



**OAK RIDGE PARKS & RECREATION COMMISSION MEETING
AUGUST 18, 2016 - 7 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Tracy Street, Vice Chair
Phyllis Anders
Phyllis Clodfelter
Barry Knight
Phillip Hanks, Alternate (Sitting)
Micah Spencer, Alternate (Not sitting)
Michelle Davidson, Alternate (Not sitting)

Staff Present

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

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. Phyllis Anders seconded the motion, and it was passed unanimously (5-0).

3. APPROVAL OF MEETING MINUTES

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

Barry Knight made a **motion** to approve the minutes of the August 1, 2016, special meeting after one correction. Phyllis Clodfelter seconded the motion, and it was passed unanimously (5-0).

4. STAFF REPORT

Parks & Recreation Director Terry Lannon presented:

- **Finance report.** Expenses and revenues are in line for this time of the year.
- **Mountains-to-Sea Trail.** The campsite has been completed. Kate Dixon from the Mountains-to-Sea Trail visited and is pleased. Lannon is participating in the Trail Town subcommittee, and plans to attend the annual conference in February.
- **Maintenance.** Routine maintenance is going on at the park for this time of year.

- **Staff.** One of the part-time groundskeepers is unable to keep working due to college and other commitments; Lannon said he hoped the seasonal groundskeeper would be able to take his place.

5. OLD BUSINESS

A. Recommendation of voting member to fill Commission vacancy.

Phyllis Anders recommended Phillip Hanks be appointed to the vacancy. There were no other nominations, and the recommendation of Phillip Hanks passed unanimously (5-0).

B. Election of chairman.

Phyllis Anders nominated Phillip Hanks to serve as chairman. There were no other nominations, and the nominations were closed. Phillip Hanks was elected to serve as chairman unanimously (5-0).

C. Discussion of amending P&RC ordinance.

Commission members held a lengthy discussion on whether to recommend amending the Town's ordinance establishing the Parks & Recreation Commission. Some housekeeping items need to be changed, which members were in favor of, but some did not want to change the description of the Commission's purpose, which the ordinance says is to make recommendations to the Town Council "regarding all matters pertaining to parks and recreation." Town Manager Bruce Oakley had proposed the changes to clean up and clarify the ordinance; Oakley had said the ordinance was created before the Town hired a Parks & Recreation Director, and that the Commission currently did not and had not for some time made recommendations on all matters pertaining to the park. Some members felt removing that wording might change the role of the group and there was no reason to change that wording, while others felt the change suggested by the Town Manager did not take restrict their abilities.

Barry Knight made a **motion** to recommend that the Town Council change the Parks & Recreation Commission ordinance regarding the housekeeping changes proposed, but keep the wording regarding the purpose of the Commission. **Phillip Hanks** seconded the motion, and the recommendation passed unanimously (5-0).

D. Discussion of playground element designs.

The Commission further discussed the proposals presented by four of the companies, what they liked about each, and which companies they wanted additional information from. Lannon said one additional company was also interested in submitting a plan.

E. Discussion of Christmas tree.

Phillip Hanks made a **motion** to approve the donation by Councilman Doug Nodine of a Fat Albert Spruce to be planted in the park. **Phyllis Clodfelter** seconded the motion, and it was passed unanimously (5-0).

6. NEW BUSINESS

Discussion of appointment of Josh Schneider as P&RC student liaison.

Barry Knight made a **motion** to appoint Josh Schneider as the student liaison to the Parks & Recreation Commission. **Phillip Hanks** seconded the motion, and it was passed unanimously (5-0).

7. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS

A. August Music in the Park recap.

Anders recapped the last music event, saying it had been the best yet. She also said the Kernersville News had done a great job covering the park events.

B. Music in the Park/RidgeFest Reload: September 10, featuring Shagging Maggie.

C. Heritage Day: October 15.

D. Next meeting: September 15, 2016 at 7 p.m.

8. CITIZEN COMMENTS

Micah Spencer, who is going away to college in Washington, D.C., said he had enjoyed being part of the Commission, and that he hoped to still attend meetings and events when he returns home.

9. ADJOURNMENT

Barry Knight made a **motion** to adjourn the meeting at 9:11 p.m. **Phyllis Anders** seconded the motion, and it was passed unanimously (5-0).

Respectfully Submitted:



Sandra B. Smith, NCCMC, CMC, Town Clerk



Phillip Hanks, Chair