



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda
Tuesday, March 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 CHANGES TO THE 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. Update on Lakeland Comprehensive Master Plan
- VIII. NEW BUSINESS:
 1. 2022 Board Member Leadership Positions
 2. Parks and Recreation Facilities and Assets Naming Policy Discussion
 3. Division Updates
- IX. ANNOUNCEMENTS:
- X. ADJOURNMENT:

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, February 08, 2022, 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:**

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

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

Installation of new member, Stacy Bond, was postponed. Mrs. Bond was unable to attend the meeting.

III. **CONSENT AGENDA:**

1. Approval of Meeting Minutes from Previous Meetings:

a. Regular Meeting Minutes, December 14, 2021

Mr. Steve Snow moved to approve the regular minutes of December 14, 2021. Mr. 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) Athletic Complex

A meeting with the state inspector took place three weeks ago. We believe we have met all benchmarks needed on Phase I of the athletic complex. We are pending official word. An emailed was received, just before this meeting began. We will check the email right after tonight's meeting.

b) City of Lakeland Comprehensive Master Plan Update

The public input meeting held last month regarding the Comprehensive Master Plan was well attended with approximately 30 attendees. We are in the process of collecting surveys for feedback from the community. Surveys results will be shared at next meeting. A progress report meeting was held two weeks ago with the Economic Development Commission/Industrial Development Board. The feedback was positive from ECD/IDB.

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, February 08, 2022, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002

Information is being collected for comparison to Tennessee communities close to the size of Lakeland through the TN Parks and Recreation Association for Excellence, including Arlington, Dixon, Wisconsin. The Comprehensive Master Plan is on track for review by the Board of Commissioner in the summer.

VIII. NEW BUSINESS:

1) 2022 Board Member Leadership Positions

A decision was made to move discussion for PRB positions to next month's Agenda due to only half of the Board in attendance. A motion will be made next month for the positions of Chair, Vice Chair, and secretary.

Discussion to move the October PRB regular meeting from the 2nd Tuesday of the month to the 1st Tuesday of the month due to Lakeland schools being out for Fall Break and the possibility of lack of quorum as families go out of town during the Break. Mr. Steve Snow made a motion to move the PRB Regular Meeting to October 4, 2022. Katie Autry seconded the motion. All in favor.

2) Naming Rights Policy Creation

Creating procedures for the City of Lakeland's Naming Rights Policy was discussed. As Lakeland continues to grow and build facilities, there's a need for the Parks & Recreation Board to start discussing a plan for the Naming Rights Policy process. A draft for the process will be provided to Board members at next month's meeting for review.

3) Special Events Updates

a) Summer 2022 Series:

The Summer 2022 Concert Series and Movie Nights is expected to be impacted by Texas Gas and the New Canada Road construction project beginning in March. Staff is working on a contingency plan for the series. We are proceeding under the plan that we will host the series at the Athletic Complex. We face challenges to on doing so, including no electrical on site and no staging. We are researching the cost of shuttle bus services from a designated location to the athletic complex. We will need to rent staging, generators, etc. We are working diligently to solve these issues.

b) Arbor Day/TN Tree Day

Arbor Day 2022 event is expected to be held on March 19, 2022, coinciding with

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, February 08, 2022, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002

TN Tree Day. Proclamation request for that date goes to the Board of Commissioners Thursday, February 10, 2022. If approved, staff will host the tree giveaway of 100 trees on March 19, 2022.

Tree City USA application was submitted in January 2022. Lakeland's Tree-City USA designation for the 16th consecutive year was approved on February 7, 2022.

c) Facility Rental Setups

IH Clubhouse has a lot of action with rentals still coming in. There's an average of one weekend rental each week, with many weekends having Saturday and Sunday rentals.

The new resident/non-resident rates went into effect on January 1, 2022.

The Request for Qualifications for the commercial cleaning contractor for IH Clubhouse should be ready to go out for publication by the end of the month.

d) Maintenance

The IH Clubhouse is back on track. We are getting sewer line scoped for quotes on replacing the line, which is anticipated to be changed out within the next 3 to 5 years.

The recent ice storms caused some damage to the parks. Staff is still in the process of identifying all the damage. There are two trees down at City Hall, multiple limbs, and a couple trees down at IH Park, and one tree down at Zadie Kuehl Park. We also know of many broken limbs at various parks. We believe will lose some of the new trees at Windward Slopes. Clean up for the larger trees will have to be contracted out.

e) Equipment

Striping equipment for sports fields has been delivered and initiation will be on February 16, 2022.

Recreation/Athletics Update:

Basketball is a month away from end of season. Games were canceled due to the ice event last week and unfortunately will not be made-up.

This week is performance week for the LES drama, so all LES practices and games are canceled. We have some games at LPS on Saturday.

The end of the season tournament will be held the first part of March.

Next week competitive teams complete their season with Singleton's League with the tournament to follow.

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, February 08, 2022, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002

Cheer:

Basketball cheer is cheering at Saturday games for 10U Rec League.

Football:

The 2022 season will continue through Municipal Football League participation. We are planning to have 6U flag, 8U, 10 & 12U tackle for the first time. Registration for 12U will continue through the tryout timeframe for the school team.

Adult Soccer:

Registration is ongoing for adult soccer with a new spring soccer program from mid to late March through mid-May. The post season tournament is scheduled week prior to Memorial Day.

Registration is open now for a competitive division and a recreation division.

Rec League Soccer:

Registration is underway and will close next week. The registration date was pushed back. We still need 25 kids according to our contractor. We currently have approximately 100 registered.

Baseball:

Registration begins in March. Staff is working with Buckhead on rental of their facilities. Practices will be weeknights and games on Saturdays at Buckhead on their diamonds.

10U & 8U will be machine pitch. 6U will remain coach pitch.

4U will remain T-Ball.

We are working to have a catcher and equipment on all teams this year.

Flag Football:

Staff is transitioning Flag Football to the summer for 8U, 10U, & 12U.

Staff is working with the LPS Football staff to find ways to offer player development. It will focus on developmental throwing, catching and basic defense.

Senior Center Updates:

The Omicron spike effected attendance and quantity of programs at the Cener in January. February is looking better as number of cases subside.

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES
ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, February 08, 2022, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002

Mrs. Odom continues to focus on taking advantage of space in the Rec Room and IH Clubhouse for additional programming, as we carefully proceed to protect the seniors as much as we can while still providing activities as we return to normal.

Weekly games have been added in the Rec Room at IH Clubhouse.

Chair Yoga for seniors at IH Clubhouse classes begin in November, averaging 10 to 12 participants. The fitness instructor added Floor Yoga to the calendar in January. There were 18 participants between both classes on February 2, 2022.

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 the Seniors Sock Hop & Dinner on March 25, 2022, at IH Clubhouse.

1) ANNOUNCEMENTS:

- 2) ADJOURNMENT: There being no other business taken into action, Mr. Steve Snow moved to adjourn the meeting; seconded by Mr. Derek Johnston. Motion carried, voice, vote, all present in favor. The meeting adjourned at 6:37 p.m.



Mark Donley, *Chair*

ATTEST:

Debra Murrell, *City Recorder*



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board

Meeting Cycle: Tuesday, March 8, 2022

Subject: 2022 Board Member Leadership Positions

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

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION

Annual Board Leadership positions to be decided.

- Chair - moderates the meetings
- Vice-Chair - moderates the meetings if the Chair is unavailable
- Secretary - takes notes and reviews the first draft of minutes with staff.



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board

Meeting Cycle: Tuesday, March 8, 2022

Subject: Parks and Recreation Facilities and Assets Naming Policy Discussion

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

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION

There has been some discussion lately about naming features and facilities, even parks after a person or organization.

Staff has reviewed over a dozen policies from across the US.

Each seemed to contain some form of the following:

Group, individual, or organization provides:

- Majority of Capital expense for the creation or restoration/renovation of the asset.
- Majority of operational expense for a defined period of time.

Naming Process:

1. Application is completed – sometimes there is a signature requirement
2. Naming request is brought through the parks board, for first screening.
3. Mayor and Board have final approval.
4. Once named, parks, facilities, or assets are not renamed without sufficient reason and approved by Mayor and Board.

Application:

- Applicant's information
- Proposal
 - Park, facility, asset
 - Suggested name
 - Justification
 - Neighborhood support

Attached, is the policy for Roswell, GA, Covington, TN, and El Paso, TX.
El Paso is a CAPRA Accredited, Gold Medal Winning agency.

I. PURPOSE:

The intent of this policy is to set forth criteria and parameters to guide naming rights opportunities for recreational facilities and parks within the City of Covington Parks and Recreation Department (hereinafter "CPRD") facilities. This policy provides CPRD the authority to consider the naming of recreational facilities or parks after an organization, business or individual that has provided a 60% or more financial contribution to support park and recreation capital or major maintenance projects.

II. DEFINITIONS:

Definitions In the context of this policy, the following definitions apply:

- a) "Recreational Facility" means a smaller support structure or park feature located within a larger City park facility such as, but not limited to, sports fields, conference rooms, playgrounds, pools, decorative or water play fountains, gardens, gazebos, pavilions, tennis courts, basketball courts, volleyball courts, or trails.
- b) "Naming or Naming Rights" refers to the opportunity to name a CPRD park amenity. CPRD shall pursue alternative funding to achieve appropriate levels of cost recovery in accordance with City of Covington Mayor and Mayor and Board of Alderman approval of the city board meeting held October 25, 2016.
- c) "Civic or Charitable group" shall mean a nonprofit entity, family, or group that has made a substantial contribution to the community, either through civic involvement, involvement in historic events relevant to specific city property, or to the geographical location of specific city property; or made a financial and/or in-kind donation to support a specific public service or city property. For-profit entities of any type shall not be considered a civic or charitable group.
- d) "Individual" shall mean a person who has made a financial and/or in-kind donation to support a specific public service or City property.
- e) "Honorary naming rights" shall mean the naming of City property to honor the service, commitment, or other type of participation by an individual, or civic or charitable group. Honorary naming rights are addressed separately in a Honorary Naming Rights Policy.
- f) "Philanthropic naming rights" shall mean the naming of City property due to a charitable (gift) donation from an individual, civic or charitable group, or other entity or organization that is intended to enhance the community by financial and/or in-kind support for a specific public service or City property.
- g) "Corporate naming rights" shall mean a mutually beneficial business arrangement between the City and an external entity (individual, for-profit, or not-for-profit organization), wherein the external entity provides goods, services, or financial support to the City in return for access to the commercial and/or marketing potential associated with the public display of the external entity's name on City property.
- h) "City property" shall mean City owned or controlled real property, public facilities such as buildings or parks, features or attributes of a facility such as a bench, tree, bridge, walkway, hallway or room, or other public venue.

III. GENERAL

- a) CPRD shall pursue alternative funding to achieve appropriate levels of cost recovery in accordance with City of Covington Mayor and Board of Alderman business plan.
- b) Existing names are deemed to have historic recognition. It is the City of Covington Policy to keep the name of any exiting city owned park or recreational facility, particularly one whose name has City or regional significance, unless there are compelling reasons to consider a name change and the Board of Mayor and Aldermen vote unanimously to do so. Furthermore, the City will consider renaming to commemorate a person or persons, posthumously, only when the person or persons have made a major contribution to the City of Covington and whose distinctions are as yet unrecognized.
- c) The naming of CPRD parks or recreational facilities will be covered by this policy, and shall be made by ordinance.
- d) This policy shall authorize the CPRD Director to consider park or recreational facility naming rights. CPRD, per this policy, guidelines and criteria will ensure that naming rights will not be in conflict with or run counter to the City of Covington or CPRD's mission and goals, which include but are not limited to the following:
 - 1. Promoting healthy lifestyles and civic responsibility
 - 2. Recreational programs and services that increased physical, intellectual, social and/or emotional abilities
 - 3. Promoting environmental awareness and responsibility
 - 4. Acquire, preserve, or enhance significant natural or historical/cultural resources Naming of City Park and Recreation Amenities
 - 5. Promoting resource sustainability
 - 6. Increase environmental stewardship
 - 7. Educate public about resources, conservation or sustainability
 - 8. Support multiple species conservation program
 - 9. Improved energy and water efficiency
 - 10. Protect tree population
 - 11. Promote acquisition, development or maintenance of facilities that support community needs, provided safe and accessible opportunities to gather, promoted park stewardship or celebrated diversity while connecting communities
 - 12. Supports healthy families, sustainable environments or safe communities
 - 13. Foster community ownership in the maintenance and security of the City's trail systems
 - 14. Supports accessible places for recreation
 - 15. Promote government agency partnerships and community involvement
 - 16. Promotes volunteerism
 - 17. Enhance park safety
 - 18. Strengthen connection between people and the outdoors
 - 19. Support providing affordable recreation options
 - 20. CPRD's mission or objectives that are adopted annually by the Mayor and Board of Alderman.

- e) The Board of Mayor and Aldermen shall have the final authority to name or rename City parks or recreational facilities. Furthermore, under extraordinary circumstances that would cast a negative image upon the City, any naming of any City parks or recreational facilities in honor of an individual or group may be revoked at the discretion of the Board of Mayor and Aldermen and upon a unanimous vote of the Board of Mayor and Aldermen.

IV. NAMING PROCEDURE

- a) Naming rights proposals that shall not be considered are those which:
1. Promote practices that, if they took place, would violate U.S. or state law (i.e. - dumping of hazardous waste, exploitation of child labor, etc.), or promote drugs, alcohol, tobacco, gambling or adult entertainment;
 2. Discriminate on the basis of race, ethnicity, religion, national origin, sex, disability, or age;
 3. Include religious references or political statements;
 4. Endorse products or services that do not comply with CPRD policies and procedures, City, State or federal regulations, ordinances, codes, or statutes;
 5. Appear to be in direct competition with CPRD services or products.
 6. Endorse products or services that conflict with CPRD's mission or the mission of the City of Covington;
 7. All parks and recreational facilities eligible for naming rights shall be determined by the Parks and Recreation Director or designee.
 8. If a naming right opportunity includes signage, a detailed proposal of the signage, including design, layout, verbiage and cost will need to be provided, in writing, for review and approval by the Director or designee. CPRD can specify sign size, sign, type, and font of any naming rights signage or displays. CPRD reserves the right to terminate any naming right agreements not in accordance with this Board Policy.



City of El Paso
PARK NAMING/CHANGING
Application



Applicant information

Please print or type the information in black ink

Applicant Name: _____
Mailing Address: _____ City: _____ Zip: _____
Home Phone: _____ Work Phone: _____ Cell Phone: _____
Email Address: _____
Organization _____ ☐ Non-Profit

Proposed Name / Change

Park/Facility Location/Address: _____
Current name of Park or Facility: _____ ☐ Not Applicable

Suggested Name: _____

Category:

- ☐ Outstanding Individual(s)
Acknowledges the sustained contribution that has been made by such individual(s) to the City of El Paso and/or the development and management of the City's park and recreation system.
- ☐ Common usage identifying the Neighborhood
Acknowledges the geographic location or common name that gives a particular identity to a neighborhood.
- ☐ Historical Event, Person, Place
Preserves and honors the history of El Paso, its founders, other historical figures or local landmarks.
- ☐ Natural or Geographical Feature to the area
Acknowledges a prominent or unique natural or geological feature in the surrounding area.
- ☐ Benefit/Organization Acknowledgement
Major gift, acknowledges the significant benefit of a donation
- ☐ Other
Describe:

PLEASE DO NOT WRITE IN THIS AREA
PARKS AND RECREATION
STAFF ONLY

Date Received by PARD: _____
Date of Committee Meeting: _____
Date of PRAB Meeting: _____
Date of City Council Meeting: _____



Citizen Support

Suggested Name: _____

List eligible members of the public who support the nomination:

Include name, address, telephone number and signature of fifty (50) individuals, ages 18 years or older who live within a mile radius of the park/facility.

Name

Address

Phone Number

Signature

[illegible]



PARK NAMING/CHANGING FORM



Citizen Support

Suggested Name: _____

List eligible members of the public who support the nomination:

Include name, address, telephone number and signature of fifty (50) individuals, ages 18 years or older who live within a mile radius of the park/facility.

Name

Address

Phone Number

Signature



PARK NAMING/CHANGING FORM



Citizen Support

Suggested Name: _____

List eligible members of the public who support the nomination:

Include name, address, telephone number and signature of fifty (50) individuals, ages 18 years or older who live within a mile radius of the park/facility.

Name

Address

Phone Number

Signature



PARK NAMING/CHANGING GUIDELINES



The City of El Paso Parks and Recreation Department welcomes community participation in the park naming process. Your recommendations help to identify and capture the essence of each park's importance to the community. Every effort will be made to consider the significance of your nomination or tribute for this public park. Your participation is an integral part of the public parks system within our urban landscape and we appreciate your interest.

The naming of an El Paso City Park or Recreation Facility is a serious matter. All names considered by the Parks and Recreation Advisory Board and ultimately the City Council should be above all significant, appropriate, considerate, and acceptable to the citizens of the City of El Paso.

☞ Obtain an application.

An application may be obtained by visiting the City of El Paso Parks and Recreation Department on the 6th floor of City Hall or by accessing the City's Website (<http://www.elpasotexas.gov/parks/>).

☞ Complete the application in its entirety

☞ The applicant should obtain 50 original signatures

Anyone requesting a specific name, except those offering an endowment in exchange, shall show the support of at least 50 people (within a mile radius of the park), by having them present during all hearings or obtaining their signatures and addresses.

☞ Enclose a full biography of the person nominated (if applicable)

In the event that the name of a deceased person is proposed, that person shall have been deceased for at least one year before consideration, shall have been prominent in El Paso or elsewhere and shall have demonstrated a continued commitment and made a substantial contribution to the Parks and Recreation Department. Persons not associated with parks may be considered but shall meet all other criteria. Any living person proposed shall have made a worthy and extraordinary endowment to the Parks and Recreation Department, or be extremely prominent locally, nationally or internationally.

☞ Submit application to the Parks and Recreation Department

☞ Applicant will be notified by Parks and Recreation Department of the scheduled meeting date of the Park Naming Subcommittee.

Applicant requesting the park naming or name change must attend the scheduled Park Naming Subcommittee meeting.

☞ Applicant should be prepared to make a presentation that justifies the recommended name at the Park Naming Subcommittee meeting.

There shall be open discussion on the proposed name. The Subcommittee shall decide by majority vote whether the choice adheres to the guidelines stated and the name is acceptable.

☞ The Park Naming Subcommittee will forward a recommendation to the full Parks and Recreation Advisory Board via a scheduled meeting.

- *Applicant will be notified by Parks and Recreation Department of scheduled Parks and Recreation Advisory Board Meeting.*
Applicant requesting the park naming or name change must attend the scheduled Parks and Recreation Advisory Board Meeting
- *Applicant should be prepared to make a presentation that justifies the recommended name to the Park and Recreation Advisory Board meeting.*
There shall be open discussion on the proposed name. The Board shall decide by majority vote whether the choice adheres to the guidelines stated and the name is acceptable.
- *The final recommendation of the Parks and Recreation Advisory Board shall be forwarded to the Mayor and City Council for consideration and vote.*
- *Applicant should be prepared to attend the City Council Meeting.*

The individual(s) or group that requests a specific name for a park or park facility shall incur the customary costs associated with the naming or renaming of a park or park facility, such as installing or replacing signs with the park name or other signs posted or affixed for a facility. Proposed signs shall be acceptable to both the Parks and Recreation Department and the individual(s) or group making the request. Those individuals or groups offering endowments in exchange for naming a park or park facility shall not incur these costs.

RESTRICTIONS

- The name shall not duplicate the name of any other park or park facility in El Paso.
- The name shall not endorse or advocate any religion or specific religious belief, nor shall the name have an obscene connotation or malevolently portray, demean, or intimidate any racial or ethnic group.
- The name of a park shall not be changed without extraordinarily good reasons.

SUGGESTIONS FOR NAMES OTHER THAN PERSONS

The Parks and Recreation Advisory Board and the City Council have adopted a policy to guide the park naming process. Suggested names may refer to common usage identifying the neighborhood, an historical event, place, or a natural or geographical feature to the area.

ENDOWMENTS

Each endowment received for the naming of a park or park facility shall be owned by the City of El Paso. Each endowment, the proceeds there from, and the income and the principal balance from time to time on hand, shall be and remain payable solely for the benefit of the Parks and Recreation Department. Upon receipt of a endowment and confirmation that the endowment conforms to these guideline and that the endowment and donor are acceptable to the City, the City shall enter into a written agreement with the donor and if applicable, any sponsoring foundation, trust or similar entity, memorializing the matters set herein. Upon execution of such agreement or any additional related document by all parties, the City shall cause the particular park or park facility to be named and identified by the donor's name. All references to a named park or park facility shall thereafter refer to it by said name. Reasonable modifications and renovations, including expansions and contraction may be made to any park or park facility from time to time.

1300 Park Naming Policy

(Approved 04/28/2016)

Purpose

This policy establishes guidelines for naming parks owned by the City of Roswell. The Mayor and City Council will consider recommendations from the Roswell Recreation Commission (the Commission), but the Mayor and City Council has final approval for park names.

Objectives

Naming of city parks must:

- Enhance a sense of community,
- Ensure that parks are easily identified and located,
- Be consistent with the values and characteristics of the City and the Department,
- Assure the quality of the title/name, so that it will serve the purpose of the city in a permanent manner, and
- Encourage and recognize the dedication of lands, or donations by individuals or groups.

Qualifying Names and Criteria

Park names may represent:

- Geographical location of the facility including descriptive names,
- An outstanding feature of the area (example: hill, river, lake),
- Commonly recognized subjects of historical significance such as; event, non-living individual, group, culture, or place,
- A non-living individual or group who significantly contributed to the acquisition or development of the park/facility, or
- A non-living individual who provided an exceptional service in the interest of the park system as a whole or for the community as a whole.

The following criteria apply to park names:

- When naming after a nonliving individual, the individual must have passed more than 3 years prior.
- Naming after a living individual may be considered when the individual has made a contribution or significant gift of a most extraordinary nature and upon unanimous approval of the Recreation Commission.
- Naming may be considered based on the provision of significant gift or funding that underwrites the cost of renovation, construction or acquisition of city property. Underwriting shall be broadly defined as substantial gift or monetary contribution that significantly enables city projects such as parks, buildings, facilities, or property. acquisition to occur. This may include

monetary gifts and/or grants that leverage federal, state and local funding for such projects or complete donation of land.

- Parks donated to the City may be named by the donor through deed restriction. Acceptance and naming of land is subject to approval by the Mayor and City Council.
- Naming may not conflict with public grant funding policies established by state and/or federal grant funding programs.
- There shall be no duplicative park names.
- It is encouraged that the naming of any park be completed prior to construction.

Renaming

The intent of naming is for permanent recognition. Renaming of parks is strongly discouraged so as not to diminish the original justification for the name or discount the value of the prior contributors. Parks named for subjects, other than individuals, may be changed in name only if the current name is ineffectual or inappropriate.

Procedure

The procedure for naming a park includes the following steps:

- Staff, city residents, community leaders, businesses, and organizations interested in proposing a name for a park must submit an application to the Department Director.
- The Department's Director will forward all naming recommendations to the Commission Chair.
- The Commission shall consider all requests and seek public input prior to submitting a formal recommendation for name(s) deemed worthy of consideration to the Mayor and City Council for approval.
- Mayor and City Council may allow for public input and comment.
- Mayor and City Council has final approval and may reject any naming or renaming request.
- Mayor and City Council will confirm park names by a formal resolution.

March 8, 2022

PARKS ADMINISTRATION

1. CITY-WIDE MASTER PLAN

- A. Public Input Survey has closed.
- B. Benchmarking review is ongoing.

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*
 - 2. *Tree Pickup at IH Park.*

B. The Summer 2022 Concert Series

- i. We are currently booking bands and food trucks for the Entertainment Series - 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.*
- ii. Official Announcement and promotional material will be sent out when everything is nailed down.
 - 1. *2 Movies – Encanto & Raya and the Last Dragon*
 - 2. *4 Concerts (tentative)*
 - a. *Concerts will be held at the Lakeland Athletic Complex.*
 - b. *Dates are:*
 - i. June 25 (Formerly Known As),
 - ii. July 23 (TBD),
 - iii. August 27 (Memphis Funk N Horns),
 - iv. September 24 (Rock the Boat).
 - c. *There will be bus services for concertgoers, from Lakeland Elementary to the complex.*

C. Planning is underway for the Fishing Rodeo on May 14, 2022.

- i. Kim has submitted a grant application to the TWRA grant for fish. We are waiting to hear on that. She is reaching out to TWRA officers to invite them to officiate the event.

March 8, 2022

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.

2. MAINTENANCE

- A. The IH Clubhouse is back on track
 - i. The sewer line has been scoped and we are waiting on the quotes to come back on replacing the line, which will be within the next 3-5 years.

3. EQUIPMENT

- A. Striping equipment
 - i. The machine came in and we have set them up. We painted the first field for the new soccer program, and for the LPS soccer team last week.
- B. Soccer Goals
 - i. We started assembling the Soccer goals last week.
 - ii. There are 32 individual goals. And most are complete and ready for use.

March 8, 2022

RECREATION/ATHLETICS UPDATE

1. BASKETBALL

- A. Final Rec League games of the season are tonight.
- B. Competitive Teams have completed the Singleton League.
 - i. 10U team won their division tournament.
 - ii. 12U team

2. CHEER

- A. Basketball cheer has completed their season.
- B. We are in the process of planning for next year.
 - i. We expect to offer rec teams for football and basketball and a competitive team.

3. FOOTBALL

- A. 2022 season
 - i. We are planning to have 6U Flag, 8U, 10 & 12U tackle for the first time in 2022.
 - ii. Registration for 12U will continue through the tryout timeframe for the school team so we do not “poach” any players for the school teams.
 - iii. Our 8U and 10U coaches have joined forces and are running spring conditioning at the Athletic Complex beginning March 14th.
 - 1. *All are welcome,*
 - 2. *The program is being offered at no cost to athletes*
 - 3. *We ask athletes to come dressed for working out, and bring a water bottle.*

4. ADULT SOCCER PROGRAM

- A. Registration is ongoing, though ending soon.
- 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.

- i. We currently have only 2 teams registered, but can run with a minimum of 4.

5. REC LEAGUE SOCCER

- A. Registration is open closed.
- B. Practices will begin after Spring Break.

6. BASEBALL

- A. Registration will began yesterday (3/7/22), and flyers should have been sent home today.
- B. We signed on 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 transitioning Flag Football for 8U, 10U & 12U to a summer sport for 2022.
 - i. We are working with the LPS Football staff to find ways to offer player development.

SENIORS/SENIOR CENTER UPDATE

1. Garden Club
 - a. Will meet mid-month to begin discussing plans for planting on the patio garden this summer.
 - b. The group plans to raise butterflies again this year.
 - c. Kim hopes to get at least one Master Gardener to come in and speak to the group this season.
2. Dulcimer Studio (lessons)
 - a. A 4-Week program instructed by Master Dulcimer Lee Cagle.
 - b. The classes are provided with the Creative Aging's grant
3. Creative Aging
 - a. hosted an art contest opened to all seniors participating in a senior program, at a center or facility for seniors.
 - b. Participants were invited to paint a butterfly of their own design and submit it for judging.
 - c. Four out of 14 were selected from Lakeland Senior Center.
 - d. A beautiful Valentine's Day card was designed by Creative Aging featuring a collage of all 14 butterflies selected on the front of the card. The names of each were also printed on the inside of the card. Cards were mailed to all participating Seniors Centers of the Mid-South and all instructors and musicians. Each participant selected also received a card. A card is on display at the Senior Center.
4. Kim is planning activities for the upcoming FY with plans to get back to normal, by bringing back luncheons and dinners, as well as grow programs and create new ones. There will be more arts and crafts than are already in place because of its popularity. The art and crafts have attracted a lot of new faces to the Center.
5. Yoga classes that started in November are doing okay considering the weather conditions that we've had just about every Wednesday. We are trying to build up by offering the "first class free."