



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING
MARCH 16, 2023 – 7:00 P.M.
(Held in person & electronically via the Zoom platform)**

MINUTES

Members Present

John Browning, Co-Chair
John Garrett, Co-Chair (left at 9 p.m.)
Phyllis Anders
Phyllis Clodfelter, alternate (sitting)
Randy Collins, alternate (sitting)-arrived at 7:03 p.m.
Adrian Eckenrod
Mike Kimel

Staff Present

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

Members Absent

Kyle Anders
Kelly Riddle
Chelsea Young, alternate
Reese Bell, Teen Advisor

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 Browning called the meeting to order at 7:00 p.m.

2. APPROVE AGENDA

John Browning made a request to amend the agenda by moving Public Comments to after the Approval of the Minutes.

John Browning made a motion to approve the amended agenda, and Adrian Eckenrod seconded. The motion was passed unanimously (6-0).

3. APPROVAL OF MEETING MINUTES

John Garrett made a motion to approve the minutes from the January 19, 2023 regular meeting and the February 16, 2023 regular meeting, and Mike Kimel seconded. The motion was passed unanimously (6-0).

4. PUBLIC COMMENTS

Ann Schneider, 8506 Rosedale Drive, Oak Ridge, requested that the Northern Guilford Pastor's Association host an event at Shelter #1 and possibly the amphitheater on Thursday, May 4, 2023, for the National Day of Prayer from 11:30 a.m. – 1:30 p.m. She requested that the rental fees be waived.

Schneider reported that the Special Events Committee was working hard to reach their fundraising goal for the Veterans Honor Green of \$200,000 by the end of March. She said that pavers were being sold and donations were always welcome.

Mike Kimel made a motion to approve and waive the rental fees for the Northern Guilford Pastor's Association event on May 4, 2023, to be held at Shelter #1 and the amphitheater, and Adrian Eckenrod seconded. The motion was passed unanimously (7-0).

5. STAFF REPORT

- Lannon presented the financial report which is hereby incorporated into the record and made a part of the minutes.
- Lannon said that there was a part-time groundskeeper vacancy at Oak Ridge Town Park.

6. ORYA REPORT

No report

7. NEW BUSINESS

Selection of 2023-2024 Frozen Treat Vendor for Oak Ridge Town Park.

Snoball Squad, Scoop Zone, and Kona Ice made presentations to the Board in order to be considered for the 2023-2024 Frozen Treat Vendor for Oak Ridge Town Park. After the presentations, a lengthy conversation ensued regarding each vendor.

Adrian Eckenrod made a motion to contact Scoop Zone to offer and discuss the requirements to be the 2023-2024 Frozen Treat Vendor for Oak Ridge Town Park and request that they donate a percentage of their profits back to the Town, and John Browning seconded. The motion was passed (5-1).

Adrian Eckenrod agreed to work with Lannon to coordinate the Memorandum of Understanding with Scoop Zone. The Board asked Eckenrod to talk with Scoop Zone's owner about donating a percentage of their profits to the Town.

The Board agreed by consensus to ask To The Moon and Back to be at the two community Music in the Park events.

8. OLD BUSINESS

- A. Continued Discussion of Heritage Farm Park Playground Equipment.** Kimel shared with the Board a document about inclusive playgrounds. Lannon said that he would like to have a detailed list of playground equipment that the Board would like to see at Heritage Farm Park so that he could receive cost estimates. The Board agreed by consensus that they wanted the playground to be inclusive and that due to budget constraints the equipment may need to be purchased in phases. The Board asked Lannon to ask vendors to present them with playground elements with cost estimates to be considered for the Heritage Farm Park playground. Lannon

reminded the Board that the playground was in the Historic District so the colors of the playground equipment should be neutral in color.

- B. Update on Farmhouse Community Center.** Anders said that the committee had questions about the technical designs. She said that Hill Studios would be redoing the designs which would be reviewed by the committee when completed.
- C. Update on 2023 Music in the Park series.** Randy Collins said that four sponsors had been obtained for the upcoming series. Royal said that four bands had been selected and that their deposits had been paid. She said a full-page advertisement would be placed in the Northwest Observer on April 6, 2023. Royal said that beer and food truck vendors would be at each of the sponsored events. She reminded the Board that if they wanted the Town's concession trailer to be at the sponsored events that they would need to organize volunteers to work the trailer. Since the Town's concession trailer cannot be physically moved, The Board asked Royal to find out if the kitchen could be utilized to serve food at Oak Ridge United Methodist Church in the event of inclement weather.

9. OTHER DISCUSSIONS/ANNOUNCEMENTS/REMINDERS

Next regular meeting:	April 20, 2023
Spring Arts & Crafts Show:	April 1, 2023
Music in the Park:	April 22, 2023
Canine Capers:	April 29, 2023

10. ADJOURNMENT

Adrian Eckenrod made a motion to adjourn the meeting at 9:45 p.m., and Mike Kimel seconded. The motion was passed unanimously (6-0).

Respectfully submitted:

Ashley Royal
Deputy Clerk

John Browning
Co-Chair