

Town of Kitty Hawk Recreation Committee Meeting Minutes April 25, 2023
Kitty Hawk Recreation Committee Meeting
Kitty Hawk Town Hall

PROPOSED AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes from 1/31/2023 & 2/21/2023
4. Public Comment
5. Old Business:
 - Master Plan updates
 - Budget amount for FY 23-24
 - Pump Track
6. New Business:
 - Survey
 - Content for newsletter (New Birch Lane trail and the trails off Ridge Rd.)
 - Grant opportunity status-updating the brochure
 - Update the town website recreation information
 - Year of the Trail's video status
 - Town Hall property and possible uses
 - LAC meeting scheduled for May 22, 2023, from 1-3 pm, town hall
7. Items from Council Liaison:
8. Items brought up by Committee Members:
9. Next meeting date (on the calendar for Tuesday, May 30, 2023, Special Meeting)
10. Adjourn

Meeting called to order at 6:10 p.m.

Committee members present:

Paul Henriques - Chair

Kip Tabb - Vice Chair

David Klebitz

Ryan Thibodeau – Secretary

Committee members not present:

Peter Mantz

Other town officials in attendance:

Charlotte Walker - Town Council

Sandy Myers - Town of Kitty Hawk

Approval of Agenda

Ryan Thibodeau motion to approve. Motion carried.

Approval of Minutes from 1/31/2023 & 2/21/2023

Kip Tabb motion to approve. Motion carried.

Public Comment

No public comment

Master Plan updates

The recreation committee continued to discuss the Master Plan. Updates are currently in progress. A special meeting was called to finalize the plan, which will be held May 30th. The updated document will serve as a summary of our discussion.

Budget amount for FY 23-24

The committee discussed budgeting for the fiscal year 2023-2024, including an additional \$10,000, which the town manager helped attain. The budget was unanimously approved.

PROPOSED FY 2023-2024						
RECREATION COMMITTEE OPERATING EXPENDITURES						
GENERAL FUND - 10 / DEPARTMENT DETAIL - 4111						
ACCT. NO.	EXPENDITURE CLASSIFICATION	ACTUAL FY 20/21	ACTUAL FY 21/22	BUDGET FY 22/23	ESTIMATED 6/30/2023	BUDGET FY 23/24
OPERATING						
10-4111-5370-0000	Advertising	-	-	200	100	200
10-4111-5396-0000	Contractor Services - Transcriptions	-	-	500	900	200
10-4111-5499-0000	Miscellaneous	-	1,900	1,500	-	-
10-4111-5499-0000	Trails and Recreation Opportunities	-	-	7,500	-	10,000
	Subtotal:	-	1,900	9,700	1,000	10,400
	TOTAL RECREATION EXPENDITURES	-	1,900	9,700	1,000	10,400

Pump Track

During the meeting, extensive discussions revolved around the proposed pump track project. It became apparent that the topic had been addressed already and presented to the town council on several occasions. A committee member expressed their weariness with the ongoing discussions, stating a preference to discontinue the topic if there was no definitive commitment or support from the town. A decision was made to propose a change in the pump track's location from county property to town-owned land to streamline the project's progress.

The committee deliberated on the necessary steps to proceed with the new location. It was agreed that conducting a survey of the town-owned land and defining clear boundaries for the pump track were crucial. There was a brief discussion about the possibility of enlisting volunteer assistance or soliciting competitive quotes from professional surveying services. The intention was to gather accurate information regarding the new property and present the findings at the next meeting.

Additionally, the committee touched upon the idea of developing trails in a separate area, but no concrete decisions were made on this matter. The primary focus remained on progressing with the pump track project.

As the topic concluded, the plan was set in motion to obtain accurate survey data for the new pump track location. The committee expressed an interest in exploring options to secure volunteer support or professional surveying services to define the boundaries of the town-owned land accurately. The aim

was to gather the necessary information to facilitate further discussions and decision-making in the subsequent meeting.

Survey

The members discussed creating a survey to gather community feedback. They mentioned sending out initial questions and receiving responses from committee members. They emphasized the need to narrow down the survey to make it concise and engaging. The possibility of aligning some questions with a state survey was mentioned but clarified to focus on general recreation in Kitty Hawk.

The committee discussed potential survey questions, including frequency of activities, specific activities in the past year, and interest in pickleball courts. They also considered feedback on current recreational opportunities and areas for improvement. Questions related to visitor preferences, local culture, and traditions were brainstormed but raised concerns about clarity and usefulness.

The importance of equal opportunities for all age groups, accessible facilities, and programs for people with disabilities was discussed. The committee considered including questions about the town's investment in new facilities or programs and the importance of community input. A question about pet-friendly amenities was suggested but its relevance was still being evaluated.

The committee concluded by acknowledging the need to revise and finalize the survey questions. They planned to review the revised questions in the next meeting and proceed with voting on the final version.

Content for Newsletter

The conversation revolved around the Town of Kitty Hawk newsletter's content. They acknowledged a missed opportunity in the previous issue and set a deadline for the next one. One member volunteered to take the lead on gathering material, emphasizing the need to avoid procrastination. They discussed including ideas and updates from the committee, particularly mentioning the Birch Lane trail.

Grant Opportunity Status

The members discussed the status of a grant opportunity. They were pleased to announce that they had received the grant and had \$1,350 to spend on a map project. The committee expressed the need for input on the direction of the project and discussed the possibility of using existing resources for map information. They questioned who would create the map and expressed the importance of engaging that person for input. The committee emphasized the need to spend the grant money before June. They also clarified that their role was to provide input on recreational aspects to be included in the map, while the map's design would be handled by the appropriate entity. The committee aimed to focus on achievable goals and prioritize accomplishing tasks rather than continuously adding new ones. The conversation briefly touched on updating brochures and utilizing a GIS map for reference.

Update the Town Website Recreational Information

The secretary reviewed transcript and found this topic was skipped.

Year of the Trail Video Status

The group discussed the progress of the "Year of Trail" video. One committee member shared their experience filming scenes for the video, including biking and walking on the trail, as well as drone shots. They mentioned that the filmmaker would be putting together a draft soon. (The video has since been produced and is live on YouTube <https://youtu.be/kslZCboe0cU>)

Town Hall Property and Possible Uses

This topic was covered during the Pump Track discussion under Old Business.

LAC Meeting Scheduled for May 22, 2023 from 1-3, Town Hall

The committee discussed the upcoming Local Area Committee (LAC) meeting for the Kitty Hawk Woods Coastal Reserve. They emphasized the importance of having as many people from the town attend the meeting to support the phase two trail project and express their opinions. They anticipated opposition and expressed a desire for the town to assert its stance on the matter. The committee mentioned concerns about wetlands, environmental areas, and private property along the proposed trail route. They also discussed existing trails and restrictions in the area, including the placement of cameras and signage. The committee encouraged community members to attend the LAC meeting to seek answers and participate in decision-making. They expressed a desire for the town to take a firm stand and advocate for the trail project, emphasizing the potential benefits and the need to connect existing trails. The committee expressed a goal of expanding trails in Kitty Hawk and improving access.

Items Brought up by Committee Members

One member asked about the numbers on bike signs, and it was explained that those numbers indicate different bike trails throughout the county. The committee also discussed the issue of grass encroaching on the road shoulders, narrowing the lanes. They suggested scraping off the grass to reveal the asphalt, creating a wider and safer shoulder for pedestrians and cyclists. The placement of garbage cans on the white line of the road was raised as a safety concern, as it obstructs the path and poses a risk to those using the road. Committee members expressed the need for action to address these issues, suggesting communication with the appropriate authorities, such as the public works department and NCDOT, to address the grass scraping and an enforcement approach for the garbage can placement. It was acknowledged that regular maintenance might not be feasible due to time and budget constraints. However, the importance of resolving these matters for the safety and aesthetics of the area was emphasized.

Meeting adjourned 8:37 p.m.

Minutes approved on July 25, 2023 regular meeting.