



**The Town of Clayton
Recreation Advisory Board Agenda
Monday, May 8, 2017 @ 7:00 PM
Clayton Community Center**

1. CALL TO ORDER

2. APPROVAL OF MINUTES

- a. Draft Minutes: November 14, 2016, February 13, 2017 March 13, 2017 & April 10, 2017
[November 14, 2016 DRAFT Minutes](#)
[February 13, 2017 DRAFT Minutes](#)
[March 13, 2017 DRAFT Minutes](#)
[April 10, 2017 DRAFT Minutes](#)

POTENTIAL ACTION: Approval of November 14, 2016, February 13, 2017, March 13, 2017 & April 10, 2017 Minutes

3. OLD BUSINESS

- a. July 4th Event - Committee Assignments/Update
Presenter: Larry Bailey, Parks & Recreation Director

4. NEW BUSINESS

5. STAFF REPORTS

- a. Clayton Road Race Volunteers
Presenter: Larry Bailey, Parks & Recreation Director
- b. Greenway Project Update
Presenter: Larry Bailey, Parks & Recreation Director

6. ADJOURNMENT

Clayton Recreation Advisory Committee

Meeting Minutes

November 2016

Opening:

The regular meeting of the Clayton Recreation Advisory Committee was called to order at 7:03pm on 11/14/2016 at the Clayton Community Center in the conference room.

Present: Rebecca Bradford, Butch Lawter, Dean Penny, Jackie Rose, Ted Willer, Toby Williamson, Marty Kornegay, Wanda Bowman and Larry Bailey.

A. News and Updates:

Larry opened the meeting and a motion was by Jackie Rose and a seconded motion by Toby Williamson to approve the Recreation Advisory Board 2017 meeting schedule, the only change will be for the September meeting, new meeting date will be September 18.

Larry gave a bond update; there were concerns with multiple things with what projects need to be completed. Several projects were submitted to the council for the council retreat. Phase developments will have to be submitted because the projects will not be able to completed all at once. Butch commented that with all the other street projects and infrastructure projects with other departments that only ten-twelve million dollars would be available. The money will not be available; a bond will be looked at for next year, 2018.

Larry updated the board on the hurricane damage on the greenway bridge. The existing bridge that was damaged was a developer built bridge, which was significantly a cheaper built than what is built now that is engineered built bridge. Engineered built bridges are well over hundred thousand dollars. Currently the trail at Sam's Branch is closed due to construction with the lift station that is at the area of the art exhibit, however you can still park at Sam's Branch and go about a mile down. Covered Bridge part of the is open to pedestrian bridge going towards Sam's Branch and the other way towards the Wake County line is closed right before the Riverwood area with that bridge being out. If anyone would like to go to the Wake County part of the trail should start at the Mial Plantation Trailhead. Larry also mentioned there was some part of the trail was washed away at East Clayton Community Park and that has been repaired with adding more screen gravel to the trail.

Larry stated that the 70 Basketball teams has started for the Winter Season. Halloween Funride and Halloween Parade was a success, thank you Ted and Rebecca for your help. Santa Calls will be placed on December 13 and 14th and the Santa's Workshop; 10:00am-12:00pm will be December 10th.

The basketball gym will be closed the week of November 21-27 for the floor to be refinished. If anyone knows of a volunteer group, the community garden need some help with repairing and getting the garden beds ready for the spring. We have four Eagle Scout projects going on; handicap accessible garden beds, a couple of compost bins and a backstop at the baseball field at Legend Park.

Ted Willer is currently acting as Vice-chair and will serve as chair, Rebecca Bradford will serve as Vice-chair for 2017, and it was motioned by Dean Penny and with a second motion by Jackie Rose. The December meeting will take place December 6 instead of the 5th with a holiday social to thank you to our Board members.

Adjournment: Meeting was adjourned at 8:10pm. The next meeting will be held January 9 at 7:00pm in the conference room at Clayton Community Center.

Minutes submitted by: Wanda Bowman



**The Town of Clayton
Recreation Advisory Board Minutes
Monday, February 13, 2017 @ 7:00 PM
Clayton Community Center**

BOARD MEMBERS PRESENT:

Marty Kornegay
Richard Champion
Emily Beddingfield
Skip Browder
Rebecca Bradford

STAFF PRESENT:

Larry Bailey, Parks & Recreation Director
Council Member Butch Lawter
Christy Anastasi, Clerk to the Board

MEMBERS ABSENT:

Sally Schlindwein
Ruth Hunt
Travis Crowder
Dean Penny
Karen Phinazee
Toby Williamson
Theodore Willer

1 CALL TO ORDER

- a) Call to Order

The meeting was called to order at 7:01 P.M. A quorum was not present. Due to a quorum not being present no action was taken.

2 APPROVAL OF MINUTES

- a) Draft Minutes - November 14, 2016 Meeting

3 NEW BUSINESS

- a) Introduction of New Members
Presenter: Larry Bailey, Parks and Recreation Director

Mr. Bailey welcomed all the new members and thanked everyone for being part of the Parks and Recreation Advisory Board. Mr. Bailey provided some history of the Parks and Recreation Department. Occasionally there will be items that will need to be discussed and approved before moving on to the Town Council. There will be many opportunities to volunteer at many of the events and programs. Each individual can decide at what level of involvement he or she would like to have.

4 OLD BUSINESS

a) Program Update

Mr. Bailey provided an update about the summer 2017 program and guide book. This guide will be in effect until August of 2017 and then a fall/winter book will come out. Currently three area school gyms are being used on Saturdays as well as the recreation center to accommodate the needs of the programs. The long range plan is to add a double gym.

Mr. Bailey provided an update on the Johnston County Senior Games, which run from March 22 - April 7, 2017. In order to participate you must be 50 years or older and be a resident of Johnston County for three consecutive months. Mr. Bailey went over several events included in the more than 30 events offered at the senior games.

b) Disc Golf Course Progress/Update

Mr. Bailey provided an update on disc golf. Currently the course is in the process of being designed to include a total of 18 holes. The course will include a future mountain to sea trail access. Mr. Bailey stated a disc golf course is designed to utilize the terrain with minimal clearing of trees and land. Most of what is removed is the undergrowth to create different fairways. The plan is to have the clearing complete by spring. Once the clearing is complete then sponsorships will then begin to defray the cost.

c) Universal Playground Fundraising Update

Mr. Bailey provided an update on the Universal Playground. A universal playground is designed for children with special needs and will also have traditional playground equipment as well. Water and sand features will be included. The total funding needed is between \$600,000 - \$700,000. The playground fundraising will run through the foundation, which is a 501(c)3, and not through the Town. The Town will provide the location, maintenance and up keep. A fund raising golf tournament will be held on May 5, 2017. There was discussion about how the universal playground will be not only for the children but for the care giver as well.

Mr. Bailey provided an update on upcoming program. The Playground Camp is expecting 150 children between June 12- June 18. A teen camp will also be offered. On May 13, 2017 the road race will be held from 9:00am - 11:30 am. Mr. Bailey stated volunteers will be needed for this event. The volunteering will consist of checking people in, providing numbers to runners and providing tee-shirts to runners. On March 17, 2017 from 7:00 PM - 9:00 PM the special needs dance will be held at the community center. There are 75 - 125 people expected for this event. Mr. Bailey stated volunteers will be needed for this event to assist with refreshments. Suggestion was made to have a local dance studio come out and teach some hula dancing during the event. An update was provided on the Community Garden. Gardening classes are ten week sessions and are held three times per year. The seedlings are being planted for the community garden and for the plant sale beginning in April 2017. More than 5700 pounds of food was generated by the community garden and was given to

back to the community through Clayton Area Ministries.

5 STAFF REPORTS

a)

Mr. Bailey provided an update on two closures on the trails. Mr. Bailey stated there is still a bridge out due to the hurricane. The damaged bridge has not yet been replaced. The plan is to have the bridge replaced by an engineered bridge. An engineering firm has stated the cost is estimated at \$200,000. The Town is working with FEMA to be able to help with the cost. Currently there is no time table as to when the bridge will be replaced. As soon as FEMA gives the go ahead then replacement of the bridge will begin. Mr. Bailey stated the second area of the trail that is closed is the lift station at Sam's Branch. The lift station is being doubled in size. This project began in September and was to be a 60 day project, however, the hurricane came and washed away all of the work that had been accomplished. The lift station project work has started again.

6 COMMITTEE COMMENTS

a)

There was discussion about communication with the public and making the public aware of the trails as well as all of the programs the community center has to offer. One way to communicate with the public is the Main Street Parade. This is a way to introduce Downtown Clayton and to show what all Clayton has to offer. Mr. Bailey stated if any of the board members have any suggestions to please feel free to share during these meetings.

7 ADJOURN

a) Adjourn Meeting

With there being nothing further, the meeting was adjourned at 8:51 P.M.

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

Theodore Willer, Chair

ATTEST:

Christy Anastasi, Clerk to the Board



**The Town of Clayton
Recreation Advisory Board Minutes
Monday, March 13, 2017 @ 7:00 PM
Clayton Community Center**

BOARD MEMBERS PRESENT:

Theodore Willer
Dean Penny
Skip Browder
Rebecca Bradford
Karen Phinazee

STAFF PRESENT:

Larry Bailey, Parks & Recreation Director
Christy Anastasi, Clerk to the Board
Council Member Butch Lawter

MEMBERS ABSENT:

Emily Beddingfield
Travis Crowder
Sally Schlindwein
Ruth Hunt
Marty Kornegay
Toby Williamson
Richard Champion

1 CALL TO ORDER

- a) The meeting was called to order at 7:17 pm. A quorum was not present. Due to a quorum not being present no action was taken.

2 APPROVAL OF MINUTES

- a)
 - Draft Minutes - November 14, 2016 Meeting
 - Draft Minutes - February 13, 2017 Meeting

3 NEW BUSINESS

Presenter: Larry Bailey, Parks & Recreation Director

- a) Connect NC Bond Grant

Mr. Bailey stated the Parks & Recreation Department was granted the Connect NC Bond Grant for Children and Veterans with Disabilities. A total of 45 projects were submitted and a point system was used based on the number of children with disabilities and the number of veterans per county. Johnston County was identified as having a high number of children with disabilities and veterans. The amount received was \$86,810 which will be used for the "Quiet Phase" of the Universal Playground. Mr. Bailey stated the project must be completed within three years.

- b) July 4th Celebration
 - Committees

- Sponsorship
- Volunteers

Mr. Bailey stated that due to having no quorum the selection for the sub-committees and chairs for both sponsorship and volunteer sub-committees will be discussed at the April 10, 2017 meeting provided a quorum is present. Mr. Bailey stated he would explain the process and expectations of the sub-committees at the next meeting as well. Mr. Bailey stated the band scheduled this year for the 4th of July would be Coast Line a local band. Mr. Bailey stated the stage setup should be basically the same as last year.

4 OLD BUSINESS

Presenter: Larry Bailey, Parks & Recreation Director

a) Disc Golf Course Progress

Mr. Bailey stated the disc golf course has been flagged. GIS people are also being used for the current layout of the course. However, there is an area that needs to be redesigned due to the current layout going over the property line. Mr. Bailey stated Mr. Bobby Hen along with several volunteers have been working on the weekends to help speed up the process. The baskets have been ordered and everything currently is ahead of schedule and moving along very well.

b) River Walk Trail Disruptions

Mr. Bailey stated the latest update on the River Walk Trail disruptions is the construction by the lift station is scheduled to be completed by of May 2017, and the lift station site cleanup will be by July 2017. Mr. Bailey stated there were several citizen requests to cut a path through the woods behind the lift station. It was considered however, due to the wetlands behind the lift station this was not an option. Mr. Bailey stated "Covered Bridge" the bridge that was damaged by the hurricane currently has signs posted directing people to detour, and go through part of the Riverwood Community. There was some discussion about signage posted in the area of the damaged bridge. A few board members stated the signs were missing. Mr. Bailey stated he would have staff go out to the trail, and check on the signs. If in fact the signs are missing then new ones will be posted as soon as possible. Mr. Bailey stated an environmental assessment was made on the damaged bridge and the next step is getting FEMA involved once the environmental assessment paperwork is complete. Mr. Bailey stated most likely the bridge will not be replaced, and functional until the end of 2017.

c) Johnston County Senior Games Volunteers

Mr. Bailey stated the Senior Games are a two week event however, Thursday, March 30, 2017 will be one of the busiest days for the Senior Games. On this day the bocce ball and cornhole tournament will occur here in Clayton. There will be eight bocce ball and eight cornhole tournaments running at the same time. Mr. Bailey requested volunteers for that day to help with bocce ball and the cornhole tournaments. Mr. Bailey explained that sixteen volunteers would be needed during the bocce ball tournament. No experience is necessary to

volunteer for these tournaments.

d) **Special Needs Dance**

Mr. Bailey stated the special needs dance will be on Friday, March 17, 2017 from 7:00 - 9:00 pm. The Clayton Youth Council (CYC) will be assisting with the dance. Mr. Bailey stated this is a wonderful event, and welcomed everyone to attend.

e) **Universal Playground Fundraising Update**

Mr. Penny stated that the foundation board hired T&T Creative Group in October 2016 to lead the fund raising efforts for the Universal Playground. Ms. Lyn Purkerson with T&T Creative Group has setup three committees, a steering committee, education committee and a unity committee. These three committees have been formed to help raise money for the Universal Playground. There are goals that T&T Creative Group have to meet every three, six, and nine months, so far the goals are slightly ahead. Mr. Penny stated there are around \$300,000 in pledges, so far. Mr. Penny stated that Ms. Purkerson has several companies that have committed pledges between \$25,000 up to \$100,000. At the fund raising golf tournament on May 5, 2017 Ms. Purkerson will be making an announcement about the pledges.

f) **Program Update**

Mr. Bailey stated that the summer playground program was completely full three hours after registration began. Mr. Bailey stated that several summer camp programs will be offered. A few of the specialty camps offered are art, pottery, nature, tennis, youth sports camps, and many more. Mr. Bailey stated the Easter Egg Hunt will be on Good Friday, April 14, 2017 this year. The Clayton Road Race will be held May 13, 2017. Mr. Bailey stated volunteers will be needed for the road race. Assistance will be needed at Town Hall in the Council Chambers to register people for the road race that morning between 7:00 am - 9:00 am.

5 Committee Comments

6 ADJOURN

a)

With there being nothing further, the meeting was adjourned at 7:53 pm.

Theodore Willer, Chair

ATTEST:

Christy Anastasi, Clerk to the Board

March 13, 2017
Minutes

Page 3 of 3



**The Town of Clayton
Recreation Advisory Board Minutes
Monday, April 10, 2017 @ 7:00 PM
Clayton Community Center**

BOARD MEMBERS PRESENT:

Skip Browder
Dean Penny
Richard Champion
Karen Phinazee

MEMBERS ABSENT:

Emily Beddingfield
Toby Williamson
Ruth Hunt
Sally Schlindwein
Travis Crowder
Rebecca Bradford
Marty Kornegay
Theodore Willer

STAFF PRESENT:

Larry Bailey, Parks & Recreation Director
Kimberly Moffett, Town Clerk

STAFF ABSENT:

Butch Lawter, Council Member

1 CALL TO ORDER

- a) Call to Order

Larry Bailey called the meeting to order at 7:12 p.m. There was not a quorum noted and therefore no action could be taken during the meeting.

2 APPROVAL OF MINUTES

- a) Draft Minutes - November 14, 2016, February 13, 2017 & March 13, 2017

With no quorum, action could not be taken. Draft minutes as listed above will be placed on the next agenda for approval.

3 OLD BUSINESS

- a) Update on Events
Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey reported that the Senior Games were very well attended. He stated there was only one cancellation due to rain on Friday. The Easter Egg Hunt will take place on Friday, April 14, 2017 with approximately 12,000 eggs being hidden. A good attendance is expected and the Easter Bunny will be there. The Clayton Road Race will be held the second Saturday of May and volunteers are needed to assist. This event will begin at 9:00 a.m., however registration will begin at 7:00 a.m. and this is where volunteers will be needed. It is expected there will be about 300 participants. A plant sale will be held at the Community Center on Saturday, April 22, 2017 from 10:00 a.m. until 1:00 p.m. Mr. Bailey reported that all sport team seasons began last weekend and all teams are

currently practicing. All classes are going strong. Mr. Bailey reported that history shows the numbers at classes decrease slightly with the arrival of the nicer weather.

b) Universal Playground Update

Presenter: Dean Penny

Mr. Penny reported the initial goal for fundraising is set at \$750,000. To date a total of \$350,000 - \$400,000 has been pledged. Mr. Penny reported he hoped to be able to be able to make an official announcement within the next month regarding major sponsors. He reminded a golf tournament is scheduled to be held on May 5, 2017 at the Neuse Golf Course. There will be both morning and afternoon rounds and there will be a significant amount of outstanding raffle prizes. He further stated full sponsorship for this event is in place, which allows for all monies raised to go directly to the playground fund. The hope is to reach the full goal by the Fall of 2017 and be able to start the design process by the end of the year.

c) July 4th Celebration Subcommittees

Presenter: Larry Bailey, Parks & Recreation Director

- Sponsorship
- Volunteers

Mr. Bailey shared information regarding the various sponsorship levels, which range from \$150 to \$100. Members who serve on the Sponsorship Committee will be asked to contact previous sponsors as well as reach out to any new contacts they may have. Ted Willer will handle concession stands/vendors. There will be a good variety on site and Mr. Bailey will forward this information out to entire committee.

Mr. Bailey stated there is a main tent set up for the event and volunteers are needed to staff this tent. Board members are asked to work rotate shifts at this tent and/or assist with sponsorship for the event. Many events for the children take place during the day and these events are staffed by the Parks & Recreation staff members. Mr. Bailey stated there is a need for someone to head up both the sponsorship and volunteer committees. Committee sign-up sheets will be provided to board members.

d) Trail Update

There was brief discussion regarding signage on the trail and Mr. Penny reported while at the trails this past weekend he did not see any posted signage regarding the closure of the trail. Mr. Bailey stated he would check on the status of this as there was previously maps/signage posted. Mr. Bailey shared information regarding hosting some hikers from out of town for overnight camping.

4 NEW BUSINESS

a) Volunteer Advisory Board Orientation

Presenter: Kimberly Moffett, Town Clerk

- Open Meeting Laws
- Public Records Information

Everyone was provided with an Orientation Booklet. Ms. Moffett provided details regarding definition of public bodies, requirements for open meeting laws as well as

meeting notice. Should anybody have any questions or concerns they were encouraged to contact Ms. Moffett for additional information.

5 STAFF REPORTS

6 ADJOURN

- a) Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:57 p.m.

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

Theodore Willer, Chair

ATTEST:

Christy Anastasi, Clerk to the Board