



Town of HOLLY RIDGE

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HOLLY RIDGE TOWN COUNCIL SPECIAL MEETING April 28th. 2022 5:00 P.M.

Mayor Jeff Wenzel called the Special Meeting of the Holly Ridge Town Council to order at 5:05 p.m. at the Holly Ridge Town Hall. Council members present were Councilwoman Bragg, Councilwoman Stanley, Councilman Sholar, Councilman Hines, and Mayor Pro-Tem Hall. Also present were Town Manager, Heather Reynolds; Deputy Clerk, Tracy Martin; Public Works Director, Mike McFann and Parks and Recreation Director, Chuck Strickland.

Invocation and Pledge

Councilman Hines gave the Invocation and Mayor Wenzel led the Pledge of Allegiance.

Adoption of Agenda

A motion was made by *Councilwoman Bragg* and seconded by *Councilwoman Stanley* to adopt the agenda as presented. *All Agreed.*

New Business

Workshop to Discuss the Town's Parks and Facilities

Mayor Wenzel stated Mayor Pro-Tem Hall suggested to take a recess at this time and the Town Council go and walk the park so we all can see what the status is around the park.

Manager Reynolds said she would like to give a brief overview of what the existing parks what we have currently.

- **Municipal Park**
Playground equipment
Restrooms with Pavilion
Picnic Pavilion
Softball Field

Liberty Fountain
Benches
Flag
Bricks
Fountain

Soccer/Football Field
Multi-Purpose Field

Fencing
Landscaping

Councilman Hines asked what the plans would be with the lights if the Community Center is torn down.

Public Works Director Mike McFann said we would put up a temporary power panel and feed the lights because they are underground. Mr. McFann said if we decided to put new restrooms in, Mr. McFann would like to centralize the restrooms in that area which would help to eliminate power to the restrooms where they are currently located to the concession stand, we have now, and everything could be grouped together. Mr. McFann said if we decided to move that closer to the fence and out of the parking area, it might be possible to do that because three quarters is coming from one direction, we would gain footage for an underground cable.

- **Community Center**
7200 Square Foot. building
Large Kitchen
Tables & Chairs
Dressing Room
Restrooms

Morris Landing
Fishing Pier
Signage
Restrooms (ongoing)

- **Other Buildings**
- Housing Authority
- Town Hall
- Police Department
- Shooting Range
- Public Works Building

Other Facilities
CDIP Phase II
Spray Fields
Holly Ridge WWTP
(Leased)
Storage Shed @
Community Center

Existing Parks & Recreation Services

- Rentals of Community Center/Fields/Park
- Summer Camp w/Surf City Partnership
- Softball w/Surf City Partnership
- Easter Egg Hunt
- Liberty Festival & Fireworks
- Holly Ridge Hometown Christmas
- Memorial Day & Veteran's Day Ceremonies

Manager Reynolds said when you look at our Master Park Plan and all the responses, the amenities and facilities that are suggested that we have or begin moving towards within 10 years, listed below are the top responses.

Amenities/Facilities in 10 Years

• Parks	78.00%
• Sidewalks/Trails	79.00%
• Playgrounds	81.00%
• Pools	84.00%
• Splash Pad	90.00%

Programs/Activities in 10 Years

• Town Events	74.00%
• Nature Programs	76.00%
• Teen Programs	79.00%
• Trail Programs	81.00%
• Preschool Activities	86.00%
• Athletic Programs	86.00%
• Family Programs	93.00%

Areas for Improvement

- Better Advertising/Promotion/Awareness of Parks
- Promotion of Active Lifestyle
- Accessibility for all Users
- Additional Facilities and Programs

Manager Reynolds said once we have a direction from the Town Council, then we will know how to set the goals and the time frames and plans to make them come to life. According to the Master Park Plan we should focus on fixing what we have and improving our current facilities I the 1–2-year goal projects.

1-2 Year Goals/Short Term Projects

Park

Demo Concession Stand
Replace Restrooms/
Possibly relocate
Add Scorekeepers box
Replace Ballfield fencing
Update Playground and
Replace Play Surfacing
Movie in the Park Equipment

Community Center

Add Storage Closet
Purchase Sound System
Updating the Interior
Overhead Projector Installation
Accessible Sidewalk connections
Community Center to Memorial Park
Irrigation system at Liberty Fountain

Morris Landing

Construction of
Restrooms (on going)
Add parking places
Add trailer parking
Improve turn around
Improve accessibility
at fishing pier

Town Buildings

Enclose Lobby
Add additional offices
for Community Development
Move hallway for Council
Chambers Access to front
of building
Begin Planning for Municipal
Complex in the future

Streets/Paths and Other

Mill down and replace a
portion of streets in town
Seal the streets in the
Neighborhood of Holly Ridge
and the Preserves
Add multi-use path from restrooms
to water
Expand Water/Sewer infrastructure
down Main arteries

3-5 Year Goals/Long Term Projects

Park

Dog Park
Additional Parking
Scoreboard in park
Splash Pad

Community Center

Additional Parking
Add sidewalks for
connectivity

Morris Landing

Enhanced Signage
Education Kiosk
Extending Multi-
use Path
New shallow water
boat ramp

Town Buildings

Secure funding for
Municipal Complex
Construction
Look at possibly
relocating Housing Authority
Rebrand Holly Ridge Housing
Authority as the “downtown
District”

Street/Paths and Other

Roadside Multi-use path Highway 50
Roadside multi-use path at Holly
Ridge Road
Expanding multi-use path at Morris
Landing
Hiking trails in Stones Creek Game
Land
Greenway trail in utility easement

6-10 Year Goals/Future Projects

Park

Entrance signage and
Landscaping
New Recreation Center
(Possibly current Police
Department)
Enhanced Site Furnishing

Community Center

new recreation center
(current PD) to be
used for classes
Spaces for rent
Conferences, events
that does not require a
Whole building
Senior Events

Morris Landing

New hiking path/
boardwalk along
county line

Ongoing Projects

Expansion of bicycle and pedestrian facilities including sidewalks and bike lanes

Encouraging community involvement and engagement
Introducing new activities and programs, particularly for families and teens
Hosting special events for the community
Staffing adjustments
Review and refinement of maintenance program
Awareness of opportunities to acquire properties and easements for expansions
Expansion of partnership opportunities for programs and facilities

Mayor Wenzel asked for a recess so the Town Council could go and tour the town park.

Councilman Hines stated he has been to the park and knows what is there because nothing had changed in the last three to four years. Councilman Hines asked to be excused from going to the park.

Mayor Pro-Tem Hall said she is the one that requested the Town Council go and tour the park because when Councilman Hines was just talking to Mike McFann about the location of the concession and restrooms, Mayor Pro-Tem Hall could not visualize any of that.

Councilwoman Bragg asked if the plan was not to have a concession stand at all. Manager Reynolds said that is a topic of discussion for today. Manager Reynolds stated during the annual retreat meeting, there was discussion of the condition of the concession stand. Manager Reynolds said concession stands are becoming a thing of the past because of food trucks.

Councilman Hines asked Manager Reynolds how she plans to fund all of this. Manager Reynolds stated there are all kinds of grants to apply for but without having objectives and a plan, we cannot apply for any of those grants.

Mr. Strickland said we need Town Council to choose 5 projects they would like to see done and staff can begin the grant process as opposed to staff chasing money and not know what direction Town Council wants us to go in.

Councilman Sholar also was excused from going to the park.

Mayor Wenzel called for a recess at 5:24 p.m.

While at the park the following items were discussed and prioritized, and an outline was discussed.

Demo the concession stand.
8-foot fence and add netting around the ball field.
Moving restrooms over to where the current concession stand is but moving it back towards the road
Paving that area for additional parking
Expand dugouts and add cover overhead
Job box locker

Add sound system to park

Burns, Smith, And Kraft Culvert project – this is to place culverts all along the ditched around the park.

Partif Grant

Outfield fence pushing it back to where the restrooms use to be, where the restroom begin now so it can be a covered picnic pavilion

Open Green space becoming parking (where football field is)

Playground surface update

Create a dog park that would be off site from the municipal park

Walk path through park

Splash Pad in the multipurpose plan (in Master Park Plan)

An additional community center and a place for a second playground

Two story score keepers' box with concession stand

Additional restrooms in multi-purpose field

Approach Coleman Parks about possible land donation and this could possibly be the dog park.

ADA accessible 2nd playground near venue

Warning track

Councilman Sholar asked if there are any towns nearby that have a Splash Pad and if they are maned? Manager Reynolds said there are some towns that have a splash pad, and they are not maned. Mayor Wenzel said the town of Ocean Isle has one.

Councilman Hines stated he thinks we need to re-consider the concessions stand. Councilman Hines said Onslow Pines has one and they have different organizations come in and take the profit from it and run it. Councilman Hines said he could see a lot of times where we could use a concession stand even if it was rented out.

Manager Reynolds said she would like for the Town Council for consideration to prioritize that portion of a multi-use path on Morris Landing. We are going to have to enter into an encroachment agreement with the Department of Transportation for the restrooms and parking spaces and it is better to do this all at one time.

A motion was made by **Mayor Pro-Tem Hall** and seconded by **Councilwoman Bragg** to contact Coleman Parks about Land Donation at Morris Landing for a dog park. **All Agreed.**

Councilman Sholar asked if there was a way to leave the playground that is already there like it is and make the new one ADA compliant? Councilman Sholar said a lot of the parents who have handicapped children do not like a bunch of kids around. Councilman Sholar said this would help separate the two.

Manager Reynolds said we discussed updating the surface at the current playground and make the new playground by the splash pad ADA accessible with the foam floor.

A motion was made by *Mayor Pro-Tem Hall* and seconded by *Councilwoman Bragg* to allow staff to proceed with priorities.

Voting was as follows:

Mayor Pro-Tem Hall – Yes
Councilwoman Bragg – Yes
Councilwoman Stanley – Yes
Councilman Hines – No
Councilman Sholar – No

Motion Passes

A motion was made by *Mayor Pro-Tem Hall* and seconded by *Councilwoman Stanley* to give direction to Manager Reynolds to start working on Morris Landing project. *All Agreed.*

Mayor Wenzel said a conversation came up about 31 parking spaces located behind the Liberty Fountain. Manager Reynolds said yes there was a discussion about that, and it was already budgeted for this year. Manager Reynolds said it was discussed at the last meeting about not paving because of the condition of our streets. Manager Reynolds said she and Chuck Strickland are in a holding position with this.

Mayor Pro-Tem stated if it has already been approved then we need to proceed right. Councilman Hines said no we can stop it. Mayor Pro-Tem Hall said one of the issues about the whole area is no handicapped parking and this would solve that issue. Mayor Pro-Tem Hall said the only place for handicapped are the three spaces in front of the Liberty Fountain, three spaces at the community center and where we made handicapped spaces on the empty lot across from the community center.

Mayor Pro-Tem Hall said when you talk about ballfield events, there are as many grandparents as there are parents at those events.

Mr. Strickland said he stopped looking into this because there was discussion about doing the parking lot while we have streets that need repairs.

Mayor Wenzel asked for Town Council comments concerning this item.

Councilman Hines said the same as it was before, if we have streets in as bad of shape as they are before we get parking lots, we need to take care of the streets.

Mayor Pro-Tem Hall said she just expressed hers. Mayor Pro-Tem Hall said we need that spot paved.

Councilman Sholar said we need both. Councilman Sholar said his biggest complaint he hears all the time is our streets and trash.

Councilwoman Stanley said since this is already budgeted, she thinks we need handicapped parking.

Councilwoman Bragg said she is good and ready to vote.

Manager Reynolds said she does not need a vote. This came up in the open meeting and it was said during the workshop everything would get worked out in the upcoming meeting.

Manager Reynolds said we included streets, paths, and others. Under that are the streets.

- For one to two years, we have mill down and replace a portion of the streets in town.
- Seal the streets in the Neighborhoods of Holly Ridge and the Preserves
- Ask Town Council for consideration to seek loan or bonds so a conversation could take place with contractor and plan to get all the streets in town up to our policy standards

Manager Reynolds said if these projects were done then on the six-to-ten-year goal, the streets that were previously sealed in the Neighborhoods of Holly Ridge and the Preserves, we would mill those down and replace the asphalt. The streets that were replaced would then need to be sealed. The rates on the loan right now are anywhere from 2.5 to 3%. Manager Reynolds said this would allow us to make all the repairs, bring streets up to our standards that we enforce on developers and then place them into a maintenance plan that is manageable.

Manager Reynolds asked Town Council for their consideration to explore bonds so a plan can be made to get all streets in town up to standards.

Mayor Pro-Tem Hall stated we need to start from the ground level and have a maintenance plan for the streets in town.

A motion was made by *Mayor Pro-Tem Hall* and seconded by *Councilwoman Stanley* to excuse Councilwoman Bragg at 7:15. *All Agreed.*

Mike McFann said he discussed the town's streets with the contractor and was told we could concentrate on the high traffic pattern areas that are bad and mill down and concentrate on those streets alone. We need to decide on which streets are the worse and start with those.

Councilman Hines asked who the contractor was, and Mr. McFann stated Onslow Paving and Grading Company.

Councilman Hines said we must take into consideration the taxpayers also. We do not want to put a burden on the taxpayers.

Mr. McFann said we have an obligation to take care of the streets and we are failing. Mr. McFann believes we can save the Neighborhoods of Holly Ridge and the Preserves but if we

keep putting that off it is going to be where we don't meet those criteria to save them and we have lost the opportunity to seal them because they now must be milled.

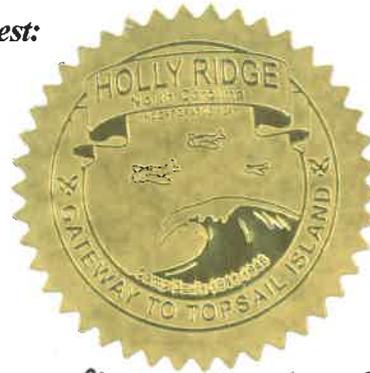
*Mayor Wenzel called for a recess at 7:33 p.m.
Mayor Wenzel called the meeting back to order at 7:35 p.m.*

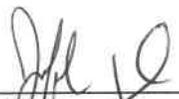
Consensus from the Town Council is to give Manager Reynolds the okay to investigate street repairs and put a maintenance plan in place. Also, to give the Public Works Director, Mike McFann the go ahead to contact paving contractors for bids on street repairs. Town Council was all in favor of the consensus.

Adjournment

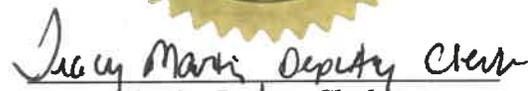
A motion was made by *Mayor Pro-Tem Hall* and seconded by *Councilwoman Stanley* to adjourn at 7:36 p.m. *All Agreed.*

Attest:





Jeff Wenzel, Mayor



Tracy Martin, Deputy Clerk

These minutes were recorded and prepared by Deputy Town Clerk, Tracy Martin.