

MURFREESBORO PARKS AND RECREATION COMMISSION AGENDA  
WEDNESDAY, AUGUST 2, 2023

12:00 NOON

Call to Order

Prayer and Pledge

Public Comments on Actionable Agenda Items

New Business

- I. Introduction of MPRD Employees: Lynn Caldwell and Eddie Sanders
- II. Consider for Approval the Minutes of the April 5, 2023, Murfreesboro Parks and Recreation Commission Meeting
- III. FY23 Finance Report
- IV. Blackman Park Update
- V. Consideration of Special Use Fees
- VI. Consideration of Junior Tech Classes

Other Business

MURFREESBORO PARKS AND RECREATION COMMISSION MINUTES  
WEDNESDAY, APRIL 5, 2023

12:00 NOON

MPRC Members Present: Mr. Eddie Miller, Chair  
Dr. Gloria Bonner, Mr. Leroy Cunningham, Dr. Trey Duke,  
Mr. Charlie Montgomery, Mr. Tim Roediger (Vice Chair),  
Mr. Bill Shacklett, Mr. Kent Syler, Mr. Shawn Wright, and  
Mr. Don Turner (ex officio)

MPRC Members Absent: None

MPRD Staff Present: Mr. Nate Williams, Director  
Mr. Thomas Laird and Ms. Rachel Singer (Asst. Directors)  
Ms. Allison Davidson, Ms. Susan Hicks, Ms. Mitzi Hughes,  
Ms. Melinda Tate, and Ms. Dawn Thomas

Others Present: Ms. Angela Jackson, City Exec. Dir. of Community Services  
Ms. Katie Driver, City Staff Attorney  
Ms. Brenda Monson and Mr. Jonathan Wright  
(Blackman H.S. Band Directors—for presentation only)  
Mr. Mike James and Ms. Kara Kemp  
(2023 Laureates—for presentation only)

After the meeting was called to order, Dr. Gloria Bonner requested a moment of silence for the Covenant School victims and their families, the 101<sup>st</sup> Airbourne victims and their families, and the recent tornado victims. Dr. Bonner next led the commission in a prayer and in the Pledge of Allegiance. Mr. Eddie Miller then presented for approval the minutes of the February 1, 2023, Murfreesboro Parks and Recreation Commission meeting. Mr. Bill Shacklett made a motion to approve the minutes as read, and Dr. Bonner seconded. Motion passed by unanimous vote.

Ms. Susan Hicks, Cultural Arts Supervisor, presented Blackman High School (BHS) band directors Ms. Brenda Monson and Mr. Jonathan Wright with the Band Grand Champion trophy (a rotating trophy for each parade year) for the 2022 Murfreesboro Christmas Parade. BHS was also given a permanent plaque to keep as well. Ms. Hicks mentioned that there had been five other high school bands competing for the trophy. The bands were judged on following directions, performance, and decoration. BHS received the highest score of the bands.

Ms. Hicks next introduced the Performing Arts Laureate and Poet Laureate for 2023, Ms. Kara Kemp and Mr. Mike James, respectively. Ms. Kemp grew up in Murfreesboro, and her career is in management and creative arts. She fosters collaboration and connection through storytelling, coaching and community involvement. Ms. Kemp said that she was honored to represent the community where her art passion began.

Mr. James is from South Carolina and has worked all over the United States. He began writing poetry at age 15 and has had 27 books published. Mr. James stated that he appreciates the honor of being named the Poet Laureate and hopes to serve his position well. He additionally said that he has made Murfreesboro his home. Ms. Hicks said staff is looking forward to the upcoming work of Ms. Kemp and Mr. James.

Mr. Nate Williams pointed out a few areas in the MPRD 8-month Finance Report, which was provided to the MPRC members. He mentioned that staff is currently working on the FY24 budget. As for the 8-month report, Mr. Williams said the expenditures for janitorial supplies and utilities are high across the board (caused by inflationary pressures), but he thinks revenues look good overall. Mr. Roediger asked if Bradley was going to set a record with its revenues since the anticipated goal has almost been reached only 8 months into FY23. Mr. Williams said that the Bradley Museum and Cultural Center staff has worked hard to create interesting programs which engage the community in the historically significant facility. Mr. Leroy Cunningham asked about the numbers for Richard Siegel Park (RSP) to date. Mr. Williams said that RSP is hard to gauge right now, but from the last numbers he saw recently (not shown in provided report), the park revenues were already 30% higher than in other years on record, and just 8 months into the year. Mr. Williams also said that RSP staff works diligently to keep the park in excellent shape and that tens of millions of dollars come into the community due to RSP events every year. Dr. Bonner thanked MPRD for offering the Movies Under the Stars (MUTS) program. She added that four generations of her family have enjoyed MUTS over the years and always look forward to each new season. Mr. Williams said that MUTS is the department's longest running program, which is now under the Cultural Arts Division. Cultural Arts staff is trying to boost attendance, adding The Fountains as a site, along with the usual park sites.

Ms. Hicks next presented for approval of the Greenway Art Festival Youth Booth Program which would allow youth to have booth space at the festival where they can present and sell their art. Students who are interested will submit examples of their work online to the City's link: [Submittables](#). The entries will be judged by Cultural Arts staff, who will assign the winners to booth space. There will be no charge for the winning students to participate in the festival. Mr. Miller asked how many youth participants would be permitted to have booth space. Ms. Hicks said that there will be plenty of room (being at Old Fort Park) for youth to participate and that staff hopes there will be a lot of interest from school art students and students in general. Mr. Roediger made a motion to approve the Youth Booth program for the Greenway Art Festival, and Dr. Duke seconded. Motion passed by unanimous vote.

Ms. Allison Davidson presented for approval a preschool fitness program, KidoKinetics, to be run by the KidoKinetics group. The group would hold the program at the McKnight Fields on Tuesdays and Thursdays at 11:00 a.m., or inside Sports Com during inclement weather. The group would administer participant fees and give the City 30% of the gross revenues at the end of each session. The instructors aim to help kids develop their gross motor skills. A City Wellness/Fitness Coordinator would assist in scheduling classes, while ensuring quality programming. Mr. Miller asked how long the program would run. Ms. Davidson said

it could run long-term and can grow as needed with additional age groups. Mr. Cunningham asked if the traditional school kids, rather than homeschool students, would only be able to participate during the summer break since the KidoKinetics would start at 11:00 a.m. Ms. Davidson said that was correct.

Mr. Roediger asked if MPRD staff did not have the expertise to teach the same kinds of sports activities. Ms. Davidson said that they do, but they are already busy with other programming, and KidoKinetics is able to provide this additional programming out of the facility to better serve the community. Mr. Roediger also asked how the 30% gross fees were determined. Mr. Williams said they were standard for these types of professional service agreements through our department. Mr. Roediger further wanted to know if background checks would be run on the KidoKinetics employees. Mr. Williams said that the same background checks run on MPRD staff are also run on all groups and individuals working with the City's patrons. Mr. Shacklett asked if KidoKinetics would establish the participant fees and asked how long the agreement would run. Ms. Davidson said that the group would determine the participant fees and would provide the monthly participant records to City staff so staff can verify the 30% due to the City. Ms. Davidson also said the contract would be for one year with the stipulation for either party to end the contract with proper notice. Ms. Katie Driver, City Staff Attorney, said that the contract was actually set to end on December 31, 2023.

Dr. Duke asked if there were other current agreements with groups that are similar and might already be known to the commission. Mr. Williams said that Excel Aquatics has a similar agreement to the one that would be used with the KidoKinetics group. He added that Excel is better able to meet the swim class demands than MPRD can and that they hire the best instructors available. Mr. Cunningham asked if there were lots of these type requests. Mr. Williams answered that there were many requests, but most were denied. Mr. Williams explained that the proposals from outside groups have to fit in with MPRD's current programming, and if there is a current need for the program and room to include it with MPRD offerings, a contract is entered into between the group and the City. Mr. Shacklett made a motion to approve the contract with KidoKinetics. Dr. Duke seconded. Motion passed by unanimous vote.

Ms. Dawn Thomas, Facility Coordinator for the Wilderness Station, requested approval to change fees for the Campfire and Night Hike Program at the Wilderness Station. Currently, fees are \$3.00 per person, but in order to offset costs for conducting the program, staff would like to adjust fees as follows: Free for ages 3 and under, \$3.00 for ages 4-17, and \$5.00 for ages 18 and up. Ms. Thomas added that a minimum of two staff members is required each time the program is held. Mr. Miller asked when the next one would be held. Ms. Thomas said September 22, 2023. Mr. Charlie Montgomery made a motion to approve the fee changes as presented. Mr. Roediger seconded, and motion passed by unanimous vote.

Next, Ms. Melinda Tate announced MPRD's upcoming news, programs, and events:

- Contest in progress to name Mobile Accessibility Cart used by the Natural Resources Division and other MPRD divisions. People may scan the code on today's meeting recording through City TV or find the contest info on the City's website.
- Underwater Egg Hunt (\$3/person) at Patterson Park pool on April 8, 2023, 10 a.m.-2:30 p.m., ages 2-12, six 30-minute sessions, children 3 and under must have parent/guardian in the water with them. Register online or in person prior to day of. Must sign up in person on April 8<sup>th</sup>. Spring Festival at Patterson same time (free).
- Greenway 100, \$10/person, register online or at the Wilderness Station April 15-May 15, 2023 – complete 100 miles on the greenway by walking, running, biking, crawling, or by whatever method you get the miles in. When done, participants turn completion card in to the Wilderness Station to receive a T-shirt and decal.
- Coffee Marathon, March 1-May 31 – Run or walk 26.2 miles within 3 months by following routes that go by 9 designated coffee shops. Stop in to get your card marked by business staff member. A coffee mug will be given to each participant at the end of the marathon - \$25 race fee/\$2.50 signup fee.
- Pioneer Days at Cannonsburgh Village on April 22, 2023, 10:00 a.m.-4:00 p.m., free to attend. Craft and food vendors (cost for those), music, cloggers, antique car show, Art League, hayrides, and more.
- Perform Murfreesboro's presentation of *Grease* – April 27-30, 2023 at Patterson's Washington Theatre. Purchase tickets at Murfreesboroparks.com. Link on Washington Theatre web page as well.
- Nature in the Wild Art Show – May 13 at the Wilderness Station – Couple of booth spots still available for artists.
- Conservation in Action May 15-20.
- Boro Beach opens May 27<sup>th</sup> (Memorial Day weekend).
- Juneteenth events – Kaleidoscope (June 15), Authors Night (June 16), Juneteenth Celebration Day (June 17) – all at Bradley Museum and Cultural Center.
- Openings in a few summer camps, including Overnight Backpacking, Broadway Junior Revue, and Zoologist Camp.
- Park Smart program – Hide valuables/Lock vehicle/Take key.

Ms. Tate added that there are many more programs available through MPRD and that people may check the City's website on the calendar pages or check the department's Facebook pages for more information. Mr. Miller mentioned that the programs would not be possible without the dedicated and fantastic staff of MPRD. Mr. Miller asked if there was any other business. Mr. Williams announced that City staff would be finalizing interviews with design firms for the design of Blackman Park, which will be developed on the west side of Murfreesboro off of Veterans Parkway. Mr. Williams also mentioned that once a design team is in place, he will have them update the commission on the future Blackman Park project. Mr. Miller added that the department just recently opened Siegel Soccer Park's inside facility, which he thinks is very impressive. Mr. Williams agreed and said that there is

a lot of demand for it and that the Precollegiate Development Academy was using it on the day of the ribbon cutting.

Being no more business, the meeting was adjourned.

Meeting adjourned: 12:36 p.m.

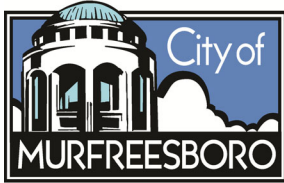
Approved:

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Eddie Miller, MPRC Chair

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Nate Williams, MPRD Director



PARKS & RECREATION

July 25, 2023

For Murfreesboro Parks and Recreation Commission:

## **RE: New Special Use Fees**

### **Background**

There are many inquiries to have large festivals on Parks property. I want to make sure the department is offering opportunities for the community to have these events at a reasonable cost but also not sell itself short. I researched other cities in Tennessee to get some ideas. I looked at Nashville, Chattanooga, Knoxville, and Mt. Juliet. I took away some great ideas from all of them that I would like to work towards implementing, but right now I want to start with the fees. Currently, MPRD offers event space at a significantly lower rate than similar parks and recreation departments I checked with. Please see below for my recommendations.

### **Fiscal Impact**

There would be no additional costs on MPRD's end with this addition. Staff would be adding these special use fees to the facility rental fees currently in place. Last year there were 31 Special Use events. If an additional average of \$200 from half of these events had been collected, it would have created \$6,200 in additional revenue.

### **Recommendation**

It is recommended that the commission approve adding the following fees for Special Use Events on Parks property.

- a. Events offering the sales of food, beverages, or merchandise: \$150
- b. Events with an admission fee/ticketed event: \$200
- c. Events with an entry fee to participate or vend: \$300

Staff does not recommend raising department rental fees at this time. Having fees assessed as recommended instead of raising rental fees will allow organizations that are offering an event for the benefit of the public, such as an educational event, to continue to do so at a low rate.

Cayce Neal  
Special Permits &  
Agreements Coordinator



July 25, 2023

For Murfreesboro Parks and Recreation Commission:

**RE: New Junior Tech Classes**

**Background**

This new class will be aimed at teenagers who want to learn more about the backstage of theatre and how to contribute to an entire Production. Depending on the youths' interests, they can learn about Sound, Lights, Makeup, Sets, Props, etc. Cultural Arts staff will help them learn the ins and outs of what working backstage is all about and the importance of these skills to an entire production. This program will run with our current season of shows, with each class being a minimum of six weeks.

**Fiscal Impact**

Staff would like to charge \$50.00 for the program, which includes a \$25.00 registration fee and a \$25.00 supply fee.

**Recommendation**

It is recommended that the commission approve the Junior Tech Classes with the requested fee of \$50.00.

Susan M Hicks  
Cultural Arts Supervisor