



**OAK RIDGE PARKS & RECREATION COMMISSION MEETING
JUNE 15, 2017 - 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Phillip Hanks, Chair
Tracy Street, Vice Chair
Barry Knight
Phyllis Anders
Josh Schneider, Youth Representative

Staff Present

Terry Lannon, Parks & Recreation Director
Sandra Smith, Town Clerk
Bruce Oakley, Town Manager

Members Absent

Michelle Davidson, Alternate
Brady Young, Alternate

1. CALL TO ORDER

Phillip Hanks called the meeting to order at 6:59 p.m.

2. APPROVE AGENDA

Barry Knight made a **motion** to approve the meeting agenda. Tracy Street 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 May 18, 2017 meeting. Phyllis Anders seconded the motion, and it was passed unanimously (4-0).

4. STAFF REPORT

Parks & Recreation Director Terry Lannon presented the staff report:

- **Finance report.** As of the end of the fiscal year on June 30, Lannon anticipated being about 10 percent over budget in revenue, and about 3 percent under budget for expenses.
- **Phase II update.** The subgrading is being done for the tennis courts and parking lot, which should be completed in mid-August. The new playground equipment will be installed after that.
- **Field maintenance.** Resodding on the multipurpose fields was set to begin the following week; those fields will be closed until the beginning of August.
- **Cycle NC.** The event will come through Oak Ridge on October 2 and about 900 cyclists will be spending the night at the park. Entertainment, food trucks, etc. will be provided.

5. EAGLE SCOUT PROJECT PRESENTATION

Kyle Grube from Troop 139 at Oak Ridge United Methodist Church presented a project to create a 9-foot-by-10-foot fishing dock at the pond in the park. After the presentation, Commission members and Lannon asked questions to learn specifics about the project.

Barry Knight made a **motion** to approve Grube's Eagle Scout project. **Phyllis Anders** seconded the motion, and it was passed unanimously (4-0).

NEW BUSINESS

A. Manager/Council briefing.

Town Manager Bruce Oakley and Council members Jim Kinneman and Doug Nodine addressed the Commission, giving an overview of the Commission's advisory role to the Council regarding what it wants to be done at the park. They also discussed communication between the Commission, staff and Town Council, the park master plan, how Council makes decisions on what projects it will fund, and how items can be added to the Council's 5-year Capital Improvement Plan. The results of the last survey of Oak Ridge residents were also discussed, as well as the possibility of the need to do another citizen survey now to determine what additional items should be added at the park.

B. N.C. Fusion field usage.

Andy Haile and an associate from the N.C. Fusion soccer program made a presentation and asked permission for their 11-year-old team to practice weekly on the soccer fields.

The Commission discussed the issue, with members noting that only ORYA 6-U and 8-U teams are allowed to practice on the fields due to potential field damage, that ORYA pays to repair/resod damaged areas each year, and that Oak Ridge taxpayers would not be able rent the fields for practice but a group such as N.C. Fusion could.

Phillip Hanks made a **motion** to deny the request from N.C. Fusion. **Phyllis Anders** seconded the motion, and it was passed unanimously (4-0).

C. Bidding process on tree maintenance/pruning.

Hanks asked if tree maintenance/pruning contracts had to be approved by the Town Council, and Lannon said no. Hanks also asked if Lannon signed off on projects before final payment is made, and Lannon said yes. Hanks asked to be allowed to look at bid sheets and other documents before contracts are awarded to ensure all vendors are bidding on the same thing.

6. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS

A. Music in the Park

- June 24, 2017 featuring Grace Abounds Singers and Tom Roush
- July 8, 2017 featuring Cruise Control

B. Golf cart purchase

The purchase of a golf cart to be used at special events was discussed. Lannon said if the cart was versatile enough, staff could also use it to haul equipment. Anders said she would do some more checking to determine the price of making the golf cart convertible for hauling both people and equipment.

C. **Next meeting:** July 20, 2017

7. CITIZEN COMMENTS

Sandra Smith congratulated Josh Schneider on his recent graduation from high school.

8. ADJOURMENT

Tracy Street made a **motion** to adjourn the meeting at 9:00 p.m. **Phyllis Anders** seconded the motion, and it was passed unanimously (4-0).