



**Town of Clayton
Parks and Recreation Advisory Board
Regular Meeting Agenda
Monday, September 14, 2026, at 6:00 PM
Town Hall, York Room
111 East Second Street**

1. CALL TO ORDER

- a. Call To Order

2. APPROVAL OF MINUTES

- a. DRAFT Minutes- 11 May 26

POTENTIAL ACTION: Approval of Minutes

3. OLD BUSINESS

4. NEW BUSINESS

- a. Staffing Updates

Presenter: Todd Riddick, Parks and Recreation Director

- b. Summer Recap

Presenter: Lauren Box, Parks and Recreation Assistant Director

- c. Capital Projects Update

Presenter: Todd Riddick, Parks and Recreation Director

- d. Parks and Recreation ADA Update

Presenter: Lauren Box, Parks and Recreation Assistant Director

- e. Department Hosted Events/Board Opportunities

Presenter: Todd Riddick, Parks and Recreation Director

- 1. Senior Games Week, September 28- October 1
 - 2. Fall Fling, October 16, 4-6pm
 - 3. Harvest Festival, October 21-25
 - 4. Downtown Trick or Treat, October 30, 1-3pm
 - 5. Elf Academy, December 5, 9am-12pm
 - 6. Advisory Board Recognition Dinner, December 8, 6-8pm
 - 7. Merry Express (Sensory Friendly Night), December 9, 5:30-7:30pm
 - 8. Merry Express, December 10, 5-8pm
 - 9. Cocoa with Santa, December 17, 6-8pm

f. Larry Bailey Scholarship

Presenter: Lauren Box, Parks and Recreation Assistant Director

g. Board Proposals — Special Presentations/Spotlights

Presenter: Todd Riddick, Parks and Recreation Director

5. STAFF REPORTS

6. ADJOURNMENT



Town of Clayton
Parks and Recreation Advisory Board
Regular Meeting Minutes
Monday, May 11, 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
Carol Houston
Adrienne Beranger
Rebecca Bradford
Bradley Shepard
Corie Miller
Morgan Jones
Greg Forde
Denise Husband

Staff Present:

Amanda Underwood, Council Member Liaison
Todd Riddick, Parks & Recreation Director
Lauren Box, Parks & Recreation Assistant Director
Dolores Gill, Chief of Staff and Strategic Initiatives
Mackenzie Dolecheck, Recreation Program Supervisor
Kelly Young, Clerk to the Board

Absent:

Charles Counts
Chris Duty
Mark Morgan

1. CALL TO ORDER

- a. Call To Order

The meeting was called to order at 6:03pm.

2. APPROVAL OF MINUTES

- a. DRAFT Minutes 13 April 26
POTENTIAL ACTION: Approval of Minutes

3. SPECIAL PRESENTATIONS

- a. Staff Introduction- Recreation Program Supervisor of Inclusion and Seniors
Presenter: Mackenzie Dolecheck

Mr. Riddick introduced Mackenzie Dolecheck, our new Recreation Program Supervisor of Inclusion and Seniors. Ms. Dolecheck shared that her background is in therapeutic recreation. She is excited to work with the growing number of seniors in the community as well as others with disabilities. She hopes to boost participation numbers and has recently developed and

distributed community needs surveys to collect data that she may use to develop programs supporting those needs. Surveys close on May 26.

b. **Staff Spotlight- Town of Clayton Strategic Plan**

Presenter: Dolores Gill, Chief of Staff and Strategic Initiatives

Dolores Gill, Chief of Staff and Strategic Initiatives, presented information on the Town's Strategic Plan, which was adopted in 2024. Approximately four times a year, the Town provides updates to this plan. The Strategic Plan has identified seven focus areas as well as our vision, mission and values statements, which are posted in all Town facilities. Mrs. Gill presented an informational PowerPoint that discussed plans that are underway, as well as distributed a flyer of highlights/accomplishments thus far. She also shared where to find resources for further information on the Town's website.

4. OLD BUSINESS

a. **Future Park Assessment/Land Study Update**

Presenter: Todd Riddick, Parks and Recreation Director

POTENTIAL ACTION: Informational Only

Mr. Riddick distributed the Park Assessment/Land Study findings from SageDesign. One question was raised whether any of the project properties were included in the CIP or if bond monies would be needed to accomplish goals. Mr. Riddick responded that all six were included on the CIP list. It may be a matter of updating the projects annually to advance each year until completed.

b. **Recreation Advisory Board Tour**

Presenter: Todd Riddick, Parks and Recreation Director

POTENTIAL ACTION: Informational Only

Plans were discussed for the Advisory Board Tour, which entails visits to various Town sites to discuss ideas and plans for each property. The stops or drive-bys will include the recently purchased facility on Cameron Way, Legend Park, Municipal, East Clayton and Community Parks.

5. NEW BUSINESS

No new business was discussed at the May meeting.

6. STAFF REPORTS

Mr. Riddick shared various departmental news with the Board, including the first Advisory Board scholarship meeting, which took place before our regularly scheduled meeting. The splash pad opens on May 15. A new sidewalk behind the Community Center and new picnic area at East Clayton Community Park have recently been completed. A Scouts project will include a pup box and new agility features at the East Clayton Dog Park, and a Little Library is set to be installed at East Clayton Community Park that will showcase books representing inclusion and diversity. The Community Center garden contract will soon become official, and

with the end of the budget year, opportunities to add or replace needed items are on the table. No word on an official name for the property formerly known as Clayton Fitness, but there is momentum from an architectural standpoint as sketches have been reviewed. The adaptive and inclusive dance is gearing up for the upcoming weekend and last weekend was a great success with the completion of the annual Run the Branch 5K. Camp Clayton begins in a few weeks and the numbers are tremendous. Adult athletic leagues are currently registering, and Senior Games will wrap up this week, with the makeup of the golf event. Finally, the Clayton Clovers will begin their season on Memorial Day weekend.

7. BOARD COMMENTS

Kuanyu Chen noted that he will be speaking at the upcoming Council meeting regarding budget comments, advocating park efforts. Denise Husband expressed her sincere appreciation to the various Parks and Recreation staff who have presented information to the Board about their job areas.

8. ADJOURNMENT

The meeting was adjourned at 7:11pm.

Duly Adopted by the Parks and Recreation Advisory Board on Monday, September 14, 2026, while in regular session.

Kuanyu Chen
Chair

ATTEST:

Kelly Young
Clerk to the Board

