



**OAK RIDGE PARKS & RECREATION ADVISORY BOARD MEETING
DECEMBER 19, 2019 -6:00 P.M.
OAK RIDGE TOWN HALL**

MINUTES

Members Present

Tracy Street, Chair
Phyllis Anders, Vice Chair
Kyle Anders
John Browning
Tom Collins, ORYA President (left at 6:55 p.m.)
John Garrett
Brady Young

Staff Present

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

Members Absent

CJ Annunziato, Teen Advisor
Mike Kimel, Alternate
Maureena Shepherd, Alternate

1. CALL TO ORDER

Chair Tracy Street called the meeting to order at 6:05 p.m.

2. APPROVE AGENDA

Tracy Street made a motion to approve the meeting agenda after removing the approval of the December 5, 2019 special called meeting and moving New Business to before the Staff Report. Tom Collins seconded the motion, and it was passed unanimously (7-0).

3. APPROVE MINUTES OF OCTOBER 28, 2019 SPECIAL CALLED MEETING AND NOVEMBER 21, 2019 REGULAR MEETING

Kyle Anders made a motion to approve the October 28, 2019 special called meeting minutes. John Browning seconded the motion, and the minutes were approved unanimously (7-0).

John Garrett made a motion to approve the November 21, 2019 regular meeting minutes. Tom Collins seconded the motion, and the minutes were approved unanimously (7-0).

4. NEW BUSINESS

Interview and selection of a 2020 frozen treat vendor-The Board heard presentations from the following frozen treat vendors:

- Andrew Crawly representing The Slush Rush
- Cheryl Albrecht representing To the Moon and Back Frozen Treats
- Steve and Pam Marino representing Kona Ice

The Board discussed the presentations and reviewed materials from each vendor.

The Board agreed by consensus to have Terry Lannon contact Kona Ice to let them know that they are the Board's choice to be the 2020 exclusive frozen treat vendor for Oak Ridge Town Park and to offer To the Moon and Back Frozen Treats all Music in the Park events and possibly Heritage Day.

5. STAFF REPORT

Parks & Recreation Director Terry Lannon presented the staff report:

- **Finance Report.**
- **2020 Music in the Park Schedule.** Lannon announced that the 2020 Music in the Park series will be on the second Saturday of each month from April through October, with an earlier start time in October due to the time change. Phyllis is working on the band schedule and will get it to Terry ASAP.

6. ORYA REPORT

In Tom Collin's absence, Brady Young presented four sponsorship signs to be approved by the Board. Young explained that the signs will be placed on the inside at Fields #1 & #2, will be inward facing and that all will have black backings.

John Garrett made a motion to approve four ORYA sponsorship signs to be placed at Oak Ridge Town Park at Fields #1 and #2. Tracy Street seconded the motion, and it was passed unanimously (6-0).

7. OLD BUSINESS

- A. Consideration of town absorbing additional ORYA operating expenses.** Young asked for clarification as to why the 2020 ORYA usage agreement was not presented at the December 2019 Town Council meeting. Lannon said that there was a lot of confusion about the usage agreement process and a conversation ensued about the ORYA 2020 subsidy level being a policy decision that falls under this Board's purview. Young expressed disappointment at how the subsidy situation had been handled with this Board and that it had prevented the ORYA 2020 usage agreement from being able to move forward. Young also shared information that Collins had left with him regarding ORYA's concern about their limited access to fields on the weekends in 2020, and Lannon replied that he would continue to discuss this issue with ORYA.

Street asked the Board to consider the ORYA 2020 subsidy level and to either agree to increase it, decrease it, keep it the same or make no recommendation to the Finance Committee. Young stated that according to ORYA's most recent tax returns that ORYA seems to be in a good place with their budget and Phyllis Anders agreed with him.

Brady Young made a motion that the Parks & Recreation Advisory Board recommends that the 2020 subsidy level, to be included in the 2020 Oak Ridge Youth Association Usage Agreement, remain the same as it was for 2019. John Garrett seconded the motion, and it was passed unanimously (6-0).

Lannon shared with the Board that Council will organize a Youth Athletics Subcommittee.

- B. Commemorative Brick Sale Update (John Garrett).** Garrett announced the Northwest Observer recently ran an article about the brick sale. The Board agreed by consensus that the brick sale will end on Friday, March 6, 2020 and the installation date is to be determined.
- C. Continued discussion of the Parks & Recreation Master Plan, prioritization of elements for future development and where new elements will be located.** Street asked Board members to consider the list of priorities that were established at the December 5, 2019 special called meeting and to think about where the new elements would be located. The Board discussed the priorities and developed the following recommendations:
1. Parking and bathrooms at the Whitaker property
 2. Security system at Oak Ridge Town Park and the Whitaker property
 3. Jogging/walking/biking trail at the Whitaker property
 4. Veterans Memorial at the Whitaker property
 5. Community Center at the Linda Redmon house
 6. Field #5 at Oak Ridge Town Park
 7. Outdoor playground with shade and ADA compliant at the Whitaker property
 8. Picnic area (similar to existing) with shade at the Whitaker property
 9. Multi-purpose fields at the Whitaker property
 10. Splash pad at Oak Ridge Town Park
 11. Tennis courts at the Whitaker property
 12. Basketball court at the Whitaker property

The Board asked Lannon to include playground shade structures at Oak Ridge Town Park in operational capital for fiscal year 2020-2021.

Lannon requested that a member of this Board present the Master Plan recommendations at the January 9, 2020 Town Council meeting and that someone from this Board be present at the Capital Improvement Plan (CIP) meeting on Thursday, January 23, 2020 from 2-4:30 p.m. Phyllis Anders suggested that two members be present at the CIP meeting.

8. OTHER DISCUSSIONS/ANNONCEMENTS/REMINDERS/HIGHLIGHTS

Next meeting: January 16, 2020
Thanksgiving Parade/ Both held December 7, 2019 and were successful
Light up the Night events

9. CITIZEN COMMENTS

10. ADJOURNMENT

Tracy Street made a motion to adjourn the meeting at 9:47 p.m. Phyllis Anders seconded the motion, and it was passed unanimously (6-0).

Respectfully submitted:

Ashley Royal
Deputy Clerk

Tracy Street
Chair