



City of Boiling Spring Lakes

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

Parks and Recreation Advisory Board Meeting Minutes October 18, 2017 6:00 P.M. City Hall

Attendance: Bon Cantrell, Chairman, Dory Manz, Vice Chair, Bruce Pennington, Bob Stanley, Philip Casper

Commissioner Liaison: Mary Stilwell (excused)

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

I. CALL TO ORDER

Chairman Bon Cantrell called the monthly meeting of the Parks and Recreation Advisory Board to order at 5:58 p.m.

II. APPROVAL OF AGENDA

A motion was made by Bob Stanley and seconded by Phil Casper to approve the agenda as written.

Vote: 5 - 0; Motion Carried

III. APPROVAL OF MINUTES

A motion was made by Dory Manz and seconded by Bob Stanley to approve the September 20, 2017 minutes as written.

Vote: 5 - 0; Motion Carried

IV. Old Business

a. Muse Park PARTF Grant

Mary was still waiting on the quote from Recreation Resources for the potential drawings of the park and hoped to receive them by mid-November. The PARTF Grant was extended to May 2018 which gives Mary a little more time. The public comments portion of the Master Plan should take place in January and February and that is when she expects the drawings for the park. Bon spoke with one of the Commissioners who was leery of tearing up the park since it was just renovated. Mary explained it was just a matter of moving the goal posts and reset the post that would be covered by the grant and should only cost approximately \$1,000.

b. Parks & Recreation Master Plan

Mary advised the interviews and the public forums were now completed. Dory was at the last forum and reported there was lively discussion but not as lively as the discussion at the Community Center. There were approximately 15 to 20 attendees but was a more diverse representation of residents. The recommendations that were heard previously were expressed at this forum also.

As to the focus groups, Dr. Herstine will be conducting only one meeting because of lack of input. The focus group meeting will be on November 2nd at 6:00 PM at the Community Center. Mary asked Bon if his son could attend the meeting and either Bon's wife or Bon to also be in attendance. Along with the diversity of the residents chosen to participate, Mary also tried to choose people from different parts of the City so the City as a whole would be represented.

The Master Plan process was going well. Dr. Herstine plans to attend an Advisory Board meeting in November or December with early January being the date for a draft plan for the new Board of Commissioners for their priority meeting held every two years. Mary has been communicating the needs of the Parks & Recreation Department with the Board of Commissioners because this year she want her department to be a priority this year since it never has been in the past.

Bon spoke with Commissioner Putnam about the emails Mary has been sending out with respect to the needs of Parks & Recreation. He expressed his concerns over businesses paying for a sidewalk. Mary explained for the plan to work, it should not just be a City expense nor should it just be a business expense but a shared expense of both. The UDO is important and should be followed. Mary also suggested this would be the perfect time for a pedestrian and bicycle task force to be assembled. Those items need to be looked at by more eyes. We need to have business owners included, the general population included, the City UDO administrator, Mary and someone from COG included. They all need to look at these issues together and come up with a solution. Mary prefers the task force be a stand-alone committee appointed by the Board of Commissioners, not a subcommittee of the Parks & Recreation Advisory Board. This task force would be our NC DOT ped/bike planning grant committee. It will be a huge initiative. The City entered into the Greenway/Blueway plan with the County but nothing has moved forward to get ped/bike paths

installed. Dory mentioned there was a lot of interest at the forums for sidewalks. Mary stated that since 2004, the number one request on the surveys has been for sidewalks.

c. Review Subcommittee Roles

Bon reviewed each of the subcommittee roles with the board members. Phil has taken lead on the communications subcommittee. Bon thought Paige might be a good contact for Phil to speak with about that subcommittee. Bon and Bob chose to be on the facilities subcommittee. Bruce also chose to be on the facilities subcommittee. Dory had chosen to be on the department subcommittee.

Mary suggested the facilities subcommittee could possibly invite the Parks Superintendent to quarterly meeting with the Advisory Board to involve him in discussions about the facilities and parks. The facilities subcommittee could also be an advocate for Ernie to the BOC to help facilitate what he may need to maintain the facilities and the parks. Bon will speak with Jeff about this recommendation.

VI. Public Comment

There were no public comments.

VII. New Business

a. Upcoming Parks & Recreation Events

Friday night is a Halloween dance social at the Community Center at 6:30 PM.

Trunk or Treat is on October 31st from 5:30 to 7:30.

Master Plan focus group is on November 2nd at 6:00 PM at the Community Center

Election Day is November 7th.

Meet the Candidates' forum is October 26th from 6:30 to 8:00 PM at the Community Center.

Mary noted the Mobile 311 application is now active on the City's website and you can also download the app. This software allows residents to report something that needs attention in the city with respect to code enforcement, parks, animal control and potholes.

b. Subcommittee Reports and Goals

- Facilities; Communication; and Department Subcommittees

Facilities: Bon went by Seminole Lake park and was surprised there has been so many problems at such a small park. Bon asked if Mary spoke with the Chief of Police about patrolling the park in the summer. Mary said right now they are concentrating on possible drug activity at the lake but she will speak with him about it. Mary explained they do rely on residents to let the City know about problems in the park but she thinks things have gotten better at that park. Mary would also like to plan a lighting audit for all of the parks with the facilities subcommittee in the future.

Communications: Phil will meet with Mary to discuss Facebook and will reach out to Paige for guidance.

Department: Dory attended the October BOC meeting; however, it was cancelled due to no quorum. She also attended two of the forums and has reported to the committee about the results. She will continue to meet with Mary.

VIII. Next Meeting Agenda Items

Bicycle & Pedestrian Task Force
Muse Park PARTF Grant
Parks & Recreation Master Plan

IX. Announcements

Mary reminded the members that the Candidates' Forum on October 26th would be a great time to advocate for Parks & Recreation to the commissioner candidates and Mayor.

X. Adjourn

A Motion was made by Bob Stanley and seconded by Dory Manz to adjourn the meeting at 6:43 PM.

Vote: 5 - 0; Motion Carried.

~ ~ ~ ~ ~

Respectfully submitted,

Pamela Bellina
Administrative Assistant