



City of Boiling Spring Lakes

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PARKS AND RECREATION ADVISORY BOARD

City Hall

September 17, 2014

6:30 P.M.

MEETING MINUTES

ATTENDANCE: Robert Stanley, Chairman, Sandra Krasnow, Bon Cantrell, Suzanne Goffredo, Janet Wall

Absent: Verda Darrell, Bruce Pennington

Commissioner Liaison: Mary Stilwell

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

I. CALL TO ORDER ~

The meeting was called to order by Chairman Robert Stanley at 6:35 p.m.

II. APPROVAL OF AGENDA ~

Commissioner Stilwell requested to add to New Business: B. Presence of Committee Member at BOC meeting to present a report.

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

Motion Carried 5-0

III. APPROVAL OF MINUTES ~

A motion was made by Suzanne Goffredo and seconded by Bon Cantrell to approve the August 20, 2014 minutes as written.

Motion Carried 5-0

IV. Public Comment ~ there was no public comment

V. Old Business ~

A. Survey Update ~ Mary Green stated the survey deadline was August 31 and she had received 268 responses which reflected about 5% of the community. Mary requested a member of the Advisory Board compile the information on the handwritten questionnaires and enter it onto an Excel spreadsheet that she would create. Mary advised that the information from the electronic questionnaires has already been exported into a spreadsheet. Bon Cantrell and Janet Walls offered their time and discussed with Mary the deadline or time frame to have it finalized. January 1 was set as the date. Janet Walls stated that she could prepare the spreadsheet.

B. Lighting at tennis / basketball courts ~ Bon Cantrell spoke with the resident who lives next to Muse Park, Lucy Lumsten. He advised the Advisory Board as follows: Ms. Lumsten and her family have lived there since 1977 and her husband was the pastor at the Baptist Church many years ago. Mrs. Lumsten's first reaction to lighting the courts was not favorable but after he presented her with the lighting options being considered and the timing of the lights, Ms. Lumsten was open to the idea. She did request a time frame for the park to be open and the lights to be turned off and was willing to have the lights on until 10:00 PM. Her current issues were people at the park at 5:00 AM and using the courts at midnight. Another issue is people going into her yard to retrieve basketballs, although she did mention she was pleased to see some kids did knock on her door to ask to retrieve their basketballs. She also stated she was concerned about people hanging out in the park whether it is lit or not. Ms. Lumsten is all for the Advisory Board doing more for kids. Bon Cantrell felt whatever plans the Advisory Board and Parks and Recreation did come up with, that they are presented to Ms. Lumsten first as she has lived here for so long and certainly would not want to upset her and her family. Bon mentioned an idea for increasing the height of her fence but stated that issue falls under zoning and a park issue. He suggested catch nets to keep the basketballs from going into Ms. Lumsten's yard.

Commissioner Stilwell commented the City's Police Chief and Animal Control Officer were currently working on the Nuisance Ordinance. She believed that a lot of it dealt with the parks and recommended the Advisory Board meet with Chief Shirley and advise him what the P&R Advisory Board was working on so it can be incorporated into the Ordinance. The Advisory Board discussed what constituted the Nuisance Ordinance. Commissioner Stilwell mentioned the Police Chief and Animal Control Officer have made a considerable amount of changes from the original Ordinance.

Mary Green asked the Advisory Board what they would like her to do with respect to this issue. The Advisory Board's responses were to find the cost of lighting the courts, what was available for lighting and the feasibility of lighting the courts and respecting Ms. Lumsten's wishes. Commissioner Stilwell mentioned whether Mary Green should speak with the Police Chief and Animal Control Officer about this project or the Advisory Board speak with them directly.

VI. New Business ~

A. Park Rental Policies ~ Mary Green stated there are two issues and she would like the Advisory Board's input on. The first issue was the refunding of rental money for the last minute cancellation of shelter/park reservations. Mary stated the refund policy was not clear enough.

The second issue was portable toilet rental with respect to groups/individuals that reserve the shelter and/or the park for large special events (not City run events). Mary advised of an issue with the Go Jump in the Lake event. She explained there is currently one portable toilet on each side of the park and the Go Jump in the Lake event had about 200 participants this year. Mary Green asked the Advisory Board whether it should be the Park and Recreation Department's responsibility to provide portable toilets to outside groups renting a shelter or the park. Mary requested help from the Advisory Board to create clear policy on this issue. Mary provided the Advisory Board with a copy of a chart from a portable toilet rental business which shows how many toilets are required per attendee.

Discussion: There was lengthy discussion with respect to policy for refunding shelter rentals. Bob Stanley recommended cancellation within a certain period of time or rental money would not be refunded. The Advisory Board's suggestions were 72 hours notice and one week notice and there was discussion which period of time would be reasonable. Mary explained the complexities in refunding rental money and that it was not as simple as sticking her hand in the register and refunding the money. It was also discussed how often the shelters are rented by season.

A Motion was made by Suzanne Goffredo and seconded by Sandra Krasnow to change the shelter cancellation policy to one week notice.

Motion Carried 5 – 0

Discussion: The second issue was policy on rental of portable toilets by outside events (not City run) that rent the park and/or shelters. The Advisory Board discussed whether it should be the responsibility of the City/Parks and Recreation to provide additional portable toilets for an event or should it be the responsibility of the event holder. Mary also advised the Advisory Board that she will have to increase her budget next year for the portable toilets at the Parks. She stated Spring Lake Park alone will need two more portable toilets at the park because of the amount of park attendees. Mary also commented that now might be the time to logically look at how much a precast restroom building with a septic system would be since the cost for portable toilets at Spring Lake Park is increasing. Handicap-accessible portable toilets are another issue that will have to be considered in the near future which will further increase the portable toilet budget for the parks. Mary advised the cost next year for standard portable toilets just for Spring Lake Park will be \$480 per month. The portable toilets get dumped twice a week from May 1 through October 1; after that to once a week cleaning for the rest of the year. There is an additional cleaning for events such as Trunk or Treat. Mary stated it was cheaper to put a second unit in the park than it was to get one unit cleaned 4 times a week. She advised that the cost to get one regular unit cleaned twice a week is \$116.

Mary Green advised the Advisory Board that if a septic system and restroom building were to be installed at the park, it would open up the ability to have a concession stand which could generate revenue for the park.

A Motion was made by Sandra Krasnow and seconded by Janet Walls to add language in the Park Rental Policy to require outside event holders (not City run events) renting the parks or shelters to provide their own portable toilets.

Motion Carried 5 – 0

B. Presence of Committee Member at BOC meeting to present a report ~ Commissioner Stilwell requested that the Advisory Board have someone appear at the BOC meeting to present a brief report. Bob Stanley stated he will present the reports. Commissioner Stilwell further stated that if he was unavailable, to have another member of the Advisory Board present the report. If no one is available, they give the report to her and she can make the presentation.

VII. Citizens Concerns ~ there were no concerns presented

VIII. Announcements ~

Mary Green stated that October is a busy month. There will be live music the 2nd and 4th Thursday at the Community Center which will continue throughout the winter months. Trunk or Treat is Halloween night. Mary would appreciate if the Parks & Recreation Advisory Board had a vehicle registered. She mentioned in the past, everyone donated a little money and then one or two people were at the park handing out candy on behalf of the Advisory Board. Candy donations are also accepted.

October 25th (Saturday prior to Halloween) there will be a western-themed Murder Mystery Dinner which Teagan and Anita were putting together. There will only be 80 tickets available - 35 of which have already sold. The price is \$15 per person or \$25 per couple. There will be a full dinner included by Joe Caldropoli at Coastal Catering and Events.

Mary mentioned she was hoping to reschedule the Anniversary Party but there were no other available dates and/or staff available this year so she is postponing the celebration to the Spring.

December 6th will be the Annual Pancake Breakfast with Santa. This is a fundraiser that P&R and the Police Department do for the families they adopt each year. Mary asked the Advisory Board if they could volunteer, buy tickets or sell tickets or just come eat pancakes. \$5 for adults and \$2 or \$3 for children.

Commissioner Stilwell announced the Haunted Hayride / Fall Festival on October 18th at the Community Center. She also advised about the Pumpkin Patch she is hosting with the Police Department to raise funds for the Mitch Prince Scholarship Fund.

IX. Next Meeting Agenda Items ~

Bon Cantrell spoke with the Special Events Committee about starting the Christmas Flotilla/Chili dinner event again. Commissioner Stilwell stated the event started with the Community Appearance Committee which hosted it for about 3 or 4 years and was then turned over to Parks & Recreation for two years. It was then turned into the Christmas Parade because of the sink hole issue at the lake. Bob Stanley and Bon Cantrell agreed it could be a joint effort between the two committees.

X. Adjournment ~

A Motion was made by Sandra Krasnow and seconded by Suzanne Goffredo to adjourn the meeting.

Motion Carried 5 – 0

Respectfully submitted ~ Pamela Bellina, Administrative Assistant