



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING  
AUGUST 15, 2019 – 7:00 P.M.  
OAK RIDGE TOWN HALL**

**MINUTES**

**Members Present**

Tracy Street, Chair  
Phyllis Anders, Vice Chair  
Kyle Anders  
John Browning-arrived late  
Tom Collins, ORYA Representative  
John Garrett  
Mike Kimel, Alternate (sitting)  
Brady Young

**Staff Present**

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

CJ Annunziato, Teen Advisor-arrived late

**Members Absent**

Maureena Shepherd, Alternate

**1. CALL TO ORDER**

Chair Tracy Street called the meeting to order at 7:01 p.m.

**2. APPROVE AGENDA**

*Kyle Anders made a motion to approve the agenda. Tom Collins seconded the motion, and the agenda was passed unanimously (7-0).*

**3. APPROVAL OF MEETING MINUTES**

*Tom Collins made a motion to approve the July 18, 2019 meeting minutes. Phyllis Anders seconded the motion, and the minutes were approved unanimously (7-0).*

**4. STAFF REPORT**

Parks & Recreation Director Terry Lannon presented the staff report:  
**Finance Report.** Lannon presented the financial report to the Board.

**5. OAK RIDGE YOUTH ASSOCIATION REPORT**

Tom Collins reported that ORYA was currently working on game schedules for their fall soccer and baseball programs. Collins said that the Football Jamboree would be August 24<sup>th</sup> and that the new Director of Sponsorships was Anna Thompson.

**6. NEW BUSINESS**

**A. Discussion with McGill Associates (Jim Ford)** Ford presented an update on the survey results that have been received thus far. Ford said that the surveys will be accepted through the end of August. A discussion ensued regarding the Master Plan. Ford said that he hoped to have the Master Plan complete by the end of September 2019.

**B. Discussion regarding Parks & Recreation Advisory Board Member Reappointments (Tom Collins)** Collins inquired about the process for reappointing board members and Royal shared that the current process is to get in touch with a board member when their term was about to expire to see if they were interested in serving another term. If the board member agrees to serve on the board again, their reappointment is presented at the next Town Council for approval. The board agreed by consensus to have upcoming reappointments listed on the Board's monthly meeting agendas.

**7. OLD BUSINESS**

**Commemorative Brick Sale Update (John Garrett).** Garrett reported that the kick off date for the sale was August 21<sup>st</sup> at Oak Ridge Elementary School's Open House from 5-7 p.m. Garrett said that he was not able to be at the event, but that John Browning had agreed to sell the bricks. Royal said that she would follow-up with Garrett and Browning to make sure that all of the brick forms and flyers were ready for this event. Garrett said that he would work with the Northwest Observer to do an ad and possibly an article about the brick sale. The board agreed by consensus for Garrett to contact Laurie Brackett to ask permission to sell bricks at the Oak Ridge Farmers' Market on Thursdays.

**8. OTHER DISCUSSIONS/ANNOUNCEMENTS/REMINDERS**

**Music in the Park: September 14, 2019 (6:30-8 p.m. featuring Shiloh Hill)**  
**Next Meeting: September 19, 2019**  
**Heritage Day: September 28, 2019 (10 a.m. - 4 p.m.)**

**9. CITIZEN COMMENTS**

Martha Pittman introduced herself to the Board as a candidate for Oak Ridge Town Council.

Councilman George McClellan thanked the Board for their work and dedication to the Town of Oak Ridge's residents.

**10. ADJOURNMENT**

*Brady Young made a motion to adjourn the meeting at 8:54 p.m. John Garrett seconded the motion, and it was passed unanimously (7-0).*

Respectfully submitted:

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Ashley Royal  
Deputy Clerk

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Tracy Street  
Chair