



CITY OF GERMANTOWN TENNESSEE

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

November 5, 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, November 10, beginning at 6:00 p.m.

1. **Call to Order**
The Mayor will call the meeting to order.
2. **Invocation**
Public Works Director Bo Mills will give the invocation.
3. **Pledge of Allegiance**
Alderman John Drinnon 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 October 27, 2014.
6. **Recognition of Donation – Farm Park**
Methodist Lebonheur Healthcare System has donated \$15,000.00 to the Farm Park. This will be the third year of funding from the hospital. The cash contribution will support training, community education programs at the farm and with local schools and community special events.
7. **Citizens to be Heard**
This item is to give citizens the opportunity to address the BMA on issues of concern.

BEER BOARD

8. **Suspension/Revocation – Beer Permit – Asian Eatery**
There have been no previous beer violations.
9. **Suspension/Revocation – Beer Permit – El Porton**
There have been no previous beer violations.
10. **Suspension/Revocation – Beer Permit – Garibaldi's**
There have been no previous beer violations.

11. **Suspension/Revocation – Beer Permit – Grand Buffet**

There was one previous violation in 2013.

12. **Suspension/Revocation – Beer Permit – Sakura**

There were no previous violations.

BOARD OF MAYOR AND ALDERMEN

13. **Sports Operating Policy**

The management and operation of all youth sports are guided by the Sports Operating Policy's which provide standard operating policies and procedures that are fair and consistent and align with the City's mission and values. The policies are reviewed, evaluated with input from the community and stakeholders, and revised to meet current conditions.

14. **Stop Loss Insurance**

Medical Stop Loss Insurance protects the City's self-funded plan from extreme medical expense. The City has used the services of a stop loss carrier for over twenty years. The stop loss carrier works as a safety net to protect the City's self-insured medical plan.

15. **CONSENT**

a. **Donations – Germantown Community Library**

Donations were made to the Germantown Regional History and Genealogy Center in the amount of \$344.00 and to the Germantown Community Library in the amount of \$1,896.00.

b. **Change Order – Animal Shelter**

During the renovation of the Animal Shelter, unforeseen site conditions were encountered resulting in additional work being required that could not be anticipated until construction began. This necessitated using equipment that was not anticipated or included in the contractor's bid and resulted in digging the foundation footings significantly deeper than originally planned. The total amount requested for Change Order No. 1 is \$8,659.87.

c. **Community/Employee Survey**

The results of the previous community surveys have led to improvements in areas of concern including internal communication and employee security. On November 25, 2013, the Board approved a contract with one, twelve month extension with NuStats, LLC for completion of the community and employee surveys for 2014. Staff is recommending adding \$800.00 for processing an additional fifty surveys only to be used should the City receive more completed surveys than projects. The total amount of the extension is not to exceed \$16,950.00.

d. **Youth Basketball Uniforms**

This is for the purchase of boys and girls basketball uniforms from Teamwear Graphics in an amount not to exceed \$16,000.00.

e. **Tennessee Parks and Greenways Foundation Grant**

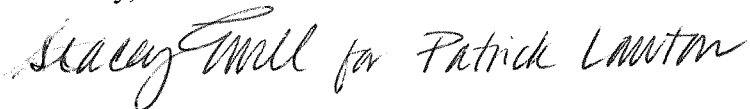
This grant for \$1,250.00 from the Tennessee Parks and Greenways Foundation will provide the resources to install 911-locator signs on a section of the Germantown Greenway in the Wolf River Nature Area section to benefit the personal safety of our users.

f. **Resolution 14R17 – Amendment to Resolution 14R09 – Change of Effective Date for Germantown Board of Education to Participate in the Tennessee Consolidated Retirement System**

Resolution 14R09 approved by the Board and the Germantown Board of Education contained the wrong effective date. The Board is asked to pass a new TCRS resolution indicating that the effective date for participating in the plan is July 1, 2014.

If you have questions regarding any of these agenda items, do not hesitate to contact me prior to the meeting on the 10th.

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

Board of Mayor and Aldermen Meeting

Monday, November 10, 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. Recognition of Donation – Farm Park
7. Citizens to be Heard

BEER BOARD

8. Suspension/Revocation – Beer Permit – Asian Eatery
9. Suspension/Revocation – Beer Permit – El Porton
10. Suspension/Revocation – Beer Permit – Garabaldi's
11. Suspension/Revocation – Beer Permit – Grand Buffet
12. Suspension/Revocation – Beer Permit – Sakura

BOARD OF MAYOR AND ALDERMEN

13. Sports Operating Policy
14. Stop Loss Insurance

15. CONSENT

- a. Donations – Germantown Community Library
- b. Change Order – Animal Shelter
- c. Community/Employee Survey
- d. Youth Basketball Uniforms
- e. Tennessee Parks and Greenways Foundation Grant
- f. Resolution 14R17 – Amendment to Resolution 14R09 – Change of Effective Date for Germantown Board of Education to Participate in the Tennessee Consolidated Retirement System.

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

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: November 10, 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

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: November 10, 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 October 27, 2014.

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

To approve the minutes of the Board of Mayor and Aldermen Meeting held October 27, 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

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: November 10, 2014

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

SUBJECT: Recognition of Donation –Farm Park

INTRODUCTION:

The purpose of this agenda item is to recognize a donation to the Farm Park from Methodist Lebonheur Healthcare System to support community events, educational programs and training totaling \$15,000.00.

BACKGROUND:

The Farm Park provides the community with a unique space to experience and learn about sustainable living. The site is home to the very successful Germantown Community Garden Association which has produced over 8,000 lbs of the food during this season using organic growing methods. During the FY15 first quarter, the gardening organization, other community groups, and citizen volunteers have logged 1,354 volunteer hours at the Farm Park in efforts to promote healthy lifestyles and conservation of our resources. The interest and support of this project continues to grow and expand.

Community partnerships are critical to the long-term success of the Farm Park. The Methodist Lebonheur Healthcare System has demonstrated their commitment to the mission of the project through their generous donation and interest in continued involvement.

DISCUSSION:

This will be the third year of funding from this Germantown based hospital. Staff and members of the Farm Park Advisory Group have continued an ongoing relationship with key hospital executives in an effort to explore all possibilities for collaboration. Education and outreach are identified as a priority among the entire group. The cash contribution being recognized will support training, community education programs at the farm and with local schools and community special events. 2014 public events, included the “Farm Park Farmer’s Market”, “Grill Off in the Garden” and the “Fall Harvest Festival”. These activities would not be possible without the support and generosity of the Methodist Lebonheur Healthcare System.

The additional funding support for Farm Park project allows the City to provide exceptional quality service.

BUDGET AND STAFFING IMPACT:

Expected funding for this sponsorship was included in the FY15 budget adoption. No budget adjustment is necessary.

VISION 2020:

This action supports several guiding principles contained in Vision 2020 Quality of Life section stating that “parks offer choices - wide range of venues for public enjoyment”; and the C.O. Franklin Park and surrounding properties provide “a regional destination park”; the personal wellness of residents - “a healthy lifestyle promoted by activities and events” that will be available in a local agricultural setting and most notably, creating a “sense of place” where the “residents feel connected and engaged”.

PREPARED BY: Pam Beasley
Pam Beasley, Director of Parks and Recreation

REVIEWED BY: Ralph J. Gabb
Ralph J. Gabb, Finance Director

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

To recognize a donation to the Farm Park from Methodist Lebonheur Healthcare System to support community events, educational programs and training totaling \$15,000.00.

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



Agenda No. 13

CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: November 10, 2014

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

SUBJECT: SPORTS OPERATING POLICIES

INTRODUCTION:

The purpose of this agenda item is to approve the recommended revisions to the Sports Operating Policies.

BACKGROUND:

A primary goal of the Parks and Recreation Department is to work with volunteers and providers to provide top quality programs, facilities and sporting opportunities. The management and operation of all youth sports are guided by the Sports Operating Policies which provide standard operating policies and procedures that are fair and consistent and align with the City's mission and values. These policies are reviewed, evaluated with input from the community and stakeholders and revised to meet current conditions. This process is typically performed every four to five years. The last comprehensive evaluation process took place in 2012.

Last spring the Parks and Recreation Commission worked with staff to review and recommend updates/revisions to the sports operating policies. Some of the changes being implemented this year include gaining Board of Mayor and Aldermen approval on all applications, strengthening the background check policies and implementing a youth sport concussion policy. In addition, staff created guidelines for park vendors, park sponsorships and signage protocol. The field rental reservation process and the tournament application guidelines which are used for one-time, occasional occurrences as sports field space and resources are available were also updated. Staff will conduct a comprehensive "roll-out" for the new policies and provide assistance to sports providers as needed. Designated city youth sport providers currently include soccer, football, baseball, and lacrosse.

DISCUSSION

In an effort to better communicate the intent of the sports policies and procedures to reflect current conditions, a full review of all existing sports management documents was conducted. Staff held several work sessions to complete a full review of the policies and guidelines. The Parks and Recreation Commission also appointed a Task Force Committee to assist staff with the review process. Suggestions and comments from the Sports Organizations were solicited and all were given the opportunity to review and approve the recommended changes at a Youth Sports Alliance meeting held Wednesday, May 21, 2014. The recommended revisions were then submitted to the Parks and Recreation Commission for their review and approval.

SPORTS OPERATING POLICIES

November 10, 2014

The recommended revisions to the Sports Operating Policies are summarized as follows:

1. The name of Policy Letter No. 33 was changed to Sports Operating Policies.
2. Provider application was revised to provide a more “customer friendly” selection process.
3. Provider designations will be for a period of one year with an option for two additional one year extensions.
4. Provider applications will be reviewed by the Department and submitted to the Chairman of the Parks and Recreation Commission for review and consideration. The Board and Mayor of Alderman will have the final authority to approve or deny Provider applications.
5. In determining the non-resident fee, the participant fee (excluding uniforms and equipment costs) will be multiplied against the percentage relationship between the City’s property tax revenues and the total revenues of the City.
6. In determining the field usage schedule for Providers and organized Sports Programs, the Germantown Municipal School District will have fourth priority for usage of all City owned or operated sports facilities and fields.
7. To ensure primary service to Germantown residents, each team participating in competitive Provider Sports programs are required to be composed of a minimum of seventy (70%) percent residents of the City of Germantown.
8. Intra-league tournament requests will be considered a part of the league’s season play and will not require an additional tournament application.
9. Sports camps operated by the City Selected Sports Providers may handle all registration and registration fees. The City will receive seventy (70%) percent of the gross revenues of camp fees as approved in the Resolution on Revenues.

The Germantown Parks and Recreation Commission met May 22, 2014 to consider the adoption of Sports Operating Policies as presented. Staff summarized the changes in the policy and answered a few questions. The Parks and Recreation Commission voted unanimously to recommend the policy changes to the Mayor and Board of Aldermen as presented by staff. Draft revisions were submitted to Procurement and Legal Counsel for review and approval.

The recommended revisions to the Background Check Policies are summarized as follows:

1. The name of the Volunteer Policies was changed to Background Check Policies.
2. All volunteers will be required to complete the consent form online using an electronic signature confirmation allowing the City of Germantown Parks and Recreation Department to order an individual criminal background check.
3. Volunteers will no longer be required to obtain and wear a photo ID badge. The Department is not able to effectively enforce this policy with the current resources. Through the application process, providers are required to develop a system to ensure all coaches on the field are qualified and authorized to coach.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN**DATE:** November 10, 2014**FROM:** Patrick J. Lawton, City Administrator *PJL***SUBJECT:** STOP LOSS INSURANCE**INTRODUCTION:**

The purpose of this agenda item is to consider approval of a new policy for the City of Germantown's Stop Loss Insurance with American Fidelity in the amount of \$664,644.96 for a twelve month contract.

BACKGROUND:

Medical Stop Loss insurance protects the City's self-funded plan from extreme medical expense. The effective date of the new policy will be January 1, 2015. The City has used the services of a stop loss carrier for over twenty years. The stop loss carrier works as a safety net to protect the City's self insured medical plan. For example, if an individual medical claim exceeds \$115,000, this insurance will reimburse the City 100% of the paid eligible claims that exceed that specific deductible amount. This year the City also requested additional pricing at \$130,000 for the deductible to see if it was beneficial to increase the amounts.

Pursuant to current purchasing laws, Procurement Staff completed through the process by issuing an Invitation to Bid ("Bid") for these services. Presently the City has an \$115,000 individual stop loss deductible with an annual premium of \$667,644.96 with American Fidelity.

DISCUSSION:

The City received four (4) bids by the October 23rd deadline to submit. Of the Bids submitted, only Health Cost Solutions, Inc., with American Fidelity and The Barnett Group with National Union Fire met all of the Bid requirements. As stated above, the City requested pricing for the deductible amounts of \$115,000 and \$130,000 to see if there was a benefit to increasing the deductible amounts. From the review by staff and the City's consultant, the higher deductible does not benefit the City at this time; but will continue to be reviewed in future bids.

After thorough analysis of the City's medical plan activity this past year and review by Staff and the City's Consultant, ESP Inc., it is the recommendation of staff that the City continue its coverage with American Fidelity. Their overall coverage remains the same, as does the deductible and they continue to have an A+ rating. The City's Third Party Administrator, Health Cost Solutions, Inc. worked in conjunction with American Fidelity, to provide a cost effective quote to continue this important coverage. As mentioned, the stop loss would remain at an individual \$115,000 deductible for 2015. Attached are copies of the Bid Results Analysis.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: November 10, 2014

FROM: Patrick J. Lawton, City Administrator

SUBJECT: APPROVAL OF LIBRARY DONATIONS—GERMANTOWN COMMUNITY LIBRARY

INTRODUCTION:

The purpose of this agenda item is to recognize and accept donations made to the Germantown Regional History and Genealogy Center in the amount of \$344.00 and to the Germantown Community Library in the amount of \$1,896.00 and to approve Budget Adjustment Number 15-24.

BACKGROUND:

The following organizations and individuals have contributed these donations to the Germantown Community Library:

For the Germantown Regional History and Genealogy Center
Mary Lou Thesmar \$11.00
TN Genealogical Society \$284.00
Meredith Hodges \$25.00
Southern Historical Press \$24.00

For the Germantown Community Library
Merck Foundation \$156.00
Kiwanis Club of Germantown \$500.00
Nancy Harness \$50.00
Germantown Women's Club \$1,000.00
The Allenby Lakes Book Group \$190.00

DISCUSSION:

The Germantown Community Library works in partnerships with many local organizations to provide top quality services to its patrons. The donations given to the GRHGC are to purchase new materials for the GRHGC. Several of the donations to GCL are for new books. The money from Merck was given to purchase books for the collection. Nancy Harness wishes her donation to be used to buy books in honor of the library staff. The Allenby Lakes Book Group has made their gift for books in memory of Robert Smith. The Kiwanis Club has provided the library with donations for many years. This year their gift will support the movie programs at the library. The Germantown Women's Club has been a long time supporter of the Children's Department. This year their donation is designated for enhancing Children's programs.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: November 10, 2014

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

SUBJECT: CHANGE ORDER NO. 1 – ANIMAL SHELTER EXPANSION PHASE I

INTRODUCTION:

The purpose of this agenda item is to approve Change Order No.1 for the Animal Shelter Expansion Phase I Project increasing the contract amount by \$8,659.87 from \$311,649.00 to \$320,308.87 and approve Budget Adjustment No. 15-14.

BACKGROUND:

On June 9, 2014, the Board of Mayor and Alderman approved Agenda Item Number 14, authorizing the Mayor to enter into a contract with Barnes & Brower, Inc. for construction of the Animal Shelter Expansion Phase I in the amount of \$311,649.00. This renovation includes modifications required for the expansion of the west side of the existing structure for isolation kennels, outdoor runs with canopies, the relocation of the laundry room and modifications to meet ADA access requirements and restroom renovation.

DISCUSSION:

During the renovation of any older facility it's not unusual to encounter unforeseen site conditions as a result of conflicts between the original drawings and the as-built drawings or work that was previously done and not documented. These unforeseen conditions result in additional work being required that could not be anticipated until construction begins and true conditions are evaluated.

Staff was aware that the Animal Shelter Expansion Project's construction site was in an area of an old landfill that was active in the 1970's. Accordingly, every effort was made to diminish the risk of unforeseen conditions on this project including a Geotechnical Evaluation of the site that included soil borings and the inclusion of bid items in the construction contract to fund the removal and replacement of unsuitable soils. Even with this due diligence, Change Order No. 1 is the result of unforeseen conditions.

During the digging of the footings for the Animal Shelter Phase I Expansion Project, the Contactor encountered an enormous amount of construction debris including some large sections of concrete that had to be jack hammered into smaller pieces just to be able to remove them. This necessitated using equipment that was not anticipated or included in the Contractor's bid and resulted in digging the foundation footings significantly deeper than originally planned, approximately 15 feet deeper.

This extra equipment and the increased depth of the footings which requires that flowable concrete be used in the place of engineered fill at \$112.00 per Cubic Yard versus \$27.00 per Cubic Yard that was bid resulted in an \$8,659.87 increase the contract amount. Therefore, the total amount requested for Change Order No. 1 for the Animal Shelter Expansion Phase I Project is \$8,659.87.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: November 10, 2014

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

SUBJECT: COMMUNITY AND EMPLOYEE SURVEY CONTRACT EXTENSION

INTRODUCTION: The purpose of this agenda item is to consider approval of an agreement with NuStats, LLC in an amount not to exceed \$16,950 for the completion of community and employee surveys.

BACKGROUND:

In 1994, the City conducted its first community wide survey. Subsequent surveys were completed in 1999, 2000, 2004 and 2011-2013. Surveys were based on a standard questionnaire developed by the City to determine public opinion on programs and services and on nine major indices: overall citizen satisfaction, administrative leadership, responsiveness to citizens, efficiency, maintenance/traffic, safety/emergency services, cultural/recreational, utilities/services and City Hall. The proposed survey will ask the same baseline questions in addition to relevant and timely questions regarding services and preferences.

An employee survey was also conducted in 2011, 2012, 2013 and 2014. Results have lead to improvements in areas of concern including internal communication and employee security. An employee suggestion program, formal open door policy and employee grievance procedures were also developed as a result of survey findings.

DISCUSSION:

On November 25, 2013, the BMA approved a contract with one twelve month extension with NuStats, LLC for completion of the community and employee surveys for 2014. Staff also recommends adding \$800 for processing an additional fifty (50) surveys only to be used should the City receive more completed surveys than projected. Therefore, the total amount of the extension is \$16,950. NuStats, LLC completed the 2014 survey with great success and was rated excellent by the Budget and Performance staff. With approval by the Board of Mayor and Aldermen, NuStats, LLC will provide the complete report for both the community and employee surveys by March 1, 2015.

The vendor will be responsible for development, implementation, tabulation, analysis and reporting of a mailed citizen survey of 2,000 households and an internal employee survey of 370 full-time employees. The contract includes a renewal option for one additional year.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: November 10, 2014

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

SUBJECT: YOUTH BASKETBALL UNIFORMS

INTRODUCTION:

The purpose of this agenda item is to authorize the purchase of boys and girls basketball uniforms from Teamwear Graphics in an amount not to exceed \$16,000.

BACKGROUND:

Each year, the Germantown Parks and Recreation Department operates a youth basketball league for first through twelfth grade youth. The seasonal program runs from November 1, 2014 to March 13, 2015. Games and practices are held in Germantown Municipal School gymnasiums at Farmington Elementary, Riverdale Elementary, Dogwood Elementary, and Houston Middle School.

DISCUSSION

The Parks and Recreation Department provides team jerseys and shorts for the youth basketball program. The program includes approximately 500 boys and girls, ages 7 to 17 years old. Bids were received from the three vendors below.

	Teamwear Graphics	Bluff City Sports	Ad-Wear Speciality
Jerseys	\$6,495.00	\$7,845.00	\$7,245.00
Shorts	\$3,500.00	\$3,906.25	\$5,545.00
Alternate	<u>\$495.00</u>	<u>\$0</u>	<u>\$N/A</u>
Total	\$10,490.00	\$11,751.25	\$12,790.00

*Please note that total bids reflect an estimated supply of approximately 500 basketball jerseys and basketball shorts. The actual quantity ordered will not exceed the budgeted amount of \$16,000.

Staff recommends accepting the low bid from Teamwear Graphics for the basketball uniforms.

BUDGET AND STAFFING IMPACT:

The Recreation Division staff implements and manages the Youth Basketball League and is responsible for all facets of the program. Participant registration fees cover the direct expenses of the Youth Basketball League.



CITY OF GERMANTOWN

REPORT TO: THE BOARD OF MAYOR AND ALDERMEN

DATE: November 10, 2014

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

SUBJECT: Tennessee Parks and Greenways Foundation Grant

INTRODUCTION:

The purpose of this agenda item is to recognize a grant for \$1,250.00 from the Tennessee Parks and Greenways Foundation and to authorize the Mayor to enter into an agreement with this organization to install proposed signage at the Germantown Greenway and to approve Budget Adjustment 15-26. The Parks and Recreation Department will coordinate terms of the agreement.

BACKGROUND:

The Parks and Recreation Department staff has played a key leadership role in the Mid-South Greenway Alliances' development of a regional 911 signage system for greenway trails. This organization focuses on safety and security issues on greenway trails and has been meeting since August 2012. The group has identified the locating of trail users in emergency situations as a topic of mutually high concern. After input from local first responders and an extensive review of other cities' best practices to address this issue, the Alliance has developed a regionally coordinated 911-Locator System, based upon an alpha-numeric coding system and consistent sign design template. The System offers important advantages, with the most important being immediate user recognition of the 911 design and familiarity with a common coding system throughout the region.

This grant will provide the resources to install these 911-locator signs on a section of the Germantown Greenway in the Wolf River Nature Area section to benefit the personal safety of our users.

DISCUSSION:

A grant proposal requesting \$2,500.00 for greenway safety signage was written and submitted to the Tennessee Parks and Greenway Foundation in September for consideration through their TennGreen Connections small grants program. The City received a grant award on October 16 in the amount of \$1,250.00 which can be used to complete a portion of the project. The balance of the funds needed will be proposed in the FY16 budget request.

VISION 2020:

Acceptance of this grant supports Goal 18 Quality of Life: "Trails and greenway system available for public use; and well designed, well maintained parks and green spaces throughout our City".

