



**OAK RIDGE PARKS & RECREATION COMMISSION MEETING
OCTOBER 15, 2015 – 7 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Bill Edwards, Chair
Barry Knight
Phyllis Anders
Phyllis Clodfelter
Jasmine O'Connell, Alternate (Sitting)

Staff Present

Terry Lannon, Parks & Recreation Director
Sandra Smith, Town Clerk

Members Absent

Tracy Street, Vice Chair
Micah Spencer, Alternate

1. CALL TO ORDER

Bill Edwards called the meeting to order at 7:00 p.m.

2. APPROVE AGENDA

Phyllis Anders made a **motion** to approve the meeting agenda. **Phyllis Clodfelter** seconded the motion, and it was passed unanimously (5-0).

3. APPROVAL OF MEETING MINUTES

Barry Knight made a **motion** to approve the September 17, 2015, meeting minutes. **Phyllis Anders** seconded the motion, and it was passed unanimously (5-0).

4. P&RC ADMINISTRATION

Consideration of Tom Smith as alternate to P&RC. Smith introduced himself and told why he was interested in serving on the Commission.

Bill Edwards made a **motion** to recommend that Tom Smith be appointed as a P&RC alternate. **Barry Knight** seconded the motion, and it was passed unanimously (5-0).

5. STAFF REPORT

Parks & Recreation Director Terry Lannon presented:

- **Financial report.** The report is hereby incorporated by reference and made a part of the minutes.
- **Phase II construction.** Some time on the completion schedule has been lost due to rain and wet soil. The restroom is nearly complete and power was to be installed in the following week or so. The cost to paint the light fixtures on the amphitheater was \$700,

and the floodlights will be moved to hang from the front truss. The ground is still very wet and will need to dry before final grading can be completed. Asphalt, seeding and sod work will then be done as well.

Edwards asked Lannon to call around to see if he could get a better price on painting the light fixtures; Lannon said the vendor whose price he quoted was suggested by the contractor and using someone else might slow the entire project down. Edwards said he thought it was worth a call and if the prices obtained were not significantly less, to tell R.P. Murray to proceed with their subcontractor.

- **Progress report – Damage repairs and park maintenance items.** The doors on the My Little Library were damaged again, but Lannon said he thought the damage might have been a result of the wind rather than vandalism. Regarding maintenance items, Lannon said park staff had been busy putting out fall pre-emergent and fungicide, removing sediment from the pond overflows, installing riprap, etc. Regarding items on the maintenance list, he said security lighting has been repaired, flagpole lights fixed, the pump house roof has been reshingled, rusted Dogipots have been replaced, and trees that need to be removed identified. A downed tree had been removed, aeration/fall seeding/fertilizer has been completed, the area around Town Hall was pressure washed, a handicap swing repaired, and tires from RidgeFest removed. Lannon said sod along the Cryptomeria wall would be completed soon, and Union Cemetery would be weed-eated.
- **Cascades.** Nothing new to report; waiting to hear from Guilford County.
- **Other.**
 - **Signs.** Lannon presented wording for the campground and pond and asked for input. Edwards said the wording for the campground sign had already been approved and he would email that to Lannon. Three signs would be ordered and installed around the pond.
 - **Fall park usage.** Fall sports are slowing down, shelter rentals are dwindling, and weekend tournaments continue to do well.
 - **Arts and Crafts Show.** Lannon reminded Commission members of the Arts and Crafts Show to be held in the Redmon Field on Nov. 14.

6. NEW BUSINESS

A. Oak Ridge Garden Club trailhead beautification project. Dorothy Clement, president, and Cheryl Mitchell, vice president, of Oak Ridge Garden Club presented a proposal to beautify the areas around the trailheads leading into the woods. The group will trim trees and rid the area of weeds and poison ivy, then install mulch and drought tolerant and native plants that will require little maintenance.

Commission members agreed to by consensus to approve the proposed project.

B. 2016 Oak Ridge Youth Association Usage Agreement. Lannon said he had met with Kevin McCallister, president of ORYA, about the annual agreement. McCallister had requested four changes for the upcoming year, but only one of them concerned anything major. The current contract says ORYA cannot sublet park facilities, but they would like to sublet operation of the concession stand to an outside vendor in an effort to increase revenue. Lannon said that could be done with the caveat that ORYA still has liability and responsibility. The Town Attorney had been consulted, and gave his OK.

Discussion ensued, primarily regarding whether ORYA was getting preferential treatment over what the general public receives and whether the Youth Association, or any

other group renting facilities, should be responsible for enforcing park rules such as allowing vehicles inside the park and smoking and how that could best be achieved.

Bill Edwards made a **motion** to accept the changes to the ORYA Usage Agreement for 2016 as proposed by ORYA. **Jasmine O'Connell** seconded the motion, and it was passed unanimously (5-0).

7. OLD BUSINESS

A. Music in the Park #5 featuring the Tyler Millard Band. Anders reported things looked good for the event and the same arrangements for other Music in the Park events would be used. Sam Anders had agreed to prepare and serve popcorn.

Edwards asked if the gas generator could be used for lights since it would be very dark when the event ended; Lannon said the generator was not running now but it could be used if park staff can get it fixed.

B. Proposed new ball field. Lannon had introduced the idea to the Commission at a previous meeting and had asked for its recommendation to Town Council.

Edwards said the cost for the additional baseball/softball field would be around \$415,000 and with a 10 percent contingency, that cost would increase to about \$450,000. He said he did not think this was the right time to consider constructing another field primarily because of the cost, adding that he did not think the Town could absorb that. He said the fact that in the earlier Needs Assessment Survey results, only 20.8 percent of Oak Ridge residents had children involved in ORYA would make it a hard sell. Edwards added that he thought there were a lot of unfinished maintenance items in the park now and he thought those issues need to be addressed first. He said it would take about 25 years to pay off the new field based on projected revenue, and he could not justify the cost and would not vote in favor.

Anders and Clodfelter said they thought the cost of an additional athletic field would put the town in too much debt, and O'Connell said she had not been at the last couple of meetings and did not feel qualified to vote. Knight said he had initially been an advocate but he now felt the new field would be an eyesore in the location proposed and he did not think the Town could justify the expense as far as recouping the money. Edwards said he had also consulted with Tracy Street, and she said she was not in favor.

Lannon addressed the issue of recouping the money, saying the Town had initially spent \$3 million dollars on the park and asked what timeframe there was for recouping that money. Lannon said the additional field was not a new opportunity so it would not be eligible for funding from the state Parks and Recreation Trust Fund (PARTF), but added that he did not think the additional field would put the Town in a financial bind and that it would bring in revenue.

The Commission's consensus was not to move forward with a third baseball/softball field.

C. Memorial tree requests. The location for three memorial trees was discussed again. Edwards said he had not yet decided on a location.

8. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS

- **Cascades Open House:** Canceled
- **Next scheduled P&RC meeting:** November 19, 2015
- **Recycle/E-cycle event:** December 5, 2015, 8 a.m.-2 p.m.
- **Luminary event:** December 12, 2015, 6-8 p.m.

9. PUBLIC COMMENTS

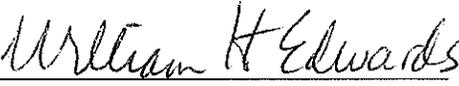
- Sandra Smith said that some Town Council candidates are using the previous complaint that ORYA teams do not get to use the park as much as they want to as part of their election platform. She said she understood this was no longer an issue and that it had been worked out, and suggested Commission members might want to address the issue because it seemed to be misinformation.
- Barry Knight reminded the Commission that it had purchased BBQ from the Oak Ridge Fire Department and that it needs to be retrieved from the freezer at the fire station.

10. ADJOURNMENT

Barry Knight made a **motion** to adjourn the meeting at 9:23 p.m. **Phyllis Clodfelter** seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:


Sandra B. Smith, CMC, Town Clerk


William H. Edwards, Chairman