



## Advisory Board

### PRCRD Advisory Board – Meeting Minutes (January 9, 2023)

**Location: The Clubhouse at Hilltop Needmore Town Park and Preserve, 4621 Shady Greens Dr.,  
Fuquay-Varina, NC**

- I. Call to Order – 7:00 pm  
*In attendance were board members Jason Wunsch, Sheree Ward, Renee Potts, Amber Williams, Eric Myers, and Keith Willis. Also in attendance were PRCRD Director Jonathan Cox, PRCRD Assistant Director Anthony DiMarzio, and Senior Program Support Specialist Jerry O’Connell.*
- II. Pledge
- III. Approval of the meeting minutes; November 28, 2022  
*Motion to approve the minutes from the November 28<sup>th</sup>, 2022, PRCRD Advisory Board meeting by Renee Potts and second by Amber Williams. Minutes passed unanimously.*
- IV. Public Comment  
*Jo Ann Emery requested that the PRCR Department resume printing a condensed version of the PRCR Program Brochure that was specifically for Active Adults (ages 55+). Director Cox mentioned that staff were actively working on fulfilling this request and he anticipated having hard copies available within 2 weeks. Sherril Stanley noted the increase in current active adult programs offered by PRCR when compared to 2019. She asked the board and staff to be mindful of the diverse population of seniors when making plans and decisions for the future. Also, she requested that the Town consider adding signage along Hilltop Needmore Road that identifies the entrance to Hilltop Needmore Town Park and Preserve. Director Cox mentioned that the department is continuing to add funding to support and add more active adult programs for the future.*
- V. Advisory Board Introductions  
*All the Board members present gave a brief introduction. The Board welcomed two new members: Keith Willis and Eric Myers.*
- VI. PRCR Advisory Board Vice Chair appointment  
*Jason Wunsch made a recommendation to appoint Renee Potts as the Vice Chair. Motion to appoint Renee Potts was made by Amber Williams and second by Sheree Ward. The motion passed unanimously.*
- VII. PRCR Comprehensive Systemwide Master Plan  
*Anthony DiMarzio gave an overview of the master plan process. Benefits of the master plan include:*
  - *Establish a vision for the next five years*
  - *Prioritize projects*
  - *Internal investigation to identify gaps and redundancies*
  - *Community engagement and support*
  - *A requirement for grant funding*
  - *Identify replacements*
  - *Identify investments with needs of the future*



*He mentioned the community survey can be accessed on “Let’s Talk F-V” and the importance of participation from the public. Estimated timeline for completion is June 2023*

*Renee Potts asked if elements of the HNTPP Master Plan will be incorporated into the comprehensive systemwide master plan. Director Cox said components from the HNTPP could possibly be incorporated into the comprehensive plan.*

*Eric Myers asked what other supplemental data besides the census is used for planning. Assistant Director DiMarzio mentioned that data from the Economic Development Department is considered. Director Cox added that information from the Planning Department is also used for decision making. Director Cox provided a brief description of Recreation Unit Fees and how money is designated for a district fund that is used to enhance or add additional recreation components.*

*Assistant Director DiMarzio asked for the Board’s assistance in promoting public participation for the survey.*

*Sheree Ward asked if any internal needs have been identified. Director Cox responded that the Department is conducting an internal assessment as well as public input to determine future needs.*

*Eric Myers asked when the last public input campaign for a comprehensive master plan was. Assistant Director DiMarzio said 2017.*

VIII. Project Updates

a. Community Center North

*Director Cox mentioned that staff was working with HH Architecture and Edifice, the Construction Manager at Risk (CMAR). Construction documents have been completed and are going through the vetting process with the CMAR. The CMAR is working through the cost estimation process to make sure the project is still within budget. He anticipates the project going out to bid in early spring once the plan review process is complete and awarding the project in late spring.*

*Renee Potts asked if the tunnel under Hilltop Needmore Road would remain. Director Cox said the intent is that the tunnel will remain.*

b. Hidden Valley Greenway Design

*Director Cox reported that the project is still under design.*

c. Alston Ridge Greenway Design

*Director Cox reported that the project is still under design. This project received a \$929,000 grant. Construction could begin in late 2023. This project will connect Alston Ridge to Bass Lake in Holly Springs.*

d. Action Park Tennis Courts

*Director Cox reported that construction has begun but asphalt has not been laid due to low temperatures.*

e. South Park Walking Track

*Director Cox reported that this project has been delayed until spring.*



f. Falcon Park Dugouts

*Director Cox reported that the dugouts are under construction, and estimates that the project will be completed prior to the beginning of the spring youth sports season.*

*Amber Williams mentioned that she was asked if the field could be used during construction. Director Cox suggested that the field not be used until construction has been completed.*

IX. Upcoming Events

- a. Master Plan Public Input – January 12<sup>th</sup> - HNTPP Clubhouse 6-8PM
- b. Master Plan Public Input – January 18<sup>th</sup> – FV Community Center 6:30-8:30PM
- c. Master Plan Public Input – January 28<sup>th</sup> – Pine Acres Community Center 12-2PM

X. Next Meeting

- a. Monday, February 13, 2023, 7:00pm

XI. Staff Comments

XII. Board Comments

*Renee Potts asked if PRCR offered CPR training. Director Cox mentioned that these programs have been offered and there are opportunities to add additional classes.*

*Jason Wunsch mentioned that the PRCR Facebook page has been a strong source of information about the programs and happenings in PRCR.*

XIII. Adjournment

*Meeting adjourned – 7:52 pm*