



**OAK RIDGE PARKS & RECREATION COMMISSION MEETING
OCTOBER 20, 2016 - 7 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Phillip Hanks, Chair
Barry Knight
Phyllis Anders
Phyllis Clodfelter Barry Knight
Josh Schneider, Youth Representative

Staff Present

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

Members Absent

Tracy Street, Vice Chair
Michelle Davidson, Alternate

1. CALL TO ORDER

Phillip Hanks 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 (4-0).

3. APPROVAL OF MEETING MINUTES

The Board agreed by consensus to table approval of the minutes of the September 15, 2016, meeting.

4. STAFF REPORT

Parks & Recreation Director Terry Lannon presented:

- **Finance report.** Expenses and revenues are trending where they should for this time of the year.
- **Top Gun report.** Top Gun, who rents baseball/softball fields for its tournaments, released its annual financial impact report from the N.C. Department of Tourism, and reported having an economic impact of \$298,000 on Oak Ridge. That number may be somewhat skewed because it also includes lodging.
- **Trees along Linville Road.** Lannon said he has requested costs for both transplanting and replacing the trees in the park along Linville Road that are planted under power lines. A meeting with Duke Energy has also been requested regarding burying the lines. The Town will apply for a grant if it looks favorable.
- **RidgeFest Reload.** A report of the expenses from the event was handed out. The Town spent nearly as much for the event as it does for RidgeFest in May. Lannon said Randy

- Floss, who helps with the event, said he felt confident the Town could get most of those expenses reimbursed in May through sponsorships.
- **Programs and facility rentals.** Tournaments have had a high success rate for this year, and Lannon said he had been approached recently by USSSA about field rental next year. Shelter reservations, Oak Ridge Youth Association sports and other events are winding down for the year. User fees are due November 30. The trial to allow 6U and 8U soccer teams to practice on park fields was successful, and ORYA had done a good job monitoring it.
 - **2017 events.** In order to begin scheduling tournaments for 2017, Lannon asked for dates for Parks & Recreation Commission events. The Commission scheduled the following events/dates:
 - Canine Capers: Tentatively scheduled for April 15
 - Music in the Park: Second Saturday of the month – April 8, May 13, June 10, July 8, August 12, September 9
 - RidgeFest: Weekend after Memorial Day
 - Heritage Day: September 30
 - Haunted Trail: October 27-28
 - Luminary event: December 2
 - Ecycle: December 9
 - **Phase II construction.** Survey work has been completed and we are waiting for drawings from the engineering firm. The Poured-in-Place playground surface is quite expensive (about \$81,000), so the playground will likely have a surface of engineered wood fiber (EWF). The paving contractor, who will patch and resurface the parking lots at the park and Town Hall as well as build the new parking lot, has visited the site. Due to the prices of crude oil, which steer liquid asphalt prices, the parking lot should come in under budget.

5. NEW BUSINESS

A. Commission appointment.

Barry Knight made a **motion** to recommend the appointment of Brady Young as a Parks & Recreation Commission alternate. **Phyllis Clodfelter** seconded the motion, and it was passed unanimously (4-0).

B. Discussion of Kona Ice and exclusive park vendors.

Commission members discussed the use of exclusive vendors. There is currently an arrangement with Kona Ice, who donates 20 percent of its sales – which was about \$1,000 this year – to the park, but another vendor who sells a similar product has expressed interest. Lannon said perhaps a Memorandum of Understanding should be created, and the Commission agreed by consensus. The other vendor could also be invited to make a presentation to the Commission.

C. Discussion of potential 5-year capital projects and purchases.

The Commission discussed several ideas for capital expenditures over the next 5 years. Lannon asked members to email their ideas to him.

D. Discussion of ideas for Music in the Park.

Hanks said Randy Floss had come up with an idea to put on themed events on different nights including country, beach, oldies, blues, rock 'n roll, and jazz and arts (which could include local high school students) and could also include themed food. Business sponsors could be sought to pay for the events to offset advertising and other costs.

The Commission agreed by consensus to try to purchase 60 pounds of firemen's barbeque to serve and to have two bands perform in May and September. A Sunday afternoon gospel event might also be added.

6. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS

- A. **Heritage Day recap:** October 15, 2016
- B. **Light up the Night luminary event:** December 3, 2016
- C. **Recycle/ecycle event:** December 10, 2016
- D. **Next meeting:** November 17, 2016

7. CITIZEN COMMENTS

None

8. ADJOURMENT

Barry Knight made a **motion** to adjourn the meeting at 8:58 p.m. **Phyllis Anders** seconded the motion, and it was passed unanimously (4-0).

Respectfully submitted:



Sandra B. Smith, NCCMC, CMC, Town Clerk



Phillip/Hanks, Chair