



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.