



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda
Tuesday, September 12, 2023, 5:30 PM
Lakeland City Hall | 10001 US HWY 70, Lakeland, TN 38002

- I. CALL TO ORDER:
- II. ROLL CALL:
- III. CONSENT AGENDA:
 - 1. Approval of Meeting Minutes from Previous Meetings:
- IV. PUBLIC DISCUSSION:
 - 1. Presentation from soccer contractor, Sean Andre
- V. OLD BUSINESS:
 - 1. Updates on the Lakeland Athletic Complex, Phase II
- VI. NEW BUSINESS:
 - 1. Discussion on the PRB Membership Terms
 - 2. FY23 CIP Update
 - 3. Division Updates
- VII. ANNOUNCEMENTS:
 - 1. October Meeting - Tuesday, 17th 5:30 pm
- VIII. ADJOURNMENT:

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, JULY 11, 2023, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002

I. **CALL TO ORDER:** The meeting was called to order at 5:42 p.m. by PRB Vice Chair, Steve Snow.

II. **ROLL CALL:**

(C) Mark Donley	Absent
Stacy Bond-Monasky	Present
Jessica Cannon	Absent
Jenny Kiesel	Present
Ben Ledsinger	Absent
Jeff Roman	Present
Amber Sawyer	Present
Steve Snow	Present
Commissioner Michele Dial	Absent

Staff personnel present for the meeting were Pat O'Mara, Parks and Recreation Director and Andrew Fisher, Recreation Manager. The meeting was presented by Mr. O'Mara.

III. **CONSENT AGENDA:**

1. Approval of Meeting Minutes from Previous Meetings:

a. Regular Meeting Minutes, June 13, 2023

Mr. Steve Snow moved to approve the regular minutes of June 13, 2023. Mr. Jeff Roman seconded the motion. All in favor (5-0).

IV. **CONSIDERATION & POSSIBLE ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA:**

V. **PUBLIC DISCUSSION:** None.

VI. **REPORTS FROM OFFICERS & STAFF:** None.

VII. **OLD BUSINESS:**

a) Updates on the Lakeland Athletic Complex

Phase I of the Athletic Complex hit the 50% mark on Design and Engineering as expected.

Staff continue to work with Barge Design Solutions on the lighting project. We are back on track after a delay in progress upon losing communication with the MLGW rep when he missed a scheduled Design meeting. The lighting project is taking a front seat. We are dedicated to keeping the wheels turning to get needed lighting at the Athletic Complex.

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VIII. NEW BUSINESS:

Update on Parks and Recreation activities and other items.

1) International Harvester Managerial Park Design Updates

An overview of the Master Plan design options for IHMP were shared with the Parks and Recreation Board. The project is in conjunction with the restructuring of the parking lot. The Master Plan includes removing trees for a two-unit prefabricated restroom facility that will tap into the Senior Center's Waste System.

Plans show options of retaining walls along a new two-lane road down to the lake, extra parking, a pavilion on the bluff for rentals, a paved area for food trucks, two additional drive down accesses to ADA fishing dock. Projects of the Master Plan can change depending on funding. Currently the funds are available and identified for the IHMP. The remainder of the project is tied into ADA accessibility that allows us to tap into grants. Staff will aggressively pursue such grants.

Design for the new restrooms in the Master Plan are progressing. The structure will be built at a factory and dropped in near the parking lot and Senior Center building. The bid announcement will be going out in late summer. The restroom facility will include two single stalls with water fountains and a full bottle station.

Moving forward, the Parks and Recreation Department's plan is to complete these projects at IH Park with more goals in mind for the future.

2) Parks and Recreation Action Plan List

Parks and Recreation Board members reviewed and discussed the annual Action Plan for community programs and league programs, that included scheduled staff trainings, staff credentials goals, as well as organizational credentials for planned for FY24.

3) Parks and Recreation Capital Improvement Projects

Board members were presented with a report showing Capital Improvement Projects for FY 24. The General CIP estimated expense of \$150,000.00 includes relining sewer lines, the painting of the parking lot, ADA improvements, etc.

IH Restroom cost is estimated at \$250,000.00. The Athletic Complex is estimated at \$570,000.00, with approximately \$400,000.00 for lighting. The rest of the funds are for Phase II Design and Engineering.

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The Parks and Recreation Department has applied for a grant to replace the play structure at City Hall. We should find out if we are awarded the grant in the Fall.

As discussed at last month's meeting, staff are currently working on the Blue Cross Healthy Places grant due in August.

If awarded grant funds, a few items from the current FY CIP list would change and could be checked off the list. The CIP list will be brought back to the Parks and Recreation Board in October to review and possibly add additional projects and decide the order the PRB would like them to be done.

4) LSS facilities requests

- a) Parks and Recreation Department staff have a meeting with Lakeland School System to discuss facility availability requests for stadium usage for football and gym availability for basketball practices.
- b) Staff will also begin a conversation with LSS about utilizing their fields in the future for baseball and softball.

5) Division Updates – Parks Admin

- a) Tree loss and pavilion damage from the recent storm is going to cost approximately \$20,000.00. Extensive damage occurred at Zadie Kuehl Memorial Park that caused closure to the Dog Park. IH Park still has some areas roped off for safety. The trails at IH Park had trees and limbs down. They have been cleared and reopened. City Hall had trees and tree limbs down and the Pavilion was destroyed during the storm.
- b) On July 24, 2023, The LAMP Concert featured "Formerly Known As," with approximately 250 in attendance. The next concert is July 22, 2023, featuring The Amber McCain Band.
- c) The Mini League for Flag Football wrapped up. The power outages hurt the end the of the season. Staff did the best they could with the games.
- d) Tackle Football is in full force with uniform fittings. Current registration is at 88 for 8U; 31 for 10U; 35 for 12U. It's the first year back for the 10U group. The Parks and Recreation Department staff are pleased to have them back.
- e) Cheer started today (July 11). Recreation has 55 registered and 5 for Competitive Cheer.

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- f) Soccer and Flag Football registration for the Fall is underway. There's some interest in converting to competitive. Currently we do not have competitive soccer attached to Lakeland programs. Sean is also interested in competitive soccer. He is researching the numbers of how many Lakeland kids play elsewhere in competitive programs. If this Board would like to see competitive soccer added to Lakeland programs, they can bring it before the Parks Board for discussion.
- g) Staff received notice that the Creative Aging Grant will continue to offer a set amount of funds for their unique programs to be offered at local Senior Centers. Staff is also exploring purchasing a partial membership that will allow more unique programs at the Center throughout the year once awarded funds are used.
- h) There has been a calendar distribution change for the Senior Center. Registration is now done through CivicRec and the City Website. It has been a struggle this month for many of the seniors who are technically challenged. We are working with them to make the process as easy as possible.

1) ANNOUNCEMENTS:

The next meeting is September 12, 2023. The August meeting has been replaced by a newsletter update.

- 2) ADJOURNMENT: There being no other business taken into action, Mrs. Jenny Kiesel moved to adjourn the meeting; seconded by Mrs. Amber Sawyer. Motion carried; voice, vote, all present in favor (5-0). The meeting was adjourned at 7:00 p.m.



Amber Sawyer, *Secretary*

ATTEST:

Debra Murrell, *City Recorder*



PARKS & RECREATION / NATURAL RESOURCES ADVISORY BOARD
MEMBERSHIP TERM LIMITS

Term Expiration: 12/31/2024

Mrs. Stacy Bond-Monasky

Mrs. Jessica Cannon

Mr. Mark Donley

Mrs. Jenny Kiesel

Term Expiration: 12/31/2025

Mr. Ben Ledsinger

Mr. Jeff Roman

Mrs. Amber Sawyer

Mr. Steven Snow

BOC Liaison: Commissioner Michele Dial

Current Board Leadership (next selection 01/09/23)

Chair: Mr. Mark Donley

Vice-Chair: Mr. Steven Snow

Secretary: Mrs. Amber Sawyer

Capital Projects

Description	FY	estimate
New Back doors @ IH Clubhouse	FY2024	\$ 22,000.00
Athletic Complex D&E - Phase 2-B	FY2024	\$ 170,000.00
IH Outdoor Bathrooms	FY2024	\$ 250,000.00
Athletic Complex Phase I - Lighting	FY2024	\$ 400,000.00
Parks ADA Improvements	FY2024	\$ 45,000.00
Rec Office Design	FY2024	\$ 50,000.00
T-Ball Field Design	FY2024	\$ 20,000.00
Windward Slopes Field Work	FY2024	\$ 13,000.00
IH Clubhouse Sewer Line Replacement	FY2025	\$ 75,000.00
Senior Center Transit Van for Day Trips	FY2025	\$ 50,000.00
Expansion of Tennis Courts & Lightings @ WS	FY2025	\$ 150,000.00
Parks ADA Improvements	FY2025	\$ 50,000.00
Oakwood trail repair/replace	FY2026	\$ 10,000.00
IH ADA Improvements	FY2026	\$ 45,000.00
Replace City Hall Play structure and ADA Access	FY2026	\$ 200,000.00
Outdoor Fitness Equipment	FY2027	\$ 25,000.00
Parks ADA Improvements	FY2027	\$ 50,000.00
Oakridge park trail		\$ 10,000.00
Oakridge park utility road		\$ 25,000.00
<i>IH Pavilion and Access Road</i>		
<i>City Hall Pavilion</i>		

September 12, 2023

SENIORS/SENIOR CENTER UPDATE

1. SENIOR CENTER EVENTS

- A. Fall Y'All dinner is scheduled for September 15.
 - i. Catered by Pink Flamingo
 - ii. The Side Street Steppers will perform – funded through the Creative Aging Grant.
 - iii. Cost for the seniors is \$12

2. SENIOR CENTER PROGRAMS

- A. Ceramic Pottery class – Christmas in July was a huge success
 - i. Some classes were postponed to August due to weather related closures of the Senior Center.

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PARKS MAINTENANCE

1. IH CLUBHOUSE RENTALS

- A. City Programs: 28
- B. Non-Profit/Community Group Rentals: 9
- C. Private Rentals: 4

2. PAVILION RENTALS

- A. NONE

3. IH IMPROVEMENTS

4. STAFFING

- A. Mr. Leon Flannel will complete his busy season term with us on October 2

September 12, 2023

PARKS ADMINISTRATION

1. ATHLETIC COMPLEX, PHASE II

- A. Lights remain a top priority for the Athletic Complex.
 - i. We are working hard with Barge and MLGW to keep the project moving.
 - 1. *Last communication (8/22) was that our designer from MLGW was completing the drawings.*
 - 2. *Once that is completed, we will move on to the next phase, which is to pay the MLGW connection fee, then bring the bid forward for the lighting installation.*
- B. Other design work continues on the Phase II elements.
 - i. The project will wrap up by the end of this fiscal year.

2. IH PARK IMPROVEMENTS

- A. As part of the CIP list now is the design and architectural work on the new Recreation Office to replace the Rec room in the IH Clubhouse.
 - i. This helps with the City Hall crowding status as 3 offices will be freed up.
 - ii. This also allows for the staff to be located in the same place

3. SPECIAL EVENTS

- A. 2023 Entertainment Series Winding Down.
 - i. LAMP Concerts – final show is 9/23
 - 1. *Entertainment: Six Feet Under*
 - 2. *Food Vendors: CW Concessions, Soul Fish (Cheer Booster fundraiser)*
 - 3. *This will be Community Night for Lakeland Teams.*
- B. Harvest Festival – 10/21
 - 1. *3-5 pm @ IH Park*
 - 2. *Lakeland Education Foundation & Basketball Cheer will host a Haunted Trail fundraiser from 3-5 & 5:30 – 7:30*
 - a. *3-5 will be tame*
 - b. *5:30 – 7:30 will be scary*
 - 3. *Vendors include (and more are still being pursued):*
 - a. *CW Concessions,*
 - b. *Bluff City Slides*

- c. Party with Pickles (Balloons & Face Painting)*
- d. Orange Theory*
- e. State Farm – Will Ashworth*
- f. Grace Bible Church, Lakeland*
- g. SunKissed Destinations*
- h. Mathnasium*
- i. USA Karate*
- j. School of Rock*

C. Breakfast with Santa/Christmas Festival – **12/9 (New Date)**

- 1. Lacrosse Boosters are hosting a fundraising Pancake Breakfast.*

RECREATION / ATHLETICS UPDATE

1. YOUTH DEVELOPMENTAL BASEBALL

A. Registration Numbers

- i. We had 26 signed up for 4U T-Ball
- ii. We had 27 signed up for 6U Coach Pitch
- iii. We had 17 signed up for 8U Coach Pitch

B. Baseball – Summary

- i. League play concluded on July 26
- ii. Weather Issues
- iii. Participant response

2. TACKLE FOOTBALL

A. Tackle Football Registration Numbers

- i. 8U has 17 registered participants.
- ii. 10U has 31 registered participants.
- iii. 12U has 26 registered participants.

B. Tackle Football - Timelines

- i. Practices began July 10TH.
- ii. Games began August 19TH.

C. Tackle Football Update

- i. Carwash fundraiser/donations
- ii. 8U record is 2-0
- iii. 10U record is 0-2
- iv. 12U record is 1-1
- v. 6U flag league just started games on September 6TH.

3. FALL FLAG FOOTBALL

A. Fall League Registration Numbers

- i. 6U has 22 registered participants / 2 teams.
- ii. 8U has 44 registered participants / 4 teams.
- iii. 10U has 34 registered participants / 3 teams.

B. Fall League Timeline

- i. Coaching update
- ii. Practices began on August 14TH.
- iii. Games began on September 6TH.

4. CHEER

A. Cheer – Football Registration

- i. We have 58 registered for Recreation Cheer
- ii. There were 6 signed up for Competitive Cheer

B. Cheer – Football Timelines

- i. Summer practices at the Clubhouse began July 11TH from 12:00_{PM} – 1:00_{PM}
- ii. School year practices began August 8TH.

C. Cheer – Football Update

- i. Coach assistants
- ii. Squad assignments

5. ADULT SOCCER

A. Registration Numbers

- i. We had 4 registered competitive teams.
- ii. We had 4 registered recreational teams.
- iii. Season concluded on August 7TH.

B. Adult Soccer Update

- i. Champ shirts
- ii. Participant response

6. ADULT FLAG FOOTBALL

A. Registration Numbers

- i. We have 6 teams registered.

B. Adult FFB Update

- i. League play began on September 9TH.