



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

**MINUTES**

**Members Present**

John Browning, Co-Chair  
Adrian Eckenrod, Co-Chair  
Phyllis Anders  
Barb Engel, Alternate (Sitting)  
John Garrett, Alternate (Not Sitting)  
Mike Kimel  
Ty Lindsay  
Caroline Ruch

**Staff Present**

Brock Dunigan, Parks Superintendent  
Ashley Royal, Deputy Town Clerk

**Members Absent**

Kyle Anders  
Chelsea Young, Alternate

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 Adrian Eckenrod called the meeting to order at 6:30 p.m.

**2. APPROVAL OF AGENDA**

*John Browning made a motion to approve the agenda and Barbara Engel seconded. The motion passed unanimously (7-0).*

**3. APPROVAL OF MEETING MINUTES**

*Mike Kimel made a motion to approve the minutes from February 19, 2026, regular meeting, and Adrian Eckenrod 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 part-time Groundskeeper I/Seasonal Groundskeeper I and full-time Groundskeeper II positions had been filled, and applications were being accepted through next week for a part-time Groundskeeper I position.
- Dunigan reported that beds at Heritage Farm Park and at Oak Ridge Town Hall had been mulched.
- He reported that the Lending Library that was installed and donated by the Northwest Kiwanis Club would be dedicated on March 31, 2026, at noon.

**5. NEW BUSINESS**

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

Eckenrod presented the policy that he put together which is hereby incorporated by reference and made a part of the minutes. A lengthy conversation ensued. Caroline Ruch suggested replacing the word "event" to "activity" in the document.

*Caroline Ruch made a motion to approve the Facility Rental Fee Reduction & Waiver Guidelines draft, requested that staff present it to Council members over the next four weeks, and present their feedback to the Board at their April 16, 2026, regular meeting, and Adrian Eckenrod seconded. The motion passed unanimously (7-0).*

**6. OLD BUSINESS**

**A. Update on Farmhouse Community Center**

Royal reported that for the month of March as of today that the Farmhouse had five reservations for a total of \$540 in rental income and six senior citizen hours.

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

Dunigan reported that the asphalt portion of the parking lot would be corrected and that nine bushes would be replaced.

**C. Update on 2026 Music in the Park Series**

Royal reported that the first Music in the Park event would be on April 11, 2026, featuring the Back Porch Orchestra.

**D. Update on 2026 Music on the Lawn at Farmhouse Community Center**

Anders reported that Music on the Lawn is scheduled for May 31, 2026, from 2-4 p.m., featuring The Grassifieds. Ruch reminded the Board that the Open House would be held from 2-5 p.m. She said that a patriotic theme would be used to honor America 250 by decorating with red, white, and blue. Ruch said that she was working with Lowes Foods to donate food that would be served as refreshments during the event. Royal said that she would be creating a list of elected officials to be invited to the Open House since grant money was used to help defray the cost of renovating the Farmhouse Community Center.

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

Next regular meeting	April 16, 2026
Music in the Park, featuring Back Porch Orchestra	April 11, 2026
Canine Capers:	May 2, 2026

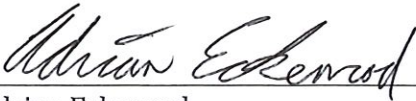
8. PUBLIC COMMENTS

9. ADJOURNMENT

*Adrian Eckenrod made a motion to adjourn the meeting at 7:42 p.m., and Barbara Engel seconded. The motion passed unanimously (7-0).*

Respectfully submitted:

  
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Ashley Royal, CMC  
Deputy Town Clerk

  
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Adrian Eckenrod  
Co-Chair

