

**TOWN OF BURGAW PARKS AND RECREATION ADVISORY COMMITTEE
REGULAR MEETING**

DATE: August 14, 2023
TIME: 5:30 PM
PLACE: Historic Burgaw Train Depot, 102 East Wilmington Street
MEMBERS PRESENT: Jennifer Buttery, Daniel Price, Jennifer Augi, Emmaline Kozak,
MEMBERS ABSENT: Trisha Newton, Jennifer Matthews
TOWN STAFF PRESENT: Cody Suggs, Parks and Recreation Director
Jayna Augst, Recreation Coordinator
Gilbert Combs, Planning Director
PUBLIC PRESENT: None

Call to Order

Ms. Buttery called the meeting to order at 5:28 pm.

Mr. Suggs said the invocation.

Approval of Agenda

Mr. Faircloth made a motion to approve the agenda. Mr. Price seconded the motion. Motion carried.

Approval of Minutes

Mr. Faircloth made a motion to approve the minutes from the March 13, 2023 regular meeting. Mr. Price seconded the motion. Motion carried.

Public Input

None.

Advisory Board Vacancy

Mr. Suggs informed the board that Mr. Faircloth has resigned from the board and the open position is being advertised.

Master Plan Update

Mr. Suggs gave an overview of the current Parks and Recreation Master Plan and explained that it is in need of an update. Mr. Combs will be working with the department in this update. The board set dates for community meetings to discuss the needs and wants of the town. The board also discussed updates for the parks and recreation survey that will be given to citizens and visitors.

Departmental Updates

Tourism Development Authority Update

Ms. Augst updated the board on current and upcoming Tourism Development Authority activities.

Senior Programs

Ms. Augst updated the board about past and upcoming senior programs.

Fitness Programs

Ms. Augst updated the board on current and upcoming fitness programs.

Family Programs

Mr. Suggs updated the board on past and upcoming family programs and special events. Mr. Suggs provided a schedule of upcoming important dates and answered questions about these events.

Parks and Facilities Update

Mr. Suggs updated the board on current repairs and improvements to parks and facilities. He also updated the board on the West Side Trail Expansion project.

Budget Items

Mr. Suggs updated the board on current revenues and budget plans for the next few months.

Other Items

No other items.

Adjournment

Mr. Price made a motion to adjourn. Ms. Kozak seconded the motion. Motion carried.

Meeting adjourned at 7:11 pm.

Attest: _____

Jayna Augst-Recreation Coordinator

Jennifer Buttery-Chairperson