



**TOWN OF HOLDEN BEACH  
PARKS AND RECREATION ADVISORY BOARD  
THURSDAY, OCTOBER 4, 2018- 2:00 P.M.**

The Parks and Recreation Advisory Board of the Town of Holden Beach, North Carolina met at 2:00 p.m. on Thursday, October 4, 2018. Present were: Chair Karen Fleischhauer, Vice Chair Becky Willis, Members Dolly Mitchell, Olivia Gomez, John McEntire, and Suzannah Tucker. Member Nick Payne could not attend due to illness. Assistant Town Manager Ferguson was also in attendance.

**CALL TO ORDER**

Chair Fleischhauer called the meeting to order at 2:00 p.m.

**AGENDA APPROVAL**

*Motion by Member McEntire to approve the agenda; second by Member Mitchell; approved by unanimous vote.*

**APPROVAL OF MINUTES**

*Motion by Member Tucker to approve the minutes; second by Chair Fleischhauer; approved by unanimous vote.*

**DISCUSSION OF SETTING GUIDELINES FOR RACE REQUESTS IN HOLDEN BEACH**

Assistant Town Manager Ferguson stated the board wanted a form to be created. She said she made a start based on items that were discussed last meeting. She said if the organization was using a facility as part of their request, the facility rules would be attached and would apply. She continued that she and the police department met with the for-profit race company, Coastal Race Productions, on Monday. The race company plans to hold the race in January instead of September because of the hurricanes they have encountered the past two years. She said the date for 2019 would be January 19<sup>th</sup>. Chair Fleischhauer asked about the for-profit Footprints and said she was not able to find anything on the web about it. Assistant Town Manager Ferguson responded they are a non-profit and had submitted their paperwork. Assistant Town Manager Ferguson stated that she felt conflicts with dates would be handled by staff. The board discussed how many races should be allowed per month. Member Tucker said at the last meeting we were trying to limit the number allowed per year and trying to avoid tourist season. It was discussed that Town events could be excluded. There was discussion to express that any month can have weather impacts, not just hurricane season. Benefits to the Town by hosting races were discussed.

*Motion by Member Tucker to allow a maximum of eight races per year, no more than two per month, with June, July, and August eliminated; second by Member Mitchell; approved by unanimous vote.*

The board discussed fee options and compared the list of fees for other towns that are part of the Coastal Race Productions series. Member Gomez pointed out that the SEARCH 5k is held twice per year so their cost for

police is \$361.46 times two for a yearly amount. She also asked if an organization should receive a breakdown of the Town's charges if they request it. Member McEntire stated that if there was a flat fee he didn't think the Town should have to provide a breakdown.

*Motion by Vice Chair Willis to charge a special event fee of \$1500 in which the Town has the discretion to waive the fee for non-profits and if the number of police officers exceeds five, an additional fee will be charged; second by Member Tucker; approved by unanimous vote.*

The board decided the special event form looked good. Suggestions were made to have the date added at the bottom of the first page and to consider adding two additional sentences under the notes section on page two. The board wanted statements about applications being returned at least 90 days in advance and the payment must be returned within two weeks after application approval.

## **DISCUSSION OF PLANS FOR 50<sup>TH</sup> ANNIVERSARY OF TOWN**

Assistant Town Manager Ferguson said that she compiled like ideas from the previous meeting. She asked Vice Chair Willis about the time capsule she had mentioned. Vice Chair Willis stated that Gay Atkins said it was buried near the sidewalk facing the Chapel. She said the Beacon was there so they may have pictures. Vice Chair Willis continued that anything that might involve the schools with the 50<sup>th</sup> anniversary should be removed as the teachers have lost a significant amount of instruction time with the storm and we shouldn't reach out to them for essays and artwork at this time. Member McEntire agreed to volunteer to scan photos into a PowerPoint presentation for the event. The board agreed to look at a year-long event in regard to advertising and getting the information to the realty companies. The information could also be included in blasts. Member Fleischhauer mentioned staying mindful of the staff and limiting the workload. The group decided to have a birthday party with cake and ice cream and burying of the time capsule on Thursday, February 14, 2019. An oral history event, dinner, and bonfire event will be held on Saturday, February 16, 2019. The bonfire would require BOC approval and the board suggested the November board meeting. Assistant Town Manager Ferguson said she would work on a catering menu for the dinner. Member Gomez had to leave at 2:57 p.m. Before she left, she gave Member Mitchell a note that it would be a good idea to have 50<sup>th</sup> Anniversary put on the tide dye t-shirts this year. Chair Fleischhauer mentioned people outside Holden Beach coming to the event and the numbers may get large. She suggested a pre-registration. Vice Chair Willis suggested everyone email Assistant Town Manager Ferguson their availability and then she can place the board where she needs them based on schedules.

*The events were approved by consensus.*

## **PROGRAM AND FACILITIES UPDATE**

Assistant Town Manager Ferguson said the Little Free Library sustained some damage during the hurricane. She said that Member Payne offered to repair it when he was feeling better. She said that other facilities fared well. She mentioned that Run HB and International Coastal Cleanup had to be canceled due to the hurricane. She also said that the statement the Town had placed in the water bill about needing books had helped. She continued that two large donations of books was received. Chair Fleischhauer said she followed up with Helen Gabriel at Smart Start and the Town would not be eligible for the Dolly Parton Book Club. Vice Chair Willis said that Smart Start agreed to give the Town books that come to them that are more advanced than pre-school.

## **UPCOMING SPECIAL EVENTS**

Assistant Town Manager Ferguson said that Boo at the Beach will be held Friday, October 19<sup>th</sup> from 5:30-7:30 p.m. and she would appreciate the board's help with the costume contest. She also stated that the Veterans Day [Parks and Recreation Advisory Board 10/4/2018]

Luncheon will either be Friday, November 9<sup>th</sup> or Monday, November 12<sup>th</sup> with the date to be announced before the next meeting.

## **PUBLIC COMMENT**

Chair Fleischhauer said she wanted to thank the Town for everything they did during the hurricane as residents came back to things looking as if they were untouched. She appreciated the information via the updates to keep the residents informed. Member Tucker said she appreciated the updates via the Town blast as well because the media doesn't cover Holden Beach as well. Member Mitchell said she wanted to also particularly thank Chris Clemmons and the Public Works Department for their hard work and the many hours that were spent on infrastructure.

Commissioner Kwiatkowski suggested the board consider a parade as part of the 50<sup>th</sup> anniversary celebration. The board entertained adding the idea to the next agenda.

## **ADJOURNMENT**

Motion by Member Mitchell to adjourn at 3:09 p.m.; second by Vice Chair Willis. The next scheduled meeting is November 1, 2018 at 2 p.m.