



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING
JANUARY 16, 2020 – 7:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Tracy Street, Chair
Phyllis Anders, Vice Chair
Kyle Anders
John Browning
Mike Kimel, Alternate (Sitting)
Maureena Shepherd, Alternate (Sitting)
Brady Young

Staff Present

Bill Bruce, Town Manager
Terry Lannon, Parks & Recreation Director
Ashley Royal, Deputy Clerk

CJ Annunziato, Teen Advisor (arrived at 7:05 p.m.)

Members Absent

John Garrett

1. CALL TO ORDER

Chair Tracy Street called the meeting to order at 7:00 p.m.

2. APPROVE AGENDA

Tracy Street made a motion to approve the meeting agenda after moving the Citizen Comments before approval of minutes. John Browning seconded the motion, and it was passed unanimously (7-0).

3. CITIZEN COMMENTS

Rita O. Lewandowski, Jr., 5006 Golden Acres Road, told the Board that she hoped that horse trails would be recommended for the future Whitaker property. Lewandowski, representing The Horses of Oak Ridge, shared documents with the Board that included information about the group's funding efforts, horse trail information, price estimates for horse trailer parking lots and trail etiquette.

Patti Paslau, 8543 Linville Road, is The Horses of Oak Ridge's President and said that the group is raising funds to support horse trials in Oak Ridge. The group also has a goal of bringing the Oak Ridge Horse Show back to Oak Ridge in the future.

4. APPROVE MINUTES OF DECEMBER 5, 2019 SPECIAL CALLED MEETING AND DECEMBER 19, 2019 REGULAR MEETING

Phyllis Anders made a motion to postpone approving the meeting minutes until the February 20, 2020 Parks & Recreation Advisory Board meeting. Kyle Anders seconded the motion, and it was passed unanimously (7-0).

5. STAFF REPORT

Parks & Recreation Director Terry Lannon presented the staff report:

- **Finance report.**
- **New equipment added to fee structure.** Lannon said that new pitching mounds needed to be approved and added to the fee schedule at \$25.00 per mound per day.

Young made a motion to add pitching mounds for \$25.00 per mound per day to the fee schedule. Phyllis Anders seconded the motion, and it was passed unanimously (7-0).

- **2019 Park Usage Analysis.** Lannon shared with the Board an analysis of the park's usage of shelters and fields for 2019. Lannon said that ORYA used the athletic fields 63% of the time in 2019.
- **2020 Music in the Park Series.** Anders provided Lannon with the schedule for the 2020 Music in the Park series.
- **2020 Canine Capers.** Lannon announced that Canine Capers will be on April 25, 2020.

Town Manager Bill Bruce gave the following January Town Council update to the Board:

- Jim Ford, from McGill Associates, gave a presentation of the Master Plan that incorporated feedback from the Parks & Recreation Advisory Board. Bruce told the Board that a public hearing would be held at the February Town Council meeting regarding the Master Plan and that Council would consider adopting the Plan.
- Town Council approved a revision to an ordinance, effective immediately, that requires that all voting board members be Oak Ridge residents. As a result of this decision, Oak Ridge Youth Association President, Tom Collins, is not longer eligible to be a member of the Parks & Recreation Advisory Board. Bruce told the Board that ORYA is aware that they must submit a volunteer application in order to nominate an Oak Ridge resident to represent them on this Board. All applications will be reviewed by this Board and nominations will be sent to Town Council for final approval.
- Town Council formally extended the ORYA Usage Agreement through June 30, 2020 until a mayor formed Youth Athletics Subcommittee can review the current use of the town's facilities and the details of ORYA's requested changes to the Usage Agreement.

6. ORYA REPORT

- No one from ORYA was at the meeting to present their report.

7. NEW BUSINESS

A. Election of chair and vice chair

Kyle Anders nominated Tracy Street to be chair. With no other nominations, the Commission's vote in favor was unanimous (7-0).

John Browning nominated Phyllis Anders to be vice chair. With no other nominations, the Commission's vote in favor was unanimous (7-0).

B. Request to use amphitheater for community event (Annie Cockcroft). Annie Cockcroft asked the Board's permission to hold a multi-faith community event at the amphitheater on Good Friday, April 10, 2020 from 6:00 – 8:00 p.m. Cockcroft told the Board that she would contact all of the churches within Oak Ridge to ask them to participate. Cockcroft said that the emphasis would be on music to celebrate the Easter season and that she would take care of all of the advertisement for the event. Cockcroft asked the Board to waive the rental fee and the deposit for this event.

Phyllis Anders made a motion to approve the community event on Friday, April 10, 2020 and to waive the amphitheater rental and deposit fees. John Browning seconded the motion, and it was passed unanimously (7-0).

C. Vendor selection process (Tom Collins). This topic was not discussed as Tom Collins was not present at the meeting.

8. OLD BUSINESS

Commemorative Brick Sale Update (John Garrett). Ashley Royal reported that 22 brick pavers have been sold.

9. OTHER DISCUSSION/ANNOUNCEMENTS/REMINDERS

Capital Improvement Plan Meeting: January 23, 2020 (2 p.m. - 4:30 p.m.)
Next Regular Meeting: February 20, 2020 at 7 p.m.
Upcoming Reappointments: N/A

10. ADJOURNMENT

Phyllis Anders made a motion to adjourn the meeting at 7:54 p.m. Street seconded the motion, and it was passed unanimously (7-0).

Respectfully submitted:

Ashley Royal
Deputy Clerk

Tracy Street
Chair