



**OAK RIDGE PARKS & RECREATION COMMISSION MEETING  
MARCH 15, 2018 – 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

Tracy Street, Chair  
Phyllis Anders, Vice Chair  
Barry Knight  
Brady Young  
John Garrett, Alternate (Sitting)

**Staff Present**

Terry Lannon, Parks & Recreation Director  
Ashley Royal, Deputy Clerk

**Members Absent**

Michelle Davidson  
Mike Cronan, Alternate

**1. CALL TO ORDER**

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

**2. APPROVE AGENDA**

Brady Young made a **motion** to approve the meeting agenda. Barry Knight seconded the motion, and it was passed unanimously (5-0).

**3. APPROVAL OF MEETING MINUTES**

Phyllis Anders made a **motion** to approve the minutes of the February 15, 2018 meeting. Tracy Street seconded the motion, and it was passed unanimously (5-0).

Terry Lannon, Parks & Recreation Director, was delayed getting to the meeting so the Commission started with Dr. Ina Villano presenting “Walk with a Doc” under New Business instead of the Staff Report.

**4. NEW BUSINESS**

- A. “Walk with a Doc” presentation (Ina Villano).** Dr. Villano introduced herself to the Commission as an Oak Ridge resident and a Board-Certified Endocrinologist, who does not practice, but has a passion to help people improve their health. Dr. Villano introduced “Walk with a Doc” which is a national physician-led, non-profit, walking program focused on encouraging physical activity among its participants. Dr. Villano would like to begin a “Walk with a Doc” program at the Oak Ridge Town Park. The goal would be to offer one walk per month where Dr. Villano would begin by talking with participants about a current health

topic and then spend the rest of the hour enjoying conversations while walking. There is no fee to participate and pre-registration is not required. The program is supported with a tool kit that includes liability coverage for the walkers as well as suggestions for marketing the program. Dr. Villano said that she was very excited about this program and appreciated the Commission's consideration for her request.

**Tracy Street** made a **motion** to approve the "Walk with a Doc" program to be led by Dr. Villano at Oak Ridge Town Park. **Barry Knight** seconded the motion, and it was passed unanimously. (5-0).

**B. Discussion of Concession Stand Operation.** Lannon informed the Commission that the park started the year without a concession stand operator. Lannon also reminded the Commission that under the Town's current usage agreement, Oak Ridge Youth Association had been given the responsibility and authority to manage the concession stand at the park and allowed to keep the profits. Lannon found someone to operate the concession stand until someone permanent is found by ORYA. Brady Young, who is also the president of ORYA, stated that ORYA would like to find a concession operator but has had a difficult job finding someone. A conversation ensued regarding the history of the concession stand and its profitability. Knight asked whether or not the vacant position needs to be advertised. Lannon stated that since the usage agreement gives the authority of managing concession operations to ORYA, the decision to advertise for the position would be theirs. The Commission would like to review the usage agreement this October before it is voted on at the December Town Council Meeting.

## 5. STAFF REPORT

Parks & Recreation Director Terry Lannon presented the staff report:

- **Finance report.**
- **Update on septic system.** Lannon said that when updating the septic system, every effort is being made to take down as few trees as possible. Lannon advised the Commission that there are lots of flags out in the park marking where the new septic system will go, but said that not all of that area would be cleared. A discussion ensued about the need for the additional septic system.
- **Update on fitness equipment.** Lannon asked the Commission for a recommendation as to whether to cluster the new fitness equipment or not. Street said that she liked the idea of the equipment being clustered and for the equipment to not be in the woods due to safety concerns. Anders agreed with Street's suggestion, and asked if there was room for the equipment near Shelter 1. John Garrett asked if the horse shoes could be moved because that location would be perfect for the fitness equipment. Lannon reminded the Commission that the horse shoes were an Eagle Scout project and that he would need to contact the Eagle Scout to get permission to move them. Garrett said that he had looked at the fitness equipment layout and wondered why a border was not in the proposal. Lannon replied that the border would be expensive, so they opted to not use it. Knight asked if there was an issue with the fitness equipment and the playground being so close together and wondered if kids would play on the fitness equipment. Lannon said that they the two would really not be too close and that signage could be put up saying that children must be accompanied by an adult while in the fitness equipment area. Anders stated that parents being able to use the fitness equipment while still being able to watch their children on the playground would be seen as a great benefit.
- **Security system update.** Lannon informed the Commission that he had talked with Gray Cassell, who provides Information Technology guidance for the town, about the park's new security system. Cassell works for the Town of Kernersville as their Chief

Information Officer and has experience with security systems and the placements of cameras. Cassell suggested that the Town obtain additional quotes from security vendors. Cassell advised that the new monitoring equipment be housed at Town Hall. A conversation ensued regarding the camera coverage for the park. The Commission wants to ensure that the new security system also provides coverage for the park's maintenance building area. The Commission agreed on a map which should be used as a minimum amount of coverage for the park.

**Brady Young** made a motion to use the Option 1 map to evaluate new security systems bids for the park. **Tracy Street** seconded the motion, and it was passed unanimously (5-0).

- **RidgeFest.** Lannon reported that Randy Floss has been meeting with sponsors. Ridgefest will be Thursday, May 31<sup>st</sup> through Saturday, June 2<sup>nd</sup>.
- **Mountains-To-Sea Trail Update.** Lannon informed the Commission that he and Bill Bruce, Town Manager, would be meeting with Guilford County soon to discuss adding another trailhead on Goodwill Church Road. Lannon also reported that an Eagle Scout has expressed interest in doing a project on the MST.

## 6. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS

**A. Music in the Park.** First Music in the Park featuring The Grassifeds: April 14, 2018

**B. Next regular meeting:** April 19, 2018

**C. Canine Capers:** April 28, 2018, Rain date: April 29,2018

**D. Concession Trailer Update.** Anders has received two quotes for the purchase of a new concession trailer. One quote is from Florida and the other is from Thomasville. The Commission agreed by consensus to consider the Thomasville quote due to its convenient location. A discussion ensued concerning the features that the Commission wanted in the trailer. Two of the Commission members would like to visit the Thomasville site to see the concession trailer and to ask about the pricing details.

## 7. CITIZEN COMMENTS

None

## 8. ADJOURNMENT

**Brady Young** made a **motion** to adjourn the meeting at 8:43 p.m. **Phyllis Anders** seconded the motion, and it was passed unanimously (5-0).

Respectfully submitted:

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Ashley Royal  
Deputy Clerk

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Tracy Street  
Chair