



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda
Tuesday, May 12, 2026, 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** - March 10, 2026
- 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 & Special Events Update
- VII. OLD BUSINESS:
- VIII. NEW BUSINESS:
 1. **Action** - Recommending Soccer Contract to Board of Commissioners
 2. **Action** - Recommending Tennis Contract to Board of Commissioners
 3. **Discussion** - Recommending adaptive recreation programs for the City of Lakeland
 4. **Discussion** - Lakeland Pickleball Facility design
- IX. ANNOUNCEMENTS:

X. ADJOURNMENT:



Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board
Regular Meeting Agenda Minutes
Tuesday, March 10, 2026, 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, March 10, 2026.

II. ROLL CALL:

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

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

III. CONSENT AGENDA:

1. Approval of Meeting Minutes from Previous Meetings:

- a. **Regular Meeting Minutes** - January 13, 2026
When the question was called the minutes passed as presented, voice vote, 5 in favor 0 against 0 abstain (5-0-0).

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

DRAFT

This report was offered by Parks and Recreation Director Andrew Fisher and Parks and Recreation Administrative Assistant Yareli Esparza.

2. Recreation Update
This report was offered by Recreation Manager John Proctor.
3. Senior Center & Special Events Update
This report was offered by Senior Center Manager Kim Odom and Special Events Coordinator Alex Harris.

VII. OLD BUSINESS:

1. **Discussion** - memorial bench at Cool Springs Park
Parks and Recreation Director Andrew Fisher presented this item.

Discussion ensued.

Secretary Janice Volner moved to present this item to the Board of Commissioners for approval, seconded by Ben Ledsinger.

When the question was called the recommendation to the Board of Commissioners passed as presented, voice vote. 6 in favor 0 against 0 abstained. (6-0-0).

VIII. NEW BUSINESS:

1. **Discussion and possible action** - regarding Parks and Recreation fees for FY27
Parks and Recreation Director Andrew Fisher presented this item.

Discussion ensued.

Secretary Janice Volner moved to present this item to the Board of Commissioners for approval, seconded by Ben Ledsinger.

When the question was called the recommendation to the Board of Commissioners passed as presented, voice vote. 6 in favor 0 against 0 abstained. (6-0-0).

2. **Discussion and possible action** - regarding the Parks and Recreation sponsorship packet
Parks and Recreation Director Andrew Fisher presented this item.

Discussion ensued.

When the question was called the recommendation to the Board of Commissioners passed as presented, voice vote. 6 in favor 0 against 0 abstained. (6-0-0).

IX. ANNOUNCEMENTS:

None.

X. ADJOURNMENT:

There being no other business on which to act, the meeting was adjourned without objection at 6:14pm on Tuesday, March 10, 2026.

These minutes were approved on May 12, 2026.

Janice Volner
Secretary

ATTEST:

Yareli Esparza
City Recorder Pro Tempore

DRAFT

May 12, 2026

PARKS ADMINISTRATION

1. City Hall Park

A. T-Ball Field

- i. Ribbon Cutting Ceremony is happening at City Hall Park T-Ball Field on Friday, May 15th at 5:45pm.
- ii. A plaque to commemorate Lakeland's first baseball field was ordered and will be presented during the Ribbon Cutting Ceremony.

2. Brody Townsend Athletic Complex

A. BTAC Restroom Project

- i. The BTAC Restroom project is contracted to Barnes & Brower, Inc.
- ii. Construction is set out to begin on the week of May 11th
- iii. Estimated completion by August 31st

3. Rec Technologies

A. Rec officially launched on May 6th. All rentals, Senior Center Class registrations, and sports registrations will be done through Rec.

4. Lakeland Community Center

A. As of April 30th, dirt contractor has 2/3 of the building undercut & fill completed

- i. Working to have building pad ready by 5/5-5/6
- ii. Building pad is main point of concentration then moving on to the parking lot

B. Concrete Contractor

- i. Mobilize on 5/7
- ii. Footing phasing will be:
 1. North section
 2. South section
 3. Gymnasium
- iii. Curb and gutter

C. Plumbing Contractor

- i. Mobilize 5/25 (tentative)

D. Site Fire Protection work starts as soon as the site is dry enough

E. Temp Site Fencing installation is complete.

F. Storm Drainage Work

- i. Tie into Wagner 672 as weather allows
- ii. Start working on west side of the building

5. International Harvester Managerial Park

A. IH Clubhouse Deck Renovations

- i. Bid opening is set for May 19th with Bid award going to BOC at the May 21st meeting.

6. Staff Updates

A. Special announcements

May 12, 2026

RECREATION UPDATE

1. Youth Spring Baseball

- a. Age Group Numbers: Total – 162 (2025 – 117)
 - i. 4U – 53 (2025 – 35)
 - ii. 6U – 39 (2025 – 24)
 - iii. 8U – 28 (2025 – 28)
 - iv. 10U – 21 (2025 – 13)
 - v. 12U – 21 (2025- 17)
- b. 4U Developmental
 - i. The NAYS Start Smart Baseball program began in early April and finished this past Saturday.
 - ii. We had several returning participants from last year with several new participants.
 - iii. Parents provided feedback and would like us to explore doing this program with some of our other sports as well.
- c. 6U, 8U, 10U, & 12U Age Groups
 - i. The teams are currently playing in the City of Bartlett leagues.
 - ii. Teams are midway into their season with the end of season tournaments planned to start in early June.

2. Youth Spring Soccer

- a. Age Group Numbers Total: 281 (2025 – 320)
 - i. 4U – 11 (2025 – 19)
 - ii. 6U – 46 (2025 – 52)
 - iii. 8U – 77 (2025 – 87)
 - iv. 10U – 67 (2025 – 89)
 - v. 12U – 60 (2025 – 49)
 - vi. 15U – 20 (2025 – 24)
- b. The season will end on Saturday, May 9.

3. Tennis

- a. Youth Rally Cats
 - i. Numbers:
 1. Spring 2025 – 27
 2. Fall 2025 – 12
 3. Spring 2026 – 40
- b. Adult Mini Sessions Total:
 - i. Numbers:

1. Fall 2025 – 13
2. Spring 2026 – 4

4. Youth Flag Football – Summer Mini Session

- a. Age group numbers: Total: 352 (2025 – 182)
 - i. 6U Developmental- 68 (2025 - No Program)
 - ii. 8U – 76 (2025 – 54)
 - iii. 10U – 122 (2025 – 88)
 - iv. 12U – 62 (2025 – 40)
 - v. 15U – 24 (2025 - No division)
- b. Registration is over and we just finished our evaluations last week.
- c. We had our coaches meeting last night.
- d. The age group divisions will be 8U, 10U, & 12U to go along with our tackle football program.
- e. Our new 6U Start Smart program mirrors our 4U baseball program while trying to give our younger ages a taste of flag football.
- f. Practices will start the week of May 18.
- g. Games will start the week of June 1 with the season finishing up by the end of June.

5. Youth Fall Competitive Tackle Football

- a. Registration is still going through June 15.
 - i. Age groups: 8U, 10U, & 12U
- b. Practices will begin in early July.
- c. Games will tentatively start in mid-August.

6. Youth Fall Tackle Football Cheerleading

- a. Registration is still going through June 15.
- b. Uniform fittings will be on May 14 for our new uniforms.
- c. Practices will begin after our preseason camp August 1 at 9:30-11:30 (Session 1) & 12:00- 2:00 (Session 2) at the IH Clubhouse.
- d. Games will tentatively start in mid-August.
- e. Update on youth cheer instructor.

7. Adult Soccer

- a. Registration goes through this upcoming Sunday, May 17.
 - i. Recreational League – 2 teams as of 05/8/26. (2025 – 4 teams)
 - ii. Competitive League – 2 team as of 05/8/26(2025 – 5 teams)
- b. Season begins Saturday May 30 and goes through early July depending on the weather.

May 12, 2026

SENIOR CENTER UPDATE

March 2026

- a. Attendance – 632 (March 2025 – 410)
- b. Programs
 - i. Creative Aging allotted grant funds towards a 6-Week Mosaics Course in March and April to be held at Lakeland Senior Center for up to 15 participants. All open spots were filled. Class participants made one-of-a-kind steppingstones during the course.
 - ii. The monthly Monday Night Dance that started in January is going strong. In March 52 participants participated in an evening of dance with entertainment by DJ Fernando. The cost was \$7 per person.
 - iii. More than 70 guests attended the Going Green Dinner on Friday, March 20 with music entertainment and a catered meal by Fat Larry's BBQ. Fees were \$12 per person.
 - iv. On March 30, we welcomed the Bartlett Choral Club with Bartlett Senior Center as our entertainment for the Spring Luncheon. Approximately 30 attended the event. We served Zaxby's for lunch.

April 2026

- a. Attendance – 473 (April 2025 – 471) Note: There was no Bingo in April due to Good Friday and Voting.
- b. Programs
 - i. April's Monday Night Dance attracted 48 participants with DJ Fernando.
 - ii. The guest speaker for Health Hour canceled for the second time.
 - iii. A recently retired local schoolteacher volunteered to teach a three-week Calligraphy Class to 8 participants. All supplies were provided. The open spots were filled.
 - iv. Creative Aging allotted grant funds to LSC for a three-week Pottery Painting class that started April 29 and will go into May. Twenty participants are handcrafting jewelry dishes.

- v. Discussions for a partnership with The Best Times, monthly publication for Active People, Age 50 and Better, are in the works for a Senior Expo to be held Thursday, September 17 in honor of National Senior Center Month.

Upcoming

- a. May & June
 - i. On May 7, our Lunch & Learn featured talks about Estate Strategies by Taylor Agee with Thrivent. Lunch was chicken salad.
 - ii. Alex and Yareli are hosting a training session with the seniors on May 7, immediately after Lunch and Learn about our new system, Rec. Under guidance, the seniors walked through the process of getting their accounts set up and were shown how to register.
 - ii. Seniors will enjoy a daytrip on a Memphis Riverboat Sightseeing Cruise on Wednesday, May 20. The group will be escorted to the loading dock by Durham Bus Services and back to Lakeland Senior Center. The capacity for the bus is 40 and all spots have been filled.
 - iii. Creative Aging has allotted grant funds to LSC for an upcoming Civil War Reenactment: One Man Show during the May Luncheon on the 21st. Lunch menu TBD.
 - iv. Creative Aging has allotted grant funds to LSC for five-week Textile Collage class for up to 12 participants on Thursdays May 29 through June 25.
 - v. The monthly Health Hour guest speaker will be Kristen Miller with Memory Makers of Midsouth. The topic is Brain Health and how to keep your mind sharp as we age.
 - vi. Zentangle will be back starting in June for four weeks, courtesy of grant funds allotted by Creative Aging on Wednesdays in June.
 - vii. Plans for LSC's Grands & Kiddos Fishing Rodeo, a fishing tournament for grandparents and grandchildren, are under way for Thursday, June 18, from 10 a.m. to 12 p.m. Breakfast will be provided, along with prizes and trophies.
 - viii. The annual Stars & Stripes Luncheon will be held on Friday, June 26, with entertainment by Jim Mahannah Band. Menu TBA.

May 12, 2026

SPECIAL EVENTS UPDATE

1. Event Update

a. Mardi Growl

- i. Happened on March 14th from 11 AM – 2 PM with 75 in attendance and 12 vendors set up for a paw-some good time!
- ii. This event is always a success in getting fosters and volunteers alike. This year, I even fostered my own from the Humane Society of Memphis and Shelby County.

b. Arbor Day Tree Giveaway

- i. Happened at IH Park on March 21st from 10 AM – 12 PM.
- ii. We gave away almost 200 trees with 175 trees given out at the event that Saturday.

c. Easter Hop and Shop

- i. Happened at IH Park on March 28th from 2 PM – 6 PM.
- ii. This event had 425 in attendance, which doubled last year's attendance! We sold out of vendor spaces with 24 spaces.

d. Mother Daughter Pamper Party

- i. Happened at IH Park on April 11th from 2 PM – 5 PM.
- ii. We had 40 mothers and daughters in attendance; everyone loved this event! We had mini facials, mini massages, nail painting, DIY soap station and DIY sugar scrub stations set up for all to enjoy.

e. Father Son Campout

- i. Happened at IH Park on May 1st from 6 PM – 9 PM with optional overnight camping.
- ii. We had 11 families with 30 people in attendance! Only 2 out of the 11 families did not spend the night.

f. Fishing Rodeo

- i. Happened at IH Park on May 2nd from 8 AM – 11 AM.
- ii. We had 120 in attendance for the fishing rodeo. The longest fish caught was 23 inches. The most fish caught by one person was 20 fish!

g. National Day of Prayer

- i. Happened at IH Clubhouse May 7th from 10:30 AM – 11:35 AM.
- ii. This event featured Lakeland officials, pastor and state representative coming together to pray for our Nation. A special thank you to Sweet Moon Cookies who donated cookies for the event.
- iii. We had # in attendance.

2. Upcoming Events

a. Tee Ball Field Ribbon Cutting

- i. This event is set to happen at City Hall Park Tee Ball Field this Friday, May 15th starting at 5:45 PM.

b. Summer Party

- i. This event is set to happen at IH Park on May 23rd from 3 PM – 6 PM.
- ii. This event is one of our two annual movies at the park. The event features a showing of Zootopia 2, a foam party, inflatables, games, and food trucks.

c. Freedom Festival

- i. This event is set to happen at the Lakeland Prep Annex Complex on July 4th from 7 PM – 9 PM.
- ii. This yearly event will feature Twin Soul as the band, a kid's zone, face painting, waterslide and spectacular fireworks show by Pyro Shows.

d. Parks and Rec Month Event Series

- i. July 10th from 11 AM – 12 PM We will host a magic show at IH Clubhouse by Magic Mr. Nick with a food truck on site for a sweet treat.
- ii. July 17th from 11 AM – 12 PM We will have Meeman Shelby Forrest State Park at IH Clubhouse for an animal demonstration and a food truck available with sweet treats.
- iii. July 24th from 11 AM – 1 PM our very own Dominic Montalvo will be hosting a Circuit Chase Challenge at the Brody Townsend Athletic Complex.
- iv. July 31st from 11 AM – 1 PM we will host a touch-a-truck event at IH Park. This event will include members from the Shelby County

Sheriff's Office, Shelby County Fire Department, Parks and Recreation, as well as our Public Works Department. We will have a STEM activity provided by the Lakeland Preparatory STEM class, and food trucks!



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

Meeting Cycle: Tuesday, May 12, 2026

Subject: **Action** - Recommending Soccer Contract to Board of Commissioners

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION

City of Lakeland, TN
Independent Contractor Program Agreement

This Amended Agreement ("Agreement") is made this 21st day of May, 2026 by and between the **City of Lakeland**, a Tennessee municipality having a principal place of business at 10001 Highway 70, Lakeland, Tennessee 38002 ("**City**"), and Tennessee Soccer Academy, LLC, an independent having a principal place of business at 10245 Ivy Oak Lane, Lakeland, TN 38002 ("**Program Operator**") and replaces the Independent Contractor Program Agreement executed by the Parties on _18th day of June, 2024_____.

Program Operator will conduct Lakeland Youth Recreation and Competitive Soccer Programs for the citizens of Lakeland, TN utilizing City and partnering facilities. The City agrees to make available certain facilities ("Facilities"), identified in **Attachment A** to this Amended Agreement, and advertise the Program with the City's media resources.

In consideration of the mutual benefits and responsibilities set forth below, the parties agree as follows:

1. **PROGRAM.** During the term of this Amended Agreement, Program Operator shall operate a recreation level soccer program for children ages five to fourteen years old (5-14) and a competitive program for children ages five to eighteen years old with the following divisions:
 - a. **Recreational Age Divisions**
 - i. Div. 5 (Coed 5U: 3v3/4v4),
 - ii. Div. 4 (Coed 6U-8U: 4v4),
 - iii. Div. 3 (Boys & Girls 10U: 7v7),
 - iv. Div. 2 (Boys & Girls 12U-14U: 7v7)
 - b. **Competitive Age Divisions**
 - i. 8U (Boys & Girls)
 - ii. 9-10U (Boys 7 Girls)
 - iii. 11U-14U (Boys & Girls)
 - iv. 15U- 19U (Boys)
 - v. 15U- 19U (Girls)

The City agrees to make the Facilities available for operation of the Program during the times and at the locations identified in Attachment A to this Amended Agreement. Notwithstanding anything in this Amended Agreement to the contrary, the City reserves the right to cancel, without prior notice to the Program Operator, any practices and/or games due to unsafe conditions or when the City determines the use of the Facilities may be detrimental to the quality or maintenance of the Facilities.

2. **TERM.** The original Agreement commenced on **June 1, 2026**. This Amended Agreement shall commence upon execution by the Parties and shall expire on **June 30, 2028**, unless terminated sooner or extended in accordance with the provisions hereof. This Amended Agreement may be terminated immediately by the City for the Program Operator's violation of any of the provisions or conditions contained in this Amended Agreement, or in the event the City determines in its sole discretion that the Program Operator's use of the Facilities is or may be undesirable, offensive, unacceptable for educational and cultural uses or may cause damage to the facility's property, the facility's furnishings, or equipment located on the facility's property or injury of persons lawfully on the facility's property. Further, the City may terminate this Amended Agreement for convenience upon 60 days written notice, in its sole discretion and with no liability to the City.
3. **FACILITIES.** The Facilities to be provided by the City under this Amended Agreement for the purpose of operating the Program, and the times and dates on which they will be provided, are set forth in **Attachment A**. This Amended Agreement relates solely to the Facilities and times and dates listed in **Attachment A**.

Program Operator agrees to accept the Facilities as is and to immediately notify the City in writing of the discovery of any defective or dangerous conditions found on or at the Facilities. Further, the Program Operator shall not damage in any way or cause waste to the Facilities or any contiguous or surrounding property and shall not permit the same to be done. Program Operator shall pay for any and all damage to the Facilities, including the building, grounds, equipment, furniture, and other property, caused by, or related to its use of the Facilities. Program Operator shall, at its sole expense, repair or replace any damage to the building, grounds, equipment, furniture, or other property, upon demand by the City. If the City is required to repair or replace any part of the grounds, building, equipment, or furniture, the costs associated therewith shall be reimbursed to the City by the Program Operator.

4. **EQUIPMENT.** The Program Operator will provide all necessary equipment to operate the program. If the City finds it necessary, it can provide equipment as needed. However, such City-provided equipment shall remain the sole property of the City and shall become part of the Facility for the purposes of this Amended Agreement.
5. **ADVERTISEMENT OF PROGRAM.** The City agrees to advertise the Youth Recreation Soccer Program by placing information about the program on the City of Lakeland's websites and media outlets. Program Operator shall not represent that the City of Lakeland is operating or supervising the Program in any way.
6. **REGISTRATION AND FEES.** All Registration fees for the Program will be collected by the Program Operator.

Upon the completion of the program, or in the case of a program which runs longer than 30 days, the first day of the month following the first day of the program, the Program Operator shall prepare and provide a list of registrants, along with an accounting of the fees generated by the Program to the City. At the same time, the Program Operator shall pay the City a fee equal to twenty dollars (**\$20.00**) per recreational registrant and forty dollars (**\$40.00**) per competitive registrant for both the fall and spring seasons.

In the event the Program Operator elects to charge additional fees (e.g., Uniform Fees, Supply Fees, Certification Fees, etc.), any additional fees shall be charged directly to the registrants at the Program Operator's cost.

7. **COMPLIANCE WITH POLICIES, RULES, AND LAWS.** Program Operator agrees to operate the Program and to use and occupy the Facilities and Equipment in compliance with all applicable City policies, ordinances, regulations and procedures, and all other local, state, and federal regulations and laws. Program Operator acknowledges that it is specifically aware of the provision of Tennessee Code Annotated § 49-5-413 requiring the background check of any individual that works on school grounds at any time when students are present and prohibiting any person with a history of the criminal offenses cited in the statute from working on a school campus during such times. Program Operator hereby certifies that it will always comply with the provisions of Tennessee Code Annotated § 49-5-413.
8. **SUPERVISION AND TRAINING.** Program Operator shall be solely responsible for the conduct of all persons using the Facilities or while on City property at Program Operator's program or by express or implied invitation and shall protect and indemnify the City from all claims arising out of or related to the Program Operator's use of the Facilities.

Program Operator shall be responsible for supervising its officers, agents, employees, guests, patrons, volunteers, and invitees while anywhere on City Property or the Facilities and shall provide qualified, professionally trained, and responsible adult supervisors to

ensure compliance with all rules, regulations, and procedures. Program Operator is responsible for providing all necessary and appropriate safety instruction to all its employees and volunteers and to all participants and attendees at the Program. The City reserves the right to eject anyone whose conduct is unlawful or is interfering with the reasonable enjoyment or participation of others using the Facilities.

9. **INDEMNIFICATION. HOLD HARMLESS. AND INSURANCE.** Program Operator shall indemnify, defend, and save harmless the City and the Lakeland School System, their officers, elected officials, agents, and employees from all loss, cost, and expense, including costs of defense and attorneys' fees, relating to or arising out of any liability, loss, expense, or claim, whether sounding in tort, contract, or otherwise, by reason of the use or occupancy of the Facilities under this Amended Agreement (whether such use is authorized or not) or by reason of any act or omission of Program Operator or any of its officers, agents, employees, volunteers, guests, participants, attendees, patrons, or invitees.

Program Operator is responsible for any and all damage to the Facilities or property of the City, or loss or theft of such property, done or caused by Program Operator or any of its officers, agents, employees, volunteers, guests, participants, attendees, patrons, or invitees.

The City assumes no responsibility whatsoever for any property placed in the Facilities by the Program Operator, its employees, volunteers, agents, guests, attendees, patrons, or invitees.

The City and the Lakeland School System are hereby expressly released and discharged from all liabilities for any loss, injury or damage to persons or property that may be sustained by reason of the use of the Facilities under this Amended Agreement.

Program Operator agrees to purchase, at Program Operator's own expense, a comprehensive general liability insurance policy, including public liability and property damage, written by a company licensed to do business in Tennessee and acceptable to the City, covering Bodily Injury and Property Damage for an amount not less than \$1,000,000.00 Combined Single Limits. This insurance shall include coverage for legal liability to participants and coverage for sexual abuse and molestation. The City and the Lakeland School System shall be named as an additional insured in any insurance policy required by this Amended Agreement. Program Operator agrees that the insurance purchased shall be primary coverage and will contain no terms allowing the insurer to be subrogated to the rights of any injured or damaged person or entity. A certificate evidencing the insurance as required under this Amended Agreement shall be delivered to the City before the subject Youth Recreation Soccer Program begins.

10. **RELATIONSHIP OF PARTIES.** Nothing in this Amended Agreement shall be construed to place the parties in the relationship of partners, employee/employer, joint ventures, agents, or otherwise. Program Operator shall have no power to obligate or bind the City in any manner whatsoever, and the City does not in any way represent itself as a guarantor of the quality of any product or service produced or provided by Program Operator.

By their execution below, the parties have agreed to all the terms and conditions of this Amended Agreement.

City of Lakeland

Program Operator

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

SAMPLE

Attachment A: Program Information

Program Operator: Tennessee Soccer Academy
Name of Program: Lakeland Youth Recreation Soccer
Address: 10245 Ivy Oak Lane, Lakeland TN 38002
Phone Number: 901-603-1119
Website: www.tennesseesocceracademy.com

A. Program Description

Spring Recreational Age Divisions & Format

- 4UCoed: 3v3 Format- No Goalkeepers
- 6UCoed: (4v4 Format- No Goalkeepers
- 8UCoed/SG: 4v4 Format- No Goalkeepers- Referees
- 10USG: 7v7 Format- Referees
- 12USG: 7v7 Format- Referees
- 15USG: 7v7 Format- Referees

Division Notes

- 6Udivision teams are organized as coed
- 8Udivision teams are organized either as coed or single gender, depending on the number of participants who register.
- 10U, 12U, & 15Udivision teams are organized as single gender
- 10U, 12U, & 15Udivision teams may play games in Lakeland, Arlington, and Bartlett, through partnership
- Age divisions are determined by the registrants' birth year

Spring Season Competitive Age Divisions

- 8UCoed
- 9U & 10UCoed
- 11U- 14U Coed/SG
- 15U- 19U Boys
- 15U- 19U Girls

B. Program Dates, Times, and Locations

Recreational/ Competitive Program Sessions:

Spring Recreational Information

Registration begins – January
Practice begins – Early March
End of season – Mid- May

Spring Competitive Information

Practices/ Games February through Mid- May

Fall Recreational Information

Registration begins – July
Practice begins – August
End of season – November

Fall Competitive Information

Practices July through November

Summer Programming

Recreational Camps
Summer Leagues (Recreational)

Adaptive Programming

Fall (Sessions)
Spring (Sessions)

Location & Times:

Lakeland Prep Athletic Annex:

Monday, Tuesday, & Thursday 5:30pm – 8:30pm
Saturday 9:00am – 12pm.

Field Assignments:

Weekdays: Fields A, C & E
Weekends: Fields A, C, D, & E

A full season schedule is due to City Staff no less than 7 days prior to the start of practices. Any changes to the schedule made by the Program Operator shall be reported to the City by email at recreation@lakelandtn.org no less than 3 days in advance.

Weather related or field playability closures will be made as early as possible to provide adequate notice to program participants. These closures may be made by the City, the Program Operator or Lakeland School System.

C. Program Registration and Additional Fees

Program Operator assumes the responsibility for all registration and fee collection.

Additional fees include:

Uniform kits: \$50 (approximate)
Branding for the uniforms will be under the name: "TSA Lakeland."

In the event of season or division cancellation, Program Operator will make a good faith effort to relocate athletes to a program that is operating.

D. City Equipment

The City will provide the following equipment:
12 @ youth goals (size: 4'x6')

12 @ Mid-size goals (size: 7' x 21')
4 @ Full-size goals (size: 8' x 24')

Field Layout and Striping:

- The City will stripe the fields once per week in a layout mutually agreed upon at the beginning of the season.
- Any special request for field painting or change to field layout once the season has begun will necessitate an administrative / programming fee.
- This fee shall be waived if a playability issue creates the need for the change.

SAMPLE



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

Meeting Cycle: Tuesday, May 12, 2026

Subject: **Action** - Recommending Tennis Contract to Board of Commissioners

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION

City of Lakeland, TN
Independent Contractor Program Agreement

This agreement ("Agreement") is made this 21ST day of May, 2026 by and between the **City of Lakeland**, a Tennessee municipality having a principal place of business at 10001 Highway 70, Lakeland, Tennessee 38002 ("**City**"), and USTA Tennessee, an independent having a principal place of business at 220 Athens Way Ste 110 Nashville, TN 37228 ("**Program Operator**").

Program Operator will conduct a Lakeland Youth Recreation Tennis Program for the citizens of Lakeland, TN utilizing City and partnering facilities. The City agrees to make available certain facilities ("Facilities"), identified in **Attachment A** to this Agreement, and advertise the Program with the City's media resources.

In consideration of the mutual benefits and responsibilities set forth below, the parties agree as follows:

1. **PROGRAM.** During the term of this Agreement, Program Operator shall operate a recreation level tennis program for children ages five to fourteen years old (4-14) and adults (15 & Up) with the following divisions:
 - i. 4- 6 Age Division
 - ii. 7-10 Age Division
 - iii. 11-14 Age Division
 - iv. 15 & Up (Adult) Age Division

The City agrees to make the Facilities available for operation of the Program during the times and at the locations identified in Attachment A to this Agreement. Notwithstanding anything in this Agreement to the contrary, the City reserves the right to cancel, without prior notice to the Program Operator, any practices and/or games due to unsafe conditions or when the City determines the use of the Facilities may be detrimental to the quality or maintenance of the Facilities.

2. **TERM.** This Agreement shall commence on the date of May 21ST, 2026, and shall expire on June 30, 2028, unless terminated sooner or extended in accordance with the provisions hereof. This Agreement may be terminated immediately by the City for the Program Operator's violation of any of the provisions or conditions contained in this Agreement, or in the event the City determines in its sole discretion that the Program Operator's use of the Facilities is or may be undesirable, offensive, unacceptable for educational and cultural uses or may cause damage to the facility's property, the facility's furnishings, or equipment located on the facility's property or injury of persons lawfully on the facility's property. Further, the City may terminate this Agreement for convenience upon 60 days written notice, in its sole discretion and with no liability to the City.
3. **FACILITIES.** The Facilities to be provided by the City under this Agreement for the purpose of operating the Program, and the times and dates on which they will be provided, are set forth in **Attachment A**. This Agreement relates solely to the Facilities and times and dates listed in **Attachment A**.

Program Operator agrees to accept the Facilities as is and to immediately notify the City in writing of the discovery of any defective or dangerous conditions found on or at the Facilities. Further, the Program Operator shall not damage in any way or cause waste to the Facilities or any contiguous or surrounding property and shall not permit the same to be done. Program Operator shall pay for any and all damage to the Facilities, including the building, grounds, equipment, furniture, and other property, caused by, or related to its use of the Facilities. Program Operator shall, at its sole expense, repair or replace any damage to the building, grounds, equipment, furniture, or other property, upon demand by the City. If the City is required to repair or replace any part of the grounds, building, equipment, or furniture, the costs associated therewith shall be reimbursed to the City by the Program Operator.

4. **EQUIPMENT.** The Program Operator will provide all necessary equipment to operate the program. If the City finds it necessary, it can provide equipment as needed. However, such City-provided equipment shall remain the sole property of the City and shall become part of the Facility for the purposes of this Agreement.
5. **ADVERTISEMENT OF PROGRAM.** The City agrees to advertise the Youth Recreation Tennis Program by placing information about the program on the City of Lakeland's websites and media outlets.
6. **REGISTRATION AND FEES.** All Registration fees for the Program will be collected by the Program Operator.

Upon the completion of the program, or in the case of a program which runs longer than 30 days, the first day of the month following the first day of the program, the Program Operator shall prepare and provide a list of registrants, along with an accounting of the fees generated by the Program to the City. At the same time, the Program Operator shall pay the City a portion of the remaining fees per registrant, minus the USTA TN and Tennis Links fees.

No additional fees shall be charged by the program operator.

7. **COMPLIANCE WITH POLICIES, RULES, AND LAWS.** Program Operator agrees to operate the Program and to use and occupy the Facilities and Equipment in compliance with all applicable City policies, ordinances, regulations and procedures, and all other local, state, and federal regulations and laws. Program Operator acknowledges that it is specifically aware of the provision of Tennessee Code Annotated § 49-5-413 requiring the background check of any individual that works on school grounds at any time when students are present and prohibiting any person with a history of the criminal offenses cited in the statute from working on a school campus during such times. Program Operator hereby certifies that it will always comply with the provisions of Tennessee Code Annotated § 49-5-413.
8. **SUPERVISION AND TRAINING.** Program Operator shall be solely responsible for the conduct of all persons using the Facilities or while on City property at Program Operator's program or by express or implied invitation and shall protect and indemnify the City from all claims arising out of or related to the Program Operator's use of the Facilities.

Program Operator shall be responsible for supervising its officers, agents, employees, guests, patrons, volunteers, and invitees while anywhere on City Property or the Facilities and shall provide qualified, professionally trained, and responsible adult supervisors to ensure compliance with all rules, regulations, and procedures. Program Operator is responsible for providing all necessary and appropriate safety instructions to all its employees and volunteers and to all participants and attendees at the Program. The City reserves the right to eject anyone whose conduct is unlawful or is interfering with the reasonable enjoyment or participation of others using the Facilities.

9. **INDEMNIFICATION, HOLD HARMLESS, AND INSURANCE.** Program Operator shall indemnify, defend, and save harmless the City, their officers, elected officials, agents, and employees from all loss, cost, and expense, including costs of defense and attorneys' fees, relating to or arising out of any liability, loss, expense, or claim, whether sounding in tort, contract, or otherwise, by reason of the use or occupancy of the Facilities under this Agreement (whether such use is authorized or not) or by reason of any act or omission of Program Operator or any of its officers, agents, employees, volunteers, guests, participants, attendees, patrons, or invitees.

Program Operator is responsible for any and all damage to the Facilities or property of the City, or loss or theft of such property, done or caused by Program Operator or any of its officers, agents, employees, volunteers, guests, participants, attendees, patrons, or invitees.

The City assumes no responsibility whatsoever for any property placed in the Facilities by the Program Operator, its employees, volunteers, agents, guests, attendees, patrons, or invitees.

The City is hereby expressly released and discharged from all liabilities for any loss, injury or damage to persons or property that may be sustained by reason of the use of the Facilities under this Agreement.

Program Operator agrees to purchase, at Program Operator's own expense, a comprehensive general liability insurance policy, including public liability and property damage, written by a company licensed to do business in Tennessee and acceptable to the City, covering Bodily Injury and Property Damage for an amount not less than \$1,000,000.00 Combined Single Limits. This insurance shall include coverage for legal liability to participants and coverage for sexual abuse and molestation. The shall be named as an additional insured in any insurance policy required by this Agreement. Program Operator agrees that the insurance purchased shall be primary coverage and will contain no terms allowing the insurer to be subrogated to the rights of any injured or damaged person or entity. A certificate evidencing the insurance as required under this Agreement shall be delivered to the City before the subject Youth Recreation Tennis Program begins.

- 10. RELATIONSHIP OF PARTIES.** Nothing in this Agreement shall be construed to place the parties in the relationship of partners, employee/employer, joint ventures, agents, or otherwise. Program Operator shall have no power to obligate or bind the City in any manner whatsoever, and the City does not in any way represent itself as a guarantor of the quality of any product or service produced or provided by Program Operator.

By their execution below, the parties have agreed to all the terms and conditions of this agreement.

City of Lakeland

Program Operator

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attachment A: Program Information

Program Operator: USTA Tennessee
Name of Program: Lakeland Tennis Rally Cats Tennis Program
Address: 220 Athens Way, Ste 110 Nashville, TN 37228
Phone Number: 615- 953-1694
Website: http://www.ustatn.com/

A. Program Description

Fall 2026 Age Divisions

- 4-8 Coed
- 9-14 Coed
- 15 & Up Coed (Adult)

Spring/Fall 2027 Age Divisions

- 4-8 Coed
- 9-14 Coed
- 15 & Up Coed (Adult)

Spring 2028 Age Divisions

- 4-8 Coed
- 9-14 Coed
- 15 & Up Coed (Adult)

B. Program Dates, Times, and Locations

Program Sessions:

Fall 2026

Registration begins – July 2026
Sessions Start September 2026

Spring 2027

Registration begins – January 2027
Sessions Start March 2027

Fall 2027

Registration begins – July 2027
Sessions Start September 2027

Spring 2028

Registration begins – January 2028
Sessions Start March 2028

****Summer/ Off time Options with Limited Sessions****

Late Fall

Late Spring

Summer

Location & Times:

Windward Slopes Park:
Saturday 8:00AM – 1:00PM
Optional Days: Monday, Tuesday, Wednesday, Thursday, & Friday 5:30PM – 7:30PM
Court Assignments:
Weekdays: East & West Courts
Weekends: East & West Courts

A full session schedule is due to City Staff no less than 7 days prior to the start of sessions. Any changes to the schedule made by the Program Operator shall be reported to the City by email at recreation@lakelandtn.org no less than 3 days in advance.

Weather related or court playability closures will be made as early as possible to provide adequate notice to program participants. These closures may be made by the City.

C. Program Registration and Additional Fees

Program Operator assumes the responsibility for all registration and fee collection.

- \$25 collected by USTA TN per player for administration/program costs
- Tennis Link receives a \$3-\$4 processing fee
- Remainder of fees come the City to pay tennis instructor and cover equipment and/or costs

In the event of season or division cancellation, Program Operator will make a good faith effort to relocate athletes to a program that is operating.

D. City Equipment

The City will provide the following equipment:

- 2 courts with nets and scoreboards



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

Meeting Cycle: Tuesday, May 12, 2026

Subject: **Discussion** - Recommending adaptive recreation programs for the City of Lakeland

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION

NRPA PARK PULSE

Parks and Recreation Provides Important Inclusive Programming

88%

of U.S. adults want their local park and recreation agencies to provide adaptive and inclusive recreation programming so persons of all abilities may participate.



Two-thirds of U.S. adults agree that offering this programming is *extremely* or *very* important. Adaptive programming can include modifications to timing or movement, providing extra instructors for more individualized attention, supplying additional equipment and more.

Each month, through a poll of 1,000 U.S. residents focused on park and recreation issues, NRPA Park Pulse helps tell the park and recreation story. Questions span from the serious to the more lighthearted. The survey was conducted by Wakefield Research (www.wakefieldresearch.com).

Visit nrpa.org/ParkPulse for more information.



NATIONAL RECREATION
AND PARK ASSOCIATION

Adaptive Programming and Welcoming Activities are Important for Youth Sports

Ashburn, VA (March 1, 2023)

Local Parks and Recreation Is a Leading Provider of Sport Opportunities for All

Nearly four in five U.S. adults agree it is important that youth sports providers offer all children and young adults opportunities to learn about and play sports, regardless of their skill or ability to pay, according to the latest National Recreation and Park Association (NRPA) [Park Pulse](#) poll.

Park and recreation professionals and the local park and recreation agencies they support are leading providers of sports opportunities for all. According to NRPA's [Youth Sports at Park and Recreation Agencies](#) report, one-third of park and recreation agencies offer adaptive or welcoming sports activities so people of all abilities may participate. Additionally, two in three agencies offer reduced or discounted fees for lower-income residents.

• **Key Findings:**

- 78% of U.S. adults believe it is important that youth sports providers offer all children and young adults opportunities to learn about and play sports, regardless of their skill or ability to pay.
- Nearly 3 in 5 U.S. adults believe it is very or extremely important that youth sports providers offer all children and young adults opportunities to learn about and play sports, regardless of their skill or ability to pay.
- Parents (64%) are much more likely to think it is very or extremely important for kids to be offered these opportunities, regardless of their skill or ability to pay than those without children in the household (56%).

"It is imperative that all children have access to youth sports," said Kevin Roth, NRPA vice president of research, evaluation and technology. "Park and recreation professionals and their agencies are major providers of both organized and unorganized sports program facilities across the nation, helping to address disparities in who has access to sports."

FIGURE 9: PROGRAMS FOCUSED ON CHILDREN, OLDER ADULTS AND PEOPLE WITH DISABILITIES

83% of park and recreation agencies offer summer camps.

	JURISDICTION POPULATION						
	Less than 20,000	20,000 to 49,999	All Agencies	100,000 to 250,000	50,000 to 99,999	500,000 +	250,000 to 499,999
Summer camp	63%	85%	83%	84%	93%	91%	93%
Older adult programs	60%	78%	77%	81%	88%	78%	85%
Teen programs	46%	66%	68%	74%	77%	74%	82%
Programs for people w/ disabilities	35%	64%	67%	75%	79%	84%	85%
STEM programs	41%	51%	60%	66%	68%	76%	77%
After-school programs	47%	41%	54%	55%	56%	69%	74%
Preschool	24%	34%	33%	31%	43%	24%	41%
Before-school programs	16%	16%	18%	13%	24%	18%	23%
Full-day care	8%	2%	8%	7%	12%	8%	12%

Sample Adaptive & Wheelchair Basketball Program

Duration: 1 hour

Target Group: Participants of all abilities, including those with physical, sensory, or cognitive needs

Objectives

- Promote physical activity and teamwork
- Develop basketball-specific skills: passing, dribbling, shooting
- Foster inclusive participation with appropriate adaptations
- Build confidence and social connections

Session Breakdown

Time	Activity	Adaptations & Equipment	Purpose
5 mins	Welcome & Warm-up	Visual cues, music, gentle physical movements	Prepare bodies, set inclusive tone
10 mins	Space & Equipment Setup	Adjusted court markings, sensory-friendly environment	Ensure environment suits needs
10 mins	Skill Drills	<i>Passing Drill:</i> Paired chest/bounce passes with visual cues or tactile markers; <i>Dribbling:</i> Knock-out game with modified court size; Use of sport wheelchairs or mobility aids	Skill development, confidence building
15 mins	Game Activity 1: Kings & Queens of the Court	Teams score points through shooting, with visual or auditory score cues; modified goals or lower nets	Fun competition, shooting practice
10 mins	Game Activity 2: Sharks & Minnows	Movement/wheeling across the court, targeting speed and agility; visual or auditory signals	Movement skills, adaptive play

Time	Activity	Adaptations & Equipment	Purpose
5 mins	Cool-down & Reflection	Guided discussion with visual aids, slow stretches	Relaxation, feedback, social connection

Adaptive Solutions Integrated in the Program

- **Environment**: Adjusted court size, sensory considerations (lights, noise), temperature awareness.
- **Equipment**: Use of lightweight balls, beeping/bell balls, adjustable hoops, flags for communication.
- **Participants**: Pairing based on abilities, group grouping, visual support boards.
- **Rules & Tasks**: Simplified rules, time-based objectives, visual cues for shooting and passing.
- **Activities**: Rebalancing activities to include wheelchair and non-wheelchair participants, with flexibility for sensory or mobility needs.

Additional Notes

- Ensure all participants understand their roles and the adaptations.
- Maintain communication with participants for ongoing feedback.
- Use positive reinforcement and encouragement throughout.
- Provide visual, tactile, and auditory aids as needed for success.

End of Session. Encourage participants to share experiences and suggest future activities to foster ongoing inclusion.



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

Meeting Cycle: Tuesday, May 12, 2026

Subject: **Discussion** - Lakeland Pickleball Facility design

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION