



## **Town of Beaufort, NC**

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### **Town of Beaufort Parks & Recreation Advisory Board**

**6:30 PM Thursday, December 01, 2022 - Train Depot, 614 Broad Street, Beaufort, NC 28516**  
**Monthly Meeting**

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#### **Call to Order**

The meeting was called to order at 6:30 p.m. by Chair Dr. Michael Rave.

Members Present: Michael Rave, Sheresa Elliot, Brian O'Haver, Doug Williams and Barbara Francis-Heckman

Members Absent: Peter Crumley and Johnna Davis

Staff Present: Rachel Johnson, Parks Coordinator/PIO/Deputy Clerk

#### **Agenda Approval**

Brian O'Haver made a motion to approve the agenda as presented. Motion was seconded by Barbara Francis-Heckman and approved unanimously.

#### **Minutes Approval**

Barbara Francis-Heckman made a motion to approve the minutes with a change to the spelling of her name in the minutes from Frances to Francis.

Motion was seconded by Doug Williams and carried unanimously.

#### **Public Comment**

No one was present to make a public comment.

#### **Items for Discussion and Consideration**

## 1. 2023 Meeting Schedule

Discussed altering the meeting schedule to as needed or every other month. Members felt it is important to continue to meet monthly and expressed a desire to do more. It was suggested to cancel the July meeting as it is so close to the holiday.

It was also discussed about moving the meetings to more of a work session style meeting with each member leading the session on a specific topic of interest to them.

Barbara Francis-Heckman made a motion to approve the 2023 meeting schedule with the removal of the July meeting. Motion was seconded by Brian O'Haver and carried unanimously.

## 2. Arbor Day/Tree City USA Discussion

The Town of Beaufort has applied to be designated as a Tree City USA designee. Parks & Rec hosted a Big Sweep Cleanup of all Town parks in 2022 in conjunction with Arbor Day. The Town also planted 19 trees and received 2 donations of trees for Arbor Day. The Mayor read a proclamation during the dedication of the donated trees.

The board recommended seeing if they can host an Arbor Day celebration in 2023 at Randolph Johnson Park that would include the planting of a larger tree, activities and serve as a kickoff day for the splashpad. Staff is looking into the logistics.

## 3. 2023 Goals Discussion

Each member has a specific area of interest that they would like to see move forward in 2024 or to at the least explore the possibilities. Barbara Francis-Heckman suggested that the meetings in 2023 be structured so each board member leads a working session on the project of their interest area.

Each member is to be ready to select a month at the January meeting to establish a working schedule for 2023.

## **Staff Report**

Parks Coordinator Rachel Johnson provided a staff report on the following items:

- \* Wayfinding signs - reported park signs have been quoted and staff is awaiting individual proofs. Anticipated these will be installed by March at the latest. Additional public space signs are also in the works.
- \* Vandalism at Randolph Johnson Park - In recent months there have been several instances of vandalism exceeding small dollar amounts. A piece of the playground equipment that costs \$26,000 was vandalized. Staff is reviewing video footage and stepping up security procedures in the park after hours.
- \* New Christmas tree in downtown and the old one is at the end of Cedar Street.
- \* Kayak lottery is open and accepting applications.

## **Board Comments**

No further comments.

## **Adjourn**

Barbara Francis-Heckman made a motion to adjourn at 7:40 p.m. Doug Williams seconded the motion. Motion carried unanimously.