



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING  
JANUARY 15, 2026 - 6:30 P.M.  
(Held in person & electronically via the Zoom platform)**

**MINUTES**

**Members Present**

Adrian Eckenrod, Co-Chair  
John Browning, Co-Chair  
Kyle Anders  
Phyllis Anders  
Barb Engel, Alternate (Not Sitting) via Zoom  
Mike Kimel  
Ty Lindsay  
Caroline Ruch, arrived at 6:32 p.m.  
Chelsea Young, Alternate (Not Sitting) via Zoom  
Reese Bell, Teen Advisor, arrived at 6:32 p.m.

**Staff Present**

Brock Dunigan, Parks Superintendent  
Ashley Royal, Deputy Town Clerk

**Members Absent**

John Garrett, Alternate

*Note: This meeting was conducted remotely under N. C. Gen. Stat. § 166A-19.24 by use of simultaneous communication using the Zoom online platform and in which Parks & Recreation Advisory Board members participated by simultaneous communication. Board members joined and participated in the entire meeting, unless otherwise noted.*

**1. CALL TO ORDER**

Co-Chair Adrian Eckenrod called the meeting to order at 6:31 p.m.

**2. APPROVAL OF AGENDA**

*John Browning made a motion to approve the agenda and Ty Lindsay seconded. The motion passed unanimously (6-0).*

**3. APPROVAL OF MEETING MINUTES**

*Kyle Anders made a motion to approve the minutes from November 20, 2025, regular meeting, and Co-Chair Adrian Eckenrod seconded. The motion was passed unanimously (7-0).*

**4. STAFF REPORT**

- Parks Superintendent Brock Dunigan presented the financial report which is hereby incorporated by reference and made a party of the minutes.
- Dunigan reported that he was accepting job applications for a part-time position through January 23, 2026, and will be posting a full-time position the first of February.
- Dunigan reported that spring sports would begin soon.
- Dunigan reported that ORYA fall usage used \$27,000 and were rebated \$21,000. Oak Ridge resident headcount was roughly 350 participants.

- Heritage Farm Park Update:
  - Dunigan reported that Council awarded the Phase II bid to Revington Reaves for \$134,000.
  - Drainage issues are being addressed by Bar Construction items that must be completed by May 31, 2026, and the multipurpose field work must be completed by July 15, 2026.
- Dunigan asked the Board to consider the future use of the concession trailer in that it was only used for two of the six Music in the Park events. A lengthy conversation ensued that resulted in the Board agreeing that the trailer would not be used for 2026 Music in the Park events but wanted to see if it could be used for other Park events. Several Board members inquired if outside groups could rent the concession trailer. Dunigan stated that the concession trailer could not go off park property unless a staff member accompanied it. The Board agreed to reconsider the concession trailer's usage again in January 2027. Eckenrod said that he wanted to know how much it cost the Town to insure it compared to how much it was being used. The Board asked staff to look at coming up with a policy for community organizations to possibly rent out the trailer to be used on park property.

## 5. NEW BUSINESS

### A. Election of Chair/Vice Chair

*Kyle Anders nominated John Browning and Adrian Eckenrod to continue as Co-Chairs. The vote passed unanimously (7-0).*

### B. Consideration/Approval of Northwest Guilford Woman's Club's Use of the Farmhouse Community Center (Barb Cronin)

Cronin thanked the Board for allowing the Woman's Club free usage of the Farmhouse Community Center for nine dates during 2025. She stated that due to the delayed opening of the Farmhouse they were only able to use the facility for two of the nine dates that were granted to them during the Farmhouse Community Center's soft opening period. She requested that the Board consider free usage of the Farmhouse for four dates in 2026. All of those dates are on Mondays, and the meeting times are 6:30 – 8:30 p.m. Deputy Clerk Ashley Royal reminded the Board that security deposits nor staff cost could not be waived.

A lengthy conversation ensued.

The Board agreed by consensus for Adrian Eckenrod to draft a policy that the Board could use when they consider a reduction in non-profit fees for the Park facility rentals that they could look at next month.

*Mike Kimel made a motion to waive the non-profit fees for the Northwest Woman's Club for the four dates requested in 2026, and Caroline Ruch seconded.*

*Adrian Eckenrod made a friendly amendment to the motion to add that the approval of the waived fees would be a continuation of the dates that the Woman's Club were not able to use in 2025. The friendly amendment was accepted.*

*The motion was passed unanimously (7-0).*

**C. Consideration/Approval of 2026 Special Events Committee Schedule of Events (Patti Dmuchowski)**

Dmuchowski presented the Special Event Committee's 2026 Schedule of Events which is hereby incorporated by reference and made a part of the minutes.

*Adrian Eckenrod made a motion to approve the Special Event Committee's 2026 Schedule of Events, and John Browning seconded. The motion was passed unanimously (7-0).*

**D. Consideration/Approval of 2026 Recommendation of Capital Improvement Project and Park Projects (Brock Dunigan)**

Dunigan presented the FY2026-27 CIP list for discussion which is hereby incorporated by reference and made a part of the minutes. Deputy Town Clerk Ashley Royal stated that the qualifying threshold for CIP projects was \$15,000 and that any project cost estimated below this threshold would be considered a park amenity eligible for FY2026-27 budget consideration.

A lengthy conversation ensued.

The Board recommended the following projects to be presented to Council for FY2026-2027 Capital Improvement Project consideration:

1. New roof and siding on HFP Maintenance Building
2. Farmhouse Community Center additional parking -18 spaces
3. Park entrance signs (new large sign on corner of Lisa Dr./Linville Dr., new Linville Rd. sign, new FCC sign, and update Lisa Dr. signs)
4. Sidewalk connecting ORTP/Lisa Drive to new sidewalk – if it meets threshold
5. Sports Courts
6. Shade structure (ORTP playground)
7. Small baseball/softball field (ORTP)
8. Paved lot outside of ORTP maintenance building

*Co-Chair Adrian Eckenrod made a motion to approve the list of Oak Ridge Parks' Capital Improvement Projects to be presented as recommendations to Council and Ty Lindsay seconded. The motion passed unanimously (7-0).*

**6. OLD BUSINESS**

**A. Update on Farmhouse Community Center Construction Project**

Royal reported that for the month of January, the Farmhouse had five reservations that included four residents and one non-resident totaling \$620.00.

**B. Update on Park Entrance Master Plan**

Dunigan reported that Duke Energy had started installing light poles.

**C. Update on 2025 Music in the Park Series**

Royal reported that four of the six bands had been booked and that she was beginning to look for sponsors. She told the Board that she was having trouble booking a band for the October date. Royal said that the October date usually had the lowest attendance due to the cooler weather and it getting darker sooner. Board members suggested considering making the October date into an Oktoberfest event.

**D. Update on 2026 Music on the Lawn at Farmhouse Community Center (Phyllis Anders)**

Anders reported that the Open House/Music on the Lawn is scheduled for May 31, 2026, from 2-4 p.m., featuring The Grassifieds. The second Music on the Lawn is scheduled for June 28, 2026, from 2 -4 p.m. featuring Straight Shots.

**7. OTHER DISCUSSIONS/ANNOUNCEMENTS/REMINDERS**

Next regular meeting February 19, 2026

**8. PUBLIC COMMENTS**

Ann Schneider said that she appreciated the comments during meeting and liked the idea of the Board putting more thought into evaluating reduced non-profit requests for park rentals. Schneider thanked the Board for their recommendation of hiring Revington Reaves to do the design work for Heritage Farm Park Phase II. Schneider told the Board that the Town Council agenda for their February meeting was full, which included two public hearings.

**9. ADJOURNMENT**

*Ty Lindsay made a motion to adjourn the meeting at 8:35 p.m., and Kyle Anders seconded. The motion passed unanimously (7-0).*

Respectfully submitted:

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Ashley Royal, CMC  
Deputy Town Clerk

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Adrian Eckenrod  
Co-Chair