



**OAK RIDGE PARKS & RECREATION COMMISSION MEETING  
SEPTEMBER 20, 2018 - 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

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

**Staff Present**

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

**Members Absent**

Mike Cronan, Alternate  
Michelle Davidson  
Barry Knight

**1. CALL TO ORDER**

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

**2. APPROVE AGENDA**

*Brady Young made a motion to approve the meeting agenda. Phyllis Anders seconded the motion, and it was passed unanimously (4-0).*

**3. APPROVAL OF MEETING MINUTES**

*Brady Young made a motion to approve the minutes of the August 16, 2018 meeting. Phyllis Anders seconded the motion, and it was passed unanimously (4-0).*

**4. STAFF REPORT**

Parks & Recreation Director Terry Lannon presented the staff report:

- **Finance report.** Lannon presented an update on the 2018-2019 budget.
- **Park improvements.** Lannon reported that covered storage building passed inspection.
- **Septic tank update.** Lannon reported that the new septic tank had been installed.
- **Concession trailer slab.** Lannon reported that the slab for the concession trailer would be done the following week and has not passed inspection yet. The electrical work will be complete by the end of the following week.
- **Asphalt trail update.** Lannon said that all of the work had been done except for the path where the septic tank came in. That spot will need some rework.
- **Parking lot resurfacing.** Lannon reported that the north end of the park parking lot would be resurfaced the following week. The south end of the parking lot will be resurfaced on 10/1/18 and 10/2/18. Street asked if the Town still has credit from the

new parking lot and Lannon replied yes because we decided not to resurface it, but to reseal it. The parking lot at Town Hall will be done in three weeks.

- **Seal coating for walkways.** Lannon reported that the consultant for this job did not like the concept of seal coating, but we will reseal the walkways anyway. Lannon reported that the state association recommends resealing every 2-4 years and we have not done it in 12 years. This project will be move forward within the next several weeks.
- **Seeding and fall planting.** Lannon said that seeding and fall planting will be going on over the next several weeks. He also stated that the Tree City Committee has an event for a tree dedication ceremony coming up in the fall.
- **Concession trailer update.** Lannon reported that an interim set of portable steps for the trailer had been repainted by Kyle Anders and also had rubber feet added to them. Lannon stated that these portable steps are not as wide as needed, but that we can use them for the time being. Street said that her father-in-law had a set of steps that had a hand rail that she would bring to the next event when the trailer is used. Lannon reported that he had worked on taking out a plug in the trailer that was not working and had fixed it. Lannon also shared that the current exhaust fan is not the correct one for this trailer. The company that we bought the trailer from has offered to replace the fan for \$247, but the trailer would need to be taken to Thomasville for the installation.
- **Halloween event.** Lannon shared that the Halloween event would not occur this year and that he hoped a subcommittee could be formed next year to plan some type of Halloween event.
- **Oak Ridge Youth Association usage agreement.** Lannon reported and Young confirmed that the ORYA usage agreement would be presented to the ORYA board on Monday, September 24, 2018. There were not many changes made to the agreement except for wording about the concession operations.
- **Chester and Linda Redmon house.** John Garrett asked for a Chester and Linda Redmon house update. Lannon shared that Town Council is exploring the house's potential uses but will ask the Commission for its recommendations. Some suggestions for future use include having an indoor meeting space or an open-air shelter. Lannon said that both options would need to address the lack of restrooms and convenient parking as issues.
- **Shelter rentals.** Lannon reported that shelter rentals continue to be strong.
- **Fall Schedules.** Lannon said that fall sports are underway.

## 5. NEW BUSINESS

- A. Discussion of appointment of a new P&RC member.** Street reported that Mike Cronan had not responded to her so that she could talk with him about whether he wanted to be appointed as a regular P&RC member instead of an alternate (to take Michelle Davidson's place, who had stepped down to an alternate due to her work schedule). Street suggested that this topic be postponed until the next meeting so that she could have a discussion with Cronan. The Commission agreed by consensus to postpone this topic until next month.
- B. Discussion of location of Kona Ice truck for tournaments.** Lannon informed the Commission that when the park entered into an agreement with Kona Ice 5 years ago, Kona Ice wanted their truck to be close to the fields, but the Commission was only comfortable having the truck on the concrete between the fields. The Kona Ice truck owner has asked permission to go between fields 1 & 4 and fields 2 & 3 to set up, and Lannon said he is OK with this suggestion. Lannon reported that Kona Ice pays the park

approximately \$1,500 a year in give backs. Young said that he thought that being closer to the fields would increase impulse sales, but was concerned about foul balls in this area. Lannon pointed out that the awning on the concession stand would catch most of the foul balls. Garrett said that he thought the request made sense. Anders asked if other vendors would make the same request. Street suggested that the Commission agree to allow the Kona Ice truck to move closer to the fields on a trial run with the option to go back to its original position if something happens that the Commission cannot anticipate right now. The Commission agreed by consensus to allow the Kona Ice truck to move closer to the fields on a trial basis.

**6. OLD BUSINESS**

None

**7. OTHER DISCUSSIONS/ANNOUNCEMENTS/REMINDERS**

**A. Music in the Park, featuring Sweet Water: October 13, 2018 (6:30-8 p.m.)**

Anders suggested to the Commission that they no schedule rain dates on Sundays in the future. Anders stated that she was having trouble booking bands due to the rain date being on Sundays. The Commission agreed by consensus to not have rain dates at all for Music in the Park events beginning in 2019. Anders encouraged Commission members to volunteer for the last Music in the Park event and to let her know if they could attend.

**B. Next Meeting: October 18, 2018**

**C. Heritage Day: September 29, 2018 (10 a.m.-4 p.m.)**

Anders reported that volunteers were still needed for this event.

**8. CITIZEN COMMENTS**

Tom Collins introduced himself to the Commission. Collins will be the new Oak Ridge Youth Association president effective January 1, 2019.

**9. ADJOURNMENT**

*Phyllis Anders made a motion to adjourn the meeting at 8:00 p.m. Brady Young seconded the motion, and it was passed unanimously (4-0).*

Respectfully submitted:

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Ashley Royal  
Deputy Clerk

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Tracy Street  
Chair