

**REGULAR MEETING MINUTES**  
**SWANSBORO PARKS AND RECREATION ADVISORY BOARD**

**March 15, 2023**

The Swansboro Parks and Recreation Board met at the Swansboro Recreation Center for a regular board meeting on Wednesday, March 15, 2023. Jennifer Steele called the meeting to order at 5:30 p.m.

Members present were Jennifer Steele, Debbie Harnatkiewicz, Nancee Allen, Patrick Larkin, and Lawrence Abalos. Anna Stanley and Robby Fellows were present on behalf of the Town. Debra Pylypiw was absent from the meeting.

**APPROVAL OF MINUTES**

The board reviewed the meeting minutes from February 15, 2023. Nancee A. made a motion to approve, Patrick L. seconded the motion, and the meeting minutes were unanimously passed.

**REPORTS**

*Managers' Report:* The 2023 January and February managers' report was provided to the board for review. The advisory board had no questions or comments.

*Upcoming Programs:* Robby Fellows provided an update on previous and upcoming programs. Fellowship Night, Teacher Workday Camp, Seaside Book Buzz, theater trips, Pound Fitness, Music Therapy, and pickleball lessons with Tennis Bloc continue. Summer Day Camp opened March 1 and sold out within 20 minutes. Robby F. is working with Tennis Bloc to offer more specialized clinics for pickleball. Thai Chi will begin in end of this month, Spring Break Sports Camp is April 3-6, and The Down Syndrome Network will host small Easter celebration. The department has the Easter Egg Hunt on March 31, the Scouts of America will be volunteering to help set up the hunt and distribute prizes after. There is a new fitness instructor, Carrie White, that will begin offering several new fitness classes. Touch a Truck is April 29, and 14 vehicles have been confirmed and expecting more over the next few weeks. Patrick L. informed Robby that Battlefield Tire Pro's has a monster truck and should contact them.

**NEW BUSINESS**

Director Stanley reminded the board that the Advisory Board reception is March 16, 2023.

**OLD BUSINESS**

*Comprehensive Master Plan-* Director Stanley communicate the comments from the previous board meeting and adjustments were made. The Greenway section has been included in the chapter, Inventory and Analysis rather than being a stand-alone chapter. Town Manager Webb and Director Stanley drove around the town to visit some of the recommended greenway plans. A few of the roads/intersections were not visibly clear and asked the firm to provide further details. McAdams informed Director Stanley that the report was conducted through GIS. The recommendations made are high level and further research and studies should be conducted. The only revisions needed are grammar, punctuation, and formatting. Lawrence asked what some of the recommendations were in the plan. Some of the recommendation include, continue to make high quality investments and upgrades to the parks (add additional basketball and pickle courts, and trails and greenways), position parks and recreation as an essential public service, strategically acquire land, activate underused areas, construction of a gymnasium, leverage parks to meet community goals, develop a comprehensive maintenance plan, develop outdoor programs/education, build staff to accommodate community

needs, and continue to grow marketing efforts. Director Stanley asked for additional comments and approval of the plan. Debbie H. made a motion to recommend the proposed Comprehensive Master Plan and that it be presented to the Board of Commissioners for approval. Lawrence A. seconded the motion, and all were in favor.

*ARP Funding*-The Town of Swansboro was awarded funds from the American Rescue Plan and our department submitted capital projects, items, and equipment the department needed. The cameras at Church Street Dock have been installed and are live. Director Stanley continues to search for a park's maintenance truck. The board inquired if the department was purchasing outright or through a leasing program. The board suggested the Town look into a leasing program. The UTV has arrived at the dealership and will be delivered in the next couple of weeks. Director Stanley is working with two vendors on conceptual design for the splashpad renovation. The concrete work will need to be contracted out by the department. Robby F. is going to reach out to the same vendors that provided him with a quote for the basketball courts. Once the concrete quotes come in, then the department can begin further development on the site design and work. A new start activator button will be installed with the construction.

*Dog Park Features*-Director Stanley consulted with a professional dog trainer for suggestions of what type of features may best suit the department's dog park. The professional suggested before adding any features, that a smaller fenced in area (within current area) for smaller dogs. Staff reached out to surrounding parks and recreation departments to inquire if they had a separate area for smaller dogs and in fact most departments did have separate areas. Robby F. received quotes for the addition of the smaller dog area and hopes to start the project in the next several weeks.

*Events and Programs*-The department is partnering with Onslow County Parks and Recreation again to host Piratefest on May 13, 2023 in Downtown Swansboro. Director Stanley is seeking new features, such as mermaids to help draw more patrons to the event. The department assists with planning and hosting Senior Games and events will begin in April.

## **PUBLIC COMMENTS**

## **OTHER COMMENTS**

## **ADJOURNMENT**

Patrick L made a motion to adjourn the meeting and was seconded by Debbie H. and was unanimously approved and adjourned at 6:10 p.m.