



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD  
APRIL 18, 2019 - 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

Tracy Street, Chair  
Phyllis Anders, Vice Chair  
John Garrett  
Brady Young  
Tom Collins, ORYA Representative  
Minako Partyka, Alternate (Not Sitting)

**Staff Present**

Terry Lannon, Parks & Recreation Director  
Ashley Royal, Deputy Clerk

**Members Absent**

Mike Cronan, Alternate

**1. CALL TO ORDER**

Chair Tracy Street called the meeting to order at 7:00 p.m.

**2. APPROVE AGENDA**

Terry Lannon requested that the Commemorative Brick Sales Update be removed under Old Business from the agenda.

*Brady Young made a motion to approve the meeting agenda after removing Commemorative Brick Sales Update under Old Business. Tom Collins seconded the motion, and it was passed unanimously (5-0).*

**3. APPROVE MINUTES OF JANUARY 17, 2019, FEBRUARY 21 AND APRIL 11, 2019 MEETINGS**

*Tom Collins made a motion to approve the minutes of the January 17, 2019 and February 21, 2019 regular meetings and the April 11, 2019 special meeting. Brady Young seconded the motion, and it was passed unanimously (5-0).*

**4. STAFF REPORT**

- Lannon asked a guest to speak first before he provided his staff report. Armanetti Woods asked the Board's permission to hold a lemonade stand at the Park on Tuesday or Thursday nights. Woods said that profits would go to the American Cancer Society.

*Tom Collins made a motion for Armanitti Woods to set up a lemonade stand at the Park with dates and times to be coordinated with Terry Lannon. Phyllis Anders seconded the motion, and it was passed unanimously (5-0).*

- Lannon provided an updated financial report to the Board.
- Lannon asked the board to approve additional language on a sign that is currently placed by the pond at the Park in order to discourage people from fishing for carp. The sign says that any grass carp caught must be released unharmed. Lannon said that keeping carp in the pond helps the park staff with reducing the need to spray for algae. Lannon would like to add a sentence that says that fishing for grass carp is illegal. Board members suggested that Lannon bullet the list on the sign and agreed by consensus for the additional sentence to be added to the sign. Lannon also requested that he be allowed to put up two signs around the pond warning people of copperhead snakes around the pond. The board agreed by consensus for the copperhead signs to be posted at the pond.
- Lannon announced that Canine Capers is Saturday, April 27, 2019 and that raffle tickets were available for purchase. Proceeds of the raffle will go to local dog rescue groups and to the dog park.
- Lannon announced that the Oak Ridge Mountains-to-Sea Trail will be having their trail opening on Friday, May 3, 2019.
- Lannon announced that the concession trailer's mold issue has been fixed and that the trailer has been returned to the Park.

## 5. NEW BUSINESS

- A. **Discussion of selecting new P&R Advisory Board members.** Kyle Anders introduced himself to the Board and said that he had lived in Oak Ridge for 46 years. Anders said that he had been involved with the Horse Show and is currently a board member of the Oak Ridge Fire Department. Lannon said that Anders also volunteers at the Music in the Park events and would be a great addition to the Board.

*John Garrett made a motion to nominate Kyle Anders to be a member of the Parks & Recreation Advisory Board. Tracy Street seconded the motion, and it was passed unanimously (5-0).*

- B. **Discussion and selection of Master Plan Consultant.** The Board used their evaluation form to discuss the consultant proposals that were presented on April 11, 2019. The Board agreed that McGill Associates was their first choice, but before a final decision was made members had additional questions that they would like answered first. The Board developed five questions for McGill Associates and Lannon said that he would email the questions to McGill on Monday, April 22, 2019 and ask for a response no later than noon on Wednesday, April 24, 2019. Lannon said that he would email Board members McGill's responses and the Board agreed to hold a Special Called Meeting on Monday, April 29, 2019 at 3:30p.m. to vote on the consultant's selection.

**6. OLD BUSINESS**

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

Canine Capers: April 27, 2019  
Music in the Park: May 11, 2019  
Next meeting: May 16, 2019

Tom Collins had questions about refreshing the ORYA signs at the Park and what they can offer their sponsors. Collins said that sponsors want their signs to face out of the fenced in areas, but Lannon said that since the Park is in the historic district that signs are required to face inward. Collins said that he would submit his plan to the town staff for their feedback.

**8. CITIZEN COMMENTS**

**9. ADJOURNMENT**

*Tom Collins made a motion to adjourn the meeting at 8:36 p.m. Anders seconded the motion, and it was passed unanimously (5-0).*

Respectfully submitted:

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Ashley Royal  
Deputy Clerk

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Tracy Street  
Chair