



**OAK RIDGE PARKS & RECREATION COMMISSION MEETING  
APRIL 19, 2018 – 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

Tracy Street, Chair  
Phyllis Anders, Vice Chair  
Barry Knight  
John Garrett, Alternate (Sitting)

**Staff Present**

Terry Lannon, Parks & Recreation Director  
Ashley Royal, Deputy Clerk

**Members Absent**

Michelle Davidson  
Brady Young  
Mike Cronan, Alternate

**1. CALL TO ORDER**

**Tracy Street** called the meeting to order at 7:00 p.m.

**2. APPROVE AGENDA**

**Phyllis Anders** made a **motion** to approve the amended meeting agenda after adding Old Business so the purchase of a new concession trailer could be discussed, as well as switching the order of New Business and Staff Report. **Barry Knight** seconded the motion, and it was passed unanimously (4-0).

**3. APPROVAL OF MEETING MINUTES**

**Barry Knight** made a **motion** to approve the minutes of the March 15, 2018 meeting. **Phyllis Anders** seconded the motion, and it was passed unanimously (4-0).

**4. NEW BUSINESS**

- **Kids Care for Kids fundraiser (Lisa Rancer).** Ms. Rancer introduced herself and her daughter, Katie Rancer, to the Commission. They are both community organizers for a non-profit group, Kids Care for Kids. Their goal is to help foster children in our area. They would like to do a fundraiser on Saturday, September 22, 2018, from 5-8 p.m. at the park. A local band, Mixed Tape, has offered to play for free. They are also looking into having craft vendors, food trucks and a petting zoo. A raffle will also be offered. All proceeds will go toward purchasing overnight bags for foster children. They are expecting 100-150 people and will advertise on the radio, Facebook and in local papers. A conversation ensued about how much the food trucks would be charged in order to sell their food. The Commission

suggested that the food trucks either pay a \$50 flat fee or donate a percentage of their profits.

**Barry Knight** made a **motion** to approve the request and to waive the shelter and amphitheater fees. **Tracy Street** seconded the motion, and it was passed unanimously (4-0).

## 5. STAFF REPORT

Parks & Recreation Director Terry Lannon presented the staff report:

- **Finance report.**
- **Capital.** Lannon reported to the Commission that the new merry-go-round would be installed next week. Lannon also informed the Commission that the wave slide had an internal brace that was beginning to poke through. Lannon thinks that the intense sunlight is the reason for this problem. Duct tape has been applied to that part of the slide in order for it to be safe to use. Lannon will be in contact with PlayWorld in order to replace the slide, but does not think the replacement piece will arrive until the middle of June.
- **Shelter rentals.** Lannon reported that shelter rentals are “through the roof” right now. The park’s first wedding will be in the amphitheater in May.
- **Programs.** Oak Ridge Youth Association programs are going strong and the adult league is going well.
- **Oak Ridge Youth Association.** Lannon reported that Tom Collins will become the new ORYA President effective January 2019. A discussion ensued regarding whether or not the seat that Brady Young holds is designated for ORYA and whether the new President should take over Young’s seat. Street said that since Young was not in attendance at the meeting, she would speak with him about his plans.
- **Update on temporary concession stand operator.** Lannon stated that the temporary concession stand operator is working every weekend that he is needed and pays the Town \$25 per day. Until ORYA finds a permanent concession stand operator, this temporary situation is working. In October, the Commission would like to revisit the concession stand usage agreement that the Town currently has with ORYA.

## 6. OLD BUSINESS

- **Concession Trailer Update.** Anders reported to the Commission that she had contacted several Town Council members to see if they would approve releasing money now so that the new concession trailer could be ordered. Anders added that not having to wait until the new budget year, which begins on July 1, 2018, to receive the money would enable the Commission to have the new concession trailer in place faster. Many of the Council members who Anders spoke with encouraged the Commission to have a member attend the next Town Council meeting on Thursday, May 3, 2018, to make the request. The Commission agreed by consensus that Phyllis Anders should present the request. A conversation ensued regarding the placement of outlets in the new trailer and whether the trailer should be set up on a pad at the park. All members agreed by consensus that the trailer should be placed on a pad in order for the floor to be level enough to walk on safely. The Commission suggested that John Garrett contact the trailer salesperson to request additional outlets, get an updated quote and confirm the lead time needed in order to get the trailer delivered once the deposit is paid. Lannon reminded the Commission that asphalt work is planned for the summer at the park and that perhaps he could include the work on the trailer pad be done at the same time. Lannon suggested that following the conclusion of the meeting that Knight and Garrett go with him to the park to look for a good spot to set up

the trailer. The Commission decided that they would lock up the new concession trailer when it was not in use for safety reasons.

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

- **Music in the Park.** The next concert is May 12, 2018 and will feature Robert Tilley & the Hard Times Band. There will be no rain date due to Mother's Day on May 13, 2018.
- **Next regular meeting:** May 17, 2018
- **Canine Capers:** April 28, 2018; Rain date: April 29,2018

**8. CITIZEN COMMENTS**

None

**9. ADJOURMENT**

**Barry Knight** made a **motion** to adjourn the meeting at 7:51 p.m. **Phyllis Anders** seconded the motion, and it was passed unanimously (4-0).

Respectfully submitted:

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Ashley Royal  
Deputy Clerk

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Tracy Street  
Chair