

Agenda

PARKS AND RECREATION BOARD

Regular meeting

7 p.m. Tuesday, Oct. 20, 2026

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



1. **Call to order and confirmation of quorum**
2. **Agenda changes and approval**
3. **Minutes review and approval**
Minutes from regular meeting on June 16, 2026
4. **Discussion items**
 - A. Review Hillsborough Heights Park Master Plan and discuss updates
5. **Parks and recreation-related reports**
 - A. Board of Commissioners: Robb English
 - B. Planning Board: Megan Kimball
 - C. Intergovernmental Parks Work Group: Robb English
6. **Park Steward reports**
 - A. Gold Park: Todd Cayton
 - B. Cates Creek Park: Richard von Furstenberg
 - C. Murray Street Park: Magnolia Brown
 - D. Kings Highway Park: Robb English
 - E. Hillsborough Heights Park: Colleen Cederberg
 - F. Riverwalk: Nevin Daryani
 - G. Turnip Patch Park: Wendy Kuhn
7. **Staff updates**
Recent repairs, project updates, and meeting schedule
8. **Adjournment**

Interpreter services or special sound equipment for compliance with the American with Disabilities Act is available on request. If you are disabled and need assistance with reasonable accommodations, call the Town Clerk's Office at 919-296-9443 a minimum of one business day in advance of the meeting.

Minutes

PARKS AND RECREATION BOARD

Regular meeting

7 p.m. Tuesday, June 16, 2026

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



Present: Commissioner Robb English, members: Richard von Furstenberg, Paul Weinberg, Magnolia Brown, Todd Cayton, Colleen Cederberg, Nevin Daryani, Hooper Schultz, Wendy Kuhn

Absent: none

Staff: Public Space and Sustainability Manager Stephanie Trueblood

1. Call to order and confirmation of quorum

Richard von Furstenberg called the meeting to order at 7 p.m. Public Space and Sustainability Manager Stephanie Trueblood called the roll and confirmed the presence of a quorum.

2. Agenda changes and approval

There were no changes to the agenda

Motion: Member Richard von Furstenberg moved to approve the agenda as presented. Member Paul Weinberg seconded.

Vote: 9-0. Motion passed

3. Minutes review and approval

Minutes from regular meeting on May 19, 2026

Motion: Member Richard von Furstenberg moved to approve the minutes with no corrections. Member Paul Weinberg seconded.

Vote: 9-0. Motion passed.

4. Discussion items

A. Community Care Cabinet at Cates Creek Park-Silver Award project proposal from Josie Higgins

Board members received a project proposal by Girl Scout Josie Higgins to construct a community care cabinet, a structure similar to a Little Free Library, stocked with first aid supplies at Cates Creek Park.

Motion: Member Hooper Schultz moved to recommend approval of the project as presented. Member Wendy Kuhn seconded.

Vote: 9-0. Motion passed.

5. Parks and recreation-related reports

A. Board of Commissioners

Commissioner Robb English reported that the Town Board approved the FY27 budget without a tax rate increase. He also shared that the region is experiencing drought conditions, but no water restrictions have been put in effect yet.

B. Planning Board

Member Hooper Schultz shared that the Planning Board was considering a rezoning on Meadowlands Drive and text amendments to improve Historic District Commission processes.

C. Intergovernmental Parks Work Group

There was no update.

6. Park steward reports

Board members reported on the conditions of the parks for which they serve as stewards. Trueblood noted any small repairs that needed attention and gave brief reports on small repairs that had been made since the previous meeting.

No formal action was taken

7. Staff updates

Staff shared information about the FY27 parks budget and an update on a proposed departmental reorganization that merges Public Space & Sustainability with Public Works and Stormwater & Environmental Services.

No formal action was taken

8. Adjournment

Motion: Member Richard von Furstenberg moved to adjourn. Member Wendy Kuhn seconded.

Vote: 9-0. Motion passed.

Respectfully submitted,



Stephanie Trueblood
Public Space and Sustainability Manager
Staff support to the Parks and Recreation Board
Approved: Oct. 20, 2026

TOWN OF HILLSBOROUGH

Hillsborough Heights Park Master Plan



Ribbon Cutting Ceremony for Hillsborough Heights Park (June 2006)

Adopted March 2019

Background

Located in Hillsborough at 510 Terrell Road, Hillsborough Heights Park is a 0.15 acre neighborhood park owned and maintained by the Town of Hillsborough. It is open to the public during daylight hours. Amenities include playground equipment for ages 2-5 years old, picnic tables and a grill.

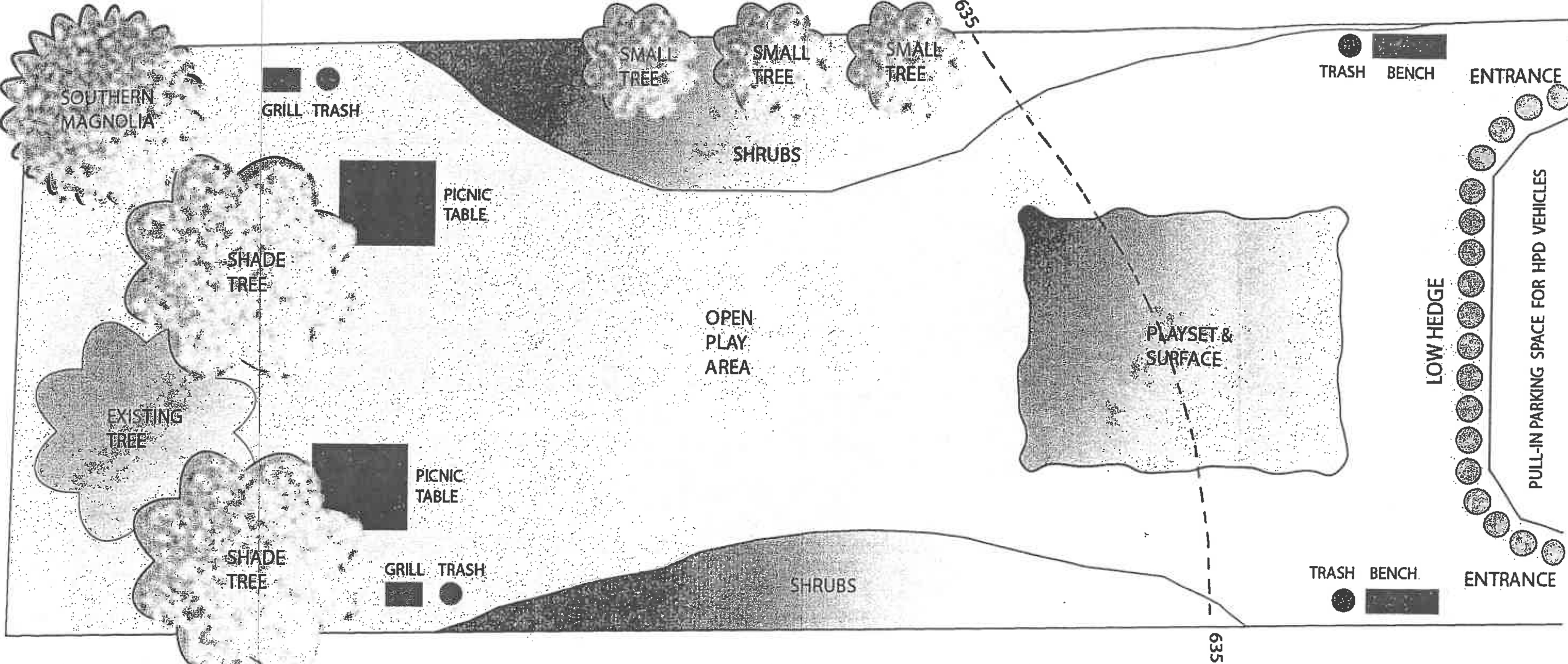
Hillsborough Heights Park was constructed in 2006. At that time the town had only one park; Murray Street Park in West Hillsborough. Planning Director Margaret Hauth owned a parcel in the Hillsborough Heights neighborhood and offered to subdivide the parcel for a park. In May 2005, Parks and Recreation Board members and neighbors met to develop a plan. The plan was presented to the Hillsborough Board of Commissioners in October 2005. The board adopted the plan, accepted the land donation and developed a budget for the park. Play equipment and amenities were installed and the park was opened to the public at a ribbon cutting ceremony in June 2006. In 2007, a fence was installed around the park and a garden area was planted with funding provided by Abundant Life Church in Hillsborough.

The original plan from 2005 is included for reference on the following page.

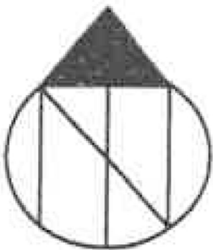
Existing Conditions

Hillsborough Heights Park is owned and maintained by the Town of Hillsborough. It is primarily used by neighborhood children and families. The Parks and Recreation Board hosted a public meeting to discuss the conditions of the park and develop recommendations for the Master Plan. Comments from the discussion included the following:

- The majority of park users are parents and young children
- Sometimes the park is used by school-age kids and teenagers
- Community Watch used to host cookouts at the park but are not using it now
- The park would benefit from more landscaping
- The trees in the back of the park are congested and needs to be pruned or some removed
- Natural play equipment like a kitchen or playhouse would get used
- The gate needs to be replaced
- Kids would use swings if they were available
- Some kids use the park for ball play
- It would be nice to have a contemplative part of the park
- It's a sweet park but needs some new features that encourage more use



Hillsborough Heights Park Plan



HILLSBOROUGH HEIGHTS PARK VICINITY MAP

Below are a few pictures of existing conditions at Hillsborough Heights Park in 2018.



View looking west into the park



Front entrance to the park



View of front entrance to park adjacent to Terrell Road



Play Equipment (ages 2-5)



View of play equipment and front fence



View of front fence and Terrell Road



View of picnic area at rear of the park



Picnic area



Shaded area at rear of the park



Gate at rear of the park



View looking east toward Terrell Road



Picnic area



Fence on north property line



Landscaping near entrance



Park bench



Landscaping and park bench



Trash receptacle and grill



Base of maple tree in center of park

Master Plan Priorities

In 2018, the Parks and Recreation Board and Hillsborough Tree Board, in coordination with the town public space and stormwater divisions, developed a list of recommended improvements for Hillsborough Heights Park. The recommendations are detailed in this master plan and are intended to guide future spending decisions. It is advised that these plans are updated every three to five years.

Recommendations

- Maintain the existing playground equipment and park amenities in safe and working order
- Relocate picnic tables and grills to north fence line in the center of the park
- Remove any dead, diseased or undesired plant material
- Limb up existing trees for safety and sight lines
- Plant non-invasive vines along the fence lines (ex: Crossvine, Coral Honeysuckle)
- Plant native pollinator-friendly shrubs and perennials along fence lines (ex: Callicarpa, Itea, Leucothoe, Fothergilla, Clethra, Calycanthus, Oak Leaf Hydrangea, Osmanthus)
- Plant trees in front corners of the park (Ex: Magnolia Stellata)
- Plant native grasses in front of fence at entrance to park (ex: Switchgrass, Little Blue Stem)
- Add native shade plants to the wooded section of the park (Flame Azalea, Aquilegia)
- As existing amenities deteriorate replace with amenities in the approved styles (Butler Bench by Urbanscape, Arbor Form picnic tables)
- Add trash and recycling containers in approved style (Victor Stanley receptacles)
- As existing play equipment deteriorates replace with swings
- Add artistic and interactive site amenities (Example: little library)
- Provide interactive and natural play features (Example: beehive play house, low balance beams)
- Create a contemplative or quiet area in the north-west corner of the park (suncatchers, garden beads)
- Add moveable play items like building blocks and games (ex: giant Jenga, natural wood blocks)

Priorities

The implementation priorities are as follows:

1. Relocate picnic tables and grills.
2. Prune existing landscaping and add new landscaping at entrance, along fence lines and in wooded section of the park.
3. Replace site amenities with approved styles (picnic tables, benches, trash/recycling containers)
4. Add natural play features and contemplative garden amenities.

The following pages include examples of natural play and garden features and a Master Plan Rendering showing the recommended layout for the park.

Examples of potential site amenities:



Beehive Play House



Low Balance Beams



Little Library



Natural Wood Blocks



Suncatcher



Garden Art



Glass Bead Screen



Beaded Garden Orbs



TERRELL

