



# CITY OF GERMANTOWN TENNESSEE

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## **Parks and Recreation Commission**

Thursday, February 23, 2017 – 5:30 p.m.

Parks and Recreation Offices Conference Room at 276 West Street

The regularly scheduled meeting of the Germantown Parks and Recreation Commission for February 23, 2017 took place in the Parks and Recreation Conference Room, 2276 West Street.

### **PRESENT**

Kevin Young  
Jennifer Shipman  
John Elkington  
Rodney Strop  
Chuck Baker  
Forrest Owens - Alderman Liaison

David Clark – Planning Liaison  
Pam Beasley - Parks Director Liaison  
Teresa Martin- Staff Support

### **ABSENT**

James Underwood  
Rebecca Z. Clark  
Mike Agee  
Natalie Ruffin - Recreation Liaison

A quorum was established @ 5:35 p.m.

**Motion:** To approve the changes to the January 26, 2017 minutes

**Motioned by:** John Elkington

**Seconded by:** Rodney Strop

**Motion passed:** Yes – 5; No – 0; Abstain-1

### **NEW BUSINESS**

#### **Commission notebooks:**

Teresa Martin issued notebooks for the Commission to keep the Parks and Recreation bylaws, park rules, agendas, minutes, etc. organized.

#### **CIP & IRP FY18 Projects:**

- Pam Beasley discussed items on the docket to be approved through the Financial Advisory Commission before sending to the BMA for final approval. The proposed Capitol Improvements Projects budget includes: renovating the Farmington Elementary playground; renovation to the east field at Farmington Elementary and the two Greenway connector projects. Pam also stated that the new Parks Master will identify other parks to be renovated in the future.
- Jaque Schuller sold his property adjacent to Germantown Station Park to Dick Leike with Crye-Lieke Realtors. Staff is working to present a 1.1 acre property purchase of the north parcel to the BMA in order to make the Germantown Station Park compete. This funding for this purchase could be taken out of this year's contingency budget.
- The Parks and Recreation IRP budget request includes: purchase of RTV to patrol the greenway, park wayfinding signage; security cameras; and eco-counter to share trail usage data with Shelby Farms and other communities managing greenways. Other park renovation requests include: repairs to pedestrian bridge at Houston Levee Park; adding a keyless entry to the Pickering Center; and replacement of the lift station at the western Greenway restroom.

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**Motion:** To support the FY18 CIP & IRP projects requests as presented and recommend approval by the BMA.

**Motioned by:** Rodney Strop

**Seconded by:** John Elkington

**Motion passed:** Yes – 6; No- 0; Abstain-0

### **Arboretum Designation at Oaklawn Garden:**

The date for the Arboretum designation is April 27 from 4-5 p.m. at Oaklawn Garden. The Parks and Recreation Commission meeting will be held on that day at Oaklawn Garden.

### **OLD BUSINESS:**

#### **Pickering Center Policies & Fee Structure:**

Pam Beasley is asking the Commission to approve updating the Pickering Center prices and policies. Pam discussed raising the rate on the weekends to offset repairs to the kitchen appliances. The kitchen is used more on the weekend during large events. Rodney Strop requested that a brochure be created to be given to renter at Pickering.

**Motion:** To approve the changes and updates to the Pickering Center prices and policies.

**Motioned by:** John Elkington

**Seconded by:** Rodney Strop

**Motion passed:** Yes – 6; No- 0; Abstain-0

### **REPORTS:**

#### **Director's Report**

- **Harvest Moon Pavilion-** This is the name of rental facility at the Farm Park which supports wedding and event branding.
- **Zagster Bike Share –** The estimated cost of the bike share program will cost \$22,000 annually. Staff is seeking to get the cost sponsored through corporate naming rights.
- **Arbor Day Event-** The event will be on March 3<sup>rd</sup>. All commission members were invited to attend.

**Master Plan Schedule-** Pam reviewed the plan for seeking qualified design firms. More information on the schedule will be provided at the next meeting. She stated that public engagement meeting could begin as early as May.

#### **Special Committee Report**

- **Farm Hand Working Group Report -** Bo Adams is leading up the farm hand group with Chuck Baker the designated liaison for the Parks and Recreation Commission. They are working on events such as the rebranding the summer Farmer's Market to include a summer supper series and adding a head chef.

#### **Recreation Superintendent Report**

- Natalie was out, but will be back next month.
- Easter Extravaganza is coming up in April.

### **ANNOUNCEMENTS / SAVE THE DATE:**

- 2017 Arbor Day – Friday, March 3<sup>rd</sup>, 2017 @ 9-11 a.m.
- Easter Extravaganza - Saturday, April 8, 2017 @ 8 a.m.
- Germantown Mayors Cup Marathon and 5K will be held on March 12, 2017 at 7:30 a.m.
- Germantown Education Foundation's GMSD Stampede – Sunday, April 23, 2017 @ 12 – 5 p.m.
- Arboretum Designation Ribbon Cutting – Oaklawn Gardens – Thursday April 27, 2017 @ 4:00 p.m.
- **Next Meeting is April 27, 2017 – location and time TBD.**

**ADJOURNMENT** - Meeting was adjourned at 6:20 p.m.

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