PARKS, RECREATION & GREENWAY ADVISORY BOARD
APRIL 20, 2017
MINUTES

The Parks, Recreation & Greenway Advisory Board (PRGAB) met on Thursday, April 20, 2017, at Lake Lynn Community Center, 7921 Ray Road, with the following members present:

Brad Johnson, presiding
Clodagh Lyons-Bastian
Patrick Buffkin
Dr. Carol Love
Dave Toms
Charles Townsend
Jennifer Wagner

Absent & Excused:

Richard Bostic
Christopher Dillon
Kendall Harris
Dexter Hebert
Shane Mellin
David Millsaps
Amy Simes
Jennifer Hoverstad

Staff Present: Diane Sauer, Scott Payne, Stephen Bentley, Ashley Deans, Giavonia Harris, Wayne Schindler, Luke Wallenbeck, Shawsheen Baker, Chris Nadeau, Liz Houck, Chris Heagarty, Cassie Schumacher-Georgopoulos

Ms. Sauer introduced Chris Nadeau, Director of Lake Lynn Community Center. Mr. Nadeau welcomed the PRGAB to the facility and reviewed new programs occurring including Zumba on Sunday, fitness classes and the center has the largest pickle ball site in Raleigh.

Vice Chair Johnson called the meeting to order at 6:13pm. Discussion followed with actions taken as shown:

PUBLIC COMMENTS – NONE RECEIVED

No public comments were received.

PRESENTATIONS

VOLUNTEER RECOGNITION – NATIONAL VOLUNTEER WEEK

Ashley Deans, Resource Development Manager, reported this is National Volunteer Week and recognized the PRGAB members as the Most Favorite Volunteers. She thanked the board for their time and energy spent for the City.

CITY OF OAKS FOUNDATION – UPDATE RECEIVED

Chris Heagarty, City of Oaks Foundation Executive Director, indicated this is a private non-profit organization and they are working to get everyone connected. He noted they provide 5 scholarships. Nine acres of greenway easements were donated that will allow connecting under Duraleigh Road to Umstead Park. They work in partnership with other departments noting this is the 10th year of the Environmental Awards. The foundation works to raise funds for this event which is free and open to the public. He indicated Joslin Gardens consists of rolling hills with blooming gardens all year. The garden will be open 3 times this year – April 29, May 6 and May 13. The goal is to work with the City to open the garden as a public garden. The Carolina Hurricanes Foundation donated $10,000 to the Give Play Scholarship part of the foundation. There are over 55 scholarships awarded for 2017 summer programs. He thanked the PRGAB for their support and the increase in funds which helps with the support of outside groups.

The update was received as information.

KIWANIS PARK RENOVATION PLAN – PRESENTATION RECEIVED

Luke Wallenbeck, Park Planner, indicated the project is at 30% design at this point. Alicia Graham Smith reviewed the plan in detail. The proposed concept included a neighborhood center, 5,000 square foot playground, greenway connection, 1 basketball court, 2 pickle ball courts, a dog run, picnic shelter, a 16 space new parking lot and renovation of the existing ball field. The floor plan for the community center was reviewed containing 1,340 square feet, Proposed elevations were provided. The current schedule was presented calling for PRGAB approval at this meeting; City Council approval on May 2, 2017; bidding in October 2017 with construction complete in the fall of 2018. It was noted there is not a connection from the greenway to the playground. There was a large need and voice for a dog run in this area.

Mr. Buffkin asked when the planning process happened with Ms. Sauer stating this project was a part of the 2014 Bond and public meetings began in January 2017.

Discussion took place regarding the Kiwanis Club donation of $50,000 for this park and the park was named after the club. Mr. Toms asked if there are additional amenities that will be added if funds are raised with Mr. Wallenbeck reviewing the bid alternate that will cover this possibility.

BOARD DISCUSSION/ACTION ITEMS

ERINSBROOK PARK MASTER PLAN – APPROVED

It was reported the Erinsbrook Park Master plan was presented at the previous meeting and was placed on this agenda for discussion and action from the PRGAB.

Mr. Toms indicated the plans looks sound. Mr. Sauer thanked Mr. Buffkin for being on the CPC and being so engaged in the plan. The CPC was a great group of individuals and were positive and in support of the plan.

Mr. Buffkin moved approval of the master plan and the item be referred to the City Council for approval as presented. His motion was seconded by by Townsend, unanimously passed. Vice Chair Johnson declared the motion adopted.

COMMITTEE REPORTS

STANDING COMMITTEES:

Parks Committee:

Mr. Buffkin reported the committee had not met since the last PRGAB meeting. The committee will meet again in June.

Fletcher Volunteer Awards Committee:

It was reported the Awards will take place on Thursday, May 11 and one additional volunteer is needed to introduce the recipients. Dr. Love volunteered to make a presentation. It was noted a group picture and individual pictures will be taken outside if the weather is good at the event.

GWUT/Greenway and Urban Trees Committee:

It was reported the next meeting would be held on May 23. No report was received.

CITIZEN PLANNING COMMITTEES:

Barwell Road Park CPC:

Ms. Shumacher-Georgopoulos provided an update on the Barwell Road Park CPC work.

Brentwood Park CPC:

The CPC meeting for Brentwood Park will be held on May 2.

LIAISON REPRESENTATIVES:

Arts Commission:

Mr. Johnson reported the Arts Commission met this past Tuesday. The Commission finished all the grants information at the March meeting and set up the leadership at this past meeting.

Bicycle and Pedestrian Advisory Commission:

It was reported that May will be Bike Month with all activities planned included on the City's website.

Historic Cemeteries Advisory Board:

Historic Cemeteries Advisory Board
4/20/17 Meeting Summary for PRGAB

The Historic Cemeteries Advisory Board met on Monday, April 10.

Board Chair, Barden Culbreth called the meeting to order, confirmed a quorum and asked for any public comment.

Under old business, staff reported that a purchase order was being issued for priority monument restoration work at two of our historic cemeteries. This initial phase of work involves three (3) monuments at City Cemetery and four (4) monuments at Mt. Hope Cemetery.

The Landscape Committee confirmed a final draft of a guiding principles document for the development of a landscape master plan for Mt. Hope Cemetery. The committee will document the location of recommended improvements on aerial mapping of Mt. Hope at the next meeting.

The Maintenance Committee did not meet and will schedule a meeting in May. Terry harper indicated that she would follow-up with Tania Tully on local designation for City cemetery and Mt. Hope Cemetery.

The Outreach Committee is working with department marketing staff on establishing a presence for the recently completed audio walking tour of City Cemetery narrated by Betsy Shaw. It was noted that some additional editing may be required prior to implementation for public use.

Staff recapped a recent planning meeting for the second annual statewide Cemetery Workshop to be hosted by and held in Wake Forest this coming October

The annual walking tour of Mt. Hope Cemetery will be held on Saturday, April 22 at 10:00 a.m. (rain date is April 29 at 10:00 a.m.)

Under new business, the board reviewed a draft of its annual report and proposed in preparation for presentation to City Council. Staff was directed to provide a final draft for consideration at the next board meeting.

The board voted to change its monthly meeting date from the 2nd Monday of each month to the 4th Tuesday. The meeting location and time remain the same.

The next meeting of the Historic Cemeteries Advisory Board is scheduled for April 25, 5:30 p.m. at the Tucker House.

DIRECTOR'S REPORT – RECEIVED

Parks, Recreation and Greenway Advisory Board (PRGAB)

Director's Report April 20, 2017

City Council Updates

April 4, 2017

No PRCR items

April 18, 2017

Interlocal Agreement – Playground Enhancements to Clarence Poe and Walnut Creek Elementary Schools – APPROVED

On August 5, 2014 Council authorized execution of a letter of agreement and budget amendment to receive a $210,000 grant from the John Rex Endowment in support of work between City and the WCPSS to increase community access to parks and playground facilities. Working in cooperation with WCPSS two sites have been identified at Clarence Poe Elementary and Walnut Creek Elementary to receive play area enhancements supported by the grant in return for community access on weekends. Recommendation: Authorize the City Manager to execute the interlocal development and non-exclusive shared use agreement.

Professional Design Services – Wooten Meadow Park Improvements – Site Collaborative, Inc. APPROVED

Request for Qualifications for professional services was advertised November 2016 for services including schematic design, design development, construction documentation, bidding, construction administration, and project closeout for Wooten Meadow Park. Services include the design of park site improvements such as a pedestrian trail, boardwalk, picnic shelter, and a small play area. The Parks, Recreation and Cultural Resources Department will partner with the Stormwater division of Engineering Services to address water quality by daylighting the existing stream and treating stormwater through best management practices. Following a review of qualifications staff selected Site Collaborative, Inc. as the most qualified firm.

Acquisition of Property - Future Alvis Farm Park - APPROVED

The City previously assembled four properties containing a total of 104.12 +/- acres between 2001-2007 for the future Alvis Farm Park. These properties surround a 2 acre improved parcel located at 3128 Tarheel Clubhouse Road. An independent appraisal of the property has been obtained by City staff. Owners and staff have agreed upon a purchase price for the property of $215,000, subject to due diligence terms and Council approval.

Announcements (Dedications, Public Meetings, etc.)

10th Annual Environmental Awards - Tuesday, April 25 at 6:30pm A.J. Fletcher Opera Theater

Millbrook Dog Park Beneful Celebration – April 27 at 10am Millbrook Dog Park

Joslin Garden's "Open Garden Days" will begin on April 29th, from Noon-5PM, with additional hours from 1pm-4pm on May 6th, and May 13th

2017 Fred Fletcher Outstanding Volunteer Awards Ceremony - May 11 at 7:00pm
PRGAB Meet at 6:15pm
Fletcher Theatre, Duke Energy Center for Performing Arts

Committee Meetings

Fletcher Awards Committee – Does not have a meeting scheduled.

Parks Committee – Cancelled for May. Will meet June 1 at 6pm at Jaycee Module

GWUT Committee – Tuesday, May 23rd at 9:00am Raleigh Municipal Bldg.

Public Meetings

Barwell Road Master Plan Public Workshop #3 – May 2 at 7:00pm Barwell Road Community Center

Millbrook Dog Park Improvements Workshop #1 – May 4 at 6:00pm at Millbrook Community Center

Millbrook Dog Park Improvements Workshop #2 – May 25 at 6:00pm at Millbrook Community Center

Dedication

Junious Sorrell Park Dedication – Saturday, May 20 at 10am

CHAIR REPORT – RECEIVED

The PRGAB will have a social outing on June 9 from 1:00 – 5:00 pm. There is more information to come. Ms. Sauer indicated if any members had suggestions on locations to tour, please let staff know.

It was reported the FY18 Work Plan items will be presented to City Council in July and in order to work on items the City Council must approve the items. The draft work plan will be presented at the May meeting, the vote will take place at the June meeting and presentation to City Council in July. Items for consideration included inclusion of dog spaces in any park that is planned. Ms. Sauer reviewed the current Work Plan. Dr. Love asked for some examples of items. Discussion followed regarding the number of items coming from staff with Ms. Sauer indicated items from staff will include items coming out of the bond.

Mr. Townsend suggested studying sidewalk access to parks. Mr. Buffkin suggested the department utility budget and water quality presentation. Mr. Johnson suggested trail heads that can relieve parking issues. Mr. Townsend suggested a joint meeting with similar boards. Mr. Johnson suggested discussing time restraints with staff.

Ms. Lyons-Bastian indicated if the PRGAB is putting forward work plan items, they should be very aware of budget implications. Mr. Johnson indicated the PRGAB should be able to defend the budget. Mr. Buffkin asked if it is too early to discuss the next bond referendum. Ms. Sauer indicated in two years we will start looking at it based on the Parks System Comprehensive Plan.

BOARD COMMENTS – RECEIVED

Ms. Lyons-Bastian indicated she did not go the new dog park at the beginning but went last week and enjoyed it. Everyone seems to live it and would like to see one in any space considered for a park.

Mr. Buffkin encouraged members to go to Joslin Garden.

Dr. Love reported the Chavis Annual celebration will be October 7 beginning at 11:00 a.m. and there will be something for everyone.

ADJOURNMENT

Upon motion of Ms. Wagner, seconded by Mr. Townsend, unanimously passed, the meeting was adjourned at 7:39 pm.

Respectfully submitted,

Brenda Hunt