



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda
Tuesday, February 8, 2022, 5:30 PM
Lakeland City Hall, 10001 HWY 70, Lakeland, TN 38002

- I. CALL TO ORDER:
- II. ROLL CALL:
- III. INSTALLATION OF NEW MEMBERS
- IV. CONSIDERATION AND POSSIBLE ACTION ON ITEMS REMOVED FROM THIS CONSENT AGENDA
- V. CONSENT AGENDA:
 1. Approval of Meeting Minutes from Previous Meetings:
- VI. PUBLIC DISCUSSION:
- VII. OLD BUSINESS:
 1. Update on Lakeland Athletic Complex - Phase 1
 2. City of Lakeland Comprehensive Master Plan Update
- VIII. NEW BUSINESS:
 1. 2022 Board Member Leadership Positions
 2. Discussion and Possible Action on 2022 PRB Meetings
 3. Discussion on Naming Rights Policy Creation
 4. Monthly Division Updates
- IX. ANNOUNCEMENTS:
- X. ADJOURNMENT:

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, DECEMBER 14, 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 and Kim Odom, Senior Center Manager and Special Events Coordinator. Meeting was presented by Mr. O'Mara.

III. **CONSENT AGENDA:**

I. Approval of Meeting Minutes from Previous Meetings:

a. Regular Meeting Minutes, November 09, 2021

Vice Mayor Dial moved to approve the regular minutes of November 09, 2021. Mr. 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:**

a) Update on Lakeland Athletic Complex Phase 1

Phase 1 is nearing completion. Signage has been delivered. Staff will mount signs tomorrow (December 13, 2021). The State will come out soon for final inspection. Lighting is still pending.

b) Comprehension Parks Master Update

Kimley-Horn's meeting with Parks Board to perform a SWOT (Strengths Weaknesses Opportunities and Threats) analysis for each park was recently complete.

Next phase will be a public input meeting on January 11, 2021, in the cafeteria at the middle school at 6 p.m. In the process of communicating and inviting residents of Lakeland through a postcard mail out. Invitations will be at the printer by the end of the week and mailed after Christmas.

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c) Special Events

The second annual Christmas Caravan Parade was held Saturday, December 11, 2021. There was positive feedback about the event. The new Santa, Richard Brown, reported having a good time. He has also made himself available to take pictures with Santa at IH Park in front of the Christmas tree on Wednesday, December 13, 2021. We expect the Christmas Festival to return next year.

The Summer 2022 Concert Series is expected to be impacted by the Texas Gas and New Canada Road construction. Plans are not finalized. We are working on contingency plans for the series. Staff is researching cost of temporary stages placed at the new athletic complex for the concerts. An update will be provided once finalized.

VIII. NEW BUSINESS:

Update on Parks and Recreation activities and other items.

1) Parks Board Membership

Board members were also provided a term update for each of their positions: Chad Reynolds term expires December 31, 2021. Term for Amber Sawyer, Steve Snow, and Kate Autry, expire December 31, 2022. Mark Donley and Derek Johnston's term ends December 31, 2024.

Chad Reynolds announced that he will not reapply to serve on the board. Discussion on applicants to fill the membership position once Chad Reynolds rolls off the Board at the end of the year and will not reapply. There are currently three applicants for the one soon to be open position. Two applicants, Jenny Kiesel and Jessica Cannon, attended the meeting. Each introduced themselves to the PRB and spoke about what they each could bring to the table if selected to the Board. The third applicant, Stacy Bond, was not able to attend the meeting.

Vice Mayor Dial discussed the possibility of adding another member to the PRB. Ms. Dial plans to take the suggestion to the BOC approval.

2) Parks & Recreation Board 2022 meeting schedule

The Board was provided with a regular meeting schedule for 2022. Mr. O'Mara asked members to look over the schedule and update him with any conflicts that may prevent members from attending the monthly meetings.

3) IH Clubhouse rental process and fees

Board members were presented with a potential updated fee and requirement list. The Board discussed issues happening at IH Clubhouse during rentals and the possibility of adding requirements for an alcohol permit in addition to the liability insurance already required to the renter, as well as a non-Lakeland resident fee.

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Board member, Mr. Donley made a motion to accept the new rates and requirements as was presented. Mr. Snow seconded the motion. All in favor. Vice Mayor Dial did suggest looking into the possibility of adding a cleaning fee and having a commercial company come in after each event to clean up.

4) Park Maintenance

Park staff is winterizing the parks. Once complete, they will begin a few larger projects.

Staff is exploring the ability to install new doors on Rec Room at IH Clubhouse.

Staff is working with an irrigation company to rework flower beds and the irrigation system at IH Park.

The Clubhouse is currently experiencing plumbing issues. The restrooms have been closed. The rentals scheduled have a portable resident building in place for their use. The portable building remains locked unless we have a rental.

Parks Equipment Update

Striping equipment has been delivered and our initiation with the equipment will be scheduled soon. It is in storage until orientation setup.

5) Monthly Updates

The PRB was provided with youth sports program updates.

Football

Football season has concluded. The 8U tackle made it to second round of playoffs. They lost to the team that won the championship.

One of the 6u teams was top seed and took second place in the playoffs.

2002 Season Update

Coach White has requested a meeting with staff, Booster Club and other stakeholders in the program to coordinate planning into the future with the high school team. The meeting was initially scheduled for last week, but has been pushed back to January due to a scheduling conflict.

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Basketball

Play began in November for the Recreation League. The games began on December 4, 2021, and continues this week before the pause for the holiday break. Practices will start back January 3, 2021.

Saturday 6U, 8U and 10U games are expected to be at LPS for the rest of the season. Friday night 12U games are expected to remain at LES for the rest of the season. Competitive teams are in their second week in the Singleton League. They had three pre-season tournaments during November and December. Competitive coaches and staff are meeting tomorrow (December 15) to plan for succession and post-season tournaments.

Cheer

Football cheer had their end of season party on December 11, 2021.

Basketball cheer is underway and will cheer during Saturday 10U Rec League games.

Rec League Soccer

Registration links are nearly finalized and should be available around the first of the new year.

Adult Soccer

Registration will be available in January 2022. We are working toward a competitive division and a recreation division.

Baseball

Staff is working with the rules to split the 9U into 10U & 8U, which is consistent with our other programs. We are researching the ability to transition the older divisions to machine pitch ball.

Flag Football

Staff is looking to transition Flag Football for 8U, 10U, & 12U to a summer sport to allow it to be a feeder to the tackle program, which helps prepare the LPS programs.

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The season surveys received from parents requested an MPV/Most Improved/Team Leader award be added to categories for the kids. Staff and coaches will discuss how to implement the awards.

6) Senior Center Updates

Attendance at the Senior Center continues to increase. Crafting programs are still the biggest draw. Each of the craft and art programs still filling up completely.

Yoga classes continue and have an average of 15 participants per session.

Senior volunteers helped decorate the Christmas float for the parade.

1) ANNOUNCEMENTS:

- 2) ADJOURNMENT: There being no other business taken into action, Mr. Snow moved to adjourn the meeting; seconded by Mrs. Autry. Motion carried; voice, vote, all present in favor. The meeting adjourned at 7:08 p.m.



Mark Donley, *Chair*

ATTEST:

Debra Murrell, *City Recorder*



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

January 11, 2022 – Cancelled – Parks Master Plan Public Meeting

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 – Fall Break for LSS

November 8, 2022

December 13, 2022

February 8, 2022

PARKS ADMINISTRATION

1. CITY-WIDE MASTER PLAN

- A. The Public Input Meeting was held January 11, 2022
 - i. We had approx. 30 people in attendance
 - ii. We are currently in the public input gathering session.
 - 1. *Public Input survey:*
<http://www.surveymonkey.com/r/LakelandParksMP>
 - 2. *EDC/IDB Boards received an update on January 27.*
 - 3. *Community Advisory Board will receive an update on February 15*

2. SPECIAL EVENTS

- A. Arbor Day & Tree City
 - i. Arbor Day 2022 is expected to be March 19
 - 1. *This is also Tennessee Tree Day*
 - ii. Tree City USA Application
 - 1. *The Application was submitted in January 2022*
 - 2. *Our Tree-City USA designation for the 16th consecutive year was approved February 7.*
- B. The Summer 2022 Concert Series is expected to be impacted by the Texas Gas and New Canada Road construction.
 - i. We have been working on contingency plans for the series.
 - ii. We are proceeding under the plan that we will host the series at the Athletic Complex.
 - 1. *This introduces a set of challenges:*
 - a. *No electrical on site.*
 - b. *No stage – we need to bring in staging.*

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PARKS MAINTENANCE

1. FACILITY RENTAL SETUPS

- A. Rentals are still coming in. We have been averaging 1 weekend rental each week, with many weeks having a Saturday and Sunday evening rental.
- B. The new Resident/Non-Resident rates went into effect on January 1.
- C. The Request for Qualifications for the commercial cleaning contractor should be ready to go out for publication by the end of the month.

2. MAINTENANCE

- A. The IH Clubhouse is back on track
 - i. We are currently working on getting the sewer line scoped to get quotes on replacing the line, which will be within the next 3-5 years.
- B. The Ice storm has done some damage in our parks. We are still in the process of identifying the damage.
 - i. We know of many broken limbs, but we also believe we will lose some of the new trees at Windward Slopes.

3. EQUIPMENT

- A. Striping equipment
 - i. Has been delivered, and we are scheduled for initiation on February 16

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RECREATION/ATHLETICS UPDATE

1. BASKETBALL

- i. We are about a month away from the end of the basketball season.
 - 1. *Games were cancelled due to the Ice even last week.*
 - 2. *This week is performance week for the LES drama, so all LES practices and games are cancelled. We have some use of St. Paul's and we have games at LPS Saturday.*
 - 3. *The end of season tournament will be the beginning of March.*
- ii. Competitive teams are completing their seasons with the Singleton league next week, and the tournament will be the following week.

2. CHEER

- A. Basketball cheer has been cheering during the Saturday 2:30 pm 10U Rec League games.
- B. 2022 Football season is being planned now.
 - i. Registration will begin later this spring with uniform fitting in May.

3. FOOTBALL

- A. 2022 season
 - 1. *We are planning to have 6U Flag, 8U, 10 & 12U tackle for the first time in 2022.*
 - 2. *Registration for 12U will continue through the tryout timeframe for the school team.*

4. ADULT SOCCER PROGRAM

- A. Registration is ongoing.
- B. The season is scheduled to run Mid-Late March through Mid-May
 - i. The post season tournament is scheduled to be over before Memorial Day.
- C. We have registration open now for a competitive division and a recreation division.

5. REC LEAGUE SOCCER

- A. Registration is open now, and will close next week.

6. BASEBALL

- A. Registration will begin in March.
- B. We have been working with Buckhead to rent their facilities and will have practices weeknights and games Saturdays at Buckhead on their diamonds.
- C. 10U & 8U will be Machine Pitch
- D. 6U will be coach pitch
- E. 4U will be T-Ball.

7. FLAG FOOTBALL

- A. We are looking to transition Flag Football for 8U, 10U & 12U to a summer sport.
 - i. We are working with the LPS Football staff to find ways to offer player development.

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SENIORS/SENIOR CENTER UPDATE

Lakeland Senior Center Updates:

The Omicron spike effected not only the attendance numbers but the quantity of programs at the Senior Center in January. As case numbers are subsiding, February is looking better.

Kim continues to focus on taking advantage of space in the Rec Room/IH Clubhouse for additional programs this year as we continue to proceed carefully to protect our seniors as much as we can while still providing them program as we endeavor to return to normal.

We are adding new weekly games to the calendar in the Rec Room at IH Clubhouse.

Chair Yoga classes that began in November are averaging 10-12 participants. The Fitness instructor added Floor Yoga to the calendar in January. Classes are in the IH Clubhouse. On February 2, 2022, there were eighteen (18) participants between both classes.

The Rec Room is seeing a resurgence of pool and shuffleboard use. These participants are playing once or twice a week.

Plans are underway to reschedule August's canceled the Senior Sock Hop & Dinner for March 25, 2022. The cost of advance tickets has increased from \$10 to \$12 per person.