



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda
Tuesday, June 8, 2021, 5:30 PM
10001 US Highway 70, Lakeland TN 38002

- I. CALL TO ORDER:
- II. ROLL CALL:
- III. CONSENT AGENDA:
 - 1. Approval of Meeting Minutes from Previous Meetings:
- IV. CONSIDERATION AND POSSIBLE ACTION ON ITEMS REMOVED FROM THIS CONSENT AGENDA
- V. PUBLIC DISCUSSION:
- VI. OLD BUSINESS:
 - 1. Lakeland Athletic Complex Update
 - 2. Oakridge Park Playground Update
 - 3. Soccer Program Update
- VII. NEW BUSINESS:
 - 1. Department Staffing Update
 - 2. Divisions Update
 - 3. Lakeland Athletic Complex and Recreation Park Master Plan Draft Presentation
 - 4. Discussion and Possible action on July and/or August Meetings
- VIII. ANNOUNCEMENTS:
- IX. ADJOURNMENT:

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, MAY 11, 2021, 5:30 P.M.
1H CLUBHOUSE, 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:**

Vice Mayor Michele Dial	Present
(C) Mark Donley	Present
Katie Autry	Present
Derek Johnston	Absent
Chad Reynolds	Present
Amber Sawyer	Absent
Steve Snow	Present

Staff personnel present for the meeting were Sharn Horn, City Manager, Pat O'Mara, Parks and Recreation Director and Kim Odom, Senior Center Manager and Special Events Coordinator. Meeting was presented by Mr. O'Mara.

III. **CONSENT AGENDA:**

1. Approval of Meeting Minutes from Previous Meetings:

a. Regular Meeting Minutes, April 13, 2021

Vice Mayor Dial moved to approve the regular minutes of April 13, 2021. Mark Donley seconded the motion. All in favor.

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) Park Projects

i. Athletic Complex Phase I Update:

The bidding process for construction of 1st Phase of the athletic complex is complete. The contract was awarded to Grinder Taber Grinder. Paperwork has been submitted to the state for review and approval.

ii. Oakridge Park:

Surfacing construction of the playground has temporarily stopped due to the wet grounds. Some work including curbing is expected to start back on Thursday.

iii. Soccer Program

Discussions are taking place with Sean with Arlington Soccer Academy about the possibility of a development type season for the fall. Look for updates moving forward.

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b. Fee Schedule (IH rentals)

Discussion was held regarding current hourly fees and deposit/cancellation fees for IH rentals and proposed fees with a minimum increase, including a \$20 flat rate fee for monthly weekday community group meetings and \$50 flat rate fee for monthly weekend community group meetings.

Mr. Snow made a motion to accept the fee increases for IH rentals; seconded by Mr. Donley. Motion carried; voice, vote, all present in favor (5-0). The fee increase will go into effective July 1, 2021.

c. Division Updates

1. Recreation Program Supervisors Evans Johnson and Daphne Williams were introduced to the PRB.
2. Discussion continued from last month regarding forming a Keep Lakeland Beautiful Committee. Mr. O'Mara recommended taking it slow with the PRB involved in the groundwork for bringing KLB back. He encouraged board members to recommend who would be on that board, work on a project list, and a schedule. He emphasized taking it slow stating there are lots of good things to be done in the community.
3. Scout Projects are moving forward. Confirmation was received from a Scout interested in building and placement of bat habitats at IH Park will begin Saturday, May 14, 2021.
4. Work has begun on the Athletic Complex Master Plan. The 2017 Plan is not feasible. Shane and Mr. O'Mara have met with Barge Design Solutions, Inc. to begin process. More discussion to come.

d. Sports Program

1. Baseball and T-ball season is moving forward in partnership for baseball
2. with Buckhead Creek Park and the suage of their fields.
3. Softball season is canceled with only two youth registered. Parks and Rec staff will continue to work on a softball program for the future.
4. Flag and Tackle football season are moving forward.
5. Cheerleading registration is underway with 16 registered. Parks may consider consolidating a competitive and rec cheer team.
6. Adult Mini-Soccer League is underway with four teams (5 on5) teams registered.

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e. Senior Center Updates

1. The first luncheon in over a year was held May 5, 2021. There were 41 seniors in attendance. It was held outdoors with entertainment provided by Creative Aging and lunch provided by Parks and Recreation was Moe's Southwest Grill.
2. Attendance is now increasing with some regular activities coming back. Arts and crafts remained popular at the Center.

f. Special Events

1. Fishing Rodeo is Saturday, May 22, 2021. TWRA will be on hand to emcee the event. Delivery of 800 to 1,000 lbs of catfish will be delivered Thursday, May 20, 2021.
2. Movie Nights are all set up for the summer (May 21 – Goonies, Aug. 6 – The Sand Lot, and Oct. 1 – Coco). Moe's/Humdingers and MemPops will attend all Movie Nights. Youth sports participants coming to Movie Night will receive a ticket for a MemPops treat.
3. LAMP concerts are June 26 – Area 51; July 24 – Almost Famous; Aug. 29 – The Super 5; Sept. 25 – Seeing Red. Food trucks are Moe's/Humdingers, Central BBQ, Cousins Maine Lobster, Ben & Jerry's and MemPops.

g. Fundraising Opportunities

1. Discussions have started back for plans to raise funds for lighting on the tennis courts at Windward Slopes.
2. A possible future fundraiser for a dog wash station at the dog park were discussed.

h. Announcements

1. Zadie Kuehl Memorial Park recently lost a large tree. Public Works cleared it. Lighting for park has come in. Parks is working with Public Works to get the boom truck in order to get the lights up.
2. An F150 has been ordered for the park maintenance crew. It's expected to come in next month. A new mower has been ordered to replace aging fleet for this FY. Another will be ordered next FY.

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- 1) **ADJOURNMENT:** There being no other business taken into action, Mr. Snow moved to adjourn the meeting; seconded by Mr. Donley. Motion carried; voice, vote, all present in favor. The meeting adjourned at p.m.



Mark Donley, *Chair*

ATTEST:

Debra Murrell, *City Recorder*



**Lakeland Municipal
Parks &
Recreation/Natural
Resources Advisory
Board**

Meeting Cycle: Tuesday, June 8, 2021

Subject: Divisions Update

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION

Updates are attached for individual divisions

Recreation/Athletics
Seniors/Senior Center
Parks Administration/Special Events
Parks Maintenance

June 8, 2021

PARKS ADMINISTRATION

1. MOVIE NIGHT:

- A. Movie Nights was a hit with an estimated crowd of 250.
- B. We gave out 13 tickets for complimentary MemPops popsicles to youth playing in the soccer recreation leagues that attended the movie event.
 - i. Though a few were not Spring 2021 Lakeland P & R Soccer players.
 - ii. They stated they had a successful evening.
- C. There was a food truck change a couple days before the event – due to a truck breakdown.
 - i. The replacement food truck (Peace Love Quesadillas) was well received by attendees who shared their experiences.
 - ii. The food truck stated their appreciation for being asked to attend and reported a successful night.
 - iii. There was a constant line from 6:15 p.m. until after the movie started.
 - iv. Food truck vendor said they will bring a third person to help if they get to come back.
 - v. That gave us a gauge to see what to expect at the concerts this year.
 - 1. *Kim will recommend a third person to all upcoming main food truck vendors.*
 - vi. Future changes to Movie Nights
 - 1. *We may consider inviting a second main entrée food truck vendor.?????*

2. FISHING RODEO

- A. The Fishing Rodeo was a success with a record-breaking attendance.
 - i. 95 children checked in (though we know of some who did not.)
- B. The lake was stocked with 900-lbs. of catfish the Tuesday prior.
 - i. TWRA donated 400 pounds along with prizes. The City of Lakeland purchased the remaining 500 lb
 - ii. Wildlife Office Andy Tweed did tell us that the TWRA may not provide prizes next year. We had some prizes left over this year and Parks and Recreation will add that those next so we have plenty of prize giveaways.

3. LAMP SUMMER SERIES

A. June 26

- i. LAMP Concert: Area 51
- ii. Food trucks: Moe's and Ben & Jerry's.

B. July 24

- i. LAMP Concert: Almost Famous
- ii. Food Trucks: Central BBQ

C. August 6

- i. Movie Night: The Sand Lot
- ii. Food Trucks: Moe's & MemPops
 - 1. *All athletes registered in Summer 2021 Lakeland P&R Baseball/T-Ball receive a free MemPop*

D. August 28

- i. LAMP Concert: The Super 5
- ii. Food Trucks: Cousin's Maine Lobster

E. September 25

- i. LAMP Concert: Seeing Red
- ii. Food Trucks: Moe's

F. October 1

- i. Movie Night: Coco
- ii. Food Trucks: Moe's & MemPops
 - 1. *All athletes registered in Fall 2021 Lakeland P&R Soccer, Football, and Cheer receive a free MemPop*

June 8, 2021

PARKS MAINTENANCE

1. FACILITY RENTAL SETUPS

- A. Rentals have been picking up to the point where there has been at least one reservation at a pavilion or at the IH Clubhouse every weekend.
 - i. Many weeks so far this spring, there have been multiple.

2. MAINTENANCE

- A. Zadie E. Kuehl
 - i. We lost a large tree in the dog park, and have to request a tree company remove the debris. This is underway
 - ii. Old lot parking
 - 1. *We ordered and have received replacement solar lights for the original parking lot. These lights will be installed by parks staff when the Public Works bucket truck is available.*
- B. IH Park
 - i. We have lost 3 trees near the old pavilion, and 1 very large one along the lake.
 - 1. *These are also scheduled for removal.*
 - ii. New bat habitats have been installed by the lake along the tree line. These will help keep the insect population down in the LAMP bowl for the Summer Series.

3. EQUIPMENT

- A. New F-150
 - i. The Parks truck ordered in March was a casualty of the circuit board shortage plaguing the automotive and appliance industries. It has been completed, with the exception of these electronic components.
- B. New Mowers
 - i. A purchasing request will go before the BOC on June 10 to purchase 2 new mowers. They were scheduled for purchase next year, but with Oakridge playground coming in under budget, we had the funds to shift another project, and make this work.

C. Striping equipment

- i. Parks Supervisor Michael Reed and Director Patrick O'Mara are investigating automated striping equipment for when the school fields and the Athletic Complex come online.

June 8, 2021

RECREATION/ATHLETICS UPDATE

1. ADULT SOCCER

Adult Soccer is a **new** program brought to the City of Lakeland during Summer of 2021.

A. Purpose

- i. At the request of the Lakeland Parks, Recreation, Natural Resources Advisory Board, the athletics staff created a summer 2021 league for adult soccer
- ii. Created as an initiation into the space during our last summer prior to the completion of Phase I of the Athletic Complex, this was to get our name out there as a location for the program.

B. Registration Outcomes

- i. At the end of registration, 8 teams had signed up.
- ii. Games began June 5, and will take place each weekend through
- iii. A single-elimination tournament will take place during the final week of July.

C. Future plans

- i. Once the Athletic Complex is completed, we will have additional, and more quality space with which to play this league.
- ii. Divisions will be created to differentiate player ability/desire.
 1. *Recreation vs. Competitive*
 2. *16-25, 26-29, 40+ or similar.*
- iii. Additional changes will be implemented following our season based on the feedback from participants.

2. YOUTH SOCCER

This was the first season run by Parks and Recreation Staff in quite some time.

A. Division Summaries: 94 athletes in total

- i. 2 @ 4U teams
- ii. 4 @ 6U teams
- iii. 4 @ 8U teams

B. Surveys have reached Parents, and while there are things to work on, the majority of feedback was positive.

- i. The majority of recommendations for improvement were infrastructure related

- ii. Additional areas recommended included providing coaches trainings, or paid c coaches, having a food truck on site, and creating a communications forum.

3. YOUTH T-BALL/BASEBALL

This year, the program will have two locations for operations. City Hall grass field for practices, and Buckhead Creek Baseball fields for games

A. Registration Outcomes: 123 athletes

- i. Divisions: 4U T-Ball (43), 6U Coach Pitch (35), 9U Coach Pitch (47)
- ii. 4 teams in each division.

B. Schedule

- i. Practices began June 7, and are week nights
- ii. Games begin with Practices/Scrimmages June 12.
- iii. End of Year Celebrations:
 1. *Single Elimination Tournament – July 31*
 2. *Redbirds' game night – July 31*
 - a. *Each player will receive tickets for themselves, and 1 adult.*
 - b. *Additional ticket purchase requests are being sent to parents now.*
 3. *Movie Night: August 6*
 - a. *Lakeland Summer Baseball players who attend in uniform will check in with Recreation staff and get a ticket for a MemPops treat.*

C. Changes:

- i. We kept changes to a minimum this year, but had a few
 1. *Saturday games due to Buckhead Creek's availability*
 2. *Lakeland Baseball had always been a developmental program where each player bats in an inning, and no score is tallied, but this year, we started the transition to 9U being more in-line with traditional rules.*
- ii. Future changes to the program:
 1. *Rules changes to transition the program to align more closely with traditional baseball rules will begin next year.*
 2. *Other changes to the program will be determined from end of program surveys.*

4. FOOTBALL

A. Tackle Football and Flag Football are all out for registration now.

- i. Tackle football summer conditioning begins July 12.
 1. *We are recruiting for 8U and 10U programs*

- ii. Flag Football practices begin at the end of the summer.
- B. 6U flag football will compete in the MFL against teams from Millington, Tipton County, Arlington, and Bartlett, among others.
 - i. All games will be held at the Arlington Sports Complex.

5. PARKS AND RECREATION MONTH – JULY

- A. We have begun plans to celebrate Parks and Recreation Month in July with a community sports game each week.
- B. These will be come-out-and-play events on the Thursdays in July (not including July 1)
 - i. July 8 – Kickball
 - ii. July 15 – Ultimate Frisbee
 - iii. July 22 – Whiffle Ball
 - iv. July 29 - TBD

June 8, 2021

SENIORS/SENIOR CENTER UPDATE

1. LAKELAND GARDEN CLUB

- A. The Lakeland Garden Club established a couple of months ago have been busy landscaping a butterfly garden on the patio between the Center and IHC.
- B. At their May meeting, Dottie Marshall, a garden club member gave a presentation on the Monarch's life cycle sharing her collection of live caterpillars going into the chrysalis stage. She also donated Milk Weed plants for the patio. Milk Weed is the only host plant for the Monarch.
- C. The garden club has planted host plants (dill and parsley) to attract Swallow Tail butterflies on the patio. The group is watching the plants closely for any signs of butterfly eggs or caterpillars. They have created a beautiful habitat for a variety of butterflies.

2. OTHER CENTER HAPPENINGS AT THE CENTER:

- A. Regular programs and activities are now returning.
 - i. The Wednesday Pinochle group is the only activity that has not returned.
- B. There have been nearly 20 **new** people to come to the Center in the last 6 weeks.
- C. July & August are full calendars with days having two activities or programs going and some with three or more.
- D. The Center will still be using the IH Clubhouse for space for some activities.



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board

Meeting Cycle: Tuesday, June 8, 2021

Subject: Lakeland Athletic Complex and Recreation Park Master Plan Draft
Presentation

Staff Contact: Patrick O'Mara, Parks & Recreation Director

STAFF RECOMMENDATION

N/A - presented for feedback.

BUDGET IMPACT

DISCUSSION

In 2018, wetlands were identified on the Athletic Complex property, necessitating a change in the initial concept for Phase I of the complex. As a result, the master plan of the property created in 2017 was rendered obsolete.

In the fall of 2020, a survey was sent through social media and City direct email to citizens, as well as distributed through paper copies at Lakeland City Hall and the Lakeland Senior Center to collect the community opinion on desired amenities and facilities on the site.

In the spring of 2021, the Lakeland Board of Commissioners approved a proposal to revise the master plan. Over the past few months, City Manager Shane Horn, and Parks and Recreation Director Patrick O'Mara have been working with staff from the design and engineering firm Barge Design Solutions. The concept attached here is the result of those discussions, which were primarily guided by the results of the survey.



- LEGEND**
- A. BASEBALL FIELD (TYP)
 - B. PARKING (TYP)
 - C. MULTI-PURPOSE FIELD (375'x160')
 - D. PLAYGROUND
 - E. PICNIC PAVILION (TYP)
 - F. DISC GOLF
 - G. TRAIL HEAD
 - H. ROPES COURSE
 - I. SKATE PARK
 - J. POTENTIAL FUTURE ENTRY ROAD
 - K. SCOTT'S CREEK GREENWAY PATH
 - L. FUTURE CONNECTION TO COOL SPRINGS PARK TRAIL
 - M. OUTDOOR RECREATION AREA
 - SPLASH PAD
 - TENNIS/PICKLEBALL COURTS
 - CONCESSIONS/PAVILION
 - N. BIKE SKILLS COURSE
 - O. POTENTIAL CREEK ACCESS

Lakeland Master Plan

Lakeland, TN
May 2021

