

# Agenda

## PARKS AND RECREATION BOARD

Regular meeting

7 p.m. Tuesday, June 16, 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 May 19, 2026
- 4. Discussion items**
  - A. Community Care Cabinet at Cates Creek Park-Silver Award project proposal from Josie Higgins
- 5. Parks and recreation-related reports**
  - A. Board of Commissioners: Robb English
  - B. Planning Board: Hooper Schultz
  - 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 and FY27 budget update
- 8. Adjournment**

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# Minutes

## PARKS AND RECREATION BOARD

### Regular meeting

7 p.m. Tuesday, May. 19, 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, Wendy Kuhn, Paul Weinberg

Absent: member: Hooper Schultz

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 Wendy Kuhn 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 Mar. 17, 2026

Motion: Member Wendy Kuhn moved to approve the minutes with no corrections. Member Magnolia Brown seconded.

Vote: 9-0. Motion passed.

#### 4. Discussion items

##### A. Painting Joy at Gold Park Silver Award proposal from Teagan Kelly and Harper Smith

Board members received a project proposal by Girl Scouts Teagan Kelly and Harper Smith to paint a section of greenway trail near the play area at Gold Park with colorful art meant to inspire and welcome community to engage in interactive play elements.

Motion: Member Paul Weinberg moved to recommend approval of the project as presented. Member Magnolia Brown seconded.

Vote: 9-0. Motion passed.

#### 5. Parks and recreation-related reports

##### A. Board of Commissioners

Commissioner Robb English shared information about the Board of Commissioners FY27 budget hearing.

**B. Planning Board**

Staff shared the agenda for the Planning Board which includes a rezoning request on Meadowlands Drive and several text amendments for the Historic District Commission.

**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 Budget development process, recent repairs to signage and benches on Riverwalk, new traffic calming devices on Lakeshore Drive, replacement of several wayfinding sign panels, a new interpretive sign for Riverwalk about riparian restoration work and invasive species removal on Riverwalk that is being designed and will soon be installed, landscaping improvements at the Dorothy N. Johnson Community Center, and updates on Ridgewalk and sidewalk mapping exercises.

No formal action was taken

**8. Adjournment**

Motion: Member Richard von Furstenberg moved to adjourn at 8:35 p.m. Member Paul Weinberg seconded.  
Vote: 9-0. Motion passed.

Respectfully submitted,



Stephanie Trueblood  
Public Space and Sustainability Manager  
Staff support to the Parks and Recreation Board  
Approved: June 16, 2026

*SILVER AWARD PROJECT*

# THE COMMUNITY CARE CABINET

A small community resource box stocked with adhesive bandages and other basic first aid supplies.

**Josie Higgins - Troop 7110 - Girl Scouts Coastal Pines**

# ▶ ABOUT ME



## MY ADVISORS

- Girl Scout Advisor - Trisha Gooding March
- Community Partner - Stephanie Trueblood

## THE SILVER AWARD

- The Silver Award is the highest award that a Girl Scout cadette can achieve.
- Involves recognizing and addressing a community need.
- Must create a positive impact that can be maintained after the project is completed.

## JOSIE HIGGINS

- I'm a Cadette in the special interest Trailblazers troop 7110 which focuses on backpacking and outdoor adventure.
- I'm a rising 9<sup>th</sup> grader at Carolina Collegiate High School.
- I love dance and playing violin.
- I like to play at Cates Creek Park with my siblings



# THE PROBLEM

*THE ISSUE MY PROJECT IS ADDRESSING IS THE NEED FOR SIMPLE FIRST AID SUPPLIES AT SKATEPARKS AND PLAYGROUNDS. PLAYGROUNDS AND SKATEPARKS ARE A COMMON PLACE FOR PEOPLE TO ACQUIRE MINOR INJURIES AND WITH THE COMMUNITY CARE CABINET THERE ARE THE SUPPLIES NECESSARY TO CARE FOR THOSE MINOR CUTS AND SCRAPES.*

## WHAT I OBSERVED



I have noticed that people are frequently getting minor cuts and scrapes while at the skate park or the playground. Because I live so close by to the park sometimes I can run home to my house to grab a first aid kit for band aids if needed.

## WHO IT AFFECTS



The Community Care Cabinet affects users of the park and skate park

## WHY NOW?



With the new addition of the skate park there are a lot more people getting minor injuries. It is also the summer and people tend to go to parks more during this season.

# ▶ THE PROJECT

The project idea is to build a wood 'free little library' featuring a slanted tin roof that sheds rain and snow and a weatherproof door. The full design stands about 3.5 feet tall, with the box measuring roughly 20 inches tall, 16 inches wide, and 14 inches deep.



# ▶ WHERE

## CATES CREEK PARK

□ I want to place the Community Care Cabinet next to the playground or next to the skatepark. These two locations are common places for people to acquire minor injuries, so with the Community Care Cabinet there, people can have easy and quick access to first aid items.



# BUDGET

Total estimated cost is \$150

*Hinges - \$5.00*

*Tin roofing - \$30.00*

*Wood - \$80.00*

*Plexiglass - \$35*

*All first aid supplies will be donated by the surrounding neighborhoods*

# TIMELINE

The plan is for the Cabinet to be assembled at my house because I live so close to the park. Then one day in early August we will install the cabinet which will probably take 3 to 4 hours.

**ASSEMBLY**

**INSTALATION**

**FINAL TOUCHES**

The donation drive for first aid items and supplies will be held mid June through the end of July.

# SUSTAINABILITY

## ➤ COMMUNITY INVOLVEMENT

I am going to host a community donation drive for supplies for the project. I am also going to partner with the local EMS station for information.

## ➤ ONGOING CARE PLAN

The ongoing care plan is for someone to come by the Cabinet every month and restock supplies if needed.

## ➤ DURABILITY

This project will be made of pressure treated wood planks to increase durability. I will make repairs if necessary.

## ➤ IMPACT MEASUREMENT

I can measure the impact by seeing how often the Cabinet needs to be replaced. A year into the Cabinet's installment I am going to put out a survey to measure its success.



# ▶ IM ASKING FOR...

## PERMISSION




I need authorization to use a small space in Cates Creek Park to build the Community Care Cabinet.

## COLLABERATION



I am looking for assistance promoting the Cabinet and in also looking for donations.



# THANK YOU

*IF YOU HAVE ANY QUESTIONS FEEL FREE TO ASK.*

➤  *josephinelhiggins@gmail.com* ➤  *919-259-3019*

➤  *Troop 7110*

➤  *Troop advisor - Trisha  
 Gooding March*