



## ***City of Boiling Spring Lakes***

**9 East Boiling Spring Road  
Boiling Spring Lakes, NC 28461**

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### **Parks and Recreation Advisory Board Meeting Minutes March 18, 2015 6:30 P.M.**

**ATTENDANCE:** Bob Stanley, Chairman, Suzanne Goffredo, Janet Wall

**Absent:** Verda Darrell, Sandra Krasnow, Bruce Pennington, Bon Cantrell

**Commissioner Liaison:** Mary Stilwell

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

*~ There was no quorum for this meeting, therefore there was no voting ~*

#### **I. CALL TO ORDER ~**

The meeting was called to order by Chairman Robert Stanley at 6:34 p.m.

#### **II. APPROVAL OF AGENDA**

As there was no quorum and approval of the Agenda could not be voted, Bob Stanley asked if there were any additions to the Agenda. There were no additions to the Agenda.

#### **III. APPROVAL OF MINUTES**

As there was no quorum, approval of the February 18, 2015 will be voted at the April meeting.

#### **IV. Public Comment**

Karen Kreitzbender, a resident of Boiling Spring Lakes, and three friends (Arlene, Kim and Bernadette) appeared at the meeting to express the need of a dog park in Boiling Spring Lakes. They inquired about allowing dogs at Spring Lake Park in the off season and in season, to allow them in the park during hours the park was not open and to also allow dogs in the field across from the lake to play Frisbee or catch. Karen understood there had been plans in the past for a dog park. Mary Green explained that BARK had in the past approached the City with

funding for fencing for a dog park but the Board of Commissioners at the time was not in favor of a dog park because of the maintenance involved. BARK explained to the Board that a majority of the maintenance was voluntarily handled by dog owners using the park and had wanted to set up the park like Oak Island's dog park. Commissioner Stilwell advised that the leash law was voted on last month by the BOC and they are now discussing a gated dog park. She further advised when it comes to the parks, the two issues are alligators and children. There are a lot of citizens that do not like the children/dog mix. Commissioner Stilwell further stated there are liability issues if a child were to get hurt by a dog. Another issue is that there is a need for fencing to allow dogs to run. Commissioner Stilwell suggested Karen and her friends attend the Board of Commissioners' meeting to speak about their request. Mary Green stated the request for a dog park needs to be community and volunteer driven. She asked the attendees to please get names, phone numbers and emails of people interested in helping/volunteering with this project which is the biggest need.

Mary Green went on to explain there are two wooded parcels owned by the City which are located on Spring Lake, one at the end of Bass Road and one at the end of Perch Road. The lots could be turned into a dog park which would allow dogs involved with water sports to use the lake. Karen Kreitzbender also stated she could help with fundraising and would help maintain the dog park. Mary advised the attendees that this was a good opportunity for design input from the people interested in a dog park, people who like to throw a Frisbee for their dogs or DockDogs. She suggested getting as much input as possible to present to the Board of Commissioners.

Commissioner Stilwell read an email received by Mary Green from Dot Boyd, a resident who lives on Grace Road. Ms. Boyd expressed a desire to have a dog park in Boiling Spring Lakes. She thought having a dog park would be a great opportunity raise good dog-citizens and to teach families with dogs to learn great social and dog skills. Mary Green stated to the attendees that if their friends could not attend the Board of Commissioners' meeting, to please send her emails and she will have them read into the minutes. Commissioner Stilwell also asked emails be sent to her and she will share them with the BOC. Bernadette commented that she works fundraising for BARK and may inquire about their interest. Mary suggested thinking really big for this project. The first step will be to inform the BOC of the need in the community for a dog park and hope they will form a committee; to get people together who want to volunteer time, research where the park should go, what amenities it should have, costs relevant to creating a dog park. All information needs to be presented to the Board of Commissioners. Commissioner Stilwell stated she would put on the April Agenda a committee for a dog park. Arlene asked what would be the appropriate way to reach out to the community to inform them of this project. Mary Green stated she could put a notice at the Community Center but suggested sharing the information on Facebook and to post flyers. Commissioner Stilwell suggested they call their friends and neighbors who would be interested in a dog park. Mary Green also suggested speaking with the Oak Island dog park committee and Mayor Betty Wallace to gather information.

## **V. Old Business ~**

### **A. Lighting at Tennis/Basketball Courts**

Mary sent an email to the Advisory Board members with information about commercial lighting. Bob Stanley did not feel that the basketball courts/tennis courts needed lighting. Mary Green also felt that not only was it not the ideal spot to light the courts, but more importantly the noise of the children in the park and the basketballs bouncing could be a nuisance. Mary suggested tabling this discussion until after the budget talks to be placed on the July agenda.

### **B. 4<sup>th</sup> of July Flotilla**

Commissioner Stilwell was advised by the Chairman of Special Events, Michelle Hennessey, that her Committee members had concerns about this event because they have a very full event calendar planned this year. They would not be able to plan the event but could only volunteer at the event. Commissioner Stilwell stated Michelle also advised that many of Special Events Committee members and their families attended the Southport events on the 4<sup>th</sup> of July and suggested the event be held on another day. Suzanne Goffredo agreed with having the event on another date and plan it for next year. Mary Green advised that when Sandy Krasnow worked at the Chamber of Commerce, it was discussed at that time to try to do something here in the City the Saturday prior to Southport events, almost like a kick-off to the Southport events. Mary also suggested bringing back the raft race and incorporating it into the 4<sup>th</sup> of July festival. Mary believed they could get more people at the event by using the Chamber's publicity. She expressed a desire to not compete with the Southport events but be a part of those events. Commissioner Stilwell felt the raft race would bring more participants than a flotilla and the surrounding communities would participate if they knew the City would be working with them and not against them. Mary Green suggested planning the 4<sup>th</sup> of July event for 2016 and she will speak with Karen at the Chamber of Commerce to get this on their agenda for their first meeting for the 2016 event. Mary felt the City was missing out on a lot because it was not part of the Southport/Oak Island events. Mary Green and Bob Stanley suggested tabling this discussion to the September agenda.

### **C. Survey Results**

Mary stated she did not hear from any of the Advisory Board members about their comments on the survey results. Mary asked to hear from everyone no later than a week from Friday (March 27<sup>th</sup>) as to their comments, proofread for errors such as numbers not adding up or typos. She needs input so she can make a full presentation to the Board of Commissioners and reminded the members that this is the first step for funding for the new Master Plan. Commissioner Stilwell stated that Parks and Recreation survey is in sync with the Planning Board's 15 year plan. She suggested Mary look into the Planning Board's plan.

### **D. Parks and Recreation Transportation**

Bob Stanley thanked Commissioner Stilwell for her support of the Parks and Recreation Transportation issue and stated that without her comments and input, they would not have the

buses. Mary Green handed out a print-out of what the vans will look like and noted they will have an aisle in the middle and will be wider. Mary was able to upgrade the van with running boards which makes them easier to get in and out and back up cameras. Bob Stanley asked if the buses were handicap accessible. Mary stated they were not but she discussed with the City Manager the ability to retro fit the minivan. The van would lose the third row of seating but would be able to handle two wheelchairs – either four passengers and one wheelchair or two passengers and two wheelchairs. Commissioner Stilwell stated this was not a State mandate and Mary advised it was not until there was a complaint. Mary advised she could have the minivan retrofitted in two weeks or she could contract with the school system or Brunswick Transit System for handicap transportation. Mary further advised that a manual wheelchair system could be installed in the minivan at the cost of approximately \$14,000; and to automate the system, it would cost an additional \$1,500.

Mary noted that the vans were ordered and there is a 90 to 100 day window for delivery and that camp begins in 105 days. Suzanne Goffredo asked about camp registration. Mary advised that registration has not started yet but anticipated teen camp filling up quickly because they are putting the rising sixth graders in teen camp. Mary will be able to camp the same amount of children as last year - two groups of 20 children (grades K through 5) and 14 children grades 6 through 8. Mary explained the need for the vans was because they had to rent two 15-passenger vans in the past at \$1,800 per month per van for the eight weeks of camp. Commissioner Stilwell and Mary Green presented the need for the vans to the Board of Commissioners as, barring any unforeseen circumstances, Parks & Recreation should be able to turn a profit with the vans in five years. The year after year expense of renting will be gone and Parks and Recreation will be able to bring some money back without laying out too much. Mary advised she now has the potential of adding more after school and before school children and more senior trips. Suzanne Goffredo noted the vans will be so much more comfortable for the seniors.

Mary Green also thanked Commissioner Stilwell for her support and stated it had been a long hard-fought battle with transportation for Parks and Recreation. She mentioned it is going on year 11 and they had only purchased two vehicles before this recent purchase. Commissioner Stilwell stated the Parks and Recreation Department is a very important part of our City. Suzanne Goffredo mentioned that the Commissioners need to visit the Community Center and see the seniors and children interacting with each other and the difference it makes in both of their lives.

**E. North Carolina Department of Environmental Protection & Natural Resources - Water Resources Development Grant (re: fishing pier and site amenities @ North Lake)**

Mary advised that the State did not fund any projects in the Spring but may do so in the Fall. Mary stated she was worried she would lose the money budgeted for the fishing pier but those funds come out of the capital improvement fund and will always be there. The Committee members discussed where residents currently fish and Mary stated that people cannot fish from the boat dock or swimming area at Alton Lennon but can fish anywhere else. Mary further stated she is revamping the signage for the lakes. Mary would like to add an Agenda item in the

summer with respect to the topic should people be allowed to fish in all of the lakes and should people be allowed to swim in all of the lakes since there are no guidelines and regulations on fishing and they are needed. Commissioner Stilwell stated she spoke with a lot of people who agree that a fishing pier at North Lake is a great idea but advised not a lot of people understand about the instability of the lake bed of the Big Lake. She suggested Mary advise when speaking about the fishing pier at North Lake the reason why it cannot be at the Big Lake.

## **VI. New Business ~**

### **A. Fiscal Year 2015 – 2016 Budget**

Mary Green provided information to the members about the budget for Parks and Recreation. She advised most of the budget was staying the same but there were some items she wanted to discuss. She has one staff person that is grossly underpaid and Mary was working hard to get her job description and salary reassigned. The employee has a lot of responsibilities and her salary was just not where it should be. Mary discussed the issue with the City Manager and will finalize things going forward with respect to the package the Board of Commissioners receives. Commissioner Stilwell advised that some of the Commissioners were aware of the situation with this employee.

Mary advised another big item in the budget is the difference in contracted services which goes up every year. This year it was \$23,000 and next year she has budgeted \$29,000. The biggest increase is in portable toilets with \$11,100 spent on portable toilets for the parks. Janet Wall asked if there was any consideration to build restrooms at the parks. Mary would like to see restrooms but advised there were costs associated in building the restrooms, septic for the restrooms and who would maintain the restrooms. It would cost a lot more to have restrooms than portable toilets but they are a nicer facility and would eventually pay for themselves. The consideration of restrooms was further discussed because of the rising cost of renting portable toilets every year.

Mary discussed another increased budget item - non-capital outlay - which is anything less than \$5,000. Mary will continue the replacement cycle for the elliptical machines which will be the third and final year of the replacement cycle. This year also starts a new replacement cycle for the bikes. Mary would like to remove one of the bikes and add a rowing machine as per requests she received. The next replacement cycle is the next year of treadmill replacement which those machines are more expensive.

Mary discussed the big ticket item which was a playground for the Community Center. Mary believes she can functionally build a nice big playground that will service the amount of children she needs it to service. Commissioner Stilwell asked if the budget line item was the cost to build the playground or what Mary was requesting. Mary stated it was what she was requesting but the cost is \$38,000. Mary further responded that she will make the playground work for whatever she would be approved for. The Community Center playground would need to accommodate a minimum of 30 children. Mary advised the playground would have to start from scratch because there is nothing there to start with so the cost will be more substantial. Commissioner Stilwell asked where Mary planned to install the playground and Mary replied it

would most likely be in the area adjacent to and including some of the alternate parking area behind the Community Center. There is a densely wooded area on each side which would need to be cleared and install the playground on one side and still have alternate parking on the other side with fencing between the two. She was also looking into why the Community Center was not put on sewer when the project began and believes it may cost \$50,000 to put the Community Center on sewer. If the Community Center were placed on the sewer system, she could install the playground behind the Community Center where the leach field currently is.

Commissioner Stilwell inquired about the Fitness on Demand system. Mary stated she would have a better picture after a full year of use but was not as big as she thought it would be. Suzanne Goffredo stated there was a lot of illness this year as well as a lot of cold weather which she believes kept people home. Commissioner Stilwell felt that more time was needed to realize the potential of the system. Mary advised she was working on a full marketing plan just for Fitness on Demand. She is also working on the timing of classes because of the set-up and break-down for each class.

Mary Green stated she was happy the buses came out of this year's budget because it will allow the playground to be considered. Commissioner Stilwell stated the playground is a necessity because of after school and summer camp programs. Suzanne Goffredo commented that the playground was important for the younger children to expend their energy and give them exercise which benefits their behavior. Mary stated the remainder of the budget was status quo or with a slight increase.

## **VII. Next Meeting Agenda Items**

### **Pets in the Parks**

#### **Dog Park**

#### **Survey Results**

#### **Fiscal Year 2015 – 2016 Budget**

## **IX. Announcements**

Mary wanted to give kudos to two staff members of Parks and Recreation. Anita Dwyer has partnered with the Brunswick Little Theater and Brunswick County Parks and Recreation for a Special Population's Play which is a very exciting new partnership and a great way for the special populations in our area to showcase their skills. Anita's degree is in Therapeutic Recreation so this will be a great way for her to use her degree and build these important partnerships. Janet Wall wished they would allow younger children to participate and Mary stated she would look into that.

Commissioner Stilwell commented that Anita did an outstanding job at the Board of Commissioners' meeting explaining the need for the Parks and Recreation transportation.

Mary also wanted give staff kudos to Roberta "Bobbie" Mason. The Community Center will be recognized by the Brunswick County Health Department because they received Platinum "A" rating for the kitchen at the Community Center. Platinum A rating means that the kitchen at

the Community Center did not score less than an “A” rating in that last five years. Bobbie Mason is the person responsible for maintaining the kitchen and she should be recognized for her hard work in maintaining such a great rating.

Suzanne Goffredo stated the Breakfast with the Bunny was this weekend. Donations are \$5 and her son will be the Bunny. The egg hunt is after the breakfast at 10 AM.

Bob Stanley advised there will be live music at the Community Center next Thursday by The Hired Hands.

**X. Adjourn**

The Parks and Recreation Advisory Board adjourned the meeting at 7:51 PM.

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Respectfully submitted,

Pamela Bellina, Administrative Assistant