



**Recreation Advisory Committee Meeting Minutes
January 11, 2018 7:00 p.m. Town Hall Council Chambers**

BOARD MEMBERS PRESENT: LeeAnn Plumer, Tom Joyce, Gerry Martinez De Andino, Wanda Holloway, Mark DiGiacomo, Liz Stone, Kevin Adams, Alice Reese, Ken Cicora

ABSENT MEMBERS:

COUNCIL MEMBERS PRESENT: Cheri Lee

STAFF PRESENT: Len Bradley, Adam Huffman, Lori Puzak, Lauren Martin

I. CALL TO ORDER:

Chair Stone called the meeting to order at 7:02pm.

II. APPROVAL OF MINUTES:

Motion to approve: Mr. Adams; Second: Mr. DiGiacomo; Vote: Unanimous; Meeting minutes approved with no corrections.

III. PUBLIC COMMENT PERIOD:

None

IV. DISCUSSION OF ANY ITEMS THAT THE PARKS AND RECREATION ADVISORY COMMITTEE WOULD LIKE DISCUSSED BY THE COUNCIL AT THE RETREAT AND WHETHER THEY SHOULD REQUEST THE OPPORTUNITY TO PRESENT THOSE ITEMS DURING THE RETREAT.

Assistant Director Adam Huffman started the discussion of topics at the Town Council retreat. Currently he plans to cover a park west of 55, greenways, and the gymnasium at TING Park. Adam asked the committee what they would like to see.

Committee member Kevin Adams asked what the plans are for the Mim's property moving forward. Director Len Bradley responded that the Engineering Department has released the plans for the SCM (Storm Control Measure) to potential bidders. At this time, only the SCM will be installed, it is unknown when the amenities included in the masterplan will be installed. The Town views the installation of the SCM as a stepping-stone to bolster downtown development and an incentive to attract developers to the downtown area with the SCM in place. Developers would be relieved of the cost to build a SCM for their project by using the Town provided SCM on the Mim's property.

Committee member Tom Joyce questioned contingency plans should the remainder of the Mim's project not be installed. He stated that there should be a greenspace developed downtown aside from required street trees, as they will not replace recreational opportunities the Mim's project would bring the town. Tom encouraged all to keep Parks and Recreation goals of greenspace in the back of our minds as development moves forward in the Town. The Town does not have a contingency plan at this time.

V. REPORT ON THE JANUARY 2, 2018 TOWN COUNCIL MEETING AND PARKS & RECREATION PROJECTS PRESENTED AT THE MEETING.

At this time, there are two million in general funds that have been earmarked for Parks and Recreation. Projects utilizing these funds are:

Greenways: the new town ordinance required developers to build the greenways vs. given a credit similar to other infrastructure like waterlines. Twelve Oaks is completing 8-9,000 l.f. of greenway, which the Town will accept and take over for maintenance in a few months. Main goal for greenways is to connect the neighborhoods west of 55 to downtown areas.

Fishing Pier at Veteran's Park. The Wildlife Resource Commission has offered to build a new fishing pier (similar to the new pier at Bass Lake) at Veteran's Park. The Town of Holly Spring's only expense is maintenance of the pier. Town Council has voted to move forward with the new pier.

Picnic Shelter with restrooms at Sugg Farm. Staff has been working on the shelter for some time and will hopefully be built before summer. The shelter will have a 250-person capacity, restrooms, and parking spaces. The shelter will accommodate larger events such as weddings & Turtle Fest, which have outgrown Bass Lake. There is eight hundred thousand dollars in reserve funds for the shelter. The net building footprint falls under the Building allocation outlined in the Triangle Land Conservancy agreement.

VI. STATUS ON NEW SOFTWARE:

Assistant Director Adam Huffman explained the resident vs. nonresident policy. The policy states that a resident is a physical location that pays Holly Spring's utilities or taxes and these policies have not changed with the new software. The new software can identify which addresses use town utilities. The new software is tied to water bills to determine residency status. Residential rates are granted to those who reside within municipal limits and pay town taxes. The new software and this back checking revealed that many participants previously receiving the discounted rate are not residents paying Town taxes. Some isolated apartment buildings have been identified in which the owner pays the water bill, which prevents the residents of the building receiving the residential discounted fee. Staff has identified these buildings and are working to recognize the status of the inhabitants using maps and other resources.

Marketing and Event Coordinator Lori Puzak continued the discussion on the new software. Lori is on the project team and has been directly coordinating with RecTrac staff on issues the department is having with the new software.

Lori showed the committee where the frequently asked question page is on the town website. It is available on line for everyone to see. There are screen shots and directions available on the website. You can also upload your birth certificates from the comfort of your own home and that went out on social media as well.

The next biggest hiccup seems to be that all users must create a new account. New accounts take a few days to establish which prevented some residents from signing up for programs on the first day. Some participants of ‘first-come, first served’ programs were affected by this. Staff has tried to alert the public via social media beforehand.

Baseball and Softball registration begin next month so the system will receive its next big test then.

Chair Stone stated that overall staff has been handling the transition very well, but would encourage the department to redouble efforts to inform the public about the change prior to baseball /softball and summer camp registrations.

VII. MANAGERS’ REPORT

Town Councilwoman Cheri Lee reminded staff and the committee that all emails sent via public staff accounts are considered open record. Emails between P&R committee member’s private accounts are not subject to open record unless a public official is included in the correspondence.

Chair Stone thanked Len for his years of service to the Town and best wishes for his retirement on behalf of the Committee.

Director Len Bradley likewise thanked the Committee for its service in saying that “The quality of this committee over the years has improved greatly; it has been a pleasure coming to this meeting over the years. Discussions have been greatly appreciated and that goes a long way. This is a working committee now. Thank you for everything you’ve done to help us.”

VIII. ADJOURN