



The Town of Clayton
Recreation Advisory Board Agenda
Monday, October 9, 2017 @ 7:00 PM
Clayton Community Center

1. CALL TO ORDER

2. APPROVAL OF MINUTES

- a. Draft Minutes June 12, 2017
[June 12, 2017 DRAFT Minutes](#)

POTENTIAL ACTION: Approval of June 12, 2017 Minutes

3. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Introduce New Employee - Lauren Lambert, Administrative Support Specialist
Presenter: Larry Bailey, Parks & Recreation Director

4. OLD BUSINESS

- a. Greenway - Update
Presenter: Larry Bailey, Parks & Recreation Director
- b. Disc Golf Course Status
Presenter: Larry Bailey, Parks & Recreation Director
- c. Public Art Work - Update
Presenter: Larry Bailey, Parks & Recreation Director

5. NEW BUSINESS

- a. Review of July 4th
Presenter: Larry Bailey
- b. Trail Construction Project Update
Presenter: Larry Bailey
- c. Universal Playground Fundraising
Presenter: Larry Bailey
- d. NC Senior Games
Presenter: Larry Bailey
- e. October Special Events - Halloween Hayride, Boo Bash for Special Needs, Main Street Parade
Presenter: Larry Bailey

6. STAFF REPORTS

- a. Program Updates
Presenter: Larry Bailey, Parks & Recreation Director

b. Committee Comments

7. ADJOURN



**The Town of Clayton
Recreation Advisory Board Minutes
Monday, June 12, 2017 @ 7:00 PM
Clayton Community Center**

BOARD MEMBERS PRESENT:

Skip Browder
Ted Willer
Marty Kornegay
Emily Beddingfield
Travis Crowder
Rebecca Bradford
Karen Phinazee

STAFF PRESENT:

Larry Bailey, Parks & Recreation Director
Matt Lorion, Recreation Center Supervisor
Amy Shearin, Recreation Program Supervisor
Christy Anastasi, Clerk to the Board
Council Member Lawter

MEMBERS ABSENT:

Dean Penny
Richard Champion
Sally Schlindwein
Ruth Hunt
Toby Williamson

1 CALL TO ORDER

The meeting was called to order at 7:05 pm.

2 APPROVAL OF MINUTES

- a) Draft Minutes May 8, 2017

ACTION: Approval of May 8, 2017 Minutes

Motion: Board Member Browder
Second: Board Member Bradford
Vote: Unanimous

3 OLD BUSINESS

- a) July 4th Event - Update
Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey provided information on safety and general information for the July 4th Celebration. Each member was provided a listing of the times of events, map of vendors and general information. Mr. Bailey stated many of the food vendors from previous years would be attending again this year as well as a few new ones. A food vendor list will be provided at a later date.

Ms. Shearin provided and went over the general schedule for the day, which is as follows:

4:00 pm: family field games, raffle ticket purchase begins, registration for cornhole and inflatables & rides open
5:00 pm: cornhole tournament, watermelon (free) & water hose spray down
6:00 pm: Bingo (\$1.00 per card) & music (North Tower Band)
7:00 pm: ice cream (free)
9:00 pm: grand prize raffle, sponsor recognition & National Anthem
Dark: fireworks show

The rides will continue for 30 minutes after the fireworks. Hopefully this will help with traffic backups.

Ms. Shearin stated there was still a need for someone to sing the National Anthem. Mr. Bailey provided a summary sheet of the expenses for the July 4th celebration. The large expenses include the band, stage and the sound system and total \$4,250.00. The additional expenses are watermelon, ice cream and sponsor plaques totaling \$1,100.00. Mr. Bailey stated there would be additional expenses however; these are the high dollar expenses. Revenue to date is a total of \$4,975.00. Notification was just received that Legal Shield would be providing \$350.00 in sponsorship. Additional sponsors have committed, however, funds have not yet been received. Mr. Bailey stated there is still a need for donations for the raffle and bingo prizes. Mr. Lorion provided information should there be an emergency during the event. Due to the field being such a large area, a "field grid" will be used to help determine the location of any emergency that should occur. A map with the "field grid" was provided to each board member. An emergency action plan was provided by the Clayton Fire Department and shared with each board member. Volunteers should contact the command center in the case of an emergency and reference the grid map for the location.

Mr. Lorion stated staff would be provided headsets and radios for communication as well as having their cell phones. A listing of cell phone numbers will be posted at all tents locations. An exit map for traffic flow was provided and Mr. Bailey went over the route. Mr. Lorion provided information about volunteer parking areas and parking passes were provided to members. A parking pass must be placed in the car front window area to be allowed into these parking areas. There was a question regarding minimum age limit to volunteer. Mr. Bailey stated high school and middle school aged children would be fine as long as the child is working with an adult. Mr. Lorion stated all of the information from this meeting would be provided the day of the event. Information will be provided on the Town website for the public.

4 NEW BUSINESS

5 STAFF REPORTS

- a) Public Art Advisory Board Banner.
Presenter: Matt Lorion, Recreation Center Supervisor

Mr. Lorion stated a new piece of artwork would be placed in the frame on the front of the building. The Public Art Advisory Board sponsors the artwork.

b) **Greenway Project - Update**

Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey provided an update on the greenway. Mr. Bailey stated the old bridge will be removed and an engineered bridge will replace the old bridge. The cost of the bridge will be paid by FEMA. The lift-station (by the bridge) construction should be complete in August 2017.

c) **Program - Updates**

Presenter: Amy Shearin, Recreation Supervisor

Ms. Shearin provided an update on the camps that started this summer. Nature camp, art camp, pottery camp and volleyball camp all started in June. Beginning in mid-June an adult (25 and older) basketball camp that will be consist of six teams will be offered. Registration has begun for fall sports. A Spring, Summer and Fall/Winter programs will be provided, for a total of three programs rather than two per year.

d) **Disc Golf Update**

Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey stated the clearing of the land should begin by July. There are two holes that have wetland issues, which are currently being worked on. The other sixteen holes are ready and waiting to be cleared. If everything remains on schedule, the course could be ready to be played on by this fall.

e) **Discussion was held about the September 18, 2017 meeting about moving it to another day in September. There is a conflict due to a staff conference. If a meeting is needed for September, Mr. Bailey will notify everyone. As it, stands the next meeting will be held October 9, 2017.**

6 ADJOURNMENT

a)

With there being nothing further, the meeting was adjourned at 8:10 pm.

Motion: Board Member Bradford
Second: Board Member Browder
Vote: Unanimous

Theodore Willer, Chair

ATTEST:

Christy Anastasi, Clerk to the Board

June 12, 2017
Minutes