

APPROVED

Minutes of the Recreation and Parks Advisory Board Meeting

September 8, 2011

The September 8th meeting of the Recreation and Parks Advisory Board was convened at 7pm in the Social Room of the Recreation Center with Gerry Palau, Board Chair presiding.

Roll Call

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

Approval of Minutes

Bridgette Ellis made a motion to approve the August 11, 2011 Minutes and Cathy Toth seconded the motion. The motion was approved by a 7-0 vote.

Sherith Colverson made a motion to approve the August 25, 2011 Special Meeting Minutes and Cathy Toth seconded the motion. The motion was approved by a 7-0 vote.

Appearance and Citizen Comments

No one addressed the Board.

Unfinished Business

Discussion on Working Committee Mechanics

This item was moved up on the agenda to allow discussion prior to Committee Reports. Chairman Palau reviewed the City Council Resolution detailing the Role of Board Committees and how they will function. These are non-standing committees. The Chair also reviewed an MTAS Report that outlined Committee creation, operation, responsibilities and selection.

The Board's Working Committee Guidelines were discussed and amendments were proposed (see attachment 1). Amendments included size of the committee, suggested qualifications for membership and public notification when multiple Board members are on the Committee. Bridgette Ellis made a motion to approve the amendments and Allen Eubanks seconded the motion. The motion was approved by a 7-0 vote.

Following the discussion on Working Committee Guidelines, Bridgette Ellis expressed concern about the public distribution of material being discussed by the Board. Some documents being reviewed by the Board were not marked as draft. If not marked draft, the public assumes the document is has been approved by the Board. Bridgette made a motion to establish an administrative guideline that all

documents be marked draft until a vote is taken by the Board. Cathy Toth seconded the motion. The motion was approved by a 7-0 vote.

Committee Reports

Bike/Ped Committee Chair Sherith Colverson discussed the September 14th Committee meeting and reviewed the proposed mission of the group. First order of business for the Committee is to provide feedback on the 15 staff proposed bike rack locations around town. Once these locations are confirmed, staff will begin documenting where on the site the racks will be installed and the number of racks needed. All or part of this task could be completed by the October meeting. The Committee also hopes to assist with Councilman Mosby's Community Bike Ride on November 5th.

Unfinished Business (continued)

Pavilion Options/Design/Waterfront Planning

Chairman Palau reviewed key points of a meeting between himself, City Manager Watson, Chamber President Parker Hardy and Josh Collins, Recreation and Parks. The group discussed the need to Master Plan the area from the Finish line Tower to Amanda Drive, the Board's Five Guiding Principles for Waterfront Development and Board's top pavilion design options. Gerry also discussed the need to formalize a Scope of Work that would guide the Master Planning process.

Bridgette Ellis made a motion to fine tune the Board's three pavilion designs based on the white paper and photo concepts reviewed at the August 25th meeting and at a work session scheduled for September 22nd, so they could be approved at the October 13th meeting. The Board will also discuss options to solicit public input on the designs. The motion was seconded by Sherith Colverson and passed unanimously by the Board.

Horses on Haw Ridge

Chairman Palau briefly discussed the handout from the August 11 meeting and reviewed two possible options for Board action. The Board could hold a public meeting to solicit input from all interested parties or establish a committee to gather information and report back to the Board. Whitney Downing spoke as a horse rider and user of Haw Ridge. After some discussion, the Board encouraged Ms. Downing to contact the Friends of Haw Ridge to discuss the issues identified in the handout. Josh Collins, Recreation and Parks Director would sit in on the meeting if needed. Ms. Downing will stay in touch with Mr. Collins regarding horses on Haw Ridge. A public meeting can be scheduled if needed.

New Business

Board Work Plan for 2012

Chairman Palau discussed the upcoming City Council Retreat on September 10th and the Recreation and Parks Board Goals recommended by the City Manager. These include:

Re-design and configure the boathouse area along Melton Lake Drive to insure the placement and construction of a new Pavilion donated by UT-Batelle as a linchpin project of the Melton Lake riverfront

Begin planning process and community involvement process for the first Dog Park in Oak Ridge and obtain necessary approvals and recommending budgetary capital levels.

Incorporate the Bike-Pedestrian Plan premises into all Parks facilities

Develop planning for Playful City USA designation and integrate public input into community recreational events (i.e. Secret City, Earth Day, concerts, etc.)

He also reviewed key elements of the City Manager's Goals Report including:

Quality of Life Goals

Enhance the promotional image and marketing of Oak Ridge as a professional, innovative and progressive city through its various contractual entities and regional partners

Coordinate the City support of events with CVB that provide recognizable return on investment and community economy

Monitor and support the planning of the City waterfront into a community asset of constantly evolving activities

Develop the implementation of the Bicycle-Pedestrian Plan as recently adopted by City Council

Director's Report

Josh Collins briefly reviewed the City's Capital Improvements Program process and how the Recreation and Parks Department establishes project priorities and scheduling. The Board will be more involved in the CIP process next year.

The Board was also given an update on the progress on the Melton Lake Greenway Phase IV.

The meeting was adjourned at 9:25pm.
