



**OAK RIDGE PARKS & RECREATION COMMISSION MEETING
SEPTEMBER 21, 2017 – 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Tracy Street, Chair
Phyllis Anders, Vice Chair
Barry Knight
Michelle Davidson
Brady Young
Rosemarie Warosh, Youth Representative

Staff Present

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

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 meeting agenda. Barry Knight seconded the motion, and it was passed unanimously (5-0).

3. APPROVAL OF MEETING MINUTES

Approval of the minutes of the August 17, 2017 meeting was tabled until the next meeting.

4. STAFF REPORT

Parks & Recreation Director Terry Lannon presented the staff report:

- **Finance report.**
- **Phase II update.** Playground installation was set to be completed the following day. There are a few issues punch-list items that need to be completed.
- **Christmas tree replacement.** The tree installed last year is dying. It will be replaced with another species that is better suited for this climate and the specific location in the park.
- **Cycle NC.** Plans are continuing for the Cycle NC Mountains to Coast ride which will come through Oak Ridge on October 2-3.

5. NEW BUSINESS

- A. Discuss recommending Mike Cronan as Parks & Recreation Commission alternate.**

Barry Knight made a **motion** to recommend that Town Council appoint Mike Cronan as a Commission alternate. **Phyllis Anders** seconded the motion, and it was passed unanimously (5-0).

B. Use of park for football practices.

Kerry Idlebird of the Northwest Guilford Youth Football Association made a request that the organization be able to practice on the lighted fields at Oak Ridge Town Park, and discussion ensued.

Barry Knight made a **motion** to deny the request. **Brady Young** seconded the motion, and it was passed unanimously (5-0).

After additional discussion, Commission members agreed by consensus to allow the organization to use the areas outside baseball/softball Field 4 for run-throughs. On evenings when Field 4 is not lighted for practice by another group, the organization will pay for lighting.

C. Selection of design/engineering firm for Phase III.

The Commission discussed RFQs submitted by firms interested in the design/engineering of Phase III. Phase III will include a fitness trail, two sand volleyball courts, three tennis courts, a youth baseball/softball field, and a multipurpose practice field.

Barry Knight made a **motion** to recommend engagement with the firm of J.C. Waller & Associates for design/engineering for Phase III of Oak Ridge Town Park. **Brady Young** seconded the motion, and it was passed unanimously (5-0).

D. Haunted Trail event.

The event has been canceled for this year.

E. Concession trailer.

Commission members had previously voted to ask the Town Council to purchase a concession trailer. Phyllis Anders, who is working to obtain quotes, asked Commission members for additional specifications.

6. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS

A. Heritage Day: September 30 (10 a.m.-4 p.m.)

B. Next meeting: October 19, 2017

7. CITIZEN COMMENTS

None

8. ADJOURNMENT

Tracy Street made a **motion** to adjourn the meeting at 9:17 p.m. **Brady Young** seconded the motion, and it was passed unanimously (5-0).