



## ***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**

**June 17, 2015**

**6:30 P.M.**

**ATTENDANCE:** Bob Stanley, Chairman, Verda Darrell, Vice-Chair, Sandra Krasnow, Bruce Pennington, Suzanne Goffredo, Janet Wall

**Absent:** Bon Cantrell

**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 change the agenda as follows: move New Business: a Brunswick County Greenway/Blueway Master Plan, Presentation by Kirstie Dixon, Brunswick County Senior Planner to Old Business: a and add to Old Business: e – Survey Presentation update.

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

**Vote: 6 – 0; Motion Carried**

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

Mary Green requested two changes to the minutes: Under Old Business: b ~ add the year 2016 to the date June 26 and on page 4 change engineered wood turf to engineered wood fiber.

A Motion was made by Bruce Pennington and seconded by Suzanne Goffredo to approve the May 20, 2015 minutes as amended.

**Vote: 6 – 0; Motion Carried**

**IV. Public Comment ~ none.**

**V. Old Business**

**a. Brunswick County Greenway/Blueway Master Plan  
Presentation by Kirstie Dixon, Brunswick County Senior Planner**

Kirstie Dixon, Senior City Planner with Brunswick County for 14 years gave her presentation about the Brunswick County program they are trying to get partnerships for which is the Brunswick County Greenway/Blueway Master Plan. The County had started this program back in 2000 and a lot of valuable information had been compiled but had been put on the back burner and was never adopted. For the past 10 years, the County has been working with the local communities, including Boiling Spring Lakes, to put together a rough draft of how the County can put a greenway through the City so there is a base to start this project for the City. By getting the municipalities within Brunswick County to partner together in creating greenways and blueways will not only benefit the County but will benefit each municipality with greenway and blueway amenities for the residents to enjoy. It will also bring economic growth by people visiting to use the greenway/blueway amenities as well as provide the opportunity for increased funding for the City when applying for grants.

The County is seeking funding of approximately \$3,000 to \$5,000 to partner with the County in helping to create the greenways and blueways. They are also looking for support from individuals and committees to help support the project within their communities. The following municipalities have joined Brunswick County: Caswell Beach, St. James, Southport, Oak Island, Shallotte and most likely Sunset Beach and Holden Beach. She is also working on partnerships with Navassa, Belleville, Carolina Shores and Ocean Isle Beach. Kirstie advised she has enough partnerships to start the project but the more municipalities that come on board with the County on this project, the less the funds required. The total project will cost approximately \$26,000 of which Kirstie has applied for a grant of \$7,000. The County has in their proposed budget funding of \$4,500 in addition to providing a lot of in-kind services such as the GIS work and hosting meetings at their facilities as well as meeting presentations with local groups to help garner more support which will be about five times the amount budgeted. When other grant opportunities arise, the County will apply for them also. Kirstie showed a map similar to what the project plans on providing which will show all of the interconnected greenways and blueways in the County and on the back will be all of the participating municipalities with whatever detailed information each municipality wants highlighted. The map will be in full color and will be waterproof and tear resistant. Kirstie noted The City of Leland had already budgeted \$55,000 for their own greenway/blueway project so that in itself should show how beneficial it is to partner with the County on its project.

After the presentation, Mary Green explained to the board members how much a partnership like this will benefit the City both with providing these interconnected greenways

which were the #1 request in the recent Parks and Recreation survey, and also with economic growth along with the accumulating points toward grants, most especially transportation grants. The more plans a municipality has, the more points it has toward a grant. Commissioner Stilwell stated that she and two other Commissioners are for this partnership and she is talking with the other two. It will be on the July Agenda and she hopes it will get voted in. Mary Green suggested that the Advisory Board formulate a recommendation whether the plan is a good idea or not so the BOC will have the recommendation when they vote at the July meeting. Commissioner Stilwell stated residents and board members could speak during public comment stating whether they support the project. Mary Green stated the #1 selling point is transportation dollars coming from the State whether it be the City applying for pedestrian and bike planning grants in the future that would actually help us put bicycles or people on pathways or help us get a bike path next time East Boiling Spring Road is paved or the next time 87 is paved getting a potential crosswalk and stop light. This project is what will get it started when moving forward with grants as most grants are based on points.

A Motion was made by Bruce Pennington and seconded by Suzanne Goffredo to recommend to the Board of Commissioners to support the Brunswick County Greenway/Blueway Master Plan and to present a packet to the BOC showing their support.

**Vote: 6 – 0; Motion Carried**

Mary Green offered to draft a letter for the advisory board members' approval to accompany the packet stating their support of the project.

**b. Memorial Park Benches**

This matter was tabled to the July meeting.

A Motion was made by Bruce Pennington and second by Suzanne Goffredo to table this discussion to the July meeting.

**Vote: 6 – 0; Motion Carried**

**c. Pets in the Park**

Bon Cantrell had asked for a copy of the survey prepared by BARK in 2010 supporting a dog park in the City. Mary provided copies of the results of the survey. The dog park has been included as part of the long range plan the City is having prepared. The matter was tabled until after the long range plan has been formulated.

A Motion was made by Bruce Pennington and seconded by Suzanne Goffredo to table the discussion until after the long range plan has been formulated.

**Vote: 6 – 0; Motion Carried**

**d. Community Center playground/PARTF**

Mary Green updated her continued effort with the Community Center playground. She met with two potential playground vendors to get an idea of new equipment available. Mary's vision is not for a typical playground but a playground that will blend with nature. Her plan is to meet with the disc golf club to add another 9 holes to the disc golf course which would be part of the three structures required for the PARTF grant. Mary is unsure just yet what she plans for the third structure. The disc golf course garners as much as 1,000 players per month using the amenity. Mary advised the great thing about expanding the disc golf course is the amount of volunteers she gets to help build the course along with their willingness to help raise the money for the baskets. Volunteers equal a huge in-kind match for the PARTF grant. Their hard work may take a \$38,000 playground into a \$60,000 playground because they are willing to do the labor. The other reason Mary likes the idea of expanding the golf course is because the participants who use the course keep the course very clean. Sandy Krasnow suggested having comment cards from the players supporting the expansion of the disc golf course. People come from all over to play disc golf. Commissioner Stilwell asked how disc golf is advertised and Mary advised basically by word of mouth but the Disc Golf Association has a great Facebook page and the Wingate Hotel promotes the course a lot. Also, disc golfers have a good network. There is a course review that someone took the time to register the course which also helps promote it.

Mary advised that she will have to attend a mandatory PARTF conference in September in Wilmington and the grant will be due to our local consultant by Thanksgiving. After they review the grant, it goes off to the State by January 6, 2016 and then Mary would hear by April if it were granted. Parks and Recreation would have three years to complete the project. Mary is also considering adding to the trail at the Community Center at the wetlands restoration area, which has been cleared for low-impact use. The first step would be to burn the area to see what they have and the State would do that for free. The wetlands would need to be delineated again which Coastal Land Trust advised they would help with which would be part of our match. Then, once the wetlands are delineated, Mary could develop the disc golf course and then start with a mulch path that would go all around the property line which is about 28 acres total and would equal miles of trails. There are beautiful wetland ponds with lots of wildlife in that area.

Mary Green, William Murphy the City Engineer and Kirstie Dixon will write the PARTF grant proposal. The City can apply Kirstie Dixon's time as part of the match for the grant. Mary will also seek help from ECIVIS and COG. Commissioner Stilwell stated she is working with Kathleen Riley with Cape Fear Resource and Development on the Spillway project and perhaps she could help too. Mary stated she does not have a problem with asking for help from other Parks and Recreation Directors in the County who have written grants for PARTF.

**e. Survey Presentation Update**

Mary Green thanked Sandra Krasnow for the fantastic job she did in making her presentation of the Parks and Recreation Survey before the Board of Commissioners. It was very professional and well received. Mary has already heard from two Commissioners who are interested in hearing about the needs of the Community Center. It is now not only Mary Green

saying Parks and Recreation needs something but the survey shows that the residents have requested Parks and Recreation have more amenities, more programs, etc.

## **VI. New Business**

### **a. Public Beach and Waterfront Access Program Grant**

Mary advised this is a CAMA sponsored grant which she has submitted two pre-applications for. One is for the acquisition of the boiling spring land and the second is for planning money for a consultant to advise what the logical development plan should be for this land. Mary will hear on Friday, June 19<sup>th</sup>, whether she will be able to submit a formal application. If she gets an invitation to submit a formal application, Mary would seek permission from the BOC to apply for the grant and if they give permission, she would contact the land owner to inquire if they wanted to sell. Then she would need an appraisal of the property. Coastal Land Trust is on board and is willing to do anything they can to make sure the City gets this property and is willing to get us an appraisal of the property for the grant. If the City did not get invited to apply for the grant, there may be a way for Coastal Land Trust to either buy the property and donate it to us or ask the landowner to donate it to us. Mary is very excited about this project since she has been working since 2004 to acquire this land. The boiling spring property is 29 acres with gorgeous plant species in different zones.

The pre-appraisal was like any other - wooded land with wetland issues – at \$800 to \$900 per acre which is what Mary wrote the grant for. Every grant requires a match but for property acquisition for this grant was only 15% so the City would have to come up with approximately \$4,000 to acquire the property if the grant goes through. On the planning side, Mary put in for \$10,000 because the plan needs to be first rate, first class. The City will have some help from Brunswick County Planning but she believed hiring a consultant with experience in wetlands would be best. The consultant would help to determine where access points to the park should be. If Mary receives an invitation, she will be asking for the support of the Advisory Board to make a recommendation to the BOC. If Mary does not receive the invitation, she has other options she will pursue to acquire this land.

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

### **Community Center Playground / PARTF Public Beach & Waterfront Access Program Grant update**

## **VIII. Announcements**

Commissioner Stilwell announced that she would be awarding the first Mitch Prince Scholarship Award at the Battle of the Bands event on Saturday, June 20<sup>th</sup> around 1:00 PM.

Mary Green announced the second free Friday night concert is on June 19, 2016 from 6:00 PM to 8:00 PM. The EBS Band will be playing classic country and classic rock.

Mary wanted to recognize the Boiling Spring Lakes Garden Club with all they do to beautify the City and also announce that they were awarded State Garden Club of the Year. Mary wanted everyone to come and look at the beautiful landscaping they created for the Community Center and requested if you see a member, thank them for how beautiful they have made the City and the Parks. Suzanne Goffredo mentioned how much they do with the children at the Community Center too.

Robert Stanley reminded the members about the Appreciation Reception on June 18<sup>th</sup>. Bob also thanked Verda and Suzanne for being a part of the Committee as this was their last meeting. Mary Green stated Parks and Rec has been more successful in the past five years because we have an active Parks and Rec Advisory Board who represents their neighborhood which in turn represents the community.

Janet Wall wanted to recognize the Boiling Spring Lakes Fire Department and the Police Department. Her son wanted a police and fire birthday party and she asked both departments if they could possibly stop by her house for the birthday party. Both departments attended the party bringing a fire truck and 4 firemen, service dogs, two police cars and three police officers. Their attendance absolutely made his world and she had never seen a bigger smile or such joy on his face. Janet said the police and fire departments went above and beyond and his made birthday party very special. She cannot thank them enough and wishes to recognize them for a job well done.

## **IX. Adjourn**

A Motion was made by Bruce Pennington and seconded by Suzanne Goffredo to adjourn the meeting at 7:47 PM.

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant