



OAK RIDGE TOWN COUNCIL SPECIAL MEETING  
JANUARY 27, 2014 - 11:00 A.M.  
OAK RIDGE TOWN HALL

MINUTES

Members Present

Spencer Sullivan, Mayor Pro Tem  
George McClellan  
Mike Stone

Staff Present

Sandra Smith, Town Clerk  
Bruce Oakley, Town Manager  
J. Michael Thomas, Town Attorney  
Terry Lannon, Parks & Recreation Director

Members Absent

Ray Combs, Mayor  
Jim Kinneman

1. CALL TO ORDER

Mayor Pro Tem Spencer Sullivan called the meeting to order at 11:00 a.m.

2. APPROVE AGENDA

**Councilman Mike Stone** made a **motion** to approve the meeting agenda. **Councilman George McClellan** seconded the motion, and it was passed unanimously (3-0).

3. ADOPTION OF TOWN PARK MASTER PLAN

Mayor Pro Tem Sullivan stated that this agenda item and the adoption of a Capital Improvement Plan had to do with the Town's PARTF grant application.

Parks & Recreation Director Terry Lannon said the adoption of these two items was important in order for the Town to get the maximum number of points possible in its grant submittal. The Master Plan, which was prepared by Stewart Inc., had not been completed until after the Council's regular meeting on January 9. The plan, which is hereby incorporated by reference and made part of the minutes, includes background, historical information, park location, and elements included in the current phase II plan and proposed future phase development.

Councilman McClellan asked if the Town was committing itself to building tennis courts, which are included under proposed future phase elements. Lannon said the color site plan shows what elements will be applied for in this grant cycle and that other elements, such as tennis courts, are shown as future development. He said the PARTF committee likes to see that applicants are considering future long-term development. He added that the adoption of the Master Plan would not require the Town to build the future elements shown or commit it to spending a particular amount of money outside of this grant request.

**Councilman McClellan** made a **motion** to adopt the Town Park Master Plan. **Councilman Stone** seconded the motion, and it was passed unanimously (3-0).

4. **ADOPTION OF CAPITAL IMPROVEMENT PLAN**

Lannon stated that another item required for the grant application is a 5-year Capital Improvement Plan, which is hereby incorporated by reference and made part of the minutes. The Town's current CIP is not a true long-term plan, Lannon said. The CIP provides a "road map" for both capital equipment purchases and capital projects. It shows fiscal years 2013-2017, with money from the current grant cycle being received in 2015. Money for phase IIb, which includes tennis courts, tennis shelter/storage, spray park, spray park shelter, and beach volleyball courts, is shown in fiscal year 2016. Lannon said the document is simply a planning document and that it also does not commit the Town Council to spending the money.

Councilman McClellan asked about a discrepancy in the cost estimates for elements in phase II as shown in the Master Plan and on the CIP. Lannon explained that the CIP includes only the cost of those elements and does not include planning and incidental costs for construction management, site planning, etc.

**Councilman Stone** made a **motion** to adopt the 5-year Capital Improvement Plan as presented. **Councilman McClellan** seconded the motion, and it was passed unanimously (3-0).

5. **CITIZEN COMMENTS**

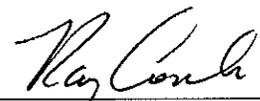
None

6. **ADJOURNMENT**

**Councilman McClellan** made a **motion** to adjourn the meeting at 11:15 a.m. **Councilman Stone** seconded the motion, and it was passed unanimously (3-0).

Respectfully Submitted:

  
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Sandra B. Smith, Town Clerk

  
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Ray Combs, Mayor