



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING  
JANUARY 21, 2021 – 7:00 P.M.  
(Held electronically via the Zoom platform)**

**MINUTES**

**Members Present**

Tracy Street, Chair  
Phyllis Anders, Vice Chair  
Kyle Anders  
John Browning  
John Garrett  
Mike Kimel, Alternate (not sitting) joined at 7:28 p.m.  
Kelly Riddle, ORYA Representative  
Brady Young

**Staff Present**

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

CJ Annunziato, Teen Advisor

**Members Absent**

Maureena Shepherd, 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. Committee members were joined and participated in the entire meeting, unless otherwise noted.*

**1. CALL TO ORDER**

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

**2. APPROVE AGENDA**

*Tracy Street made a motion to amend the agenda by moving the discussion and selection of 2021 frozen drink vendor under New Business to after the approval of the meeting minutes. Phyllis Anders seconded the motion, and the agenda was passed unanimously (7-0).*

**3. APPROVAL OF MEETING MINUTES**

*John Browning made a motion to approve the minutes of the October 15, 2020 and November 29, 2020 regular meetings. Kelly Riddle seconded the motion, and the minutes were approved unanimously (7-0).*

**NEW BUSINESS**

**Discussion and selection of 2021 frozen drink vendor.** The Board heard presentations from the following frozen drink vendors:

- Cheryl Albrecht representing To the Moon and Back Frozen Treats
- Pam Marino representing Kona Ice

The Board discussed the presentations from each vendor.

*Brady Young made a motion that Kona Ice be the Board's choice to be the 2021 exclusive frozen drink vendor for Oak Ridge Town Park and to offer To the Moon and Back Treats all Music in the Park events. Tracy Street seconded the motion, and it was passed unanimously (7-0).*

The Board asked Lannon to contact the vendors to inform them of the Board's decisions.

#### **4. STAFF REPORT**

Parks & Recreation Director Terry Lannon made the following updates to the Board:

- Lannon presented the financial report which is hereby made by reference and apart of the minutes.
- Lannon reported that the Oak Ridge Youth Association's Teen Leadership Team would like to host the Terror Trail over two weekends this year. The Board agreed by consensus to approve the Terror Trail to be held on two weekends in October of 2021.
- Lannon shared the 2021 Event Calendar with the Board.
- Lannon shared with the Board a document that showed a comparison of what local parks are charging for their shelter rentals. Lannon stated that shelter rental fees had not increased since 2007. Lannon asked the Board to consider and approve a shelter rental increase for residents to increase to \$40.00 for half day/\$60.00 for full day, for non-residents to increase to \$50.00 for half day/\$75.00 for full day and for non-profits to increase to \$32.00 for half day/\$48 for full day.

*Kyle Anders made a motion to approve the proposed shelter fee increases. John Garrett seconded the motion, and it was passed unanimously (7-0).*

#### **5. OAK RIDGE YOUTH ASSOCIATION REPORT**

Kelly Riddle made the following report to the Board:

- ORYA is unable to use Guilford County School facilities due to COVID-19 restrictions.
- ORYA has partnered with Oak Ridge Military Academy for gym facilities for basketball and cheerleading.
- ORYA has named a new Community Relations Director.
- Boys' lacrosse (U14, 20-40 boys) has an urgent need for lighted field space for 1-2 weeknight practices between now and March 14, 2021. Lannon expressed his concerns about the request regarding field dormant periods, the need to rotate field usage, cleat usage, the effects on the field from tackling and the use of repetitive plays or drills. Riddle said that if there was serious field damage that ORYA would be responsible for the remediation.

*The Board agreed by consensus to provide field space to ORYA boys' lacrosse (U14) for practice as requested provided that Lannon's field preservation suggestions would be adhered to.*

#### **6. NEW BUSINESS**

##### **A. Election of chair and vice chair.**

*Tracy Street nominated John Garrett and John Browning to be co-chairs. With no other nominations, the Board's vote in favor was unanimous (7-0).*

**B. Discussion and selection of engineering/design firm for design and construction administration services for new Park property.** The Board heard presentations from the following firms:

- Stewart
- Benesch
- McGill & Associates

Due to the length of the meeting, the Board decided to hold a Special Called meeting on Wednesday, January 27, 2021 at 6 p.m. via Zoom for the purpose of selecting an engineering/design firm for design and construction administration services for the new Park property.

**C. Discussion regarding the charge from Town Council to name the new Park property.**

Due to the length of the meeting, the Board decided to hold a Special Called meeting on Wednesday, January 27, 2021 at 6 p.m. via Zoom for the purpose of discussing the charge from Town Council to name the new Park property.

**7. OLD BUSINESS**

**Update on Whitaker Property perimeter trail.**

Due to the length of the meeting, the Board decided to hold a Special Called meeting on Wednesday, January 27, 2021 at 6 p.m. via Zoom for the purpose of hearing an update on the Whitaker Property perimeter trail.

**8. OTHER DISCUSSIONS/ANNOUNCEMENTS/REMINDERS**

Next Meeting: February 18, 2021

**9. PUBLIC COMMENTS**

None

**10. ADJOURNMENT**

*Tracy Street made a motion to adjourn the meeting at 9:43 p.m. Phyllis Anders seconded the motion, and it was passed unanimously (7-0).*