

**SMYRNA PARKS AND RECREATION
PARKS ADVISORY BOARD MEETING**

MINUTES OF FEBRUARY 18, 2020

The monthly Smyrna Parks and Recreation Parks Advisory Board Meeting was held February 18, 2020 at Smyrna Outdoor Adventure Center, Smyrna, Tennessee. Chairman Mark Hardy called the meeting to order at 5:00pm.

PRESENT Seventeen people were present: Mark Hardy; Ernie Felts; Doris Sullivan; Holly Phillips; Tommy Williams; Councilmember H.G. Cole; Mayor Mary Esther Reed; Scott Poston; Carlos Rawls, Sr.; Mike Moss, Director; Jimmy Stitt, Marty Smith, Kay Arnold and Courtney Morgan, staff; Brian Hercules, Town Manager; Rex Gaither, Assistant Town Manager/Finance Director; and Charles King, Town Engineer

ABSENT Michael Potts

SUMMARY Prayer: Mark Hardy

Citizen's Comments: None.

Review and Approval of Minutes of Previous Meetings: Mayor Reed moved to approve January's minutes; Ernie seconded. Minutes approved unanimously.

Old Business: Concerning Fee Schedule Changes, Mike reviewed the changes effective immediately:

Turf Field Practice Fee (Cedar Stone) \$60/2 hours
Tournament Fees remain the same

Building Rental Fees, Mike is considering increasing effective 2021. The buildings are used mostly for weddings, birthday parties, family gatherings, and we want our prices competitive with surrounding towns. Mayor Reed asked if we know the percent of residents vs. non-residents that utilizes the buildings. The department will put that information together and report at a later meeting. Mayor Reed also asked if we could offer electronic key access to the rental buildings. Mike explained that all the buildings will be getting wi-fi access soon, which is one of the steps to enable us to have the electronic key access option. The Rosenwald Community Building is the most popular building for the renters. The kitchen facilities in the building is what makes it the most requested building. Rental of the Train Depot and Assembly Hall would increase if they had kitchenette facilities too, but for now, they do not.

New Business: Concerning Staff Reports, Mike stated that he asked the Departmental Managers to present updates tonight for the board members.

Maintenance and Project Update: Jimmy reviewed his report and topics included Depot Canopy work, Rotary Soccer Park, Cedar Stone Park, IT project at Assembly Hall and Depot, Volunteer Park Improvements, Work Orders, Grounds Upkeep/Maintenance, Administrative Work to include staff changes, capital purchases, CPR/AED certification for staff, and he is also working on SOP items.

Scott asked if a date had been set for the Ribbon Cutting at Cedar Stone Park. Mike replied he expects to in mid-March, but the rainy weather has them a little behind schedule. He will announce the date as soon as possible.

Athletic and Events Update: Marty reviewed his report and topics included preparations he and his staff continue to perform at Cedar Stone Park, including programming the digital video boards at the new park and ordering equipment. Thirty-two tournaments are scheduled for the year so far; he received 80+ tournament requests including some out-of-state tournaments. Tournament rules and guidelines will be sent to tourney directors and we will invoice some groups Tournament Fees. League User Agreements have been updated for 2020. Staff is continuing preparations for Volunteer of the Year Banquet, being held Friday. Staff recorded the Turf Video recently. Staff has processed 70 coach/volunteer background checks so far, adding that a coach is not allowed to be at practice or any team-related activity until they have cleared the background check.

Spring League registrations so far:

Smyrna Baseball League	470 players	\$34,994 balance
Smyrna Fastpitch League	202 players	\$65,490 balance
Soccer League	unknown	\$141,258 balance
Youth Flag Football	74 players	
Youth Football		\$34,295 balance
Adult Softball		\$2,036 balance

Top Gun Run has 74 registrations so far. The course must be re-certified before the race. Marty has secured the race timer and event band.

Aquatics Division is processing staff for 2020 pool season, ordering uniforms and equipment, etc. There are already lots of pool parties, Funbrella rentals, and Splashpad Group Rentals on the books for the season.

Mayor Reed asked if rec league representatives can be trained on operating the 2' x 10' video boards at Cedar Stone. Marty replied that he feels comfortable in programming the boards.

SOAC Update: Courtney spoke about the new Dinosaur Exhibit and the tremendous interest it has generated with the public. She also played a video that the Town's Media Department put together on the Dinosaur Exhibit. A new exhibit, the other half of The Adventures of Mr. Potato Head, will be on display May 23 through September 2020. The Harley Davidson exhibit will be on display November 2020 through May 2021.

Courtney reviewed some recent events: New Year Program “Noon Year”, Frozen Winter Celebration, Member Only Exhibit Opening, Valentine Houses, and Homeschool events. Upcoming events are Spring Break programs and Summer Camps. There were 40 Birthday Party reservations booked for the period of January 1 thru February 16th. New Party Room rental fees effective January 1: \$125 for two hours includes 20 wristbands. Courtney also reviewed their Watercraft Program for Summer 2020.

Administration Update: Kay reviewed Office Operations which included compilation and submittal of 2020-2021 Budget submittal for the department. Staff is developing user guidelines for the new Depot Canopy Area. The 2020 Calendar of Events was mailed to local restaurants. A public-use computer was recently installed in the Parks Lobby for customers to use for Community Pass reservations and it has already been used several times. Staff will attend training for CPR/AED re-certification soon. Staff preparing 2020 Event Guide and it will be ready for distribution in March. Staff will be assisting is preparing for the upcoming ribbon cutting ceremony at Cedar Stone. Also, calendar year-to date shelter, pool party, Funbrella, and Splashpad Group reservations, which opened on February 1st, were disclosed.

Reports of Officers, Committees, or Staff:

Director’s Report: Mike had nothing to add to the manager’s reports.

Council Update: Mayor Reed reviewed highlights from the most recent meeting. She added that a “Kuss Memorial Maintenance and Special Projects” sub-committed was created. Mr. Hercules and Charles King talked about some construction and road projects, as well as planned sidewalks and connectivity to different areas of Smyrna. The Town is still waiting on TDOT before several projects can be completed.

Other: Mike displayed several project pictures, including construction at Volunteer Park. He also informed the board that the Town is sponsoring the upcoming TN Highschool Bass Tournament being held at Fort Sanders.

Meeting adjourned at 6:27pm.