



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING
AUGUST 17, 2023 – 6:30 P.M.
(Held in person & electronically via the Zoom platform)**

MINUTES

Members Present

John Garrett, Co-Chair
Phyllis Anders
Kyle Anders
Adrian Eckenrod
Mike Kimel

Reese Bell, Teen Advisor

Staff Present

Terry Lannon, Parks & Recreation Director
(via Zoom)
Sandra Smith, Assistant Town
Manager/Town Clerk

Members Absent

John Browning, Co-Chair
Kelly Riddle
Phyllis Clodfelter, alternate
Chelsea Young, alternate
Randy Collins, alternate

Note: This meeting was conducted remotely under N. C. Gen. Stat. § 166A-19.24 by use of simultaneous communication using the Zoom online platform and in which Parks & Recreation Advisory Board members participated by simultaneous communication. Board members joined and participated in the entire meeting, unless otherwise noted.

1. CALL TO ORDER

Co-Chair John Garrett called the meeting to order at 6:31 p.m.

2. APPROVE AGENDA

Mike Kimel made a motion to approve the agenda, and Phyllis Anders seconded. The motion was passed unanimously (5-0).

3. APPROVAL OF MEETING MINUTES

Adrian Eckenrod made a motion to approve the minutes from the July 20, 2023, regular meeting, and Mike Kimel seconded. The motion was passed unanimously (5-0).

Mayor Ann Schneider announced the Town's upcoming 25th anniversary, which would fall officially on November 3, 2023, and described the Town's activities that would surround its celebration. She invited the Board to participate in any of the mentioned activities, or to suggest any event which the Board would like to coordinate in honor of the anniversary.

4. STAFF REPORT

- Lannon updated the financial report and noted that revenue from tournaments had fallen and would negatively impact the 2023 forecasted revenue. Lannon considered stepping out of tournament business moving forward.
- Lannon spoke on the conditions of the fields indicating challenges in keeping suitable field surfaces on schedule. He addressed the possibility of overseeding one of the fields through the winter, though doing so would affect irrigation and mower servicing schedules as well as added cost and labor.
- Lannon reported that the first draft of the Oak Ridge Youth Association Usage Agreement was completed except for the section covering advertising. Discussion continued regarding raising the non-resident user fee from \$8 to \$15 per player per season. Lannon thought the Usage Agreement would be on schedule to be reviewed by Town Council in December 2023.
- Lannon reviewed the progress being made at Heritage Farm Park. He noted that electrical and water lines would need to be installed before irrigation trenches could be dug. He thought that sprigging could begin in the third week of September, and concrete would be poured beginning on September 11 which would enable sidewalks and slabs to be installed allowing buildings to be put up next.

5. ORYA REPORT

In Kelly Riddle's absence Terry Lannon reported the following:

- Summer running program had been completed
- Baseball and softball programs had begun
- Soccer programs were ramping up
- Discussions may take place regarding the installation of a back door into the maintenance building for ORYA access

6. NEW BUSINESS

Consideration/Approval of Waiving Shelter Fees for Oak Ridge Garden Club

Lannon supported waiving shelter fees for two dates requested by the Oak Ridge Garden club noting that the club regularly contributed to the maintenance and beautifying of trailheads and that there were no conflicts in reservations with either date requested.

Kyle Anders made a motion to waive shelter fees for the two dates requested by the Oak Ridge Garden Club, and Mike Kimel seconded. The motion was passed unanimously (5-0).

7. OLD BUSINESS

A. Consideration/Approval of Final Design & Color Selection for Heritage Farm Park Playground

The Board discussed the Heritage Farm Park playground's final design and looked at the color options for the entire design. Lannon indicated that Barrs Recreation had agreed to substitute one corn stalk in the design for three benches, a completed wheel, and a larger shade structure. It was determined through conversation that

the playground was not in the Historic District and its design would therefore not require the Historic Preservation Commission's (HPC) review and approval. At Reese Bell's suggestion, the shade canopy color was changed from gray to sand to mimic the color of hay which would be consistent with the design's farm theme. Schneider mentioned that she would reach out to the Guilford County Commissioners to update them on the benefits received through the County's funding grant to the project.

B. Update on Farmhouse Community Center

Schneider reported that all relevant approvals and signatures had been obtained for the Farmhouse Community Center. Construction was expected to begin at the end of the month of August pending procurement of driveway and septic permits which could take up to 90 days. Schneider also indicated that HPC had approved the landscape plan for the Town Park Entrance at the Farmhouse Community Center.

C. Update on 2023 Music in the Park Series

Phyllis Anders reported that the final Music in the Park event would be on October 14th and would feature the band 80z Nation.

8. OTHER DISCUSSIONS/ANNOUNCEMENTS/REMINDERS

Next regular meeting:	Sept. 21, 2023
Heritage Day:	Sept. 30, 2023
Music in the Park, featuring 80z Nation:	Oct. 14, 2023
Halloween Terror Trail	Oct. 20-21 & 27-28, 2023

Phyllis Anders asked for volunteers to help with parking on Heritage Day. John Garrett volunteered, and John Browning and Randy Collins were suggested as individuals who might be available to help.

Lannon noted that the Leos of the Oak Ridge Lions Club would be coordinating a touch-a-truck event for RidgeFest.

9. PUBLIC COMMENTS

Schneider shared a message from Town Manager Bill Bruce who stated that a Certificate of Appropriateness for the Heritage Farm Park playground would not be required by HPC as the playground was not visible from the road and that HPC had previously approved the playground as part of the overall site plan for Heritage Farm Park.

10. ADJOURNMENT

Adrian Eckenrod made a motion to adjourn the meeting at 7:26 p.m., and Mike Kimel seconded. The motion was passed unanimously (5-0).

Respectfully submitted:

Sandra Smith, CMC, NCCMC
Asst. Town Manager/Town Clerk

John Browning
Co-Chair