



**MINUTES  
WATAUGA PARKS ADVISORY BOARD  
REGULAR MEETING  
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD  
TUESDAY, DECEMBER 2, 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
Vacant	Place 1
Layla Downey	Place 4
Darlene Chavious	Place 5

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, and recreational staff member Ngoc Hillman recognized Mr. Kwan Won as an outstanding volunteer for the Active Adult Senior Center. Mr. Won has been a very active member of the food distribution program, and

he is also the incoming Vice President for the Active Adult Center. In recognition of his service and dedication, he was presented with a Volunteer Service Award.

## **2. Upcoming Parks & Community Services special events**

Timothy Hamilton, Director of Parks and Community Services, presented a copy of the December 2025 calendar of community events to Park Advisory Board members. The calendar showed that the first event of the month would be on December 6, 2025—Hometown Christmas—and the last scheduled event of the month would be on December 13, 2025, Breakfast with Santa. In addition to the December calendar, a copy of Upcoming Special Events for the next year was presented to the Park Advisory Board. This calendar showed that the next scheduled event would be on February 7, 2026—Valentine's Dance—Family Dance—Daddy/Daughter Dance, and the final upcoming event would be on November 7, 2026—Keep Watauga Beautiful Arbor Day.

## **3. August 2025 Yard of the Year and Spooktacular Yard Decorating Contest**

Timothy Hamilton, Director of Parks and Community Services, acknowledged Gregory and Mary McMinville, 6621 Memory Lane, as the 2025 Yard of the Year winners. The 2025 Spooktacular Award winners—Animation Award winner was Andrew Lee, 6056 Judy Drive; the Spookiest Award winner was Kristy Black, 6128 Skylark Lane; and the Judges' Favorite Award winner was Chad Gilliam, 6805 Bluff View 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**

Brian Teneyck, Assistant Director of Parks and Community Services, provided the Park Advisory Board members with the monthly service reports for Parks, Recreation, and Active Adult Services for the months of August, September, and October 2025. Recreation and rentals highlights included membership check-ins and rentals, which increased for both months compared to the previous year, with a slight decrease in October compared to the previous year. Active Adult Services hosted several events, including Thursday Night Jamboree, Game Night, and Community Dance. These monthly events were supported by sponsors such as Legacy Bank, Thrivent Financial Advisors, RL Insurance, ComForCare, Keller Oaks Healthcare, Jersey Mike's, Encompass Home Health, Trusted Brokerage, Hallmark Homecare, Concho Heart Hospice, and Nicole Anderson.

The Parks Division reported totals for the months of August, September, and October: there were twenty-four citizen requests and twenty-seven incidents of graffiti or vandalism. There was one staff opening in August. There were two upcoming park projects mentioned: the Capp Smith Food Truck Plan, which will be presented to the EDC on December 16, and

Yampa Trail Park, which is underway with vendors considering playground equipment and park designs.

## CONSENT AGENDA

1. Consider approval of the September 2, 2025, the Park Advisory Board Minutes

Chairperson Dunn entertained a motion. Layla Downey, Place 4, made a motion to approve the July 1, 2025, minutes as presented, and Darlene Chavious, Place 5, seconded the motion.

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

Ayes. 4 Dunn, Irving, Downey, Chavious

Nays 0

Abstain 0

Absent 0

The motion passes. 4-0-0

## ACTION ITEMS

1. **Discuss and consider issues related to the use of motorized and/ electric scooters, bikes, hoverboards, etc., on park trails and skate parks.**

Timothy Hamilton, Parks and Community Services Director, presented the Park Advisory Board members with copies of the city ordinances that apply to the issues under discussion. The city's ordinances state items such as what is considered to be a motorized vehicle, the appropriate speed for the vehicle, where vehicles can be used, acceptable park hours for operating the vehicle, appropriate age requirements, safety guidelines, and penalties for violations. Director Hamilton stated some provisions that other neighboring cities have adopted concerning the use of motorized and/or electric scooters, bikes, hoverboards, etc., for the Park Advisory Board members to consider.

No action was taken.

2. **Discuss and adopt a new meeting schedule effective January 2026.**

Timothy Hamilton, Parks and Community Services Director, presented a new meeting schedule that appears to be less in conflict with holidays and other events and to be a more sustainable pattern. Starting this month (December) and every other month thereafter, meetings will be held on February 3, 2026; April 7, 2026; June 2, 2026; August 4, 2026; and October 6, 2026. Director Hamilton presented the new meeting schedule to Park Advisory Board members for approval.

Kim Irving, Place 3 made a motion to approve the new meeting schedule as presented and Layla Downey, Place 4 second the motion.

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

Ayes. 4 Dunn, Irving, Downey, Chavious  
Nays 0  
Abstain 0  
Absent 0  
The motion passes. 4-0-0

**ITEMS FOR FUTURE AGENDA**

There were no items for future agenda.

**ADJOURNMENT**

Chairperson Andra Dunn adjourned the meeting at 6:46 pm.

APPROVED: this 3 day of Feb, 2026  
SIGNED: this 3 day of Feb., 2026

APPROVED:

/s/ A. Dunn

Andra Dunn, Chairperson

ATTEST:

/s/ Kim Irving

Kim Irving, Secretary