

Agenda

PARKS AND RECREATION BOARD

Regular meeting

7 p.m. Tuesday, May 20, 2025

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 Apr. 15, 2025

4. Discussion items

- A. Riverwalk Master Plan: Review rules and permitted uses
- B. Riverwalk Master Plan: Review Special Events

5. Parks and recreation-related reports

- A. Board of Commissioners: Robb English
- B. Planning Board: Hooper Schultz
- C. Intergovernmental Parks Work Group: Staff

6. Park steward reports

- A. Gold Park: Cole Kenworthy
- B. Cates Creek Park: Richard von Furstenberg
- C. Murray Street Park: Hooper Schultz
- D. Kings Highway Park: Robb English
- E. Hillsborough Heights Park: David Weinberg
- F. Riverwalk: Nevin Daryani
- G. Turnip Patch Park: Wendy Kuhn

7. Staff updates

Upcoming repairs at Calvin Street Greenway, Orange County Trails Plan, Collins Ridge greenway update

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. April 15, 2025

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



Present: Chair Cole Kenworthy, Vice Chair Richard von Furstenberg, Commissioner Robb English, Wendy Kuhn, David Weinberg and Paul Weinberg

Absent: Todd Cayton, Nevin Daryani, and Hooper Schultz

Staff: Public Space and Sustainability Manager Stephanie Trueblood

1. Call to order and confirmation of quorum

Chair Cole Kenworthy called the meeting to order at 7:01 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 Wendy Kuhn moved to approve the agenda as presented. Member Paul Weinberg seconded.

Vote: 6-0. Motion passed

3. Minutes review and approval

Minutes from regular meeting on March 18, 2025

Motion: Kuhn moved approval of the March 18, 2025, minutes as submitted. Paul Weinberg seconded.

Vote: 6-0. Motion passed.

4. Discussion items

- A. Riverwalk Master Plan: Discuss water quality and floodplains with Stormwater and Environmental Services Manager Terry Hackett

Hackett provided an overview of the town's Stormwater and Environmental Services Department, its duty as regulated by the state to manage stormwater and regulations stemming from the Falls Lake Watershed. The department historically collaborates with the Parks and Recreation Department exemplified by compost blankets at Cates Creek Park and King's Highway Park; swales at Cate's Creek Park; and floating wetlands and kayak launch at King's Highway Park. Hackett stated stormwater treatment helps the town reach its sustainability goals.

Then, Trueblood explained how riparian buffers overlap into parks spaces, specifically, soil, water and plants are the overlap of the two departments. She also stated the town's use of green infrastructure to amend soils and treat stormwater also serves as an example for developers. The board should consider Hackett and

Trueblood's information when creating a Riverwalk Master Plan as the park contains flood plains, floodways and other geological features pertaining to stormwater.

Finally, Hackett gave a brief history and an update on plans along the Eno River through town pertaining to stormwater and public safety, specifically locations to provide public recreational access to the Eno River.

B. Riverwalk Master Plan: Discuss town utilities and easements with Engineering Services Manager Bryant Green

Trueblood introduced Green and described his position in the town incorporating aspects of the town Community Services and Utilities Department. Then, she stated because, Riverwalk Park is a sewer main as well as a recreational space, the master plan has to follow standards for the main.

Green described to the board multiple projects affecting the sewer main along Riverwalk Park, including, a new pump station, Eno River East and Eno River West. He also described factors affecting the projects including funding and physical constraints, specifically, geography and flooding.

Trueblood told the board, Hackett and Green will be available to advise the board for the Master Plan.

5. Parks and recreation-related reports

A. Board of Commissioners

Commissioner Robb English reported \$6 million dollars in Building Resilient Infrastructure and Communities (BRIC) grants were rescinded, and the town is looking for funding solutions to town projects the money was assigned. Also, the town Crisis Officer for the police department will be funded by the town now since federal funding is lost.

B. Planning Board

There was no report.

C. Intergovernmental Parks Work Group

Trueblood stated the Orange County Trail Planning is investigating strategic connections between jurisdiction trails. Public input opportunities will be available in the future.

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.

7. Staff updates

Trueblood reported:

- The town passed a Native Plants policy for all town owned and maintained properties with a few exceptions.
- The town adopted a safe streets policy in roadways projects that aligns with Orange County and NCDOT.
- The Town Board accepted the dedication of six bus stations located in the town.
- The Hillsborough Garden Club celebrates its 100-year anniversary this year. Town gardens are prepped for for the May 3, 2025, celebration.
- The Archaeological Conservancy is taking over the Oxbow property on the Eno because of Occaneechee historical sites.

- UPROAR festival returns in August, 2025 and town facilities in downtown will be utilized.
- The North Carolina Department of Transportation has delayed the South Churton Street Project until 2033.
- To honor Volunteer Appreciation Month, the town is gave board members tote bags.

8. Adjournment

Motion: Member Richard von Furstenberg moved to adjourn at 9:04 p.m. P. Weinberg seconded.

Vote: 6-0. Motion passed.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Stephanie Trueblood". The signature is fluid and cursive, with the first name "Stephanie" written in a larger, more prominent script than the last name "Trueblood".

Stephanie Trueblood
Public Space and Sustainability Manager
Staff support to the Parks and Recreation Board

Approved: May 20, 2025

Sec. 3-48. Town park and greenway trail hours of operation; remaining after closing.

- (a) Unless otherwise authorized by the town manager, or the manager's designee, all town parks are closed from 30 minutes past sunset until 7:00 a.m. Use of a park outside of these operating hours must be authorized by the Town of Hillsborough through an approved special event permit.
- (b) Unless otherwise authorized by the town manager, or the manager's designee, all town greenway trails are closed from 30 minutes past sunset until sunrise. Use of a greenway outside of these operating hours must be authorized by the Town of Hillsborough through an approved special event permit.
- (c) It shall be unlawful to remain upon the park or greenway grounds during the time the facility is closed.

(Ord. No. 2006.006.12-11.E, § 1(3-48), 6-12-2006; Ord. No. 20090413-8.I, § 1, 4-13-2009; Ord. No. 20150413-9.G, § 1, 4-13-2015; Ord. No. 20240513-6.H, § 1, 5-13-2024)

Sec. 3-49. Rules and regulations for town parks and greenways.

The rules and regulations for town parks and greenways are as follows:

- (1) All persons in any park or greenway shall obey all posted regulations, signs and directions.
- (2) No person shall willfully mark, deface, disfigure, injure, tamper with, displace, dig, or remove any structure, equipment, facility, vegetation or any other real or personal property that is located within the park or greenway and belonging to the town unless authorized by the Town of Hillsborough. This includes but is not limited to the removal of any artifacts, plants, flowers, or foliage from town parks or greenways.
- (3) No person shall park, drive or ride motorized vehicles in town parks or greenways, except in designated roadways and parking areas unless authorized by the Town of Hillsborough. Parking areas at town parks are restricted to park users and patrons.
- (4) No person shall dump, deposit, leave or place trash, balloons, confetti, ashes, broken glass or other waste within any park or greenway except in designated waste or recycling receptacles provided for the purpose. No person shall dispose of household garbage or rubbish within any town park or greenway. All pet waste shall be picked up and disposed of in pet waste receptacles or removed from the site.
- (5) No person shall camp or stay overnight in any town park or greenway.
- (6) No person shall carry, possess or use any firearm or other dangerous weapon within any town park. This section shall not apply to law enforcement or other government personnel acting within the scope of their employment.
- (7) No person shall use, consume or possess any alcoholic beverages, beer or wine within any town park or greenway unless authorized by the Town of Hillsborough through a special event permit. No person shall use, consume or possess any narcotic drug or hallucinogen or any other controlled substance within any town park or greenway without a valid physician's prescription for the substance.
- (8) No person shall engage, either verbally or physically, in any loud, disruptive or offensive conduct, or engage in any activity or sport in a manner which threatens the safety or welfare of other patrons of the town park or greenway, or which unreasonably impairs the public's opportunity to use and enjoy the park.

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- (9) No person shall ride or bring livestock or other animals, with the exception of leashed domesticated pets, to a town park or greenway. Unleashed dogs are prohibited outside of designated dog parks. Pets must be supervised at all times.
 - (10) No person shall access or use any body of water in or adjacent to a town park or greenway where there is not properly permitted public access to the body of water.
 - (11) Advertising, commercial or income generating activity is prohibited in town parks and greenways unless authorized by the Town of Hillsborough through a special event permit. This includes but is not limited to fitness classes, personal instruction, and selling of goods or services.
 - (12) The following activities are prohibited in town parks and greenways:
 - a. Balloon releases.
 - b. Bounce house or inflatables.
 - c. Climbing walls.
 - d. Fire, fire pits, fireworks.
 - e. Game trailers.
 - f. Golf.
 - g. Petting zoos, circuses, carnivals.
 - h. Waterslides, water balloons, pools, and other water toys.
 - i. High voltage electrical items. Outlets in picnic shelters are limited to 200 amps or lower. Electricity is not provided in all shelters.
 - j. Paints, spray paints, and permanent markings on fields, buildings, equipment, walkways, and trails.
 - k. The use of cleated shoes on playing fields.

(Ord. No. 2006.006.12-11.E, § 2(3-49), 6-12-2006; Ord. No 20150727-8, § 1, 7-27-2015; Ord. No. 20170410-10.G, §§ 1, 2, 4-10-2017; Ord. No. 20240513-6.H, § 1, 5-13-2024)

Sec. 3-50. Reservation of facilities within town parks.

- (a) The town may allow the reservation of certain facilities within town parks for private use for limited periods when such use does not conflict with enjoyment of the park by the general public or other town policies.
- (b) A person seeking to reserve a town park facility must submit a reservation permit application a minimum of 14 days in advance of the reservation date. The reservation request must be approved by town staff in advance of the reservation date for the reservation to be effective. Fees associated with the reservation are non-refundable and are due on the date specified by town staff after the reservation request is reviewed. Cancellations made seven days prior to the reservation date may be issued a credit toward a future reservation of the facility, to be used within one calendar year. Reservation cancellations made within seven days of the reservation date are not eligible for credit.
- (c) The reservation shall be on a form provided by town staff and require sufficient information to identify the person requesting the permit, emergency contact information, the facility to be reserved, the proposed use and duration of use, and proof of liability insurance if deemed necessary by the town.
- (d) The public space manager or their designee is authorized to approve park facility reservation permits.

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- (e) The reservation permit-issuing staff may issue a reservation permit when they find that the proposed activity or use of the park:
- (1) Will not unreasonably interfere or detract from the general public enjoyment of the park;
 - (2) Will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation;
 - (3) Is not reasonably anticipated to incite violence, crime or disorderly conduct;
 - (4) Will not entail unusual, extraordinary or burdensome expense or police operation by the town;
 - (5) Has not been reserved for other use at the day and hour required in the application.
- (f) Not to limit the generality of paragraph (e), the following activities are prohibited and may not be permitted as part of a park reservation but can be considered and approved during the review of a special event permit:
- (1) Archery;
 - (2) Sound amplifying equipment including but not limited to PA systems and stereos;
 - (3) Temporary chalk markings associated with sports and games on playing fields.
- (g) Events that meet a threshold specified in section 7-18 shall seek a special event permit rather than a park reservation permit. Special event fees and park reservation fees apply to all events, unless hosted by the town. The following regulations apply to all special events and park reservations in town parks excluding town-hosted events:
- (1) Events at town parks are limited to a total number of 75 persons excluding events conducted by schools and academic institutions held during school operating hours which may be permitted through a special event permit for up to 150 persons up to four times per calendar year.
 - (2) Events at town parks must comply with chapter 5, article I, Noise, of the Code of Ordinances.
 - (3) Event sponsors and hosts are responsible for the collection and disposal of all trash and waste that is not located within a provided trash bin or receptacle. No trash may be left on site or placed outside of the provided waste receptacles.
- (h) Town parks and greenways may not be reserved for exclusive, non-public use unless approved by the Hillsborough Board of Commissioners through a special event permit.
- (i) Town parks and greenways may not be reserved as the starting or ending point for walk, run, or bicycle events but may be used as a portion of the route for permitted events.

(Ord. No. 20090413-8.J, § 1, 4-13-2009; Ord. No. 20150713-10.H, §§ 1, 2, 7-13-2015; 20150511-10.D, § 1, 5-11-2015; Ord. No. 20170410-10.G, §§ 3, 4, 4-10-2017; Ord. No. 20240513-6.H, § 1, 5-13-2024; Ord. No. 20241014-5.H, § 1, 10-14-2024)

Sec. 3-51. Town parks are tobacco free zones.

All designated parks owned by the Town of Hillsborough are tobacco free zones. No person within a park boundary may possess a lighted tobacco product, including but not limited to cigarette, cigar, or pipe.

(Ord. No. 20090914-10.K, § 1, 9-14-2009)

Editor's note(s)—Ord. No. 20090914-10.K, § 1, adopted Sept. 14, 2009, set out provisions intended for use as § 3-50. For purposes of classification, and at the editor's discretion, these provisions have been included as § 3-51.

Welcome to Riverwalk

This property is owned & maintained by the Town of Hillsborough.
Parks and greenways are open from 8:00 AM – 30 minutes past sunset.
No trespassing after hours.

Help protect the Eno River, respect stream buffers and stay on the trail.
Please clean up after your pet. All dogs must be leashed.

All Town of Hillsborough parks are smoke free by local ordinance.

No smoking, No alcohol, No discharge of weapons,
No foul language/behavior, No unauthorized motorized vehicles,
No littering, No removal of natural or cultural resources.

The Town is not responsible for theft or vandalism of personal property.
Please help keep our parks clean and beautiful.

Please report maintenance concerns to (919) 296-9600
Report suspicious activity to the Hillsborough Police Department: Call 911

List of Riverwalk/River Park Events

2025:

- Last Friday & Art Walk
- Occoneechee Mountain Challenge 20-Miler
- Kenvin Dendy 5K
- Living History Revolutionary War Day
- Preservation Fair
- The Big Run 5K

2024:

- Last Fridays & Art Walk
- Occoneechee Mountain Challenge 20-Miler
- Kevin Dendy 5K
- Living History Revolutionary War Day
- Phenomenal Hope 5K
- Fast & Furriest 5K
- Godiva Track Club New Year's Day 8K
- Historic Hillsborough Half-Marathon & 5K
- Hog Day
- River Park Concert
- Wuthering Heights Day
- Handmade Parade
- Solstice Lantern Walk

2023:

- Last Fridays & Art Walk
- Kevin Dendy 5K
- The Big Run 5K
- Historic Hillsborough Half-Marathon & 5K
- Hog Day
- River Park Concert
- Solstice Lantern Walk
- Uproar Festival
- OCIM Hunger Walk

2022:

- Last Fridays & Art Walk
- Food Truck Rodeo
- Handmade Parade and Market
- Historic Hillsborough Half-Marathon & 5K
- Hog Day
- Kevin Dendy 5K
- Godiva Track Club New Year's Day 8K
- OCIM Hunger Walk
- Solstice Lantern Walk
- The Big Run 5K

2021:

- Oeno on the Eno Wine-Walk
- Solstice Lantern Walk
- Cycle the Riverwalk
- Hog Day & Hog Day 5K

2020:

- 7th Annual Occoneechee 10-Miler

2019:

- OCIM Hunger Walk

2018:

- Hog Day & Hog Day 5K
- Historic Hillsborough Half-Marathon & 5K
- Handmade Parade
- Solstice Lantern Walk
- OC Master Gardener's Plant Exposition & Sale
- OCIM Hunger Walk
- River Park Concert

2017:

- Historic Hillsborough Half-Marathon & 5K
- Solstice Lantern Walk
- Couples for Christ Walk
- Hog Day & Hog Day 5K

- YepRoc 20th Anniversary Concert
- River Park Concert

2016:

- Hog Day & Hog Day 5K