



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda
Tuesday, January 9, 2024, 5:30 PM
IH Clubhouse, 4523 Canada Road, Lakeland TN 38002

- I. CALL TO ORDER:
- II. ROLL CALL:
- III. CONSENT AGENDA:
 1. **Approval of minutes from previous meeting** - November 14, 2023
- IV. PUBLIC DISCUSSION:
- V. OLD BUSINESS:
 1. Updates on the IH Managerial Park Restroom Facility
- VI. NEW BUSINESS:
 1. Nomination and vote on Parks and Recreation Board Officers for the calendar year 2024
 2. Division Updates
 3. Discussion and work session on the Lakeland Athletics: Youth Baseball program and potential Youth Competitive Soccer Program.
 4. Discussion and work session on Lakeland Special Events
- VII. ANNOUNCEMENTS:
- VIII. ADJOURNMENT:

LAKELAND PARKS & RECREATION/NATURAL RESOURCES BOARD
REGULAR MEETING MINUTES
TUESDAY, NOVEMBER 14, 2023, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002

I. CALL TO ORDER:

The meeting was called to order at 5:35 p.m. by PRB Chair Mark Donley.

II. ROLL CALL:

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

Staff personnel present for the meeting were Andrew Fisher, Parks and Recreation Director and Kim Odom, Senior Center and Special Events Manager.

III. CONSENT AGENDA:

1. Approval of Previous Meeting Minutes:
 - a. Regular Meeting Minutes – July 11, 2023
 - b. Regular Meeting Minutes – September 12, 2023

Steve Snow motioned to approve the minutes seconded by Commissioner Dial.

When the question was called the meeting minutes passed as presented, voice vote, 6 in favor 0 against (6-0).

IV. PUBLIC COMMENT:

None.

V. PUBLIC DISCUSSION:

None.

VI. OLD BUSINESS:

1. Updates on the Lakeland Athletic Complex. Phase I Lighting

Parks and Recreation Director Andrew Fisher provided the update.

Discussion ensued.

For the record: No motions were presented for PRB action.

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VII. NEW BUSINESS:

1. IH Managerial Park Restroom Facility Project

Parks and Recreation Director Andrew Fisher provided the update.

Discussion ensued.

For the record: No motions were presented for PRB action.

2. Division Updates

Parks and Recreation Director Andrew Fisher provided an update on the following topics:

- a. Sports
- b. Special Events
- c. Senior Center
- d. Park Maintenance

Discussion ensued.

For the record: No motions were presented for PRB action.

VIII. ANNOUNCEMENTS:

Parks and Recreation Director Andrew Fisher announced that the new Recreation Manager is anticipated to start on November 27, 2023.

IX. ADJOURNMENT:

There being no other business, the meeting was adjourned without objection at 6:31 p.m. on Tuesday, November 14, 2023.

These minutes were approved on January 9, 2024.

Amber Sawyer
Secretary

ATTEST:

Cheyenne Carter
City Recorder



**Lakeland Municipal
Parks &
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Board**

Meeting Cycle: Tuesday, January 9, 2024

Subject: Updates on the IH Managerial Park Restroom Facility

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION



**Lakeland Municipal
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January 9, 2024

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. *We are working on a route plan to provide a path for the power lines.*
 - 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. The IH Clubhouse Rec Room redesign is ongoing.
- B. IH Park Restroom facility color selection and approval has been submitted.

3. ARBOR DAY FOUNDATION: TREE CITY USA

- A. Application has been submitted and we will begin work on the proclamation soon.

4. STAFFING UPDATES

- A. Recreation Manager
 - i. Introducing John Proctor, our new Recreation Manager.

January 9, 2024

PARKS MAINTENANCE

1. IH CLUBHOUSE RENTALS

A. November 2023

- i. City Programs: 31
- ii. Non-Profit/Community Group Rentals: 13
- iii. Private Rentals: 1

B. December 2023

- i. City Programs: 26
- ii. Non-Profit/Community Group Rentals: 12
- iii. Private Rentals: 3

2. PAVILION RENTALS

A. November 2023 – None

B. December 2023 – None

3. PARK UPDATES

A. IH Managerial Park

- i. IH Clubhouse will have a sound system installed in the banquet room.
- ii. IH Clubhouse front doors automatic ADA compliant door opener was installed.
- iii. Parking lot lights were all updated to new LED bulbs.
- iv. Parking lot was restriped and is now ADA compliant with a new van accessible parking spot.
- v. The LAMP was experiencing erosion problems and the concrete footing for the support was exposed. A new drainage system was installed to divert rain runoff around the LAMP and new gravel was installed to repair the damage caused.

B. Windward Slopes

- i. The retaining wall at the playground had been vandalized and was repaired

January 9, 2024

SENIORS/SENIOR CENTER UPDATE

1. SENIOR CENTER EVENTS/LUNCH & LEARNS

- A. Christmas Dinner was a success.
 - i. With over 70 in attendance and a special thanks to Victory Lane BBQ, the caterer for the evening, we were able to feed six Shelby County Reserved Officers/EMTs showing up during our dinners throughout the year for traffic control. Their presence is needed upon entrance and exiting the event. They stay until every mature adult pulls out of the parking lot safely.
- B. Lunch & Learn
 - i. MLGW sponsored a Safety and Preparedness event on November 14TH to help educate the seniors on how to effectively prepare for storms and other possible natural disasters. Specialty prepared kits with battery operated radios were given out to the twenty attendees.
 - ii. Exercise Coach visited the Center on January 4TH to talk about the benefits of exercise and the importance of muscle mass in seniors. Each of the thirteen attendees were given a 2-day pass program trial to the Exercise Coach facility.

2. CREATIVE AGING GRANT UPDATE

- A. The second half of our Creative Aging membership has been paid. The fee covers band and entertainment for our luncheons/dinners. Creative Aging has awarded us 15 grant credits for classes and workshops, such as Calligraphy, Pottery, Mosaics, etc. These classes are typically a 4 to 6-week course. The grant funds will equal out to 3 to 5 of these “special” activities from now to the end of June.

3. LSC ACTIVITIES UPDATE:

- A. Chair Yoga is discounting due to the instructor’s increased workload. We have reached out to our Line Dance instructor to see if she would like to increase her classes from twice a month to weekly.
- B. One of our canvas art classes is going away. The volunteer instructor currently teaches two classes a month and has requested to decrease to one.
- C. Scrapbooking is being added to LSC activities.
- D. Bridge lessons will be offered for 8 weeks, beginning January 11TH, 2024. The instructor is a National Bridge League ambassador. The goal is to grow the current

Bridge group. We currently have 8 to 10 dedicated players. There are 8 participants signed up to take lessons. At the end of 8 weeks, we will evaluate the progress and decided if more classes are needed.

- E. Planning for new activities and special events is underway for the first half of 2024, based on the remaining budget.
- F. Zeta Phi Beta Sorority Inc. has started a new Chapter in this area. The Sorority Chapter members are interested in partnering up with us to provide community service, such as Bingo caller, arts and crafts, holiday giveaways, and other activities. They also mentioned teaming up for a toy drive, school drive, prom drive, clothing drive, feed the need, etc. We are in the early communication stage with how they can best serve our Center.
- G. Goals:
 - i. Bring in a few more new programs/activities.
 - ii. Offer more training on the registration process. We still have people that need assistance with online registration.
 - iii. Grow more focused “health-related,” programs. I am currently looking for medical professionals we can invite to discuss topics such as diabetes, mental health, arthritis, pain management, etc.
- H. Additional Announcements:
 - i. Chairs at the Center have been replaced with more comfortable and stable chairs.
 - ii. The Center has been freshened up with new paint in needed areas (scuff marks, pulled painted, etc.).

4. SPECIAL EVENTS UPDATE:

- A. The partnership with LEF and Lacrosse Boosters during Santa Pics & Breakfast was a success. We look forward to working with them again in the future.
- B. Parks and Recreation have already started discussing next year’s community-wide Christmas. We have plenty of ideas in hopes of making it an entire day of holiday cheer.
- C. The band search is on for the upcoming concert series. A contact with Lafayette’s is providing referrals and band contact information. Our light and sound guy works at Lafayette’s and is a source on band that are a good fit Lakeland.
- D. Movie Nights are booked. We are still in the process of selecting the movies to be shown.
- E. Goals
 - i. To add more special events throughout the year.

F. Lakeland Parks & Recreation Special Events Schedule 2024

i. Community events:

1. *Saturday, March 16TH, 10:00_{AM}-12:00_{PM}, Tree Day & Arbor Day Event (giving away 100+ trees)*
2. *Saturday, May 11TH, 8:00_{AM}, Fishing Rodeo*
3. *Saturday, October 12TH, 1:00_{PM}, Harvest Festival (moved due to Election Commission)*
4. *Saturday, November 30TH, Time TBD, "Christmas in Lakeland" (parade, tree lighting, hot chocolate, choirs, Christmas movie)*
5. *Saturday, December 7TH, 8:00_{AM}-11:00_{AM}, Breakfast with Santa*

ii. Seniors Luncheons & Dinners:

1. *Monday, February 12TH, 12:00_{PM}, Valentine's Day Luncheon w/ Bartlett Senior Center Choral Group (moved due to Election Commission)*
2. *Thursday, February 29TH, 11:00_{AM}, Leap Year Luncheon*
3. *Friday, March 15TH, 12:00_{PM}, Spring Luncheon (Tea Dance)*
4. *Friday, June 28TH, 11:00_{AM}, Stars & Stripes Luncheon (Tea Dance)*
5. *Friday, September 13TH, 6:00_{PM}, Fall Yall Dinner*
6. *Friday, December 13TH, 6:00_{PM}, Xmas Dinner*

iii. Summer Concert Series 2024

1. *Saturday, June 22ND, 6:30_{PM}-9:30_{PM}*
2. *Saturday, July 27TH, 6:30_{PM}-9:30_{PM}*
3. *Saturday, August 24TH, 6:30_{PM}-9:30_{PM}*
4. *Saturday, September 28TH, 6:30_{PM}-9:30_{PM} (Homecoming)*

iv. Movie Nights date:

1. *Saturday, May 17TH*
2. *Friday, Aug 2ND*

v. 5K Trail Run & Fun Run

1. *Fall event. More details to come later.*

January 9, 2024

RECREATION / ATHLETICS UPDATE

1. BASKETBALL

- A. Practices and games started back up the week of January 8TH
- B. Recreation Teams (19 teams total- 177 players)
 - i. 6U- 30, 8U- 86, & 10U- 61
 - 1. *Games start January 13th*
 - 2. *Playing games at LES and LPS*
 - 3. *Season will conclude on March 2ND*
- C. Competitive Teams (5 teams- 53 players)
 - i. 10u Girls- 11, 10U Boys- 10, 12U Girls- 11, 12U Boys – 11, and 12U Boys (OG)- 10
 - 1. *Games started January 5th with the Crosscheck Leagues/ Oak Grove Baptist League*
 - 2. *Season will conclude the end of February – early March*
- D. Basketball Cheer
 - i. 27 girls in the program
 - 1. *Girls will cheer for our 10U Basketball League Games at LPS*

2. SPRING BASEBALL

- A. Preparing to start registration January 15TH
- B. Practices will start the week of March 18TH
- C. Games will start in late April and the season will end in late June

3. NEW PROGRAMS COMING SOON

- A. Spring 2023
 - i. Adult Ultimate Frisbee
 - 1. Registration starting soon
 - 2. Season will start in late April

4. RECREATION SPORTS TENTATIVE SCHEDULE 2024

- A. Adult Soccer

- i. Registration will be April 1ST - May 15TH
- ii. Season starts in June

B. Youth Soccer

- i. Registration will be January 1ST- February 12TH
- ii. Practices start mid-March
- iii. Season starts March 23RD and ends May 11TH

C. Youth Flag Football- Mini Session

- i. Registration will be March 1ST- April 15TH
- ii. Practices start early May
- iii. Season would be in June

D. Youth Football Cheer

- i. Registration will be April 1ST- May 15TH
- ii. Practices start mid- July
- iii. Season would go along with youth tackle football

E. Youth Flag Football- Fall Season

- i. Registration will be April 1ST - June 15TH
- ii. Practices start mid-July
- iii. Season starts late August

F. Youth Tackle Football

- i. Registration will be April 1ST - June 15TH
- ii. Practices start mid-July
- iii. Season starts late August

G. Youth Fall Soccer

- i. Registration will be July 1ST- August 15TH
- ii. Practices start mid-August
- iii. Season starts early September

H. Adult Flag Football

- i. Registration will be June 1ST- July 15TH
- ii. Season starts late August

I. Youth Basketball

- i. Registration will be September 1ST- October 15TH
- ii. Practices start early November
- iii. Season starts early December

J. Youth Basketball Cheer

- i. Registration will be September 1ST - October 15TH
- ii. Practices start early November
- iii. Season would go along with the youth basketball season



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Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION

Program: Youth Baseball – Summer Season

Current

Division Break Down:

- 2021 season: 4U T-Ball, 6U Coach Pitch, 9U Coach Pitch
- 2022 season: 4U T-Ball, 7U Coach Pitch, 10U Machine Pitch
- 2023 season: 4U T-Ball, 6U T-Ball?, 8U Coach Pitch

Previous division enrollment:

	2018	2019	2020	2021	2022	Ages	2023
4U T-ball	16	19	0	40	27	4U	26
6U Coach Pitch / 7U Coach Pitch	34	56	0	34	45	6U	27
9U Coach Pitch / 10U Machine Pitch	46	58	0	47	44	8U	17

Program Facilities:

- 2021: this season, we hosted all practices at City Hall field. All games were moved from City Hall field to Buckhead fields for this season.
- 2022: During this season, the city rented additional space at Buckhead, so all practices and games took place at Buckhead.
- 2023: During this season, we hosted all games and practices at the athletic complex.

Program: Youth Soccer

Current

Division Break Down:

Prior to 2020: Recreation: 3yo, 5U, 7U, 9U, 11U, Competitive

Current: Recreation 5U, 6U, 8U, 10U, 12U, 14U+

Previous division enrollment:

	Spring 19	Fall 19	Spring 20	Fall 20	Spring 21	Fall 21		Spring 22	Fall 22
3 yo	13	20	0	0	13	0	5U	-	-
5U	40	49	0	0	40	0	6U		
7U	44	32	0	0	40	0	8U		
9U	65	24	0	0		0	10U		
11U	20		0	0		0	12U		
Competitive			47	0	0	0	14U+	0	0

Program Facilities:

Current program use is Monday, Tuesday evenings, and Saturday days at the LP Sports Annex.
Prior to 2021, all practice and games were at City Hall Field.

Competitive Soccer Program Number by Location/Address

Arlington: 89 members

Lakeland: 60 members

Other: 47 members

Goals

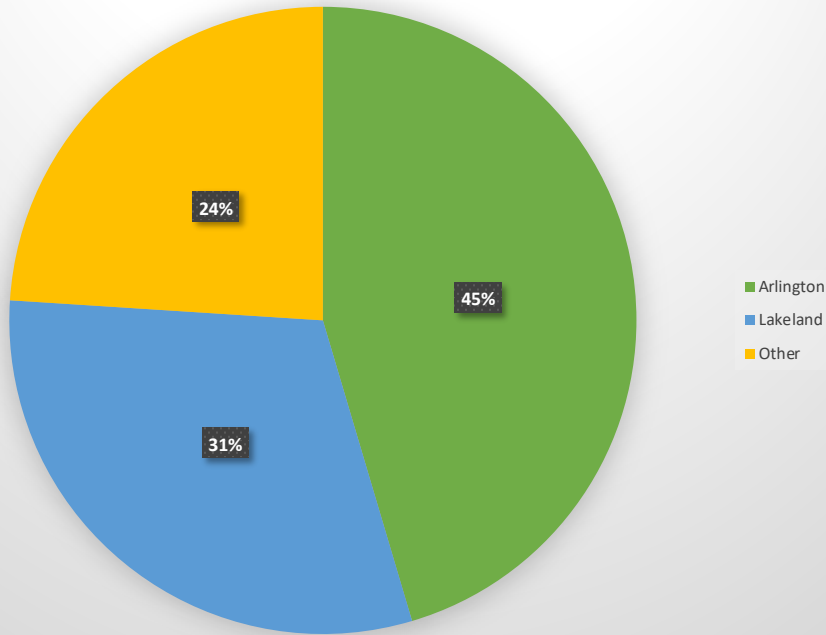
Divisions:

Enrollment:

Facilities:

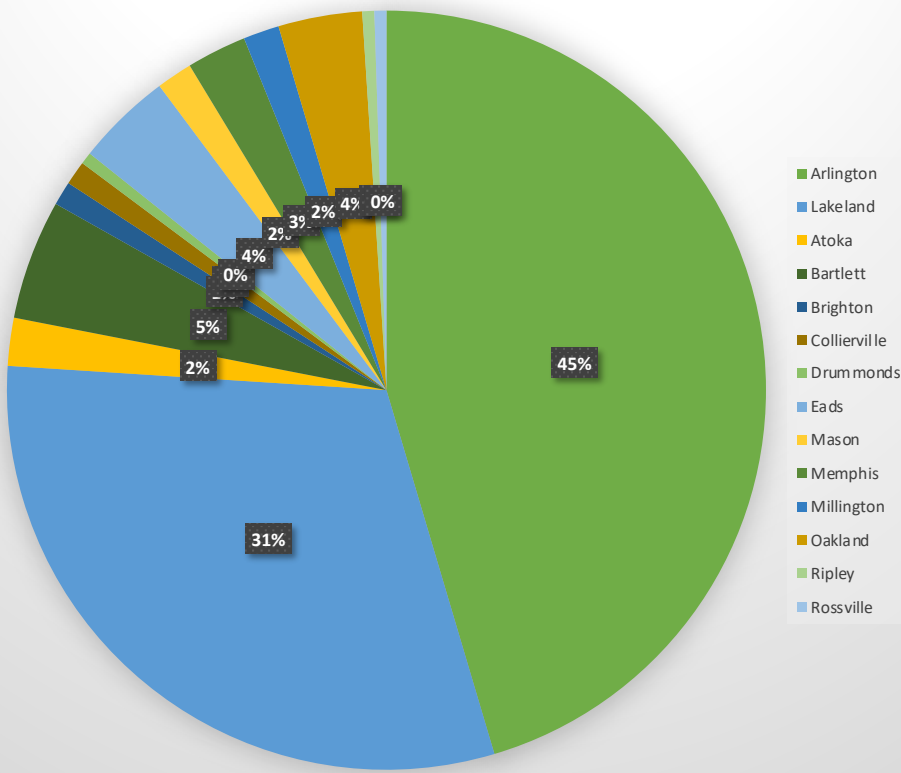
Other:

Member Address Overview



City	Members
Arlington	89
Lakeland	60
Other	47

TSA Competitive Program Member Addresses



City	Members
Arlington	89
Lakeland	60
Atoka	4
Bartlett	10
Brighton	2
Collierville	2
Drummonds	1
Eads	8
Mason	3
Memphis	5
Millington	3
Oakland	7
Ripley	1
Rossville	1



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