



MINUTES
TOWN OF STOKESDALE
TOWN PARK IMPROVEMENT
COMMITTEE MEETING
8325 ANGEL-PARDUE ROAD
STOKESDALE, NC 27357
FEBRUARY 02, 2023 AT 5:15 PM

Committee Meeting Attendance:

- Town of Stokesdale Town Park Improvement Committee members present:
 - Thomas N. “Tee” Stephenson, Jr.
 - Deanna Ragan
 - Jimmy Landreth
 - Derek Foy (Arrived late at 5:53pm)
- Town of Stokesdale staff members present:
 - Robbie Lee Wagoner II, Deputy Town Clerk

1. Call To Order.

- The Town of Stokesdale Town Park Improvement Committee (“The Committee”) was called to order by Tee Stephenson at 5:27pm.

2. Adopt The Agenda.

- Deanna Ragan made a motion to adopt the agenda, as written, for the Thursday, February 02, 2023, Town Park Improvement Committee meeting.
 - Jimmy Landreth seconded the motion.
 - All present members of The Committee voted in favor of the motion.
 - The motion carried.

3. Review and Approve minutes from the Town Park Improvement Committee meeting held on Thursday, January 26, 2023.

- Deanna Ragan made the motion to approve the minutes from The Committee meeting held on Thursday, January 26, 2023.
 - Jimmy Landreth seconded the motion.
 - All present members of The Committee voted in favor of the motion.
 - The motion carried.

4. Discussion of Improvements to Town Park.

- Tee Stephenson discussed the idea of removing February 07, 2023, from the recently approved regular meeting schedule for the first quarter of the 2023 calendar year.
 - Tee Stephenson explained that this date was initially added to the regular meeting schedule to allow for the original date of the sealed bid opening for the playground equipment proposals. However, The Committee previously made the decision to extend the date of the sealed bid opening

for the playground equipment proposals to February 16, 2023. Therefore, no meeting will be required on February 07, 2023.

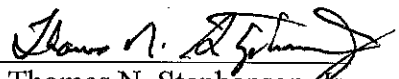
- All present members of The Committee were in agreeance, therefore, February 07, 2023, was removed from the regular meeting schedule for the first quarter of the 2023 calendar year.
- Tee Stephenson discussed the idea of extending the date of the sealed bid opening for the playground equipment proposals from February 16, 2023, to February 23, 2023.
 - Tee Stephenson explained that Robbie Lee Wagoner II would be unable to participate in the sealed bid opening process on February 16, 2023, because he will be attending his first session of the International Institute of Municipal Clerks Certification Course in Chapel Hill, North Carolina on February 16, 2023.
 - All present members of The Committee were in agreeance, therefore, the date of the sealed bid opening for the playground equipment proposals was extended from February 16, 2023, to February 23, 2023.
 - Robbie Lee Wagoner II informed The Committee that he would update the Request for Proposals (RFP) document to reflect this change, as well as send this updated document to all potential vendors.
- All present members of The Committee discussed the idea of adding concrete corn-hole board to the Town Park.
- Robbie Lee Wagoner II updated all present members of The Committee on the current status of the following RFPs:
 - RFP for the construction of and installation of playground equipment at the Town Park.
 - RFP for the construction of and installation of an amphitheater at the Town Park.
 - RFP for the construction of and installation of a basketball and pickleball court at the Town Park.
 - Robbie Lee Wagoner II explained that all three RFPs had been reviewed by the Town's attorney, Chuck Winfree, as well as by himself and Derek Foy. After the necessary changes were made, all RFPs were submitted to potential vendors for each project.
- All present members of The Committee discussed the potential need for a construction bond by the vendor.
 - Derek Foy explained that, according to his research, construction bonds are only required for construction projects that are expected to cost more than 300 hundred-thousand-dollars. Therefore, vendors would not be required to obtain a construction bond for the construction and installation of playground equipment at the Town Park, nor for the construction of and installation of a basketball and pickleball court at the Town Park. However, the vendor selected for the construction and installation of an amphitheater at the Town Park would be required to obtain a construction bond since the estimated cost will be above the 300 hundred-thousand-dollar threshold.

- All present members of The Committee discussed the potential need for a performance bond that would guarantee that the selected vendor for the construction and installation of an amphitheater at the Town Park would complete the project by a specified date and within a specified budget.
- Tee Stephenson discussed the addition of nature trails to the Town Park.
 - Tee Stephenson mentioned that he would like to see trees and brush that are removed for the construction of the nature trails be grinded into mulch on site, thus allowing for that mulch to be spread onto the nature trail itself.
 - Tee Stephenson raised the question of how The Committee could go about drafting a RFP for this project.
 - Tee Stephenson suggested the idea of pricing the construction of the nature trail based on the overall length of the trail itself.
 - Jimmy Landreth suggested that The Committee reach out the Town of Oak Ridge, North Carolina and the Town of Kernersville, North Carolina to ask what pricing factors went into their RFPs for their nature trails.
 - Tee Stephenson explained that he would like to see local Boy Scout Troops take over the maintenance of the nature trail once it has been constructed.
 - Jimmy Landreth explained that he would like to see the local community as a whole get involved with keeping the nature trail maintained once it has been constructed.


5. Adjournment.

- Jimmy Landreth made the motion to adjourn at 6:18pm.
 - Derek Foy seconded the motion to adjourn.
 - All present members of The Committee voted in favor of the motion.
 - Being no further business to come before The Committee, the meeting was adjourned at 6:18pm.

APPROVED: February 16, 2023


 Thomas N. Stephenson, Jr.
 Committee Chairperson

ATTEST:


 Robbie Lee Waggoner II
 Deputy Town Clerk