



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

1. CALL TO ORDER

2. APPROVAL OF MINUTES

- a. Draft Minutes May 8, 2017
[May 8, 2017 DRAFT Minutes](#)

POTENTIAL ACTION: Approval of May 8, 2017 Minutes

3. OLD BUSINESS

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

4. NEW BUSINESS

5. STAFF REPORTS

- a. Greenway Project - Update
Presenter: Larry Bailey, Parks & Recreation Director
- b. Program - Updates
Presenter: Larry Bailey, Parks & Recreation Director

6. ADJOURNMENT



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

BOARD MEMBERS PRESENT:

Marty Koregay
Rebecca Bradford
Ted Willer
Richard Champion
Skip Browder
Emily Beddingfield
Dean Penny

STAFF PRESENT:

Larry Bailey, Parks & Recreation Director
Christy Anastasi, Clerk to the Board

MEMBERS ABSENT:

Sally Schlindwein
Ruth Hunt
Travis Crowder
Karen Phinazee
Toby Williamson

1 CALL TO ORDER

The meeting was called to order at 7:04 pm.

2 APPROVAL OF MINUTES

- a) Draft Minutes: November 14, 2016, February 13, 2017 March 13, 2017 & April 10, 2017

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

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

3 OLD BUSINESS

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

Mr. Bailey stated he is in need of volunteers for the 4th of July events. Most of the events will begin after 4:00 PM. Mr. Bailey provided a list to the board members to sign up for the committee, task and times. Volunteers are needed for the main tent. The main tent is used as area for general information, first aid and child lost area. A meeting will be planned with all of the volunteers before the event to go over emergency operating procedures. The emergency operating plan is a communication plan with the police department, fire

department as well as staff. All staff members will be provided with a radio for means of commutation. A raffle will be part of the event and at least five volunteers will be needed to assist with the raffle. Board Member Bradford will coordinate the volunteers. Board Member Willer will coordinate the food vendors. Sponsors from last year were mailed letters to inquire about interest in donating for this year's 4th of July event. Sponsors are needed and donations of any monetary value is welcome. There are three levels of sponsorships Patriot \$1,000 and higher, Red \$750 - \$1,000, White \$350 - \$750 and Blue \$100 - \$350. The Patriot level will be invited to go on the stage just before the fireworks. Sponsorships and raffle and bingo prizes are needed. Board Member Browder asked if cash is acceptable. Mr. Bailey stated cash would be acceptable.

4 NEW BUSINESS

- a) Mr. Bailey stated at the last Town Council meeting the Mayor and Council signed a letter in support of a joint collaborative planning effort between Triangle Land Conservancy and the Town. By planning and developing an integrated network of trails that can help connect over 10 miles of trail to more than 26 miles on the Neuse River Greenway, Mountains to Sea Trail and the Town of Clayton Greenway system.

5 STAFF REPORTS

- a) Clayton Road Race Volunteers
Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey stated volunteers are needed to assist with the 34th year Clayton 5k Road Race. Beginning at 7:30 AM in the Council Chambers in Town Hall. The Clayton Road Race is one of the most challenging races in the area. The tables will already be setup and divided by age groups and by pre-registered runners. One table will be provided for the runner that has pre-registered. A table will be provided for registration. After registering, the runner will then be assigned a number and given a tee shirt. Anyone who pre-registered will receive a tee shirt. Extra tee shirts were ordered and will be given out first come first serve. There was some discussion about possibly using a part of the greenway as part of the road race. Mr. Bailey stated once the river part of the greenway is developed it could offer some different opportunities for the road race.

- b) Greenway Project Update
Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey provided an updated on the greenway bridge replacement. The bridge will consist of an engineered bridge instead of a stick built bridge. The engineered bridge should withstand a 100-year storm. The replacement of the bridge is getting ready to go out to bid. However, the bridge most likely will not be completed until the fall. There is no update on the lift-station at this time.

The Little Free Library is now open. The Women's Club donated a total of \$100 and books will be used for the free library. Nature books have been ordered

and will be placed in the The Little Free Library is located between the two butterfly benches. Several of the Eagle Scout projects are in the same area on the trail. One of the projects was a sign to identify different types of animals near the retention pond.

c) **Budget Update**

Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey stated no programs were cut from the budget. One position was asked for in the maintenance department however, that position was not approved.

A meeting was held today with the sisters of the late Mildred Gordon. Ms. Gordon owned land adjacent to Legend Park. Ms. Gordon was letting the town use a portion of the land for a mountain bike trail with permission from her. Now that Ms. Gordon has passed away in the summer of 2016, it is unclear of the status. The family is looking to sell the property. The family will have the property appraised. The family is still honoring the same agreement to allow the town to continue using the same portion of land for the mountain bike trail. Mr. Bailey stated negotiations began today with the family about possibly purchasing that portion of the property to be able to continue to use it as a mountain bike trail.

d) **Update On the Fund Raising Golf Tournament.**

Presenter: Dean Penny, Board Member

Mr. Penny stated the fund raising golf tournament for the Universal Playground was held on Friday, May 5, 2017. A group played in the morning and a group played in the afternoon. The final numbers are not yet in but it looks like around \$15,000 could be what the golf tournament could net from the event. The board discussed sending a letter of recognition to the sponsors thanking them partaking in the fund raising event.

e) **Program Update**

Presenter: Larry Bailey, Parks & Recreation Director

Mr. Bailey stated open play kickball has begun and is offered two nights per week. An open softball night is being offered. Open gym time for basketball and volleyball as well. These are a few things being offered to people as an alternative to organized sports. The special needs camp will be the first week of June and the 10-week summer camp with 150 children will begin soon. Mr. Bailey stated the 10-week gardening camp will start on this Wednesday night as well as a few Eagle Scout projects. All classes are going strong and are full.

Friday, May 19th is Senior appreciation day. This is an annual event to honor seniors by providing them lunch, raffle and entertainment from 10:30 a.m. - 1:00 p.m. in the Council Chambers in Town Hall.

An update on Wanda is she is still out of the office and she went to the doctor on Monday, May 8, 2017. Mr. Bailey stated he has not yet heard how her appointment went today.

6 ADJOURNMENT

- a) With there being nothing further, the meeting was adjourned at 8:12 PM.

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

Theodore Willer, Chair

ATTEST:

Christy Anastasi, Clerk to the Board