

City of Red Bank

PARKS & RECREATION CITIZENS' ADVISORY BOARD MEETING

Agenda

December 12, 2024

5:00 PM

3653 Tom Weathers Drive, Red Bank, TN, 37415

I. CALL TO ORDER Karissa: 5:11 P.M.

II. ROLL CALL

- A.** Karissa Peyer, Chair X
Robin Parker, Vice Chair X
Jennifer Crum, Secretary X
Randy Lebioda X
Patrick Kelly X (virtual)
Blake Pierce X
Don McKenzie X
Kyle Murphy
Daniela Peterson
Gaston Farmer X (virtual and then arrived in person)
Jeffrey Grabe X

III. CONSIDERATION OF THE MINUTES

- A. Approve minutes from previous meeting Motion: Robin, 2nd: Blake, Approved**
- Jeffrey: Voting must be done in person, can attend virtually but any votes and voting items must be done in person. Don: Trouble opening word documents, Jeffrey said he can send out a PDF version as well.

IV. NEW BUSINESS - citizens will have an opportunity to speak on these items prior to the final vote

A. Parks Updates

1. Cross-Walk

- Complete! Neighbor next to the trail has noticed more traffic because of the crosswalk, potentially look into trail counters in the future to measure traffic.

2. Water Fountains

- Two fountains have been installed at the Kids Korner and WOP.

3. CC Bathroom

- Construction is underway. The cement structure is in place with potential completion in March. Will be ADA accessible and have water fountains. Targeting FY2026 to apply for a grant for adult changing tables.

4. Dog Park

- \$20K has been budgeted for the Dog Park for FY25 Renovations. Jeffrey mentioned the possible relocation of the small dog park and reworking the sidewalk to make it more friendly for folks to recreate along the path who do not have dogs. Also discussed possible pasture rotations to help grow grass in the dog park. Project is projected to run from FY25 into FY26 to help with budget and creating a cohesive construction plan.
- Kevin O'Connell is the WOP Planter. Jeffrey met with him to help craft a plan as the construction of the Dog Park commences so he is not planting trees where they have the potential to get removed due to construction.

B. Finish Event Calendar

- Jeffrey provided a handout with events he is targeting each month of the year for calendar 2025.
- January: MLK Day of Service Clean Up 1/20/25 – board was receptive to keeping this clean up
- February: Winter Clothing Swap partnering with Northside Neighborhood House at the Community Center. Oddstory Brewing hosted a very successful event, so looking to replicate it.
- March: Sounds & S'mores, having 2 events with potential partnership with the Fire Department on firepits.
- April: Earth Day Clean Up 4/26/25 and 2 Food Truck Fridays. Don mentioned bring back the Weed Wrangle, and suggested Fall. Robin mentioned the potentially hosting a game night. Jeffrey said that is a good idea for potential programming, maybe on Thursdays for a book club or board club.
- May: Jubilee 5/3/25, Morning Market and Food Truck Friday
- June: Morning Market, Red Bank 70th Anniversary 6/21/25, Food Truck Friday
- Discussion was had to release the event calendar up until this point as some events in the fall are still in flux and in the planning stages while the spring has more turn-key events as well as two big events with the Jubilee and Anniversary Party
- July: Parks & Rec Clean Up day (new) 7/29/25, Morning Market, Splash N'Summer, potential Summer Clothing Swap. Discussion was had around movie nights as some better attended than others and whether to continue those or not. Board members liked the idea of hosting the movie outside in the summer potentially at the community center (back up space inside). Gaston proposed an idea of maybe having a movie night with the Splash N'Summer or pool party. Other ideas for events included: family game night, hiking event, and bird watching.
- August: Morning Market and Splash N'Summer
- September: National Cleanup Day 9/20/25, Morning Market and Art Festival 9/27/25 in partnership with the Arts Advisory Board. Potentially adding a Food Truck Friday in this month.
- October: Morning Market, 2 Food Truck Fridays and a Fall Clothing Swap
- November: Sounds & S'mores x2
- December: Christmas Parade and Festival 12/13/25
- Board Feedback continued: Food Truck Fridays are well attended with a lot of positive feedback. Robin mentioned potentially renaming FTF to something else, but board like the consistency and maybe having the FTF be a part of the music series. Sponsorship for the series/FTF was also discussed and Jeffrey is working on all the inventory as there are several events he wants to be sure have funding/sponsors and doesn't dilute the funding for established events.

C. Update Fee Schedule

- Community Center: Revenue for the community center was provided on P&R update handout to commission. This is when money is collected not necessarily when the event happens. The Community Center is rented out on a consistent basis and is one of the most activated spaces. Gaston asked “What is the operating cost of the building?” Jeffrey mentioned he can get that information as several board members were in agreement the cost to rent out the space should cover the operating cost as well as deferred maintenance and potential future costs to operate the center. Don asked if there were Red Banks groups that were not able to rent the space because of out of town groups that are renting the space and Jeffrey said he hasn’t had this issue. Red Bank also runs programming out of this space as well as other events such as programming with partnerships like LaPaz. There is no fee if a non-profit or school would like to rent the space. Patrick suggested the fee is raised in small increments to see what the market would hold. Gaston mentioned following the cost of living adjustment, 3% increase. Robin proposed a potential weekend vs. weekday rate. The deposit for the space is \$150 and is refunded if there is no damage and space is returned to how it was prior to the event. Jeffrey suggested an increase to \$165 for the 4 hours, and \$40/hr after. At this point we can capture data and compare to current reservations. Patrick wanted to be sure this pricing was inline to cover deferred maintenance. Community Center hours at 8am to 11pm. Jeffrey mentioned potentially a day rate option. Jeffrey schedules and approves all rentals. Randy wanted to go higher and mentioned \$200 for 4 hours. Board thought that might be too high and to look at operating costs and work backwards.
- White Oak Pavilion: Suggestion was to rent out on certain days (Friday & Saturdays) and the rest is first come first serve. Jeffrey suggested the damage deposit is rolled into the rental of the space, board agreed. There would just be 1 price for 4 hours blocks, potentially \$60 or \$80. Board suggest signage prior to the pavilion being rented as to whom to contact for reservations and when those reservations will start. Blake mentioned the pavilion next to the playground in WOP not be rented out until a shade structure is provided for folks who are using the playground. Board liked the suggestion and to just rent out the larger pavilion. \$60 for 4 hours on Friday and Saturday was the consensus of the board. Patrick suggested adding in free reservations for schools and church groups.
- Special Events: currently all permits are free, Patrick and Gaston suggested doing a per person fee for walks or runs or ticketed events. Patrick suggested to approach the Moon Pie Move and Randys Wild Trail events to let them know of the new fee structure if going with a per person fee. Jeffrey suggested an application fee of \$50. Pickleball is extremely popular and Jeffrey is asked all the time about tournaments. Board was apprehensive about having too many tournaments and taking away the accessibility of the courts. Blake said to just leave the courts open. Board discussed the potential of only having 2 or 4 tournaments a year. Jeffrey suggested maybe doing a lottery system like the National Parks for 2 tournaments a year, \$100 per court per day and a \$25 non-refundable application for all applicants for

those 2 days. Board liked the lottery system as this still gives control to the parks department.

- Food Truck Permits: moving out of Parks
- Board agreed to the remaining permit fee suggestions for food vendor, merchandise vendor, special event beer permits and other fees listed.

V. ADJOURNMENT Motion: Robin, 2nd: Karissa, Adjourned at 7:16pm