

## **APPROVED**

### Minutes of the Recreation and Parks Advisory Board Meeting

November 10, 2011 Regular Meeting

The November 10, 2011 Regular Meeting of the Recreation and Parks Advisory Board was convened at 7:10pm in the Social Room of the Recreation Center with Gerry Palau, Board Chair presiding.

#### Roll Call

Members present included: Bob Cushman, Bridgette Ellis, Allen Eubanks, Gerry Palau, Laurel Patrick, Dan Robbins and Cathy Toth. Absent were Lou Rabinowitz and Sherith Colverson

#### Approval of the October 13, 2011 Meeting Minutes

A motion to approve the October 13<sup>th</sup> minutes was made by Allen Eubanks and seconded by Dan Robbins. Motion was approved by 6-0 vote.

#### Appearance and Citizen Comments

Ms. Bobbi Smith was attending the meeting representing the League of Women Voters.

Steve Dittner, President of the Friends of Haw Ridge, spoke regarding horses on Haw Ridge and proposed revisions to the MOU between the group and the Recreation and Parks Department. Mr. Dittner and the Department staff will discuss the proposed changes and make a presentation to the Board at a later meeting.

#### Committee Reports

In Sherith's absence, Bob Cushman reported on the Bike and Ped Committee and presented a revised draft of the Vision and Scope of the Working Committee (attached hereto). Allen Eubanks made a motion to approve the revisions and seconded by Bridgette Ellis. The motion was approved by a 7-0 vote.

#### Unfinished Business

Chairman Palau started the discussion on the 2012 Board Work Plan by reviewing early priorities established by the City Manager and City Council. These included Waterfront Development, Bike and Ped Plan Implementation, Planning for a Dog Park and Facilitate the Playful City USA Designation. The Board also discussed the City Council Goals for Boards/Commissions and the City Manager's Goals and Objectives for 2011-2012.

Bridgette Ellis gave a brief overview on the effort to develop a vision and scope of work for a Dog Park Committee. A draft proposal could be available by the December 8<sup>th</sup> meeting.

The Board discussed the Playful City USA Designation and what steps would be needed to initiate the process. Allen Eubanks volunteered to chair the committee and meet with Matt Reedy to review the requirements. Laurel Patrick volunteered to assist Allen.

Chairman Palau encouraged the Board members working on the Bike/Ped Committee, Dog Park group and the Playful City USA group to develop 3-5 action items with target dates in an effort to establish a path forward. The Board will need to take action to establish the Dog Park group and the Playful City USA group as a working Board committee with vision and scope of work. The Board will finalize the 2012 Work Plan in January.

The Board discussed the need for a work session with City Council to solicit comments on the pavilion options and the waterfront concepts being developed by the Board. The Council work session on December 19<sup>th</sup> was the preferred date. A work session on December 1<sup>st</sup> would give the Board an opportunity to discuss master planning the site and discuss a pavilion design recommendation to City Council.

#### New Business

The Board reviewed the proposed meeting schedule for the 2012 calendar year and agreed to continue meeting on the second Thursday of each month with the exception of the June meeting. Due to a schedule conflict with the Secret City Festival, the Board will meet on the first Thursday, June 7<sup>th</sup>. Allen Eubanks made a motion to approve the proposed schedule and was seconded Cathy Toth. Motion passed on a 7-0 vote.

Chairman Palau presented a compilation of the comments received by Board members at the November 3<sup>rd</sup> Open House (attached hereto).

Chairman Palau requested Board approval on moving agenda items forward (earlier) to allow flexibility for presentations, high profile topics or for the convenience of the public. After some discussion, the Board supported the Chairman's request.

Dan Robbins requested an item be added to the December 8<sup>th</sup> agenda regarding the proposed 69kv power line for Horizon Center.

#### Director's Report

Josh Collins, Recreation and Parks Director, discussed the City's effort to secure professional design services for the waterfront master plan. Since funding for the master planning process was not included in the City's Capital Projects Fund, funding for the planning process would have to come from either the \$140,000 donation or from funding set aside for site amenities. The Board will move forward with the proposed pavilion project using the 2009 Waterfront Concept Plan and input from the public.

The meeting was adjourned at 9:25pm.

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## ***Summary of Comments***

### ***City of Oak Ridge Recreation and Parks Advisory Board Open House***

***3 November 2011, 6:00pm – 8:00pm  
Oak Ridge Civic Center, Social Room***

The Open House was structured around a free format in which Parks Board members could move around the room to the different stations<sup>1</sup> and mingle and discuss items of public interest with the members of the public that were present. Comments from members of the public included:<sup>2</sup>

#### **Waterfront**

1. A suggestion that the City sell the parcel of land on the west side of Melton Lake Drive, south of Mecco Lane. Proceeds (tax revenues) might be available for waterfront improvements. The parcel, apparently currently zone industrial could be rezoned to residential and be used for a condominium-type community. (BC, SC, DR, GP)
2. Several mentioned that an amphitheater in this park was a bad idea. That the city should enhance the current one. (AE)
3. There was also positive feedback about the idea of the amphitheater in that it would provide a unique setting for entertainment. (GP)
4. A lot of support for the bridge over the embayment (CT)
5. A suggestion to consider a bridge from the north point of the Flatwater Grill commercial property over the water to connect to the natural area south of Elza Drive. (GP)
6. Support for limiting the old marina area to human-powered crafts (i.e., the individuals I spoke with did not think we should have a marina. (CT, GP)
7. Only a lukewarm response for a splash pad. The individuals weren't sure how much use it would really get and asked about maintenance costs. The same people commented that open green space, just a field, provides very nice multi-use capability and would see a lot of use. (CT)
8. Appreciation that the City was thinking holistically about designing infrastructure like utilities once up front – instead of rebuilding every time a new project started. (GP)

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<sup>1</sup> There were 6 'stations' (tables) placed around the room: Sign-in/Survey, Waterfront, Bikes & Pedestrian, Pavilion, General Rec & Parks literature, and Refreshments.

<sup>2</sup> Initials in parentheses indicate Board member that reported the comment.

9. A desire to see the entire waterfront 'tie-together' with a consistent look – not several different architectural styles from Flatwater to the rowing tower. (GP)

### **Pavilion**

1. Two people had strong opinions in favor of the hexagonal pavillion, saying the rectangular one was "ugly". ( DR)
2. One comment on "how the hexagonal pavilion was very pretty", but no comment on the rectangular one. (BE)
3. The hexagonal design is much more aesthetically appealing and unique – and would give Oak Ridge a different and unique look compared to other area park pavilions. It would also set a good 'theme' for redevelopment of the existing structures there (boathouse, restaurant) (GP)
4. The octagon while visually appealing was really big and might not give the best use for multi-event opportunities. (AE)
5. The octagon is a lot taller than the others and the visual obstruction that would limit the view. (AE)
6. If we are serious about using solar that the rectangle would be better but the long side would need to be orientated south. (AE)

### **Bike & Pedestrian**

1. A comment that bike racks might not really be needed at tennis courts - people prefer to have their bikes near to where they are playing, and they are easy to secure to the chain-link fence around the courts. Someone had made a similar comment at one of our Bike/Ped Committee meetings. (BC)

### **Dog Parks**

1. One woman was very excited to see the Dog Park concept on the Board's agenda and expressed a willingness to work on the committee. (BE)

### **Other**

1. A gentleman who is active with Friends of Haw Ridge spoke about horses in that park and he commented that they tear up the trails, particularly after a rain. I suggested he attend one of our meetings as a representative of the Friends group and speak during the public comments portion of the agenda. (LR, DR)

2. The gentleman also had concerns about plans to cut a new power line swath across the boundary trail in west OR where mountain bikers ride. (LR, DR)

### **Open House**

1. The most frequent comment several Board members heard was an appreciation for the Board's open house; willingness to listen to the citizens and the hope that the Board will continue to find more opportunities for public input. (BE, LR, DR, CT)

## **City of Oak Ridge Recreation & Parks Board**

*Bicycle & Pedestrian Working Committee (BPWC) - Vision & Scope*

### **Committee Vision**

*To improve the quality of life for people in Oak Ridge through attaining recognition as a bike and pedestrian friendly community.*

### **Committee Scope & Structure**

#### **Background:**

The scope of the BPWC will leverage the very thorough and researched suggestions from the Knoxville Transportation Planning Organization (TPO) included in the approved City of Oak Ridge Bicycle and Pedestrian Plan. The plan was developed through regular meetings with a City formed Bicycle and Pedestrian Technical Advisory Committee and from information collected in two public meetings with citizens of Oak Ridge. The plan is broken down into four main components for ease of organization and are listed here:

- 1) Recommended Projects;
- 2) Policy & Ordinance Recommendations;
- 3) Implementation Strategies & Funding; and
- 4) Suggested Programs.

These four areas will be the BPWC's core focus of work sessions.

### **Scope & Structure of Work:**

1. Gather information and report back to the Recreation & Parks Board about an appropriate number and precise location of where bike racks can be installed throughout Oak Ridge. A list of potential locations has been created, and the BPWC will be identifying the best spots for racks at these locations.
2. Gather information to report to the Recreation & Parks Board about the level of urgency for recommended spot location and corridor projects in the Bicycle & Pedestrian Plan, as well as other identified locations by the BPWC. The "level of urgency" will be determined through a measurable definition created by the BPWC at the second working meeting (and approved by the RPB at their proceeding formal meeting). Once defined and measured the BPWC will determine the associated costs of improvement and begin to work on No.5 (below) with the RPB, other interested city citizens and the City of Oak Ridge to begin implementing the projects in order of their urgency.
3. Discuss and report back to the Recreation & Parks Board any relevant changes necessary in the City of Oak Ridge's current policies and ordinances in order to promote the shared vision for the BPWC & the City of Oak Ridge's Bike & Pedestrian Plan. Starting points for discussion will focus on the following potential topics: adding a complete streets policy, encouraging bike and pedestrian friendly development patterns, inclusion of street design guidelines as well as the inclusion of a maintenance policy for streets, sidewalks and bike lanes/trails throughout the City.
4. Discuss, address and report back to the Recreation & Parks Board a "TOP 10" list of potential funding sources for 2011 – 2014 for each identified project spot location and corridor projects.
5. Report to the Recreation & Parks Board all Oak Ridge organizations that participate in educating citizens about bicycle and pedestrian safety and help to engage citizens in these healthy activities.

These five items are the BPWC's initial scope of work and activities. Once these listed items have each been addressed and approved by the RPB, the BPWC will begin working toward the review of other recommended spot location and corridor projects, as well as continue to work on the identification of additional locations and corridors that need the City's attention.

### **Committee Process, Schedule & Anticipated Deliverables**

As a minimum, The BPWC will meet on a bi-monthly basis (dates TBD by committee members) to address their scope of work, organize itself accordingly, and report to the

RBP and interested Oak Ridge citizens. The following deliverables will be reported on within six months of the establishment of the committee

1. Inventorying each of the proposed bike rack locations for appropriate space and placement. – *in final stages (as of October 26<sup>th</sup>, 2011)*
2. Urgency list for connecting street, sidewalk, spot location and corridor improvement projects (with associated estimated costs).
3. “TOP 10” list of potential funding sources for 2011 – 2014 for each of the integrated project spot location and corridor projects.
4. Most relevant measure for City of Oak Ridge to make in terms of bicycle and pedestrian friendly policy/procedure (white paper).

At the completion of these activities, the BPWC will create another (round 2) urgency list of both spot locations and corridors to be addressed throughout Oak Ridge, including proposed funding mechanisms to implement the identified projects. At this time, the BPWC will determine the frequency of necessary meetings and report to the RPB of their anticipated schedule and future deliverables.

**Committee Members (18 members):**

Chair: Sherith Colverson

\*Lou Rabinowitz

\*Cathy Toth

\*Dan Robbins

\*Bob Cushman

\*Sherith Colverson

\*\*David Hackett

\*\*Linda Cloutier

\*\*Jan Lyons

\*\*Camden Hubbard

\*\*Trina Baughn

\*\*\*Fred Stephens

\*\*\*Lois Martin

\*\*\*David Alspaugh

\*\*\*Gary Gilmartin

\*\*\*Bill Winters

\*\*\*\*Emily Ducko

\*\*\*\*Tom Mason

\*\*\*\*Eric Dundore

\* Recreation & Parks Board Members

\*\* Community citizens who applied to be on Rec. & Parks Board and are interested in the BPWC

\*\*\* Community citizens who helped create the March 2011 approved City of Oak Ridge Bicycle and Pedestrian Plan

\*\*\*\* ORHS Youth Advisory Board (YAB) Member

\*\*\*\* Interested Oak Ridge Citizens