



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda
Tuesday, November 9, 2021, 5:30 PM
IH Clubhouse, 4523 Canada Road, Lakeland TN 38002

- I. CALL TO ORDER:
- II. ROLL CALL:
- III. CONSIDERATION AND POSSIBLE ACTION ON ITEMS REMOVED FROM THIS CONSENT AGENDA
- IV. CONSENT AGENDA:
 - 1. Approval of Meeting Minutes from Previous Meetings:
- V. PUBLIC DISCUSSION:
- VI. OLD BUSINESS:
 - 1. Update on Lakeland Athletic Complex - Phase 1
 - 2. City of Lakeland Comprehensive Parks Master Plan Update
- VII. NEW BUSINESS:
 - 1. Post-Season Review/Debrief - requested by Member Johnston
 - 2. Monthly Division Updates
 - 3. 2022 PRB Membership and Suggested Schedule
- VIII. ANNOUNCEMENTS:
- IX. ADJOURNMENT:

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, SEPTEMBER 28, 2021, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002

I. **CALL TO ORDER:** The meeting was called to order at 5:33 p.m. by PRB Chair, Mark Donley.

II. **ROLL CALL:**

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

Staff personnel present for the meeting were Shane Horn, City Manager, Pat O'Mara, Parks and Recreation Director. Roll Call was taken by Pat O'Mara in the absence of 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, June 08, 2021

Vice Mayor Dial moved to approve the regular minutes of June 08, 2021. Steve Snow 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:**

Athletic Complex Phase 1 Update:

There was a contract adjustment to the completion time of the complex due to all the rain in June. We applied for an extension on the grant and was approved. Phase 1 construction of the new athletic complex Phase 1 will be complete by this Friday (October 1, 2021). We do a walk through and make a punch list of things that need to get done. It will take two weeks to complete that, then we will get the final bill and that will complete the process.

Staffing Update:

We are making good progress on building the department. Jeremy Jones moved from Parks Recreation Tech to Supervisor. Mr. Jones and one person from a staffing agency have been working on the parks and doing a good job.

We have hired Makhi Singleton as a part-time assistant coordinator.

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Evan Johnson is back from maternity leave. Evan recently earned his CPRP (Certified Park and Recreation Professional) certification.

VIII. New Biz:

Soccer Contract Update:

Parks and Recreation Board members reviewed the soccer contract written as Tennessee Soccer Academy LLC to operate Lakeland youth soccer programs. Tennessee Soccer Academy LLC is a new name for the organization (formerly Arlington Soccer Academy) and is pending the Secretary of State official stamp. Board member, Chad Reynolds, recused himself from any contract discussions, as he has joined the Tennessee Soccer Academy as a coach. He exited the room while discussions took place. After review of the contract board members made a recommendation to present the contract to the BOC (Board of Commissioners) with language added that there will be provisions for season cancelations giving kids an opportunity to play elsewhere and subject to final approval of the City Attorney.

Field Usage Update:

Met with the school to work on Parks and Rec programs usage of the annex fields. We have access to the unlit field anytime; two lit fields anytime. On Saturday we have access to an additional field.

LAMP Summer Series:

The concert series ended on September 25, 2021, with Seeing Red. There's one more Movie Night on Friday, October 1, 2021, with the movie Coco. Youth playing in the Parks and Recreation will receive free treat. Food trucks will be present.

City-wide Comprehensive Master Plan:

We have selected Kimley-Horn to create a full proposal to us by the end of the week for consideration of a comprehensive master plan based on a survey that went out to the public for feedback. We will take the rest of the year for public assessment and engagement for more in-dept than the survey put out to see what the desires for our Parks and Recreation fields.

IHC Rentals:

Rentals of park pavilions and IH Clubhouse continue to increase.

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Trees Update:

Windward Slopes Park lost 15 elm trees due to a boring beetle infestation that has struck across the mid-south. We had issues with equipment breaking down. It did not go as smoothly as we would've liked. In the future we will go with a professional tree crew instead of staff. Several trees have been purchased to replace the lost trees and will be planted in the park soon.

National Conference:

Pat will attend the NRPA annual Conference in Nashville in October.

Equipment Update:

We are looking into the possibility of purchasing or leasing an automatic stripping machine for athletic fields. An update will be provided once a decision is made.

Recreation/Athletics Update:

Tackle teams for 8u/10u have new coaching staff. It's a rebuilding year for tackle.

Flag football has four teams in 8u/10u. Practices and games are being held at the annex fields.

There are two teams in 6u flag football.

Registration is open for youth rec basketball through September. Season starts in November through mid-February.

10u/12u competitive basketball tryouts will be held for boys and girls division on Saturday. Those that don't make it will have try to signup for rec ball.

Competitive basketball will play at Singleton Community Center's league this year.

Senior Center Update:

The Sock Hop schedule in August was canceled due to the Mask Mandate. We lost entertainment due to the mandate. We do plan to reschedule in the future.

Activities also lightened up due to increased cases of COVID. Our volunteer instructors canceled their classes as a safeguard. Kim is running some of those craft and art programs. We did lose a senior to COVID. He did not come to the Center while symptomatic.

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ADJOURNMENT: There being no other business taken into action, Mr. Snow moved to adjourn the meeting; seconded by Ms. Sawyer. Motion carried; voice, vote, all present in favor. The meeting adjourned at 6:43 p.m.



Mark Donley, *Chair*

ATTEST:

Debra Murrell, *City Recorder*

November 9, 2021

PARKS ADMINISTRATION

1. CITY-WIDE MASTER PLAN

- A. Kimley-Horn was selected and approved by the BOC to provide the Master Planning Services for the City of Lakeland.
- B. The Kick-Off call to nail down the schedule for the project is tomorrow, Wednesday, November 10, 2021

2. SPECIAL EVENTS

- A. Movie Night scheduled for November 5, 2021 was canceled due to the forecast of unseasonably cold temperatures. We've already booked a replacement date for the November 5, 2021 movie. It will be hosted on May 20, 2021. We are planning more Movie Nights added to the Summer Series program.
- B. We expect the Christmas Festival to return next year.
- C. Planning has begun for the second annual Christmas Caravan Parade. Shelby County will escort and participate. EW Golden, Lakeland's Santa for years, has retired his suit. Richard Brown, dad of city employee, Matt Brown, will be our Santa in the parade.
- D. The Summer 2022 Concert Series is expected to be impacted by the Texas Gas and New Canada Road construction. We are working on contingency plans for the series now.

November 9, 2021

PARKS MAINTENANCE

1. FACILITY RENTAL SETUPS

- A. Rentals are still coming in.
- B. The new Community Rate is in place for Lakeland scouting groups, churches, and HOAs using the facility. We have it in place for several current

2. MAINTENANCE

- A. We are in the process of winterizing the parks. Once we get there, we will be working on a few larger projects.
 - i. New doors at IH for the rec room.
 - ii. Reworked planter beds and irrigation in the beds at IH Park

3. EQUIPMENT

- A. Striping equipment
 - i. After reviewing the options, Turf Tank was presented to the BOC and a lease has been approved for one unit. We are still working on the leasing agreement now and expect to have the unit early next calendar year.
 - ii. This agreement includes setup and configuration.

September 14, 2021

RECREATION/ATHLETICS UPDATE

1. FOOTBALL

A. Tackle Football is practicing now.

- i. 8U Tackle ended up as the 3rd seed in the Bracket. They won their first-round game. The 2nd round game is this weekend.

B. Flag Football

- i. 4 teams in each division: 8U, and 10U
 - 1. *We had 6 athletes register in the 12U division. We consolidated the 12U and 10U divisions, but only 3 athletes took us up on this.*
 - 2. *Congratulations to the Saints (10U) and the Longhorns (8U) for winning their divisions.*
- ii. The 6U Lions 1 Flag team ended up as the 1st seed of the bracket. Their round 2 game is tomorrow.

2. CHEER – BASKETBALL

- A. We are in the process of taking registrations for Basketball Cheer. They will cheer for the recreation league teams at the request of the parents.

3. BASKETBALL

A. Recreation League

- i. Registration for the Recreation League is over and teams have been chosen. We are still looking for one more coach in the 6U division.
- ii. Divisions will be 6U, 8U, 10U, and 12U – COED.
- iii. Practices begin November 15
- iv. Games begin 12/4

B. Competitive teams

- i. 10U & 12U boys teams are in the Singleton League and will begin play the week after Thanksgiving.
- ii. Players who did not make the school teams or the competitive teams, were eligible for the rec league teams.

November 9, 2021

SENIORS/SENIOR CENTER UPDATE

Lakeland Senior Center Updates:

Attendance is picking up at the Center now that the mask mandate has been lifted. Approximately 85% percent of attendees are still wearing masks. The ones that are not wearing are the jammin' group that plays and sings on Mondays.

Yoga classes started up November 10, 2021. Fee of \$3. Instructor is certified and paying liability insurance. Her fee is \$65.

Seniors Xmas Dinner is canceled this year. Hopefully we will get back to hosting dinner and luncheons in 2022.



**PARKS & RECREATION / NATURAL RESOURCES ADVISORY BOARD
2022 MEETING SCHEDULE (ANTICIPATED)**

January 11, 2022

February 8, 2022

March 8, 2022

April 12, 2022

May 10, 2022

June 14, 2022

July 12, 2022

August 9, 2022

September 13, 2022

October 11, 2022

November 8, 2022

December 13, 2022



**PARKS & RECREATION / NATURAL RESOURCES ADVISORY BOARD
2022 MEMBERSHIP**

Term Expiration: 12/31/2021

Chair Mark Donley

Mr. Derek Johnston

Mr. Chad Reynolds

Term Expiration: 12/31/2022

Ms. Amber Sawyer

Vice-Chair Steven Snow

Ms. Kathleen Autry

Vacant: 1 position