

# Parks and Recreation Board Minutes

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January 28, 2020

6:00pm

Present: Lori Cordell, Glen Garrett, Jimmy, Mike Kelly, Dan Sheppard, Jennifer Sanders, Jarrod Curcio, Commissioner Anderson

Absent:

Staff Present: Tim Ellis, Sarah Jennings, Jack Presley

Mike Kelly, Chairman, called the meeting to order at 6:02pm.

Quorum was established.

## **Elect Chair and Vice Chair**

A motion was made by Lori Cordell nominating Mike Kelly as chair, Glen Garrett seconded the motion. A motion was made by Dan Sheppard nominating Lori Cordell as vice chair, and Mike Kelly seconded the motion. Both nominations were approved.

**Approval of Minutes:** After review of the minutes from the July meeting, a motion was made to approve the minutes by Lori Cordell, second by Mike Kelly.

## **Reports from Staff**

Sarah Jennings spoke about the splash pad opening being a success. Plans are underway for shade structure additions to be added before this summer. Registration is currently happening for baseball, soccer, and volleyball. Parks department had successful January events, including MLK celebration and VIP (volunteers in parks) banquet. The master plan has been approved by the commission. Jack let the board know that his team is updating equipment and working on winter projects. They are also preparing the fields for spring season. Tim Ellis spoke with the board about a park development fund for sustainability. There is an ADA transition plan requirement by the state for funding which requires a lot of curb cut sidewalks, but the majority falls in parks. We will document and show progression. Mike Kelly asked how the creek bank was holding up, and Jack let the board know it is holding up good. Tim let board know that TDEC permitting is being pushed back until the fall for the Streambank Stabilization project.

## **Agenda Items:**

### **Old Business:**

- a. Benchmarking- Amy Mitchell explained to the Board that she would be making application to the Tennessee Department of Environment and Conservation for Benchmarking status Tier 2. Applications are received two times per year and she would advise the board if assistance was required.
- b. CAPRA Accreditation- Amy Mitchell said that the department was interested in working towards becoming an accredited agency through the Commission for Accreditation of Park and

Recreation Agencies (CAPRA). She stated that this was a long-term goal and it would take much time, focus, and dedication to obtain the status. Glen Garrett had reviewed some of the documentation via email and suggested that some of the work be contracted out to assist in the collection and submission of information.

**New Business:**

- a. Master Plan Update- Adopted and approved by committee planning for future. A copy of the Master Plan was reviewed by the board. Sarah will prepare thumb drives for the board with the document on it for the next meeting.
- b. Tree Board Committee- Dan gave an update on Tree Board explaining the Arboretum application has been submitted and we are waiting to hear back from the state. The board met with Adam McCormick (Goodlettsville Codes Department) to discuss an ordinance that is in place for recommended trees. The board will suggest a new list to be adopted into ordinance by the board of commission. The board is currently working on a document sustainability and tree replacement plan for the city. Tim Ellis stated there are root barriers near main sidewalks and that he would look into recommendations along those lines as well.
- c. Facility Use Agreement- Sarah Jennings will email a copy. Agreement approved and adopted by city commissioner.

**Comments from Board Members and Staff:** None

**Adjournment:** Mike Kelly made a motion to adjourn, second by Lori Cordell

**Next meeting-** March 24

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Sarah Jennings, Recording Secretary

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Mike Kelly, Chair