



**Town of Clayton
Parks and Recreation Advisory Board
Regular Meeting Agenda
Monday, February 9, 2026 at 6:00 PM
The Community Center
715 Amelia Church Road**

1. CALL TO ORDER

- a. Call To Order

2. APPROVAL OF MINUTES

DRAFT Minutes- 12 January 26

- a. **POTENTIAL ACTION:** Approval of Minutes

3. SPECIAL PRESENTATIONS

- a. Clayton Community Recreational Foundation
Presenter: Mike Mullins, CCRF Chairman
- b. Parks and Recreation Spotlight- Clayton Community Center
Presenter: Joni Hubble-Zeneberg, Community Center Supervisor

4. OLD BUSINESS

- a. Future Park Assessment Update
Presenter: Todd Riddick, Parks and Recreation Director
POTENTIAL ACTION: Informational Only
- b. Recreation Advisory Board Annual Report
Presenter: Todd Riddick, Parks and Recreation Director
POTENTIAL ACTION: Informational Only
- c. Candidate Nominations for 2026 Board Positions
Presenter: Todd Riddick, Parks and Recreation Director
POTENTIAL ACTION: Informational Only

5. NEW BUSINESS

- a. 1370 Cameron Way Update
Presenter: Todd Riddick, Parks and Recreation Director
POTENTIAL ACTION: Informational Only
- b. Recreation Advisory Board Tour
Presenter: Todd Riddick, Parks and Recreation Director
POTENTIAL ACTION: Informational Only

6. STAFF REPORTS

7. ADJOURNMENT



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Monday, January 12, 2026 at 6:00 PM
The Community Center
715 Amelia Church Road**

Pursuant to N.C. General Statute § 143-318.10(e), these minutes provide a general summary of the Parks and Recreation Advisory Board meeting and do not represent a verbatim transcript.

Present:

Kuanyu Chen
Derek Cominskie
Chris Duty
Carol Houston
Adrienne Beranger
Rebecca Bradford
Bradley Shepard
Corie Miller
Charles Counts
Morgan Jones
Greg Forde
Denise Husband

Staff Present:

Amanda Underwood, Council Member Liaison
Todd Riddick, Parks & Recreation Director
Kelly Young, Clerk to the Board

Absent:

Mark Morgan

1. Call to Order

The meeting was called to order at 6:07pm.

2. Approval of Minutes

- a. DRAFT Minutes- 10 November 25

3. Old Business

- a. Board Membership

Presenter:

Todd Riddick, Parks and Recreation Director
Dolores Gill, Chief of Staff and Strategic Initiatives

POTENTIAL ACTION: Informational Only

Mr. Riddick welcomed everyone to our first meeting of the year, and new and seasoned Board members formally introduced themselves to the group.

- b. Future Park Assessment Update

Presenter:

Sara Burroughs

POTENTIAL ACTION: Informational Only

Sara Burroughs from SageDesign presented an analysis of multiple property assessments conducted for the Town and discussed proposed features that might accommodate the needs outlined in the Parks and Recreation Master Plan. Proposals addressed indoor needs, river and

greenway access and park amenities. Ms. Burroughs entertained questions from the Board about camping opportunities, parking metrics/consideration, disc golf improvements (difficulty in following current course map), community garden space (teaching garden), upcoming fishing pier, climbing opportunities (installed and natural), greenway trail planning at a local subdivision and Board tour interest in an effort to learn more about these properties visually.

- c. Clyde Sinclair Park Ribbon Cutting
Presenter:
Todd Riddick, Parks and Recreation Director
POTENTIAL ACTION: Informational Only

On Monday, January 5, the Town as well as the Parks and Recreation Department celebrated the official re-opening of the new improvements at Donald Clyde Sinclair Park. New playground equipment, resurfacing and landscaping have received positive feedback from the public, and the park has already hosted many fun seekers.

4. New Business

- a. Annual Advisory Board Town Council Presentation
Presenter:
Todd Riddick, Parks and Recreation Director
POTENTIAL ACTION: Informational Only

Kuanyu Chen, Advisory Board Chair, explained the purpose of the Parks and Recreation Advisory Board Annual Report and requested volunteers to assist with its preparation. The annual report is scheduled to be presented to Town Council on February 16 and highlights focal points/projects/accomplishments completed in the past year. Mr. Chen volunteered to assemble the report as well as serve as liaison before Council and asked if any others might want to assist. Adrienne Berranger and Charles Counts volunteered.

- b. Candidate Discussion for 2026 Board Positions/Committees
Presenter:
Todd Riddick, Parks and Recreation Director
POTENTIAL ACTION: Informational Only

Mr. Chen enlisted the Board to think about ideas or specialized interests that might prove beneficial in forming a committee(s) where members might want to serve or get involved. He also mentioned that next month's February agenda would include taking nominations for Board positions. These positions would be voted on in March.

5. Staff Reports

Mr. Riddick shared that the interview process for hiring a new Assistant Director would begin soon. Applications were received over the holiday and a large pool of applicants from across the United States expressed interest. The space at Clayton Fitness is under evaluation. Staff are sharing ideas and the Town is discussing how to process and surplus items left in the facility from the sale. An architect will soon be contracted to move renovations forward. A question was raised about whether the Advisory Board will be involved as well as if the intention for the space has been established. Mr. Riddick commented that obviously a portion must be designated for seniors, but he is looking at partnerships, the possibility of a demonstration kitchen, etc., to make the space as flexible as possible. Youth basketball leagues are now in mid-season, and spring sports registration as well as Camp Clayton are coming soon. A new task force initiated by our Town's Communications team is seeking individuals from various Boards to be educated on a deeper level about Town

functions/processes. Mr. Riddick concluded staff reports by sharing video segments of Elf Academy and Journey League, which just wrapped up its third season of the year. Merry Municipal, which included train rides and cocoa with Santa, was also a success in December. A final update included news of Legend Park's parking area and how remediation efforts are nearing an end.

6. Adjournment

The meeting was adjourned at 7:34pm.

Duly Adopted by the Parks and Recreation Advisory Board on Monday, February 9, 2026, while in regular session.

Board Chair

Attest:

Kelly Young, Board Clerk