PRAB authority to use its discretion based on the facts and circumstances surrounding a particular Issue.

This policy may be amended or rescinded by the Rolesville PRAB by majority vote.



Memorandum

To: Parks and Recreation Advisory Board
CC: Eric Marsh, Kelly Arnold
From: Eddie Henderson
Date: 6/21/23
Re: First Outdoor Museum Station

The Outdoor Museum Program was approved in August of 2022 as an addendum of the Rolesville Greenway Plan. The Rolesville Outdoor Museum (ROM) is a collection of outdoor sites located throughout the Town of Rolesville that highlight specific artistic, archeological, and geological points of interest. Using the Town's public greenway network, the Outdoor Museum is easy to access, provides a unique opportunity for a variety of recreation programming, and creates a connection between the user and the history of the Town.

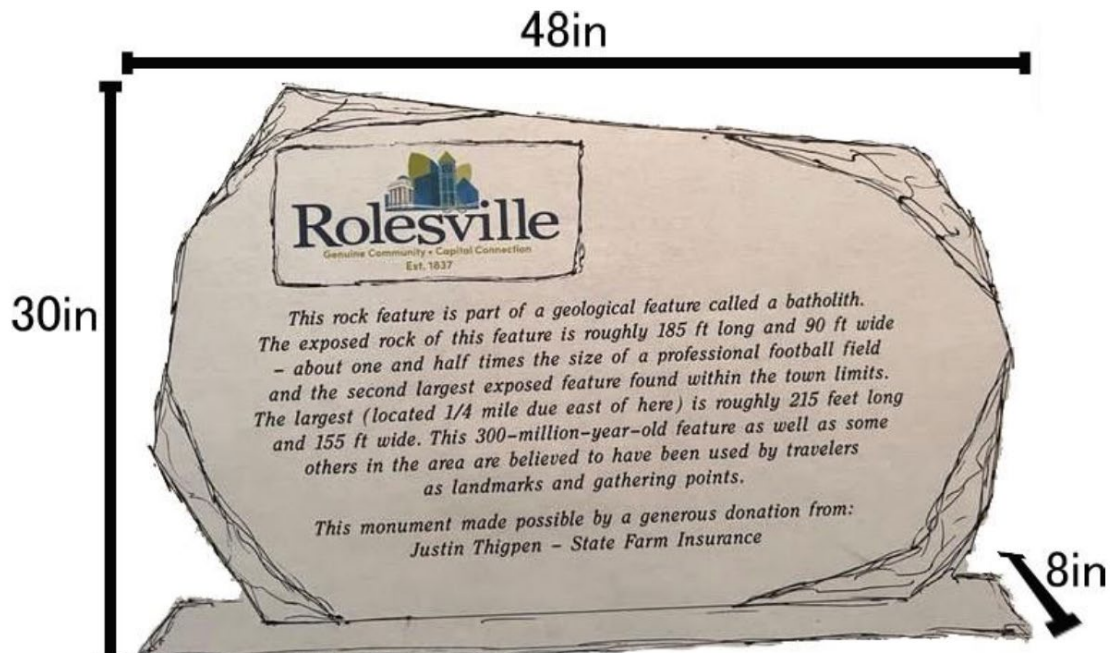
In the adopted 2023-24 Budget, the Town Board has funded installing the first Outdoor Museum station this coming fiscal year. Staff recommends that the first location is at one of the rock formations Main Street Park, due to the popularity of these park features and the amount of attention they get. It is proposed that the Outdoor Museum station at this location will include a concrete pad, a bench a bike rack and a stone monument explaining the significance of the rock formations in the park and Rolesville.

The intent of funding this first project is to:

- Initiate the Outdoor Museum program
- Show an example for future museum locations
- Promote the program which would include allowing future museums to be constructed by donations

Staff seeks PARAB's input about initiating this project at this location, the amenities, and the design.





E. ROLESVILLE OUTDOOR MUSEUM PLAN

June 3, 2022

Town of Rolesville
Parks and Recreation Advisory Board

Open Space and Greenway Committee

Derek Versteegen (Chair), Terry Marcellin-Little, Lou Sellett, Betsy Wall, Mark Hayek, Vann Holland
Reviewed by Eddie Henderson – Project and Facilities Coordinator - Town of Rolesville Parks and Recreation

Rolesville's Outdoor Museum

Purpose Statement

The Rolesville Outdoor Museum (ROM) is a collection of outdoor sites located throughout the Town of Rolesville that highlight specific artistic, archeological, and geological points of interest. Using the Town's public greenway network, the Outdoor Museum is easy to access, provides a unique opportunity for a variety of recreation programming, and creates a connection between the user and the history of the town.

Outdoor Museum Elements (OME)

Historical Artifact

As an Outdoor Museum Element, a historic artifact is defined as "an object made by a human being with some cultural or historical interest." The piece can range from a coin to a cowbell or a button from a Civil War jacket. Alternatively, property owners can submit a historical narrative of their property. The Historic Rolesville Society serves as the primary source for determining what locations qualify for the designation of this type.

Geological Feature

A geological feature as an Outdoor Museum Element is "any natural feature that has not been disturbed and has some local significance or is simply an impressive natural occurrence to be preserved and treasured." The most common features in the area are small waterfalls or large granite outcroppings that are part of the Rolesville Diorite Batholith. Members of the Open Space and Greenway Committee will identify these and determine which qualify for the designation of this type.

Outdoor Art

A sculpture or any form of outdoor art available for public display can be defined as an Outdoor Museum Element. The piece can be temporary, on loan, or ideally a permanent asset of the town. Members of the Open Space and Greenway Committee will identify locations where geological and historical features are not present and therefore warrant the consideration of this type of designation.

Outdoor Museum Station (OMS)

The Outdoor Museum Station is a designated area on or near the location of an Outdoor Museum Element. Visitors can rest, explore, and/or learn more about the

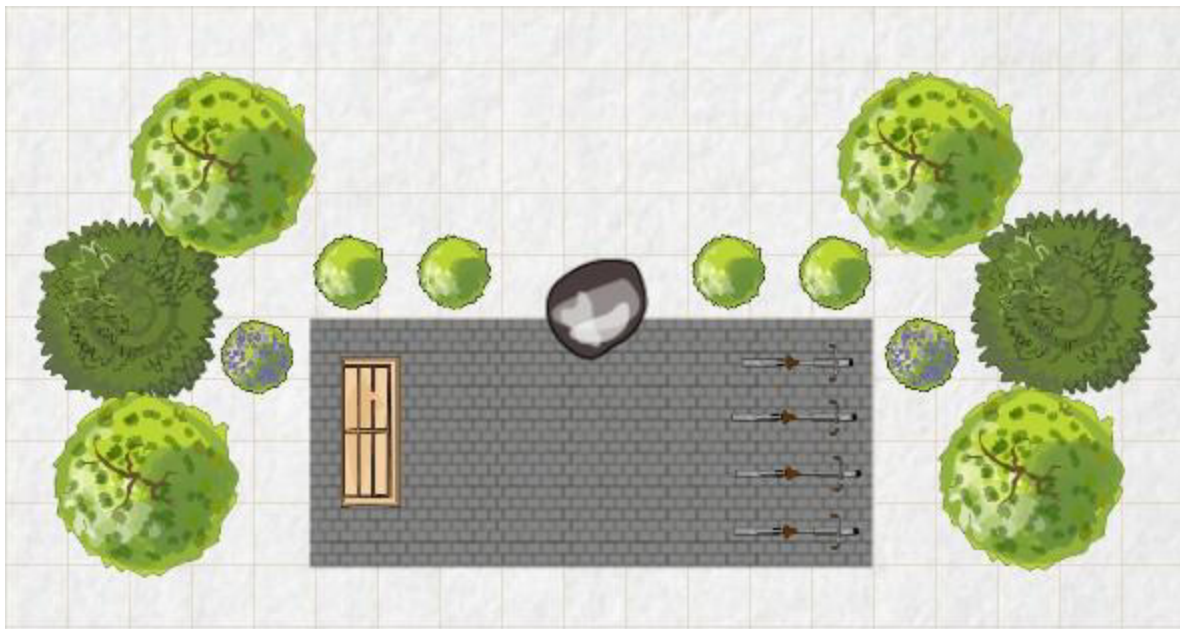
significance of the site by reading the Outdoor Museum Monument. Outdoor Museum Stations are found along soft surface or hard surface trails and the presentation of content differs slightly between the three types. Stations take up about 50 square feet of space each.

Soft Surface

Contains a plaque with a picture and/or description detailing the relevance of the location, such as a historical relic, geological feature, or outdoor art piece. The plaque is located at or very near the point of interest, for example in the woods or an open field, and will be accessible by a natural trail.

Hard Surface

A hard landscaped site serves as a trailhead to a soft trail or can be a station itself. Whether it is a trailhead or its own site, each has an Outdoor Museum Monument installed containing a description of the relevance of the location. The trailhead will outline features found on the natural trail, have a bench, provide a bike rack, and in some cases even provide a remote bike repair station.



Outdoor Museum Monument (OMM)

The sections below illustrate an example of what might be written/engraved at one of any Outdoor Museum Stations

Granite Rock

This rock is part of a geological feature called a batholith - a large mass of intrusive igneous rock. The Town of Rolesville happens to be situated on top of one of the largest bodies of granite in the southern Appalachian region. The Rolesville Diorite Batholith, as it is officially

named, measures about 15 miles wide by 50 miles long and occupies the eastern third of Wake County. Although much of it is buried just underneath the surface, there are several examples of rock that are exposed as seen here. The exposed rock of this feature is roughly 185 ft long and 90 ft wide - about one and a half times the size of a professional football field and the second largest exposed feature found within the town limits. The largest (located 1/4-mile due east of here) is roughly 215 feet long and 155 ft wide. This 300-million-year-old feature as well as some others in the area are believed to have been used by travelers as landmarks and gathering points.

Family Farm

The Tucker-Wilkens subdivision, where this Outdoor Museum Station is located, was built in 2022 on 25.5 acres of two adjoining lots purchased by the Scarboro family in 1947 and 1951. Prior to the Scarboro family's purchase, the Hopkins and Duke families owned the land. In fact, Duke's Crossroads (the intersection of Rolesville Road and Mitchell Mill Road) is named after the Duke family. The farmland primarily produced tobacco, soy beans, and cotton as well as the family's vegetable garden.

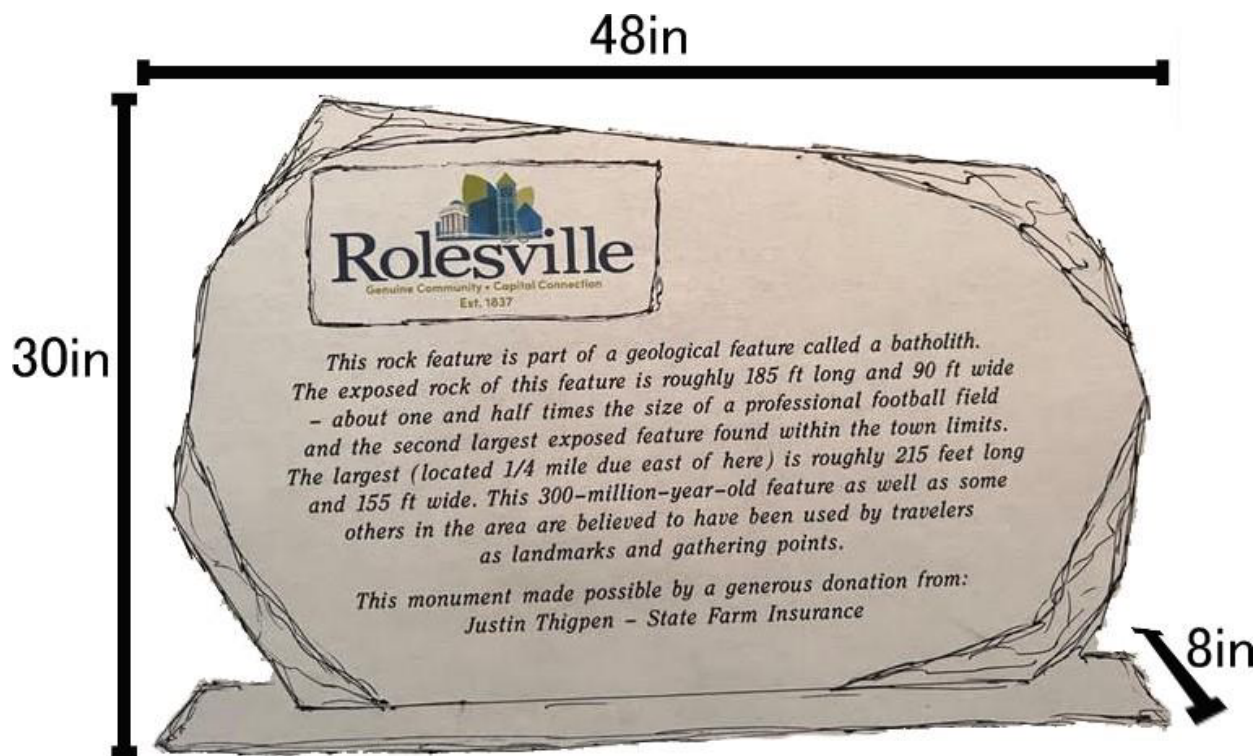
Discovered Artifact

Near this site, several late 1800s and early 1900s artifacts from downtown Rolesville were found! Of particular interest is a "V" nickel, wheat penny, and ornate, silver washed-copper artifacts. At present, it is believed that the silver plate artifact was from a saddle embellishment. The melted glass observed and noted in the area was likely from when the Town of Rolesville burned down in the early 1900s.

Sculpture

Joan Miró's Lunar Bird resembles ancient votive sculptures and reflects the artist's interest in the cosmos, as illustrated by its moon-shaped face and arms reaching toward the sky. A figure in the early 20th-century surrealist art movement, Miró saw art as a way for the subconscious mind to express itself.

This is an example of a stone monument structure located at an Outdoor Museum Station:



The option shows the monument structure on the base foundation. The town logo will be in color as an inset porcelain piece.

Outdoor Museum Station Identification (OMSI)

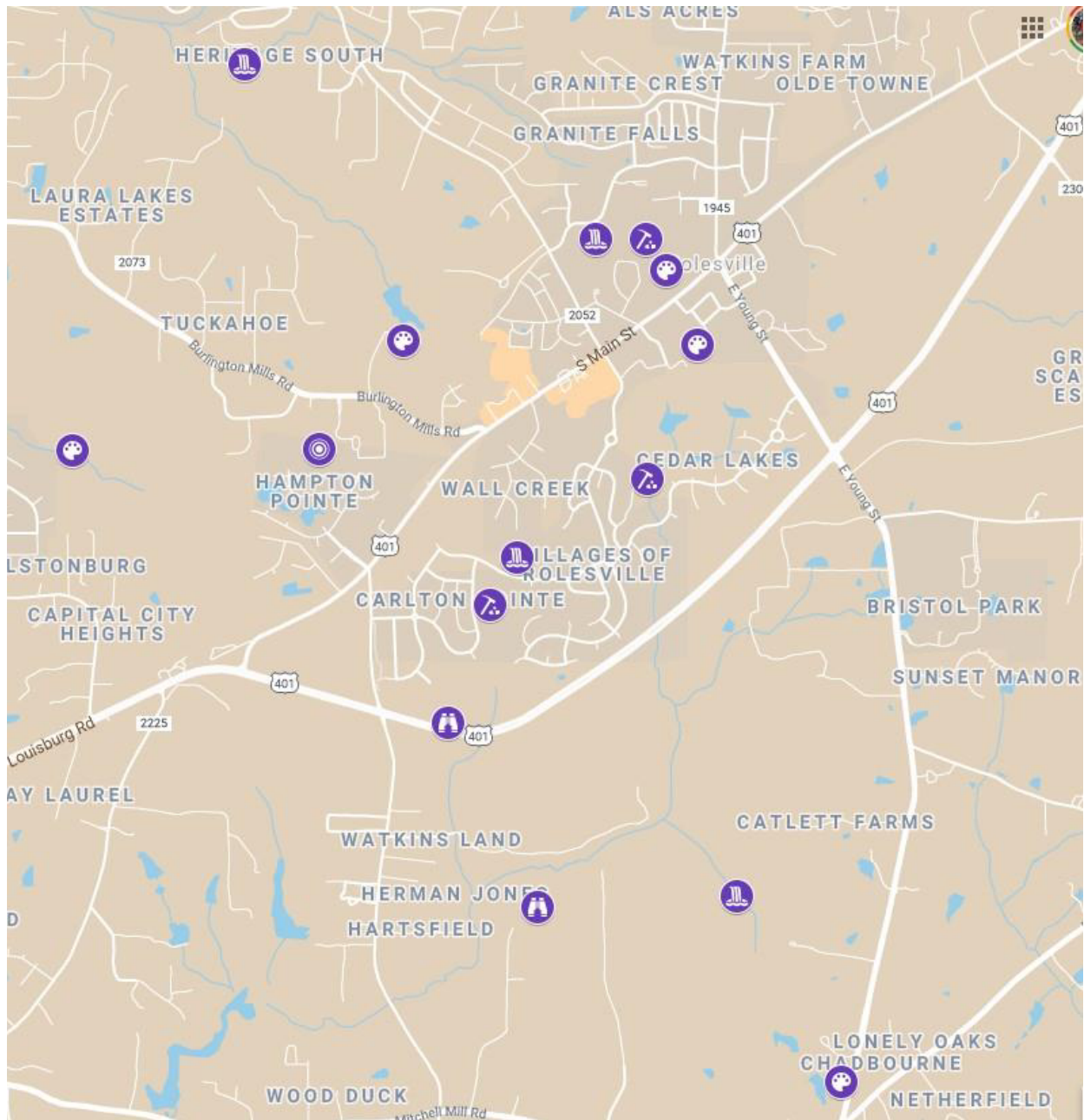
An identification system is used to keep track of the various Outdoor Museum Stations. Each station is identified with a serial number, i.e. OMS-001. The town will record this information in a database and be used in a variety of ways - to report damage or vandalism, to help locate lost individuals, to inventory assets built in association with the respective Outdoor Museum Station (i.e. sponsorships), and any unforeseen items or issues. Each station will have a QR code linking to the town (or Historic Rolesville Society) website where details on that station and the rest of the Outdoor Museum can be reviewed.

Proposed Sites

This following list describes the first few sites that can be installed once the proposal is adopted. Additional sites along approved but not yet built greenway paths are also detailed below.

- 1) Granite Outcropping in Main Street Park (near the Cobblestone Village reroute)
- 2) Waterfalls in Mill Bridge Nature Preserve (near the Boy Scout bench)
- 3) Granite Outcropping in Carlton Point (at the concrete rock crossing)

- 4) Outdoor Art at Cobblestone Apartments (at the fork, stub out to the library)
- 5) Outdoor Art at the Wilkins/Tucker trailhead (property monument)
- 6) Waterfalls in the Kalas Falls development
- 7) Pollinator Pond (retention pond Elizabeth Springs and Preserve at Jones Dairy North)
- 8) Late 19th Century Chimney (Wallbrook Development Roudabout)
- 9) Native American Artifacts (West of Rolesville Middle School - Tom's Creek)



Selection Process

The Open Space and Greenway Committee continually evaluates the various opportunities for Outdoor Museum Stations as a recurring agenda item for meetings. New locations are identified, evaluated, and planned accordingly.

As new development applications are submitted to the town, the Open Space and Greenway Committee works with the developer to determine the type and location of an Outdoor Museum Station when one is already planned for the location or if there are other justifications for a site to be considered on the property.

For unidentified sites, a public application can be submitted to the Open Space and Greenway Committee to evaluate the location, significance, and funding source.

All site applications are initially reviewed by the Open Space and Greenway Committee. Once all qualifications are met, the Open Space and Greenway Committee presents the application to the Parks and Recreation Advisory Board. If the PARAB approves the application, it will be forwarded as a recommendation for the Town Commissioners to vote on.

Funding

Each Outdoor Museum Station will be funded by donations to the Town in accordance with the Town of Rolesville Memorial and Donation Policy. This donation will cover the cost of the hardscaped trail head, park bench, bike rack, monument footer (all installed to provided specifications) and the stone monument itself (installed by Wake Monument Company). For outdoor art pieces, stipends or a purchase price are negotiated separately.

Maintenance of the sites are funded and provided by the Town of Rolesville through the Parks and Recreation Department budget.

All Outdoor Museum Stations are open to a one-time sponsorship which is aimed to cover the cost of the installation. The sponsor will have a single line message on the monument crediting the source for the donation.

At the time of this proposal, two private businesses and three developers have verbally committed to participating in this project.

Summary

As a great amount of effort and importance is being placed on the Town's greenway network and historic preservation efforts, the Outdoor Museum concept enhances that

system. The Outdoor Museum adds a great deal of value to the trail system and is a great preservation vehicle while it highlights a variety of features that are unique to the Town. The Outdoor Museum can be the first, real tourist attraction for the town. With our integrated greenway network, the Outdoor Museum will be one of the most exciting town features that so much can be built off of.

Disclaimer

The Rolesville Outdoor Museum is designed specifically to highlight the observations and discoveries of physical elements within the town. The Rolesville Outdoor Museum does NOT attempt to offer, intend to suggest, or imply any particular historical storyline or rhetoric, as some artifacts may be connected to or be viewed as outdated, biased, offensive, or divisive views and opinions. These materials are being preserved for their historical significance only.

Appendix

Contacts

The following individuals are included here as a point of reference for future use. These people play an integral role in bringing the Outdoor Museum Concept to fruition.

Dave Bartholomew
Wake Monument Company, Inc.
213 N. Main Street | Rolesville, NC 27571
(o) 919-556-3422 | (m) 919-749-8197 | indoordave@gmail.com

Michael Bailey
Historic Rolesville Society
P.O. Box 54 | Rolesville, NC 27571
919-616-5389 | historicrolesville@gmail.com

Jenn Hales
Public Art Coordinator, Raleigh Arts
City of Raleigh, Parks, Recreation and Cultural Resources Department
222 W Hargett St | Raleigh, NC 27601
919-656-8713 | jenn.hales@raleighnc.gov

Adam Walls, M.F.A. Professor
The University of North Carolina at Pembroke
Locklear Hall, 201 | 910.521.6217 | adam.walls@uncp.edu

Commitments

The following individuals/businesses have verbally committed to funding at least one outdoor museum station.

Justin Thigpen
State Farm Insurance

Jay Gilleece
American Engineering

Adam Brooke
Giant Wake Forest

Austin Williams
Crosland Southeast

Outdoor Art - Sculpture Submission from Adam Walls



On the left is an image of a sculpture I called Community. On the right is a sketch hinting at the look of a potential sculpture of similar design and intent.

The first is powder coated steel and stands roughly seven and a half feet tall, four and a half feet wide, and two feet deep. The wall thickness on the square tube, the spheres, and base are one eighth inch thick steel. Each steel tube is one and a half inch by one and a half inch.

The artist statement that accompanies the piece is as follows:

"We are all interconnected. The connections that bind each of us to others tend to make us stronger as a people, or rather as a community. The sculpture titled Community has a series of differently sized forms that are all interconnected to make each one stronger as a group."

This sculpture works well in the public realm, but I would like to propose a taller piece that would incorporate more interconnected pieces. This piece could stand ten to twelve feet in height and could be left as raw steel to give a rustic finish that might better denote the concept of permanence. Being unpainted would also make upkeep easier and would still last for many decades to come.

I believe that signage may be useful to those who want to stop and enjoy the sculpture. This signage could be separate from the piece or incorporated into the base. My name and title of the sculpture could appear on the signage, but I believe that more importantly, the intent could appear there.

"Connections that bind each of us together make us stronger as a community. We reach our greatest heights when we support one another."

