



# CITY OF GERMANTOWN TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815  
Phone (901) 757-7200 Fax (901) 757-7292 [www.germantown-tn.gov](http://www.germantown-tn.gov)

September 16, 2014

Board of Mayor and Aldermen  
Municipal Center  
Germantown, TN 38138

Dear Board Members:

The following is a brief summary of the agenda items to be discussed at the meeting of the Board of Mayor and Aldermen scheduled for Monday, September 22, beginning at 6:00 p.m.

1. **Call to Order**  
The Mayor will call the meeting to order.
2. **Invocation**  
Parks and Recreation Director Pam Beasley will give the invocation.
3. **Pledge of Allegiance**  
Alderman Forrest Owens will lead the Pledge of Allegiance.
4. **Approval of Agenda**  
The Board is asked to set the agenda for the meeting. Any additions or changes are to be made at this time.
5. **Approval of Minutes**  
Approval is requested of the minutes of the meeting held September 8, 2014.
6. **Citizens to be Heard**  
This item is to give citizens the opportunity to address the BMA on issues of concern.
7. **Public Hearing – Beer Permit – Forest Hill-Irene Exxon**  
Mr. Aziz Khetani, the new owner of Forest Hill-Irene Exxon, has requested a permit to sell beer for off-premise consumption.
8. **Resolution 14R15 - Outline Plan – Campbell Clinic**  
Campbell Clinic proposes a new 120,000 sq. ft. medical office building fronting on Wolf River Blvd. The outline plan will approve the location of the building, an exception to the height of the building, an exception to the parking spaces, and an exception to permeable surface and allow the lake within Nashoba Park to serve as the storm-water detention area.
9. **Public Hearing – Ordinance 2014-10 – Western Gateway Rezoning – Second Reading**  
This is the rezoning of the properties located between Poplar and Poplar Pike between the eastern boundary of 6755 Poplar and the western boundary of the City. The proposed zoning will designate the properties as General Urban (T-5), General Urban, Restricted (T-4R) and Urban Core (T-6) per the Smart Code.

10. **Public Hearing – Ordinance 2014-11 – Health Care/Medical Facility Office – Second Reading**

This is an amendment to the ordinance to update and revise the definition of “hospital” and similar land uses and revise the districts within which those uses are allowed.

11. **Ordinance 2014-12 – Amendment to Zoning Code – Funeral Parlors**

This amendment to the zoning regulations will add the definitions of “Funeral Chapel” and revise the district within which that use is allowed. ECD staff proposes that the definition of “Funeral Chapel” be added to the Zoning Code as it is not currently an allowed use. There is interest in this use in commercial areas to serve the Germantown market locally rather than in other municipalities.

12. **Lobbying Services Agreement**

The City has engaged the services of Farris Bobango and Branan, PLC Attorneys at Law for the past eight years. Administration has worked closely with senior partner in the firm, John Farris, and his staff in advancing the City’s legislative agenda as well as monitoring legislation that could impact the City of Germantown.

13. **Germantown Community Theatre Grant**

This is the tenth year the Germantown Community Theatre has offered programming to Germantown youth through funding from the City. Recently, GCT has approached the administration seeking an additional \$11,554.00 for building improvements to the theatre. Improvements will include street signage, stage, lobby space and rehearsal hall.

14. **CONSENT**

a. **Donation – Campbell Clinic – Parks & Recreation**

Campbell Clinic has generously contributed \$3,000.00 for the Small Fry Triathlon Special Event. The Recreation Division of Parks and Recreation coordinates and promotes this preschool triathlon for youngsters 2 to 6 years old.

If you have questions regarding any of these agenda items, do not hesitate to contact me prior to the meeting on the 22<sup>nd</sup>.

Sincerely,



Patrick J. Lawton  
City Administration



# CITY OF GERMANTOWN TENNESSEE

1930 South Germantown Road • Germantown, Tennessee 38138-2815  
Phone (901)757-7200 Fax (901)757-7292 [www.germantown-tn.gov](http://www.germantown-tn.gov)

## **Board of Mayor and Aldermen Meeting**

Monday, September 22, 2014 – 6:00 p.m.  
Council Chambers – Municipal Building

1. Call To Order
2. Invocation
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Citizens to be Heard
7. Public Hearing - Beer Permit – Forest Hill Exxon
8. Resolution 14R15 - Outline Plan – Campbell Clinic
9. Public Hearing - Ordinance 2014-10 – Western Gateway Rezoning- Second Reading
10. Public Hearing - Ordinance 2014-11 – Health Care/Medical Facility Office – Second Reading
11. Ordinance 2014-12 – Amendment to Zoning Code – Funeral Parlors
12. Lobbying Services Agreement
13. Germantown Community Theatre Grant
14. **CONSENT**
  - a. Donation – Campbell Clinic - Parks & Recreation

The City of Germantown complies with the American with Disabilities Act. Should you need accommodations for this meeting, please call 757-7200 at least 48 hours in advance of the meeting.



# CITY OF GERMANTOWN

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**REPORT TO: THE BOARD OF MAYOR AND ALDERMEN**

**DATE:** September 22, 2014  
**FROM:** Patrick J. Lawton, City Administrator  
**SUBJECT:** SET AGENDA

**INTRODUCTION:**

The Agenda must be set before the meeting. The Board must agree on the contents of the agenda and make changes to the agenda before the meeting begins.

**PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:**

To approve the agenda (as amended).

**BOARD ACTION:** \_\_\_\_\_ **MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

VOTE/TOTAL	MARCOM	DRINNON	PALAZZOLO	OWENS	JANDA	GOLDSWORTHY
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



# CITY OF GERMANTOWN

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**REPORT TO: THE BOARD OF MAYOR AND ALDERMEN**

**DATE:** September 22, 2014

**FROM:** Patrick J. Lawton, City Administrator *PJL*

**SUBJECT:** Approval of Minutes

**INTRODUCTION:**

The purpose of this agenda item is to approve the minutes of the Board of Mayor and Aldermen Meeting held September 8, 2014.

**PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:**

To approve the minutes of the Board of Mayor and Aldermen Meeting held September 8, 2014.

**BOARD ACTION:** \_\_\_\_\_ **MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

VOTE/TOTAL	MARCOM	DRINNON	PALAZZOLO	OWENS	JANDA	GOLDSWORTHY
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain





# CITY OF GERMANTOWN

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**REPORT TO: THE BOARD OF MAYOR AND ALDERMEN**

**DATE:** September 22, 2014

**FROM:** Patrick J. Lawton, City Administrator *PL*

**SUBJECT:** Resolution 14R15 – Campbell Clinic Expansion Planned Unit Development Outline Plan

**INTRODUCTION:** The specific action requested by the Board is to approve the Campbell Clinic Expansion Planned Unit Development (PUD), as recommended by the Planning Commission.

**BACKGROUND:** The Planning Commission approved the Final Site Plan for the Campbell Clinic building on September 2, 1992, and the Final Site Plan of the Ambulatory Surgery Center (ASC) Addition on September 7, 2004. The Campbell Clinic property was rezoned from O to O-51 Office district on June 10, 2013.

**DISCUSSION:** Campbell Clinic proposes a new 120,000 sq. ft. medical office building fronting on Wolf River Blvd. The outline plan will approve

- 1) the general location of the building;
- 2) an exception to allow a 62 foot tall, 4-story building where the O-51 District permits a maximum height of 51 ft. and 3 stories;
- 3) an exception to allow 861 parking spaces where the standard requirement is 893 spaces;
- 4) an exception to allow 24% permeable surface where the standard policy is 35%;
- 5) to allow the lake within Neshoba Park to serve as the storm-water detention area.

**GERMANTOWN VISION 2020:** The expansion of the Campbell Clinic supports Goal 9 (Premier Regional Medical Facilities) and the objective of “full-service medical and health-care providers serving the mid-south region”.

**BUDGET AND STAFFING IMPACT:** Approval of the PUD will not immediately affect the City’s budget or time and effort commitments of City staff. The developer and his consultants will be able to file construction drawings for the actual development of the site. City staff will devote time to the review of those plans and the inspection of the construction work, which will be at least partially offset by the fees paid with the development contracts.

**Prepared by:** Wade Morgan \_\_\_\_\_  
**Wade Morgan, Chief Planner**

**Reviewed by:** Cameron Ross \_\_\_\_\_  
**Cameron Ross, Director of Economic  
and Community Development**

**PROPOSED MOTION:** To approve the Campbell Clinic Expansion Planned Unit Development outline plan.

**BOARD ACTION: MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

VOTE/TOTAL	MARCOM	DRINNON	PALAZZOLO	OWENS	JANDA	GOLDSWORTHY
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain

**ATTACHMENTS:**

1. Vicinity Map
2. Campbell Clinic PUD outline plan
3. Plan Details
4. PUD Application and ownership disclosure
5. Resolution 14R15
6. Planning Commission Minutes





# CITY OF GERMANTOWN

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**REPORT TO: THE BOARD OF MAYOR AND ALDERMEN**

**DATE:** September 22, 2014

**FROM:** Patrick J. Lawton, City Administrator *PJL*

**SUBJECT: ORDINANCE 2014-10 - WESTERN GATEWAY SMALL AREA PLAN:  
REZONING – PUBLIC HEARING AND SECOND READING**

**INTRODUCTION:** The purpose of this agenda item is to approve on second reading the rezoning of the area within the Western Gateway Small Area Plan. That plan encompasses all the properties located between Poplar and Poplar Pike between the eastern boundary of 6755 Poplar (Ray Gill property, formerly the Kirby Farm property) and the western boundary of the City of Germantown.

**BACKGROUND:** On August 13, 2007, the BMA approved Ordinance 2007-13, whereby the “Germantown Smart Growth Plan” was developed to fulfill the Guiding Principles of the “Germantown Vision 2020” Strategic Plan (adopted 2005). The specific objective is to achieve Goal 7 of the Economic Sustainability Plan: Redevelopment of the Central Business District. The guiding principles set the framework for the strategy and goals for economic development to support its vision, mission and core values. On September 24, 2012, the Board of Mayor and Aldermen (BMA) approved the Economic Development Strategic Plan which identified business nodes, and promoted the development of small area plans for the five (5) non-residential areas in the City. The original “Smart Growth Area” is now the Central Business District. The second non-residential node is the Western Gateway. With the adoption of the Western Gateway Small Area Plan, continuity and cohesiveness is developed that will contribute to the financial, environment and economic sustainability of the City.

The Western Gateway Smart Code zoning application was initially approved by Planning Commission on December 3, 2013 and sent to the Board of Mayor and Aldermen (BMA). At its meeting on April 14, 2014, the BMA deferred action on the rezoning, and referred the plan back to the Planning Commission (PC) for further review and modification concerning the Kirby Farms property which adjoins the Nottoway PUD. No action was taken on the third reading of the ordinance (2014-04). The PC discussed the rezoning plan at its July 1, 2014 meeting, at which time it deferred the matter to the August agenda to allow the owner of the Kirby Farm property and the Nottoway HOA to discuss acceptable buffering and building height covenants. In addition, the Fountain Square condominiums are included within the proposed T-5 and T-6 districts. The PC on August 5, 2014, voted to recommend approval of the rezoning plan as revised by staff and shown on attachment 3. The BMA voted to approve this item on first reading and set the Public Hearing for September 22, 2014 on August 25, 2014.

**DISCUSSION:** The Western Gateway area constitutes 58 acres and is strategically positioned to play a significant role in the future of Germantown’s economic growth and vitality. This study was funded by a public/private partnership between the City and a consortium of private property owners, and is based on Smart Growth principles that encourage urban, mixed-use, walkable districts, similar to those in the City’s Central Business District. The Lawrence Group, which led in the development of the original “Germantown Smart Growth Plan”, brought the public and the City together for a 4-day public design charrette which then moved to a public presentation of the preliminary plan and later the final plan. The public, stakeholders, public officials and other representatives guided the design team in its work and were primary determinants of the plan’s outcomes. The plan supports the creation of a distinctive district, with strong public spaces, where people want to live, work, shop and play.

The plan identifies three (3) development strategies for the 58 acre area, a fiscal analysis illustrating the financial benefit for the citizens and the costs to the City, recommendations for the mobility options on the public streets, the Regulating Plan (or recommended zoning plan - T-5 and T-6 – see page 75). The Western Gateway area encompasses five properties, all zoned differently: Old Germantown (OG-1), Multi-family Residential (R-T), Shopping Center (SC-1), General Commercial (C-2) and Office (O) Districts. The proposed zoning will designate the properties as General Urban (T-5), General Urban, Restricted (T-4R) and Urban Core (T-6) per the Smart Code and are shown on Attachment 3.

All three districts encourage dense, mixed use urban development and support the implementation of the build-out scenarios of the Western Gateway Plan. The plan recommends that the majority of the Kirby Farms property and all property adjacent to Poplar Pike be rezoned to the T-5 District. To allow higher building heights, as appropriate along Poplar Ave., the plan recommends the rezoning of most of the Westminster Townhomes property, the Bank of Bartlett property, the Medical office condos, most of the Carrefour shopping center and the Poplar Woods outparcel (Walker property) to the T-6 District.

As redevelopment of the properties occurs, it is critical to provide for appropriate transitions, particularly between higher density, multi-story developments and lower density, single family residential neighborhoods to ensure that new commercial and/or mixed use buildings are good neighbors. Within the study area, an important transition is the space between the Kirby Farm site and the existing Nottoway neighborhood. The plan recommends, and the proposed zoning district implements, a 50 foot setback from the property line adjacent to the neighborhood on the Kirby Farm site, with a planted vegetation buffer to shield any light from parking lots or structures and higher density development. Additionally, the plan recommends a 3-story, or approximately 35 foot, maximum building height within 150 feet of the property line so new development does not cast shadows over nearby homes. Attachment 5 illustrates the transition provided by the T-4R district.

#### **VISION 2020:**

The recommended rezoning are supported by the following goals of the Vision 2020 document:

Goal 6 of the Economic Sustainability Plan: Business Development

Goal 8 of the Economic Sustainability Plan: Vibrant Quality Retail Economy.

#### **ATTACHMENTS:**

1. Western Gateway Study Area
2. Current Zoning
3. Proposed Zoning Districts
4. T-5 and T-6 District Standards
5. T-4R District Cross-section
6. August 5, 2014 Planning Commission minutes





# CITY OF GERMANTOWN

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**REPORT TO: THE BOARD OF MAYOR AND ALDERMEN**

**DATE:** September 22, 2014

**FROM:** Patrick J. Lawton, City Administrator *PJC*

**SUBJECT:** Ordinance 2014-11 – Amendments to the Regulations on Amendment to the City of Germantown’s Zoning Code: Add the category of “Health Care Facility” to the Definitions Section and add Health Care Facility to the list of Permitted Uses; and add the categories of “Medical Services/Offices” to the Definition Section and add “Medical Services/Offices” to the list of Permitted Uses– **Public Hearing and Second Reading**

**INTRODUCTION:** The purpose of this agenda item is to approve on first reading an amendment to the zoning regulations to 1) update and revise the definitions of “hospital” and similar land uses, and 2) revise the districts within which those uses are allowed. The specific action requested is the approval of the proposed ordinance on first reading. The public hearing will be held in conjunction with the second reading on September 22, 2014.

ECD staff proposes that the definition of “hospital” be modified to better reflect the current trends in the provision of medical facilities that provide out-patient and in-patient treatment for medical and behavioral health conditions. The proposed definition changes to the City of Germantown’s Zoning Code, Section 23-2 “Definitions” will affect uses in the following zoning districts:

C-2 “General Commercial District”; SC-1 “Shopping Center District”; O “Office District”; O-51 “Office District”; O-C “Office Campus”; O-T “Office-Technology District”;

Currently a “hospital” is only allowed in C-2. Staff’s recommendation is that the proposed “Health Care Facility” be applied as a use in C-2, O-51, and O-T.

Medical Offices/Services will be allowed by right in all of the districts outlined above.

**EXISTING DEFINITIONS:**

Section 23-2: Hospital means an institution which is primarily engaged in providing to short-term inpatients, for relatively temporary periods of acute physical illness, injury or disability, by or under the supervision of physicians, diagnostic and therapeutic services for medical or surgical diagnosis, treatment and care of physically injured, disabled or sick persons, and including as an integral part of the institution, related facilities such as laboratories, outpatient facilities, emergency room services and training facilities for health professions personnel. The term "hospital" does not include institutions engaged in providing for the diagnosis and treatment of tuberculosis, leprosy, mental illness, mental retardation, abnormal mental conditions, or alcohol or drug abuse. The term "hospital" does not include institutions primarily furnishing relatively permanent, long-term or domiciliary care such as nursing homes, recuperation or convalescent centers, homes for the aged, extended care facilities, facilities for long-term care, skilled nursing facilities or intermediate care facilities.





Agenda No. 11

# CITY OF GERMANTOWN

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**REPORT TO: THE BOARD OF MAYOR AND ALDERMEN**

**DATE:** September 22, 2014

**FROM:** Patrick J. Lawton, City Administrator *PJL*

**SUBJECT:** Ordinance 2014-12 – Amendments to the Regulations to the City of Germantown’s Zoning Code: Add the category of “Funeral Chapel” to the Definitions Section and add “Funeral Chapel” to the list of Permitted Uses.  
– First Reading and Set Public Hearing

**INTRODUCTION:** The purpose of this agenda item is to approve on first reading an amendment to the zoning regulations to 1) add the definitions of “Funeral Chapel”, and 2) revise the district within which that use is allowed. The specific action requested is the approval of the proposed ordinance on first reading. The public hearing will be held in conjunction with the second reading on October 13, 2014.

ECD staff proposes that the definition of “Funeral Chapel” be added to the Zoning Code as it is not currently an allowed use. There is interest in this use in commercial areas to serve the Germantown market locally rather than in other municipalities. The proposed definition changes to the City of Germantown’s Zoning Code, Section 23-2 “Definitions” will affect uses in the following zoning districts:

C-2 “General Commercial District”

**DISCUSSION:** At present, “Funeral Chapel” is not a permitted use in any Germantown zoning district. There is interest in establishing a funeral chapel within Germantown to provide that service to residents. The first step is to define the term “Funeral Chapel” and specify the zoning district(s) in which the use should be permitted.

**EXISTING DEFINITION:**

There is no current definition.

**PROPOSED DEFINITION:**

**Section 23-2: Funeral Chapel:** A building used primarily for human funeral services, provided that such building shall not contain facilities for (a) embalming; (b) performance of autopsies or other similar surgical procedures; (c) cremation; or (d) storage of funeral caskets and funeral urns, except those on display on the premises; and (e) that funeral vehicles shall not be stored on the premises except in a garage or other accessory building with no direct public street frontage; and (f) that the garage or other accessory building shall not be used for other purposes.

**VISION 2020:** Approval of the amendment will work toward achieving the goals of giving businesses the opportunity to succeed and grow; and giving small and medium size businesses the opportunity to locate in Germantown and grow.

**BUDGET AND STAFFING IMPACT:** Planning staff will spend time and resources reviewing the applications and plans for new funeral chapels, however the amount of time required is difficult to estimate, as it will depend on the number of proposals for new or redeveloped facilities. Those costs will be defrayed by the application fees for plan review.

**Prepared by:** Wade Morgan  
Wade Morgan, Chief Planner

**Reviewed by:** Cameron Ross  
Cameron Ross, Director of Economic  
and Community Development

**PROPOSED MOTION:** To approve on first reading ordinance 2014-12, which will amend the regulations in Section 23-2 of the City Code on definitions and use regulations, and set October 13, 2014 as the public hearing date.

**BOARD ACTION: MOTION BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

VOTE/TOTAL	MARCOM	DRINNON	PALAZZOLO	OWENS	JANDA	GOLDSWORTHY
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain

**ATTACHMENTS:**

1. Proposed Amendments
2. Planning Commission minutes – September 9, 2014



# CITY OF GERMANTOWN

**REPORT TO: THE BOARD OF MAYOR AND ALDERMEN**

**DATE:** September 22, 2014  
**FROM:** Patrick J. Lawton, City Administrator *PJL*  
**SUBJECT:** LOBBYING CONTRACT

**INTRODUCTION:**

The purpose of this agenda item is to authorize the mayor to execute a lobbying services agreement with Farris Bobango and Branam, PLC Attorneys at Law for lobbying services on behalf of the City of Germantown beginning October 1, 2014 and ending June 30, 2015 in the amount of \$42,000.00.

**BACKGROUND:**

The City of Germantown has engaged the services of this firm for the past eight years. Administration has worked closely with senior partner in the firm, John Farris, and his staff in advancing the City's legislative agenda as well as monitoring legislation that could impact the City of Germantown.

**DISCUSSION:**

This year the firm has approached Administration regarding their lobbying services for the City. Administration has been extremely pleased with the efforts of the firm in representing Germantown's interests as well as monitoring specific bills and legislative proposals. The City receives weekly updates from the firm on various bills that have been introduced throughout the legislative session. A representative from the City will meet in Nashville with members of the Shelby County delegation and other state senators and representatives on a weekly basis during the session.

Upon approval of this lobbying contract, administration will meet with Mr. Farris to develop the legislative agenda for consideration by the Board in an upcoming work session. During the legislative session the administration and Mr. Farris will confer on those legislative issues where the City needs to focus its time and attention in order to fully understand the impact these bills could have on the City. This will allow Administration to direct its efforts on specific legislation and to inform the Board on those issues where the City should work aggressively to defeat or encourage passage. Procurement and the City Attorney have reviewed and approved the proposed contract.

**BUDGET AND STAFFING IMPACT:**

The FY14 budget includes funding for lobbying services for the City. The proposal from the firm is for \$42,000.00. Administration will closely oversee this contract and provide the Board of Mayor and Aldermen with information throughout the legislative session on our lobbying activities.

<u>Fund</u>	<u>Line Item No.</u>	<u>Dept.</u>	<u>Line Item Description</u>	<u>Budget Balance</u>	<u>Recommended Expenditure</u>
General	010-1010-411.25-40	Aldermen	Consulting	\$42,000.00	\$42,000.00



**VISION 2020:**

The Vision 2020 plan adopted in 2005 identifies community advocacy as a key role for the City to play in looking out for the best interest of the residents of Germantown. Our lobbying efforts with Farris Bobango Branan Law Firm have proven to be an effective tool in advancing our advocacy role at the State level.

**ATTACHMENTS:**

Proposal letter from Farris Bobango Branan PLLC

**REVIEWED BY: Lisa A. Piefer**

Lisa Piefer, Procurement Director

**REVIEWED BY: Stacey Ewell**

Stacey Ewell, Assistant to the City Administrator

**PROPOSED MOTION(S), RESOLUTION(S), OTHER ACTION:**

To authorize the mayor to execute a lobbying services agreement with Farris Bobango Branan PLC Attorneys at Law for lobbying services on behalf of the City of Germantown beginning October 1, 2014 and ending June 30, 2015 in the amount of \$42,000.00.

**BOARD ACTION: MOTION BY:**

**SECONDED BY:**

VOTE/TOTAL	MARCOM	DRINNON	PALAZZOLO	OWENS	JANDA	GOLDSWORTHY
YES	Yes	Yes	Yes	Yes	Yes	Yes
NO	No	No	No	No	No	No
ABSTAIN	Abstain	Abstain	Abstain	Abstain	Abstain	Abstain



# CITY OF GERMANTOWN

**REPORT TO: THE BOARD OF MAYOR AND ALDERMEN****DATE:** September 22, 2014**FROM:** Patrick J. Lawton, City Administrator *PL***SUBJECT:** GERMANTOWN COMMUNITY THEATRE GRANT**INTRODUCTION:**

The purpose of this agenda item is to authorize the Mayor to execute an agreement for the FY15 budget year between the City of Germantown and the Germantown Community Theatre and to authorize the payment of \$56,554.00 and approve Budget Adjustment No. 15-10 for this purpose.

**BACKGROUND:**

As part of the FY15 Budget, a \$45,000.00 grant was included in the Parks and Recreation Department's budget for the Germantown Community Theatre to provide youth theater programming to the Germantown community. This is the tenth year the Germantown Community Theatre (GCT) has offered programming to Germantown youth through funding from the City of Germantown. Recently GCT has approached the administration seeking an additional \$11,554 for building improvements to the theatre.

**DISCUSSION:**

The Parks and Recreation Department provides oversight to the annual program plan to insure that goals and objectives are met. Staff of both organizations meets regularly to coordinate planning efforts. GCT has provided documentation and demonstration of their successes and how the City's dollars are being spent on an annual basis.

Staff is pleased to report that all terms of the agreement for FY14 were met and GCT provided all documentation required. The scope of services outlined in this year's agreement includes the following programs:

- All Children's Theatre – a seasonal children's play series
- Fun in Theatre – educational classes, workshops and camps for children ages 4-18
- REACH – after school programs
- Silver Stars – a theatrical reading program for seniors
- Main season shows – incorporation of "kid-friendly" productions in the main season show line-up
- Staffing support for children's theatrical programs
- Participation and support of existing community cultural arts and theatre programs:
  - Fairy Tale Trails – fall festival event
  - Rising Stars Concert – fundraising event
  - Daytime Christmas Plays - for local schools

In addition, representatives of the GCT are requesting funding in the amount of \$11,554.00 to make improvements to the street signage, stage, lobby space and rehearsal hall. The attached letter from Dr. Michael Miles outlines in greater detail the work to be done to the theatre by GCT.





# CITY OF GERMANTOWN

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**REPORT TO:** THE BOARD OF MAYOR AND ALDERMEN

**DATE:** September 22, 2014

**FROM:** Patrick J. Lawton, City Administrator *PJL*

**SUBJECT:** RECOGNITION OF DONATION – PARKS AND RECREATION

**INTRODUCTION:**

The purpose of this agenda item is to recognize a donation in the amount of \$3,000.00 to support the 6<sup>th</sup> Annual Small Fry Triathlon and to approve Budget Adjustment No. 15-09.

**BACKGROUND:**

The Recreation Division coordinates and promotes an event called the Small Fry Triathlon, a preschool triathlon for youngsters 2 to 6 years old. During this event participants run, bike and swim (water spray) to the finish line where everyone receives a medal. Over the past five years, the event has grown from 66 to 186 participants. The goal this year is 200. The event will be held Saturday, September 13 at Farmington Park. The Recreation Division continues to ensure a variety of safe, unique and convenient activities for the residents of Germantown.

In keeping with the City's goals of sustainability and community engagement, the Parks and Recreation Department recently accepted the following contribution to support the service and program delivery for this special event.

Campbell Clinic	Special Event: Small Fry Triathlon	\$3,000.00
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**DISCUSSION**

The funds will be used to purchase event t-shirts, healthy snacks and drinks, finishing medals, bib (racing) numbers, and inflatable moon bounces. The funding support for this program allows the department to provide exceptional quality services.

**VISION 2020:**

The community building strategy in the Vision 2020 Plan calls for "Private sponsorship of events/programs – expansion." This effort increases the overall quality of life in Germantown.

