



Parks and Recreation Board
Regular Meeting Agenda
Tuesday, September 9, 2025, 5:30 PM
City Hall Board Room, 10001 Hwy 70 Lakeland, TN 38002

- I. CALL TO ORDER:
- II. ROLL CALL:
- III. CONSENT AGENDA:
 1. Approval of Meeting Minutes from Previous Meetings:
 - a. **Regular Meeting Minutes** - July 8, 2025
- IV. CONSIDERATION AND POSSIBLE ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA:
- V. PUBLIC DISCUSSION:
- VI. REPORTS FROM OFFICERS AND STAFF:
 1. Parks Administration Update
 2. Recreation Update
 3. Senior Center and Special Events Update
- VII. UNFINISHED BUSINESS:
- VIII. NEW BUSINESS:
 1. **Discussion** - Windward Slopes Park Master Plan
 2. **Discussion** - regarding the 2025 Christmas in Lakeland parade route
- IX. ANNOUNCEMENTS:
- X. ADJOURNMENT:

Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda Minutes
Tuesday, July 8, 2025, 5:30 PM
IH Clubhouse, 4523 Canada Road, Lakeland TN 38002

I. CALL TO ORDER:

The meeting was called to order by Chair Mark Donley 5:30 p.m. on Tuesday, July 8, 2025.

II. ROLL CALL:

Mark Donley	Present
Jessica Cannon	Present - late arrival 5:32pm
Stacy Monasky	Present
Jenny Kiesel	Present
Ben Ledsinger	Present
Amber Sawyer	Present
Janice Volner	Present
Brian Rowell	Present
Vice-Mayor Michele Dial	Present

Staff personnel in attendance were Parks and Recreation Director Andrew Fisher, Recreation Manager John Proctor, Senior Center/Special Events Manager Kim Odom and Special Event Coordinator Alex Harris.

III. CONSENT AGENDA:

1. Approval of Meeting Minutes from Previous Meetings:

a. **Regular Meeting Minutes** - May 13, 2025

Mark Donley motioned to approve the minutes seconded by Vice Mayor Dial.

When the question was called the meeting minutes passed as presented, voice vote, 8 in favor 0 against 0 abstain (8-0-0).

IV. CONSIDERATION AND POSSIBLE ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA:

None.

V. PUBLIC DISCUSSION:

None.

VI. REPORTS FROM OFFICERS AND STAFF:

1. Parks Administration Update
This report was offered by Parks and Recreation Director Andrew Fisher.
2. Recreation Update
This report was offered by Recreation Manager John Proctor.
3. Senior Center and Special Events Update
This report was offered by Senior Center Manager Kim Odom and Special Events Coordinator Alex Harris.

VII. UNFINISHED BUSINESS:

1. **Discussion** - review and selection of memorial bench for previous Parks Board member.

For the record: Board members agreed on a memorial bench, however, no official action was taken.

VIII. NEW BUSINESS:

1. **Action** - recommendation for a Parks Paving Plan to address paving needs at City of Lakeland parks.

Vice-Mayor Dial moved to bring this item to the floor, seconded by Jenny Kiesel.

Parks and Recreation Director Andrew Fisher presented this item.

Discussion ensued.

Jessica Cannon motioned to approve the recommendation to the Board of Commissioners seconded by Jenny Kiesel.

When the question was called the recommendation passed as presented, voice vote, 9 in favor 0 against 0 abstain (9-0-0).

IX. ANNOUNCEMENTS:

X. ADJOURNMENT:

There being no other business on which to act, the meeting was adjourned without objection at 7:06pm on Tuesday, July 8, 2025.

These minutes were approved on September 9, 2025.

Jessica Cannon
Secretary

ATTEST:

Cheyenne Carter
City Recorder

DRAFT

September 9, 2025

PARKS ADMINISTRATION

1. IH Park Improvements

- A. IH Park Restroom facility project.
 - i. Installation is complete and all connections have been made. Shelby County has issued the certificate of occupancy, and the building is open for use.
- B. IH Clubhouse Deck
 - i. The IH Clubhouse deck is one of two major projects scheduled for FY26. We will look at redesigning the space to include more space, a multi-level deck, and ADA access to the walking path below.

2. City Hall Park Improvements

- A. T-Ball Field
 - i. Work is mostly complete. A foul pole was delivered bent with a large dent in the side. A new pole will be delivered this week and installed.

3. Lakeland Community Center

- A. Current status.
- B. Timeline moving forward

4. Brody Townsend Athletic Complex

- A. An additional monument sign located at the west entrance was constructed last month, making this facility our first park with all new completed signage.
- B. BTAC Restroom Project
 - i. The second of two major projects for FY26 is underway. More updates to come.

5. Windward Slopes Park Master Plan

6. Park Maintenance Updates

- i. Mowing has significantly slowed down due to lack of rain.
- ii. Staff is making plans to address landscaping projects for the coming cooler months.

7. Staff Updates

- i. New Parks and Recreation employees.
- ii. 2025 Annual NRPA Conference

September 9, 2025

RECREATION / ATHLETICS UPDATE

1. Youth Fall Competitive Tackle Football

- a. Age groups numbers
 - i. 8U – 0 (2024 – 16)
 - ii. 10U – 35 (2024 – 24)
 - iii. 12U – 0 (2024 – 30)
- b. Practice started in early July.
- c. Games began August 23RD and will go through October 25TH with playoffs starting in early November.

2. Youth Fall Tackle Football Cheerleading

- a. We have 53 registered cheerleaders (2024 – 51)
- b. We had our first preseason minicamp on August 2ND.
- c. Regular practices started August 7TH and tumbling once a month started August 26TH.
- d. Games started August 23RD and will go through October 25TH with playoffs starting in early November.

3. Youth Fall Flag Football

- a. Age groups totals: 171 (143 – 2024)
 - i. 6U – 24 (2024 – 33)
 - ii. 8U – 58 (2024 – 67)
 - iii. 10U – 63 (2024 – 43)
 - iv. 12U – 26 (2024 – 0)
- b. Practices started in early August.
- c. Games began August 20TH for 6U and September 3RD for our 8U, 10U, and 12U
- d. Season will go through late October.

4. Youth Fall Soccer

- a. We have 244 registered for fall soccer.
- b. Practices started September 2ND.
- c. Games started September 13TH.
- d. The season will end by mid-November.

5. Adult Fall Flag Football

- a. Teams – 9 (2024 – 10).

- b. Games started on September 6TH and will go through November 15TH.

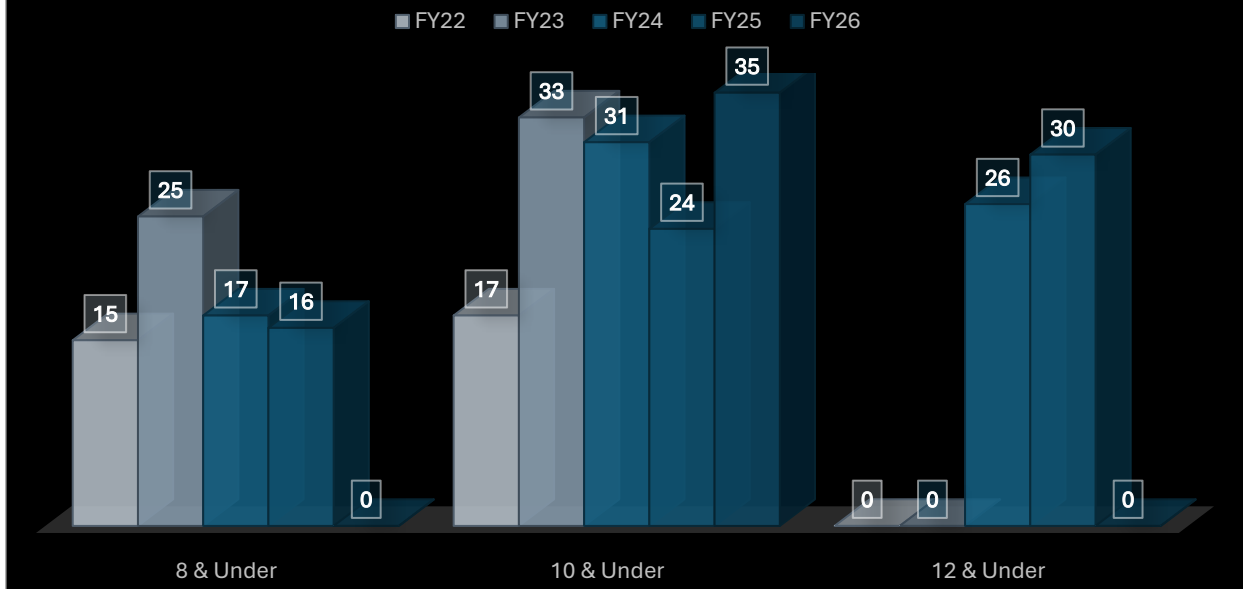
6. Youth Basketball

- a. Registration opened September 1ST and will continue through October 19TH.
- b. We have registration for recreational teams 6U- 12U.
- c. We have registration for competitive teams for 3RD and 4TH boys and girls and for 5TH and 6TH boys and girls.
- d. Practices will start November 3RD for competitive teams and November 10TH for recreational teams.
- e. Games will tentatively start December 6TH

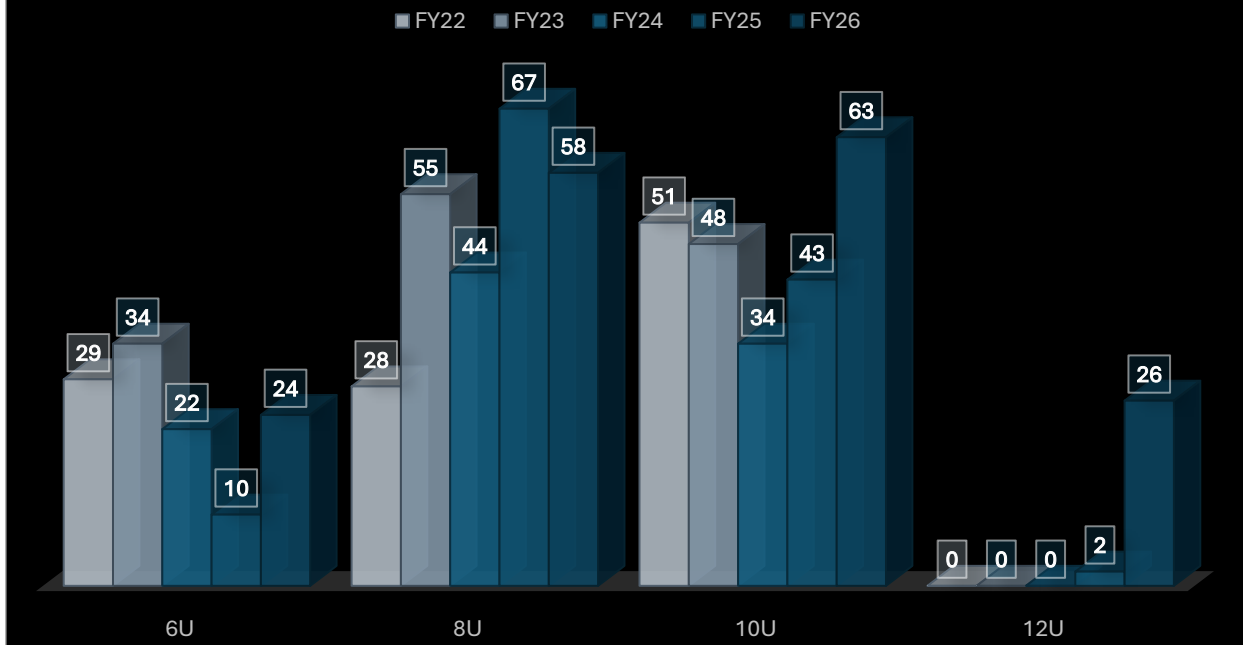
7. Youth Basketball Recreational Cheerleading

- a. Registration opened September 1ST and will continue through October 19TH.
- b. We have registration for ages 5-12.
- c. Practices will start the week of November 10TH.
- d. Games will tentatively start December 6TH.

YOUTH COMPETITIVE TACKLE FOOTBALL TRENDS

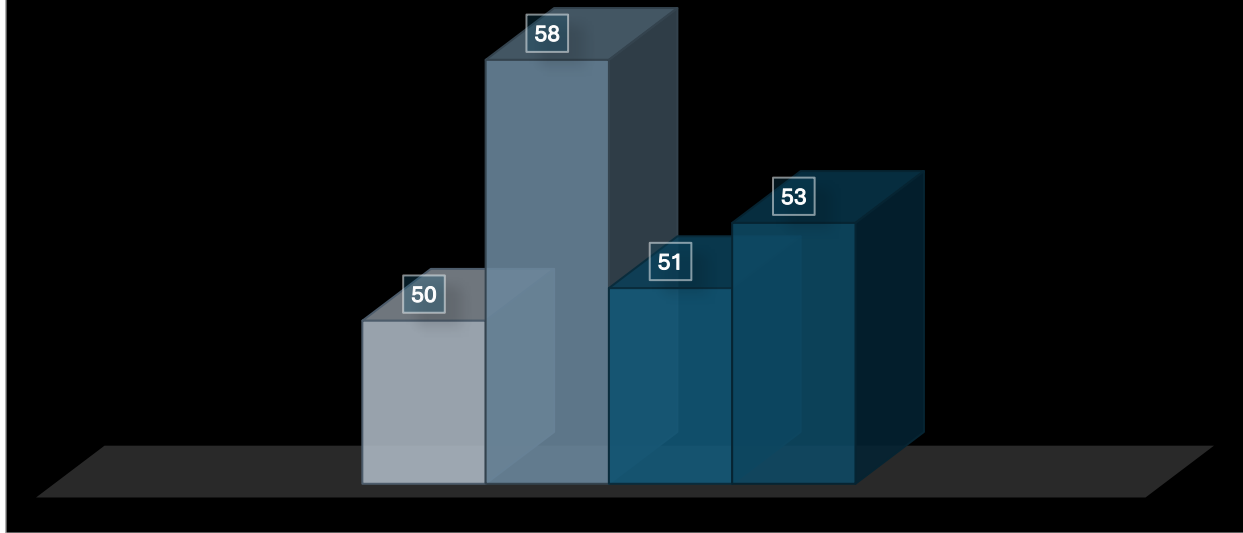


YOUTH FALL FLAG FOOTBALL TRENDS



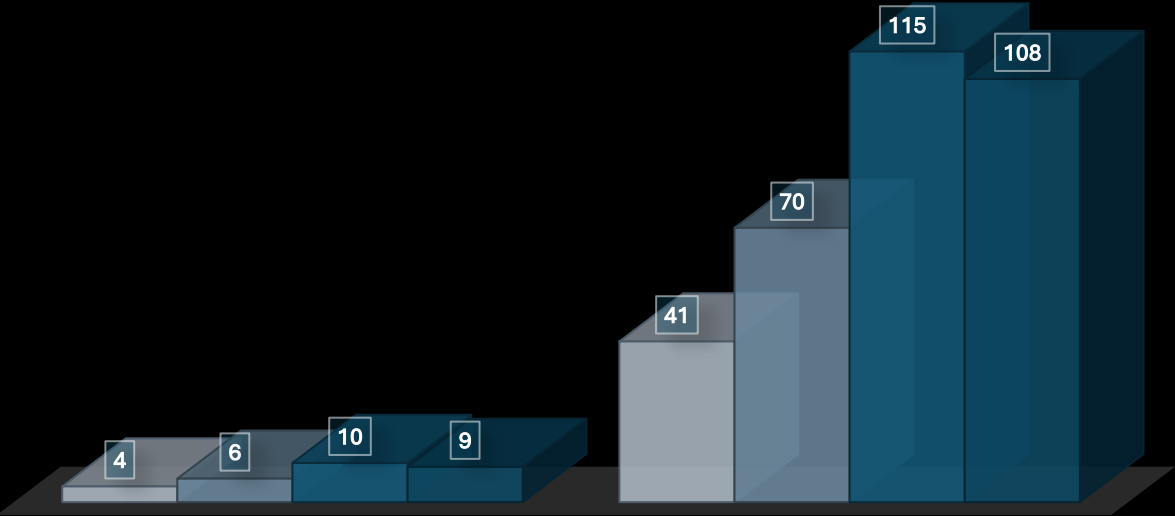
YOUTH CHEER - FOOTBALL TRENDS

FY23 FY24 FY25 FY26



ADULT FALL FLAG FOOTBALL TRENDS

FY23 FY24 FY25 FY 26



Teams

Participants

September 9, 2025

SENIOR CENTER & SPECIAL EVENTS UPDATE

SENIOR CENTER

1. July 2025

- a. Attendance – 669 (July 2024 – 416)
- b. Programs
 - i. July featured “Christmas in July” activities with special crafts and/or events each day throughout the month.
 - ii. The monthly Lunch & Learn featured a Self Defense Class instructed by Instructor Mary Evans, a retired Shelby County Sheriff Deputy and self-defense trainer. Twenty-six attended the program.
 - iii. The monthly Health Hour featured OrthoSouth and second Health Hour featured Dynamix Physical Therapy. The discussion by OrthoSouth was on arthritis and pain management with tips and suggestions on diet and stretching exercises. Dynamix discussed neck, shoulder, and back pain and how to manage it.
 - iv. The Christmas in July Grandparents Day event was a success with more than 30 in attendance.
 - v. Volunteer impact at the senior center during July totaled 71 hours among 13 volunteers. These hours include volunteer class instructors, garden club members, setting up and cleaning up helpers at the luncheons and dinners, etc.

2. August 2025

- a. Attendance – 573 (August 2024 – 490)
- b. Programs
 - i. The monthly Lunch & Learn’s guest speaker didn’t show up. Staff had a backup topic to discuss. We discuss upcoming programs planned for the fall.

- ii. The monthly Health Hour guest speaker Cynthia Bowers with West Cancer Foundation introduced the organization to attendees. WCF thrives is dedicated to advancing the fight against cancer by providing free resources to patients for treatment, recovery, and education. Something special came out this luncheon. A group of ladies that regularly participate at LSC are going to hand knit caps for those who experience hair loss during their treatment. WCF has lined up the company they associated with their organization that helps patients deal with hair loss.
- iii. As announced at the last meeting, the patio garden is now classified as a Monarch Waystation for food and habitat. Although we haven't had nearly the success with Monarchs as the five years due to the hot and dry weather, we now have a beautiful habitat built and donated by friends of LSC. Ina Wiehl is an emergency responder with Shelby County and attends our community-wide events. She and a couple of friends are responsible for the wonderful donation. The butterfly housing was delivered this month. We will have ceremony celebrating our certification on becoming a way station through Monarch Watch at the next concert.
- iv. The seniors are thoroughly enjoying coming to the summer concerts and hanging out in the rec room and on the deck during the show. They are grateful to not have to walk the steep path into the park. There were nearly 30 at the last concert.

3. Upcoming

a. September

- i. The entire month is packed full of activities for National Senior Center Month including a day trip to Botanic Garden, the annual Fall Y'all Dinner/Dance, Malco Movie Day and the LSC Celebration with a carnival theme. Other fun activities include Crazy Sock Day, Cap Day, Bingo & Karaoke, and lots of treat day (pie, cake, ice cream, etc.).
- ii. Twenty-six participants attended the self-defense class during Lunch & Learn on July 1. Instructor Mary Evans, a retired Shelby County Sheriff Deputy and self-defense trainer.
- iii. Health Hour's monthly guest speaker will be a professional with OrthoSouth. The topic will be hand health.
- iv. We will host another Grandparents Day in July. It will be themed Christmas in July. Guests will be served a pancake breakfast catered by Your Thyme and Occasion. There will be crafts, games, and prizes.

- v. The July Luncheon will also be themed Christmas in July. Catered meal TBD. The entertainment is DJ Roy Fisher and friends.
 - vi. A second Health Hour will focus on falls presented by Dynamix Physical Therapy.
- b. October
- i. October's Lunch & Learn will be on Safety Preparedness Plans in case of a disaster presented by LSC staff.
 - ii. This month's Health Hour will welcome back guest speakers with OrthoSouth to discuss "Healthy for the Holidays."
 - iii. Staff are working with Creative Aging to schedule a brand new 3-week course on wire floral sculptures for this month.
 - iv. There will be a Halloween Luncheon & Costume Contest with DJ Russ Vaden emceeding the event. There will be food, games, prizes, and music.
 - v. We will invite LSC participants back for the last concert of the month.

SPECIAL EVENTS

1. Event Updates

- a. Parks and Rec Month Series July 11, 2025, at 10:00AM
 - i. Hosted at the Brody Townsend Athletic Complex, this event features free laser tag from laser battalion and yard games.
 - ii. We had around 50 people in attendance.
- b. Parks and Rec Month Series July 18, 2025, at 10:00AM
 - i. Hosted at Windward Slopes Park, this event will feature a K9 Demonstration from the Shelby County Sheriff's Office.
 - ii. Guests enjoyed it, but it was warm. Attendance was 30 people
- c. Parks and Rec Month Series July 25, 2025, at 10:00AM
 - i. We moved this event to IH Clubhouse due to the heat. The Wildlife Discovery Center sloth Hazel was a hit with 120 in attendance.
- d. LAMP Concert July 25, 2025
 - i. Concert starts at 6:30PM at IH Managerial Park, 4523 Canada Road with live music from Formerly Known As!
 - ii. The heat played a factor with an attendance of 100 people.
- e. Back to School Celebration August 2, 2025
 - i. This event featured a water slide, yard games, giveaways and an outdoor screening of the movie "Elemental".
 - ii. This event was a great way to beat the heat before school started! We had around 350 in attendance. The LED screen for the movie worked out great!
- f. LAMP Concert August 23, 2025
 - i. Concert starts at 6:30PM at IH Managerial Park, 4523 Canada Road with live music from Seeing Red!
 - ii. School of Rock Wolfchase opened the concert with a great performance with around 300 people in attendance.
- g. Mother & Son Sneaker Ball September 6, 2025
 - i. This event featured a photo booth, live DJ and food catered by Villa Castrioti. The theme was glow in the dark, and neon.
 - ii. As of 9/4/2025, we had 94 guests registered.

2. Upcoming Events

- a. LAMP Concert September 27, 2025
 - i. Concert starts at 6:30PM at IH Managerial Park, 4523 Canada Road with live music from Seeing the **Bluff City Bandits!** Country and classic rock for everyone.
 - ii. This concert is also our “Homecoming” for fall sports. We will recognize all the fall athletes and treat them with a free snow cone and a special appearance by the Grizz girls.
- b. Pupapalooza at the Park on October 11TH from 11:00AM – 2:00PM.
 - i. Hosted at Zadie Kuehl Park and sponsored by the Pet Hospitals of Lakeland this event will feature dog related vendors, local rescues, dog costume contests, live music, a food truck and mempops.
- c. Harvest Festival October 25TH, 2025
 - i. Hosted at IH Park, this event features bounce houses, facepainting, costume contests, pie eating contests, vendors with “booth or treating” and games, a live DJ, and then fishes with a concert from Thumpdaddy.
 - ii. Thumpdaddy leaves no genre left behind so there is music for everyone!
- d. Christmas in Lakeland Parade November 29, 2025 starting at 2:00PM.
 - i. The parade is set to begin at St. Paul United Methodist Church again this year. The route will bob and weave through even more neighborhoods this year than last year!
 - ii. Serra Chevrolet will be partnering with us again this year to make sure our Commissioners and Santa get VIP worthy transportation!
- e. Christmas in Lakeland Drone Show and Tree Lighting November 29, 2025, starting at 5:00PM.
 - i. End your night at IH Park with a spectacular Christmas drone show, tree lighting, cookies, hot chocolate, food trucks and a chance to meet the big man himself, SANTA!

Meeting Cycle: Tuesday, September 9, 2025

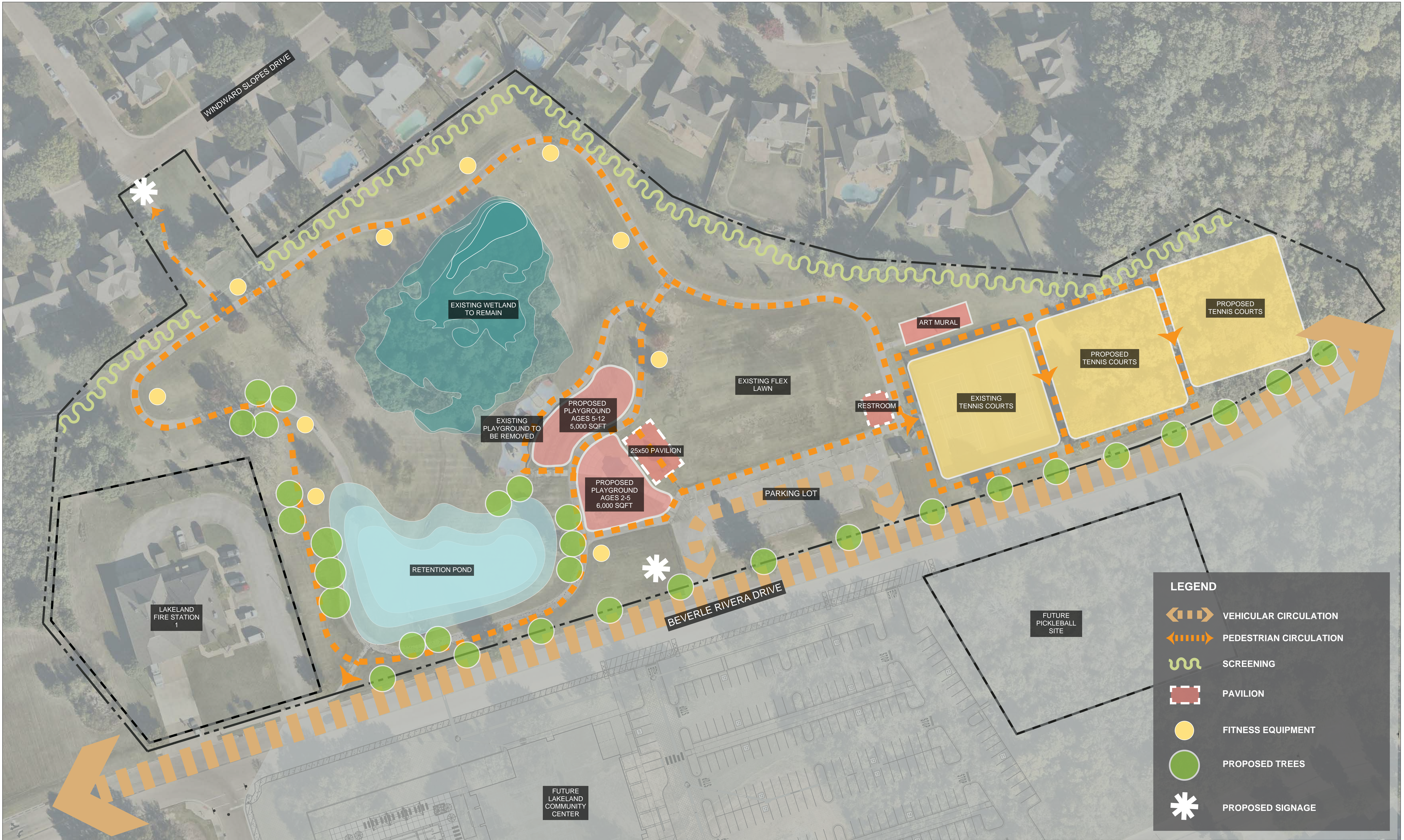
Subject: **Discussion** - Windward Slopes Park Master Plan

Staff Contact: Andrew Fisher, Parks and Recreation Director

STAFF RECOMMENDATION

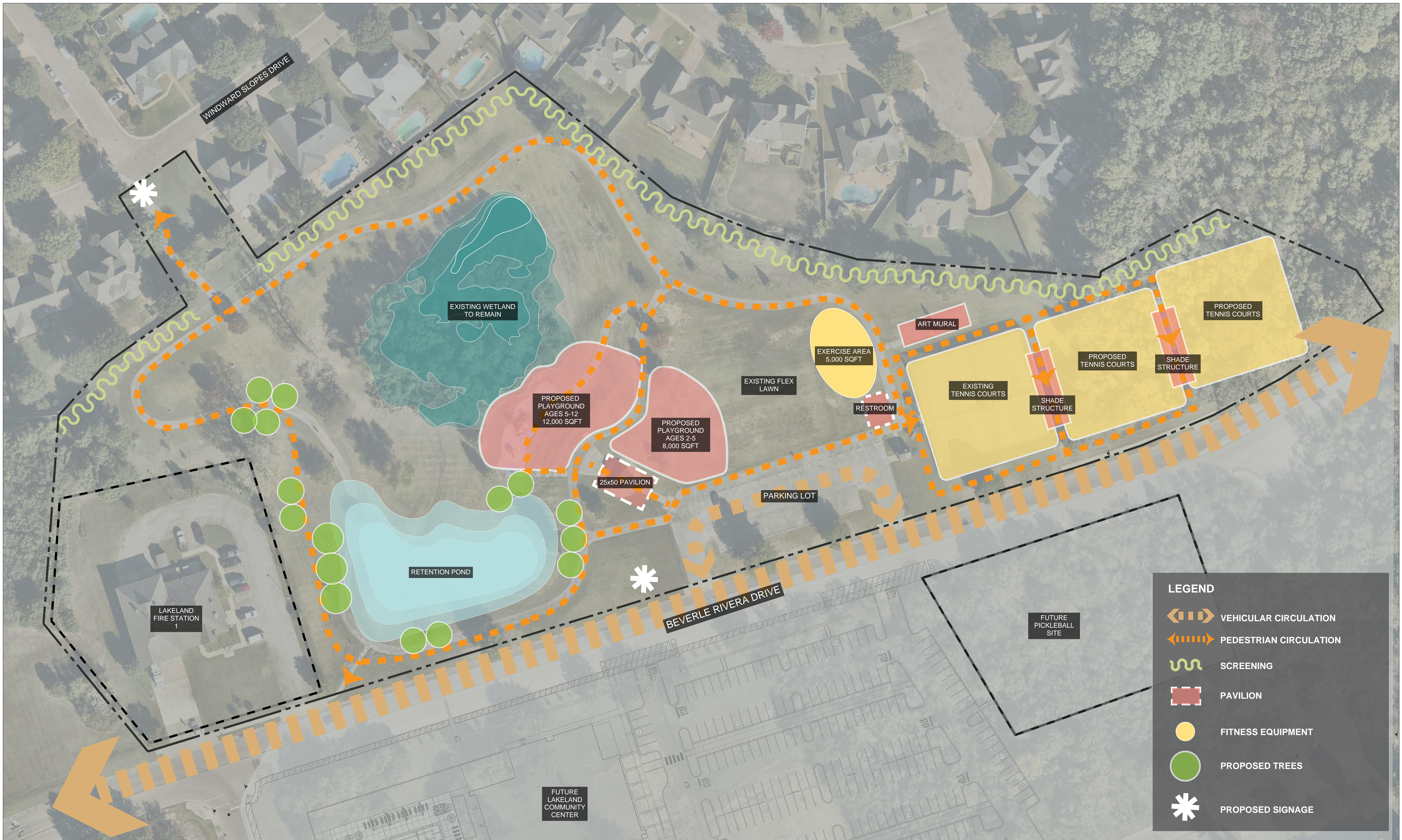
BUDGET IMPACT

DISCUSSION



LEGEND

- VEHICULAR CIRCULATION
- PEDESTRIAN CIRCULATION
- SCREENING
- PAVILION
- FITNESS EQUIPMENT
- PROPOSED TREES
- PROPOSED SIGNAGE







Oakridge Playground



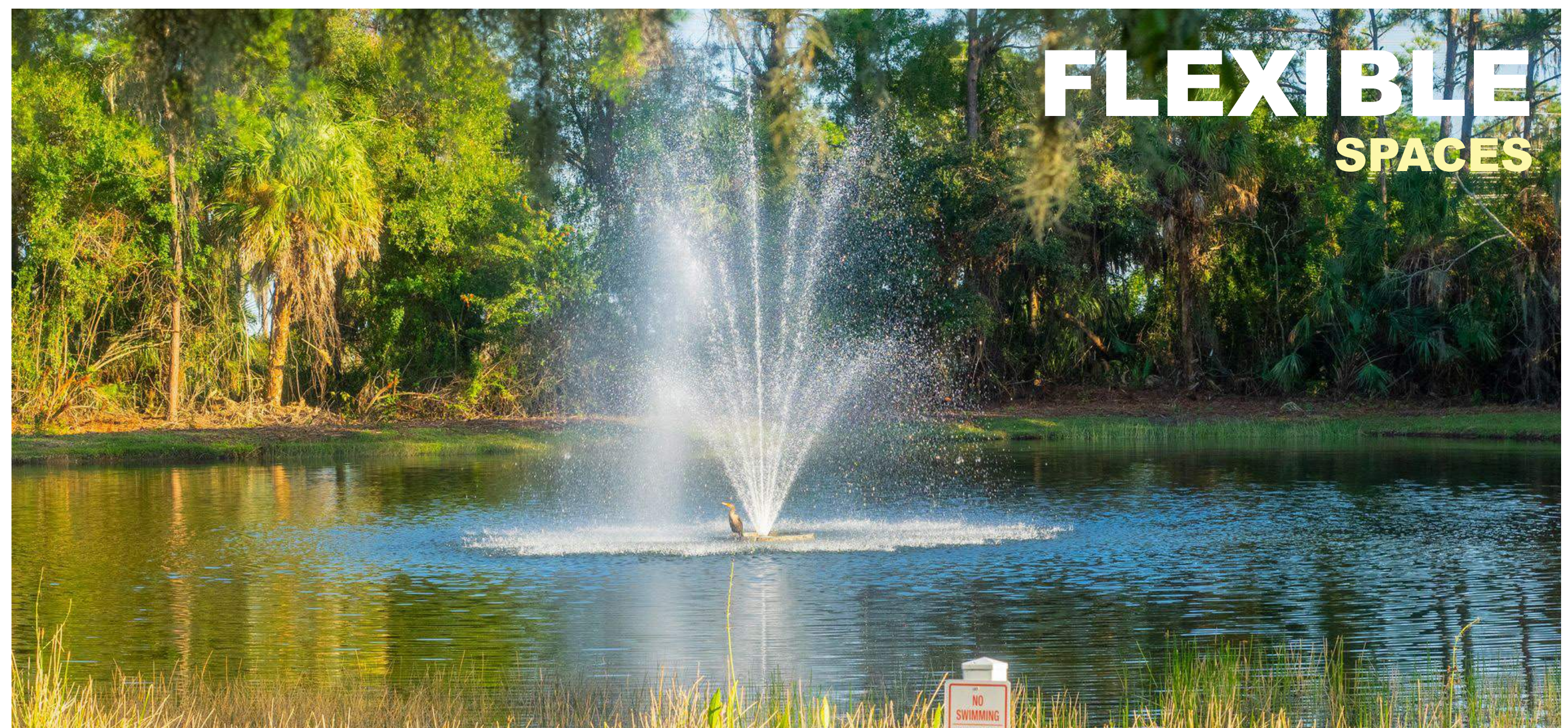
1/2 Shelby Farms Playground



Playground of Dreams - Arlington



VIBRANT
PLAYSCAPES



FLEXIBLE
SPACES



INTEGRATED
MOBILITY



INTENTIONAL
BRANDING



STRATEGIC
FURNISHING



HUMAN
SCALE



COMFORTABLE
PEOPLE SPACES



ACTIVATED
WELLBEING



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PLAYGROUND WITH NATURAL MATERIALS



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PLAYGROUND WITH TRADITIONAL MATERIALS





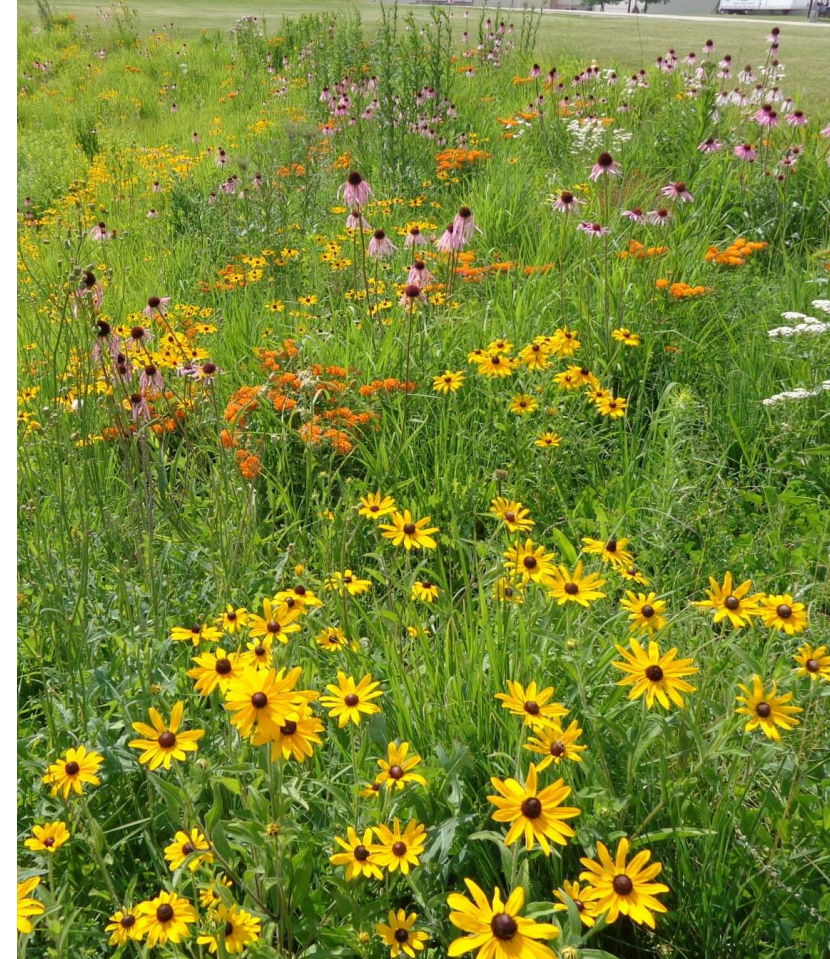
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PAVILION STYLE #1



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PAVILION STYLE #2



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NATURAL LANDSCAPE



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FORMAL LANDSCAPE





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COVERED TENNIS COURTS WITH SEATING



TENNIS COURT AND COVERED SEATING



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INDIVIDUAL OUTDOOR FITNESS STATIONS ALONG A TRAIL



GROUPED OUTDOOR FITNESS EQUIPMENT AREA



TENNIS COURT LIGHTING



WALKING TRAIL LIGHTING



PLAYGROUND LIGHTING



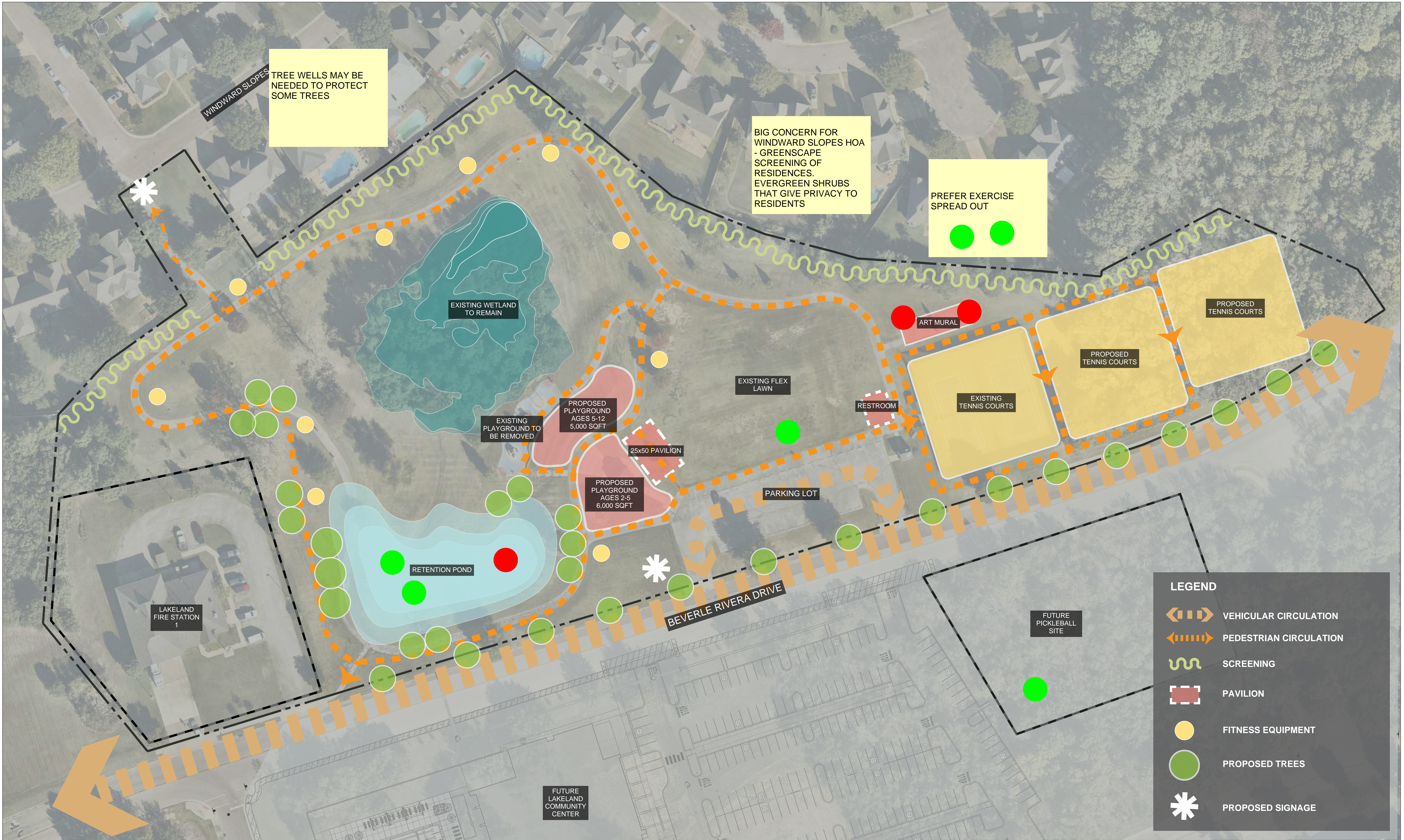
PARKING LOT LIGHTING

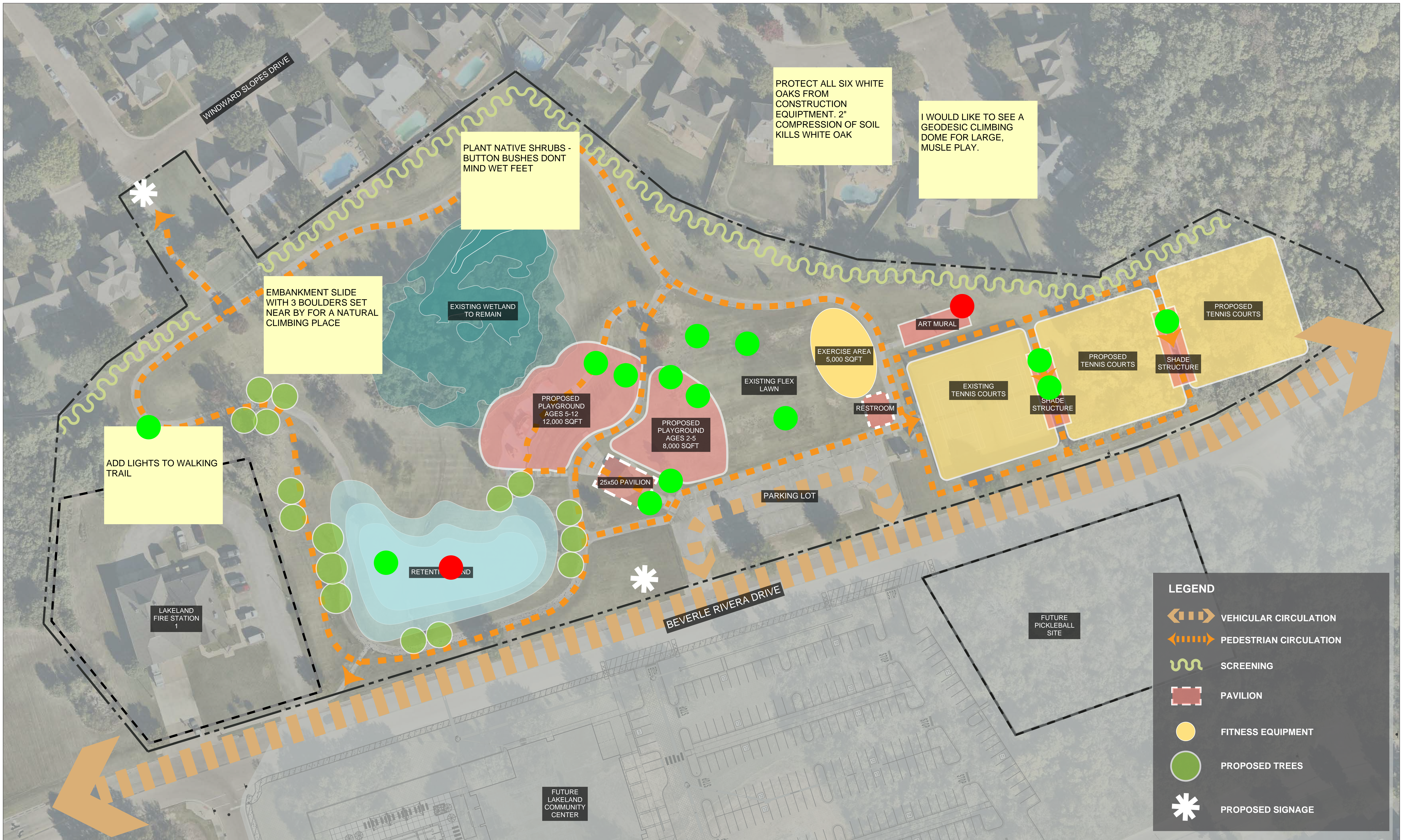
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LEGEND

- VEHICULAR CIRCULATION
- PEDESTRIAN CIRCULATION
- SCREENING
- PAVILION
- FITNESS EQUIPMENT
- PROPOSED TREES
- PROPOSED SIGNAGE



VIBRANT
PLAYSCAPES



FLEXIBLE
SPACES



INTEGRATED
MOBILITY



INTENTIONAL
BRANDING



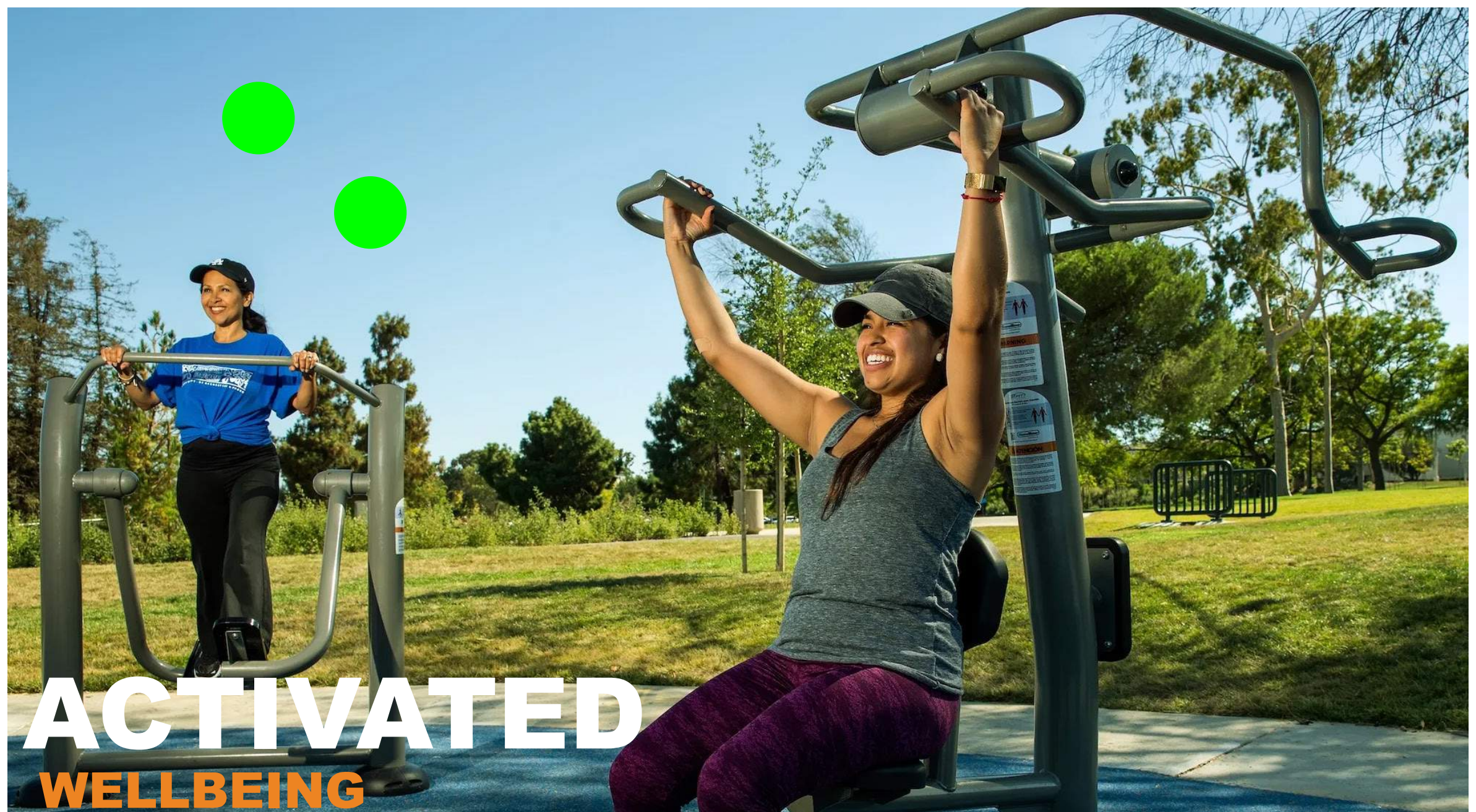
STRATEGIC
FURNISHING



HUMAN
SCALE



COMFORTABLE
PEOPLE SPACES



ACTIVATED
WELLBEING



Visual preference survey for 'PLAYGROUND WITH NATURAL MATERIALS'. The survey area contains 10 colored dots: 5 red and 5 green. The text 'PLACE DOTS HERE' is centered below the dots.

PLAYGROUND WITH NATURAL MATERIALS



Visual preference survey for 'PLAYGROUND WITH TRADITIONAL MATERIALS'. The survey area contains 10 colored dots: 9 green and 1 red. The text 'PLACE DOTS HERE' is centered below the dots.

PLAYGROUND WITH TRADITIONAL MATERIALS





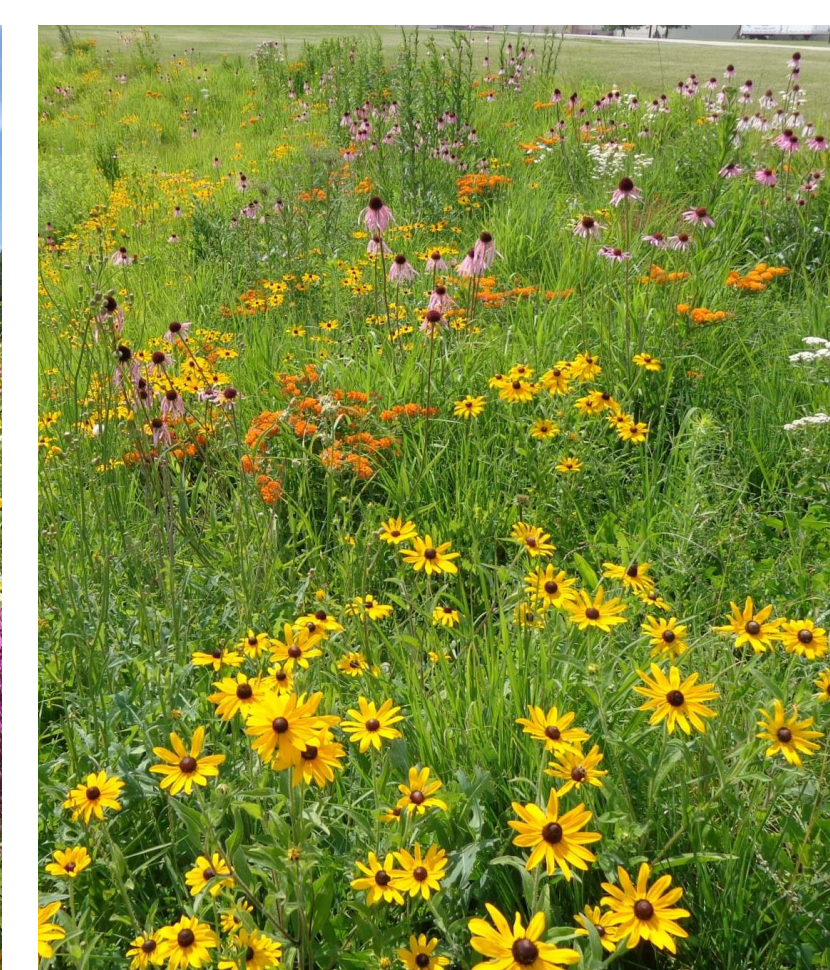
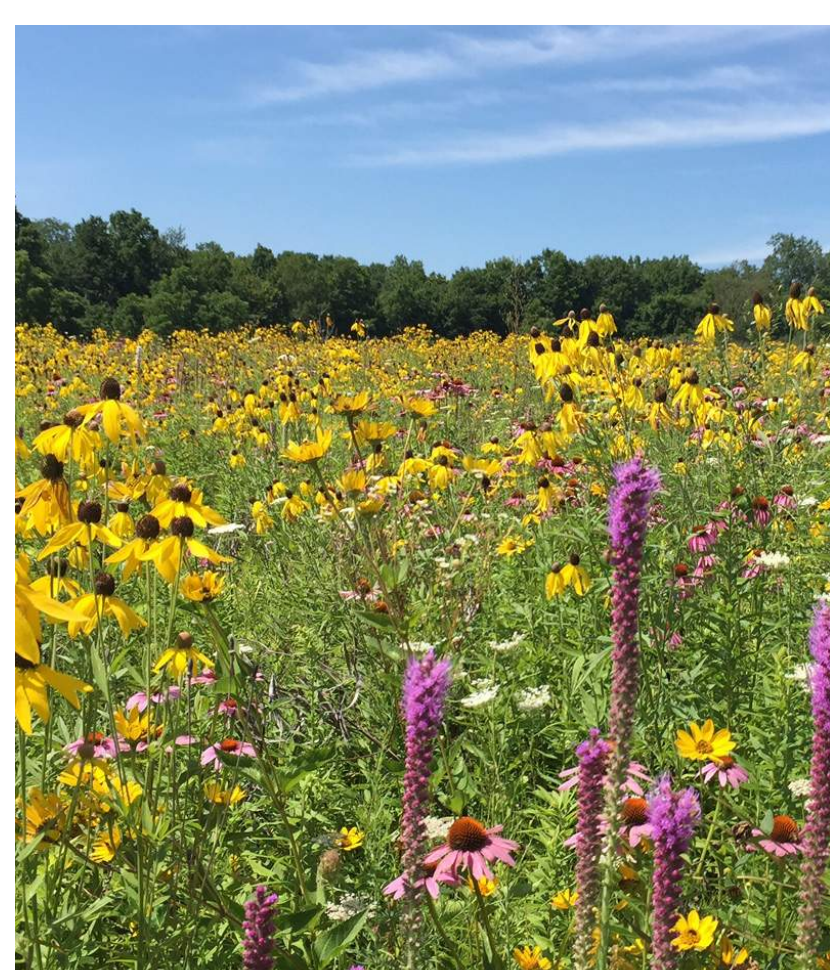
Visual preference survey area for Pavilion Style #1. It contains four green dots and the text "PLACE DOTS HERE".

PAVILION STYLE #1



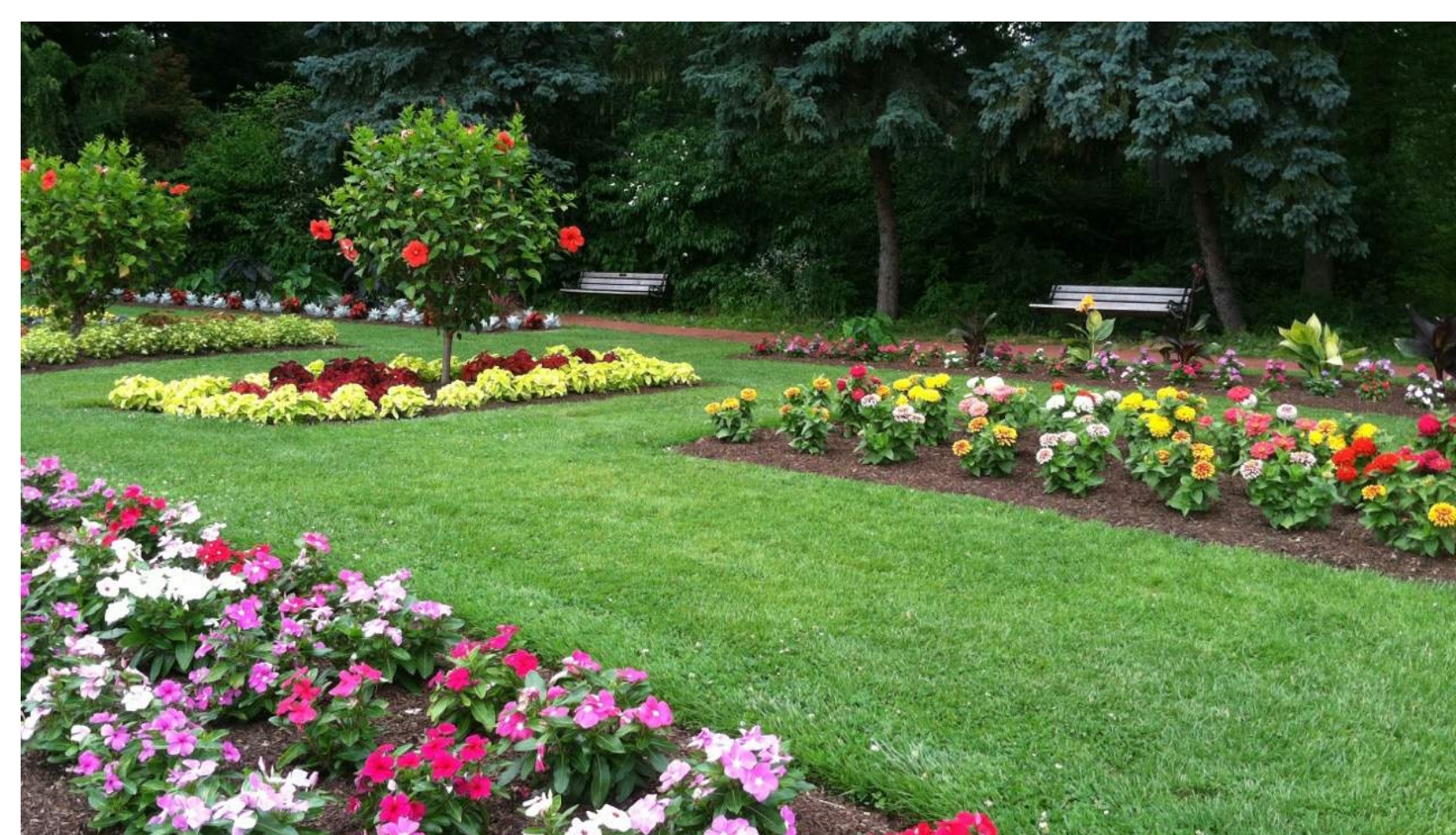
Visual preference survey area for Pavilion Style #2. It contains five green dots, the text "PLACE DOTS HERE", and a yellow sticky note that says "IF FARMERS MARKET, NEED MORE PARKING."

PAVILION STYLE #2



Visual preference survey area for Natural Landscape. It contains five green dots, two red dots, and the text "PLACE DOTS HERE".

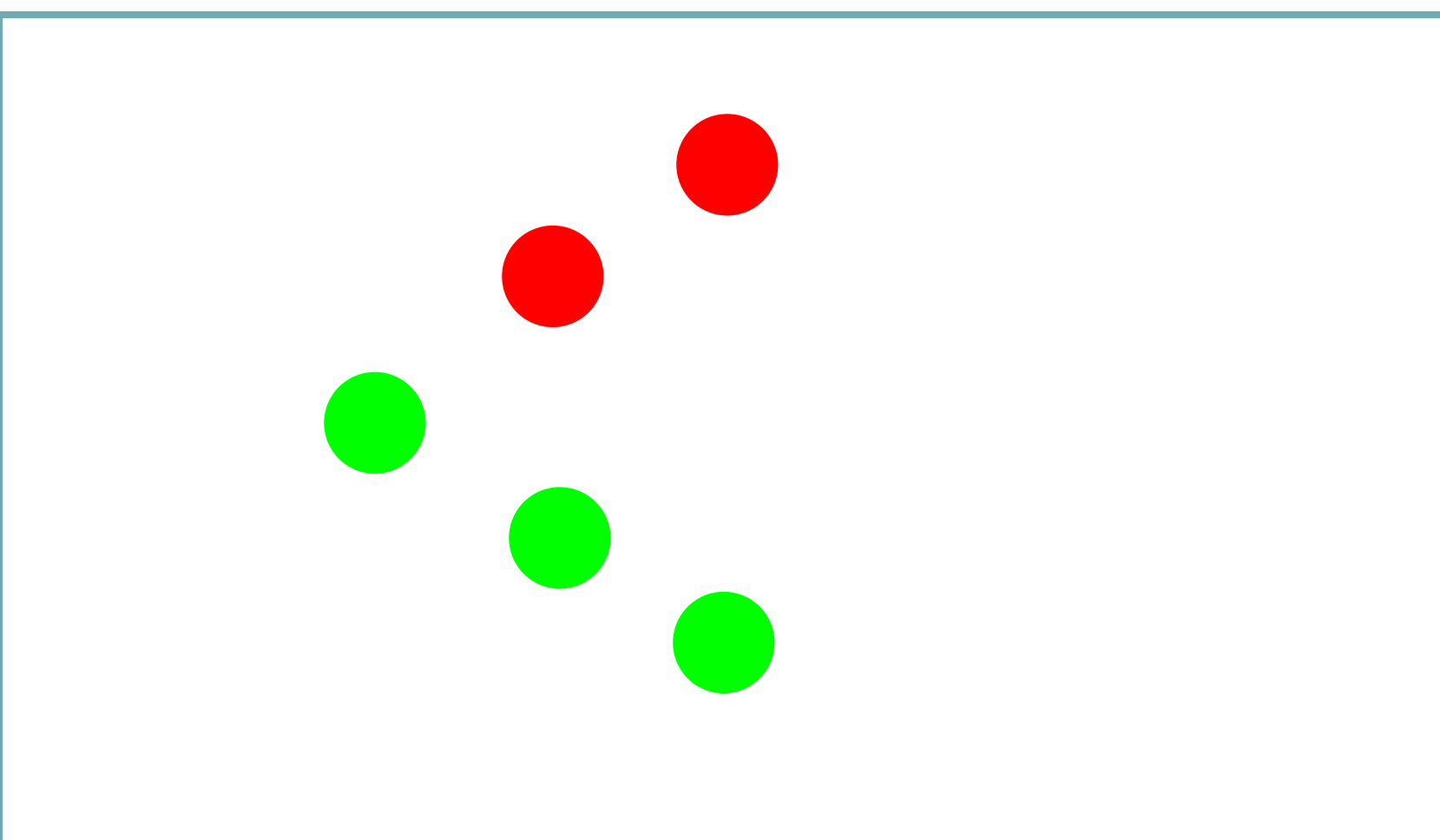
NATURAL LANDSCAPE



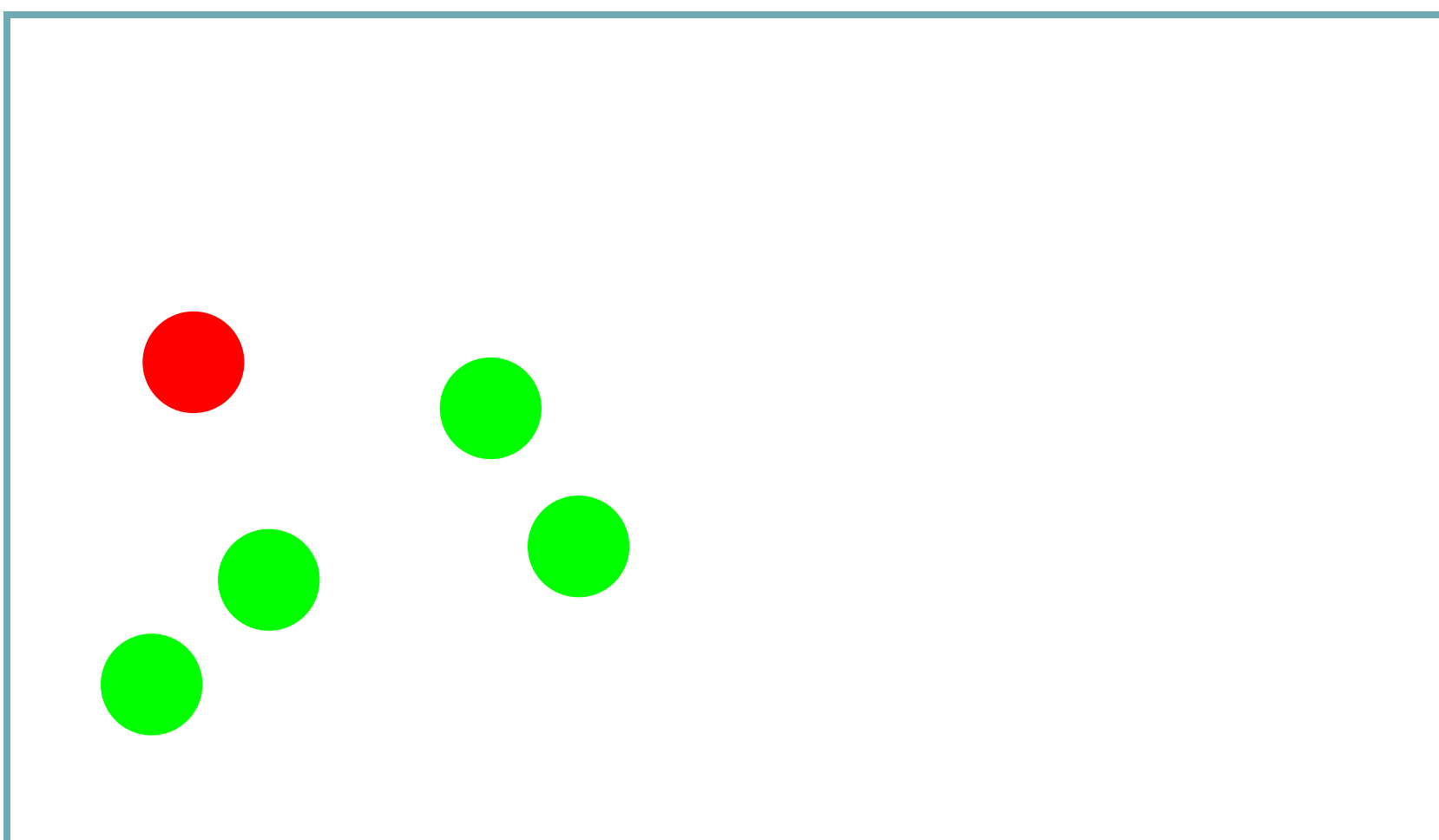
Visual preference survey area for Formal Landscape. It contains three red dots, two green dots, and the text "PLACE DOTS HERE".

FORMAL LANDSCAPE

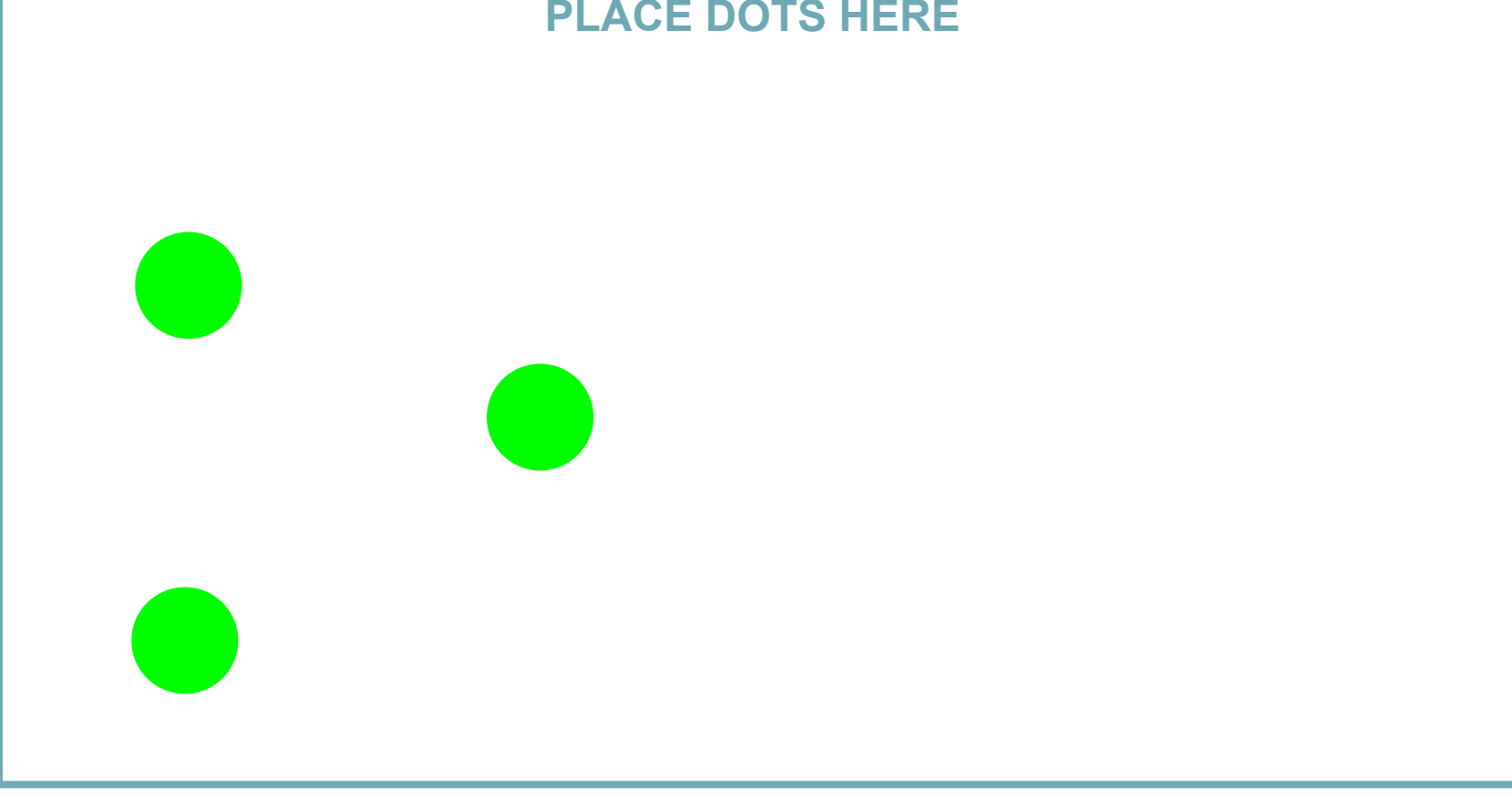




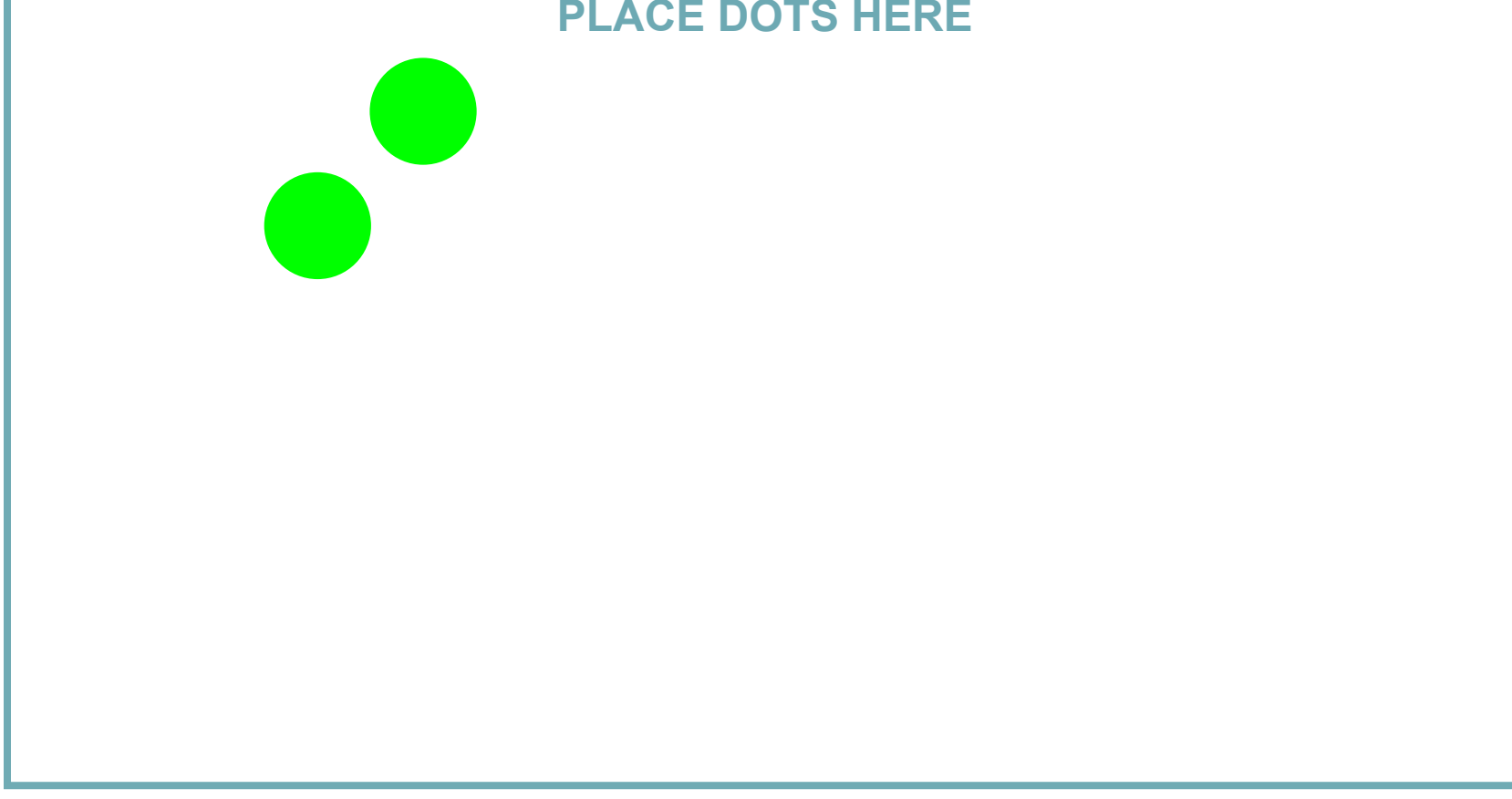
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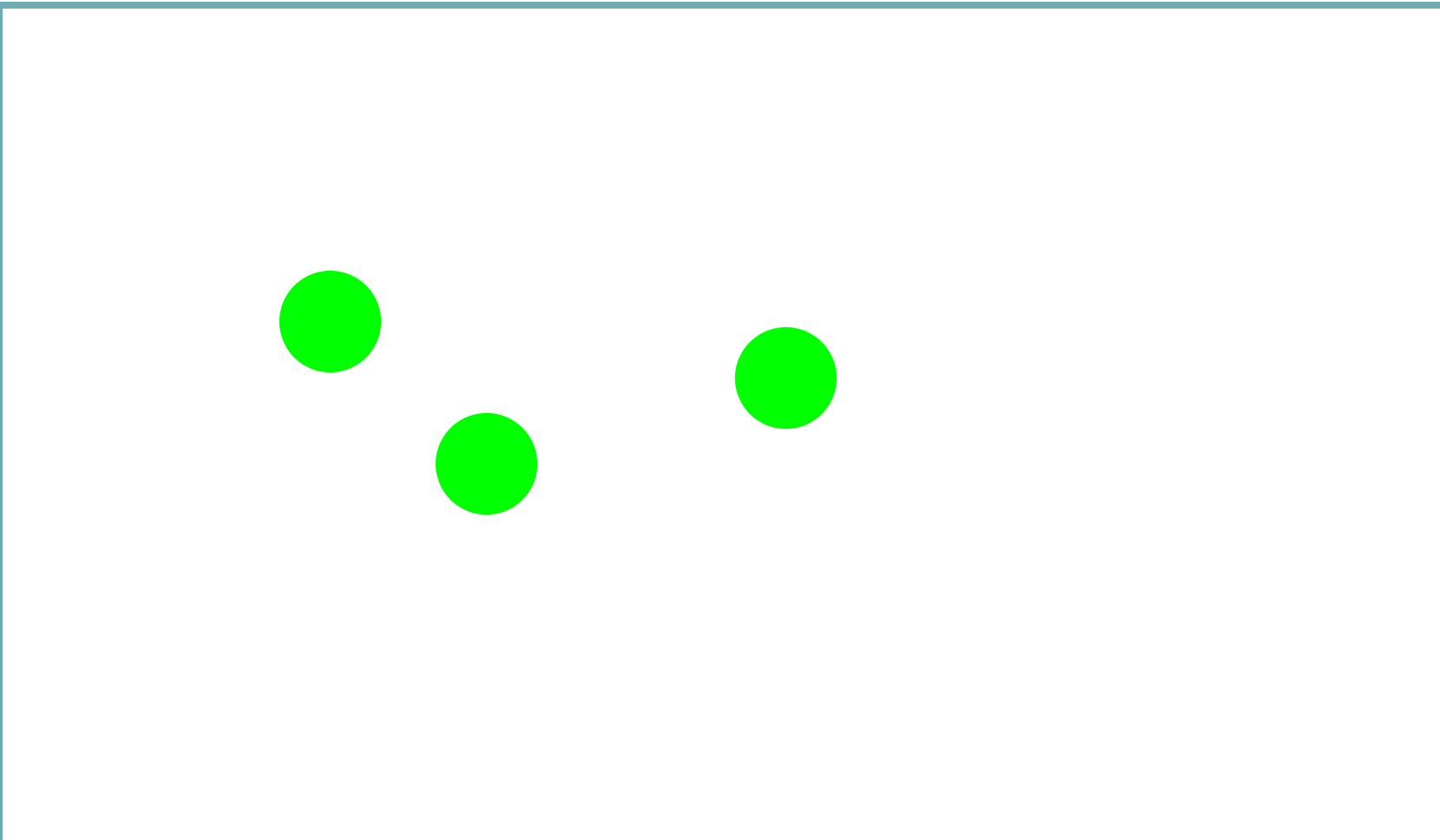
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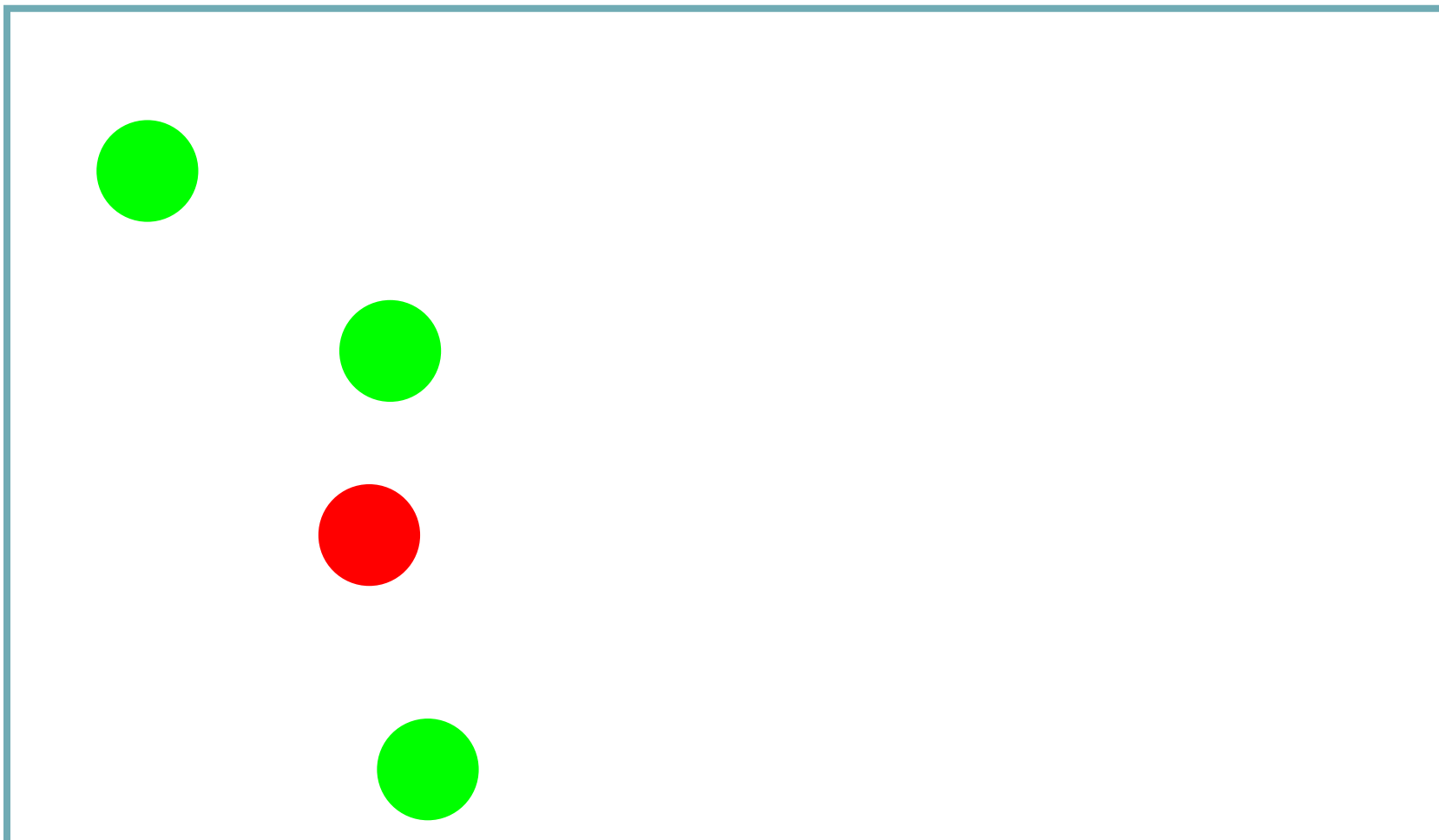
COVERED TENNIS COURTS WITH SEATING



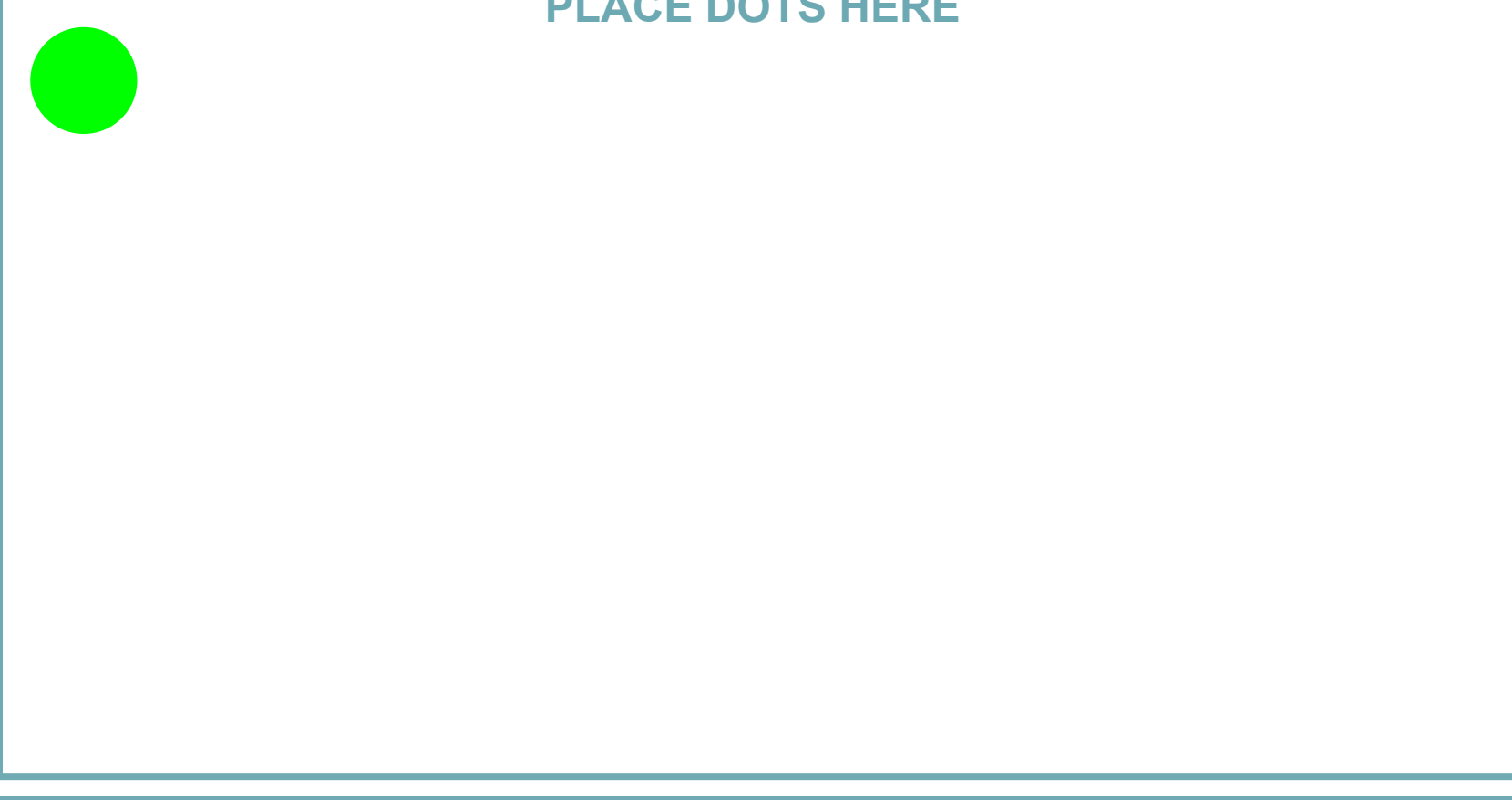
TENNIS COURT AND COVERED SEATING



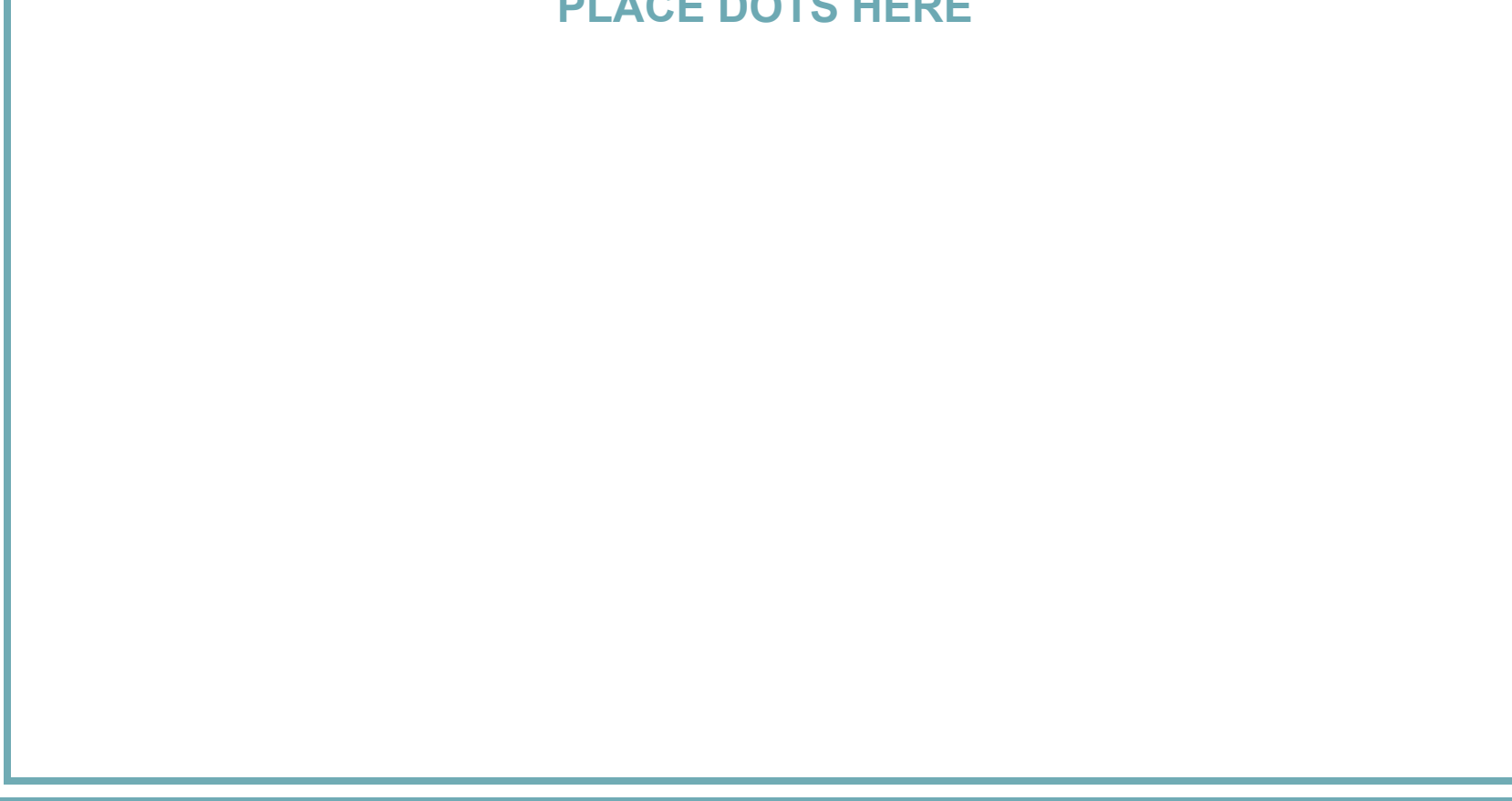
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INDIVIDUAL OUTDOOR FITNESS STATIONS ALONG A TRAIL



GROUPED OUTDOOR FITNESS EQUIPMENT AREA



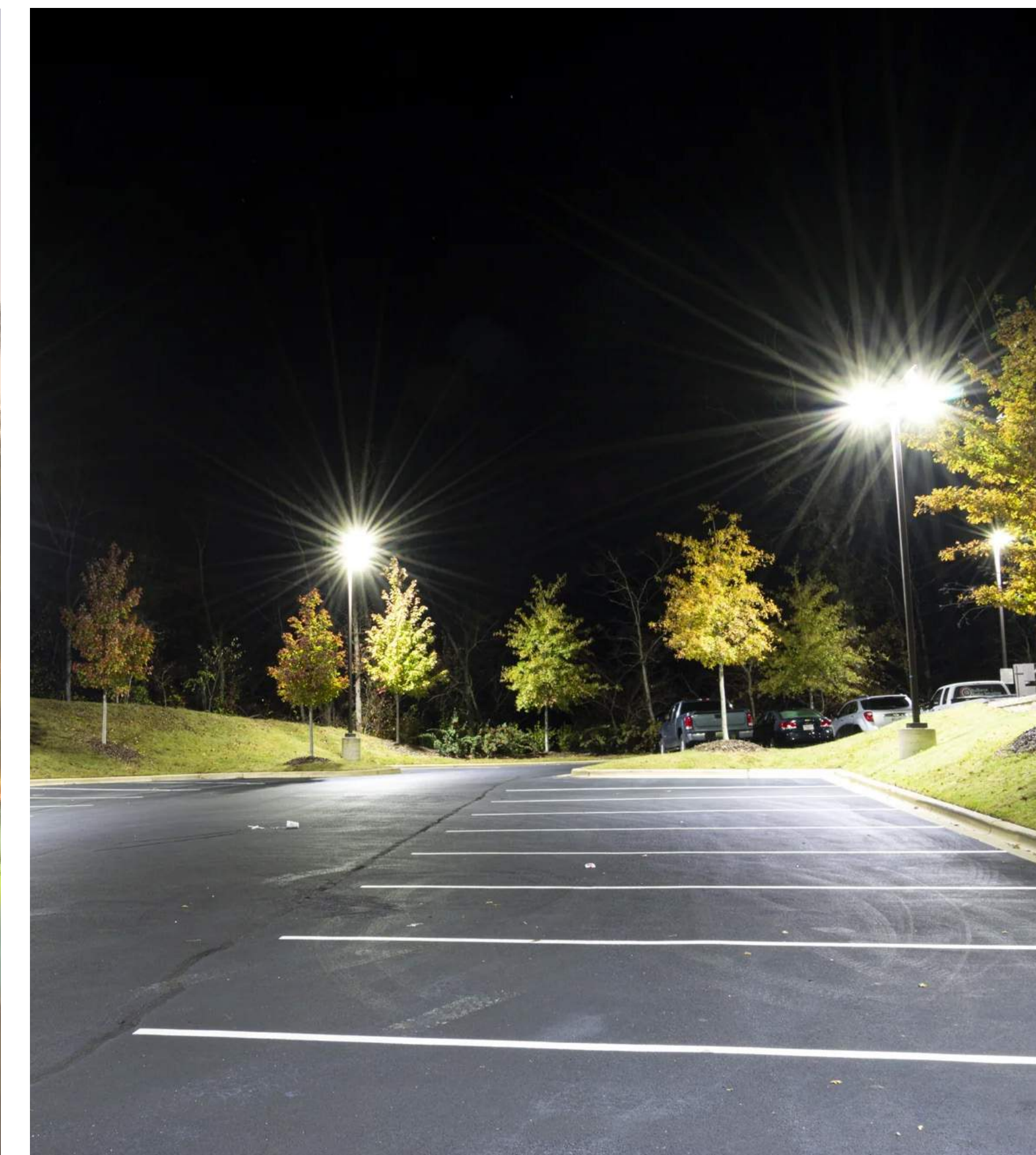
TENNIS COURT LIGHTING



WALKING TRAIL LIGHTING

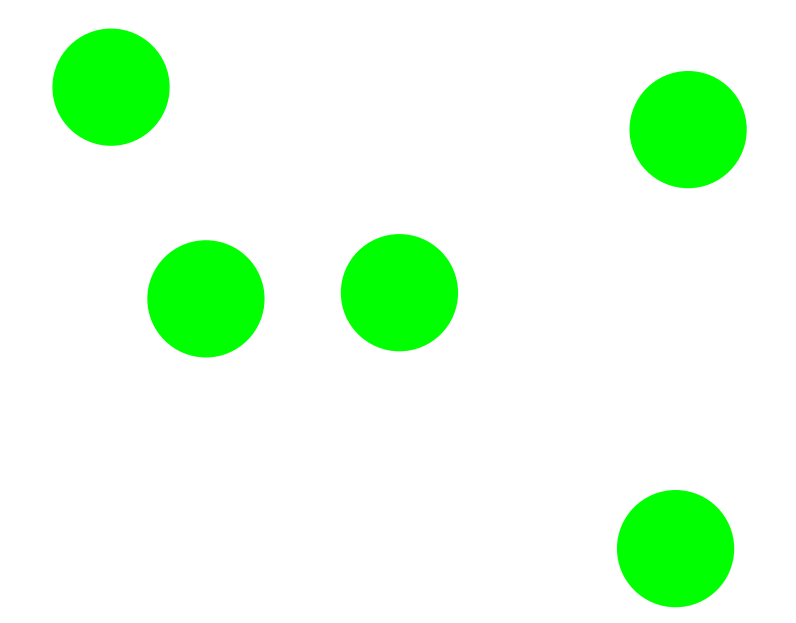


PLAYGROUND LIGHTING



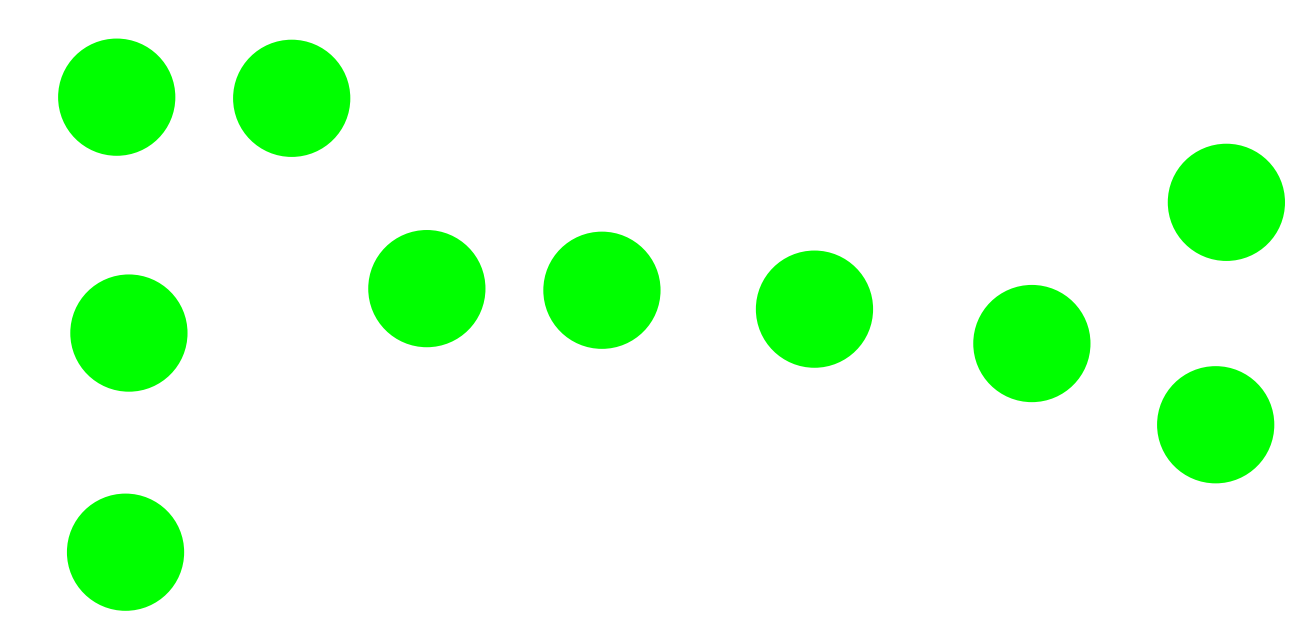
PARKING LOT LIGHTING

- CONSIDER PLAYABILITY OF COURT LIGHTS
 - DONT BE CONCERNED ABOUT LIGHT POLLUTION.
 TREES AND COURT LOCATION WILL HELP THE NEED FOR LOW LIGHTS

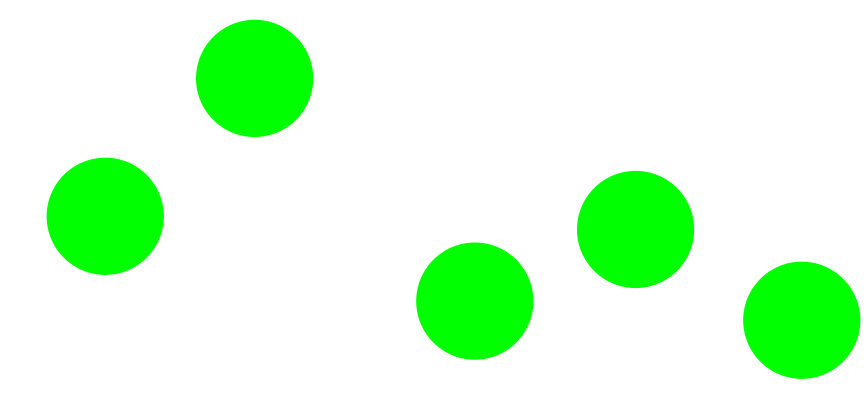


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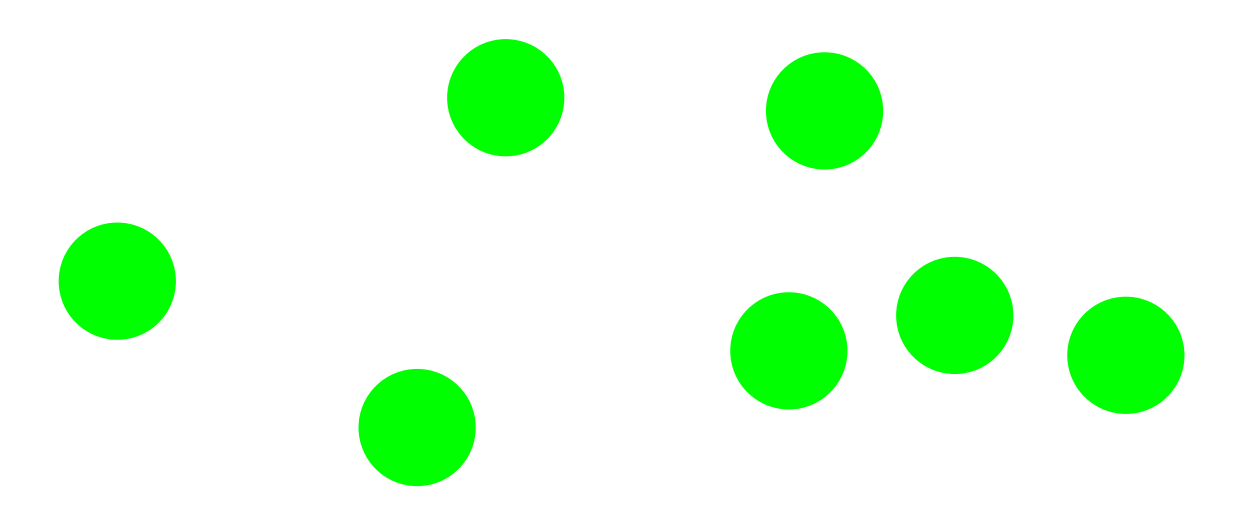
PLEASE LIGHT THE TENNIS AND PICKLEBALL COURTS



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Meeting Cycle: Tuesday, September 9, 2025

Subject: **Discussion** - regarding the 2025 Christmas in Lakeland parade route

Staff Contact: Alex Harris

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION

CHRISTMAS PARADE MAP 2025



- Neighborhoods:
- Winward Slopes
- Plantation Hills
- Woodbridge
- Lakeland Estates
- East Shores
- Long Landing
- Herons Ridge
- Cool Springs
- Oakwood
- The Grove
- Oakwood Grove
- Kenzington Manor
- Creekside Manor
- Evergreen Hills
- Veranda Woods
- Lakeland Heights
- Evergreen Manor
- Ivy Creek
- Winstead Farms
- The Meadows
- Healthfield

