

DRAFT

## Minutes of the Recreation and Parks Advisory Board Meeting

September 11, 2014 Regular Meeting

The September 11, 2014 Regular Meeting of the Recreation and Parks Advisory Board was convened at 7:05pm in the Social Room of the Recreation Center with Alan Tatum, Chair, presiding.

### Roll Call

Members present at roll call: Naomi Asher, Steve Dittner, Ray Garrett, Fay Martin, Dan Robbins, Bradley Spears, Alan Tatum and Cathy Toth. Members absent at roll call: John Clayton.

### Approval of the August 14, 2014 Meeting Minutes

A motion to approve the minutes for the August 14, 2014 meeting was made by Ray Garrett and seconded by Dan Robbins. The minutes were approved by an 8-0 vote.

### Appearance and Citizen Comments

No citizen comments.

### Committee Reports

#### Staff Presentation- Barbara Spratling

Barbara discussed the Scarboro Center operations, including staffing, programming and facilities. Barbara explained the many ways the Center staff and community shareholders collaborate to provide programming at the center. Steve Dittner asked about the materials used for the gym floor and their durability since they were installed as part of the 2003 expansion of the Center. Cathy Toth told the Board that she had been impressed with the facility during her visits there and recommended other Board members visit.

#### Bike/Ped Committee- Bradley Spears and Ray Garrett

Brad reported that he had found that testing along the railway for the Rails to Trails project may not be as rigorous as first thought. He reported that Kathryn Baldwin, Community Development Director, has developed new contacts within CSX that are providing new information and he would bring that information to the Board as it becomes available. Guest Ellen Smith, former chair of the Environmental Quality Advisory Board (EQAB), discussed a report that EQAB had done that suggested that testing may not be required, just recommended. She also reported that prior testing had identified and remediated contamination on the rail line and that it was now believed to be safe for use as a bike/ped facility.

Ray reported on a meeting he had with City Engineer Steve Byrd to review his plans for parking along the North Ridge Trail. Steve provided Ray with a large format aerial photo of the proposed site along Illinois Ave and recommended Ray contact Eric Tobler to see about the possibility of using his lot adjacent to the West Outer Dr. trailhead for parking. Ray reported Mr. Tobler was unwilling to commit to allowing its use at this time.

Ray then reported that he has contacted all 10 property owners along the route of the proposed Poplar Creek trail from Illinois Ave to Wiltshire Dr. and has received no refusals. Ray reported that he plans to meet with the City attorney to discuss a liability release for property owners willing to allow use of their property for the trail.

#### Community Funding Opportunities Committee- Naomi Asher

Naomi reported that she has a draft brochure layout, but needs to review dollar amounts for the donations. She requested help with finalizing the brochure. Steve Dittner agreed to help. The Board discussed possible distribution channels for the completed brochures. Alan asked that a deadline be set to have the brochure completed by the upcoming tax season, and Naomi agreed.

#### Long-term Strategy/Needs Assessment Committee – Alan Tatum

Alan reported that his contact with the UT MBA program has requested a well-defined benefit to the MBA students if they to conduct an updated study of recreation needs in Oak Ridge, as requested by the Board.

#### Waterfront Redevelopment Master Planning Committee

Josh Collins reported that development is in a holding pattern until funding becomes available. The current focus is on increasing use of the waterfront through additional activities.

#### Dog Park

Jon Hetrick reported that he is working on quotes for a 20 ft. x 20 ft. cantilevered shade structure with a fabric canopy. The Board discussed usage of the Park, which appears to be steady.

#### Unfinished Business

Bell House update –At the September 8<sup>th</sup> City Council meeting the Council passed a resolution to provide no less than \$50,000 from the FY 2015 Capital budget for the Bell House project. The City had looked at a grant for the Bell House structure, but would not have the required application information in time to meet the grant submission deadline. The Board reviewed a draft sequence of events for the project.

#### New Business

Alan noted that this would be the last Board meeting for Recreation and Parks Director Josh Collins, who will be retiring October 1, 2014 after more than 29 years as Director. Alan then read a letter of appreciation from the Board to Josh for his service to the community.

#### Updates and Observations (Non Action Items)

Clark Center Park – Josh provided a report on the August 25<sup>th</sup> public meeting and meetings between City staff and DOE staff regarding the potential transfer of the Park. Josh reiterated that the Board will likely be brought

into the process if the City chooses to pursue acquisition of the Park. The Board then discussed challenges related to the acquisition, including budget and recreational deed restrictions.

Dan reported that the blinking stop sign at the intersection of Emory Valley Rd. and Melton Lake Dr. was not functioning. He has talked to the City Engineer about asphalt repairs at the parking lot near the Edgemoor Rd. bridge. He also reported the Greenways Oak Ridge would like to move their meeting time from 7 pm. to 6pm. and that they were in the process of approving sashes for trail stewards. Dan also noted a marked decrease in fire ant mounds along Melton Lake Greenway this year.

The Board discussed "Keep Out" signs that have been posted by DOE at the quarry adjacent to the North Boundary Greenway.

#### Director's Report

Jon Hetrick reported on a Request for Proposals that is being developed for enhanced maintenance of soccer game fields, with funding to be provided by AYSO and SCOR. This collaboration will provide the user group's with higher quality game fields than the City can provide in the current budget.

Cathy Toth asked why baseball field lights are not being used. Josh explained that the lights on Hopkins and Calia fields were not working. Jon told the Board that TVA had provided a repair plan for Hopkins earlier in the day and that it would be reviewed, with the goal of making repairs prior to the start of the High School baseball season in February. The lights at Calia are also being evaluated for repair.

Josh then discussed the RFP that is being prepared for entertainment and production for the 2015 Secret City Festival. The role of the Arts Council of Oak Ridge (ACOR) in the Festival was also discussed.

Fay Martin made a motion to adjourn and Naomi Asher seconded the motion. The motion to adjourn was approved by an 8-0 vote. The meeting was adjourned at 9:05 pm.

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## SCARBORO COMMUNITY CENTER

148 CARVER AVENUE

**Budget: \$189,822**

### **Staff**

Recreation Program Supervisor  
Facility Monitor  
2 part time summer positions

### **Hours of Operation**

The Scarborough Center is open six days a week  
Monday – Saturday  
Mon., Sat. 10am – 6pm  
Tue., Thur., 9am – 7pm  
Wed. 10am – 7pm  
Fri. 9am – 6pm

## Programs and Events

### Free Computer Classes



The Scarborough Center offers free computer classes to the residents of Oak Ridge and surrounding counties. The classes are offered three times a year and the instructor is a volunteer from the community. Classes range from beginner to advanced.

## Community Share Day

Community Share Day is a community event held the 4<sup>th</sup> Saturday every April that is supported by two organizations and four local Churches in the Scarboro Community. It consists of free food, fellowship, games and hands-on activities for children. It is a way of giving back to the community. This was held on April 26, 2014, and we fed as many as 300 people.



## Senior Activities

The Scarboro center offers a variety of activities for seniors. We offer potlucks, breakfasts, dances, game nights, corn hole, and educational sessions. All activities are free and participation varies on the activity. We have had as many as forty seniors attend a breakfast or potluck.



We partner with Oak Valley Church to offer senior bible studies and they use both facilities. Seniors participate from all five Churches in the Community.

## Halloween Party

The Scarboro Halloween party is held on Halloween day or the day prior depending on the actual day of Halloween. All the local churches participate, as well as a volunteer DJ and other various community organizations.



## Christmas Parties

**Christmas parties** (seniors/ children) - A community Christmas party for children ages 2 – 12 is held the 2<sup>nd</sup> Saturday in December by the Atomic City Sportsmen Club. A senior Christmas party is held the week prior to Christmas.



**Community Christmas dinner** – A community Christmas dinner co-sponsored by the Neighborhood Watch Group is held the 2<sup>nd</sup> Friday in December.

## Free Chili Luncheon

A free chili luncheon sponsored by the Community Network Committee is held the 3<sup>rd</sup> Saturday in February for the Scarborough community.



## Back Pack Giveaway

A free Back Pack Give A Way was held on July 19, 2014. We received a Grant from Walmart and purchased 100 back packs and school supplies. We also had a DJ and gave away hotdogs, chips, juice and cookies to the children and parents. Community volunteers helped with the event.



## Summer Camp



The Scarboro camp is staffed by two recreation leaders for nine weeks, the first week being training. The camp is for children 6 to 12 years of age. Maximum enrollment is 20 children. The camp offers field trips, special events, arts & crafts, and games.

Cost recovery for the Scarboro center is very limited; all of the activities that take place are free. The main source of cost recovery comes from the Scarboro summer Camp.

## Community Network Committee (CNC)

**Community Network committee (CNC)** – is a committee of local residents working with the staff at the Scarboro Community Center to provide outreach activities and enrichment programs to the citizens thereby improving the quality of life within the local Scarboro Community.

**Motto:** “Call to Service”



### Memorabilia Wall

This wall is located in the Scarboro Gymnasium and displays the history of the Scarboro Community and all the local Churches. People from the Community have submitted information and photos that are on display and we are continuously looking for information related to the history of the Scarboro Community.

# Challenges

## **Improvement Projects**

**Heating and Air units** – over the past year we have had issues with both units in which both are old. May need to replace both at some point.

**Gym Acoustics** – At some point in the future the old acoustical mats in gym will need to be replaced.

## **Encouraging Community Participation**

Although there is a great amount of community support at the present time, we are always working to maintain and improve our community.

## **Upcoming Activities:**

- September 25 – senior bingo (TBA)
- October 10 – senior breakfast (TBA)
- October 14 – November 18 – Computer classes
- October 31 – Halloween Party