

Parks & Recreation Advisory Board Meeting

The Zebulon Parks and Recreation Advisory Board met Monday, May 20th at 6 PM.
This meeting will be held at Zebulon Town Hall, 1003 N. Arendell Avenue.

Present Advisory Board members included Dexter Privette, Brandon Wiggins, Garrett Underhill, David Field, and Quinton Crosson-Taylor. Wendi Watson arrived at 6:47pm.

Meeting Agenda

1. Call to Order

Brandon called to order at 6:03pm.

2. Approval of Agenda

Motion: David

2nd: Dexter

All in favor.

3. Public Comment

Public comments are limited to 3 minutes. Anyone wishing to speak must sign up by 5:50 PM.
Public comment may be limited to 15 minutes.

None.

4. Old Business

1. Retreat Debrief

The Advisory Board will debrief from the retreat held on Saturday, May 18th.

Sheila thanked everyone for taking their time to come Saturday. She went over notes that she took based on advisory board member's comments.

- ZPRD enhances life:
 - destress, you time, family, variety, experience, relationships, balance
- Your role:
 - Creative ideas, inform the community, assist the department, supportive, inclusion and diversity, creating connections and understanding, engaging the community, build relationships, seat at the table, getting knowledge and sharing.
- Advocating:
 - Advocate for inclusion, youth, more programs in parks, work force development
 - More visibility to what we have already
 - Be more visible as a member
 - Engage in conversation

Brandon added that he appreciated Saturday as a whole as a refresher and to know what the community expects of him.

- Possible to dos based on their discussion at the retreat:
 - Order Advisory Board shirts
 - Order name tags
 - Volunteer Sign Up sheet (events, Rec on the Go, and or programs)

The Board discussed the above and agreed the summary reflected the retreat.

David asked how we keep track of how many people participate in programs and Sheila gave examples such as rosters, registrations, and physical counting with a counter.

As further retreat follow up, Sheila asked to engage in a few additional questions to help guide the team.

What does success look like?

Board Discussion: Answers included registration numbers, new faces, name recognition of the actual Parks & Recreation Department, and being able to set a plan and meet that plan.

What do we want to be known for?

Board Discussion: Answers included nice and safe events that are well attended, being present, catering to the needs of present-day recreation, and family focused for our community.

What do the Town's values mean to them?

Board Discussion: They are priorities and pillars of the community.

2. Sustainability Discussion

The Advisory Board will engage in discussion about staff recommendations to continue pursuit of a sustainability committee. Staff will present information and seek feedback from the Advisory Board.

Sheila stated that the Board of Commissioners has directed the Parks & Recreation Department to join Bee City. Sheila spoke about our Sustainability Intern and the role she played such as conducting a survey and reviewing policies.

Sheila spoke about the Sustainability Committee proposal given to the Board of Commissioners on May 15. The Board of Commissioners indicated a desire to assign Bee City to the Advisory Board and there is an opportunity for them to provide input. Sheila went over the Tree City USA requirements, Zebulon Tree Board Ordinance, and Bee City USA.

The Board engaged in discussion which included:

- it's one thing to do the Tree Board, but to add on Bee City as well is a lot
- it seems like it is something that's being piled on
- It sounds like something that should be a separate Advisory Board.
- Loves bees, but that's not something they have a particular interest or specialty in which is actually stated as a requirement for Bee City USA.
- Having an actual expertise in bees would be good.
- Bees are an indicator of the health of the environment.
- The Advisory Board would not be able to do it justice in addition to their regular duties.

- It could be successful, but they would want to make sure they have all the tools and training at their disposal before the Advisory Board took this on, especially since it is so important for the environment.
- Would the Advisory Board have the power to institute a separate board for this cause?
- We should offer this opportunity to the community, knowing there is knowledge in the community that we haven't tapped into yet.

David asked what the Advisory Board's options are, whether or not they should just say no, that they don't want to add Bee City to their responsibilities or is it something they can look into more. Sheila stated that the Board of Commissioners are expecting her to return with an ordinance and resolution that will allow us to move towards joining Bee City at the June regular meeting. She was asked to get input from the Advisory Board regarding it being assigned to them. Sheila asked if she could summarize their discussion and if they felt that it reflected their discussion, they could make a motion and vote for that statement to be shared with the Board. The summary was:

The Parks & Recreation Advisory Board believes that bees and trees are critical to the environment. There is a concern that there might be a lack of knowledge and interest on the Advisory Board in order to see it through to make a lasting impact. While they feel that there may be some connection to the Parks & Recreation Advisory Board, they feel there may be some in the community with more interest and qualities that would be a better fit. If it is assigned to the Parks & Recreation Advisory Board, they want to make sure they have access to the resources and consultants needed to see it through.

Quinton stated he can understand why the Board of Commissioners would want to assign it to the Advisory Board and it be under their umbrella, but it's not something they have the expertise on.

Motion to include Sheila's summary in the staff report: Dexter

2nd: Wendi

All in favor

5. Open Discussion

None.

8. Staff Updates

1. Department Update

Sheila spoke about the partnership we have with the Police Department and how they've helped fund our teen open gym initiative. Kilette spoke about the history of this, stating we had a ramp up of juvenile offenders, and that they need to be connected with in a meaningful way that's long term. Part of that plan included open gym. It's been a great way to connect with the kids in a way that's not traditional with police officers.

Sheila stated the Police Department has done a phenomenal job raising money for the Special Olympics. There may be potential for the Advisory Board to partner with the Police Department on Special Olympic efforts. Kilette mentioned the run to support the Special Olympics and invited the Advisory Board to be a part of it.

Sheila stated we have a summer internship starting this month to focus on specialized recreation and accessible program opportunities.

Sheila went over the CIP feedback from the Board of Commissioners, including that they want to prioritize a splash pad at Whitley Park, funding to build bathrooms at Gill Street Park, and adapt dug outs at Community Park for the sun. Board discussion included the following:

- Some of those dugouts face west, that could be very hard to keep sun out of them.
- What time are games and practices usually held?
 - Sheila stated that it depends on the day of the week and the team and orientation of the fields. We don't have enough fields to be very flexible in scheduling based on the field's orientation and the sun.
- The splash pad is something that would be good for the community but could be a challenge at Whitley Park. It would be much more feasible at Community Park.
- Does the Master Plan state it needs to be at Whitley Park and if that's something that can be changed?
 - Sheila answered that the Master Plan recommends Community Park.
- With the need for additional parks, those could also be a place we put the splash pad since it would be more land and space in one of those future locations.
- A splash pad would change Whitley Park.
 - Sheila stated she has recommended that the neighbors be engaged and that a site-specific plan be developed for Whitley Park with community engagement.

David wanted to acknowledge the Parks Maintenance employees for always being out on the lawnmower and doing such a good job. The Advisory Board agreed.

Garrett stated he needs to leave for another commitment at 7:40 PM

Motion to be dismissed: Garrett

2nd: Dexter

All in favor

Sheila showed the site map for Little River Park that was submitted to PARTF. The next step is to go under contract and working with the designs as we enter Phase 1. This is the first large project under the Master Plan. Added that development from Wendell is approaching Little River Park. Implementing the Green Spine, creates opportunity for Little River Park to be a regional hub.

Motion to Dismiss Dexter: Dexter @ 7:45

2nd: David

All in favor

The Board and staff went to Little River Park for a site tour.

The site visit began at 8:00pm with the following Advisory Board members: Quinton, Brandon, David, and Wendi.

The Advisory Board toured the area of Little River Park that will be addressed during Phase I. Sheila explained the process of bidding out designs and considering companies for construction. Sheila noted the rock outcrops that can be seen which will be a challenge that we'll have to work around for construction.

Board discussion included:

- When will the amphitheater will be put in place and the length of time for each phase?
 - Sheila answered that the amphitheater is Phase II and the length of time for each phase depends on funding.
- The Department acquired \$250,000 in recreation impact fees from the development down the road from Little River Park. Development helps fund projects. This project also included \$500,000 from PARTF and additional funds from the general fund.
- There was a question about Parks Maintenance staff for the park and Sheila answered that this park will require additional staff.

4. Adjournment 8:26 pm

Motion: Wendi
2nd: Quinton
All in favor.