



**Town of Wake Forest
Parks and Recreation Department
Recreation Advisory Board
Meeting Minutes / February 27, 2012**

Members Present: Sandy Thomason-Chair, Jim Thompson,-V. Chair, Doug Scott, Jeff Sank, David Jerose, Patt Paterson, LaCusia Green, Shinica Thomas, Alicia Knowles, Commissioner Margaret Stinnett,

Staff Present: Ruben Wall-Director, Jimmy Thrift, Park Maintenance Superintendent

Call to order: Refreshments were served from 6pm – 6:35pm. The meeting was called to order at 6:35pm by Sandy Thomason

Approval of Minutes: A motion to approve January 2012 minutes was made by Jeff Sank and seconded by Shinica Thomas with one correction addressed by David Jerose.

Items for Agenda- There were no new items for the agenda however David Jerose asked that his tennis report be tabled until a later date for the sake of time and due to the length of his report.

Director's Report

- Rec Deck software update – As of Feb. 27th we had 413 participants registered online using the new software. We have had only 2 complaints at this point.
- Dog Park Issues - Due to a recent attack at the dog park that involved a park maintenance staff member, we are creating new rules related to staff entering the facility. David asked the we share this with the board once created.
- Outdoor restrooms will now open and close in accordance with Daylight Savings time starting in March 11, 2012.
- Arbor Day – March 15, 2012 / 10am at the Community House. The tree sculpture will be unveiled
- Patt inquired about the tree seedling giveaway. The event will be held on Saturday, March 3, in Centennial Plaza, 301 S. Brooks St. The event is scheduled from 8 a.m. until 1 p.m. - or until all the seedlings are gone.

Park Maintenance Division:

- **Smith Creek Soccer Center** – We are moving forward with the installation of the irrigation system. The funds to pay for the project were not budgeted in the current budget. This will be a 3 yr. process. More details will be shared at a later date.
- Flaherty Park Dam Fencing has been installed. Some shrubbery we be added near the end of the fence to enhance the appearance and provide and additional barrier.

- We have added two information kiosks at the Flaherty dog park

Chair Report - None

Old Business – None

New Business

- Sandy discussed the possibility of changing the meeting time from 7pm to 6:30pm. Jeff Sank motioned and Jim Thompson seconded. It was approved unanimously. This will be presented to the Town Clerk for approval and notice.
- Board Nomination Report – moved to March meeting

Planning/Training:

- Board planning/training continued. Nate Halubka, Recreation Resources Service and Gibbs Smith, Triangle Environmental Consulting facilitated this process.

General Comments & Request:

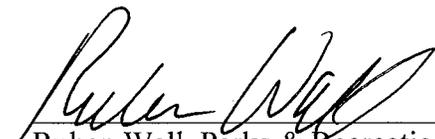
- Commissions Stinnett praised the RAB for their time and effort that they have put into the recent planning and training process.
- Board members ask that a copy of the Town's and Parks and Recreation Ordinance, mission statement and values be provided
- Board members were asked to come to the next meeting with thoughts on this process and potential projects

Meeting Adjournment: Motion to adjourn was made by Sandy Thomason and seconded by Jeff Sank. Meeting adjourned at 8:25pm.

Next meeting: March 26th – Continue Planning – NEW TIME 6:30pm / Flaherty Community Center



Sandy Thomason, Chair



Ruben Wall, Parks & Recreation Director