



***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  
August 15, 2018  
6:00 P.M.  
City Hall**

**Attendance:** Bon Cantrell, Chairman, Philip Casper, Tom Guzulaitis,  
Jodi Moon, Sheryl Johnson

**Absent:** Dory Manz, Bruce Pennington (both excused)

**Commissioner Liaison:** Dana Witt (absent/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 6:00 PM.

**II. Approval of Agenda**

A motion was made by Tom Guzulaitis 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 Phil Casper and seconded by Tom Guzulaitis to approve the July 18, 2018 minutes as written.

**Vote: 5 – 0; Motion Carried**

**IV. Welcome New Members**

The committee welcomed Jodi Moon and Sheryl Johnson to the board. Bon noted that five people applied for the two positions available on the board and he congratulated them on being

appointed by the BOC. Phil Casper asked how they heard about the openings. Sheryl said she saw it online but did not remember where and Jodi said she saw it somewhere online first and then saw it on Next Door.

## **V. Old Business**

### **a. Bicycle & Pedestrian Transportation Task Force**

Tom reported the Task Force did not meet last month but will be meeting tomorrow night. After coordinating a bit closer with Cape Fear Rural Planning Organization, they suggest we apply for a pedestrian plan as that will afford more of what we are looking for in terms of dual access and protection from the road. The Task Force plans to vote on that at their meeting tomorrow. Cape Fear Rural Planning will actually take over the application for the NCDOT bike and pedestrian planning grant and the Task Force will be sitting in support of that as needed with letters of support. After the Task Force gets through the grant process, if the grant is awarded, we will kick into higher gear and help formulate the plan.

Mary thought the recommendation from COG and RPO was going to be a bicycle path and was happy that the Task Force had the support of Wes McLeod from Council of Governments and the Rural Planning Organization to guide them in making the determination of pedestrian or bicycle pathways. Tom agreed that pedestrian was the way to go and noted in the future the City can go back and further fill out the facilities with a grant for bicycle pathways.

Mary advised this will go before the Board of Commissioners at their September meeting. The Parks & Recreation Director asked how comfortable the Advisory Board was in making a recommendation to the BOC supporting the pedestrian planning grant or should the Task Force meet and then wait until after; however, that would push this ahead by a month and the application deadline is November. What they are looking for is a \$7,000 match from the City for this document to be prepared. It is an 80/20 split so \$35,000 from the grant and roughly \$7,000 from the City. Mary explained to the new members the history of the highest ranking request from the residents was a safe places to bike and walk. Mary further explained this grant will not put actual walking paths down Rt. 87, East Boiling Spring Road or Fifty Lakes next year, but it will help put the planning documents in place so when it is feasible to do it, it can be easily done. Tom believes the Task Force will be in favor of supporting the recommendation of the pedestrian facility and would recommend it to the Advisory Board. He also felt that both the Task Force and the Advisory Board need to be expedient in the recommendation because of the time restraint. Bon suggested in light of Tom's recommendation, the Advisory Board should support the pedestrian facility recommendation.

A Motion was made by Tom Guzulaitis and seconded by Phil Casper to recommend to the Board of Commissioners to support the application for the NCDOT Planning Grant for a pedestrian pathway system in Boiling Spring Lakes.

**Vote: 5 – 0; Motion carried.**

**b. Parks & Recreation Master Plan ~ update**

The Parks & Recreation Director advised the Board of Commissioners approved and adopted the 2018-2023 Parks, Recreation and Open Space Master Plan at their August meeting. The Master Plan is a roadmap to move forward and help identify key issues within the City for the Parks & Recreation Department.

**c. North Lake Property Acquisition**

Bon explained a second letter went out to the property owners of the parcels on either side of North Lake Park requesting a donation of the property. Tom suggested as an incentive to pay the realtor(s) commissions which may help solidify a deal. Bon reminded the Advisory Board members to keep encouraging the BOC to continue moving forward if a donation of the land is not forthcoming.

**d. Pets in the Park**

The Parks & Recreation Director reached out to Police Chief Shirley and asked for information about allowing pets in the parks and what other cities may be allowing. Information was received from Sunset Beach, Shallotte and Oak Island which she provided to the members. Phil explained to the new members the reason for this topic and that the Advisory Board is in support of changing the ordinance to allow dogs in the parks. Jodi asked if allowing pets in the parks increased the City's liability. Bon explained the State of North Carolina has an inherent risk law in place. Sheryl remarked that not all dog owners are good dog owners and was skeptical about allowing dogs in the parks. Mary asked if the committee was recommending all parks be open to leashed dogs. What about comfort animals? Phil and Bon thought they should restrict the ordinance to just dogs. Jodi asked if they were allowing dogs in all parks or restricting it to certain parks. Phil suggested restricting them from playground parks as a consideration. Mary suggested discussing this topic a little more and ironing out all caveats prior to going to the Board of Commissioners. Bon tabled the matter to September and suggested getting additional information from other cities. Phil will research more information, write the recommendation and provide it to the Advisory Board before the next meeting.

**e. US DOT BUILD Grant (Brunswick County Greenway Trail)**

Last month, the Advisory Board made the recommendation to the Board of Commissioners to support Brunswick County applying for the USDOT BUILD Grant. The Board of Commissioners adopted the resolution supporting the Brunswick County Greenway Trail Project FY 2018 Build Discretionary Grant Program Application at their August meeting.

Mary provided more information for the board with respect to this project. The project total was \$17,000,000, the funding request was \$12,000,000, the cash match from the developer of Pine Forest Plantation was \$250,000, BSL and Oak Island will split \$15,000 for in-kind services and labor (\$7,500 each), Brunswick County a little over \$3,000,000 and the developer \$1,548,000,000 for land and right-of-way acquisition through to Pine Forest Plantation.

Page two of the information Mary provided was an overview of the potential of where this grant could be the most noteworthy. This project is in the planning stage only but it will connect

Boiling Spring Lakes City Hall to Pine Forest Plantation; however, the exact route is not known at this time. The County received support from the Secretary of Agriculture's office because of Mike Forte, Senators Bill Rabon and Frank Iler. There was a tremendous amount of political support including the head of North Carolina Department of Transportation for this project. Kirstie Dixon believed they would hear around October/November whether they got the grant. The grant process has to begin by 2020 and be completed by 2025. Phase I will be Pine Forest Plantation to our city limits. This project will have approximately 12.1 miles of 10 foot wide paved pathways or elevated boardwalks through wetlands and will be 100% handicapped accessible.

**f. Report at BOC Meetings (review and remind)**

Bon explained to the new members the reasons for having all members of the Advisory Board report at the Board of Commissioners' meetings. Bon will report at the September BOC meeting and Phil will cover the October meeting.

**VI. Public Comment**

Ron Moon, Pine Lake Road, provided some ideas for allowing dogs in the parks. He inquired about the greenway project which Mary explained. Mr. Moon suggested the idea of having "adopt a trail" sections for the greenway project like they do for adopt a highway.

**VII. New Business**

Bon explained to the new members the subcommittees and what they do within the Advisory Board. Mary will provide the subcommittee descriptions and Bon asked that the new members decide by the next meeting which subcommittee they wish to be on.

**a. Subcommittee Reports and Goals**

- Facilities; Communication; and Department Subcommittees

Facilities: Bon reported the handrail at the boat ramp looked good. He suggested to Mary adding more cleats to the front and side of the dock. He plans on looking at the parcel of city-owned property over by Morehead for a potential park. Tom requested a list of city-owned properties to determine what parcels would be good potential future parks so they would not be sold to acquire the property by North Lake. Mary will provide the members with park inventory books.

Communications: Phil noted he has been posting on Facebook and NextDoor. He plans on advertising the Advisory Board meetings more. Tom requested Phil post on NextDoor requesting letters of support for the NCDOT grant for the pedestrian pathways.

Department: Tom has nothing to report for the subcommittee as he has been focused on the Task Force.

**VIII. Next Meeting Agenda Items**

Bicycle and Pedestrian Task Force  
North Lake Property Acquisition

Pets in the Park  
PARTF Grant  
In-depth Lake Water Testing

The Parks & Recreation Director discussed with the Advisory Board about testing the water in other areas of the lakes as she tests only the swimming areas. Tom brought this up at a previous meeting and thought we should at least get a baseline of water quality of the lakes. Mary will reach out to UNCW to see what testing is available.

Resident Ron Moon suggested getting the water tested at the dam as that water filters from all areas of the lake.

Bon brought up alligators in the lakes and said he has been seeing the same alligator in the lake by his house for a while now. Mary advised they have held seminars in the past educating residents about alligators. Phil will contact Alligator Alliance about their availability to host a seminar and will invite Animal Control. He will put notice on social media of the seminar.

Phil asked Mary the condition of the parks after the heavy rains. Mary advised that Schneider Park has been inaccessible for 15 days and there is a sink hole in the park. There are storm water issues with that park which need to be addressed. Spring Lake and Mirror Lake are very wet.

Phil also advised The Parks & Recreation Director there is a group that meets in the city to kayak and was she aware of them. Mary was not aware of them but did say to advertise we have kayaks for rent if they need them.

**IX. Announcements**

There were no announcements.

**X. Adjourn**

A Motion was made by Phil Casper and seconded by Sheryl Johnson to adjourn the meeting at 7:16 PM.

**Vote: 5 - 0; Motion Carried.**

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant