



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING  
FEBRUARY 19, 2026 - 6:30 P.M.  
(Held in person & electronically via the Zoom platform)**

**MINUTES**

**Members Present**

John Browning, Co-Chair  
Kyle Anders  
Phyllis Anders  
Barb Engel, Alternate (Sitting)  
John Garrett, Alternate (Not Sitting) via Zoom  
Mike Kimel  
Ty Lindsay  
Caroline Ruch  
Chelsea Young, Alternate (Not Sitting)

**Staff Present**

Brock Dunigan, Parks Superintendent  
Ashley Royal, Deputy Town Clerk

**Members Absent**

Adrian Eckenrod, Co-Chair

Reese Bell, Teen Advisor

*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 John Browning called the meeting to order at 6:30 p.m.

**2. APPROVAL OF AGENDA**

*John Browning made a motion to amend the agenda by removing To the Moon and Back from the frozen treat vendor presentation schedule and Kyle Anders seconded. The motion passed unanimously (7-0).*

**3. APPROVAL OF MEETING MINUTES**

*Barbara Engel made a motion to approve the minutes from January 15, 2025, regular meeting, and Phyllis Anders 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 part of the minutes.
- Dunigan reported that an offer was out for a part-time Groundskeeper position, and applications were being accepted through next week for the full-time Groundskeeper II position.
- Dunigan reported that spring sports' schedules had been submitted.

- Dunigan reported that playgrounds at Oak Ridge Town Park and at Heritage Farm Park would be re-mulched soon.
- He said that contractors had been selected to work on the drainage issues at Heritage Farm Park.
- Dunigan provided an update on the Capital Improvement Plan approval by Council as it relates to Parks & Recreation recommended projects:
  - Heritage Farm Park maintenance building new roof
  - Oak Ridge Parks entrance sign at the corner of Lisa Drive and Linville Road - \$30,0000
  - Gravel parking lot on Lisa Drive for the Farmhouse Community Center - \$20,000

## 5. NEW BUSINESS

### A. **Consideration/Approval of Northwest Guilford Kiwanis Club Lending Library at Heritage Farm Park (Annette Joyce)**

Joyce asked the Board to consider allowing the Northwest Guilford Kiwanis Club to install a lending library at Heritage Farm Park. She shared photos of what the lending library would look like, which is red with a black roof. She said that it would hold up to 60 books and that donations would be accepted. Dunigan suggested that it be installed near the shelter and the playground. Joyce confirmed that members of the Kiwanis Club would be in charge of the installation of the lending library.

*John Browning made a motion to approve the Northwest Guilford Kiwanis Club's Lending Library to be placed at Heritage Farm Park near the shelter and playground, and Mike Kimel seconded. The motion was passed unanimously (7-0).*

### B. **Consideration/Approval of Oak Ridge Parks' Frozen Treat Vendor**

The Board heard presentations by Pelican's SnoBalls of Greensboro and Kona Ice Greensboro which are hereby incorporated by reference and made a part of the minutes.

Ty Lindsey left the meeting at 7:22 p.m., and alternate Chelsea Young was seated in his place.

A lengthy discussion ensued regarding the selection criteria when considering the two vendors and their presentations.

*Chelsea Young made a motion to select Kona Ice Greensboro to the Oak Ridge Parks' frozen treat vendor for 2026-2027, and Caroline Ruch seconded. The motion was passed unanimously (6-1).*

### C. **Consideration/Approval of Non-Profit Usage Fee Policy for Oak Ridge Parks (Adrian Eckenrod)**

Royal recommended that the Board consider postponing this discussion until their March 19, 2026, meeting when Eckenrod would be in attendance to present the policy.

*The Board agreed by consensus to postpone the consideration of the Non-Profit Usage Fee Policy for Oak Ridge Parks until their March 19, 2026, meeting.*

**D. Consideration/Approval of Oak Ridge Parks' Fee Schedule (Brock Dunigan)**

Dunigan presented his recommendations for fee increases for park facilities and services. He presented rates for comparable facilities in our area which is hereby incorporated by reference and made a part of the minutes.

A lengthy conversation ensued.

Board members agreed with the fee increase recommendations except for fees associated with the Farmhouse Community Center. Caroline Ruch said that the Board had agreed when the original rates were set for the Farmhouse that they would not be raised until the facility had been opened for one year. She said that due to the construction delays it was not fully operational until the summer of 2025. Ruch also stated that the Farmhouse does not have a comparable due to its lack of an adequate parking lot. Board members agreed that the Farmhouse should be open for at least a year and have appropriate parking before its fees are reassessed.

*Caroline Ruch made a motion to approve the recommended Oak Ridge Parks' Fee Schedule as presented except the Farmhouse Community Center and Mike Kimel 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 February as of today, that the Farmhouse had four reservations totally \$360, eight hours of senior hours, and one non-profit rental whose fee had been waived.

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

Dunigan reported that Duke Energy had completed installing all of the light poles. He said that they would be lit from dawn to dusk.

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

Royal reported that the Music in the Park ad will be included in the Connect2NW Guilford spring edition. She said that two bands would be returning and four new bands had been booked. Royal said that she had agreed to partner with RidgeFest to host Music in the Park on Thursday, September 10, 2026, thus doing away with the October date. She said that Council member were supportive of selling alcohol on the RidgeFest/Music in the Park date.

**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 Open House is from 2-5 p.m. The second Music on the Lawn is scheduled for June 28, 2026, from 2 -4 p.m. featuring Straight Shot. Royal said that there were no rain dates for these dates.

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

Next regular meeting

March 19, 2026

**8. PUBLIC COMMENTS**

**9. ADJOURNMENT**

*Kyle Anders made a motion to adjourn the meeting at 8:58 p.m., and Caroline Ruch seconded. The motion passed unanimously (7-0).*

Respectfully submitted:

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Ashley Royal, CMC  
Deputy Town Clerk

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John Browning  
Co-Chair