



Town of Clayton
Parks and Recreation Advisory Board Agenda
Monday, May 13, 2024 @ 6:00 PM
Town Hall, York Room

1. CALL TO ORDER

2. APPROVAL OF MINUTES

- a. DRAFT Minutes
[Recreation Advisory Board DRAFT Minutes- 8 April 24](#)

3. OLD BUSINESS

- a. Clayton Community Park Project
Presenter: Scott Barnard, Parks and Recreation Director
POTENTIAL ACTION: None- Informational Only
- b. Annual Plant Sale
Presenter: Scott Barnard, Parks and Recreation Director
POTENTIAL ACTION: None- Informational Only
- c. Run the Branch 5K
Presenter: Scott Barnard, Parks and Recreation Director
POTENTIAL ACTION: None- Informational Only

4. NEW BUSINESS

- a. Board Member Position
Presenter: Scott Barnard, Parks and Recreation Director
POTENTIAL ACTION: Election of Omar Mincey from Board Alternate to Board Member
- b. Parks and Recreation Master Plan Update
Presenter: Sara Burroughs, SageDesign
POTENTIAL ACTION: None- Informational Only

5. STAFF REPORTS

6. ADJOURN



Town of Clayton
Parks and Recreation Advisory Board Minutes
Monday, April 8, 2024 at 6:00 PM
Town Hall, York Room

Board Members Present: Karen Phinazee Mark S. Morgan Natasha Ellis-Smith Kuanyu Chen Carol Houston Rebecca Bradford Board Members Absent: Jordan Sims Mark Turnbull Emily Beddingfield Travis Crowder Austin Cross	Staff Present: Scott Barnard, Parks and Recreation Director Kelly Young, Board Clerk
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1 CALL TO ORDER

- a) The meeting was called to order at 6:10pm.

2 APPROVAL OF MINUTES

- a) DRAFT Minutes

Adoption of March 11, 2024 Minutes

RESULT:	CARRIED
MOVER:	Rebecca Bradford
SECONDER:	Carol Houston

3 OLD BUSINESS

- a) Parks and Recreation Master Plan
Presenter: Scott Barnard, Parks and Recreation Director

A meeting with Sage Design, the Parks and Recreation Master Plan consultant, is scheduled to present findings to the Advisory Board and note any feedback.

- b) Municipal Park Shade Structure
Presenter: Scott Barnard, Parks and Recreation Director

The installation of the Municipal Park shade structure is almost complete. Poles have been set in concrete, inspections have passed, the shade is being custom cut and is scheduled to be installed this week.

- c) Clayton Community Park Project
Presenter: Scott Barnard, Parks and Recreation Director

The Community Park construction project is underway with much dirt moving. Initial construction will be the sports courts to be located at the tree line and then work will move outward from there. All is on schedule and the weather has been favorable. Mr. Barnard shared that all seem happy with the progress thus far.

4 NEW BUSINESS

- a) Annual Plant Sale
Presenter: Scott Barnard, Parks and Recreation Director

Mr. Barnard announced that the annual Plant Sale will be held at Municipal Park on April 13 from 8am-1pm. There will be vegetables, herbs, flowers, and landscape material. He encouraged all to come out early for the best selection.

- b) Arbor Day Movie Night
Presenter: Scott Barnard, Parks and Recreation Director

The Arbor Day Movie Night is scheduled for April 26 at Municipal Park. The Lorax will be showing on the Caterpillar Stage. Smokey Bear will be there along with family fun activities and live music from the Pork Chops and Ham Hocks Band. Tree saplings will be distributed. The event begins at 5pm.

- c) Run the Branch 5K
Presenter: Scott Barnard, Parks and Recreation Director

Run the Branch 5K will be held May 11 at Municipal Park; pre-registration will close on April 22. Run the East, a timing chip company, will calculate runners' times and winners will be announced.

5 STAFF REPORTS

- a) Mr. Barnard shared that Summer Camp slots are nearly full and staff have been hired. Our junior counselor program (Leaders in Training) will run for a second year and enroll up to 12 participants. In athletics, our baseball program is getting started as well as registration for our adult basketball program. Our special events season is kicking off and North Carolina Senior Games is in full swing. A question was raised about the Assistant Director position. Mr. Barnard commented that a third round of interviews had concluded and he is hopeful a decision will be made and an offer accepted soon.

6 ADJOURN

- a) The meeting was adjourned at 6:30pm.

Duly adopted this the 13th day of May, 2024 while in regular session.

Board Chair

Board Clerk