



Recreation and Parks Commission

Meeting Minutes

Aug 19, 2025, 12:30pm

Alamance Parks Admin Office 3916 R Dean Coleman Rd. Burlington, NC 27215

COMMISSION MEMBERS PRESENT:

Chair Ms. Lisa Wolff, Vice-Chair Mr. Peter Dahl, Mr. David Woody, Ms. Kelly Ronnow, Mr. Mike Dunning, Ms. Elizabeth Read, Dr. Harold Kernodle, Mr. Lee Isley, Dr. Janet MacFall, Dr. Charles Parker (via Teams)

ALAMANCE PARKS STAFF PRESENT:

Jamie Merchel – Director, Chase Parrish – Grants & Communications Coordinator, Jason Witherspoon – Programs Superintendent, Mike Scott – Parks Superintendent, Nolan Carter – Trails & Open Space Coordinator

1)

2) COMMUNICATIONS

- a) Call to Order and Establish Quorum
 - i) Meeting called to order at 12:30pm, Quorum established
- b) Review and approval of the May Meeting Minutes
 - i) Motion to approve minutes made by Vice-Chair Peter Dahl, motion carries
- c) 2025 Appointments
 - i) 2025 Alamance Parks Board Members consist of: Chair Lisa Wolff, Vice-Chair Peter Dahl, Ms. Elizabeth Read, Dr. Janet MacFall, Mr. Lee Isley, Mr. Mike Dunning, Commissioner Ed Priola, Ms. Kelly Ronnow, ABSS School Board Representative Dr. Charles Parker, Mr. David Woody and Dr. Harold Kernodle

3) PUBLIC COMMENT

4) REPORT OF CHAIRMAN

5) REPORT OF STAFF

- a) Staff presentation: Jason Witherspoon; Programming Update
 - i) The Visually Impaired Program group just experienced a guided tour through the NC Museum of Art in Raleigh
 - ii) Sam Lord finished up his internship with us in July.
 - iii) Family Foot Golf is coming up on August 22, Fall Archery registration is now open, Alamance Adventure Race registration is open and is happening 9/27, Family Pickleball is also happening on 9/27, Haw River Trail backpacking program is happening in October, Sneaky Pete DG Tournament is happening, Cane Creek Mountain Trail Run 9/13, Black Toenail Friday Trail Race 11/28, Free Concert at Cedarock happening 08/29 with The Beagles
 - iv) Cross Country season will be starting soon with several practices and meets happening at Cedarock Park
 - v) Farm to table is back at Cedarock Historical Farm during late September/Early October
 - vi) Active Recreation Coordinator Position

- Currently have 41 applicants. Application window closes on Thursday, 08/21 with interviews happening soon after.
- vii) Part-Time Recreation Assistant Position
 - Currently accepting applications
- b) Director's Update
 - i) Shout out to everyone who has had a helping hand throughout July with storm cleanup
 - ii) PARTF Grant applications will be reviewed and awards decided on Friday, 08/22
 - iii) We are waiting for Governor Stein to officially announce the PARTF Accessibility Grant awards before we share/announce to the public.

6) OLD BUSINESS/UPDATES

- a) 25-26 Approved Capital Improvements Plan
 - i) The Final 2025-2026 County Capital Improvements Plan includes Parks Department funding for 2 replacement fleet vehicles, Shallow Ford Natural Area improvements, AO Athletic Park Improvements Phase 2, Matching Funds for the PARTF Accessibility for Parks Grant and 3 Roof Replacements identified in the county wide roof audit at the Cedarock Park Farm (Museum), Equestrian Center (Storage Building) and Eli Whiteny Gym (Partial).
- b) Active Projects Updates
 - i) CCMNA
 - First 2 trail loops of phase 3 are complete, still to be completed are blazes, signage and gate
 - Painting the handicap parking spots still need to be completed in phase 3 parking lot
 - CCMNA Articles of dedication have been signed and recorded
 - We have signed a ground lease agreement with UNCG which will allow the department to build and maintain trails throughout 59 acres of the property as part of the Phase 4 development of the park. Ground Lease excludes the approximately 3 acres of which is considered the "Observatory Compound Area"
 - ii) Village of Alamance Paddle Access
 - Concrete work scheduled for the first half of September, once complete the curb will be cut and parking lot work can be completed
 - Plans are still being finalized for paddle access steps etc.
 - Village of Alamance is applying for a grant for a picnic shelter next to the paddle access that will technically be on their property but we may maintain for them.
 - iii) Carolina Mill
 - We have been working with Capital Broadcasting on getting that land donated. All that has to be done at this point is for it to be recorded.
 - iv) Alston Quarter
 - Progress is being made. The purchase of Phase 1 will hopefully be finalized in the next 2 months on about 360 acres.
 - Application has been submitted for Phase 2 which would be another 390 acres.
 - Board Members have requested a one-page running list of updates as well as the potential of a tour of properties in the future.
- c) Tropical Storm Chantal Damage
 - i) Damages and expenses are being tracked in the hopes that in the future there may be potential reimbursement through FEMA funds. The largest expenses have been bridge

replacements.

- d) Glencoe Mill Race Breach
 - i) Actively working on how damage can be addressed along the mill race.
- e) Alamance Parks Sponsorship, Advertising and Signage Policy Update Needed
 - i) Lisa Wolff and Kelly Ronnow to touch base with Jamie and Chase on helping update the department's policy.

7) NEW BUSINESS

- a) 2025 RTP Grant Application Approval
 - i) Nolan addressed the board on this application. It is the same project that was previously presented in 2024, but we are re-applying as we were not awarded in the 2024 cycle. This application is for funds that will be used to purchase the land needed for the Shallow Ford Natural Area expansion and be used as match for the GTSP grant we were recently awarded for enhancements to be made at Shallow Ford Natural Area.

8) ANNOUNCEMENTS

- a) 2024 GTSP Grant Awards
 - i) Alamance Parks was awarded a grant through GTSP for enhancements to be made at Shallow Ford Natural Area. We just need to be awarded funds through the 2025 RTP grant for the land acquisition/match for GTSP.
 - ii) Haw River State Trail was also awarded a grant through GTSP for a state trail corridor study which would include all 5 counties.
- b) Alamance Parks Master Plan
 - i) The Request for Proposal for a 10-year master plan has been drafted and is now being reviewed before hopefully being approved and posted. We are hoping to have posted in September. Responses reviewed in October/November and a contract being executed in December.

9) ADJOURNMENT

- a) Meeting adjourned at 1:36pm

Next Meeting Tuesday September 16th 6:00pm Cedarrock Park Farm Museum
Group Paddle Friday September 19th 2pm