



**OAK RIDGE PARKS & RECREATION COMMISSION MEETING
JUNE 20, 2013 – 7 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Bill Edwards, Chair
Tracy Street, Vice Chair
Barry Knight
Tony Cooler
Liz Tice

Staff Present

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

Walkability Sub-Committee Absent

Ellen Langlois, Chair

Members Absent

Paul Beitz, Alternate

1. CALL TO ORDER

Bill Edwards called the Parks & Recreation Commission meeting to order at 7:01 p.m.

2. APPROVE JUNE 20, 2013, AGENDA

Bill Edwards made a **motion** to approve the agenda of the June 20, 2013, meeting. **Tracy Street** seconded the motion, and it was passed unanimously (5-0).

3. APPROVE MINUTES OF MARCH 21, 2013

Bill Edwards made a **motion** to approve the minutes of the March 21, 2013, meeting. **Barry Knight** seconded the motion, and it was passed unanimously (5-0).

4. APPROVE MINUTES OF APRIL 18, 2013

Bill Edwards made a **motion** to approve the minutes of the April 18, 2013, meeting. **Tony Cooler** made a friendly amendment to approve the minutes of the April 18, 2013, meeting after a date correction. **Tracy Street** seconded the motion, and it was passed unanimously (5-0).

5. STAFF REPORT

Parks & Recreation Director Terry Lannon presented the staff report:

- **Finances and budget.** Lannon presented the budget report. He said by the end of the fiscal year on June 30, Parks & Recreation should come in above budget for income and at or under budget for expenses.
- **Storm damage.** Three trees were damaged in a recent storm, and staff has tried to splint one of the trees in an effort to save it. No other damage at the park occurred.

- **Bridge to Oak Ridge Commons.** No update.
- **Dog park.** New quotes will be obtained soon on trees, benches, fencing, water, etc. The first step will be to put in the trees between the dog park area and the houses of neighbors. About 11 trees will be needed.
- **Redmon Field sinkhole.** Washouts have occurred in the Redmon Field, and the problem was identified as a crack in the catch basin, which has now been resealed; various long-term solutions were discussed.
- **Concession area drainage issue.** Drainage from the concession area onto Fields 3 and 4 was also discussed, with problems particularly noted on Field 3. Discussion included whether to ask the contractor to repair the area or tear it out and start over.

Bill Edwards made a **motion** to ask the contractor to fix the problem as originally designed, without a barrier replacement. **Barry Knight** seconded the motion, and it was passed unanimously (5-0).

- **Other.**
 - Lannon said he was contacted by the Northwest High School Football Boosters, who held their annual kickoff dinner in the past last year. They have requested to do the same this year on August 4 at Shelter 1 from 3 to 7 p.m.

Barry Knight made a **motion** to waive the fee for the group. **Tracy Street** seconded the motion, and it was passed unanimously.

- Lannon mentioned a recent situation at the park where a CrossFit trainer had a four-wheeler on park property and was handing out water to CrossFit participants, who were running in the park. The Sheriff's Department was called because unauthorized motorized vehicles are not allowed in the park; a detective responded and asked the trainer to leave, which he did. Lannon said that the Town has another regulation saying for-profit contractors cannot use the park for business purposes without obtaining permission. Lannon said fee schedules had been developed for use of shelters and athletic fields, and he had begun contacting other parks associations regarding how they regulate use of green space and trails. The P&RC will probably need to develop some kind of fee schedule for that type of use and have it approved by Council, Lannon said; he will obtain more information for future discussion.

6. NEW BUSINESS

- **ORYA sign approval request.**

Barry Knight made a **motion** to approve the Community Bible Church sign request. **Liz Tice** seconded the motion, and it was passed unanimously (5-0).

- **Donation of Knock Out roses.** Edwards reported a local Girl Scout troop had made the donation. Currently the plants are in his backyard, where he can keep them watered during the summer until they are ready to be planted in the park. Commission members agreed by consensus.
- **Bicycle safety event proposal.** After discussion, Commission members agreed by consensus for Edwards to follow up on holding the event in the park.

7. **OLD BUSINESS**

- **RidgeFest 2013.** Commission members discussed the event and what could improve it for the future. One major concern discussed was a way for vehicles to exit the parking lot after the fireworks.
- **Mountain Bike Trails.** The Commission discussed the rules, costs and placement of signage, and the possibility of a kiosk with trail maps.

Barry Knight made a **motion** to approve the rules with the addition of including that the trails are open from dawn to dusk. **Tony Cooler** seconded the motion, and it was approved unanimously (5-0).

- **Farmers Market.** Edwards reminded the Commission about the ongoing event on Saturday mornings, and encouraged them to spread the word and support the local farmers.

8. **YOUTH ADVISOR REPORT**

None

9. **OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS**

- **Cascades update.** Edwards said he and Tracy and Neil Street had walked the Cascades trail recently. In response to a question regarding stream crossings, Edwards said it will be up to the County, who owns the property that will be overseen by the Town. Discussion was held on clearing the trails on the property; Knight suggested seeing if prison farm labor might be available. Edwards said he would check into the possibility.
- **Letter to Lowe's Foods.** Edwards said he had sent a thank-you letter to Lowe's Foods for their support of events at the park. Lannon said he had also sent an email to Lowes' Foods' corporate office, thanking them for the local store's support of Canine Capers.
- **Next P&RC meeting.** The next meeting is scheduled for Thursday, July 18, 2013.
- **Other.** Edwards recognized Paul Greiwe, who was in attendance at the meeting.

10. **PUBLIC COMMENTS**

None

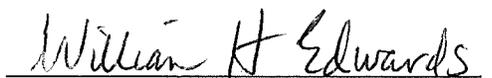
11. **ADJOURMENT**

Liz Tice made a **motion** to adjourn the meeting at 8:42 p.m. **Tracy Street** seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:



Sandra B. Smith, Town Clerk



William Edwards, Chairman