



City of Boiling Spring Lakes

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

Parks and Recreation Advisory Board

Meeting Minutes

May 20, 2015

6:30 P.M.

ATTENDANCE: Bob Stanley, Chairman, Sandra Krasnow, Bruce Pennington, Suzanne Goffredo, Bon Cantrell, Janet Wall

Absent: Verda Darrell (excused)

Commissioner Liaison: Mary Stilwell

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 6:30 p.m.

II. APPROVAL OF AGENDA ~

Mary Green requested to add to the Agenda under New Business, a. Parks and Recreation Playground.

A motion was made by Sandy Krasnow and seconded by Bruce Pennington to approve the agenda as amended.

Vote: 6 – 0; Motion Carried

III. APPROVAL OF MINUTES ~

A motion was made by Suzanne Goffredo and seconded by Bon Cantrell to approve the April 15, 2015 minutes as written.

Vote: 6 – 0; Motion Carried

IV. Public Comment ~ none

V. Old Business

a. Dog Park

Mary Green advised she met with Jeff Repp to discuss possible grants for the dog park and it was decided the potential dog park should be part of the long range plan for the City which will be prepared by a consulting firm. Mary felt this would be a great item to include in the long range plan because the consultants could recommend what area(s) would make the most logical sense to locate a potential dog park. The consultants can also determine if the City is eliminating another potential project by putting the dog park first or by putting incomparable user groups together. The long range plan will be a great resource for the City. Commissioner Stilwell advised the consultant will meet with each department head and the committees to determine what is needed and wanted in the City. Mary Green would like to see from the consulting group if there are potential properties the City should be looking at acquiring or to look at property already owned by the City for Parks & Recreation use. Commissioner Stilwell requested the board members speak with their friends and neighbors as she would still like them to contact her if they are in favor of a dog park.

Bon Cantrell asked for a copy of the dog park survey done a couple of years ago. Bruce Pennington asked about the Parks & Recreation Master Plan. Mary advised that the Master Plan was for 2009 to 2014. Parks and Recreation now has the completed survey and the City will have the long term plan. In 2016, Parks & Recreation will update its Master Plan. Parks and Recreation will then have three planning documents which increases the City's points when applying for grants with the Parks & Recreation Trust Fund, the Natural Heritage Trust Fund, and the Clean Water Act Trust Fund. The point system for grants is very beneficial and having the basic planning documents can get the City from 5 points to 20 points very fast.

b. 4th of July Event

Mary Green advised that Boiling Spring Lakes will officially be part of the Southport/Oak Island 4th of July Festival and will be the kick-off event. Parks and Recreation will hold the event at Spring Lake Park on Sunday, June 26, 2016 and will host a cardboard boat race. Mary plans to have live music and food trucks and thought the event could start around 1:00 PM until 6:00 PM. Commissioner Stilwell would like to see this be a strictly Parks and Recreation event. Sandy Krasnow advised the Chamber of Commerce is very excited the City will be part of the festival. The 4th of July committees and sub-committees will be meeting in September for the 2016 event so the City will get in on the ground floor of the meeting.

c. Survey Presentation

Sandy Krasnow and Mary Green worked on the survey results presentation for the Board of Commissioners' June meeting. The Advisory Board members discussed at length which questions they believed were most important to present. The entire survey report will be provided to the Board of Commissioners; however, Sandy will present only the most important issues for Parks and Recreation. The board members decided on the following questions:

Question 1 but combine and highlight pertinent information;
Question 6 but advise the Board there is a more in-depth view in Question 3;
Question 8
Question 9
Question 11 – should follow Question 6
Question 13 – should follow Question 9
What Have We Learned summary – highlight the following bulleted items: bullet #4 (safety), bullet #8 (facility needs), bullet #12 (property acquisition), bullet #10 (interconnecting greenways), bullet #5 (top 5 needed facilities).

The board members discussed changing the colors of the pie charts as well as the fonts. Sandy will encourage the Board of Commissioners to read the entire survey because of the amount of valuable information it contains.

Commissioner Stilwell advised the Parks and Recreation presentation will be first on the agenda followed by a presentation by Kirstie Dixon whose presentation is on the Brunswick County Greenway Project. Mary Green advised that Kirstie Dixon is a Planner with Brunswick County and her presentation will be about asking municipalities to help fund a greenway and blueway plan for Brunswick County and she will be requesting the City of Boiling Spring Lakes get in on this greenway plan. The cost will be approximately \$3,000 to \$5,000 per municipality but will present tangible results such as an overall plan for greenway planning which will give the City more points when applying for grants. Mary advised she, Kirstie Dixon and Bill Murphy, the City Engineer, have worked on a majority of the plans for Boiling Spring Lakes and Mary feels it will be a great opportunity to be part of this new greenway planning project. Mary also advised having this greenway plan will also help the City with any DOT grant funding that may be pursued. Mary advised that Kirstie lives here in Boiling Spring Lakes and was the person who wrote the grants for the Brunswick Nature Park and is very in tune with how Parks & Recreation grant funding works.

VI. New Business

a. Parks & Recreation Playground

Mary Green advised this item will be on the agenda from now until December and is for the Community Center playground. Mary's goal is to encourage the public to make comments on what they would like to see at the playground. For Parks & Recreation Trust Fund purposes, the more times the potential playground and Parks & Recreation Trust Fund funding is discussed, the more points the City will get. Mary plans on having public meetings specifically for the playground and the two other potential structures which will be needed if she chooses to go with the Parks and Recreation Trust Fund grant. Shuffleboard or horseshoe courts could be the other structures. Mary further advised the Legislature may be funding the Parks & Recreation Trust Fund exceptionally well this year (\$26,000,000 to \$50,000,000) and the maximum grant request is \$500,000. Mary requested \$38,000 in the new budget for the playground and if she chooses a bocce ball or shuffleboard or horseshoes court and disc golf, just for the disc golf, between labor equipment and supplies, is \$25,000. Mary explained she would

then have \$38,000 plus the \$25,000 “in kind” which enables her to request a \$60,000 PARTF grant. Parks and Recreation will then have \$120,000 to do what is needed. Mary can also leverage other grants. If the City wants to put in a small walking trail, she could apply for a NC Recreation Trails grant and receive \$15,000 for that, then she could increase the PARTF grant even more because the \$15,000 spent on the trail could be part of the match for PARTF. Mary stated it was confusing but is not against the rules. She further advised there may be three additional grants to apply for in order to leverage against the P & R match money.

Bon Cantrell questioned spending money on the Community Center when there has been discussion about getting another facility. Mary explained that she cannot wait for a new building because she needs structures now for the children and has been putting it off for 11 years. The structures could always be moved to a new location. If the City is not in a position to purchase 50 to 60 acres to build a new facility, then Mary needs to apply this band-aid to keep the Parks and Recreation program going because the community is growing. If Parks and Recreation were to get a new building, the original facility could be used for something else. Mary believes she has planted a seed with the Board of Commissioners that Parks and Recreation cannot grow anymore at its current facility and what was their plan to move this department forward. Mary explained there is a new charter school in the area ready to open and she has been asked to provide camp when the charter school is closed for break (it is a year-round school) which has great potential but Mary has afterschool and senior programs so there would be no way she could provide camp in the current facility at the same time. As the community grows, Mary has to turn people away because she does not have the space. Also, she cannot hire more staff, which is needed for extra programs, but has no room in the building to house anymore staff.

Sandy asked about Mary’s plan for the new playground. Mary’s vision is to have no sand and hopes for artificial turf or engineered wood fiber. Bon asked what Mary needed from the Advisory Board for the playground. Mary advised she needed the topic discussed. She advised if she gets the \$38,000 from BOC in her budget, then in July, August and September she needs to be moving forward researching grants. Mary would need for the Advisory Board to recommend to the BOC which grants to apply for. She would move forward with public meetings and wants to discuss naturescape structures for the playground as they are inexpensive to build and are a great hit with children.

VII. Citizens Concerns: None

VIII. Announcements

Bob Stanley announced that Verda Darrell will not be reapplying for her seat on the Parks and Recreation Advisory Board so that will make two vacancies. Verda is also the co-chair.

Mary Green announced this summer’s Free Concert Friday which is the third Friday from May through August from 6:00 PM to 8:00 PM. The next band is EBS which is a classic rock band. There was a great turn out for the Parrot Band, a Jimmy Buffet cover band.

Bon Cantrell apologized for not attending the last two meeting because of family obligations. Janet also apologized for not attending. Commissioner Stilwell explained that the committee rule should state "three unexcused absences" would result in removal from the committee. Mary Green advised the members that if you will not be able to attend a meeting, the member must contact Bob Stanley to advise him and to copy Mary or Commissioner Stilwell or Pamela. She further advised it is at the Chairperson's discretion whether the absence will be excused or not. Members must notify the Chairperson of their inability to attend.

Bob Stanley announced he will be playing the Friday night concert series in August but will only be playing at the Community Center two or three times a year. The next concert will be the 4th Thursday in October.

IX. Next Meeting Agenda Items

Memorial Benches in the Parks
Community Center Playground/PARTF

X. Adjourn

A Motion was made by Sandra Krasnow and seconded by Bruce Pennington to adjourn the meeting at 8:00 PM.

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant