



**Town of Clayton
Recreation Advisory Board Agenda
Monday, September 13, 2021 @ 6:00 PM
Clayton Community Center**

1. CALL TO ORDER

The first portion of this meeting will be a joint meeting between DDA and Parks & Recreation Advisory Board.

2. STAFF REPORTS- JOINT MEETING

- a. Parks & Recreation Department Bond Projects Update
Presenter: Scott Barnard, Parks & Recreation Director
- b. Downtown Parking Update
Presenter: Patrick Pierce, Economic Development Director

3. NEW BUSINESS- JOINT MEETING

- a. Cycle NC 2021

POTENTIAL ACTION: None- Informational Only

Following presentation of this item, both boards will resume individual meetings.

4. ADJUSTMENT OF THE AGENDA

5. APPROVAL OF MINUTES

- a. DRAFT Minutes
 - June 14, 2021 Regular Meeting
[Recreation Advisory Board - 14 Jun 2021 - Draft Minutes](#)

POTENTIAL ACTION: Adoption of June 14, 2021 Minutes

6. OLD BUSINESS

- a. COVID 19- September Update
Presenter: Scott Barnard, Parks & Recreation Director

POTENTIAL ACTION: None- Informational Only

- b. Summer Camp 2021
Presenter: Scott Barnard, Parks & Recreation Director

POTENTIAL ACTION: None- Informational Only

- c. Clayton High School Partnership
Presenter: Scott Barnard, Parks & Recreation Director

POTENTIAL ACTION: None- Informational Only

- d. Clayton Recreational Foundation
Presenter: Scott Barnard, Parks & Recreation Director
POTENTIAL ACTION: None- Informational Only
- e. Legend Park/ Dump
Presenter: Scott Barnard, Parks & Recreation Director
POTENTIAL ACTION: None- Informational Only
- f. Greenway Closures/Signage Update
POTENTIAL ACTION: None- Informational Only
- g. Comp Plan Update- Recreation Element
POTENTIAL ACTION: None- Informational Only

7. NEW BUSINESS

- a. Turkey Trot
Presenter: Scott Barnard, Parks & Recreation Director
POTENTIAL ACTION: None- Informational Only
- b. Natural Playground
Presenter: Scott Barnard, Parks & Recreation Director
POTENTIAL ACTION: None- Informational Only

8. STAFF REPORTS

9. INFORMAL DISCUSSION

10. ADJOURN

- a. Adjourn the Meeting
POTENTIAL ACTION: Motion to Adjourn



**Town of Clayton
Recreation Advisory Board Minutes
Monday, June 14, 2021 @ 6:00pm
Clayton Community Center**

BOARD MEMBERS PRESENT:

Gina Garera
Travis Crowder
Bennett Jones
Ted Willer
Emily Beddingfield
Rebecca Bradford

STAFF PRESENT:

Scott Barnard
Kelly Young
Lauren Lambert
Council Member Avery Everett

MEMBERS ABSENT:

Butch Lawter
David Danko
Karen Phinazee
Mark Morgan

1 CALL TO ORDER

- a) The meeting was called to order at 6:09pm.

Motion: Board Member Emily Beddingfield
Second: Board Member Rebecca Bradford
Vote: Unanimous

2 APPROVAL OF MINUTES

- a) DRAFT Minutes
• May 10, 2021

ACTION: Adoption of May 10, 2021 Minutes

Motion: Board Chair Emily Beddingfield
Second: Member Travis Crowder
Vote: Majority

3 OLD BUSINESS

- a) COVID 19 - June Update
Presenter: Scott Barnard, Parks & Recreation Director

Mr. Barnard stated that the gym is now open with normal operating hours, however, still closed on Sunday. Masks are optional but recommended except

for Camp Clayton, the Rec's summer camp program which requires masks for students, staff counselors and directors per CDC guidelines. No masks are required for outdoor activities or while eating. These guidelines are being followed at both facilities, the Parks and Rec building and at the Clayton Middle School location. Classes are resuming a more normal look; although they are still utilizing social distancing, especially in programs for art, fitness, and pottery.

b) **Summer Camp 2021**

Presenter: Scott Barnard, Parks & Recreation Director

Mr. Barnard stated that we began with specialty camps recently like various STEM and tennis camps which went well, then moved right into our summer camp program. Kids are dispersed at two different sites but pick up and drop off are at the Recreation building. Counselors and parents have been great and camp directors are experienced. There are various specialty camps interspersed all summer while traditional camp continues.

c) **Bond Project Update/Discussion**

Presenter: Scott Barnard, Parks & Recreation Director

Mr. Barnard expressed excitement in relation to the Bond Project claiming that there was good movement with our new interim Town Manager, Rich Cappola. Mr. Barnard has met with three different artificial turf providers on site at East Clayton. He will meet with the lighting provider later in the week and will be putting together final touches on the scope of the project at East Clayton. Meetings with various vendors have been conducted, products available have been researched, and communication has transpired with neighboring communities to get feedback on products that have been installed at their facilities. Portions of the project at East Clayton will be self-managed, meaning they will bid out by trade. Those products/services are available through pre-bid cooperatives, which is like buying from state contract. Pricing is up front. We will utilize the services of McAdams and Dan Dodd (turf expert) to determine what works best for the needs of the town and the best bang for the buck. The plan is to negotiate below pre-bid costs. A question was raised as to who makes the final decision about who gets the final bid. Ultimately, it's the Town Council's vote. Plan is to hopefully have construction take place between November -January. Following the install of those products, they will proceed with parking lot improvements, storm water which will occur simultaneously with field install. Depending on budget, we'll look at any added amenities. The delivery method for Municipal is a design build. The draft RFQ is at the attorney's office now to be reviewed. Typically, we want it to be advertised for 30 days. Construction firm that we hire out will be based on qualifications. We'll look at the proposals that are in our budget, then advisory board will make recommendations and we can take it to council in October. We'll look at them as a board in August/September. RFQ will go out stating amenities that have been recommended by the advisory board. We will advertise that we are looking for construction firms to build specific things at specific parks. We will be dissolving contract with McAdams so that they are an eligible firm to be

considered in the design build projects. We will enter a services contract with them to finish work at East Clayton with the artificial turf. Turf is underbudget right now based on a preliminary bid. Mr. Barnard stated that he is more confident today that we will have money to do other things in the park. He is optimistic we will be able to provide value add pieces. We will sell bonds in October/November. We can't sell until the project budgets/bids are in hand. Lots of collaboration needed between us, the engineers, and town manager's office. Work will hopefully take place this winter. Once we are under contract, we will come back to advisory board to figure out the last project- the Community Park.

d) Clayton High School Partnership

Presenter: Scott Barnard, Parks & Recreation Director

Mr. Barnard first expressed that "tenacity" was the key word but is excited about how this has come to fruition. This is the opportunity to have more fields at our fingertips. The Town of Clayton will have \$500,000 worth of initial investment in the construction of artificial turf fields at CHS. The town will also support the other athletic facilities regarding maintenance of the natural turf. In turn, we get access to gym space, theater, cafeteria, tennis courts, baseball and practice fields, track, stadium, etc. Dr. Jones mentioned the collaboration between the town and CHS and the decreased maintenance costs for CHS. It is a merging of resources to benefit all and allows centralized access to everyone in the community. Discussion was had about signage to mark availability of use, monies to fund the entire \$1.8 million project, precedence in usage, timelines to completion, etc. Currently waiting on the agreement to be approved and signed by the Town Council. Mr. Barnard added that Clayton Middle School is also being included in a similar draft proposal to formalize what we have already been doing there.

e) Clayton Recreational Foundation

Presenter: Scott Barnard, Parks & Recreation Director

Mr. Penny stated that historically, the July 4th event was the primary fundraiser for the Foundation. Along with other events like golf tournaments and black-tie galas, there was \$800,000 raised for the Harmony Playground over the course of six years. The Foundation is seeking volunteers to help in planning a Golf at the Neuse tournament on Friday, October 22, 2021 as well as an outdoor, family-friendly event on Saturday, October 23, 2021. In the past, the golf tournaments and galas were primarily staffed by TNT Creative Group along with a few volunteers. TNT has agreed to stay on and mentor the planning committee which will probably meet monthly, July-October. A sign-up sheet was passed around to volunteer. Kelly Young will turn list over to Dean Penny afterwards. A question was raised as to when the Foundation was created. Mr. Penny noted the date as 1983; they are a 501(c)(3) organization to assist in recreational activities and support the town, which they have in the past done so through not only the Harmony Playground but in supplying scoreboards, benches, and tee boxes for disc golf to name a few. Scott Barnard also plugged the Larry Bailey Scholarship Fund in which the

Foundation aids in supporting. He noted that families may receive aid in the amounts of \$500 per family or \$250 per child for activities involving Parks and Recreation. Additionally, Mr. Penny stated that the Foundation's next big project partnership with the town would possibly be the upgrades to the Municipal Park. More information about the Clayton Recreational Foundation can be found at claytonrecfoundation.org.

f) **Greenway Connection**

Presenter: Scott Barnard, Parks & Recreation Director

Work has begun at Municipal and is on track to be done by the end of June-paved and connected. A question was raised about Legend Park. Mr. Barnard responded that there was no news on the shutdown of Legend's greenway. There is now a project manager for this project. New Town Manager is reviewing costs. They are now hopeful that the shut down time seems to be just a year as opposed to the initial three years. Mr. Barnard stated that a few other major closures coming. Some pipe work needed under the greenway as well as some bridge work. Hopefully, we can do all the disruptive projects simultaneously to avoid multiple closures. Discussion was had about visitors to the greenway and who to call for greenway issues such as dead animals, etc.

4 NEW BUSINESS

a) **Square to Square - July 3rd Celebration**

Presenter: Scott Barnard, Parks & Recreation Director

Mr. Barnard stated that Square to Square is the July 3rd celebration this year. New options needed to be considered because fireworks were getting lower each year and parking at Municipal is not ideal. Discussions were had about what to do in the future. This year's celebration will close Main Street from Horne to Town Square featuring activities from 11-3pm. Some of the same events will still take place as in year's past without displacing normal Saturday activities like the Farmer's Market. Rides, food, games, bicycle parade, fire trucks, etc. are some of the activities. We will check out social media and other feedback to gauge what works and doesn't for future purposes. We will also encourage others to seek out fireworks in our neighboring communities. Lauren Lambert added that the town has covered up-front costs so the activities are free with no need for tickets. Food will still be purchased. Discussion was had about advertising for the event as well as town events in general. Volunteers were also requested to help with the event.

b) **Friends of Johnston County Parks**

Presenter: Scott Barnard, Parks & Recreation Director

Mr. Barnard stated that a meeting is taking place simultaneously with Advisory Board. He encouraged members to pop-in to the meeting. The group is seeking to drum up interest for development of county-wide parks. It will ultimately benefit the Town of Clayton and morph into an advisory board for an eventual Johnston County Parks. It will probably become a grants-giving group in its early years. Much focus will be on the river and the greenway connection

outside of town in the county.

5 ADJOURN

- a) The meeting was adjourned at 7:16pm.

ACTION: Motion to adjourn

Motion: Board Chair Emily Beddingfield

Second: Board Member Bennett Jones

Vote: Unanimous

Duly adopted this the 13th day of September, 2021 while in regular session.

Chair

ATTEST:

Clerk to the Board

June 14, 2021
Minutes