

Parks, Recreation, and Tourism Board Minutes

May 26, 2015

6:00pm

Present: Lori Cordell, Glen Garrett, Mike Kelly, Roger Lancina, Rusty Tinnin, Frank Schmidt, David Wrye

Staff Present: Tim Ellis, Amy Mitchell

Frank Schmidt, Chairman called the meeting to order at 6:01pm.

Quorum was established.

Approval of Minutes: After review of the minutes from the March 2015 meeting, a motion was made to approve the minutes by Roger Lancina, second by David Wrye.

Parks Director Report

Amy Mitchell gave a brief report of special events and community programs from March to May.

Agenda Items:

Old Business

- a. Memorial Program – The Memorial/Heritage Tree and Bench Program information was provided to each member. Frank Schmidt explained that the tree listing was updated and the bench information updated to reflect recommended fees. \$1500.00 is recommended for steel benches, \$700.00 for concrete benches, and \$300.00 for a tree. David Wrye said he would be happy to print some flyers for promotion of the program. Mike Kelly suggested that information be located in each park regarding the program. Amy Mitchell explained that the marketing plan of the program was not complete, but appreciated the suggestions of the board. A motion was made to move forward with the approval of the fee for the steel bench by Frank Schmidt, with a second by Mike Kelly.
- b. Trail Markers – Frank Schmidt showed the trail markers that have been ordered for the trail at Moss-Wright Park. Amy Mitchell explained that the markers should be delivered in about six weeks.
- c. Baseball League Monument Request – Mike Kelly provided a simple rendering of a proposed monument for commemorating the Little League team that won the U.S. Championship in 2012 and said the league was working on getting concrete and granite donated. Board members suggested that the proposed design may be too large for the area. Frank Schmidt suggested that a formal submission to the Board be made with actual dimensions and design for the area other than the monument included, such as a brick paver path. Tim Ellis stated that the approval would ultimately be the City Commission. Glen Garrett stated that standards needed to be in place for future teams that win championships. Roger Lancina suggested that we put a life expectancy with a planned termination on monuments that are erected in the Park System. Frank Schmidt made a motion that the project move forward with a 1 year deadline of completion. After that time, the league would need to resubmit its design for approval. Second by Roger Lancina.

New Business

- a. Private Outdoor Fee Based Activities – Amy Mitchell provided the board with information related to businesses such as boot camps and personal training that is happening at Moss-Wright Park and the need to hold these businesses accountable to City policies. She stated that the activities are important in that they provide services that the city cannot currently provide and did not want to deter these activities in the park system, but wanted the City protected through indemnification and wanted insurance provided listing the City as additionally insured. Fees proposed for the POFA policy were discussed and determined to be too high. Board members suggested a flat \$50.00 rate annually and asked Amy Mitchell to review and resubmit at the next meeting.
- b. Refund Policy – Amy Mitchell stated a need to streamline the Parks and Recreation Refund Policy and provided information to the board for a suggested updated policy. Frank Schmidt made a motion for pursuing the refund policy for facilities and programs. Second by Mike Kelly.

- c. Goodlettsville Event Center – Amy Mitchell updated the board on the opening of the Goodlettsville Event Center for July 2015.
- d. Commercial Photography Permit – Amy Mitchell provided the board with information on the creation of a Commercial Photography Permit for the park system. She stated that photographers were currently not following guidelines and suggestions from staff and that there was a need to better educate and provide information to photographers that use the park system for their location. Glen Garrett suggested that a multi-day fee be established along with the single day fee. Frank Schmidt stated that the park employees needed to become more involved with customer contact and know how to approach people and what the procedure would be for problems. Frank Schmidt made a motion to establish a procedure for a commercial photography permit. Second by Lori Cordell.
- e. My Goodlettsville Programs – Tim Ellis explained the My Goodlettsville programs and talked about the Park Watch program.
- f. Tree Board – Time Ellis explained that to become recognized as Tree City USA that the city had to create a Tree Board and that the responsibilities of that board now fell within the Parks Advisory Board.

Comments from Board Members

Frank Schmidt stated that Room 2 at the Community Center needed to be improved so that it was acoustically viable.

Mike Kelly stated that there was a need to know exactly where the AED's were located in Moss-Wright Park.

With no further business, the meeting was adjourned at 7:29pm by Chairman Schmidt.

Amy Mitchell, Recording Secretary

Frank Schmidt, Chairman