

Parks and Recreation Advisory Board

Meeting Minutes

Monday, August 18th, 2025

6:00 PM

Location: Zebulon Town Hall, 1003 N. Arendell Avenue, Zebulon, NC

Advisory Board Members Present:

Brandon Wiggins, Quinton Crosson-Taylor, Marcus Bennett, Garrett Underhill, Wendi Watson

Staff Present:

Sheila Long, Nick Rummage

1. Call to Order:

Brandon called the meeting to order at 6:09 PM.

2. Approval of Agenda

Motion to approve the agenda with the addition of a discussion on start time to New Business made by Brandon. Seconded by Marcus, approved unanimously.

1. Public Comment

No members of the public registered to speak.

2. Consent Agenda

Minutes Approved: July 21, 2025

Motion by Marcus, seconded by Wendi ; approved unanimously.

5. Old Business

A. Land Acquisition Update

Sheila Long and the Advisory Board engaged in discussion recapping land acquisition survey data. Sheila provided an overview of the criteria evaluation tool. Topics of discussion and consideration included:

- Support for this framework and transparency of the process
- Add an affordability criteria that considers price per acre.
- Underrepresented populations could mean something different to different people. Perhaps this could be redefined OR we focus on prior project funding for this area. Open to ideas.
- Note useability by percent of the property that is useable.
- Community Park: Offer more points for parcels 25+ acres.

B. Program Plan

Sheila provided a brief overview of the discussion regarding the program plan in July. Sheila reviewed the drafted section for the staff inventory and partnerships. Partnerships should help meet the goals of the master plan, should be fair, and should meet goals of both organizations. Discussion included:

- Partnerships have to be a good fit and not compromise quality
- Routine evaluation processes

- Prioritize local/Eastern Wake service providers

C. Gill Street Park Master Plan

Sheila provided an update with the Advisory Board about the Gill Street Park Master Plan. The Advisory Board engaged in the visual preference boards by placing dots.

6. New Business

A. Action Plan

The Advisory Board adopted the Action Plan by unanimous vote following a motion by Quinton and a second by Garrett.

B. Start Time

Brandon asked for consideration to change the regular meeting start time to 6:30 PM. There was also discussion about the length of the meeting and being intentional with the time. Quinton made a motion to change the time to 6:30 PM and it was second by Wendi. The motion passed unanimously. There will be a time check at future meetings at the 90-minute mark. Some items may be pushed to another meeting if necessary.

7. Open Discussion

- Marcus offered feedback and requested status of the Winter Adult 3v3 program.
 - Sheila shared as we get ready to move forward with that program, J’Kyra will reach out to get his feedback.
- There was discussion about upcoming events.

8. Department Update

A. Parks Update

B. Recreation Update

C. Next Meeting: September 15th, 2025

9. Adjournment

Motion to adjourn by Marcus seconded by Wendi; approved unanimously.

