



OAK RIDGE PARKS & RECREATION COMMISSION MEETING  
JULY 21, 2016 – 7 P.M.  
OAK RIDGE TOWN HALL

MINUTES

**Members Present**

Tracy Street, Vice Chair  
Phyllis Anders  
Phyllis Clodfelter  
Micah Spencer, Alternate (Sitting)  
Michelle Davidson, Alternate (Sitting)

**Staff Present**

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

**Members Absent**

Barry Knight  
Phillip Hanks, Alternate  
Jasmine O'Connell, Alternate

**1. CALL TO ORDER**

Tracy Street called the meeting to order at 7:05 p.m.

**2. APPROVE AGENDA**

Phyllis Anders made a **motion** to table election of chairman until the August meeting. Tracy Street seconded the motion, and it was passed unanimously (5-0).

Phyllis Anders made a **motion** to table discussion of the ordinance creating the Parks & Recreation Commission until the August meeting. Micah Spencer seconded the motion, and it was passed unanimously (5-0).

Phyllis Clodfelter made a **motion to** approve the meeting agenda with the changes noted and to also remove a presentation by Gene Stafford, who unable to attend the meeting. Micah Spencer seconded the motion, and it was passed unanimously (5-0).

**3. APPROVAL OF MEETING MINUTES**

Tracy Street made a **motion** to approve the minutes of the July 21, 2016, meeting. Phyllis Anders seconded the motion, and it was passed unanimously (5-0).

**5. STAFF REPORT**

Parks & Recreation Director Terry Lannon presented:

- **Mountains-to-Sea Trail.** Work has started on the campsite, and information and a reservation form have been added to the Town website.

- **Signage for stage.** A sign has been ordered that says skating, biking and rollerblading are not allowed on the stage. When it arrives, it will be installed in a fairly inconspicuous location.
- **Sodding.** Work on the fields is proceeding. Because of the amount of wear on the multipurpose fields, they will be closed until about August 19 in order for the grass to adequately take root.
- **Other.**
  - Shelter reservations are slowing down for the year.
  - Tournaments are ongoing, but a couple have been lost to locations with more fields.
  - Football Jamboree will be held August 20.
  - The annual lacrosse tournament will likely not be held in the park because there is not enough parking available.

Street noted that the staff report was shorter than it had been in the past. Lannon said he had shortened it in order to streamline the meeting. He added that he kept detailed reports and would be glad to share them any time.

- **Playground elements.** Lannon asked Commission members to look at websites for the various playground equipment manufacturers to determine what is wanted at the new playground. He said a total of \$58,135 was allotted for that part of the project, and installation costs would be about 25 percent. The design and playground elements will also need to be approved by the Historic Preservation Commission.

Street called a special meeting of the Commission on August 1 at 6 p.m. at Town Hall in order for the Commission to recommend a firm to create the site plan for the remainder of Phase II and to select elements to be included in the new playground.

## 6. OLD BUSINESS

- **Election of voting member to fill Commission vacancy.**

**Phyllis Anders** made a **motion** to table the issue to the following month's meeting. **Micah Spencer** seconded the motion, and it was passed unanimously (5-0).

## 7. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS

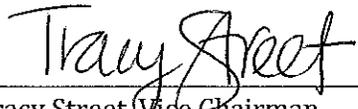
- **Music in the Park recap.** Anders recapped the last music event, saying it had been the best yet.
- **Next Music in the Park:** August 13, 2016, featuring Cruize Control
- **Next scheduled P&RC meetings:** August 18, 2016, at 7 p.m.; Special meeting on August 1, 2016, at 6 p.m.

## 9. ADJOURMENT

**Phyllis Anders** made a **motion** to adjourn the meeting at 8:18 p.m. **Phyllis Clodfelter** seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:

  
Sandra B. Smith, NCCMC, CMC, Town Clerk

  
Tracy Street, Vice Chairman