



**Recreation Advisory Committee Meeting Minutes
April 12, 2018 7:00 p.m. Town Hall Council Chambers**

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

ABSENT MEMBERS: Kevin Adams, Mark DiGiacomo

COUNCIL MEMBERS PRESENT: Cheri Lee, Christine Kelly, Tom O'Brian

STAFF PRESENT: Adam Huffman, Lauren Martin, Lori Puzak, Kristen Denton

I. CALL TO ORDER:

Chair Stone called the meeting to order at 7:06 pm.

II. APPROVAL OF MINUTES:

Motion to approve: Tom Joyce; Second: Ken Cicora; Vote: Unanimous; Meeting minutes approved with no corrections.

III. PUBLIC COMMENT PERIOD:

Speaker #1: Katheryn Kornbau (Holly Glen Resident)

Ms. Kornbau supplemented her comment with a PowerPoint presentation. There is a Town of Holly Springs Greenway Easement 2' from her back porch. Her family has installed a fence on easement, both greenway and sewer easement with gate access for maintenance. Ms. Kornbau claims the easement which was present when she purchased the property is a burden on property owner & renders their land useless yet they pay taxes on it. She also stated that her neighbors continually use the easement for walking and get angry when she calls the police.

Discussion:

Interim Director Huffman assured Ms. Kornbau that the greenway master plan will study areas where easements are located however, surrounding development where lots are bisected by easements will be examined.

Committee Member Cicora asked if Ms. Kornbau has presented her feelings to the HOA? Ms. Kornbau has not.

Committee Chair Stone inquired if the land is physically identified as an easement? Ms. Kornbau explained that it had been publicized it as a greenway on facebook and the newest and final

portion of development has brought more public use of their private land. She has posted private property signs in her yard, which is not part of the easement; however, citizens ignore them and trespass on her property.

Council Member Lee commented that the Town needs to look at public use of greenway on private property.

Interim Director Huffman suggested Ms. Kornbau and affected neighbors come to public meetings and community outreach and explained that crime on a greenway is equal to or less than the area where it is located. Greenways themselves do not bring crime.

Ms. Kornbau asked how as homeowners they will be protected and Interim Director Huffman explained that the greenway is proposed but not funded.

Speaker #2 Colleen Bradley

Ms. Bradley moved into her home 11.5 years ago. She has graded land and working with the Town Engineer, planted wax myrtles along the sewer easement. Ms. Bradley states there are problems with kids on the greenway when neighbors upgrade landscape but kids ruin it and don't care. MS. Bradley informed the Committee that due to existing saturated soils and poor drainage, this is likely not the best place for a greenway as it will be a maintenance issue. A better location for the greenway would be the existing sidewalk where there would be no maintenance and the neighborhood could keep their eyes on the users.

The Committee thanked Ms. Kornbau and Ms. Bradley for bringing these issues to its attention.

IV. RENTAL APPLICATIONS. RECOMMENDATION OR FURTHER REVIEW. (LORI PUZAK)

Staff Member Lori Puzak explained the original application was written by Danny Lovelace and explained that as the Town has grown, the Application has been a work in progress to meet rental demands. Staff Member Puzak presented the proposed revised Rental Application for Park and Recreation Facilities and noted the changes in the new application. Changes noted are as follows:

1. There will be 3 seasonal application periods that coincide with Hurrah's booklet.
2. The Application will be multi-use including tennis where athletic fields were only addressed before.
3. Similar to Raleigh's rental policy, the Consideration of use Policy has a priority structure. WCPSS and Tennis association are included as partners. Although these have always been an internal policy, now being made public. After WCPSS rental is lottery system based. Remainder of document hasn't changed.

Discussion:

- Committee Member Cicora opened the discussion stating he believes the proposed application is a good document
- Committee Member Plumer asked how profit/non-profit is handled?

- Staff Member Puzak responded that the decision is based on what the Non-Profit is benefitting and if it follows the town vision.
- Staff Member Puzak expanded on the theory behind the application stating that it will replace phone calls required by staff as it calls attention to and covers “extras” of field rental such as step on times/step off times- game times, warm-up times, batting cages etc.
- Chair Stone inquired if Ad Hoc rentals still available if a field is reserved.
 - Staff Member Puzak responded yes, and commented that flexibility is necessary to accommodate rain outs, school events etc. and that having the renter’s insurance on hand already is helpful. Interim Director Huffman Adam commented that although Ad-Hoc rentals are possible, lining a field might not be possible on a short term basis although field rental on an “as-is” basis is possible, but Park and Recreation Staff will have to determine if the rental will be a positive experience for renter.

Motion: Committee Member Cicora recommended approval of document as presented to move it forward to Town Council. The motion was seconded by Committee Member Plumer and approved unanimously.

V. HOLIDAY CLOSINGS. RECOMMENDATION FOR TOWN COUNCIL APPROVAL. (KRISTEN DENTON/ADAM HUFFMAN)

Staff Member Kristin Denton presented the current holiday closings policy of the Hunt Center explaining that the town recognizes a holiday if it usually falls on a workday. The theory behind the policy is to be accommodating to patrons but also keeping staff in mind. The Town recognizes Good Friday as a holiday but Christmas will have to be determined on an annual basis because Christian holidays change.

Interim Director Huffman explained that this holiday policy is an anomaly with Hunt Center.

Discussion:

- Committee Member Cicora asked if the Town has considered being open the Friday after Thanksgiving.
- Council Member Joyce made a motion to approve and refer the policy to Town Council.

The motion was seconded by Committee Member Cicora and approved unanimously.

VI. GREENWAY MASTERPLAN UPDATE (ADAM HUFFMAN)

Interim Director Huffman presented the update to the Greenway Master Plan explaining that he received a fee proposal that day and unfortunately, it came in higher than anticipated. His

recourse will be to work with engineering and planning to see if it can fit within budgeted \$75,000. The Master Plan will require public involvement and inquired if anyone from Board interested in serving on sub-committee to gather information from public at farmer's market or July 5th event. It is anticipated that the Master Planning will be a 5-6 month project and he wants to go to Town Council in May.

Discussion:

Committee Member Plumer asked if the proposal was released for Public bid to which Interim Director Huffman stated that no, he went straight to ALTA because they have worked on plans before and have best representation of area. This was also done to avoid and extended bid procurement phase since the Greenway Master Plan is a high priority but asked if anyone else had a consultant to put forward to solicit proposals? The scope of work requires consultants to investigate what is proposed and what the different HOA's will allow, if sewer easements or the low lying areas are the best locations. They will also consider the easements that have been in place before the homes were built.

Discussion:

- Committee Member Stone asked would the Town give back easement rights where town does not believe greenways will ever be built. Interim Director Huffman replied yes, for greenways, no for sewer and explained that some greenway segments are now surrounded by homes where a greenway is not feasible. Chair Stone asked if somehow the Town can we give homeowners some sort of certainty to ease fears where greenway easements exist but greenway would not be built. Interim Director Huffman responded yes.
- Committee Member Cicora inquired whether in cases like the ones presented during public comment; does the planning dept. allow a greenway to be built that close to a house? What is planning process in similar cases?
- Committee Member Martinez de Andino asked if there has there been a precedent in the past.
- Committee Member Joyce asked if a greenway easement shown on a plan? Interim Director Huffman replied that yes, they are shown on land records but they can be altered. He explained that if a proposed greenway is shown on a property, the developer is required to build it or pay a fee in lieu. Chair Stone asked if the easement be relocated. Interim Director Huffman responded yes, although the homeowner would have to agree and replat.
- Chair Stone suggested that there are two 2 issues concerning greenway easements, new unconstructed developments and the second is whether greenways will be built on existing easements where the greenway wasn't built by the developer.
- A short discussion of easements occurred covering dedication of easements and
- Town Departments involved.

- The discussion concluded with the thought that congruency for Committee Members involved in public outreach with concern for the greenway master plan remain consistent.

VII. PROJECT UPDATES – BASS LAKE STREAMBED RESTORATION & UTLEY CREEK GREENWAY (ADAM HUFFMAN)

1. Bass Lake streambed restoration.
 - a. Jewell Engineering performed the General Contracting and Engineering.

Restoration includes a gabion wall at bank at NW corner of spillway. The design is in with USACE for permitting and the Town is hoping for approval. The timeline goals are that the streambed will be done in Sept. which would allow the trail to be reconstructed. During construction, 7-8 spaces in parking lot will be used for construction staging. Reconstruction will start with streambed, follow with greenway then complete parking lot in November. Hopefully, hurricane season will be kind and allow for construction. Reconstruction has been built for 50-year flood with the idea that water can pass over bank but return to streambed. Construction costs anticipated to be \$800,000 and are covered by FEMA, no taxpayer money.

2. Utley Creek:
 - a. This is an Engineering project consisting of a small connection from Ballentine Road to the existing greenway. It will connect with a tunnel under 55. The original plan was to run parallel to 55 and connect to Trotter Bluffs, however, now they want to connect Trotter Bluffs to Holly Glen, and then go across 55. Town is requesting funding from CAMPO. This link gives east west connection and is on Wake Co. Master Plan.

- b. No questions/discussions.

3. New Netting at Ting Stadium:

- a. The Town has recently added 20' net on Ting Stadium to make driving on Main Street a little safer. This will not guarantee a ball will never be hit onto Main St. Likewise; there is concern for the safety of observers. Costs were \$24,500 for 300 linear feet of 20' high netting to help protect folks standing near fence from being hit. Flying balls are not an issue with Wake Tech or high school students, although some college level players can foul the ball into these areas. Clarification, the ballpark currently meets all codes for netting and signage.

4. Carl Dean Greenway:

- a. The goal for getting the greenway fixed is July. Staff has identified six spots for fitness equipment to be installed along greenway and are asking town council for money to install the equipment in these spaces along the greenway. Staff tried to locate the spaces equidistant and where existing pavement allows for equipment. Also, consideration is giving to locating equipment in areas that support complete and balanced work out.

VIII. OTHER BUSINESS

1. Concerns/questions regarding overlapping seasons as communicated by Committee Member Adams:

Interim Director Huffman had spoken with the family Committee Member Adams brought to the Board's attention and stated he would follow up with them to ensure staff had responded to their concerns.

2. The Floor was opened to discussion regarding team selection and the SWAC conference that is a contributing factor to the overlapping season issue. Past discussions involving the Board concluded that the overlapping season is a family decision. SWAC conference affects a small number of participants. Interim Director Huffman pointed out that no matter what schedule they come up with, someone will have conflicts. The Committee determined that further discussion regarding participation in the SWAC conference was not necessary at this time.

3. Following the retirement of Director Bradley, the process for setting the agenda for Advisory Board Meetings was changed in an effort to improve efficiency, ensure the Board is addressing issues that are a priority to Town Council, and to bring the process into alignment with that followed by Town Council. Moving forward all topics/issues to be presented by Staff and/or invited speakers will be listed as "formal" Agenda Items, with committee member topics / issues being moved to the "Other Business" portion of the Agenda. This is not intended to signify that topics / issues suggested by Committee members are less important, but to ensure that we are utilizing our time together as efficiently as possible. If the Committee and/or staff determines that issues raised as "Other Business" need additional follow-up and discussion they will be placed on the "formal" Agenda for the following month. To clarify, Committee Member Cicora asked that Committee Members can bring items forward and the call should be made based on Adam and Liz's consultation and decisions. Chair Stone affirmed this statement and Members Plummer, Martinez de Andino and Cicora agreed that this approach is much better.

4. Chair Stone publicly thanked Interim Director Huffman for listening to concerns raised by the Committee regarding parking at Womble Park and for acting promptly to change the parking set-up to ensure safety for participants. She has heard many people also appreciate the definition and regulation of parking likewise, Staff has received many positive accolades for the improved parking.

5. Chair Stone mentioned that now that Holly Springs Elementary School has installed "fancy" water bottle fillers in the school hallways, she has heard requests for similar device at Hunt Center. Interim Director Huffman indicated that he would investigate whether that could be done.

IX. ADJOURN

Committee Member Ken Cicora motioned, seconded by LeeAnn Plumer Committee Member at 8:49.