



**Town of Holly Springs  
Parks and Recreation Advisory Committee  
Thursday, September 11, 2025  
7:00 pm  
Town Hall – Council Chambers**

**MEETING MINUTES**

**Committee Members Present:** Jodi Carey, Val Atkinson, Will Ulmer, Melinda Walker, Daniel Fenton, Rachel Campbell, Siobhan Casey, Karen McGowan, Ty Denton (TRAC Ex-Officio)

**Members Absent:** Gaile Valcho

**Staff Present:** LeeAnn Plumer, Kristen Denton, Julie Tew, John Atkins, Colin Wilkins

**Council Members:** Danielle Hewetson

**Call to Order Time:** 7:00pm

**Motion to Approve Meeting Minutes for March: Mel**

**Second: Jodi**

**Vote:** Approved unanimous

**Public Comment Period** No public comment

**Discussion/Action Items**

**Election of Officers** (effective October 10, 2025 meeting)

- **Chair** of Committee

Nomination of Val for Committee Chair by Mel

Second: Jodi

*Vote unanimous; Passed - **Val as Committee Chair***

- **Vice Chair** of Committee

Nomination of Daniel by Daniel

Second: Jodi

Nomination of Will by Will

Second: Karen

*Vote: Will 6 Daniel 2; Passed 6-2 with **Will as Vice-Chair***

- **Secretary**

**Motion to change the bylaws for staff to take the minutes and not fill the Secretary officer role**

Motion: Daniel

Second: Mel

Vote: unanimous; *The Secretary role will not be filled due to staff assuming the duties of meeting notification and meeting minutes.*

- **Tree Advisory Committee liaison** - meet quarterly (Jan., April, July & October-2nd Monday) – No members volunteered to fill this role. The action to fill this role is tabled until more interest.
- **Police-Community Advisory Group liaison**- meet quarterly (Thursdays at 7pm) – Committee members *Siobhan and Will* volunteered to share this co-representation role.

**John Atkins, Parks Maintenance Manager** presented an update on the Parks Maint. Division

- Staffing: currently 12 full-time and one part time. Have approval to add 1 full time and 1 part time for FY26
- 3 Crews; Greenway & Constructions, Athletic Field Maintenance, and Natural Areas (Bass Lake and Sugg Farm)
- Specialized Staff; 2 Arborists, 2 Certified Playground Safety Inspectors
- Staffing ratios: 1 full time per 35acres, goal is 1 full time to per 24-27 acres (doesn't include undeveloped land, ELP or upcoming Greenways)
- Weekly Operations-mowing of all parks, athletic fields and greenways. Daily athletic field prep. Daily trash removal at all park/greenway locations, including downtown. Weekly playground checks. Responding to service request (311 and Cityworks). Scheduled Projects (Community Garden)
- Preventive maintenance; playgrounds (monthly safety inspections), turf (monthly), cemetery (quarterly), flags (monthly), greenways (quarterly) and greenway structures (yearly)
- Events; provide setup, day of and tear-down support for P&R events (July 5<sup>th</sup> event-265 staff hours). Tasks include light towers, fencing, booth set up, trash collections, traffic cone set up

Current/Completed Projects

- Womble Tennis Resurfacing in June 2025, Pickleball is primary layout and Jr. Tennis remains as secondary white lines
- Jones Playground repairs completed June 2025-resurfaced picnic area, hexagon climber replaced
- HSES Basketball Courts-completed June 2025-power washed and relined, court lines for basketball, hopscotch, and 4-square, installed new nets and backboard lines
- Sugg Farm Community Garden new beds constructed, install matting for weed control, add screening and mulch to walking surfaces, bed to be filled and prepped for Spring 2026 planting season

Future Projects

- Ting Tennis courts 1-3 resurfaced

- Ting Soccer Complex Fence replaced on Sportsmanship way side, 470' chain link fence with center bar-completion in 2026
- Womble Soccer Complex upper net replacement along Stinson Ave, 570'x11' net system (11 sections-winter 2025)
- Womble Bleacher Canopies-8 total leacher canopies, 3 replaced, 1 to be installed in Fall 2025 remaining to be replaced 2025-26
- Veterans Memorial-add Space Force and National Guard Plaques (before Veterans Day) and power washing is scheduled as well

### **WinterFest/Tree Trail at Ting-Dec 5 & 6 (public engagement opportunity, PRAC lead)**

- Mel recommended that the PRAC participate as it is an opportunity for community outreach. The Committee agreed to participate again this year. Mel agreed to lead this effort with support by other members. LeeAnn will secure a tree with the HS Chamber of Commerce.

### **Hot Topics**

#### PRAC Round Robin

- Jodi: nothing to share
- Daniel: ETA on the 12 oaks Greenway-great place for a drinking fountain.
- Will: Soccer is great. Fields are fantastic. 12 Oaks greenway (Carolina Springs) is coming along. Unresolved issue remains with regards to hunting lands near the new greenway. LeeAnn will follow up and report back.
- Mel: Will PRAC participate at Holly Fest and other events this year?
- Val: Traffic light planned at corner of Sunset Fairways and Holly Springs Rd. LeeAnn reported that at this time, no signal is planned.
- Karen: Bathrooms at Womble Park are very clean, park overall is very clean. Commend Dept for welcoming the new concessions vendor at Womble Park (more food options-hot foods).
- Siobhan: Inquired about when will the construction at Bass Lake dam be completed. Adam reported that it will be another 6 weeks. She walked at Mims trail and the tree coverage was great on a hot day. Used the indoor track at the Hunt Center and was really impressed with the cleanliness of the whole center; staff was great and friendly.
- Rachel: Will Cass Holt Rd connect at Cape Side and Avent Ferry? LeeAnn reported that a development in the area will be required to realign the street and make improvements to that intersection. The new Eagles Landing Park will not be making those improvements.
- Ty: Happy concessions stands are open at Womble, improving and getting cleaner. Excited for ELP

### **Reports**

#### Council Update – CM Hewetson

New Seats at the CC are great!

Micro Transit-underway, to begin in early 2026. App run point to Point system. 3 running, 1 ADA, Holly springs Branded vehicles, low cost to residents \$2 a ride-resident, \$4 ETJ resident (covers person and caretaker) 7 miles max for a trip

. Elderly and people who need transportation (16+ unaccompanied). Info at Holly Fest. Low cost, 50% is covered by a grant, town's cost around \$250k, vehicles are owned by vendor.

#### TRAC Report – Ty

- TRAC first meeting was recently held. Many new faces and over 30 members. Ages 13-17 yrs.

#### Police Community Advisory Group – Val

- No update-meet next month. Larceny rates are going down. One of the safest small towns in NC.

#### Tree Advisory Committee Update – Mel

- No updates

#### Program/Event Updates – Kristen

- Annual Program Overview-34,490 participants, \$1,273,363 program revenue Seniors, Nature, Cultural Arts, Athletics, Childcare
- Summer Camp Recap-1653 enrollments, 700 unique campers (3 locations-45 part time staff) Bass Lake-nature camps, Hunt Center-traditional day camp, Cultural Center-arts/cultural camps
- TRAC 34 attendees for kick off meeting for new school year. Goals-want to have leadership building opportunities, 2 teen led programs and continue volunteering
- AIR (Accessible & Inclusive Recreation) program-therapeutic and sensory friendly
- Hunt Center Memberships-Community Pass, Open Play Pass and Fitness Pass
- Preschool Open Play-Thursdays and Saturdays, structured play time in H gym
- Annual Even Overview-13 community events, 22 local and national performances, 65,000 attendees
- Upcoming events in Sept-Dec - Canine Con, Haunted Trail, Spooktacular, HollyFest, Light the Springs, Happy Holly Days Parade

#### Director Report – LeeAnn

- New Farmers Market Coordinator – Erali Miller
- Successful AUSL – Women's Softball Champion Cup at Ting in August; Total viewership (ESPN) topped 670,000. 3 days, 4 total games
- Ting Park - Seeking new Naming Rights partner;
  - RFP for PPP proposal – scheduled to be released this fall
- P&R Leadership Retreat (Director, ADs, Managers) – Sept 12
- New Concessionaire at Womble Park
- Parks Bond Project Updates
  - Theater Seating Replacement; 90% complete
  - ELP Progress-mid to late 2027 opening . Outer loop greenway started

#### **Adjournment 8:20**

Motion to Adjourn: Daniel

Second: Will

Vote: Unanimous