



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING
MAY 16, 2024 – 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
Kyle Anders
Caroline Ruch
Mike Kimel
John Garrett, Alternate (sitting)

Staff Present

Brock Dunigan, Parks Superintendent
Ashley Royal, Deputy Town Clerk

Members Absent

Randy Collins
Phyllis Clodfelter, Alternate
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 John Browning called the meeting to order at 6:31 p.m.

2. APPROVE AGENDA

Co-Chair Adrian Eckenrod made a motion to approve the agenda, and Mike Kimel seconded. The motion was passed unanimously (7-0).

3. APPROVAL OF MEETING MINUTES

Kyle Anders made a motion to approve the minutes from the April 18, 2024, regular meeting, and Co-Chair Adrian Eckenrod seconded. The motion was passed unanimously (7-0).

4. STAFF REPORT

- Parks Superintendent Brock Dunigan provided an update on two active Eagle Scout projects. The first project involved the construction of a hammock garden by Andrew Gunter of BSA Troop 600. Dunigan reported that Gunter would begin by digging post holes that week if the weather permitted. The second project involved the installation of five insect pollinator hotels by Riley Lemons of BSA Troop 779. Dunigan noted that Lemons would be installing two stations at Heritage Farm Park that week if the weather permitted.
- Dunigan reported that the past Music in the Park event drew a record attendance of 1,500 to 1,600 people which he said was a comfortable maximum allowable number

of people and vehicles to accommodate. He noted issues with the overflow parking lot having been obstructed by one vehicle prohibiting access for further use of the lot. He suggested enlisting a volunteer to be on standby during future events to help direct parking traffic. He added that a sign was needed to identify the Park Concession trailer. Phyllis Anders expressed concern over managing lines of people at the concession trailer, indicating that the large crowds prohibited efficient access in and out of the trailer and posed a hazard being close to the working grill. Deputy Town Clerk Ashley Royal raised uncertainty regarding designating areas for VIP seating at the event for Platinum and Gold sponsors. Discussion took place over each of the issues raised and concluded with attaching a Town banner to the concession trailer, roping off areas by the concession trailer for lines and contacting Music in the Park sponsors prior to the event to determine their attendance and designate the appropriately sized seating area.

- Dunigan reported that both electricity and water were connected at Heritage Farm Park and backflow prevention was being completed at the pump house. He added that field goals, scoreboards and Musco lighting were erected and operational. Dunigan noted that re-grading the asphalt walkways where water was pooling and moving the mound of earth to the lower fields were awaiting attention from Bar Construction. He reported that after obtaining three quotes for work to correct the water retention issues on the walkway along Hwy 150 towards the Oak Ridge Swim Club, a Change Order had been secured for \$22,603.
- Dunigan reported that a company had been identified to perform the boring work required for installation of poles for the security cameras at the park for approximately \$2,500. He noted that the company's scope of work included trenching from the poles to the meters which resulted in a reduction in cost of electrical services by approximately \$2,200 bringing the total cost of the Park Security Camera project to \$71, 559.92. Royal added that the quote for the extra security cameras would not be included in the bid presentation to Council due to the final cost being overbudget. Discussion continued centering on the possibility to obtain quotes in the future for a customizable and portable camera system to add to the proposed security camera system. Also discussed were issues regarding cloud storage and subscription costs to maintain cloud storage for the camera system.
- Dunigan stated that expenditures to date amounted to 87 percent of budget and that ORYA had expended the allowed stipend amount and currently owed \$854.29.
- Dunigan announced that fields three and four would alternate being closed to have top dressing and sand leveling work done on their outfields.
- Dunigan urged the Board to address the need for Field Marshalls with ORYA who would be required to check the fields for equipment safety and pick up trash after practices and games. He reported that a wire cable was left on the field by ORYA and was kicked up by his mower causing him bodily injury. He noted that soccer goals were not being locked along the fence line, anchors were left off soccer goals resulting in damage to mowers and trash continued to remain on fields after practices. The Board took note of his concerns.
- Dunigan expressed concern over the rescheduling of the Heritage Farm Park Grand Opening ceremony without his involvement. He noted that his staff had spent 73 hours over four days to prep the park for the opening originally scheduled without a rain date on May 4. He emphasized that Bar Construction Company had not released the park to the Town, and that it would not be guaranteed that the park could remain open after the rescheduled date on June 9. Discussion continued over issues of public use of a closed park, risks for liability and obtaining a determination from Bar Construction regarding the park's opening. No conclusion was reached but it

was suggested that Dunigan obtain from Bar Construction a date targeted for completion of construction and transference of ownership of the park.

5. ORYA REPORT

In Randy Collins' absence, Royal read comments reported to her by Collins. She noted that Collins reported a successful Casino Night Fundraiser event and that the relationship between ORYA and Park staff was notably productive.

6. OLD BUSINESS

A. Consideration & Approval of Cruise-Ins at future Music in the Park events

Royal explained that Councilman Mike Stone had requested and was granted by the Parks & Recreation Advisory Board the venue to hold a Classic Car Cruise-In at the recent Music in the Park event on May 11, 2024, with the stipulation that the cruise-in's participation in future Music in the Park events would be considered by the Board at its next meeting. She noted that the cruise in was held in the lot to the right of the park closer to the Music in the Park event rather than in the approved lot to the left of the park which was more removed from the event. She expressed concern for the safety of event attendees from cars entering and exiting the cruise-in, the complexity of adding another attraction to an already established and large community event, and Dunigan added concern over the lack of logistical details for the cruise-in event. Discussion continued regarding working with Stone to promote future Cruise-In events separate from Music in the Park. It was determined that Staff would invite Stone to collaborate with them on future Cruise-In events.

Mike Kimel made a motion to deny participation of Classic Car Cruise-Ins at future Music in the Park events and allow Town Staff to collaborate with Councilman Mike Stone to propose alternate venues and specify logistical details for future Classic Car Cruise-Ins to be considered by the Parks & Recreation Advisory Board. Caroline Ruch seconded the motion, and it was passed unanimously (7-0).

Dunigan stated that he would notify Stone of the Board's decision.

B. Update on Park Security Proposal

Previously discussed.

C. Update on Grand Opening at Heritage Farm Park

Previously discussed.

D. Update on Farmhouse Community Center

Phyllis Anders reported that the final approval for changes in the construction of the foundation from the County had not been received. Construction was anticipated to proceed efficiently once the approval was obtained.

E. Update on 2024 Music in the Park Series

Royal reported a record attendance at the last Music in the Park event which featured the Special Occasion Band. She believed the attendance to be at the maximum of what the park and staff could manage, though she believed that the next band, 80z Nation, would draw even larger numbers of people to the park. She noted that her focus in managing the event was on the safety of attendees and on adequate staffing, including volunteers, to manage the event.

7. OTHER DISCUSSIONS/ANNOUNCEMENTS/REMINDERS

Next regular meeting: Brock will not be in attendance.	June 20, 2024
Memorial Day Program Program will be held at Town Hall	May 27, 2024
Movies in the Park Sponsored by Summit Church who are very reliable	May 11, 2024
Heritage Farm Park Grand Opening Tentative per Board's discussion at this meeting	June 9, 2024 (2-5pm)
Music in the Park Featuring 80z Nation which promises to draw a very large audience	June 8, 2024

8. PUBLIC COMMENTS

Councilwoman Ann Schneider elaborated on plans for the annual July 4th Kids Bike Parade. She reported that the Special Events Committee was seeking a Hot Dog vendor to serve at the event and Royal suggested she contact the Park Concessioner. She explained that relay events were being planned to occupy children while waiting on all participants to complete their decorating before lining up for the parade. Schneider acknowledged Confident Kids Dentistry for donating a bicycle with accessories to be raffled at the event.

Mayor Jim Kinneman pointed out that efforts to enhance the infrastructure of the park with expanded WiFi would enable broadcasting of recorded or live music at future park events. He questioned the issue of liability at Heritage Farm Park noting that the public was being encouraged to walk the perimeter trails around the Park even though ownership of the park had yet to be relinquished to the Town. Kinneman concluded with the statement that he would be available to attend any Board meeting upon invitation and that he trusted the Board's ability to render decisions on matters such as the park security project. He explained that his request for more complete information on the project was not a reflection of his mistrust in the Board's capabilities.

9. ADJOURNMENT

Kyle Anders made a motion to adjourn the meeting at 8:23 p.m., and Co-Chair Adrian Eckenrod seconded. The motion was passed unanimously (7-0).

Respectfully submitted:

Ashley Royal, CMC
Deputy Town Clerk

John Browning
Co-Chair