



City of Clarksville Parks & Recreation Committee

December 9, 2025 at 4:30 PM
City Hall
4th Floor Conference Room

Please silence all cell phones.

AGENDA

- 1. Public Comments**
- 2. Call to Order**
- 3. Announce Members in Attendance**
- 4. Approval of Minutes**
 - A. November 18, 2025
- 5. City Council Action**
- 6. Committee Action**
- 7. New Business**
 - A. Position Adjustment
- 8. Old Business**
- 9. Department Reports**
 - A. Council Report
 - B. Operations Report
 - C. Projects Report
 - D. Recreation Report
- 10. Adjournment**



City of Clarksville

Parks & Recreation Committee

November 18, 2025 at 4:30 PM
Parks and Recreation Conference Room
102 Public Square

MINUTES

1. Public Comments

None

2. Call to Order

The Parks and Recreation Committee meeting was called to order by Councilman Zacharias at 4:30 p.m. on November 18, 2025.

3. Announce Members in Attendance

Councilman Brian Zacharias
Councilman Ambar Marquis
Councilman Joe Shakeenab

Councilmen Chandler and Smith were absent.

4. City Council Action

None

5. Committee Action

None

6. New Business

A. Fee Increases

Jennifer Letourneau explained to the Committee that a comprehensive study had been conducted comparing the department's programs with those of other cities in Tennessee. She noted that many of the department's fees had not been increased since 2017. A spreadsheet was presented, and the proposed fee adjustments were reviewed in detail. Jennifer noted the goal is to maintain mid-range pricing to balance affordability with rising costs. She also highlighted the SPARK program, which will help ensure that some programs remain free for eligible participants.

7. Old Business

None

8. Department Reports

A. Council Report

Jennifer Letourneau presented the December Council report to the Committee.

B. Recreation Report

Karla Ellis discussed upcoming holiday events, highlighting the Christmas on the Cumberland Grand Opening, which will feature a Holiday Market and a drone show, with horse and carriage rides available during the event. She also mentioned other holiday events, including the Christmas Parade, the 19th Century Christmas, and the Christmas Light Run.

C. Operations Report

Randy Kelly reported that more than 230 maintenance work orders had been completed. He discussed various projects, including a new playground, Christmas lights, and soccer field maintenance. Randy also noted that the RFPs for the greens at Mason Rudolph and Swan Lake Golf Courses have been issued.

D. Projects Report

Jennifer Letourneau updated the Committee on the pedestrian bridge project, noting ongoing progress and design issues being addressed. She also reported that the master plan RFP has been issued, with three bidders, and that the ribbon-cutting for Swan Lake has been rescheduled.

Jennifer informed the Committee that she has successfully passed the NRPA Certified Parks and Recreation Executive (CPRE) exam.

9. Approval of Minutes

A. October 14, 2025

Councilman Marquis made a motion to adopt the minutes as presented.

Councilman Shakeenab seconded the motion. A voice vote was taken, and the motion to adopt the minutes passed without objection.

10. Adjournment

Councilman Marquis made a motion to adjourn the meeting. Councilman Shakeenab seconded the motion. The meeting was adjourned at 5:00 p.m.



- Join us for Winter Wrap-Up at the Kleeman Recreation Center on January 10th from 10 a.m. to 2 p.m. Enjoy a relaxing, creative workshop where participants can make their own cozy, no-sew blanket to take home. Open to ages 16 and up, it's a great chance to unwind, spend time with friends and neighbors, and leave with a warm, handmade keepsake.
- Three KaleidoKids classes will be offered this January at the Crow Recreation Center. KaleidoKids is an inclusive program for children with autism, special needs, and other disabilities, providing a safe, joyful space to learn and grow. Inspired by a kaleidoscope, it celebrates each child's strengths and builds a connected community through recreational, social, educational, and creative activities.
- Get ready to dive into a winter adventure with the Polar Bear Plunge! Join us on February 7th at New Providence Pool from 11 am to 12 pm for this exciting event, where brave participants take the plunge into icy waters to raise awareness for water safety and drowning prevention. Proceeds go to both our free adaptive swim programs for individuals with special needs and our group swim lessons for children across the community.
- We are hiring! The following positions are currently open:
 - Aquatics Superintendent
 - Event Facility Manager
 - Grounds and Facilities Maintenance Assistant
 - Parks and Recreation Instructor
 - Recreation Aide

For more information and a complete list of programs, classes, and ongoing activities, visit ClarksvilleParksRec.com.