



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING
MAY 21, 2020 – 7:00 P.M.
OAK RIDGE TOWN HALL
(Meeting held electronically via Zoom)**

MINUTES

Members Present

Tracy Street, Chair
Phyllis Anders, Vice Chair
John Browning
John Garrett
Kelly Riddle, ORYA Representative
Mike Kimel, Alternate (Sitting)
Maureena Shepherd, Alternate (Sitting)

Staff Present

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

Members Absent

Kyle Anders
Brady Young
CJ Annunziato, 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 the Parks & Recreation Advisory Board members participated by simultaneous communication. Committee members were joined and participated in the entire meeting, unless otherwise noted.

1. CALL TO ORDER

Chair Tracy Street called the meeting to order at 7:04 p.m.

2. APPROVE AGENDA

John Browning made a motion to approve the agenda. Phyllis Anders seconded the motion, and the amended agenda was passed unanimously (7-0).

3. APPROVAL OF MEETING MINUTES

Mike Kimel made a motion to approve the February 26, 2020 regular meeting minutes. Kelly Riddle seconded the motion, and the minutes were approved unanimously (7-0).

Kelly Riddle made a motion to approve the March 27, 2020 special called meeting. John Browning seconded the motion, and the minutes were approved unanimously (7-0).

Mike Kimel made a motion to approve the April 16, 2020 regular meeting minutes. Maureena Shepherd seconded the motion, and the minutes were approved unanimously (7-0).

4. STAFF REPORT

Parks & Recreation Director Terry Lannon shared the following updates with the Board:

- Due to COVID-19 restrictions, park revenue is down
- The park restrooms and the dog park were re-opened on Saturday, May 9, 2020. All high touch surfaces are being cleaned routinely. Fields and shelters will be re-opened with the guidelines of no more than 25 participants on Saturday, May 23, 2020, but playgrounds will be still be closed.
- The PARTF grant application process is on schedule.
- There is interest with local churches using the park amphitheater for outdoor church services. The current outdoor restrictions on mass gathering limits do not apply to worship, religious or spiritual gatherings.
- The Facility Usage Agreement between the Town of Oak Ridge and Oak Ridge Youth Association will be ready to be shared with this Board soon. There may be a need for a Special Called Meeting in order to approve the Usage Agreement before the next regular Parks & Recreation Advisory Board Meeting.
- Ridgefest is rescheduled for September 12, 2020.

5. OAK RIDGE YOUTH ASSOCIATION REPORT

Kelly Riddle reported that ORYA is in a holding pattern until additional details are released by Governor Cooper regarding Phase 2 and Phase 3 guidelines. Riddle shared that boys' lacrosse is practicing at CrossFit under modified conditions and that 70 participants have signed up for fall football.

6. NEW BUSINESS

A. Discussion of Eagle Scout Project Proposal (Stewart Chipman). Chipman introduced himself to the Board and shared a PowerPoint Presentation with the Board that introduced his Eagle Scout Project proposal of building a firepit at the park in order to burn and retire flags. Chipman told the Board that he would like to begin construction in July and have the project complete by Veterans' Day. A conversation ensued regarding the location placement of the firepit, and Board members provided their feedback on their preferred location placement suggestions. Lannon said that he liked the site #3 suggestion because it is an unused area of the park. Garrett asked how often Chipman would ceremonies take place, and Chipman replied that they would be monthly. Browning asked if Chipman would be in charge of the monthly flag burning ceremonies, and Chipman said that he would not be there monthly but would manage the project long term. Kelly Riddle asked Chipman who would maintain the fire pit long term, and Chipman replied that other members of Troop 600 would be managing the fire pit long term. Board members asked Chipman to check with the Oak Ridge Fire Department to make sure that there are no rules regarding open burns on a regular basis. Lannon asked Chipman to submit a materials list and a design to the Board so that they can review it at their next meeting on June 18, 2020. The Board unanimously agreed to approve Stewart Chipman's Eagle Scout Project Proposal with the understanding that he check with the Oak Ridge Fire Department regarding their open burn policy.

B. Discussion of the 2020 Music in the Park Series (Phyllis Anders). Anders reminded the Board that the April and May concerts had been cancelled due to the

state’s stay at home orders. Anders asked Board members about their thoughts about the remaining 2020 schedule. The Board agreed by consensus that due to the Phase 2 restrictions that the June concert would be cancelled and that the July-October concerts would be discussed at the June meeting.

7. OLD BUSINESS

- A. Commemorative Brick Sale (John Garrett).** 42 bricks were ordered from Pine Hall Brick with an estimated 8 weeks for a completion date. A tentative installation date is the first of July.
- B. Charge to Parks & Recreation Advisory Board to investigate feasibility of horse trails (Tracy Street).** Street asked the Board to review the document that was emailed to them from the Town’s attorney regarding the liability of horses on trails in the park. Board members expressed concerns regarding shared trails between people and horses, the cost associated with equestrian trails and the uncertainty of its actual usage. Garrett said that he thought that the proposed Bandera Farm in Summerfield was a more suitable property for horse trails and would be a good location for Oak Ridge residents.

8. OTHER DISCUSSIONS/ANNOUNCEMENTS/REMINDERS

Next Meeting:	June 18, 2020-possibly at a park shelter
Music in the Park:	TBA
Ridgefest:	September 12, 2020
Heritage Day:	September 26, 2020

9. PUBLIC COMMENTS

None

10. ADJOURNMENT

John Browning made a motion to adjourn the meeting at 8:16 p.m. John Garrett seconded the motion, and it was passed unanimously (7-0).

Respectfully submitted:

Ashley Royal
Deputy Clerk

Tracy Street
Chair