OAK RIDGE PARKS & RECREATION COMMISSION MEETING
JUNE 16, 2016 – 7 P.M.
OAK RIDGE TOWN HALL

MINUTES

Members Present
Tracy Street, Vice Chair
Barry Knight
Phyllis Anders
Phyllis Clodfelter
Phillip Hanks, Alternate (Sitting)
Micah Spencer, Alternate (Not sitting)
Tom Smith, Alternate (Not sitting)

Staff Present
Sandra Smith, Town Clerk
Terry Lannon, Parks & Recreation Director

Members Absent
Michelle Davidson, Alternate

1. CALL TO ORDER

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

2. APPROVE AGENDA

Phillip Hanks made a **motion** to approve the meeting agenda after moving the Public Comments portion of the meeting to immediately after approving the agenda. **Phyllis Anders** seconded the motion, and it was passed unanimously (5-0).

3. PUBLIC COMMENTS

Randy Floss gave an update on RidgeFest, and thanked the Town for its participation. Because the fireworks were rained out, the Merchants of Oak Ridge were working on an event called RidgeFest Reload to be held on September 10 along with a Music in the Park event. The event will include food vendors, various musical acts, fireworks and possibly rides, with more details to follow.

Floss also said he was also representing Deanna Privette, a member of Summit Church, and Sierra, who wanted to have a nondenominational worship night at the amphitheater on August 4, 7-9:30 p.m. They have their own sound equipment, and they wanted to ask attendees to bring canned goods for a food bank. They said they might also be selling T-shirts for Homes for Troops.

Phillip Hanks made a **motion** to approve the use of the amphitheater for the event.. **Phyllis Clodfelter** seconded the motion, and it was passed unanimously (5-0).

4. APPROVAL OF MEETING MINUTES

Phyllis Clodfelter made a **motion** to approve the minutes of the May 19, 2016, meeting. **Phillip Hanks** seconded the motion, and it was passed unanimously (5-0).

5. STAFF REPORT

Parks & Recreation Director Terry Lannon presented:

- **Financial report.** The report is hereby incorporated by reference and made a part of the minutes.
- **Completion of Phase II.** The remainder of Phase II of construction at the park will be completed in the upcoming fiscal year, which begins July 1. Lannon said he would be looking at playground ideas, color schemes, getting cost estimates, etc., and asked for input.
- **Maintenance**. Cascades Preserve is in good shape, there are no issues with the Welcome to Oak Ridge signs, and the parks crew is continuing to maintain the park, town hall and Union Cemetery.
- **Field use/tournaments**. Oak Ridge Youth Association spring sports are finished. The percentage of tournaments that were scheduled and actually held was the best ever in 2015-16, with three organizations primarily using the fields.

  Phyllis Anders asked about the possibility of using golf carts to transport older citizens or ones that have difficulty walking from the parking lot to the amphitheater at Music in the Park events. Lannon said he would check into getting a local golf cart company to donate golf cart use, or the Town vehicle could be used.

6. OLD BUSINESS

- **Amphitheater rental policy.** The Commission reviewed the rental policy and fees with the changes suggested at the previous meeting.

Phillip Hanks made a **motion** to approve amphitheater rental policy and facility fee schedule after removing rental of tables and chairs and changing the bullet item under Damage Deposit to 5 business days. **Tracy Street** seconded the motion, and it was passed unanimously (5-0).

- **RidgeFest recap.** Lannon said after Floss's comments (at the beginning of the meeting under Public Comments), he had nothing more to add.

7. NEW BUSINESS

- **Discussion on Appointing Sitting Member and Discussion on Electing Chair.** Lannon said the ordinance establishing the Commission was in the packet, which may answer some questions that Commission members had. He said things were very different when the ordinance was first created, since there was no park at that time and no Parks & Recreation Director. He added that Town Manager Bruce Oakley had said this might be a good time to amend the ordinance to reflect the current state of the Commission. A brief discussion was held, with Lannon adding the Commission might want to consider having a representative of ORYA on the board although the Town was not able to mandate that.

Phyllis Clodfelter made a **motion** to postpone appointing a sitting member and electing a chair until the following month or until the Commission got more information. **Phyllis Anders** seconded the motion, and it was passed unanimously (5-0).

- **Assignment of dates for fall events and creation of subcommittees.** Discussion was held about the Heritage Day event, which was tentatively scheduled for October 22. Phyllis Anders, Phyllis Clodfelter, Barry Knight, Micah Spencer and Town Clerk Sandra Smith volunteered to serve on the subcommittee. The Commission agreed by consensus to not try to put together a Haunted Trail Halloween event this year.
- **RidgeFest Reload.** Shagging Maggie had already been scheduled to provide music on September 10. Additional attractions, including fireworks and more live music, will also be added.
- **Music in the Park.** The last event was discussed, as were ways to increase attendance.

8. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS

- **Next scheduled P&RC meeting:** July 21, 2016, at 7 p.m.
- **Recognition of Bill Edwards:** The Commission discussed how to recognize former Commission chairman Bill Edwards. The Commission agreed by consensus to recognize him at the RidgeFest Reload on September 10. The possibility of dedicating a tree in the park to Edwards was also mentioned.

9. ADJOURMENT

Barry Knight made a **motion** to adjourn the meeting at 8:53 p.m. **Phyllis Anders** seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:

Sandra B. Smith, CMC, Town Clerk

Tracy Street, Vice Chairman