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|  | ***City of Boiling Spring Lakes***9 East Boiling Spring Road**Boiling Spring Lakes, NC 28461** |

**Parks and Recreation Advisory Board**

**Meeting Minutes**

**March 15, 2023**

**6:00 P.M.**

**City Hall**

**Attendance:** **Claudia Duncan, Stephen Dunn, Barbara Bennett Snyder, Joene Conley, Staci Wood, Mary Ann Charette**

**Absent: Kathy Curtis**

**I. Call to Order**

 Chair Claudia Duncan called the monthly meeting of the Parks and Recreation Advisory Board to order at 6:03PM. Tom Guzulaitis joined us at 6:09PM

**II. Introductions**

None

**III. Approval of Agenda**

Chris asked to add three items to the agenda under item IX – D-Revenue & Pricing, E. Dreammaker Request, and F. Review of PRAB Board Structure. Barbara made a motion to add these items, Staci seconded it. Vote 6-0

**IV. Approval of Minutes**

Minutes were approved

**V. Director’s Monthly Report**

Included

**VI.** **Committee Selection & Reports**

1. **Facilities –** There is a car parked at Schneider’s Park, which was tagged on March 7 and it’s still there. Stephen reports the Parks are still not marked with the correct addresses. The Handicapped port a potty at Muse park has had the lock on the toilet paper jimmied, and the paper stolen. The non-handicapped port a potty toilet paper lock was held by a pin. The latch on the gate to get in the basketball court is broken, and kids are hanging on the basketball goal. There is conflicting signage regarding dogs in the parks.
2. Master Plan Review – No Updates

**VII. Public Comment**

None

**VIII. Old Business**

1. **Maintenance Update –** Covered above.
2. **Remind & Report to BOC –**  Claudia is April, Staci is May, Kathy is June.
3. **FY24 Budget Planning Update –** Chris made a presentation to the Board on this
4. **Review of P & R Ordinance –** It was advised that in Sec 2-111 it be added “and one (1) alternate”, in Sec. 2-113.4 the City Secretary be taken out and the words, “and secretary” be added instead. In Sec. 2-113 that the sentence “The alternate member will also be appointed to a three (3) year term.” be added. In 2-113.4 “and secretary” in the first sentence, “All officers” instead of “the vice chairman”, and thus accordingly in the other areas while striking the last sentence “The city secretary shall serve as secretary to such board.” In Sec 10-57 adding “(2) Removing of plants, cuttings, or seeds is only permitted from the exterior beds located at the Community Garden, 221 Pine Road.” In Sec 10-61 strike the (2) No person in a park shall picnic or lunch in a place other than designated picnic areas. Sec 10-62 adding “(4) Open fires in parks are only permitted when part of a planned City activity or prescribed burn, and must be properly approved and permitted.” Sec 10-80 (1) (a) change the name of Boiling Spring Lake to Patricia (Big) Lake, and in (c) add scheduled exercise, swimming, or scuba [strike diving] classes. In Sec 10-83 add or amend “(c) The operation of drones in a public park by an individual for personal or business use requires a permit to be issued by the Department. The operator must comply with all federal and state drone regulations. Commercial operators must provide a copy of their state issued permit.”
5. **Founders Day Update –** Chris reports that registrations are slow. There are 18 registered for disc golf. WWAY will run a 15 second commercial starting 2 weeks out, and the State Port Pilot will start running announcements/ads 2 weeks out as well. Kids areas are fantastic, we will have inflatables. There are 10-11 Food trucks signed up. We need 40 volunteers.

**IX. New Business**

1. **New & Upcoming Program Highlights-** Two OSAD days are scheduled, Spring Break Camp has a 26 maximum, and the adults have two trips planned.

 **B. Staff changes–**

**1. Vacancy –** there is one vacancy. We will have an UNCW intern part time. After April 15th she will be a part time employee.

1. **National Trail Day & Year of the Trail events –** Outdoor Program, Paddle in the Park (Spring Lake on Saturdays), Birdwatching, Green Swamp trips, Nighttime Bat watching, June 25th Great American Campout, (but we will be camping in the Fall), Toddler Sensory Hikes, Nature Escapes on Saturdays for adults, Earth Day, Beach Clean up Day, are all being scheduled. In late May we will have a, 6 hour, Wilderness 1st Aid course.
2. **Revenue & Pricing Policy Changes** – The City Manager approved a request for free use for Government Entities for this Saturday’s Coast Guard class.
3. **Dreammaker Request** – Claudia will sit down and review the request we have gotten for a Dreammaker disbursement.
4. **Review of PRAB Board Structure** – Barbara suggests we add to the board to get diversity, Tom suggests we have 1 alternate (within VIII D ), Chris will take it to the City Manager.

**X. Next Meeting Agenda Items**

Review Wake status for the Big Lake, part of the Ordinance Review

**XI. Announcements**

We need Volunteers for Founders Day

**XII. Adjourn**

Barbara made the motion to adjourn, Joene seconded. Vote 6-0 Time 8:07 pm

Respectfully submitted,

Joene Conley

Secretary

Parks & Recreation Advisory Board