



PRCRD Advisory Board – Meeting Minutes (March 16, 2026)

Location – Hilltop Needmore Town Park Community Center

- I. Call to Order – 7:09PM
In attendance were board members Eric Myers, Keith Willis, Jorge Lopez, Christopher Boyd and Sheree Ward. Also in attendance were PRCRD Director Jonathan Cox, Sr., Marketing & Special Events Coordinator, Trey Baggett and Senior Program Support Specialist Tiffany Trice.
- II. Pledge
- III. Approval of the meeting minutes – *The minutes from March 16, 2026, passed unanimously.*
- IV. Public Comment – *No members of the public were present*
- V. Special Event Presentation – Trey Baggett, Marketing & Events Coordinator provided a comprehensive overview of the Town’s annual special events and sponsorship opportunities.
- VI. Summer Camp Update – All nine weeks of summer camp at SPCC and HNTPC are full.
- VII. FY25 Projects
 - a. Action Park Parking Lot Design / Construction – *Finalizing design phases; the project will be bid in late spring / early summer.*
 - b. Library Park Design – *Plans are underway to replace the existing shelter and install additional seating.*
 - c. HNTTP Trail improvements – *Project is currently out to bid.*
 - d. Alston Ridge Greenway – *Construction is ongoing with an anticipated completion date by the end of the calendar year, weather permitting.*
- VIII. Upcoming Events
 - a. Egg Hunt – March 28, 2026 - 10:00AM - *Flemming Loop Park*
 - b. FM2FV – April 9, 2026 – 6:30PM-9:30PM – *Chairman of the Board*
 - c. FM2FV – April 16, 2026 – 6:30PM – 9:30PM – *The Embers*
 - d. FM2FV – April 30, 2026 – 6:30PM – 9:30PM - *Crush*
- IX. FY26 Projects
 - a. South Park Community Center Design / Renovation –*The Town board selected concept 2. The Town will soon advertise for a Construction Manager at Risk and move forward with design development.*
 - b. Willow Spring Park Master Plan / Design – *The design contract has been awarded to Site Collaborative. Design concepts are expected with 3-5 months*
 - c. Banks Road Baseball Field / Lights – *The contract has been awarded, with a Notice to Proceed expected by the end of the month, 325 ft field with LED lighting.*
 - d. Action Park Field #1 & #2 Light Replacement – *LED lighting upgrades are nearing completion; poles, fixtures and underground infrastructure are installed.*
 - e. South Lake Greenway Trail Bridge Replacement – *Finalizing specifications; bidding is expected to start in June.*
- X. Staff Updates
- XI. Next Scheduled Meeting
 - a. Monday, April 13, 2026 – 7:00 pm
- XII. Staff Comments -
- XIII. Board Comments
- XIV. Adjournment – Keith Willis moved to adjourn meeting. The motion was carried, and the



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meeting concluded at 8:00 pm