CITY OF LAKELAND TENNESSEE

Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda
Tuesday, August 9, 2022, 5:30 PM
Lakeland City Hall | 10001 US Highway 70, 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. City of Lakeland Comprehensive Parks Master Plan Update

VII. NEW BUSINESS:

1. Capital Improvement Project Lists

2. Division Updates

VIII. ANNOUNCEMENTS:

IX. ADJOURNMENT:

LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES ADVISORY BOARD
REGULAR MEETING MINUTES
TUESDAY, JULY 12, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002

I. CALL TO ORDER: The meeting was called to order at 5:36 p.m. by PRB Chair, Mark Donley.

II. ROLL CALL:

(C) Mark Donley	Present
Katie Autry	Present
Stacy Bond	Absent
Jessica Cannon	Absent
Derek Johnston	Present
Jenny Kiesel	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.

III. CONSENT AGENDA:

1. Approval of Meeting Minutes from Previous Meetings:
   a. Regular Meeting Minutes, June 14, 2022
      Steve Snow moved to approve the regular minutes of June 14, 2022. Derek Johnston seconded the motion. All in favor.

IV. CONSIDERATION & POSSIBLE ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA:

V. PUBLIC DISCUSSION:

Boy Scout David 'Alex' Latham, Troop 455, provided a presentation to the Parks and Recreation Advisory Board on the recently completed Eagle Scout project that he led at Oak Ridge Park. He presented a slide show of the project as it progressed, along with cost and budget details. The three-day project produced three new benches around the perimeter of the playground equipment.

VI. REPORTS FROM OFFICERS & STAFF: None.

VII. OLD BUSINESS:

1) City of Lakeland Comprehensive Parks Master Plan

The draft copy of the LCPM Plan will go before BOC at the first August meeting with edits and suggestions made by the Parks and Recreation Board members and through resident surveys.

2) Park Facility and Asset R-Naming Policy

Park Facility Naming Policy went to the BOC and was approved. The policy will replace City's previous policy.

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3) Athletic Complex Update

Staff had the exit interview for Phase 1 today with the State. We received a clean report no infractions and no questions. We should get the official report in 30 days. The preliminary looks perfect.

The Phase 2 draft plan has gone to the BOC and has been approved. The agreement will be signed this week. It will be done in a few steps. The project will run this FY and next FY.

VIII. NEW BUSINESS:

1) Discussion on Park and Program Sponsorship Program

Discussions began on updating the current park and program sponsorship policy so that the sponsorship and naming rights mesh together. The PRB members were asked to take it home a copy of the current policy and bring back ideas and suggestions to next month's meeting.

2) Departmental Updates

a) We are waiting for parts to separate the rec room from the main room at IH Clubhouse so we can rent the rec room at a lesser rate for smaller events. We expect the job to be done in next month or so. The new code program recently put in place is working well. Everything is safe and secure.

b) The kegerator has been removed from the bar area. It will be replaced with a beverage cooler.

c) Special event attendance is down. We knew it was a challenge moving it to the athletic complex. We are still hoping to have the parking lot at IH Clubhouse finished up for the last concert in September at IH Park.

d) There's one more movie and three concerts. We will continue school parking and bus transportation. We will promote and a family drop-off area at the complex so family members can be dropped off with their chairs and coolers, then the driver get go to the school.

3) Park Maintenance

a) Mowing and trimming is continuous. Staff is keeping everything clean. Fence repairs and deck at Clubhouse are complete. We are doing what we can to keep flowers alive through the draught. We have new equipment. We purchased a ride behind mower for more difficult mowing areas. It will also be a backup for the ride-on mower. We will be replacing flowers at IH Clubhouse that are more tolerant to heat and sun.

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4) Recreation/Athletic Update

a) We currently have 51 registered in the cheer rec program. Uniforms and spirit gear have been ordered some of the uniforms have begun arriving. Summer practices started today at the IH Clubhouse. They held on Tuesdays., from 12-1 p.m. School year practice will be on Tuesdays, from 5-6 p.m.

b) Football flag is underway. Its half-way through the season. We have some makeup games due to cancelations due to weather.

c) Tackle program participation is still light. Staff is working with Coach White to try and build 12U group.

d) Baseball/t-ball season seems to be going is strong. The Redbird's game for this season is scheduled for July 30. Staff is finalizing the ticket sales for that now. Families can buy tickets through us.

e) Adult soccer is underway. We have eight teams. We are four weeks into season. Post season is as right school begins.

f) Staff is working on finalizing details for the adult flag football league. We hope to have everything out at the end of the month. Staff is trying to build out the adult programs.

5) Seniors/Senior Center Update

a) Center was closed July 1-10 for staff vacation.

b) Christmas in July has begun with Christmas themed crafts scheduled throughout the month.

c) Lunch & Learn topic is Medicare 101, sponsored and hosted by a rep with Humana.

d) We are currently working on adding a contract instructor for line dancing which has been a highly requested program. Finalizing details now.

e) Red, White & Blue luncheon was held on June 17, in celebration of Independence Day. We had 45 in attendance. Creative Aging grant funds provided the band for the event.

f) Upcoming is a Summer Luau luncheon on July 21, celebration National Hot Dog Day. Lunch will be hot dogs and fixings. Entertainment is Magician Jeffery Day provided through Creative Aging's grant funds.

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1) ANNOUNCEMENTS:

2) ADJOURNMENT: There being no other business taken into action, Mark Donley moved to adjourn the meeting; seconded by Steve Snow. Motion carried; voice, vote, all present in favor. The meeting adjourned at 6:42 p.m.

_____
Amber Sawyer, *Secretary*

ATTEST:

_____
Debra Murrell, *City Recorder*

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	Total	I.H Improvements	Athletic Complex	Remaining
FY2022	**$ 1,445,270.45**	$ -	$ 1,165,176.73	$ 280,093.72
FY2023	**$ 490,000.00**	$ 200,000.00	$ 150,000.00	$ 140,000.00
FY2024	**$ 350,000.00**			
FY2025	**$ 400,000.00**			
FY2026	**$ 200,000.00**			
FY2027	**$ -**			
FY2028	**$ -**			

Single Year Capital Projects

Description	**FY**	**estimate**
engineering for Phase 2 of Memphis Arlington	FY2023	$ 150,000.00
IH Pavilion and Access Road	FY2023	$ 200,000.00
Parks ADA Improvements	FY2023	$ 50,000.00
Windward Slopes Playground Resurfacing	FY2023	$ 37,000.00
Outdoor Fitness Equipment	FY2023	$ 25,000.00
New Back doors @ IH Clubhouse	FY2023	$ 16,000.00
Oakridge Park trail repair/replace	FY2023	$ 12,000.00
Senior Center Transit Van for Day Trips	FY2024	$ 50,000.00
IH Outdoor Bathrooms	FY2024	$ 250,000.00
Parks ADA Improvements	FY2024	$ 50,000.00
Expansion of Tennis Courts & Lightings @ WS	FY2025	$ 150,000.00
IH Pavilion and Access Road	FY2025	$ 200,000.00
Parks ADA Improvements	FY2025	$ 50,000.00
Replace City Hall Play structure and ADA Access	FY2026	$ 200,000.00
Oakridge park trail around pond		TBD
Oakridge park utility road		TBD
Park Irrigation Project - Windward Slopes	**FY2026**	**TBD**
Park Irrigation Project - Zadie E. Kuehl		**TBD**
Park Irrigation Project - IH Park	**FY2025**	**TBD**
Park Irrigation Project - City Hall		**TBD**
Park Irrigation Project - Oakridge		

IMPLEMENTATION MATRIX

FACILITY	PRIORITY	SCOPE	POTENTIAL BUDGET IMPACT	POTENTIAL FUNDING SOURCES
EXISTING PARKS				
City Hall Park	High	• Develop Master Plan for the park	Low	City, RTP Grant, LPRF Grant, Private/Public Partnership, TDOT Grant
		• Repair walking path	Low	
		• Update and expand playground	Medium	
		• Develop insect/pest control program	Low	
		• Greenway connection to Lakeland Town Square	High	
		• Extend greenway to Lakeland Athletic Complex	High	
	Low	• Upgrade exterior of storage buildings	Medium	City, RTP Grant, LPRF Grant, Private/Public Partnership
		• Pave parking lot along Memphis-Arlington Road	Medium	
		• Potential location of 'Lakeland Tennis Center'	High	
Cool Springs Park	High	• Install exercise equipment along trail	Low	City, RTP Grant, LPRF Grant, Private/Public Partnership
		• Provide parking for general public	Medium	
		• Develop greenway connection to Lakeland Sports Complex	High	
	Low	• Establish Level 1 arboretum designation from Tennessee Urban Forestry Council	Low	City, Public/ Private Partnership, Corporate Sponsorship

*RTP (Recreational Trails Program), LPRF (Local Parks and Recreation Fund), TDOT (Tennessee Department of Transportation)

FACILITY	PRIORITY	SCOPE	POTENTIAL BUDGET IMPACT	POTENTIAL FUNDING SOURCES
EXISTING PARKS				
IH Managerial Park	High	• Upgrade parking in conjunction with New Canada Road construction	High	City, RTP Grant, LPRF Grant, Private/Public Partnership, TDOT Grant, Corporate Sponsorship
		• Install ADA accessible fishing pier	Medium	
		• Greenway connection to Plantation Hills Park and Lakeland Athletic Complex	High	
		• Relocate maintenance facilities to the Sports Complex	High	
		• Add additional event amenities such as restrooms, concessions/food truck accommodations	High	
	Low	• Implement the Master Plan	High	City, LPRF Grant, Private/Public Partnership, Corporate Sponsorship
		• Enhance aesthetics of existing maintenance facilities	Medium	
		• Update picnic areas and other park amenities over time	Low	
Oak Ridge Park	High	• Install accessible route to Seed Tick Road trail	Medium	City, RTP Grant, LPRF Grant
	Low	• Install restroom facility	High	City, RTP Grant, LPRF Grant
		• Install walking trail throughout the undeveloped portion of the park and connect to Oakwood subdivision	High	

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IMPLEMENTATION MATRIX

FACILITY	PRIORITY	SCOPE	POTENTIAL BUDGET IMPACT	POTENTIAL FUNDING SOURCES
EXISTING PARKS				
Plantation Hills Park	High	• Create Master Plan for the park • Install new nature play equipment • Install rules and regulations signage • Install "sky cop" or similar apparatus • Greenway connection to IH Managerial Park • Improve sight-lines though the park for security purposes	Low Medium Low Low High Low	City, RTP Grant, LPRF Grant, Private/Public Partnership, Volunteer Group
	Low	• Install timed gate to access parking area • Enhance interaction with the wetland and add interpretive signage	Medium Low	City, RTP Grant, LPRF Grant, Private/Public Partnership
Windward Slopes Park	High	• Expand tennis courts to four • Add two additional pickleball courts • Install "sky-cop" or similar apparatus • Install parking lot lighting • Sidewalk connection to Canada Road • Install fitness equipment along walking path	High High Low Medium High Medium	City, RTP Grant, LPRF Grant, Private/Public Partnership
	Low	• Walking trail lighting • Enhance interaction with wetland and add interpretive signage	High Low	City, RTP Grant, LPRF Grant, Private/Public Partnership

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FACILITY	PRIORITY	SCOPE	POTENTIAL BUDGET IMPACT	POTENTIAL FUNDING SOURCES
EXISTING PARKS				
Zadie E. Kuehl Memorial Park	High	• Install pavilion seating • Update park benches • Sidewalk connection to Canada Road • Install restroom facility adjacent to playground	Low Low Medium High	City, RTP Grant, LPRF Grant, Private/Public Partnership
	Low	• Expand walking loop to utilize undeveloped portion of the park • Install shaded seating in the dog park areas	High Medium	City, RTP Grant, LPRF Grant, Private/Public Partnership
Lakeland Sports Complex	High	• Greenway connection to IH Managerial Park and Cool Springs Park • Install "sky-cop" or similar apparatus • Install timed gates	High Low Medium	City, RTP Grant, LPRF Grant, Private/Public Partnership
	Low	• Complete remaining phases of Master Plan	High	City, RTP Grant, LPRF Grant, Private/Public Partnership

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IMPLEMENTATION MATRIX

FACILITY	PRIORITY	SCOPE	POTENTIAL BUDGET IMPACT	POTENTIAL FUNDING SOURCES
NEW FACILITIES				
Community Center	High	• Select a community center site and plan for its construction • This will include and aquatics center	High	City, Private/ Public Partnerships
Lakeland Athletic Complex	High	• Complete remaining phases of the master plan	High	City, Private/ Public Partnerships, Grants
Community garden	Low	• Provide a community garden space with staff support	Low	City, Volunteer Group
Greenways	High	• Develop a greenway master plan to connect parks and key destinations • Phase out the plan and install	High	City, Grants
New Parks	High	• Identify and develop parks in under serviced areas	High	City, Private/ Public Partnerships
Racket Sports	High	• A: Expand tennis center at Windward Slopes Park with 2 additional tennis courts and 2 pickleball courts • B: Develop plan for a tennis center at City Hall Park	High	City, Private/ Public Partnerships, Grants
Skate Park	Low	• Included in Lakeland Sports Complex Master Plan	Medium	City, Grants
Playgrounds	Low	• Implement both the Lakeland Sports Complex and IH Park Master plans • Identify and develop one additional playground	Medium	City, Grants
Nature Center	Low	• Utilize existing assets to create interpretive nature opportunities	Low	City, Private/ Public Partnerships, Grants

SCOPE	POTENTIAL BUDGET IMPACT
STAFFING	
• Hire additional maintenance staff to meet the NRPA standard, in conjunction with increased maintenance needs	Medium
• Enhance training programs	Low