

GERMANTOWN PARKS AND RECREATION COMMISSION
Meeting Minutes
December 9, 2010

The regularly scheduled meeting of the Germantown Parks and Recreation Commission for December 9, 2010 took place at Germantown Parks and Recreation, 2276 West Street.

PRESENT:

Jerry Gee
Mary Anne Gibson
Rodney Strop
Pam Beasley, Director of Parks and Recreation

ABSENT:

William Kenley
Bob Timm
Rick Bennett, Planning Commission Liaison
Kevin Young, Chairman
Angela Sorensen
Mark Billingsley, Alderman

Parks and Recreation Commission Annual Report

Recognition as a Healthy Community

- The department worked with the planning office to update the current trail maps. These can be found on-line.
- Partnerships with several commissions result in the following:
 - Public Safety Commission – Rangers participation in “Safety City” program.
 - Education Commission – Participation and support in implementation of the Youth Leadership Conference.
 - CONA – Secured volunteer support for the Riverdale Playground Project
 - Senior Advisory Commission – Provided staff support for Senior Expo – planning and execution
 - Environmental Commission – Participated in the “Living Green in Germantown Expo”.
 - Beautification Commission – Supported the Arbor Day and “Living Green in Germantown Expo” events.
- A girl’s running club was added to the REACH afterschool program. Other active sports included archery, tennis and golf.
- The new tennis program includes strength and conditioning workouts for participants.
- An inventory of all senior activities provided at Germantown churches and faith based institutions was completed and being used by the Senior Commission.
- A community health fair was conducted by the Germantown Athletic Club with the Parks and Recreation Department participating.
- Staff utilized community medical staff and resources for programming:
Certified/registered nurses were utilized for the week long (Special Recreation)

Recreation Unlimited Summer Camp. Also, an ambulance and staff member from Metro Rural participated in the Touch-a-Truck event.

Enhance Stewardship; become a “green city”

- The Germantown Green Council was created and is being led by department staff. An energy grant of \$30,000 provided funding to calculate the City’s carbon foot print and determine energy saving strategies. Caldwell Brown has completed the City’s preliminary carbon foot print analysis report. Several “green” educational programs have been provided to City staff.
- The Arbor Day and Living Green in Germantown was expanded this year to include 15 “green vendors”. This year the Villages of Germantown, the Memphis Oral School for the Deaf and Germantown Elementary School participated in the annual tree planting ceremony and educational program. 1,500 trees were given away to Germantown residents.
- The Riverdale Playground Project was designed using “green” site development practices. A storm water retention plan was created.
- Staff recycles aluminum cans, plastic, and paper. Recycling is also being done at large community events.
- The Parks and Recreation Department provided leadership and support for the Tree Board and the Beautification Commission. They will submit their annual reports to the BMA in January.

Provide Mobility in Germantown

- The Ranger Division was restructured with an increase in the total number of hours parks are patrolled. A total of 7-8 rangers are retained during peak season.
- The final Phase VI Greenway Design documents were completed by Dalhoff, Thomas and Daws.
- The Planning Division held a public hearing to address future bike trails in the City.
- Staff is working with the City of Memphis on the greenway connector at the western trail head.

Expand Choice for Leisure and Lifelong Learning

- The Youth Sports Alliance was created and held its first meeting October 21 to review the overall mission. The first work to be completed by the Alliance includes updates on the ethics policy; grievance policy, program evaluations and emergency procedures. All City sports are represented in this group.
- Park Rangers conducted several trail scavenger hunt for families. Other environmental programs were conducted by the Wolf River Conservancy.
- The May and October “Fun in the Sun” art series for preschoolers was very successful averaging over 100 participants per session.
- Committees to review the Senior Summit results were created and work started on the overall plan for senior services.
- Special needs programs continued to grow and be successful. The Senior Prom night won the Tennessee Recreation and Parks Association’s Award of Excellence for a Special Event. Over 300 participants utilize the programs.

- A competitive soccer program was added in the spring with an active advisory board in place to support the programs – both competitive and recreational soccer.
- The department partnered with the newly formed GBL to provide one of the most successful baseball seasons ever.
- The Recreation Division operated the girls softball program. A new partnership has been formed with GameDay and the Healthy Kids Foundation to deliver the 2011 season.

Improve Facilities

- The Riverdale Playground project was planned, designed and completed within a five month period using \$300,000 of private funding – Baptist Rehab Germantown, the Baptist Memorial Healthcare Foundation and Playcore. The City of Germantown added \$80,000 for site work. Additional private funding for Phase IIS of the Riverdale Project has reached over \$50,000. The native plant garden was installed mid November. The “Canopy” outdoor classroom funded by the Germantown Festival and the “Gathering Place” funded by the Germantown Civitan Club have been designed and will be installed January/February.
- The department received an LPRF Grant for \$150,000 for the Dogwood Playground Renovation Project. Staff met with the HOA to review the scope of work. A community planning session is scheduled for January 12. Construction is scheduled to take place this coming spring.
- Improvements were made to the Bob Hailey Athletic Complex baseball fields – fencing upgraded and moved for more diverse play per the request of GBL.
- Pitching mounds were built at the Cameron Brown Baseball fields.
- The Skatepark specs were completed. Project is scheduled to be bid in March per Purchasing Department.
- The Commission completed the review of the proposed amphitheatre project and set direction for the newly acquired Bobby Lanier Park (Ocean View Farm). Three work sessions were held including a public input meeting. Results of that meeting were used to determine the best plan of action. Recommendations were developed and have been sent to the BMA for their January retreat.

Retain Top Quality Work Force

- Professional staff that are certified – CPRP: Pam Beasley, Natalie Ruffin, Kevin Weaver, Michelle McDonnell, Jared Azzone is in the process. Kevin and Michelle acquired their certification this year.
- Natalie served as the TRPA West District Chair, hosting a very successful educational workshop for all professionals in west Tennessee in the spring.
- Pam served on the TRPA Executive Board as Chair of the Personnel Committee and Ways and Means (Budget) Committee.
- All professional staff renewed their TRPA memberships and attended the state conference. All received continuing education credits.
- Staff participated in the following city training initiatives: ethics training; Quest for Quality course at Union University; “Root Cause Analysis” course; PATS workshop – Process Activated Training System, web master classes, new work order and finance system training.

Enhance Exceptional Services and Customer Services

- The process to update and revise Policy Letter 33 was completed and with the BMA approving all changes.
- A new tennis pro was hired and the program expanded especially for youth. The P/R Commission participated in the selection process. Changes in the Tennis program provide better customer service as participants are able to register on site.

Be a Service Business – Align Mission with Goals

- Staff started the self assessment process of the CAPRA reaccreditation which will take place in 2011.
- The P/R department is working the Germantown Athletic Club and Personnel to develop an employee wellness program. A draft has been given to Administration for consideration.
- Increasing partnerships: Working more closely with the Germantown Animal Shelter (Green Expo & Tails on Trails Dog Walk and Expo), Germantown Kiwanis Club (Recreation Unlimited) and Germantown Woman's Club (After Dark Egg Hunt). Collaboration with the library is very strong and is on-going. GPAC provided free tickets to two Peanut Butter and Jam performances for our Special Recreation program participants. The TN Shakespeare Co. completed the multi-week performance of Julius Caesar, which was held at City Hall. Collaboration with the GCT for the Theatre in the Park: Disney's Jungle Book event was held in June.
- The Parks and Recreation Commission completed the official "park naming" process for the newly acquired 10 acres now known as Bobby Lanier Park.

Ms. Beasley thanked the Commission for their support as well as Alderman Billingsley and the Board of Mayor and Alderman because a lot has been accomplished. The programs have been very successful. She is proud of what can take place in the community when people mobilize and they see a cause and spend their time and energy to make a difference. Complimented Natalie and her staff for starting the Recreation Soccer program. The community wanted more and now we are offering competitive soccer successfully. One of the most exciting things for our park system is not only the Ocean View property, but the opportunity to take the whole 108 acre property and master plan it in a way where 20 years from now, we can all look back and say there was a vision and there was leadership, partnerships and people who stepped forward to make this happen. That is what makes Germantown unique. She has had an opportunity to learn about the history of Germantown and Andy Pouncey told her that back in the middle of the century there were a group of men known as the Germantown Civic Club and this group got together and protected the whole Poplar Pike Corridor and set the vision of Germantown for being a premier residential community. They have to be proud and look back and know that the vision came to fruition. This Commission and the City has the opportunity to do that with Bobby Lanier Park and make it something unique that the citizens will be proud of. Stated that it is important that all of the alderman receive a copy of the annual report. It will also be important as we move forward with the park master plan, a recommendation was made to board, we have not had a work session. That needs to take place right after the first of the year. The goal of the recommendation for the Commission is to look at what occurred in the public work session.

When Mr. Sevaggio came before the board, there was a museum committee that has been very involved and willing to play a role in the project.

Ms. Gibson said she is excited about the new park and the vision that needs to be there for the new park is the need for an overall plan to be put in place. The vision is going to come from the citizens, commission, and elected officials as far as how that is put in place. It's not going to come from those whose jobs are focused on crunching numbers. There are time sensitive things that need to happen.

Mr. Strop wants the Veteran's Memorial to be included in the agenda for the upcoming year.

Ms. Beasley discussed doing some volunteer work at Ocean View Farms to make the property look better. Discussion took place regarding what renovations needed to be done. The Commission was encouraged to tour the park and go through it with the BMA as well.

Pam and George are putting together a field trip to Mt. Lebanon on December 22 for a day trip. Alderman Billingsley thanked the commission for everything they do and announced there will be a new alderman in 2011.

There being no further business, the meeting was adjourned.