



OAK RIDGE PARKS & RECREATION COMMISSION MEETING
NOVEMBER 16, 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

Brady Young made a motion to approve the amended meeting agenda after adding discussion of dates for Music in the Park and removing discussion of the ORYA Usage Agreement. Barry Knight seconded the motion, and it was passed unanimously (5-0).

3. APPROVAL OF MEETING MINUTES

Phyllis Anders made a motion to approve the minutes of the October 19, 2017 meeting. Barry Knight seconded the motion, and it was passed unanimously (5-0).

4. STAFF REPORT

Parks & Recreation Director Terry Lannon presented the staff report:

- **Finance report.**
- **ORYA usage agreement.** The usage agreement was adopted by the Oak Ridge Youth Association board, and should be approved by the Town Council at the December meeting.
- **Break-ins at park.** Several breakings and enterings of vehicles have occurred recently at the park. Lannon introduced Mary Pentz, whose car was broken into recently at the park and who had asked to address the Commission. He said the sheriff's office believed the break-ins were being done by an organized group that is traveling the East Coast and is targeting places like parks. He said the sheriff's office has placed cameras at the entrances to the park, and the Town had asked them for increased coverage, which they were providing.
- **Tournament field rental rates.** Lannon presented information on field rental rates and recommended the Town begin charging \$150 per day per field, rather than the current

hourly rate. He said other local municipalities that rent athletic fields had all begun charging an all-day rate for tournaments. Groups not running tournaments that simply want to rent the fields can still do so at the hourly rate, and the Town would still charge extra for lights and field preps.

Barry Knight made a **motion** to recommend that the Town Council approve the new field rental rate for tournaments to \$150 per field per day, and to still charge the current hourly rate for lights and field preps. **Michelle Davidson** seconded the motion, and it was passed unanimously (5-0).

- **Park rules signs.** New signs need to be printed and the “no weapons” rule be deleted because of state law. The Commission recommended changing the rule that said pets must be leashed at all times to say that they must be leashed at all times unless they are in the bark park.
- **Capital budget requests.** Lannon said he had received no suggestions for next year’s capital budget request. He said some small equipment would be purchased, and he suggested the Commission might want to consider adding a surveillance system at the park. Commission members discussed the issue, including suggesting locations where cameras might be placed. Barry Knight asked if the addition of wi-fi might be considered at the same time that surveillance equipment is installed. Lannon presented options for a new element to be added to the old playground. The Commission agreed by consensus on the Gametime Merry-Go-Round. Lannon said park staff would also be working on beautification at the amphitheater as well as the retaining wall at the old playground and reworking the height of the slides to make them safer.

5. NEW BUSINESS

- A. **Break-ins at Oak Ridge Town Park.** Mary Pentz, who was introduced earlier in the meeting, said she had asked to be placed on the agenda, but was happy to see that the issue had been discussed earlier in the meeting. She said many of the points she was going to make had already been discussed, and said she was nervous at the park now and felt violated. She encouraged the Commission warn park visitors to be careful and be more proactive. After discussion, the Commission agreed by consensus to add an additional sign under the rules signs that indicate the park is under surveillance. Young said ORYA could also do a blast email to members, and said Oak Ridge Elementary PTO might also be willing to do so.
- B. **Discussion of amending park rule signage.** Discussed under staff report.
- C. **Discussion of possible field rental rate change.** Discussed under staff report.

6. OLD BUSINESS

- A. **Continuation of concession trailer discussion.** No further discussion. The purchase will be included in the capital budget request for 2018-19.
- B. **Luminary event volunteers.** Town Clerk Sandra Smith told Commission members to contact her if they are available to volunteer for the event on December 2.

- C. Music in the Park dates.** The Commission agreed by consensus to continue holding the events on the second Saturday of the month, 6:30-8 p.m., from April through October. The 2018 dates are April 14, May 12, June 9, July 14, August 11, September 8 and October 13.
- D. Discussion of gathering data for CIP meeting.** The Commission discussed gathering information to support its recommendation to build two new multipurpose practice fields at Oak Ridge Town Park (rather than one multipurpose field and one youth baseball/softball field). Young, who is also president of Oak Ridge Youth Association, said there had been much discussion, and the ORYA board planned to meet on November 17 to identify what its true needs were. He said he would share that information with the mayor and the Commission when it has been compiled. He said the consensus was that the greatest need was for general use turf fields, but that would be confirmed. The Commission discussed the fact that some ORYA sports directors had come before them and asked permission to use the game fields for practice, and had also spoken at Town Council meetings about field needs for their specific sports. Young said that would be discussed and all individual sports directors addressed so that ORYA requests come from the entire organization in the future. Street said if multipurpose fields were built, the Commission could accommodate more requests for turf sports games and practices from ORYA and other local groups, which it has had to deny in the past. Michelle Davidson said she felt soccer practices at Oak Ridge Elementary were dangerous due to the number of kids using the fields at one time. She said she was sorry that there were hurt feelings, but she felt great about the Commission's recommendation. Knight said he had concerns about the suggestion that turf sports teams practice in the outfields of the baseball/softball fields because they would get torn up. He added that baseball/softball fields ranked low on the two needs assessment surveys. He suggested a special meeting for the Commission to further discuss the information the Commission would present to Town Council to support its recommendation. The Commission agreed by consensus to hold a special meeting on December 5 at 4 p.m. at Town Hall.

7. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS

- A. Light up the Night luminary event:** December 2 (6-8 p.m.)
B. Next regular meeting: January 18, 2018

8. CITIZEN COMMENTS

None

9. ADJOURNMENT

Brady Young made a **motion** to adjourn the meeting at 9:00 p.m. **Michelle Davidson** seconded the motion, and it was passed unanimously (5-0).

Respectfully submitted:

Sandra B. Smith, NCCMC, CMC
Town Clerk

Tracy Street
Chair



**OAK RIDGE PARKS & RECREATION COMMISSION
SPECIAL CALLED MEETING
DECEMBER 5, 2017 - 4:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Tracy Street, Chair
Phyllis Anders, Vice Chair
Barry Knight
Brady Young

Staff Present

Sandra Smith, Town Clerk

1. CALL TO ORDER

Tracy Street called the meeting to order at 4:08 p.m.

2. APPROVE AGENDA

Tracy Street made a **motion** to approve the amended meeting agenda after adding discussion of 2018 Music in the Park events. **Barry Knight** seconded the motion, and it was passed unanimously (5-0).

3. NEW BUSINESS

A. Music in the Park.

Following discussion regarding payment of bands, **Tracy Street** made a **motion** to pay The Grassfields \$300.00 plus tips during the 2018 Music in the Park season. **Brady Young** seconded the motion, and it was passed unanimously (4-0).

B. Gathering data for CIP meeting.

The Commission discussed the Town Council's Capital Improvement Plan meeting scheduled for December 14 and its recent decision to recommend that the Town build two lighted multipurpose practice fields instead of one lighted multipurpose practice field and one lighted baseball/softball field. Brady Young, who is also president of Oak Ridge Youth Association, said the organization had analyzed its needs and determined the greatest one was for lighted turf sports fields. Young said when ORYA said in January 2017 that it supported the previous plan for fields, it was just taking what was being offered. After discussion by the Commission, he also showed a photo of a field in Greensboro built by Kevin Harvick's and Cal Ripken Sr.'s foundations, which accommodated a variety of sports. Additional conversation ensued and included who would gather what information and write the report for Town Council.

4. ADJOURMENT

Barry Knight made a **motion** to adjourn the meeting at 5:53 p.m. **Phyllis Anders** seconded the motion, and it was passed unanimously (4-0).

Respectfully submitted:

Sandra B. Smith, NCCMC, CMC
Town Clerk

Tracy Street
Chair