



Town of Holly Springs
Parks and Recreation Advisory Committee
Thursday, November 13, 2025
7:00 pm
Town Hall – Council Chambers

MEETING MINUTES

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

Members Absent: Siobhan Casey

Staff Present: LeeAnn Plumer, Kristen Denton, Adam Huffman, Julie Tew, Taylor Jackson

Council Members: Danielle Hewetson, Annie Drees

Call to Order Time: 7:00pm

Approval of September Meeting minutes:

Motion: Mel

Second: Will

Vote: Approved unanimously

Public Comment Period No public comment

Discussion/Action Items

Bass Lake Park Update, Taylor Jackson, Park manager

Bass Lake and Sugg Farm

• **Park Operations**

- Lake, Trails, Visitor Center, Nature Programs, Boat & Event Rentals
- Dog Park, Community Garden, Nature Play,
- 4 Full time staff – Programmer, Naturalist, Customer Service Representative, and Manager
- Annual Division Budget
 - Expenses - \$883,157
 - Revenue - \$212,000

• **Nature Programs/Camps**

2025 Nature Summer Camps

- Summer Camp Enrollment: 277
- Enrollment at 100% Capacity
- Cost Recovery: 120.40%

Popular Programs

- Archery (44 nonscheduled sessions added), Canoeing, Animal education

Specialty Programs

- Night Sky Wonders and Pirate Adventure
- **Volunteer Program**
 - 19 group volunteer outings in CY2025
 - 353 Volunteers donated 1,151 hours of service. These days included mulching Bass Lake Trail, volunteering at events, cleaning up Town parks, and many other opportunities.
 - Sugg Fence Quote - \$90,000 (Did not spend, used volunteers instead)
 - 6 paintings from 4/24-10/25, 170 Volunteers 660 hours
- **Memorial Tree and Bench Program**
 - 16 benches have been purchased at Bass Lake, with only 2 remaining. This has saved the Town over \$30,000. (approx. \$1900 each)
 - Two benches have been purchased for Middle Creek Greenway.
 - 8 memorial trees planted throughout Town parks (\$225 each)
- **Sale Revenue FY25**
 - Concessions/Bait and Tackle
 - \$29,722 gross profit
 - 202% cost recovery
- **Rentals FY25**
 - Boats – 742 rentals (666 in FY24),
 - Bass Lake Conference Room
 - 160 rentals, (161 in FY24).
 - Fewer weddings, more business meetings
- **Sugg Farm Happenings**
 - Town Events
 - Haunted trail, Hollyfest, July 5th fireworks
 - Community/Rental Events
 - Diwali, R.A.T.S., Festival of Legends
 - Added an option for a 1-day rental vs a minimum of 3. This will allow us to secure the small rentals that we have not been able to serve.
- **Community Garden**
 - Application period is open 12/1/2025 - 1/15/26
 - 40 raised beds that are 4' x 12'.
 - 15 of the beds are ADA accessible.
 - Rental period is 3/1/2026 - 12/1/2026
 - Rental fee is \$40/year

- **Projects**

- Spillway Project is complete and the trail is open.
- Sugg Farm Nature Play is nearly completed
 - Ribbon Cutting is on Jan 10, 2026.

Eagles Landing Update

- Off-site sewer work continues
- Greenway layout and stone base laid
- Preliminary park loop road in place
- Poured building foundations (pre-cast panels for gym to be installed next week)
- Finalizing park lighting plan (appropriate lighting for users and safety)
- Finalized splashpad layout and colors
- Contracts for athletic lighting and artificial field turf
- Engaged vendor for indoor play space
- Establishing fixtures, furniture and equipment list/budget
- Need to finalize playground layout, surface, and colors
- Coordinating Esports layout, hardware and software
- Interior finishes, colors and materials are being reviewed

Project Timeline:

- Park Site Amenities - Estimated Completion: **June 2027**
- Recreation Center - Substantial Completion: **September 2027**

Hot Topics

PRAC Round Robin

- Val- Congratulation on Council elections, excited for voting turnout for Holly Springs
- Ty-excited about Eagles Landing
- Karen-Haunted trail and Hollyfest-kudos to staff
- Rachel - Haunted trail was great
- Will-City of Raleigh P&R-Business in Bloom-help build business classes (8 week session, selection process)
- Daniel -Hollyfest, bike bells were a hit and it went great. Excellent lunch by fire dept. Any time frame on greenway in 12 Oaks/Carolina Springs-sometime in 2026 to be competed. Motorized vehicles on greenway-not allowed (e-bikes, scooters, etc)- seeking recommendations from PD

Reports

Council Update – CW Hewetson

- Finalized the development for proposal for Ting/Mims sports & entertainment district for a private/public partnership. Receive responses by March 2026, Expected to take top 1-3 to Town Council. Should know direction within the next year.

TRAC Report – Ty

- Last meeting team building, met new members and brainstormed new events

Police Community Advisory Group –

- Siobhan was not present to report

Tree Advisory Committee Update –

- No updates, no representative

Program Updates – Kristen

- Fall Programs
 - 463 activities offered
 - 6400 participants (650 waitlisted- majority in athletics)
 - \$454,000 program revenue
- Program Highlights
 - HURRAHS format (structured by age groups now)
 - Dec 1 registration opens
- Fall Events
 - Canine Con
 - Halloween-Haunted Trail, Spooktacular
 - Hollyfest
 - Veterans Day
- Upcoming events
 - Santa Cares
 - Light the Springs
 - Happy Holly Days Parade

Director Report – LeeAnn

- Ting Naming Rights Expires Dec 2025 – North Main Athletic Complex (NMAC)
- Ting Park/Downtown-Mims Park – Solicitation for Development Proposals – Dec 2025
- Library, lobby, & restroom renovation – Summer 2026 Cultural Center Impacts
- Applied for Interlocal grant funding (hospitality tax) for upgrades at NMAC,\$5.5M
- Attended the Athletic Business Conference – Best practices in facility design and operations
- Community Garden/Nature Play - Ribbon Cutting – Jan 10, 2026
 - Garden bed reservations begin Dec 1 (lottery); Mar 1 - Planting

Old Business

- Selection of Tree Advisory Committee representative-Karen, Rachel, Daniel and Mel (Four members will share the responsibilities)

Announcements/Info Share

- Winter Fest/Tree Trail at Ting - Dec 5 & 6
- PRAC Holiday Appreciation Dinner - December 11 at 6pm
 - Mama Mia's
- Wake Co. Parks, Recreation, & Open Space Master Plan – On-line input through the end of November

Adjournment

Motion to Adjourn: Daniel

Second: Will

Vote: Unanimous