



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING
SPECIAL CALLED MEETING
FEBRUARY 25, 2021 – 7:00 P.M.
(Held electronically via the Zoom platform)**

MINUTES

Members Present

John Browning, Co-Chair
Phyllis Anders
Kyle Anders
Mike Kimel, Alternate (sitting)
Tracy Street

Staff Present

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

Members Absent

John Garrett, Co-Chair
Kelly Riddle, ORYA Representative
Brady Young
Maureena Shepherd, Alternate

CJ Annunziato, 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 7:00 p.m.

2. APPROVE AGENDA

John Browning made a suggestion to amend the agenda by moving the Consideration/Approval of Hannah’s Haven 5K, Consideration/Approval of Memorial Day event and Consideration/Approval of Pigskin for Hodgkin’s event under New Business to after the approval of the meeting minutes.

Kyle Anders made a motion to approve the amended agenda. Tracy Street seconded the motion, and the agenda was passed unanimously (5-0).

3. APPROVAL OF MEETING MINUTES

Mike Kimel made a motion to approve the minutes of the January 21, 2021 regular meeting and the January 27, 2021 special meeting. John Browning seconded the motion, and the minutes were approved unanimously (5-0).

6. NEW BUSINESS

- A. Consideration/Approval of Hannah's Haven 5K at the Park (Tiffany Nettles).** Nettles and Tonya Phillips presented the 5K event details to the Board. They told the Board that they would like for the event to take place on Saturday, April 24, 2021 with a rain date of May 8, 2021.

Mike Kimel made a motion to approve Hannah's Haven 5K to be held at the Park on April 24, 2021. Kyle Anders seconded the motion, and it was passed unanimously (5-0).

*Parks & Recreation Director Terry Lannon joined the meeting at 7:10 p.m.

- B. Consideration/Approval of Memorial Day event at the Park (Patti Dmuchowski).** Dmuchowski told the Board that the Special Events Committee would like to host a Memorial Day event on Monday, May 31, 2021, at the amphitheater. She said that because the Veterans Day event was so well attended that the Committee decided to host a similar Memorial Day event in a larger space at the amphitheater.

John Browning made a motion to approve the Memorial Day event schedule for Monday, May 31, 2021, at the amphitheater. Tracy Street seconded the motion, and it was passed unanimously (5-0).

- C. Consideration/Approval of Pigskin for Hodgkin's event at the Park (Hampton Billips).** Billips presented the details of the event to the Board which would include a flag football game. Billips requested that the flag football game take place on either field #1 or #2 on Saturday, March 27, 2021, beginning at 1 p.m. A conversation ensued regarding the number of spectators who could attend the event given the recent changes made by the Governor in Executive Order No. 195. It was determined that 611 people could attend the event.

Mike Kimel made a motion to approve the Pigskin for Hodgkin's event at the Park on Saturday, March 27, 2021. Tracy Street seconded the motion, and it was passed unanimously (5-0).

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.

5. OAK RIDGE YOUTH ASSOCIATION REPORT

Since Kelly Riddle was not at the meeting, there was no ORYA report.

6. NEW BUSINESS

- D. Presentation of 2020 ORTP Scheduled Park Usage (Terry Lannon).** Terry presented the 2020 ORTP Scheduled Park Usage report which is hereby made by reference and apart of the minutes.

- E. Selection of P&R Advisory Board representative to serve on Redmon House Subcommittee (Terry Lannon).** Lannon asked the Board to nominate a Board member who will represent them on this newly formed committee.

John Browning nominated Phyllis Anders to serve as the Parks & Recreation Board representative on the Redmon House Subcommittee. The nomination was seconded by Tracy Street, and it was passed unanimously (5-0).

- F. Selection of P&R Advisory Board representative to serve as a liaison on Special Events Committee.**

John Browning told the Board that since John Garrett and he had taken leadership roles on the P&R Advisory Board that they wanted to see if another Board member may be interested in being the liaison to the Special Events Committee.

Since no one who voiced an interest in serving in this capacity, the Board asked that this topic be added to the March agenda under Old Business.

7. OLD BUSINESS

- A. Update on Whitaker Property signage installation (Terry Lannon).** Lannon said that the signage was in and should be installed by Friday, March 5, 2021. Dmuchowski said that the Special Events Committee would like to install a small sign that indicated where the future Veterans site would be located on the Whitaker property. Lannon recommended that the new sign be installed into the tree line.

The Board agreed by consensus to allow the Special Events Committee to install a sign on the Whitaker property that will indicate the location of the future Veterans site.

- B. Update on Redmon House restoration (Phyllis Anders).** Anders said that Hill Studio had been hired to develop a plan for renovating the Redmon House. She said that input would be gathered from citizen groups regarding the restoration project.
- C. Discussion regarding the charge from Town Council to name the new Park property.** Royal shared with the Board a spreadsheet of new Park name suggestions for the Whitaker property. Board members asked Royal to email them the spreadsheet so that they could prepare for the March 18, 2021 regular meeting where they are scheduled to vote on the top three park name suggestions.
- D. Update on 2021 Music in the Park series (Phyllis Anders)** Anders said that the 2021 Music in the Park dates had been confirmed with all of the bands. She said that the first concert would be on Saturday, April 10, 2021, featuring The Tyler Millard Band. Royal shared with the Board the details of Executive Order No. 195, which is effective from February 26, 2021-March 26, 2021, that allows for outdoor venues with live performances to have 7 guests for every 1,000 square feet. Lannon said that based

upon these guidelines that 315 guests could attend a concert at the amphitheater. Anders asked for clarification on how the advertising would be done for the concert series and requested that each band receive the same level of advertising. The Board asked staff to research what options would be available for serving food safely at the events given the Covid-19 protocols.

8. OTHER DISCUSSIONS/ANNOUNCEMENTS/REMINDERS

Next Meeting:	March 18, 2021
Special Called Meeting:	March 30, 2021
Music in the Park:	April 10, 2021

9. PUBLIC COMMENTS

None

10. ADJOURNMENT

Kyle Anders made a motion to adjourn the meeting at 8:26 p.m. Phyllis Anders seconded the motion, and it was passed unanimously (5-0).

Respectfully submitted:

Ashley Royal
Deputy Clerk

John Browning
Co-Chair