



OAK ISLAND PARKS & RECREATION ADVISORY BOARD MEETING

MONDAY, JANUARY 5, 2026

OAK ISLAND COMMUNITY CENTER

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

3.1 Present – Paul DuBay, Bill Millard, John Schading, Mark Dolak, Jeweleen Mustard, Carrie Lenzen, Molly

3.2 Absent – Gail Burr (Absence Unapproved- Mark made the motion to make the absence unexcused unless Gail comes next month with a valid excuse and Bill seconded, voted unanimously)

3.3 Staff and Guests – Councilman Tommy Brown and Heather O'Brien

4. CALL TO THE PUBLIC

We will now have an open call to the public for citizens wishing to address the board on issues within the jurisdiction of the board. Your comments must be limited to three (3) minutes or less. If you wish to address an item already on today's agenda, you should wait until that item is announced for a public hearing. At the conclusion of the open call to the public, individual members of the board may respond to criticism made by those who addressed the board, may ask staff to review a matter or may ask that a matter be placed on a future agenda. However, board members cannot discuss or take legal action on matters not already on the agenda.

5. MINUTES

5.1 Approval of December 1, 2025 meeting minutes (John made the motion, Jeweleen seconded, voted unanimously)

6. COMMUNICATIONS, ANNOUNCEMENTS, STAFF REPORT

6.1 Staff Report – No Report

6.2 Announcements – Heather O'Brien and Paul DuBay

6.2.1 Summer Camp registration is coming up

6.2.2 Mardi Gras Parade and Festival are on February 21st

6.2.2.1 Parade is cut back to the original length to be less of a burden on OKIPD

6.2.3 Spring Fling and Seafood Festival – Working on Sponsorship Packet

6.2.4 Paul gave announcement that in December, the town approved the spring pickleball tournament. April 11th and 12th

6.2.4.1 Last spring had 235 players, hoping to exceed that

- 6.2.4.2 Contracted with Southern Pickleball
- 6.2.4.3 Raised over \$10,000 for Friends and Parks. Proceeds will go to Friends and Parks again this year
 - 6.2.4.3.1 Carrie asked question about advertising, that should be answered by Southern Pickleball

7. PUBLIC HEARING

- 7.1 Par 3 – Informal meeting prior to PRAB
 - 7.1.1 Par 3 has three members with two not leaving, therefore, the Par 3 will be a three-member subcommittee
 - 7.1.2 A member from the PRAB will have to become a third member
 - 7.1.3 Eventually, when the terms expire on the two remaining Par 3 members, they will be replaced with PRAB members until the whole subcommittee is made up of members of the PRAB
 - 7.1.4 The one member joining today will also be the secretary for the Par 3
 - 7.1.5 Meetings will be the last Friday of every month at 2:30 pm at the Par 3 Clubhouse
 - 7.1.6 Carrie stated she could be the PRAB member who will accept the position and become the secretary (Jewelean made the motion, John seconded, voted unanimously)
- 7.2 Trail Update – Bill and Paul met with Katherine
 - 7.2.1 Katherine will check with state properties but other than that, no updates
- 7.3 Hometown Hero Banners – Has become a dead item
 - 7.3.1 Item was approved by the PRAB in September
 - 7.3.2 Council was supposed to discuss in November, pushed off to December but wasn't on the meeting
 - 7.3.3 Pushed to the January meeting but that meeting got moved to January 20th which doesn't provide enough time to advertise, work with the Elks, and to have them ordered by Memorial Day
 - 7.3.4 Not a lot of support by town staff and management, thus, got nixed
- 7.4 Business Plan
 - 7.4.1 Heather discussed how we will take the strategic plan that the town management has set forth and the master plan that got approved for the next five years and we will create a business plan
 - 7.4.1.1 This will help make sure issues like the Hometown Hero Banners don't happen again
 - 7.4.1.2 Bill stated that we do not have the executive summary that Dr. Herstine
 - 7.4.1.2.1 We need that to help us create a business plan and understand what we need to put on the budget for 2026
 - 7.4.1.3 Heather asked if we should table the business plan and strategic plan until next month until we have the executive summary
 - 7.4.1.3.1 This will create consistency for our business and strategic plans

7.4.1.3.2 Many of the items already on the master plan are also on the strategic plan such as a nature trail

7.4.1.4 Therefore, the business plan will be tabled until the February meeting

8. FUTURE DISCUSSION ITEMS

8.1 Mark brought forth a future discussion about Oak Island instituting regulations on dogs on the beach during the summer between the hours between ten and four, Memorial Day to Labor Day, like other local beaches

8.1.1 Carrie started talking about other dog issues

8.1.1.1 Paul stated this will be a future discussion, not a current discussion

8.1.2 Was wondering if this would even be covered under the PRAB purview

8.1.3 Heather will get feedback on this issue to see if this under our purview

8.2 Molly wanted to discuss the student guidelines for the student who will take over her position when she graduates

8.2.1 Paul would like any student she refers to come to at least one meeting prior to Molly's final meeting

8.3 Jeweleen brought fliers for Restaurant Week

8.3.1 The Southport-Oak Island Chamber of Commerce wanted to confer with the PRAB about passport books for restaurants and if they could use the Rec for a pick-up location

8.3.2 Also, the 250th Anniversary so if anyone wants to volunteer or partake in events

8.3.2.1 Carrie asked if people could print out their own passport books

8.3.2.2 Carrie also has a radio show on Cape Fear Radio and can promote it

9. FUTURE MEETINGS

10. ADJOURN

10.1 Bill made a motion to adjourn the meeting, Jeweleen seconded, and it was voted unanimously