



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Parks and Recreation Advisory Board

Meeting Minutes

November 18, 2015

6:30 P.M.

ATTENDANCE: Bob Stanley, Chairman, Bon Cantrell, Co-Chair, Bruce Pennington, Janet Wall, L. Paige Garza, Carolyn Doshier

Absent: Sandra Krasnow (excused)

Commissioner Liaison: Mary Stilwell (absent)

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

I. CALL TO ORDER

The regular monthly meeting of the Parks and Recreation Advisory Board was called to order by Chairman Robert Stanley at 6:29 p.m.

II. APPROVAL OF AGENDA

A motion was made by Bon Cantrell and seconded by Paige Garza to approve the agenda as written.

Vote: 6 - 0 ~ Motion Carried

III. APPROVAL OF MINUTES ~

A motion was made by Bruce Pennington and seconded by Carolyn Doshier to approve the October 21, 2015 minutes as written.

Vote: 6 - 0 ~ Motion Carried

Note from Commissioner Stilwell: Commissioner Stilwell was unable to attend the meeting and emailed a note which Bob Stanley read into the minutes: *There is one statement in the Mission Statement which is incorrect. Members of board are NOT appointed by the mayor. Members are voted on by the entire board of commissioners to the committee.*

The Advisory Board members discussed Commissioner Stilwell's note and whether the wording should include 'Mayor and Board of Commissioners' or just 'Board of Commissioners' which was the interpretation of Commissioner Stilwell's email. Bon thought the matter should be tabled until Commissioner Stilwell returns. Paige did not want another month to go by as she had already communicated the Mission Statement and a retraction and has offered to come to City Hall to get the correct wording cleared up or to speak with Commissioner Stilwell directly. Mary believed members are approved by the Mayor and Board of Commissioners.

IV. Public Comment ~ Bob Stanley asked to move Public Comments after Old Business.

V. Subcommittee Reports

a. Communications subcommittee

Paige advised the Communications subcommittee had a group of honor, civics and economics students attending the meeting from South Brunswick High School. They are here to watch how a local board meeting takes place and are also here to volunteer for the Parks and Recreation Advisory Board. The Communications subcommittee has reached out to the local schools about attending the meetings and had some teachers and members of the community planning to attend. The Communications subcommittee had posted on the Parks and Recreation Facebook page and Mary had provided the Advisory Board with their own page within the Parks & Recreation website. Paige was taking pictures of the meeting and will post them on the new page.

The Communications subcommittee evaluated the past survey data and determine there were only 237 participants who submitted responses to the survey out of a population of 5200 and, therefore, there were not enough participants to move forward in communicating the needs of city. Also, there was demographic data such as the age of residents and children. The subcommittee has decided to reissue the survey with some changes to the questions.

b. Facilities subcommittee

Carolyn advised that Joe Medlin is still very sick and his timeframe is now at January. Carolyn asked a carpenter she knows about making the benches, but he is too busy. She had researched the other benches Southport has at their waterfront and had gotten a price of \$1,000 including shipping. There are cheaper benches online but there is no way of knowing how well they are made and the price of shipping which is a risk. Mary suggested someone take a picture of the benches in Southport in case someone can be found to make the benches. She also suggested setting the specifications of what is wanted in a bench and where they will be placed while waiting to find the benches. Mary suggested bringing the specifications and locations to the City Manager to make sure this is something the City can do. Another suggestion was acquiring these benches at different times of the year to stagger installation.

Bon Cantrell gathered information on the basketball/tennis courts and the property on Alton Lennon. Bon has reached out to the realtor who listed the property to get information but

he has not returned his calls. There was no information online or through the website and he will work more on obtaining information about the property.

With respect to the basketball and tennis courts, Bon received a quote for fencing around the basketball court and upgrading the tennis court fencing. The quote was from J & J Fence for \$7,318 for chain link fencing around the basketball court with two 4 ft. gates on each side. An additional charge of \$5,500 would be to upgrade the tennis courts using the existing poles, removing the rusted chain link fencing currently installed and replacing it with black vinyl chain link fencing. Also, there are black slats that can get installed into the black vinyl fencing across the side toward the neighbor's house which along with a 10 ft. fence would help keep the light, noise and basketballs out of the neighbor's yard and would create a nice barrier. Bon will provide a drawing of what his vision is for the courts: enclose the basketball court, tearing down the old rusted chain link, paint the existing poles with black vinyl paint and installing vinyl fencing all around and the total is \$12,818. Bon suggested that lighting can be reflected toward the basketball goals and tennis courts and not go over the 10 ft. fencing. Mary Green thinks the fencing is a great idea and suggested Bon put together a package to be presented to the Board of Commissioners during budget talks. She also suggested including pricing to replace the goals, posts and backboards. Bon also suggested installing 10 ft. non-adjustable goals at each end but at each side, at half court, install adjustable goals which benefit the younger children. The kids mostly play only half court which will give it more use. Bruce Pennington thought that having something mechanical will break. Bon received prices from \$1800 up to \$3000 for each individual goal so the fencing and goals could end up costing \$20,000 to \$24,000. Bon will provide all of this information to the Advisory Board and Bruce suggested creating a priority order to what is being presented. Bon thought the priority would be safety which would be the fencing, posts and lighting. Bon will get three bids.

With respect to the lighting the courts, Bon has realized that providing lighting can actually create a liability issue if the lighting is not installed properly. He spoke with Duke Power about lighting at the courts; however, they required information from the City that he did not possess. Mary provided information at a previous meeting as to pricing from a company installing the lighting at \$30,000 to \$50,000 down to the City installing the lighting at \$10,000 to \$15,000. Bon feels that city installation is the best route since they are looking at upgrading the courts with fencing which brings the project price at approximately \$35,000 to \$40,000 to upgrade the courts as discussed above and adding lighting. Mary believes they can build a new court elsewhere in the City for about \$60,000 as a package deal which she thinks Oak Island did at Middleton Park. Mary suggested installing the fencing and the goals so that in the hopefully foreseeable future, when there will be a new recreation facility, we can change the existing basketball court into a tennis court and build a new basketball court at the new facility which is something for consideration.

c. Department subcommittee

Bruce and Bob made assessments at the parks and lakes as follows:

Bob's Assessments:

Alton Lennon Park was found to be visibly appealing with one port-a-john, 2 trash cans, 2 swings, 4 picnic tables (3 under an enclosure, 1 uncovered) and the boat ramp and deck are in good condition. Bob's assessment was the park needs another enclosure and picnic table (move the uncovered picnic table to the new enclosure and install a second picnic table).

Mirror Lake was visibly appealing with 2 trash cans, 2 picnic tables, 1 swing and an enclosure for the port-a-john. Bob's assessment is the swing needs painting and there is a lot of grass in the water which needs to be removed.

Seminole Lake was also visibly appealing with 1 double bench, 1 swing, 1 port-a-john and an enclosure with 2 tables. The swing needs painting and the park needs signs.

Schneider's Park was visited by both Bob and Bruce (Bruce's assessment is below). Bob stated the park was visibly appealing with 1 trash can, no enclosure for the port-a-john, 1 table, 1 swing set, 1 slide, 1 bike rack, 1 half court basketball court. Bob's assessment was the basketball court needs the lines repainted and that the area needs lighting and the port-a-john needs an enclosure.

Bruce's Assessments:

North Lake - the road needs to be regraded and the potholes filled. Three pine trees by the port-a-john are leaning and need to be removed. The drainpipe at the entrance needs to be unclogged because there is poor drainage there.

Tate Lake is a small lake on South Shore Drive. Because you cannot park a car there, a bike rack should be installed, bushes near the picnic table need to be trimmed, and the picnic table needs repairs.

Muse Park is very well kept. All playground equipment was usable and not broken. One of the posts at the entrance that holds the rope was knocked over and needs to be replaced or fixed.

Schneider's Park – the entrance road needs to be regraded and potholes filled. The drainage pipe at the walkway into the park has been chewed up from mowing with sharp pieces sticking up and needs to be replaced.

Bob Stanley read in the *State Port Pilot* that the City has been awarded a \$29,000 grant to build a fishing pier at North Lake.

Mary Green asked Bob and Bruce for their findings so she can address the issues. Mary also asked all of the Advisory Board members to visit the parks and provide their assessments as to what they think the parks and lakes need and to communicate those needs which falls under the Facilities and Communications subcommittees also.

Bob Stanley reported the expenditures of the Parks and Recreation Department to date was \$196,815.71 and the variance is about 43%. Mary advised her department should be at 50% by December which is half of the year.

VI. Old Business

a. 4th of July Festival

Mary Green provided a list of everything she would need to pull off the event within 6 months which is sponsorships, media promotions, race participants, food truck recruitment and day of event volunteers. Mary's biggest concern was there is only 6 months to plan this major special event which will be part of the Southport 4th of July Festival. Mary is trying to determine if she has the resources to do this event without the Advisory Board. Mary would like input from the Advisory Board members in order for the Parks and Recreation Department to make this event work and work well its first debut year. After a lengthy discussion, the Board members felt that 6 months was not enough time to pull off such a major event for 2016 but would like to plan it for 2017. The Advisory Board also discussed that a committee, under the guidance of Parks and Recreation, be formed to concentrate solely on this event to enable it to be a big success along with the other Southport/Oak Island events during the festival. The Communications subcommittee has agreed to start communicating and advertising the need for this new 4th of July event committee and to start recruiting members. This matter has been tabled to February 2016 to start the planning of this event for July 2017.

VII. Public Comment

Justin Garza, 206 Fifty Lakes Dr., spoke about the need of public athletic facilities in the City. He is a Teacher and Middle School Athletic Director at South Brunswick Middle School. When discussing needs within the community, he feels that City would benefit from having public athletic facilities for the children as well as adults. This City houses the high school and middle school within city limits which accommodates 2,000 students within the two schools along with the elementary school children who also live in the area. Justin has worked with Parks and Recreation as a summer counsellor, as a teacher, coach and athletic director and knows there is a huge need in the community for athletic facilities that are functional, available and near by. Children in this area have to travel to Southport, Oak Island and Town Creek participate in athletic events. Having athletic facilities would eliminate having to rely on the surrounding areas to accommodate those needs that we have in our community. The potential benefits of having athletic facilities in town would provide all youth to practice and compete on fields that are functional, proud and close in proximity. The Middle School is having a hard time with access to their fields because of the coal ash which is being addressed by the County but on behalf of the School and the Administrator, they believe that expansion of athletic fields would strengthen the Parks and Recreation program as well as the collaboration of Parks and Recreation with the Brunswick County schools. The relationship between Waccamaw School and Cedar Grove Middle School is a great example of how collaboration can benefit the kids. The Parks and Recreation public facility is connected to the schools which allows use to occur on weekends and during the school week. Another long term benefit would be to a establish Parks and Recreation programs such as a BSL baseball team or football team. Lastly, if Parks and

Recreation can collaborate with the schools and join forces, it can strengthen resources even more. For example the chain link fencing discussed earlier, the Middle School is currently sponsored by Moffitt Builders and has sponsorships through Social Services and Brandall which could be a mutual gain for Parks and Recreation and the public schools within the city limits. Overall, it would improve the quality of life of the residents not having to travel so far to take children to games or just to practice a skill.

Bob Stanley noted the City is looking to have an outdoor archery here in the City. Paige added that field expansion is probably more feasible financially than building a large facility. Acquiring the property to start with the field and then eventually building a bigger facility which will bring people into our community.

VIII. New Business

Paige Garza suggested that one of the New Business items from this point forward for the time being be the new goals set forth by the Subcommittees after the reporting by the subcommittees and the New and Old Business discussions. She asked that the subcommittees each break out into session to set new goals. The subcommittees broke out for approximately 15 minutes and reported back as follows:

a. Goals of the Subcommittees

1. Communication Subcommittee

The first goal of the subcommittee will be to get a demographics only survey out to residents with hopes of at least half of the residents of the City participating and a completion date of January 30th. Along with the survey, the subcommittee will hand out flyers advising of the Facebook and webpage information. The subcommittee hopes to have the students attending the meeting to help with getting the survey out to residents.

Put out a monthly public opinion survey. For example, the first survey would be about the basketball improvement components and surveying our public to find out if something the city resident would like and what the priority of the components would be.

Invite more membership and have more people participate. Make sure we invite membership when it is important especially when it is something the BOC is voting on that the Advisory Board is proposing. Make sure pictures are posted and advertise what is happening with the Advisory Board.

2. Facilities Subcommittee

Their goal is to draft a plan for refurbishment of the Muse Park tennis and basketball courts and prioritize those individual three items, fencing, goals and lighting along with the findings from the survey the Communications subcommittee will be providing and to bring all this information before the Board of Commissioners. The subcommittee plans to get a more generalized contract price before actually obtaining three bids. As to the park benches:

identify which type of park bench will be purchased. The subcommittee plans to identify criteria as to cost, where they will be placed, who will maintain the benches, and what the wording will be for the plaques.

The subcommittee will get more information on the property on Alton Lennon, obtain a layout of property, determine if there is a septic permit, and produce an actual diagram of the park in addition to the Alton Lennon park and how it could look, how it could be used and what it can be used for in conjunction with the existing park and what City should pay for it.

The subcommittee wants to prepare a 5 to 10 year plan as it pertains to facilities. As explained by Mr. Garza, the need of athletic fields as an example. Also try to identify other properties available that the City can look at over the next 5 to 10 years to purchase such as the property across from the middle school and to work in conjunction with the Board of Education and Brunswick County as far as funds, clearing the land and making the property available for use for both the County and the City.

3. Department Subcommittee

Bob is going to be checking on some of the city owned lakes, checking areas by Spring Lake that have the potential to become a dog park.

Bruce will be checking on property off of Grace and Bass to see what they are like to determine if they can be developed into parks.

The subcommittee has a meeting on Monday at 10 AM with Mary Green to discuss some of the problems they found around the parks and lakes to determine what it will take to get them fixed.

Bon suggested by the Community Center for a dog park.

IX. Next Meeting Agenda Items

Move Public Comments to after Old/New Business
Add Subcommittee goals to New Business

IX. Announcements

Mary announced the City was awarded a \$29,000 grant through North Carolina Department of Environment and Natural Resources which the City will match \$29,000 to allow Parks and Recreation to improve the fishing facility at North Lake. The theme Mary has heard over and over is there are too many user groups at the parks such as in Alton Lennon Park there is sunbathing, swimming, fishing, boating and kayaking which is a potentially dangerous situation. Mary's intent is to try and make North Lake the fishing destination in the city and for fisherman to want to go there before anywhere else. Along with the new fishing dock there would be appropriate parking area, handicap accessibility to get people to the handicap accessible dock. Mary is considering the EZ dock structure like the floating dock at Alton

Lennon because of the ease of maintenance and if flood waters do come, the structure can be deconstructed within 45 minutes and removed from the lake. Mary has also contacted the property owners along Lakeview Drive. There are six properties from East Boiling Spring Road to turn around area. Two of the lots are owned by the City and the four other lots are individually owned. Mary has contacted each owner by mail to see if any are interested in donating their property to the City. Three of the lots have a tax value of \$6,000 and one has a value of \$30,000. Mary will give these lot owners until after Christmas to respond whether they are interested or not. The City will then move forward with surveying the property, laying out the parking structure, choose surfacing materials that is ADA compliant and choose the dock manufacturer. Mary prefers a prefab cell-type structure instead of a hard dock because of the maintenance. The City will also have a fish stocking program with Fish & Wildlife that will be a long-term 10+ year plan. Fish will be donated by Fish & Wildlife and some the City will purchase. If the additional property owners would consider donating, trading or selling their property to the City, it would give the City the potential of one great park.

IX. Adjourn

A motion was made by Bruce Pennington and seconded by Carolyn Doshier to adjourn the meeting at 8:02 PM

Vote – 6 – 0; Motion Carried

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant