



**MINUTES
WATAUGA PARKS ADVISORY BOARD
REGULAR MEETING
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
TUESDAY, MAY 6, 2025
6:00 PM**

CALL TO ORDER

Chairperson Andra Dunn called the meeting to order at 6:00 pm.

ROLL CALL

Andra Dunn	Chairperson, Place 2
Kim Irving	Secretary, Place 3
Brani Dufoe	Place 1,
Layla Downey	Place 4
Darlene Chavious	Place 5 (Absent with Notice)

and

Arthur Miner	Mayor
Lovie Downey	Council Liaison
Linda Proskey	City Secretary
Timothy Hamilton	Director of Parks and Recreation
Brian TenEyke	Assistant Director of Parks and Recreation

ANNOUNCEMENTS

There were no announcements.

PRESENTATIONS

1. Recognition of outstanding volunteers

Timothy Hamilton, Director of Parks and Community Services, recognized Ms. Judith Pontuti as an outstanding volunteer for the Active Adult Senior Center. Mrs. Pontuti has been a resident of the city of Watauga for 43 years. She has been very active at the Active Adult Senior Center, and in recognition of her service, Mrs. Pontuti was presented with a Volunteer

Service Award certificate.

2. Upcoming Parks & Community Services special events

Timothy Hamilton, Director of Parks and Community Services, informed the Park Advisory Board members that the next scheduled community services special event will be WataugaFest, taking place from May 15 through May 18. Additionally, there will be a Movie in the Park event on May 30, and a Family Field Day event on June 7, 2025, which will be the final event of the season. Both WataugaFest and the Family Field Day will feature stations for young entrepreneurs, a new attraction for these events.

Two new fall events are also planned. In September, there will be the Keep Watauga Beautiful Trash Sweep and Shred Day. On November 1, another new event called Keep Watauga Beautiful Arbor Day will be held, during which small trees will be distributed to community members.

3. April 2025 Yard of the Month winner

Timothy Hamilton, Director of Parks and Community Services, informed the Park Advisory Board members that eight nominations were received for the April Yard of the Month. The selected winners were David and Linares Seals, located at 7628 Parkview Drive.

PUBLIC COMMENT

There were no requests to speak during public comment.

PUBLIC TESTIMONY

There were no requests to speak during public testimony.

REPORTS

1. Update on Parks, Recreation, & Active Adult Services

Timothy Hamilton, Director of Parks and Community Services, provided the Park Advisory Board members with the monthly services report for Parks, Recreation, and Active Adult Services for February 2025. Recreation highlights included 2,812 membership check-ins, an increase of 51 compared to February 2024, and 43 facility rentals, which represented a decrease of 2 compared to the same month last year. Active Adult Services hosted several events, including Saturday Nite Jamboree, Game Night, and a Valentine's Party. These events were supported by sponsors such as Suvida Healthcare, Legacy Bank, and Home Helpers. The Parks Division reported two citizen requests, down two from February 2024, and two incidents of graffiti or vandalism, which was a decrease of one from the previous year. There were no current staff openings in the Parks Department for the month.

2. Update on the 2025 WataugaFest event

Timothy Hamilton, Director of Parks and Community Services, provided the Park Advisory Board members with a copy of the advertisement that will be used for the 2025 WataugaFest flyer, as well as the WataugaFest layout. He projected an estimated 30 vendors will be at the event. There will be carnival rides, a variety of entertainment including a Battle of the Bands, and ample parking areas to accommodate all WataugaFest attendees.

3. Update on Celebrate Our Parks events

Timothy Hamilton, Parks and Community Services Director, provided survey updates to the Park Advisory Board members from the Parks Community Meet and Greet events. He reported receiving positive feedback from community members, indicating that they are pleased with their neighborhood parks. Director Hamilton specifically mentioned that community members at Virgil Anthony Park were very pleased with their newly remodeled playground.

CONSENT AGENDA

1. Consider approval of the March 4, 2025 Park Board minutes

Chairperson Dunn entertained a motion. Kim Irving, Place 3 made a motion to approve the March 4, 2025, minutes as presented. Brandi Dufoe, Place 1 second the motion.

Chairperson Andra Dunn called for a vote.
Motion passes. 4-0-0-0

Ayes. 4 (Dunn, Irving, Downey, Dufoe)
Nays. 0
Abstain 0
Absent 1 (Chavious)

The motion passes. 4-0-0-1

ACTION ITEMS

1. Discuss and consider possible changes to the Spooktacular Yard & Holiday of Lights Decorating Contests categories.

Timothy Hamilton, Parks and Community Services Director, presented a copy of the decorating categories, with the block decorating category added, for the consideration of Park Advisory Board members.

Chairperson Dunn entertained a motion. Kim Irving, Place 3, made a motion to approve the category decorating changes as presented, and Layla Downey, Place 4, seconded the motion.

With there being no discussion, Chairperson Andra Dunn called for a vote.

Ayes. 4 (Dufoe, Dunn, Irving, Downey)

Nayes 0
Abstain 0
Absent 1 (Chavious)

The motion passes. 4-0-0-1

2. Discuss and consider Keep Watauga Beautiful possible future events and methods for recruitment of participants

Timothy Hamilton, Director of Parks and Recreation, informed the Park Advisory Board members of previous methods for recruiting participants and the material handouts used to assist with this event. Chairperson Dunn and Park Advisory Board member Dufoe suggested recruiting participants from city community events by setting up stations with QR codes, sign-in sheets, and informational flyers. Chairperson Dunn mentioned the possibility of establishing Park Ambassadors to serve as liaisons for their neighborhood parks.

The item was discussed; no motion was made or seconded, and no vote was taken.

ITEMS FOR FUTURE AGENDA

Chairperson Dunn requested that two items be included on a future agenda:

1. Discussion of restocking fish in the pond at Capp Smith Park.
Chairperson Dunn entertained a second. Brandi Dufoe, Place 1, seconded the discussion of restocking fish in the pond at Capp Smith Park.
2. Discussion on improving the wildflowers at Capp Smith Park.
Chairperson Dunn entertained a second. Brandi Dufoe, Place 1, seconded the discussion on improving the wildflowers at Capp Smith Park as a future agenda item.

ADJOURNMENT

Chairperson Andra Dunn adjourned the meeting at 6:53 pm.

APPROVED: this 6 day of May, 2025
SIGNED: this 6 day of May, 2025

APPROVED:

/s/ A. Dunn
Andra Dunn, Chairperson

ATTEST:

/s/ Kim Irving
Kim Irving, Secretary