Town of Clayton
Recreation Advisory Board Agenda
Monday, April 10, 2023 @ 6:00 PM
York Room

1. CALL TO ORDER

2. APPROVAL OF MINUTES

a. DRAFT Minutes

- February 13, 2023 Regular Meeting

Recreation Advisory Board - Feb 13 2023 - DRAFT Minutes

POTENTIAL ACTION: Adoption of February 13, 2023 Minutes

3. OLD BUSINESS

a. Bond Projects Update
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

b. Community Park Update
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

c. Greenway Updates
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

d. Legend Park
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

e. Johnston County Skate Park
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

f. Facility and Greenway Online Maps
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

g. Arbor Day
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

h. Loop Road Master Plan
Presenter: Matt Lorion, Administration and Programs Superintendent

POTENTIAL ACTION: None- Informational Only

i. Run the Branch 5K
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

4. NEW BUSINESS

a. Parks and Recreation Master Plan Schedule
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

b. Square to Square
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

c. Fireworks
Presenter: Matt Lorion, Administration and Programs Superintendent
POTENTIAL ACTION: None- Informational Only

5. STAFF REPORTS

6. ADJOURN

Town of Clayton
Recreation Advisory Board Minutes
Monday, February 13, 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:** Scott Barnard, Parks and Recreation Director Avery Everett, Town Council Member Kelly Young, Board Clerk

1 CALL TO ORDER

a) The meeting was called to order at 6:04pm.

RESULT:	**CARRIED**
MOVER:	Emily Beddingfield
SECONDER:	Travis Crowder

2 APPROVAL OF MINUTES

a) DRAFT Minutes
- January 9, 2023 Regular Meeting

Adoption of January 9, 2023 DRAFT Minutes

RESULT:	**CARRIED**
MOVER:	Emily Beddingfield
SECONDER:	Rebecca Bradford

3 OLD BUSINESS

a) Election of 2023 Board Officers
Presenter: Scott Barnard, Parks and Recreation Director

Board members nominated and elected to have Emily Beddingfield remain Board Chair and Mark Turnbull to serve as Vice Chair for 2023.

Election of Board Officers 2023

RESULT:	**CARRIED**
MOVER:	Rebecca Bradford
SECONDER:	Travis Crowder

b) Bond Projects Update
Presenter: Scott Barnard, Parks and Recreation Director

Mr. Barnard shared that East Clayton Park is 2-4 weeks away from completion. The turf fields have passed inspection and most of the park is set to reopen on February 14. The fields will not be in full public use just yet, only scheduled and planned usage. There are a few ADA compliance issues that remain and are being remedied around the fields.

c) Community Park Update
Presenter: Scott Barnard, Parks and Recreation Director

Clayton Community Park has passed TRC approval and department heads have reviewed it. All feedback has been given to the consultant with hopes that the firm will review and turn all information into something formidable by the end of the month.

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

Mr. Barnard commented that there are several master plans in the works currently. Planning work is getting ready to take place with the Loop Road project and the Advisory Board as well as other interest groups will be involved as stakeholder groups. A meeting in March is planned with the Board and ultimately, the information gathered from the various stakeholders will translate into a schematic plan that can be turned into a design/construction plan. Council will also be involved in the process, and further steps will include identifying a funding source to implement the plan. Mr. Barnard also referenced the Master Plan itself; the question/answer period ended on February 6th. He and several other town staff have been busy soliciting participation for possible bids from eligible firms for the Master Plan process. He also noted that there are 16 Parks and Recreation Master Plans out for bids right now in the state.

e) Greenway Closures
Presenter: Scott Barnard, Parks and Recreation Director

Mr. Barnard relayed that we are still on track for an April completion of the Greenway projects. Bridges are going in and some progress has been made in de-watering sites

near the Wastewater Treatment Facility that needed drying before further progress could be made.

f) Legend Park
Presenter: Scott Barnard, Parks and Recreation Director

There are no new updates to this project to share other than some clarification Mr. Barnard received regarding the Town's acceptance of a $10,000 Land Water Conservation Fund (LWCF) grant back in 1987 to help with some of the construction of the amenities at this site. A waiver has been accepted declaring that we did not have to replace these amenities in our system. Several questions were raised about joint use agreements and the availability of those school amenities to the public.

g) Johnston County Skate Park
Presenter: Scott Barnard, Parks and Recreation Director

Organizers for this project are meeting with the Recreational Foundation on February 14 to work out an agreement as to how they will fundraise and support the efforts. There is no confirmed site location at this point; several places have been mentioned. The Friends of Johnston County Skate Parks has been coordinating with a pro to do clinics and a skate competition. Dates are being discussed for a weekend event in March or April.

h) Facility and Greenway Online Maps
Presenter: Scott Barnard, Parks and Recreation Director

Mr. Barnard shared that we had procured the services of Barbour Shop Creative, a design shop in downtown Clayton. He distributed several mock-ups of Greenway signage to review that relayed locations along the Greenway as well as times that could be adjusted to mileage, marking areas along the Greenway. These designs would most likely be in the form of adhesives placed on the ground at specific intersections and be directional. They would not be a permanent solution but forward progress to meeting our wayfinding goals. The Board gave feedback and discussed several ideas, including adding QR codes to the signage.

i) Shade Structure at Municipal
Presenter: Scott Barnard, Parks and Recreation Director

Mr. Barnard relayed an upcoming budget meeting with the Town Manager to present items in next year's operating budget and any "asks" out of remaining dollars in this year's budget. Bond money will also be a topic of discussion. The goal for the structure is to be installed before summer and Mr. Barnard is confident that money will be available to do so.

j) NC Year of the Trail
Presenter: Scott Barnard, Parks and Recreation Director

NC Year of Trail was presented to Council and adopted, declaring May as Clayton's NC Year of the Trail focus month. There will be a kick-off event on April 28th with a movie at Municipal Park. A 5K is planned for May 13 and is themed "Run the Branch." It will be staged on Sam's Branch Greenway. Parks and Recreation has designated "Sam the Beaver" as the official mascot.

4 NEW BUSINESS

a) Arbor Day
Presenter: Scott Barnard, Parks and Recreation Director

The NC Wildlife Cooperative Extension, the DDA, and the Community Garden will be on site at our Arbor Day celebration to be held April 28th. Mr. Barnard also shared information about an upcoming one-wheeled event on May 4-5 to be held on private property near the Sarah Williamson Preserve. Last year the “Oak City Shred Fest” brought over 500 people from three countries. A brief discussion was had concerning non-people powered wheels on the Greenways and the eBike craze.

5 STAFF REPORTS

a) Mr. Barnard commented that Parks and Recreation recently attended a staff retreat that was very productive in which goals for the department were reviewed and established for the next 365 days. He shared many of those goals with the Board.

6 ADJOURN

a) The meeting was adjourned at 7:04pm.

RESULT:	**CARRIED**
MOVER:	Rebecca Bradford
SECONDER:	Travis Crowder