



Swansboro Parks & Recreation Advisory Board Agenda

Town of Swansboro
Wednesday, October 21, 2026

I. Call to Order & Roll Call

II. Adoption of Minutes

- [a.](#) September 16, 2026 Meeting Minutes

III. Reports

- a. **Upcoming Programs/Events**
- b. **Updates**

IV. New Business

V. Old Business

- [a.](#) Municipal Park Revitalization Project

VI. Comments

VII. Adjournment

Next Meeting November 18, 2026

Town of Swansboro
Swansboro Parks & Recreation Advisory Board
September 16, 2026

Item II - a.

I. Call to Order & Roll Call

The meeting of the Swansboro Parks & Recreation Advisory Board was called to order on Wednesday, Sept 16, 2026, at 5:30 PM in Swansboro, NC.

Present: Deb Pylypiw, Matthew Prane, Elena Messenger, Jennifer Steele, and Ryan Swanson.

Absent: No Members were absent.

II. Reports

- a. **Updates:** Director Stanley provided a quick update on the Municipal Park Revitalization Project. WithersRavel is currently working on the site master plan for Municipal Park and draft budget. The director will need to present the project to two civic organizations, hold a community meeting, present again to the Parks Board, and the Board of Commissions. The confirmed projects, dedicated pickleball courts, replacement of the tot lot, and resurfacing of the tennis courts, along with new proposed items will be presented. The information gathered from these meetings will help determine what will be presented in the final site plan and budget that will be presented at the Board of Commissioners meeting on October 27, 2026.

III. New Business

- a. Recreation Resource Services (RRS): Terri Stowers and Brittany Shipp
Recreation Resource Services provides supports to all public park and recreation departments in North Carolina. Terri Stowers is the consultant for the South Central Region and Brittany Shipp is the East Region.
- b. RRS Overview presentation-topics covered were:
- Explanation of what RRS and the purpose of the organization, its vision and mission.
 - Provides technical expertise and professional development through conferences, advisory board training, and leadership programs.
 - Grant administration
 - Applied research
- c. Advisory Council presentation-topics covered were:
- Reviewed the advisory board's role in sharing community perspectives and advice.
 - Discussed community needs and priorities with Parks and Recreation staff.
 - Considered census data to support inclusive planning.
 - Explored master planning, new programs, budget input, events, and volunteer support.
 - Emphasized advocacy and staying informed.

IV. Old Business

V. Comments

VI. Adjournment- At 6:50 PM Matthew P called for a motion to adjourn the meeting and Ryan S. seconded the motion; the meeting was adjourned.

Next Meeting November 21, 2026, 5:30 PM

MUNICIPAL PARK REVITALIZATION PROJECT

BACKGROUND

2024-25 Board of Commissioners allocated \$150,000 for dedicated pickleball courts

Several options have been explored, three courts, six courts, multi-use, and dedicated.

It was discovered that Municipal Park would require a storm water modification permit, which increased costs significantly.

WHERE DO WE GO FROM HERE?

- ▶ Combine other renovations needed into one large project
- ▶ Seek out grant funding-Why?
- ▶ Leverages local funds more efficiently with dollar-for-dollar matches
- ▶ Reduces over costs through shared project & construction management
- ▶ Streamlines stormwater, environmental, & state approval process
- ▶ Demonstrates strategic long-term planning & fiscal responsibility

THE GOAL

Apply for PARTF (Parks & Recreation Trust Fund) and LWCF (Land & Water Conservation Fund) grants.

LWCF \$750,000

PARTF \$500,000

Both grants are a dollar-for-dollar match and can match each other

The Town of Swansboro contribution match is \$250,000 for \$1.5 million dollars.

SKATE PARK

Why isn't it included in this project?

The existing skate park was originally funded through the Parks and Recreation Trust Fund (PARTF). Grant funding restrictions prevent the Town from requesting PARTF funds for the same facility again.

Why does this matter?

The Town is pursuing PARTF and Land and Water Conservation Fund (LWCF) grants for the current project. Both applications must reflect the same proposed scope and budget.

What about the future?

The skate park remains identified in the Municipal Park Site Master Plan for consideration in a future project.

FROM VISION TO PLAN

- ▶ Establishing priorities
- ▶ Exploring funding
- ▶ Planning improvements



EXISTING FACILITIES

- ▶ Recreation Center
- ▶ Three playground areas
- ▶ Basketball courts
- ▶ Multi-use courts
- ▶ Splashpad
- ▶ Dog park
- ▶ Walking trails
- ▶ Fitness stations
- ▶ Concession stand
- ▶ Restroom facilities
- ▶ Skatepark
- ▶ Multi-purpose fields
- ▶ Picnic shelters



NEW IMPROVEMENTS

- ▶ Dedicated Pickleball Courts
- ▶ Resurfacing Tennis Courts





NEW IMPROVEMENTS

REPLACEMENT OF TOT LOT

Tot Lot Design Options

PROPOSAL #:405-217291-2

TOWN OF SWANSBORO TOT LOT SY-3846

Burke
PLAY THAT MOVES YOU
BCBURKE.COM • 800.266.1251

Burke
PLAY THAT MOVES YOU
BCBURKE.COM • 800.266.1251



3D Designer: Fe

TOWN OF SWANSBORO TOT LOT #3 CUSTOM

PROPOSAL #:405-217773-1



COLOR KEY
● AQUA
● SILVER
● BLUE

3D Designer: Felicia

POTENTIAL IMPROVEMENTS

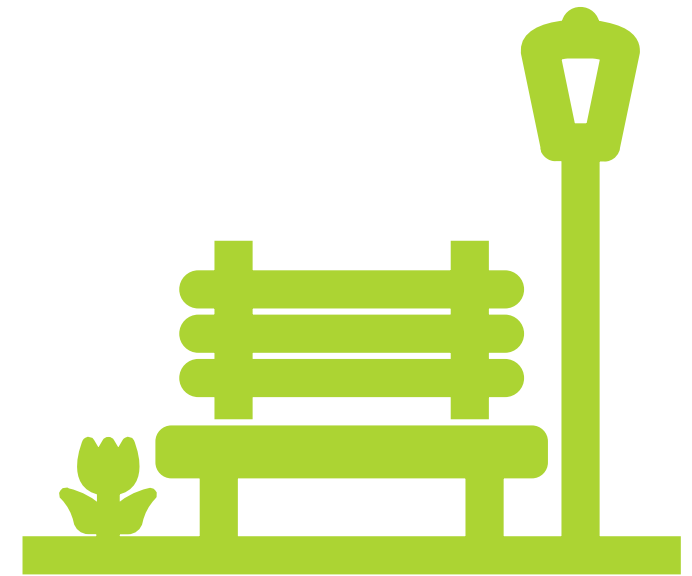
Item V - a.

- ▶ Modified disc golf course
- ▶ Safety town
- ▶ Bocce Courts/Lawn Game Area
- ▶ Padel Court
- ▶ Replacement of liberty swing



Proposed Support Facilities

- ▶ Stormwater pond
- ▶ Shade structures
- ▶ Pedestrian lighting
- ▶ Fencing
- ▶ Security cameras
- ▶ Site furnishings: benches, picnic tables, signage, trash receptacles



Swansboro Municipal Park Master Plan

Swansboro, NC



WithersRavenel
Our People. Your Success.



LEGEND

- 1 FUTURE SAFETY TOWN
- 2 EXISTING DOG PARK
- 3 EXISTING CONCRETE WALKWAY
- 4 FUTURE PADEL COURT
- 5 PICKLEBALL COURTS
- 6 RESURFACED EXISTING TENNIS COURTS
- 7 STORMWATER POND
- 8 FUTURE SKATE PARK CONVERSION
- 9 EXISTING BASKETBALL COURT
- 10 FUTURE ATHLETIC LIGHTING
- 11 EXISTING ASPHALT PARKING
- 12 EXISTING RECREATION BUILDING
- 13 FUTURE BOCCE COURTS AND LAWN GAMES OR FUTURE GYM EXPANSION
- 14 FUTURE SHADE STRUCTURE
- 15 EXISTING BENCH
- 16 EXISTING DRINKING FOUNTAIN WITH PET FOUNTAIN
- 17 EXISTING SPLASH PAD EQUIPMENT ROOM
- 18 EXISTING SPLASH PAD
- 19 EXISTING SHELTER WITH PICNIC TABLES
- 20 EXISTING PLAYGROUND
- 21 EXISTING MULTI-USE FIELDS
- 22 REPLACEMENT ADA SWING
- 23 EXISTING SWINGS
- 24 REPLACEMENT ADA PLAY EQUIPMENT AT TOT LOT
- 25 EXISTING GRAVEL NATURE TRAIL
- 26 DISC GOLF (4 HOLES)
- 27 EXISTING WETLANDS
- 28 EXISTING WORKOUT STATION
- 29 EXISTING CONCESSION STAND WITH RESTROOMS
- 30 PEDESTRIAN LIGHTING



MASTER PLAN

SWANSBORO MUNICIPAL PARK

SCALE: 1" = 60'
0' 60' 120'



WithersRavenel
Our People. Your Success.
Project No. 26-0638 | September 22, 2026

COMMENTS

COMMENTS CARDS ARE LOCATED AT THE
ENTRANCE, FEEL FREE TO COMPLETE