



The Town of Clayton
Recreation Advisory Board Agenda
Monday, November 13, 2017 @ 7:00 PM
Clayton Community Center

1. CALL TO ORDER

2. APPROVAL OF MINUTES

- a. Draft Minutes October 9, 2017

[Recreation Advisory Board - 09 Oct 2017 - Minutes FINAL \(1\)](#)

POTENTIAL ACTION: Approval of October 9, 2017 Minutes

3. OLD BUSINESS

- a. Disc Golf Course Update
Presenter: Matt Lorion, Parks and Recreation Program Supervisor
- b. Universal Playground Fundraising
Presenter: Dean Penny
- c. October Special Events Update - Halloween Hayride, Boo Bash, Downtown Trick or Treat
Presenter: Matt Lorion, Parks and Recreation Program Supervisor

4. NEW BUSINESS

- a. 2018 Recreation Advisory Board Meeting Schedule
Presenter: Matt Lorion, Parks and Recreation Program Supervisor
[Recreation Advisory Board 2018 Meeting Schedule](#)
POTENTIAL ACTION: Adoption of 2018 Recreation Advisory Board Meeting Schedule
- b. Advisory Board Reception
Presenter: Matt Lorion, Parks and Recreation Program Supervisor
- c. Southeast Greenways & Trails Summit
Presenter: Jay McLoed, Town Planner

5. STAFF REPORTS

- a. Program Update
Presenter: Matt Lorion, Parks and Recreation Program Supervisor
- b. Committee Comments

6. ADJOURN



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

BOARD MEMBERS PRESENT:

Karen Phinazee
Emily Beddingfield
Skip Browder
Richard Champion
Travis Crowder
Ruth Hunt
Marty Kornegay
Dean Penny

STAFF PRESENT:

Larry Bailey, Parks & Recreation Director
Lauren Lambert, Admin. Support Specialist
Butch Lawter, Council Member

MEMBERS ABSENT:

Rebecca Bradford
Sally Schlindwein
Theodore Willer Jr.
Toby Williamson

1 CALL TO ORDER

The meeting was called to order at 7:14 pm

2 APPROVAL OF MINUTES

- a) Draft Minutes – June 12, 2017

ACTION: Approval of June 12, 2017 Minutes

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

3 INTRODUCTIONS AND SPECIAL PRESENTATIONS

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

Mr. Bailey introduced Lauren Lambert, Administrative Support Specialist with Parks and Recreation to the board members.

4 OLD BUSINESS

- a) Review of July 4th
Presenter: Larry Bailey, Parks and Recreation Director

Mr. Bailey provided information regarding the 2017 July 4th celebration. Each member was provided a handout which showed a list of income, expenses and earnings from the event. Mr. Bailey informed the board that earnings will be put back towards funds for upcoming years. It was stated that compared to last years' numbers we are just slightly below. Mr. Penny mentioned raffle ticket sales and said that many people from out of town were searching for items that would not require them to come back into town such as restaurant gift certificates, etc. Mr. Bailey mentioned the main tent area and the satellite raffle ticket location. Records show that when people went to the main tent they bought more tickets as opposed to when they went to the satellite location.

Mr. Crowder mentioned the weather conditions and how people were upset that they had just purchased ride tickets and then a storm approached. Suggested addressing this a little differently next year. Possibly implementing a time to stop selling tickets to assure everyone in line gets through. Mr. Penny commented on how long the lines were, a very successful event.

Ms. Beddingfield brought up the idea of possibly having a large easel with information on it. Possibly showing prices, age restrictions and events. Everyone present agreed this would be a good idea. The Board also agreed that a sign should be hung higher up to make it more visible.

Ms. Phinazee was in charge of the bingo area and requested more cards for next year. Prices have not gone up and more cards are getting sold each year. She mentioned running out too early last year. Mr. Bailey agreed and said we will be purchasing more cards for 2018.

b) Disc Golf Course Status

Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey reviewed the status of the disc golf course while board members viewed 4 photos of the course. All baskets are in. Mr. Bailey mentioned how the natural terrain in the park allowed for some really great holes. The first hole is in the middle of a rock which impressed designers. Each hole has a beginner or advanced level which will work for the public well. Mr. Bailey discussed rubber mats going in for the tee boxes right now but will eventually be concrete. We would like to make sure that they are correctly placed before putting down a permanent structure. The construction of the course is moving right along with a completion goal of the end of October. Mr. Bailey said he will inform members about a dedication once it is completed, probably around December.

c) Public Art Work - Update

Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey talked about the banner for in front of the community center. The original banner was ruined during a storm, however we are currently in possession of the new one. It was scheduled to go up prior to Hurricane Irma, but in hopes of not ruining it again we held off. It is a large 10x30 colorful banner with a photo collage of all the programs and special events we offer at the Community Center.

5 NEW BUSINESS

- a) Trail Construction Project Update
Presenter: Larry Bailey, Parks & Recreation Director

Ms. Beddingfield opened up this discussion by mentioning that people from the Lions Gate community were wondering if the pedestrian connector connected them directly to Clayton Community Park. Mr. Larry Bailey said that we will need to let the public know that this does give public access to Community Park, but it is not a paved sidewalk the entire way. Once the walkway officially opens, we will get Ms. Stacy Beard to do some press or signage regarding that. Mr. Bailey mentioned possibly contacting Lions Gate HOA and letting them know specific details.

Mr. Bailey then informed the board that the connector is a safer way to get into downtown without having to cross Highway 70. It was mentioned that a lot of people are coming in from Raleigh and are looking for ways to bike into town etc. Connecting Sams Branch into Legend Park will be helpful as well, however, the construction time period will be difficult. Mr. Bailey mentioned that the road would need to be closed for up to 2 months which will interfere with traffic. There are plans to cut O'Neil out to Riverwood, right to Sams Branch.

Hurricane Matthew was 1 year ago and we are hoping to move forward with bridge construction soon. We were notified by FEMA that once storms hit Florida and Houston recently, we got pushed back as far as priority. Bids have been received and one has been accepted, we are currently waiting to get the contract signed. Contractors will have 120 days to get old bridge out and have it replaced. Hopeful that it will be complete around the first of the year.

- b) Universal Playground
Presenter: Larry Bailey, Parks & Recreation Director

Mr. Penny informed the board that Caterpillar agreed to be a title sponsor. They are meeting with them on branding but waiting until checks are received. They have agreed on \$100,000 up front. Hope to have final design and budget numbers by spring. Hopefully the rest of fundraising will be completed by then. Large companies are engaging in conversation about donations. Much thought is being put into educating able-bodied kids with how to interact with special needs children. Mr. Penny mentioned how the education group will get together to discuss working with local schools and educating them about the playground. Mr. Penny and Mr. Bailey discussed NC State University Park Scholars expressing interest in getting involved for the graduation project. Mr. Bailey met with a few students in September and is hoping to get them linked up with CLH to have them work on a design. There are 39 students in the Park program currently. Mr. Penny explained that we expect to hear about grants within 2 - 3 months. The website where people can donate is www.harmonyplayground.com. Mr. Bailey brought up the 2018 Golf tournament, which will be held on June 1st. The idea for this event will be that proceeds continue to go towards maintenance and education of the playground.

- c) NC Senior Games
Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey opened up discussion about the Senior Games. There were about 200 seniors from around North Carolina that came to participate. Luckily this year we had no rain but it was very hot. Cherokee brought in 20 participants from their area. We will continue to host the Senior Games. Mr. Browder mentioned how important it is that we get something in the hands of decision makers about how much economic growth we make from senior games. Mr. Bailey said the BBB is researching that.

- d) October Special Events - *Halloween Hayride, Boo Bash for Special Needs, Main Street Parade*
Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey began discussing the October events. The Halloween Hayride will take place on the 27th from 4-6 pm. Saturday, October 28th we will host our annual Special Needs Dance which will be called Boo Bash. It will be Halloween themed and we will have a trunk or treat towards the end of the night. On Halloween, October 31st Main Street will be closed for Downtown Clayton Trick or Treat. Mr. Bailey mentioned how we could use volunteers for these events. Youth Council will help with some. Last year we had roughly 200 - 300 come out for the hayride. We had about 100 - 150 at the Special Needs Dance and 300 - 400 come out for trick or treat. Schools will be getting out early on Halloween so we could have more than usual this year.

6 STAFF REPORTS

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

Mr. Bailey informed the board we will have about 78 basketball teams this year, 16 teams in some age groups. Numbers have grown this year, may need to look into having games Friday nights. If it snows we will have to make up games on Sundays. We will use Cooper and Clayton Middle for gym areas. Unfortunately Clayton Middle has given us 2 days this year as opposed to the 3 we had last year. When Powhatan Middle is built, it will give us another gym. Fall sports currently going on now, adult soccer, girls softball, girls volleyball. Lots of classes and office staff have started discussing the new brochure. We are doing 3 a year now, and a new one will be coming out the first of the year. A few Eagle Scout projects have been completed and a few are upcoming.

Mr. Bailey talked about the Mountain to Sea Trail. A bike repair station will be installed by an Eagle Scout at the top of the trail head. It will have different tools available and a pump for bikers. We had about 1,600 volunteers at the latest Mountain to Sea event. Mr. Bailey is trying to put together some presentations about Clayton becoming a trail town. We are unique in that the Mountain to Sea Trail goes through 22 towns in North Carolina.

b) Committee Comments

Mr. Bailey mentioned the Women's Club held their plant sale in September. The master gardener is coming to give us a donation from the previous plant sale that was held back in April. Last year the donation was \$500, not sure of what it will be this year.

Ms. Beddingfield asked if we had heard anything regarding the appraisal at Legend Park. Mr. Bailey said we have not heard back, the town is doing the appraisal of property. They are apparently in negotiation. Parks and Recreation is not handling this.

Ms. Beddingfield mentioned that she has heard many conversations at Clayton Community Park regarding lack of shade at our playgrounds. Mr. Bailey mentioned how the universal playground is in a wooded area for shade. While designing it they have kept many trees for this purpose. Municipal Park was designed in 1952 so shade structures were not thought of in the process. Our playgrounds are very scattered, which will make them harder to cover. With all new playgrounds, shade covers are included in the thought process. Mr. Penny suggested we find out what shade structures would cost and the Foundation Board could take a look at it. Mr. Bailey did mention that Municipal Park is going to go through a park redesign.

Mr. Lawter encouraged that finishing existing parks should be priority prior to beginning new parks.

Mr. Penny brought up the concern about people parking at the dog park and walking over to East Clayton Park. Mr. Bailey said he will discuss this with Mr. Bradley and Mr. Rummage. Ms. Phinazee said she sees most people doing this when tournaments or practices are going on. There will not be a crosswalk put in place, it is a very dangerous location. We do not encourage crossing there. Mr. Bailey mentioned a possible patrol officer on location sometimes.

7 **ADJOURN**

a) With there being nothing further, the meeting was adjourned at 8:43 p.m.

ACTION: Motion to Adjourn

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

Theodore Willer
Chair

ATTEST:

Lauren Lambert
Clerk to the Board

October 9, 2017
Minutes

**TOWN OF CLAYTON
RECREATION ADVISORY BOARD
2018 MEETINGS**



January 8, 2018

February 12, 2018

March 12, 2018

April 9, 2018

May 14, 2018

June 11, 2018

July 2018 – No Meeting

August 2018 – No Meeting

September 10, 2018

October 8, 2018

November 13, 2018 (Tuesday)*

December 10, 2018

Meetings are held on the SECOND Monday of the month at 7:00 p.m. at the Clayton Community Center located at 715 Amelia Church Road, unless otherwise noted.*

In accordance with NC GS 143-318.10, this is an official meeting of the board and is open to the public.

ADOPTED BY TOWN OF CLAYTON RECREATION ADVISORY BOARD:

WWW.TOWNOFCLAYTONNC.ORG