



City of Boiling Spring Lakes

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PARKS AND RECREATION ADVISORY BOARD

**City Hall
October 15, 2014
6:30 P.M.**

MEETING MINUTES

ATTENDANCE: Bob Stanley, Chairman, Verda Darrell, Vice-Chair, Sandra Krasnow, Bon Cantrell

Absent: Janet Wall, Bruce Pennington, Suzanne Goffredo

Commissioner Liaison: Mary Stilwell

Staff: Mary Green ~ P&R Director, Pamela Bellina ~ Administrative Assistant

I. CALL TO ORDER ~

The meeting was called to order by Chairman Robert Stanley at 6:30 p.m.

II. APPROVAL OF AGENDA ~

Commissioner Mary Stilwell added to the agenda under New Business: B. Parks and Recreation Advisory Board Ordinance.

Mary Green added to the agenda under Old Business: E. Pets in the Parks.

Bon Cantrell added to the agenda under Old Business: F. Alligators

A motion was made by Sandra Krasnow and seconded by Verda Darrell to approve the agenda as amended.

Vote: 4-0 ~ Motion Carried

III. APPROVAL OF MINUTES ~

Mary Green requested an amendment to the minutes on page 3, section VI ~ New Business, the second “discussion” paragraph, line 12, change \$840 per month to \$480 per month.

A motion was made by Sandra Krasnow and seconded by Verda Darrell to approve the September 17, 2014 minutes as amended.

Vote: 4-0 ~ Motion Carried

IV. Public Comment ~ there were no public comments

V. Old Business ~

A. Lighting at tennis/basketball courts ~ update

Mary Green asked that this matter be tabled until the next meeting as she is awaiting quotes from several lighting manufacturers.

A Motion was made by Bon Cantrell and seconded by Sandra Krasnow to table the Lighting at tennis/basketball courts to the next meeting.

Vote: 4-0 ~ Motion Carried

B. Park Reservation Policy ~ update

Mary Green reviewed with the Committee the changes made to the Park Shelter Reservation Application noting the language included on the reverse side of the application form to Park Shelter Reservation Rules and Regulations highlighted in yellow. The Committee discussed the changes included on the reservation form as well as the Portable Toilet Planning Worksheet. Mary Green explained that it would be up to the applicant to secure additional portable toilets and included on the form a list of the local portable toilet companies. Mary further explained that she or her staff would secure portable toilets for City run events only. Commissioner Stilwell asked if events such as the Police Department’s Small Fry Fishing Tournament or Special Events’ Fun Day were required to fill out the form and Mary Green replied yes. Commissioner Stilwell suggested that Mary advise the other boards/departments that the form will be required. Bon Cantrell suggested the words “the Applicant” be added after the word “YOU” in the fourth bulleted paragraph, third line so as to verify that the person signing the application understands they are responsible for securing additional portable toilets. Bon also suggested a correction to the last bulleted paragraph, first word should be “there” not “the.” Mary Green stated if the Advisory Board voted in favor of the above-noted changes to the Park Shelter Reservation, she will present the changes at the Board of Commissioners’ Meeting.

A Motion was made by Bon Cantrell and seconded by Verda Darrell to approve the changes to the Park Shelter Reservation form with said changes to be recommended to the Board of Commissioners.

Vote: 4-0 ~ Motion Carried

C. Survey ~ update

Mary Green advised that Janet Wall was diligently working on adding the survey information onto the worksheet. Mary also stated she has been diligently working on converting the electronic information she has into data form with pie charts and graphs which as are easier to view than numbers on a sheet of paper. Mary remarked that the comments noted in the surveys were proving to be difficult to categorize. Mary commented they are right on track to provide the survey results by January 1st.

D. Christmas Flotilla / Chili dinner

Commissioner Stilwell advised she spoke with the Special Events Committee and they would unfortunately not be able to help with this event. She further advised that the Chairman of Special Events stated it would be wonderful if the event could be incorporated with their tree lighting on December 6th, but they were not physically able to help with it this year. Commissioner Stilwell recommended that the two committees meet to coordinate the events for next year. Bon stated that the Special Events Committee does quite a bit with their events and it sounds like they would like to incorporate the events next year and he was willing to speak with them. Bon further stated he was willing to speak with Steve at the golf course about hosting the chili dinner next year. The Committee discussed prior Christmas flotilla events, the amount of people limited at the golf club, the Parks and Recreation staff time involved and involvement of the Police and Fire Departments.

The Christmas Flotilla/Chili dinner matter was tabled until Bon Cantrell can meet with Special Events to discuss combining efforts for the Christmas Flotilla / Chili dinner next year.

E. Pets in the Park

Mary Green and Commissioner Stilwell discussed the misunderstanding at the Board of Commissioners' Meeting in October with respect to Mary's presentation of the P & R Advisory Board's recommendation with respect to pets in the park (discussed at the August meeting). Commissioner Stilwell stated the misunderstanding was some of the Commissioners thought the Advisory Board voted to change policy, which they cannot. Mary Green stated she presented the recommendation of the Advisory Board but believes the confusion was with the word "voted." Commissioner Stilwell stated she explained to the BOC at the meeting that the Advisory Board voted amongst themselves as a unit as to what their recommendation was for consideration of the BOC and did not vote to change policy.

Mary Green suggested to the Advisory Board for future meetings to word their motions as "voting to make a recommendation to the Board of Commissioners." Commissioner Stilwell asked the Advisory Board to attend the BOC meeting to support their recommendation. She reminded the Board that if a matter was on the Agenda, they may speak about it. Mary Green

asked if a letter could be read into the minutes at the BOC meeting and Commissioner Stilwell replied yes.

F. Alligators

The flyers have been printed and are the exact replica of the sign and are ready to be distributed by the Appearance Committee in their Welcome Packages.

Bon asked if the Police Department was working on an Ordinance as to how close an alligator can get before it is removed. Commissioner Stilwell replied they have and residents can go to the City's website to read the proposed ordinance and make comments. The comments will be taken into consideration and the matter will be voted on at the Board of Commissioners' Meeting. Sandra Krasnow commented that the BOC is governed by State laws regarding wildlife and Commissioner Stilwell stated that it is a difficult process because of the laws. The Committee discussed how the City notifies residents of events such as this via the website and the difficulties in reaching all City residents that is cost effective. The Committee also discussed whether Jason Tyson could run articles in the State Port Pilot and Commissioner Stilwell remarked the State Port Pilot makes the decision what articles are run so there would be no guarantee. Mary Green advised she is working with Chief Shirley to present a series of monthly educational workshops on different topics a few times a month and will consider one of the topics to be alligators. Commissioner Stilwell suggested Mary also put it on the Parks and Recreation website because it reaches so many residents.

VI. New Business ~

A. Advertising in the Parks

Mary Green stated she attended the Parks & Recreation State Conference and learned there was a big push for advertising in parks such as on benches and picnic shelters. Mary advised there are some park benches that need to be replaced next spring and she wanted the Committee's comments on whether they would consider benches that have advertising space. Mary advised that the price of an advertising bench is not much more than a regular bench and could generate some revenue for the City. The Committee then discussed the benefits of advertising in the parks. Bon Cantrell asked how long it would take to pay off a bench and Mary replied two years. Mary stated the price of an advertising or memorial commercial park bench is between \$800 to \$1000 depending on the mounting structure. The current price for a standard commercial park bench is \$750. Commissioner Stilwell thought it would be good for local businesses to advertise on the benches. Sandra Krasnow asked about benches she saw in Wilmington that had an inlaid plaque. Mary Green stated those are memorial benches but there was no plan yet for them. Sandra mentioned she liked the idea of a memorial bench rather than a splashy advertising bench. The Committee discussed memorial benches and advertising benches and how the City would handle a memorial bench whether it could be a renewed memorial or an outright purchase of the bench. Mary Green stated she would provide the Committee with links to view the benches. Bon Cantrell asked how many benches Mary would consider installing at Spring Lake. Mary replied three on the large side. Bon remarked they could line the benches along the beach so people can watch their kids in the lake from the benches. He suggested there

could be a mix of memorial and advertising benches. Mary stated she could try it in one park first and see how it progresses and commented it may not be a good fit for all properties. Mary believes there should be a way for recurring expenses such as the purchase of benches to pay for themselves and that generating some income would be a benefit for the City.

A Motion was made by Sandra Krasnow and seconded by Bon Cantrell to table the advertising in the parks until next month.

Vote: 4 – 0 Motion Carried

B. Parks and Recreation Advisory Board Ordinance

Commissioner Stilwell asked the Advisory Board to look at their Ordinance and make any changes they deem necessary. All Ordinances for the individual Committees are being looked at. Commissioner Stilwell also stated that if a committee member misses three consecutive meetings they will be asked to leave the committee and the BOC was going to be very strict about this part of the Ordinance. She also stated excused absences will no longer be considered. Commissioner Stilwell asked the Committee to provide any recommended changes to the Ordinance to her and Mary Green. Mary Green stated she thought missing 3 meetings in a row was difficult and was detrimental to what the Advisory Board was trying to achieve. Mary Green advised she will email all Advisory Board members with the current Ordinance.

VII. Citizens Concerns

There were no citizens concerns stated however Mary Green inquired if any of the Advisory Board members heard remarks from any residents and reminded them to keep their eyes and ears open to hear and know what the residents want us to be doing.

Bon Cantrell mentioned a concern he had about the pine tree at the big lake by the dam. Mary Green stated it will be taken care of most likely within two weeks. Mary does a park tour once a month and makes of a list of things that need to be addressed at the parks and she gave Ernie a large list recently. Mary encouraged the Advisory Board to tour the parks at least once a quarter and advise her as to what needs attention. Mary also suggested the Advisory Board join her on a park tour. She advised the new Advisory Board members may not know how much vacant undeveloped park property the city has and she thought it would be beneficial to start looking at some of the park properties which may never have anything there but are valuable piece of property sell. She stated there was some discussion way back that those properties could not be sold because they were donated but Mary did not think that was still the case. She stated a lot of properties around the little lakes could be sold. Bon asked if all the properties were listed in the Parks book and Mary replied yes. Mary will renew the books if everyone would give theirs back to her. Mary stated the biggest park property is Spring Lake.

VIII. Announcements

Mary Green requested from the Advisory Board donations of candy or money to purchase candy for Trunk or Treat and if any board members would register their vehicle and hand out candy at the event.

Bob Stanley stated he would be playing music in Whiteville on the 31st and would not be able to attend and reminded everyone that he will be playing at the Community Center next Thursday. Mary reminded everyone the Community Center has live music every second and fourth Thursday of the month.

Bon Cantrell announced the new park at Town Creek will be opening January 1st.

Commissioner Stilwell asked Mary Green if the purchase of tickets was required prior to the Pancake Breakfast (December 6th) and Mary replied that it was not required but encouraged. Pancakes will be served from 7:30 to 10 AM but the busiest time is 9:30.

IX. Next Meeting Agenda Items

- A. Lighting at the tennis/basketball courts
- B. Christmas Flotilla / Chili dinner
- C. Parks and Recreation Advisory Board Ordinance
- D. Advertising in Parks

X. Adjourn

A Motion was made by Bon Cantrell and seconded by Sandra Krasnow to adjourn the meeting at 7:36 p.m.

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Respectfully submitted ~ Pamela Bellina, Administrative Assistant