



City of Boiling Spring Lakes

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

Parks and Recreation Advisory Board Meeting Minutes July 20, 2016 6:30 P.M.

ATTENDANCE: Bob Stanley, Chairman, L. Paige Garza, Carolyn Doshier, Kay Talbott

Absent: Bon Cantrell (excused), Bruce Pennington (excused), Sandra Krasnow (unexcused)

Commissioner Liaison: Mary Stilwell (absent/excused)

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 6:32 p.m.

II. APPROVAL OF AGENDA

Mary Green requested to add to the agenda, under New Business, e. Connect NC Bond Grant Program.

A motion was made by Carolyn Doshier and seconded by Kay Talbott to approve the agenda as amended.

Vote: 4 - 0; Motion Carried

III. APPROVAL OF MINUTES

A motion was made by Kay Talbott and seconded by Carolyn Doshier to approve the June 15, 2016 minutes as written.

Vote: 4 - 0; Motion Carried

IV. Subcommittee Reports

- a. Communications Subcommittee**
- b. Facilities Subcommittee**
- c. Department Subcommittee**

Paige had an opportunity to speak with a fairly large group of community members that had concerns about the dog park and what types of items would be available at the park. Paige thinks as we create some ideas or plans for the dog park, and even for the skate park, that it may be useful to push out that information this week.

Bob advised he is keeping his eye on the fishing pond at North Lake and noted that fencing had been installed. Mary explained that the parking area is actually larger than is needed. The UDO states there can be a maximum of 14 designated parking spaces without paving requirement; however, if there are 15 or more spaces, the lot has to be paved. Mary has come up with a plan to provide shade and a picnic area for that park. There is a 30 ft. span of fencing in the middle of the parking lot. Her plan is to take that width of 30 ft. and a depth of 30 to 40 ft. and designate it a picnic area and provide much needed shade. The picnic area will be in front of the parking area. Mary had purchased 3 geometrically shaped sun sails which will provide a sculptural look at the picnic area while providing great shade and also adding color. She has already purchased the picnic tables/benches for the area and hopes to have the project completed by early fall which is when a lot of fishing activity starts. Kay Talbott expressed concern about the sails being taken down before a hurricane. Mary explained that they can withstand 75 mile hour wind and are easily taken down within minutes.

Bob asked about the maintenance in the parks. Mary advised the City Manager has asked her to create a maintenance checklist through a software program the City uses called Facility Dude. The process is tedious but she has already completed the “walk-through” checklist. Mary is asking for a weekly walkthrough for each of the parks utilizing this checklist so the Buildings and Grounds Department has to physically check for things such as the signs are free of mold and dirt, no loose boards on the dock, etc. Mary requires the checklist for her purposes to know that an individual has gone out there once a week and made sure that the park is esthetically pleasing and safe. Another thing that is going to be on a checklist is hopefully a way to clean up the water quality at Mirror Lake. This will include cleaning up the goose feces because every time it rains it goes into the lake and picking up trash and vegetative debris. There will also be a park playground checklist checking items such as head entrapment concerns or choking hazards. Hopefully, when the checklists go into place, you will see a difference in the parks. Carolyn asked who is responsible for completing the check list and Mary explained it would be the Building and Grounds Department.

Bob asked if the salary study was completed by the Council of Governments and Mary replied she had asked for some changes to it and was under the impression she would have it by the end of this week.

V. Old Business

a. Dog Park Survey Results

Paige advised there were over 5,000 responses to the dog park survey which was put on the Boiling Spring Lakes Parks & Recreation Department Facebook page. As she explained earlier, she feels it is time to move forward and make some decisions with the dog park. It is also time to have some type of answers to partner with the dog park survey to help validate the survey. Paige would also like to start a Facebook campaign to start the ball rolling.

Mary thought all of the decisions should be made by the dog park subcommittee. The first step would be getting some of the people to a meeting to form a subcommittee to begin to discuss and make some of these decisions. Mary advised any of the Advisory Board members could be on the subcommittee but giving it to the people makes the most sense so they can say what they want. The City can advise of the parcels it has that would match what the subcommittee is looking for. The members discussed putting information on Facebook to request a meeting with the people interested in the dog park which could hopefully take place prior to the next P&R Advisory Board meeting. Then at the next Advisory Board meeting, that group can attend and explain what they would like to have, where they would like to have the park, etc. Paige asked what the options were for City-owned parcels and is the Advisory Board free to choose which parcels. Mary believes she would need to speak with the City Manager about this question. All of the City-owned parcels that are deemed Parks & Recreation are zoned recreation. There are some that would fit with this use and some that would not. Mary would look at three or four parcels she feels would be reasonable for this project and speak with Jeff about them. Mary also mentioned there may be some non-buildable properties for sale not owned by the City but may be conducive to this project. Non-buildable lots are going for approximately \$3,500 a piece. Kay suggested considering back to back lots which would allow access from two streets.

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Discussion (outside of topic): Paige advised that South Brunswick High School has a new principal, Chip Hodges, with whom she had an opportunity to speak with. He asked what would be the one thing she would change if she could and Paige replied a unified partnership between the school system and the City of Boiling Spring Lakes. She also expressed hoping to see the administration and leadership embrace and work with the Parks & Recreation Department. Paige feels it is a good opportunity to invite him to one of their meetings. Mary Green said she will reach out and welcome him.

VI. Public Comment ~ none

VII. New Business

a. Vote for a new Chairperson

Bob Stanley felt everyone on the committee should have a chance at being chairperson and he would nominate Paige as chair but if she was not interested, he would stay on as chairperson. Mary asked Paige if she was interested in taking over as chair. Paige stated she would entertain the idea and is very humbled that she would be considered for the position but her only concern was that she was slowly removing things from her plate which is her current goal as she transitions to working at the high school. It was discussed by the members what the position entails and Carolyn offered to give the report at the BOC meetings if Paige was unable to. Paige wanted to nominate Bob as Chair and Kay suggested that Paige could be co-chair.

A Motion was made by Kay Talbott and seconded by Carolyn Doshier to nominate Bob Stanley as Chairperson and Paige Garza as Co-Chair.

Vote: 4 – 0: Motion carried.

Bob Stanley stated that Sandy Krasnow has had three unexcused absences. Pamela will find out the procedure to handle the situation and so advise Bob.

b. Skate park / Wheeled sports

Mary came across a modular pump track idea that may be a great fit for the City's population. It allows bicycles, skateboards, scooters and rollerblades to all participate together at the same time on the same track. The track is designed to have the up and down motion so you can get completely around the track without peddling or putting your foot down to move along. It uses the up and down motion and the speed going around the corners as propulsion. Paige asked what the liability would be for the City to have this type of track. Mary advised that liability in recreation changed back in the mid-2000s when the State passed the Inherent Risk in Recreation Law. There are two sides: to staff or not to staff. The law says you are better off not staffing high risk recreation activities such as skate parks. For instance, Greenfield Lake and Carolina Beach are not staffed; however, Oak Island is staffed. Oak Island has been open for 12 or 13 years now and it has had the occasional broken bone, wrist, collar bone but no severe injuries. Greenfield Lake has never had a report of a severe injury. Is there risk? Absolutely. Does the City take on risk? Not as much as we do for having open swimming areas. Paige questioned as long as there is appropriate signage, we are covered? Mary replied, yes. Paige further asked the durability of the units and the life span and Mary advised it was very good and was virtually maintenance free. Mary outlined the two series of modular pump tracks: the Lumberjack series and the Blacksmith series. Lumberjack series is marine grade plywood covered in a composite/rubber and the Blacksmith series is a little different.

[Mary played a video from ProgressivePumpTracks.com that explains what a pump track is and the different types there are.]

Mary thought for the Parks & Recreation Department's purposes the Blacksmith series, because of its longevity with the fully composite and steel reinforcement, would be the best fit. It would allow the unit to be moved if and when there will be a new recreation center. You can start with a smaller size and add to it because it is modular. Pricing for 158 feet of track is \$42,000 plus installation and for 215 feet of track it would be \$67,000. Typically it would be about 35% of the cost of the unit for installation depending on any site prep that needs to be done. The unit can expand by purchasing more pieces. The good thing with this unit is not having to pour a permanent concrete pad and the costs associated therewith. It could easily be put on a tennis court or basketball court or in a grassy area. Paige expressed that skateboarders would probably not use the track if it were placed on grass because of accessibility to get to the track on their boards and further suggested that rails should be included because if not, she thought the kids would get bored. Paige expressed concern about spending that kind of money and what data supports the demand for that kind of a facility because if you do not go big, it might end up being an underutilized facility. Mary asked where this type of facility should line up with wants and needs. Paige advised she cannot make an informed decision because she does not know how many people it would serve. Another suggestion Paige had was having this company or another company come and hold an event to help determine interest in this type of facility. Mary said this will be an ongoing discussion for future meetings.

c. Meet the new Parks & Recreation intern

Mary introduced Kaitlyn who is a social work major at Methodist University. Parks and Recreation is sharing Kaitlyn with Brunswick Senior Resources. She works with Parks and Recreation on Monday, Wednesday and Friday and with BSRI on Tuesday and Thursday.

Kaitlyn explained she is working on a few programs for Parks and Recreation. She is helping to create a volunteer program for the teens in the area. She has made an application and created a whole package for them. The program is called SMILE – Students Making Innovative Leadership Experiences. Kaitlyn is hoping to get more teens from ages 14 to 17 to help out with different aspects in recreation, helping to tutor the children with homework or help with special events. She would also like the teens to help with the senior lunches and the different activities planned for seniors. Kaitlyn explained that she volunteered at Parks & Recreation through high school, meeting the kids and helped mentor them and she still visits during vacation. Kaitlyn also helped plan an ice cream social for the seniors.

With BSRI, Kaitlyn enters people into the computer system and helps with paperwork. She started doing home visits which allows her to meet one on one with the seniors and see what they need help with, what programs they qualify for. She has found so many resources for senior that she never new existed. This is what she enjoys the most is working with seniors.

Mary advised Kaitlyn has completed the whole section of the P & R Master Plan update that deals with the facility inventory and has already gone out and taken pictures.

Carolyn suggested having the Communication Subcommittee communicate the SMILE program. Mary hopes to have the packet done within the next 10 days or so. Kaitlyn will then contact the Middle School to start drumming up support and speaking with the teachers. Paige

noted there is a very large portion of kids that require intense volunteer hours for college. She offered to have the packets handed out to the appropriate people in the High School. Paige is also teaching government courses this year so they will have a civic activism project where they will have to be active within the community.

d. Subcommittee Goals

- 1. Communications Subcommittee**
- 2. Facilities Subcommittee**
- 3. Department Subcommittee**

Paige said she will be in touch with Mary about parcels possible for a dog park and will send out a request for dog park subcommittee volunteers.

Carolyn said they were not working on anything right now as they had gathered information about Oak Island's dog park last month.

Paige asked about the alligator discussion last month. Mary explained Bon put it on the agenda because of the incident that happened in Disney. Mary reiterated that it is important to educate the public to not feed the alligators, purposely or inadvertently, and that if any aggressive alligators are encountered, to call BSL Animal Control who will handle the situation. Mary also advised that the Police Department is holding a public awareness meeting soon with respect to alligators and local wildlife. There will also be a wildlife awareness event at one of the parks in March hosted by Parks & Recreation and the Police Department.

Bob stated he has visited all of the parks to see if any of the recommendations made at previous meetings have been accomplished and has noticed some have been done and some have not. He will keep up with Mary on his findings.

e. Connect North Carolina Bond Program

The Connect North Carolina Bond was passed in March. There will be \$3,000,000 of that bond earmarked for North Carolina PARTF (Parks and Recreation Trust Fund) for children and veterans with disabilities. Mary attended a conference earlier that day with respect to the application process and the information needed to submit an application. Applications are due on December 1st which means there is a very short time period for public input and to update the Master Plan but there are projects in the Master Plan that could potentially fit this program. Projects such as pour-in-place rubber surfacing under any or all of the playgrounds or providing a handicap accessible kayak\canoe launch at Spring Lake, making all of the facilities at Spring Lake universally accessible because they are not. The grant requires a 1 to 4 match and up to \$500,000. This bond program will be ultracompetitive. Mary believes \$200,000 is the best maximum to request and feels this is something they should look into.

Carolyn asked what the guidelines would be. Mary advised the ADA standard is the lowest whereas universally accessible is the highest standard. Minimum standards would be hard surface walkways. She advised it is difficult to get from the parking space at Spring Lake

Park to the picnic table to the water's edge if you have a mobility device or even a stroller. Universal design looks at making everything universally accessible such as for the vision impaired, mobility devices, moms with strollers, seniors with walkers. It makes every aspect of that design universally accessible which would be the highest standard. The grant is wide open to anything that needs to be made handicap accessible. It could be retrofitting a current facility or starting a new facility. Playgrounds are the hardest. To have a universally accessible playground would mean every item would have to be accessible with pour-in-place rubber surfacing to get to each facility, no stairs - everything will have ramps which would mean requiring a lot more area. Mary would like to see upgrades to Spring Lake Park. It is a widely used park that could be so much nicer. Carolyn asked what the biggest needs are. Mary explained there are three parcels to Spring Lake Park: shelter 1, shelter 2 and the community garden. The garden is not handicap accessible and would need hard surfacing, pathways and elevated beds which is low cost. You would also need to get from the community garden to the lake which would require hard surfacing. This surface could also be a walking trail to the parking area, to the picnic area, to the swing benches and then to the water's edge. Mary thinks most of it would just require surfacing and maybe some ramps to get to the water's edge. If a person has a mobility device it does not mean they can go into the water. The City does not have a water wheelchair and Mary believes that having a water wheelchair available is something to consider at a cost of approximately \$1500 a piece. Southport and Oak Island have several water wheelchairs.

Paige asked if handicap components can be added to the playgrounds and Mary replied yes. Paige also asked what the timeline is for the new Master Plan and also asked if there would be demographic data available. Mary is working on the RFP now and there is the 2010 census for demographic data which is not that far outdated. Paige advised she is willing to put in the legwork to help with gathering demographic data.

Mary will send the members the grant package to review and requested a recommendation by the next meeting as time is of the essence. A big part of the Master Plan update is going to be a pathway of how we can make all of our facilities universally accessible. We are doing the community injustice by not having facilities universally accessible. First, it is the law. Back in 2010 when the ADA changed regulations, we have to have minimum standards and if we do not, then we have to have a pathway to get there. We have to say this is what we are going to do and these are the steps we will be following. We have to have a plan in place for all of our parks. Do we want the lowest standards or the highest standards?

VIII. Next Meeting Agenda Items

- Connect NC Bond
- Dog Park
- Alligator update (could be presentation)
- Pump track / skate park

IX. Announcements

Bob asked all members to please attend the meetings.

X. Adjourn

A Motion was made by Carolyn Doshier and seconded by Kay Talbott to adjourn the meeting at 7:48 PM.

Vote: 4 – 0

Respectfully submitted,

Pamela Bellina
Administrative Assistant