



**Town of Clayton
Parks and Recreation Advisory Board Agenda
Monday, January 8, 2024 @ 6:00 PM
Town Hall, York Room**

1. CALL TO ORDER

2. APPROVAL OF MINUTES

a. DRAFT Minutes

[Recreation Advisory Board - Sep 11 2023 - DRAFT Minutes](#)

POTENTIAL ACTION: Adoption of September 11, 2023 Minutes

3. OLD BUSINESS

a. Bond Projects

Presenter: Scott Barnard, Parks and Recreation Director

POTENTIAL ACTION: None- Informational Only

b. Parks and Recreation Master Plan

Presenter: Scott Barnard, Parks and Recreation Director

POTENTIAL ACTION: None- Informational Only

c. Municipal Park Shade Structure

Presenter: Scott Barnard, Parks and Recreation Director

POTENTIAL ACTION: None- Informational Only

d. Town Signage

Presenter: Scott Barnard, Parks and Recreation Director

POTENTIAL ACTION: None- Informational Only

4. NEW BUSINESS

a. Greenway Projects

Presenter: Scott Barnard, Parks and Recreation Director

POTENTIAL ACTION: None- Informational Only

b. Recreation Advisory Board Updated By-laws

Presenter: Kelly Young, Clerk to the Board

POTENTIAL ACTION: None- Informational Only

c. Candidate Discussion for 2024 Advisory Board Positions

Presenter: Scott Barnard, Parks and Recreation Director

POTENTIAL ACTION: None- Informational Only

- d. **Advisory Board Highlight Video Series**
Presenter: Scott Barnard, Parks and Recreation Director

POTENTIAL ACTION: None- Informational Only

- e. **Recreation Advisory Board 2024 Meeting Calendar**
Presenter: Scott Barnard, Parks and Recreation Director

POTENTIAL ACTION: Adoption of 2024 Recreation Advisory Board
Meeting Calendar

5. STAFF REPORTS

6. ADJOURN



**Town of Clayton
Recreation Advisory Board Minutes
Monday, September 11, 2023 at 6:00 PM
York Room**

Board Members Present:

Rebecca Bradford
Mark Turnbull
Emily Beddingfield
Karen Phinazee
Mark S. Morgan
Travis Crowder
Natasha Ellis-Smith
Carol Houston

Board Members Absent:

Butch Lawter
Jordan Sims
Daniel Santarsiero

Staff Present:

Avery Everett, Town Council Member
Matt Lorion, Parks and Recreation Acting Director
Kelly Young, Board Clerk

1 CALL TO ORDER

- a) The meeting was called to order at 6:01pm.

2 APPROVAL OF MINUTES

- a) DRAFT Minutes
- June 12, 2023 Regular Meeting

Adoption of June 12, 2023 Minutes

RESULT:	CARRIED
MOVER:	Emily Beddingfield
SECONDER:	Mark Turnbull

3 OLD BUSINESS

- a) Bond Projects
Presenter: Matt Lorion, Parks and Recreation Acting Director

Mr. Lorion shared that the Clayton Community Park project received only one bid after an extension was granted due to only two bids submitted initially. The bid was considered but not accepted by the Town. A meeting will be held this week to review the scope of the project and discuss next steps. Municipal Park conducted its one year

warranty walk through recently. A couple of items have been addressed. Those have been forwarded to Engineering to work with the contractor to correct. Additionally, Mr. Lorion and others will look at East Clayton Community Park's punch list soon and close that project in the next 30 days.

b) Loop Road Master Plan

Presenter: Matt Lorion, Parks and Recreation Acting Director

Mr. Lorion relayed that the Loop Road Master Plan has been slowed due to PARTF and Brownfield restrictions. PARTF restrictions exist for 79 acres and Brownfield restrictions cover 40 acres. The Town may possibly look at land swap options. Some considerations include an Operations/Parks and Recreation storage area to house a Trails Unit but an overall revamping of the puzzle in the next 6-12 months must be discussed before moving forward.

c) Greenway Updates

Presenter: Matt Lorion, Parks and Recreation Acting Director

Mr. Lorion updated that the 42 East Greenway Extension along Front Street to Glen Laurel and along the river is a part of the \$2.5 million 2027 Capital Improvement Plan for which the State is involved. It is now in the hands of Economic Development.

d) Facility and Online Greenway Maps

Presenter: Matt Lorion, Parks and Recreation Acting Director

Mr. Lorion commented that original designs for Facility/Greenway maps were due to be completed in May. However, due to company issues, there have been delays. Plans should be in hand on Friday of this week or the Town will request a refund. One community member present at the meeting suggested that we reach out to the high school to see if they might offer assistance. Another suggestion was to use our proposed new CivicPlus software that has mapping capabilities.

e) Johnston County Skate Clinic

Presenter: Matt Lorion, Parks and Recreation Acting Director

Mr. Lorion shared that unfortunately, key organizers had not been successful in coordinating efforts to properly showcase a potential skate clinic this fall. Everyone is in agreement that a clinic is desired. They will reassess planning and budget needs to hopefully target the 2024/25 budget cycle. Efforts will be made to include local experts in the field.

f) Municipal Park Shade Structure

Presenter: Matt Lorion, Parks and Recreation Acting Director

Mr. Lorion reported that the requisition for the shade structure has finally been submitted to Town Procurement after a lengthy vendor info delay. There will likely be an 8-week lag time before installation. The structure will have green columns with a yellow shade.

g) July Fireworks

Presenter: Matt Lorion, Parks and Recreation Acting Director

Town fireworks are now returning to the responsibility of the Parks and Recreation Department. The fireworks display will now be scheduled on the Fourth of July. The Square-to-Square celebration will lead up to the fireworks on that same day. The fireworks will remain at Clayton High School, but no guests will be on site. Everyone is encouraged to watch from the downtown area. The Downtown Development Association will head up the Square-to-Square portion of the day's events.

- h) Parks and Recreation Master Plan Input Sessions
Presenter: Matt Lorion, Parks and Recreation Acting Director

The first of the public/stakeholder Parks and Recreation Master Plan input sessions will take place on Sept. 21st, at the Clayton Community Center with others to follow at the downtown concert and movie series events. Evites will be sent to various stakeholder groups to garner support for the session on Sept. 21st.

4 NEW BUSINESS

- a) Skate Park
Presenter: Matt Lorion, Parks and Recreation Acting Director

Mr. Lorion reiterated that a local skate park is a concept that the Town definitely supports. At this stage, supporters of the park are reviewing/researching ideas from other towns in hopes to develop innovative ideas for Clayton's skate park. It will require an estimated \$65-70 per square foot of concrete to build a suitable park. It was stated that the town of Apex has one of the most ideal parks in the area.

- b) East Clayton Community Park Fields
Presenter: Matt Lorion, Parks and Recreation Acting Director

The Town has approved naming rights for East Clayton Community Park's multipurpose artificial turf fields which will now be called Carolina Comfort Air Fields. The agreement grants naming rights for five years at a cost of \$75,000 with the first and last year's costs up front. Carolina Comfort Air Fields will be displayed at the entrance gate, on the walk up areas of the sidewalk and on field banners. Another agreement for the East Clayton Community Park has been entered into with Neuse River Futbol Alliance. This agreement will give NRFA priority use within a 3-year contract. This agreement will be brought to Council at the next meeting for approval.

- c) River Mews Property
Presenter: Matt Lorion, Parks and Recreation Acting Director

Recently, several members of the Board and Town leaders were able to visit the River Mews property on Hwy 42 East. Currently, the general consensus is to keep the property natural with no active recreation. One possible consideration includes a nature education facility/offices. The Town has until May 2024 to make a decision about the property.

- d) Little Creek Church Road Property
Presenter: Matt Lorion, Parks and Recreation Acting Director

The 67-acre property along Little Creek Church Road was purchased in 2014. At the time of its original purchase, Sage Design evaluated the land and advised that it was not feasible for ball fields which was its intended purpose. It would not be cost

effective. There was question about a dam breach as well. Comments about the Advisory Board's role in guiding park projects were shared and it was confirmed that the old Master Plan did designate the land as park land. The current sale of the property will go to the purchase of other park land. Multiple community members were in attendance at the meeting and expressed views about the land sale/usage. Patrick Pierce, Clayton's Economic Development Director, attended the meeting and shared information with the group and answered questions.

- e) Parks and Recreation Mission Statement
Presenter: Matt Lorion, Parks and Recreation Acting Director

The new Parks and Recreation mission statement was shared with the Board. It reads, "To inspire active and healthy living by providing diverse opportunities through parks, facilities, programs and people."

- f) Tunnel Mural
Presenter: Emily Beddingfield, Advisory Board Chair

Emily Beddingfield expressed interest in enlisting a local artist to paint a mural on the Sam's Branch tunnel entrance. She suggested that the project could be led by the Board with the possibility of bringing in the Public Art Advisory Board to the conversation. Another idea for a mural location was suggested for the Community Center entrance wall. Some concerns expressed were not spending a vast amount of money and energy on a project that could be graffitied and destroyed. Mrs. Beddingfield volunteered to check with other Towns with similar projects to see how they deter such activity. There was also discussion about sharing costs with other boards or the Foundation. Civic groups would be advised of the details and costs up front before deciding if they were willing to become involved.

5 STAFF REPORTS

- a) Mr. Lorion shared that Parks and Recreation Summer Camp housed over 100 kids at the Center each of the nine weeks of camp. This year's staff were amazing. He also commented that our summer volleyball league grew by 20% and are considering offering volleyball twice a year. New classes are going well, such as Hula Hoop Fitness. Mr. Lorion also reported that we have one open position in Maintenance.

6 ADJOURN

- a) The meeting was adjourned at 7:35pm.

RESULT:	CARRIED
MOVER:	Emily Beddingfield
SECONDER:	Rebecca Bradford

Duly adopted this the 8th day of January, 2024 while in regular session.

Board Chair

Clerk to the Board

September 11, 2023
Minutes