



OAK RIDGE PARKS & RECREATION COMMISSION MEETING  
MAY 18, 2017 – 7:00 P.M.  
OAK RIDGE TOWN HALL

MINUTES

**Members Present**

Phillip Hanks, Chair  
Phyllis Anders  
Michelle Davidson, Alternate (Sitting)  
Josh Schneider, Youth Representative

**Staff Absent**

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

**Members Absent**

Tracy Street, Vice Chair  
Barry Knight  
Brady Young, Alternate

**1. CALL TO ORDER**

Phillip Hanks called the meeting to order at 7:06 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 (3-0).

**3. APPROVAL OF MEETING MINUTES**

Phillip Hanks made a **motion** to approve the minutes of the April 20, 2017 meeting. Michelle Davidson seconded the motion, and it was passed unanimously (3-0).

**4. STAFF REPORT**

Parks & Recreation Director Terry Lannon was not present. Phillip Hanks presented the staff report:

- **Finance report.** On the 322<sup>nd</sup> day of the fiscal year revenues are at 7.9 percent of pace but are anticipated to be on target for the year. Expenses are currently running 11 percent under budget.
- **Staffing.** The park has a vacancy for a part-time groundskeeper.
- **Facility Rentals.** Shelters and tournaments are scheduled as summer approaches.
- **Recreation Programs.** ORYA spring sports are finishing this week. Baseball and softball tournament play is beginning. The spring co-ed league was completed last Friday. Summer wood bat league begins June 2.
- **Mountains-to-Sea Trail Town Conference.** The MSTA conference was held in Elkin, NC on May 4-5. Terry Lannon and Bill Bruce attended for the Town. Work will begin on

the easement leading out of the Cascades as time permits. Signage will be made available by the Friends of the Mountains-to-Sea Trail soon. To date, eight overnight visitors have stayed at our MST campsite.

- **Canine Capers.** A report the 5<sup>th</sup> annual Canine Capers was presented.

## 5. NEW BUSINESS

### A. Discussion of appointment of alternate to full Commission member.

The Commission agreed by consensus to request that the Council appoint alternate Michelle Davidson as a full Commission member.

### B. Oak Ridge Parks and Recreation golf cart request.

Phillip Hanks led the discussion regarding purchasing a golf cart for elderly and disabled citizens for the park's many events.

**Phillip Hanks** made a **motion** to request an additional \$10,000 in the FY 2018-19 Budget for a golf cart to be used at town events for elderly citizens. **Phyllis Anders** seconded the motion, and it was passed unanimously (3-0).

## 5. OLD BUSINESS

### A. Kona ice/food truck waiver.

Phillip Hanks led the discussion regarding the food truck waiver that allows the Kona Ice truck to park on the nearby turf during games. Terry Lannon is in support of continuing this waiver because he believes wear and tear would be minimal. Additional considerations include parents supervising/watching their children playing in a sports game while purchasing Kona Ice.

**Phillip Hanks** made a **motion** to approve the waiver to allow the Kona Ice truck to park on the turf. **Phyllis Anders** seconded the motion, and it was passed unanimously (3-0).

### C. Discussion of Yoga in the Park.

Hanks revisited the discussion to waive the rental fee for the amphitheater for Yoga in the Park.

**Phillip Hanks** made a **motion** to approve the waiver for the Yoga in the Park so long as it is an event that does not charge a fee for community members. **Phyllis Anders** seconded the motion, and it was passed unanimously (3-0).

Phillip Hanks discussed the possibilities of whether to allow the Merchants of Oak Ridge to pay for Yoga in the Park or whether a request should be made to the Oak Ridge Town Council.

**Phillip Hanks** made a **motion** for the town manager to request the Council approve \$160 per session for four sessions of Yoga in the Park. **Phyllis Anders** seconded the motion, and it was passed unanimously (3-0).

**6. OTHER DISCUSSION ITEMS/ANNOUNCEMENTS/REMINDERS**

**A. Music in the Park:**

June 10, 2017: Tyler Millard Band (6:30- 8 pm.)

June 24, 2017: Grace Abounds Singers/Tom Roush (6-9pm)

**B.** Members discussed the need to have a New Business agenda item regarding the bidding process on tree maintenance including proper pruning.

**C.** Members discussed the need to have a New Business agenda item regarding the hiring of contractors and adding an additional step of a completion of a Scope of Work before invoicing.

**D. Next meeting:** June 15, 2017

**7. CITIZEN COMMENTS**

None

**8. ADJOURMENT**

**Phillip Hanks** made a **motion** to adjourn the meeting at 7:43 p.m. **Phyllis Anders** seconded the motion, and it was passed unanimously (3-0).