



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda
Tuesday, November 18, 2025, 5:30 PM
IH Clubhouse, 4523 Canada Road, 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** - September 9, 2025
- IV. CONSIDERATION AND POSSIBLE ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA:
- V. PUBLIC DISCUSSION:
 1. **Presentation** - Eagle Scout project for City Hall t-ball field
- VI. REPORTS FROM OFFICERS AND STAFF
 1. Parks Administration Update
 2. Recreation Update
 3. Senior Center & Special Events Update
- VII. OLD BUSINESS:
 1. **Action** - recommendation of the 2025 Windward Slopes Park Master Plan
- VIII. NEW BUSINESS:
 1. **Discussion** - **regarding** the Parks and Recreation/Natural Resources Advisory Board reappointments
- IX. ANNOUNCEMENTS:
- X. ADJOURNMENT:

CITY OF
LAKELAND
TENNESSEE

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

I. CALL TO ORDER:

The meeting was called to order by Chair Mark Donley 5:30 p.m. on Tuesday, September 9, 2025.

II. ROLL CALL:

Mark Donley	Present
Stacy Monasky	Present
Amber Sawyer	Present
Janice Volner	Present
Brian Rowell	Present
Vice-Mayor Michele Dial	Present
Jessica Cannon	Absent
Jenny Kiesel	Absent
Ben Ledsinger	Absent

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

III. CONSENT AGENDA:

1. Approval of Meeting Minutes from Previous Meetings:
 - a. **Regular Meeting Minutes** - July 8, 2025
When the question was called the meeting minutes passed as presented, voice vote, 6 in favor 0 against 0 abstain (6-0-0).

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
Parks and Recreation Director Andrew Fisher presented this report.
2. Recreation Update
Recreation Manager John Proctor presented this report.
3. Senior Center and Special Events Update
Senior Center Manager Kim Odom and Special Events Coordinator Alex Harris presented this report.

VII. UNFINISHED BUSINESS:

VIII. NEW BUSINESS:

1. **Discussion** - Windward Slopes Park Master Plan
Discussion ensued.
There was no official action taken on this item.
2. **Discussion** - regarding the 2025 Christmas in Lakeland parade route
Discussion ensued.
There was no official action taken on this item.

IX. ANNOUNCEMENTS:

1. Parks and Recreation Director Andrew Fisher announced the attendance of the NRPA conference.

X. ADJOURNMENT:

There being no other business on which to act, the meeting was adjourned without objection at 6:40pm on Tuesday, September 9, 2025.

These minutes were approved on November 18, 2025.

Jessica Cannon
Secretary

ATTEST:

Yareli Esparza
City Recorder Liaison

DRAFT

Aiden' s Eagle Project Budget

Fundraising		
Car wash 9/7	\$ 513.00	cash
Car wash 9/21	\$ 326.00	cash
Venmo	\$ 345.00	from car wash and friends and family donations
PayPal	\$ 200.00	from car wash and friends and family donations
Total Raised	\$ 1,384.00	

Expenses		
Dollar Tree Car wash supplies	\$ 30.18	soap, sponges, brushes, window washers, buckets, posters, letters, markers
9/7 pizza and water	\$ 42.89	2 scouts 3 family helpers
9/21 pizza and water	\$ 89.94	6 scouts 4 family helpers
Flag pole installation		
Liberty Flagpoles	\$ 944.30	Flag pole, flag and solar light
Firefly Custom	\$ 55.46	custom name plate
Home Depot	\$ 64.99	concrete, sheet metal, mixer, bucket, putty knife
Ace	\$ 13.07	metal spray, screws and bolts
Lowes	\$ 15.20	quick set concrete, wire wheel
Home Depot	\$ 80.30	pavers, potting mix and mulch
Digger O'Dell Nursery	\$ 45.87	flowers
Total expenses	\$ 1,382.20	
extra	\$ 1.80	

EAGLE SCOUT PROJECT

Aiden Johnson

Troop 452

2025



*Dedicated to the
Lakeland Tennessee Baseball Field*

Scouting America.

















November 18, 2025

PARKS ADMINISTRATION

1. IH Park Improvements

A. IH Clubhouse Deck

- i. The IH Clubhouse deck project is officially underway. The design firm has begun surveying the area. Staff will set up meetings to discuss possible designs and then present those to the Parks Board. 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. Eagle Scout project

3. Lakeland Community Center

A. Current status

B. Timeline moving forward

4. Brody Townsend Athletic Complex

A. BTAC Restroom Project

- i. The BTAC Restroom project is officially underway. The design firm has begun surveying the area. Staff will set up meetings to discuss design expectations then present that to the Parks Board. The goal is to have the design mimic the new restrooms at IH Managerial Park.

5. Windward Slopes Park Master Plan

6. Facility Pictures

7. Park Maintenance Updates

- i. Mowing season is complete. Now onto leaf management.
- ii. Landscaping plans have begun at City Hall Park and Zadie Kuehl Pavilions.

8. Staff Updates

- i. Staff birthdays and anniversaries
- ii. Upcoming trainings and development
- iii. Special announcement

November 18, 2024

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. The regular season ended on October 25.
- c. Playoffs were scheduled to start November 8, but due to a restraining order against the league, the playoffs were canceled.
- d. We are planning on having our end of season banquet on Friday night November 21.

2. Youth Fall Tackle Football Cheerleading

- a. We had 53 registered cheerleaders.
- b. Just had our end of season banquet last night.

3. Youth Fall Flag Football

- a. Age groups Total: 170 (2024: 143)
 - i. 6U – 24(2024: 33)
 - ii. 8U – 57(2024: 67)
 - iii. 10U – 63(2024: 43)
 - iv. 12U- 26(2024:0)
- b. The regular season for all three age divisions has ended.
- c. Championship games for 8U, 10U, and 12U leagues were played at the end of October.
- d. We had two 6U teams in the MFL playoffs with the first round that played each other with one team advancing til the MFL canceled the playoffs.

4. Youth Fall Soccer

- a. We have 256 (2024-244) registered for fall recreational soccer.
- b. We have 129 playing through the competitive soccer program.
- c. The season ended this past Saturday.

5. Adult Fall Flag Football

- a. Teams- 9 (2024-10).
- b. The regular season ended on October 25, and the playoffs started November 1ST with the Championship game being played November 8.

6. Youth Basketball

- a. Registration ended for our Competitive Basketball teams October 26 and for our Recreational teams November 2.
- b. Programs, divisions, and age group numbers:
 - i. Competitive (1 Team per age group)
 1. 3RD & 4TH Girls – 9 (Tryouts not held)
 2. 4TH Boys – 9 (14 participated in tryouts)
 3. 5TH & 6TH Girls – 8 (Tryouts not held)
 4. 5TH & 6TH Boys – 10 (24 participated in tryouts)
 - ii. Recreational: Registrations as of November 2
 1. 6U – 40 (2024-25: 37)
 2. 8U – 59(2024-24: 69)
 3. 10U – 76 (2024-25: 65)
 4. 12U – 33 (2024-25: 18)
- c. Practices will start November 3 for competitive teams and last week for our recreational teams.
- d. Games will tentatively start on December 6.

7. Youth Basketball Recreational Cheerleading

- a. Registration ended for our Basketball cheer on October 26.
 - i. Registration Number:
 1. 2025-26: 57(2024-35: 46)
- b. Practices will start the week of November 17.
- c. Games will tentatively start on December 6.

November 18, 2025

SENIOR CENTER & SPECIAL EVENTS UPDATE

SENIOR CENTER

1. September 2025

- a. Attendance – 735 (September 2024 – 452)
- b. Programs
 - i. Twenty-plus Seniors joined the day trip by bus to Memphis Botanic Garden on September 4.
 - ii. LSC Celebration honoring National Senior Center Month attracted more than 150 guests for carnival games, prizes, and food on September 11. Added entertainment included a Charlie Chapman impersonator booked through Creative Aging. Harmony at Morning Grove sponsored a popcorn bar. Lakeland Lions Club offered hearing and vision testing.
 - iii. Health Hour featured talks on Fall Prevention by Carol Devine with Right at Home. Nearly 20 attended.
 - iv. This month's Lunch & Learn featured a discussion on Fraud by Trustmark Bank. More than 20 seniors attended.
 - v. Concert Night for the seniors was another hit with approximately 20 in attendance.

2. October 2025

- a. Attendance – 619 (October 2024 – 509)
- b. Programs
 - i. The monthly Lunch & Learn was cancelled. The guest speaker had the flu.
 - ii. The monthly Health Hour welcomes guest speakers Evelyn and Savannah with OrthoSouth discussing being Health for the Holidays. More than 20 attended.
 - iii. On October 29, eighty seniors joined the fun of the Halloween Luncheon & Costume Contest.
 - iv.

3. Upcoming

- a. November
 - i. Plans for the upcoming Christmas with the Grandkids are underway for LSC participants. The fun will include food, games, prizes, and photo opportunities with Santa.
 - ii. There are 12 Christmas art and crafts classes planned for November.
 - iii. November Luncheon with musical entertainment.
 - iv. Medicare Enrollment booked through the Aging Commission of the Midsouth will be held at Lakeland Senior Center to assist those 65 and older with the Medicare plans.

- b. December
 - i. The December 3rd Lunch & Learn will feature talks on Medicare benefits by Beci Baugley with Just the Right Insurance.
 - ii. This month senior participants will learn the technique of pallet knife painting during a 3-week course featuring six classes booked through the Creative Aging grant awarded LSC.
 - iii. Christmas with the Grandkids will be held on December 5.
 - iv. The annual Christmas Dinner/Dance will be held on December 12. The dinner will be catered by Pink Flamingo and will feature music booked through Creative Aging.



**Lakeland Municipal
Parks &
Recreation/Natural
Resources Advisory
Board**

Meeting Cycle: Tuesday, November 18, 2025

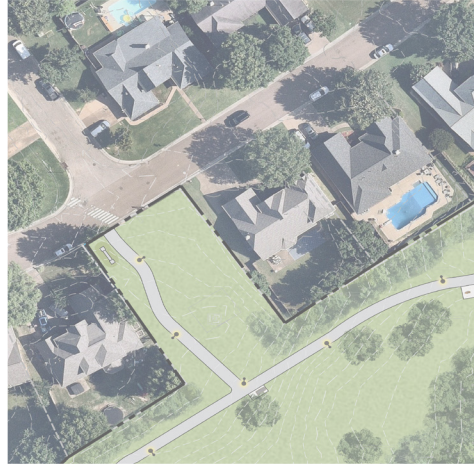
Subject: **Action** - recommendation of the 2025 Windward Slopes Park Master Plan

Staff Contact: Andrew Fisher, Chief Parks and Recreation Officer

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION



WINDWARD SLOPES PARK

MASTER PLAN | NOVEMBER 2025

CITY OF
LAKE LAND
TENNESSEE

Kimley»Horn



ACKNOWLEDGMENTS

Without the support of many dedicated individuals this plan would not be possible. We want to thank them for their hard work, expertise, insight, and encouragement through the planning process.

LAKELAND PARKS BOARD:

STAFF ADVISOR:

Andrew Fisher, Parks and Recreation Director

MEMBERS:

Mark Donley, Chair

Amber Sawyer, Vice-Chair

Jessica Cannon, Secretary

Stacy Bond-Monasky

Jenny Kiesel

Ben Ledsinger

Brian Rowell

Janice Volner

Vice Mayor Michele Dial, Board of Commissioners Liaison

PARKS AND RECREATION STAFF:

Andrew Fisher, Chief Parks & Recreation Officer

John Proctor, Recreation Manager

Kim Odom, Senior Center/Special Events Manager

Alex Harris, Special Events Coordinator

Yareli Esparza, Parks and Recreation Administrative Assistant

PREPARED FOR:

City of Lakeland, TN

10001 Hwy 70
Lakeland, TN 38002
901.867.2717
www.lakelandtn.gov



PREPARED BY:

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Memphis, TN 38138
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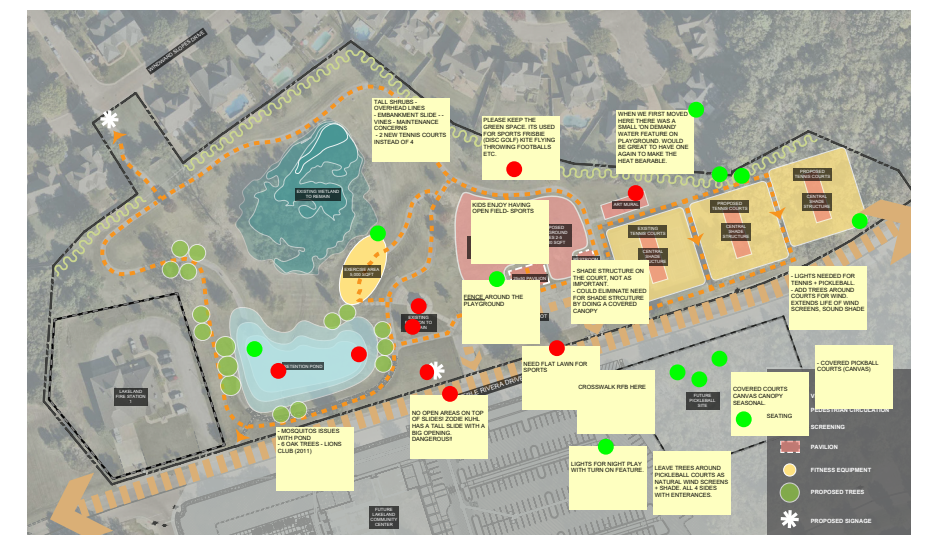
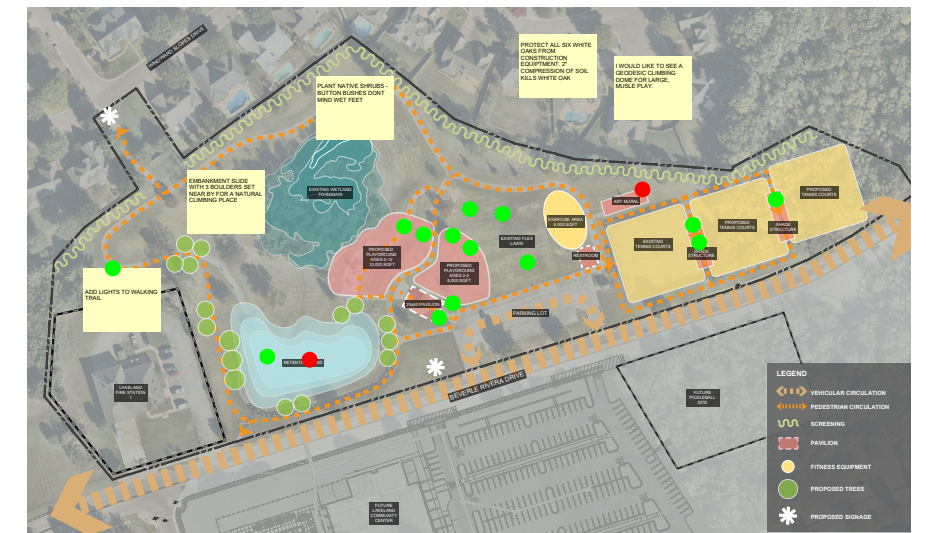
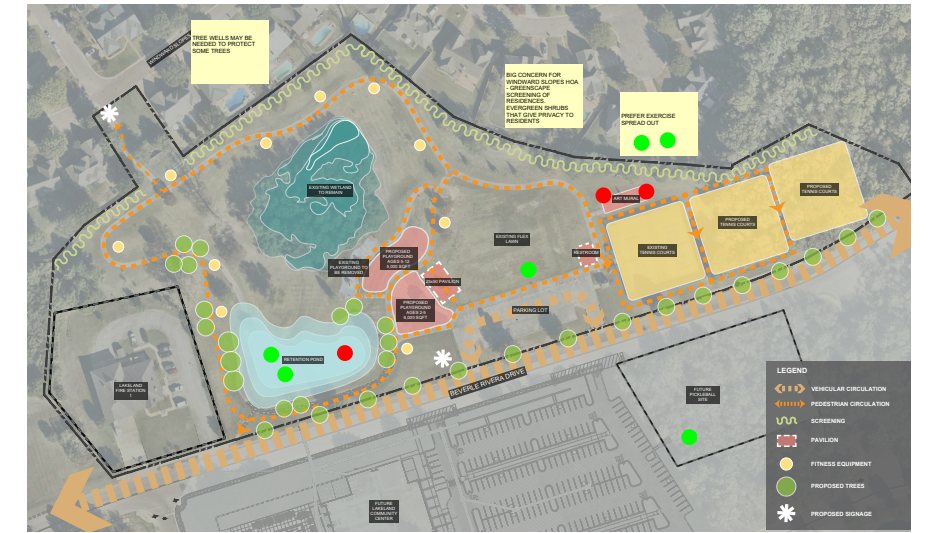
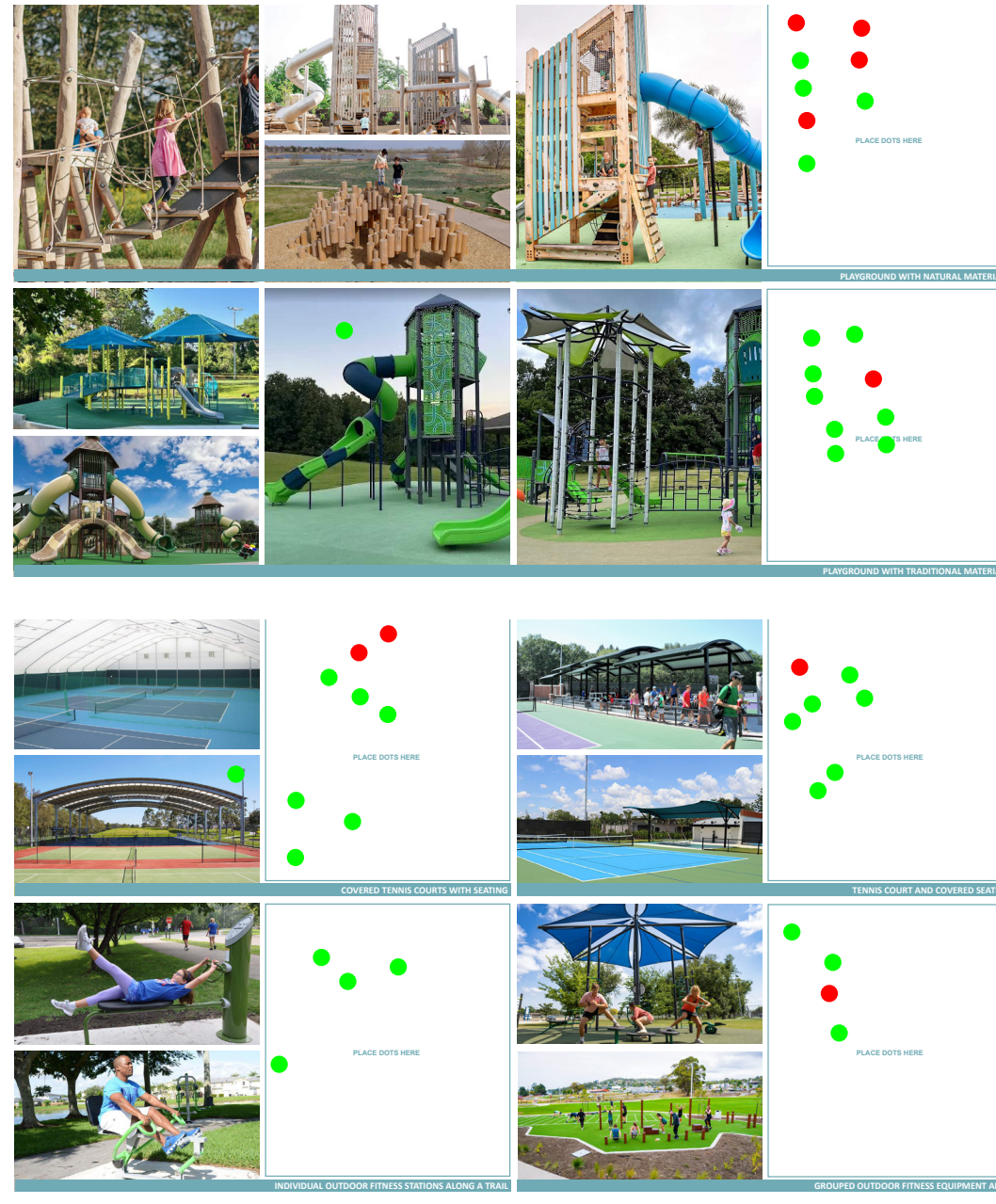
4 MASTER PLAN

6 MATERIAL RECOMMENDATIONS

9 OPINION OF PROBABLE CONSTRUCTION COSTS

PUBLIC ENGAGEMENT

Public engagement plays an integral role in the development of a Master Plan. Input from the community helps guide the overall design and informs key decisions. In the preliminary stages of the planning process, a public input session was held at Lakeland City Hall. The meeting included exhibits ranging from functional layout diagrams to visual preference surveys. Members of the public were given the opportunity to comment on the various exhibits using written notes and green/red dots. The meeting was facilitated by the Design Team and Parks & Recreation staff. The results of this process were used to inform the design of the Master Plan.





WINDWARD SLOPES PARK MASTER PLAN

LEGEND

- | | | |
|-----------------------|---------------------------|----------------------------------|
| 1 ENTRANCE SIGNS | 9 FLEX LAWN | 17 TRAIL SEATING AREA |
| 2 EXPANDED PARKING | 10 RESTROOM BUILDING | 18 CARDIO FITNESS STATIONS |
| 3 34' BY 60' PAVILION | 11 GROUP FITNESS AREA | 19 EXISTING WETLAND |
| 4 PLAYGROUND PATIO | 12 YARD GAME SPACE | 20 RETENTION POND |
| 5 SPLASH PAD | 13 EXISTING TENNIS COURTS | 21 RESIDENTIAL BUFFER |
| 6 5-12 PLAYGROUND | 14 NEW TENNIS COURTS | 22 PEDESTRIAN AND PARKING LIGHTS |
| 7 HILL PLAY AREA | 15 TENNIS COURT CANOPY | |
| 8 2-5 PLAYGROUND | 16 RAISED CROSS-WALK | |

Windward Slopes Park is an anchor of the Lakeland community with rich ties to the history of the Lakeland Amusement Park and connections within the Windward Slopes community. This 9 acre park currently features a 1/3 mile paved walking trail, playground, pavilion, tennis courts, ball wall, restrooms and parking. With the development of new recreational facilities in this area, including the Lakeland Community Center and a City of Lakeland pickleball facility, Windward Slopes Park has the opportunity to provide improved and new facilities to compliment these developments and better serve the community.

This Master Plan seeks to enhance the existing facilities of Windward Slopes Park for Lakeland residents. It is intended to serve as a guiding document for future redevelopment of the park.



MATERIAL RECOMMENDATIONS

FURNISHINGS

The furnishing recommendations are a mix of City standards and new furnishings to anchor this space within the overall park system. They will also provide an opportunity for new uses and play elements within the park. Furnishings are shown for design intent. Final selections will be determined through the construction documentation process.



DUMOR BENCH 160



MONOLINE COMMUNITY TABLE



DUMOR 157



GARDEN BIKE RACK



OUTDOOR TABLE TENNIS



CONCRETE CORNHOLE



TONIK GOBY LOVE SEAT



TONIK GOBY LOUNGE CHAIR

PRODUCT SPECIFICATIONS

BENCHES: DuMor bench 160 with backs and arms

TRASH RECEPTACLES: DuMor receptacle 157 with rain bonnet

BIKE RACKS: Forms + Surfaces Garden bike rack

YARD GAMES: Stone Age Table Tennis; Outdoor Concrete Games cornhole/bag-toss

TABLES: Site Pieces Monoline Community table

CHAIRS: Tonik Goby lounge chair and love seat

MATERIAL RECOMMENDATIONS

PLAY EQUIPMENT

The proposed playground enhancements for Windward Slopes Park include both traditional play equipment, natural hill play, and a splash pad. These features will provide a wide range of challenging and fun play experiences for kids of all ages and abilities. Play equipment is shown for design intent. Final selections will be determined through the construction documentation process.



GENTLE ACTIVITY ZONE



5-12 TOWER STRUCTURE



UNIVERSAL ZONE



PLAYGROUND SHADE STRUCTURES



EMBANKMENT SLIDES



HILL CLIMBERS



DYNAMIC ZONE



2-5 STRUCTURE

PRODUCT SPECIFICATIONS

SPLASH PAD FEATURES: Aquatix by Landscape Structures splash pad equipment

PLAYGROUND FEATURES: Landscape Structures SmartPlay, PlayBooster, and Free Standing, and other play equipment lines

EMBANKMENT & HILL PLAY: Ropes, Slides, and other various pieces from Landscape Structures

SHADE STRUCTURES: Landscape Structures SkyWays Division shade structures

MATERIAL RECOMMENDATIONS

ADDITIONAL ELEMENTS

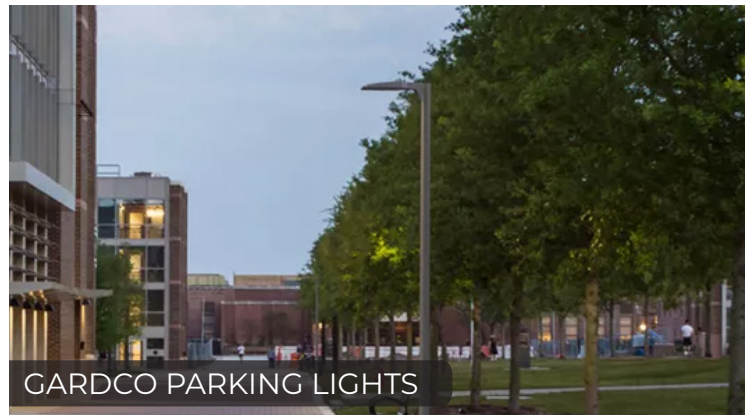
Other site elements like shade structures, lighting, and exercise equipment also enhance the user experience and recreation opportunities within Windward Slopes Park. These elements are a blend of Lakeland standards and new elements. Materials are shown for design intent. Final selections will be determined through the construction documentation process.



CARDIO STATION EQUIPMENT



GROUP FITNESS EQUIPMENT



GARDCO PARKING LIGHTS



BULLARD LIGHT BOLLARD



TIMBER PAVILION



TENNIS SHADE STRUCTURE



LANDSCAPE FORMS POLE LIGHTS



LINEAR FENCE MOUNTED LIGHTS

PRODUCT SPECIFICATIONS

SHADE STRUCTURES: Cedar Forest Products Open Tiber Truss Structure (34' x 60'); Poligon Chelsea Shelter (16' x 34')

EXERCISE EQUIPMENT: Landscape Structures HealthBeat and FitCore products

BOLLARD LIGHTS: Bullard Bollards Segmento Bollard light

LIGHT POLES: Gardco Optiform fixture, Landscape Forms Arne lights

SPORTS LIGHTING: Linear Fence mounted lights

OPINION OF PROBABLE CONSTRUCTION COST

The Opinion of Probable Construction Cost (OPCC) helps define the overall cost of implementing the park improvements outlined in this master plan to inform planning decisions. The OPCC is based on unit prices and a general understanding of the cost to construct each of the proposed elements as of October 2025. Due to the conceptual nature of the master plan, it is not guaranteed that proposals, bids, or actual construction costs will not vary from this OPCC.

For planning purposes, the OPCC has been divided into three categories: Playground Improvements, Tennis Court Improvements, and Additional Park Elements. The total costs provided reflect the sum of each category with an additional percentage added to develop a price range. Overhead tennis court structures and a signalized raised crosswalk across Beverle Rivera Dr can be added for \$1,500,000 and \$95,000 respectively. These items are not currently included in the OPCC.



PLAYGROUND IMPROVEMENTS	3.1-3.8M
TENNIS COURT IMPROVEMENTS	1.0-1.3M
ADDITIONAL PARK ELEMENTS	1.8-2.2M
TOTAL	5.9-7.3M

PLAYGROUND IMPROVEMENTS

Demolition of Existing Features	\$65,000
Utility Improvements	\$49,000
Hardscape Improvements	\$264,000
Playground Equipment	\$1,909,000
Site Furnishings	\$44,000
Additional Site Elements	\$130,000

SUBTOTAL:	\$2,461,000
Contingency & Mobilization (26%)	\$640,000
TOTAL:	\$3,101,000

TENNIS COURT IMPROVEMENTS

Utility Improvements	\$14,000
Hardscape Improvements	\$610,000
Site Furnishings	\$20,000
Additional Site Elements	\$165,000

SUBTOTAL	\$809,000
Contingency & Mobilization (26%)	\$211,000
TOTAL	\$1,020,000

ADDITIONAL PARK ELEMENTS

Demolition of Existing Features	15,000
Utility Improvements	\$49,000
Hardscape Improvements	\$423,000
Site Furnishings	\$48,000
Additional Site Elements	\$906,000

SUBTOTAL	\$1,441,000
Contingency & Mobilization (26%)	\$375,000
TOTAL	\$1,816,000



**Lakeland Municipal
Parks &
Recreation/Natural
Resources Advisory
Board**

Meeting Cycle: Tuesday, November 18, 2025

Subject: **Discussion** - regarding the Parks and Recreation/Natural Resources
Advisory Board reappointments

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION



PARKS & RECREATION/NATURAL RESOURCES ADVISORY BOARD MEMBERSHIP

Term Expiration: 12/31/2025

Mr. Ben Ledsinger (R-7-2023)

Mrs. Amber Sawyer (R-138-2022)

Mrs. Stacy Monasky (R-163-2024)

Term Expiration: 12/31/2026

Mrs. Janice Volner (R-25-2025)

Mr. Brian Rowell (R-25-2025)

Term Expiration: 12/31/2027

Mrs. Jessica Cannon (R-163-2024)

Mr. Mark Donley (R-163-2024)

Mrs. Jenny Kiesel (R-163-2024)

BOC Liaison: Vice-Mayor Michele Dial

Current Board Leadership (next selection 01/13/26)

Chair: Mr. Mark Donley

Vice-Chair: Mrs. Amber Sawyer

Secretary: Mrs. Jessica Cannon