

METROPOLITAN BOARD OF PARKS AND RECREATION

MINUTES OF BOARD MEETING FEBRUARY 2, 2021

A meeting of the Board of Parks and Recreation of the Metropolitan Government of Nashville and Davidson County, Tennessee was held on Tuesday, January 5, 2021 at 12:00 pm via teleconference and was broadcast through the Metro Nashville Network, (MNN) <http://stream.nashville.gov> and select MNN, live on Nashville's Comcast Channel 3, AT&T UVerse Channel 99, Google Fiber channel 3 and streamed live on the MNN Roku app. Board members present were: Dr. Michelle Steele, Ms. Susannah Scott-Barnes, Ms. Tari Hughes, Mr. George Anderson, Mr. Crews Johnston, *Dr. Sharon Gentry and Mr. Jeff Haynes. Ms. Macy Amos, representing the Metro Legal Department was also in attendance.

Dr. Michelle Steele, chair, called the meeting to order and stated that the first order of business will be a motion to determine under the Governor's Executive Order #16 that the meeting agenda constitutes essential business of this board and meeting electronically is necessary to protect the health, safety and welfare of Tennesseans in light of the COVID-19 outbreak. Ms. Hughes moved for approval, Ms. Anderson seconded, and the board approved without objection.

MINUTES OF MEETING HELD JANUARY 5, 2021 APPROVED

Upon motion of Ms. Scott-Barnes, seconded by Ms. Hughes, the Board approved the minutes of the board meeting held Tuesday, January 5, 2021 as amended in Old Business, agenda #08-19-06 **"Staff to revisit recommendation from the board regarding initiating the petition process for removal/relocation of the Private Confederate Monument in Centennial Park"**.

IV. METRO COUNCIL REFERRALS

Councilmember Nancy VanReece representing the 8th Council District was in attendance. Councilmember VanReece stated that there is ongoing discussion regarding the hazard pay overpayment made to some Parks employees. She is working with staff, Director Odom and the finance department to get a full understanding of what happened. The SEIU is also involved in the discussion and all are working to decide what needs to happen. In addition, she is encouraging fellow council members to recognize Parks employees for their hard work and to supply the appropriate budget to Director Odom to be able to pay the living wage as promptly as possible.

Dr. Steele thanked Councilmember VanReece for her leadership and support to the Parks department. She looks forward to further discussion on this issue.

V. OLD BUSINESS - None

VI. CONSENT AGENDA

02-21-01

BOARD APPROVES FEBRUARY 2021 CONSENT AGENDA

Upon motion of Ms. Hughes, seconded by Mr. Anderson, the Board approved the February 2021 consent agenda as presented.

AMPLIFICATION APPROVAL

- Unite Nashville-day of fun Cumberland Park Sat., June 5, 2021
- Shannon Dillard-wedding Centennial Park Sunken Garden Sun., June 13, 2021
- Diamondhead Logistics Chili Cookoff Centennial Park Front Lawn Sat., Sept. 18, 2021
- Nashville Striders Inc./Shelby Bottoms Boogie Shelby Park Special Event field Sat., Oct. 2, 2021

ALCOHOL

- DPR Construction/company event Centennial Park Event Shelter Fri., Oct. 29, 2021

AMPLIFICATION AND FUNDRAISING

- Transformation Life Center-5K run/walk Shelby Park Event Field Sat., Sept. 11, 2021
- Adopt a Golden/festival Edwin Warner areas 6, 9, 10 Sun., Oct. 24, 2021

AMPLIFICATION AND ALCOHOL

- Gumball 3000 Entertainment/Concert Walk of Fame Park Mon., May 31, 2021

AMPLIFICATION, ALCOHOL AND AMPLIFICATION

- Friends of Shelby Park and Bottoms Cornelia Fort Airpark-Pickin' Party Sat, May 15, June 12, July 17, and August 28, 2021
- Nashville CARES/Nashville AIDS Walk Public Square Park Sat., Oct. 2, 2021

02-21-02 Board approved request of Mr. Phil Claiborne, representing The Friends of Two Rivers Mansion, granting permission to host the following events on dates to be determined in 2021 at Two Rivers Mansion with waiver of usage fees, amplification, alcohol consumption and to remain in the park after 11:00 pm, if necessary:

- Phil the House with Art and Friends April
- Donelson Hermitage Chamber Spring Market April or May
- Hip Donelson Farmer's Market May thru October
- Symphony in the Park June
- Historic Tours of the Mansion June thru August
- 1802 House and grounds (DTBD)
- Nashville History Lectures August
- High Tea Experience August or September
- Mystery Art League Fundraiser August or September
- An Evening of Elegance Fundraiser September or November
- Spirit Legends Tours October
- Donelson Hermitage Chamber Holiday Market November
- Christmas at the Mansion December

VI. CONSENT AGENDA

BOARD APPROVES FEBRUARY 2021 CONSENT AGENDA

Upon motion of Ms. Hughes, seconded by Mr. Anderson, the Board approved the February 2021 consent agenda as presented.

02-21-03 Board approved request of Ms. Jenny Hannon, Executive Director of the Friends of Warner Parks, granting permission to host the following 2021 fundraising events in Warner Park with waiver of usage fees, amplification, alcohol consumption (if applicable) and to remain in the park after 11:00 pm if necessary:

Full Moon Pickin' Parties	May 21 - 22 June 25 July 23 August 20 - 21 September 17 October 15
The Shelter Dinner	Saturday, April 17 or April 24
Songwriter Night	June 9 or 10 or July 8 or August 12
Hummingbird Happy Hour	Thursday, September 9
Sunday in the Park	October 24, 31, November 7 or 14 (date to be determined)
Saturday in the Park	October 23, 30, November 6 or 13 (date to be determined)
Harpeth Hills Flying Monkey Marathon and Half Marathon	Sunday, November 21

***Denotes arrival of Dr. Gentry**

VII. NEW BUSINESS

02-21-04

**BOARD ACCEPTS DONATION FOR MCCABE AND ELMINGTON PARKS FROM
THE MCCABE PARK LITTLE LEAGUE**

Upon motion of Mr. Anderson, seconded by Ms. Hughes, the board accepted the following donations: from Mr. Trey Stuart, President of McCabe Park Little League:

- A new fence around the small baseball field located at McCabe Park.
- New bases and field dressing for the infield of the baseball field at Elmington Park. The surface in its current state becomes very slippery after a light rain. Additionally, it remains wet and unplayable for hours after a rain.
- Install gutters for the concession/restroom building and a French drain in that area at McCabe Park.

Please note that this donation requires no match or other obligations from the Metropolitan Government and/or Metro Parks. McCabe Park Little League will cover all expenses associated with the development and subsequent upkeep and maintenance related to this donation.

VII. NEW BUSINESS

02-21-05

**BOARD DEFERRED REQUEST OF METRO WATER SERVICES TO TRANSFER
PROPERTY AT 0 COUNTY HOSPITAL ROAD, PARCEL 08000007200**

As per Parks policy 3000.25 the board deferred request to accept the transfer of Metro Water Services owned parcel of property located at 0 County Hospital Road, Parcel #08000007200, to be designated as permanent public open space.

02-21-06

**BOARD ACCEPTS GRANT FROM THE CENTENNIAL PARK CONSERVANCY TO
FUND CAPITAL IMPROVEMENTS IN CENTENNIAL PARK**

Upon motion of Ms. Hughes, seconded by Mr. Anderson, the board accepted a grant not to exceed \$4,000,000 from the Centennial Park Conservancy to fund the next phase of capital improvements in Centennial Park.

This funding will be used for development of an event pavilion, surrounding landscape, and a pedestrian entrance from the 31st Avenue Connector into Centennial Park with Metro Parks contributing a \$1,000,000 match to fund the remaining project expenses.

02-21-07

**BOARD APPROVES AMENDMENT OF PARK POLICY 3000.1
"NAMING OF PARKS"**

The Policy Committee, chaired by Dr. Sharon Gentry, presented the following proposed naming policy for Metro Parks to the board. Each **amendment** in **red** was discussed and approved individually.

The Committee changed the name of the following sections:

- IV. Criteria changed to IV. **Criteria for Names** and
- V. Procedure changed to V. **Process for Naming**

The Committee added the following section:

- VI. **Process for Renaming**

VII. NEW BUSINESS

02-21-07 (con't.)

BOARD APPROVES AMENDMENT OF PARK POLICY 3000.1
“NAMING OF PARKS”

3000 POLICIES

3000.1 NAMING OF PARKS (amended February 2, 2021)

I. Purpose:

The purpose of this policy is to establish a systematic and consistent approach for the official naming of parks, recreational areas and facilities.

II. Objectives:

- Ensure that parks, recreational areas and facilities are easily identified and located.
- Ensure that names given to parks, recreational areas and facilities are consistent with the values and character of the area or neighborhood served.
- Encourage public participation in the naming of parks, recreation areas and facilities.

III. Definition:

Parks, recreational areas and facilities – includes all property assets under the City’s ownership and under the control of the Parks Department including buildings, structures, open spaces, public parks, natural areas, wetlands, environmental habitats and land.

VII. NEW BUSINESS

02-21-07 (con't.)

BOARD APPROVES AMENDMENT OF PARK POLICY 3000.1
“NAMING OF PARKS”

3000 POLICIES

3000.1 NAMING OF PARKS (amended February 2, 2021)

IV. Criteria for Names:

The policy of the Parks Department is to name parks, recreation areas and facilities through an adopted process utilizing established criteria emphasizing community values and character, local history, geography, environmental, civics and service unique to the City of Nashville.

A. The following criteria shall be used in determining the appropriateness of the naming designation:

1. Geographic location (neighborhood, significant areas, etc.)
2. ~~Only geographic locations~~
(because this item was not a part of the original policy, and was added and removed within the committee, it should not have been included on the document. Therefore, it should be disregarded.)
3. Natural features
4. A person (non-living) or place of historical or cultural significance
5. A person (non-living), group, or feature particularly identified with the land or facility
6. A living person who served or was employed by The Metropolitan Board of Parks and Recreation of Nashville and Davidson County for at least 30 years and/or whose work contributed substantially to the improvement of the Metropolitan Government's parks, recreation areas or other facilities.

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BOARD APPROVES AMENDMENT OF PARK POLICY 3000.1
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3000 POLICIES

3000.1 NAMING OF PARKS (amended February 2, 2021)

IV. Criteria for Names:

A. The following criteria shall be used in determining the appropriateness of the naming designation:

7. **Cannot be named after a living person**

Upon motion of Ms. Hughes, seconded by Ms. Scott-Barnes, the board voted to add the criteria “cannot be named after a living person”. Please note that after the motion passed, Ms. Hughes changed her vote to no because of the contradiction between #6 and #7.

After the vote to accept as criteria “cannot be named after a living person”, Ms. Scott-Barnes made motion to remove #6. Ms. Hughes stated that #4, 5, and 7 were redundant with #6 and 7 being contradictory. Mr. Anderson provided background information on #6 stating that it was put in place to name the Parks Administrative Complex in honor of former long-time Metro Parks Director Jim Fyke before his death. Mr. Anderson seconded Ms. Scott-Barnes’ motion and the board voted to remove #6 from the criteria to name a park.

B. Conditions of property donation as agreed upon by the donor and the City shall be honored regarding the naming of the parks, recreation areas and facilities subject to these adopted policies.

C. Names that are similar to existing parks, properties or facilities in the City system (or other systems in the Metro area) should not be considered in order to minimize confusion.

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IV. Criteria for Names:

- D. In the case of parks where only geographic, conceptual or other generic names exist or have been proposed, and when such names are not of special historical or geographical significance to the neighborhood; nominations may be made to name a park or park facility for a local or community leader (non-living).
- E. When park property is named for an individual, this action in no way gives the family members naming rights over other features on the property. Features within the facility or on the property will remain eligible for naming without the consent of the individual or family members for which the property is currently named. This matter will be clearly outlined in the written agreement at the time of the naming.
- F. Nominations will be accepted and considered only when received from community-based organizations which have been in existence a minimum of three years, e.g. advisory councils, neighborhood associations, youth service agencies, churches, elected and/or appointed bodies, etc. The nominating organization will be required to provide information about its history. A formal vote of the organization’s executive board must be

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3000 POLICIES

3000.1 NAMING OF PARKS (amended April 7, 2015)

IV. Criteria for Names:

- F. taken, and the family of the honoree must agree with the proposed recognition.
- G. Nominations will not be accepted from any individual person including elected officials. The only exception to this policy is when a significant financial contribution is made, and the naming is a condition of the Parks gift.
- H. The Department will not consider a naming request if any of the following conditions are present:
 - 1. Duplicates the name of another park or park feature.
 - 2. Endorses or advocates religion or a specific religious belief.
 - 3. Has obscene connotations; or
 - 4. Demeans, intimidates or maliciously portrays any racial and ethnic group.
- I. Requests will not be considered when submitted by an individual or a group for self-nomination. The only exception to this policy is when a significant financial contribution is made, and the naming is a condition of the gift.

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3000.1 NAMING OF PARKS (amended February 2, 2021)

IV. Criteria for Names:

J. When new park property is proposed, acquired or constructed, the property may be given a temporary, unofficial name until a formal petition is submitted by a community-based group on the basis of the criteria and procedures outlined in this policy. The temporary name will be designated by the Parks Department for the purpose of administration and accounting.

K. ~~No park once named may ever be changed.~~

Upon motion of Ms. Hughes, seconded by Ms. Scott-Barnes, the board voted to remove said statement “No park once named may ever be changed”.

L. All community centers will retain the name of the park in which they are located.

V. Process for Naming:

Naming of Parks, Recreation Areas and Facilities

a. The process to name parks, recreation areas and/or facilities should begin within 12 months after the City has acquired title to the land and/or formally accepted the gift. Provided, however, that the process for naming a park, recreation area or other facility under section 3000.1 (V)(5) may be started at any time.

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V. Process for Naming:

- b. A request for naming of a park, recreational area or facility shall be submitted in writing to the Parks Board through the Parks and Recreation Department.
- c. Those submitting a naming request should show how the proposed name is consistent with the criteria stated in this policy. When naming after a person or persons, the application will describe the contributions to the City. Written documentation of approval by next of kin to be honored (if available/possible) is required as part of the proposal.
- d. Staff will review the proposal for adherence to the stated criteria and authentication of statements relative to contributions in the case of an individual before forwarding to the Parks Board. If the request is incomplete, staff will contact the applicant, in writing, and provide them with the opportunity to resubmit a revised request.
- e. The Parks Board will offer the opportunity for public input on the proposed naming.

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3000 POLICIES

3000.1 NAMING OF PARKS (amended February 2, 2021)

- f. The Parks Board can initiate the naming process whenever deemed necessary and/or in the best interest of the City.
- g. In the absence of any naming requests, the Parks Board shall adhere to criteria stated in this policy in recommendation of name.

VI. Process for Renaming:

The renaming of parks, facilities and features is strongly discouraged. It is recommended that efforts to change a name be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributors.

- a. A request for (re)naming of a park, recreational area or facility shall be submitted in writing to the Parks Board through the Parks and Recreation Department.
- b. The Parks Board will consider a maximum of (2-3) renaming requests per calendar year.

Upon motion of Ms. Scott-Barnes to consider a maximum of (2) renaming requests per calendar year and seconded by Mr. Anderson, the motion passed.

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BOARD APPROVES AMENDMENT OF PARK POLICY 3000.1
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VI. *Process for Renaming:*

~~c. The Parks Board will require a petition of #### of signatures from residents within the council district where the park is located to consider the renaming of a park.~~

Dr. Gentry requested “C” be rescinded because the committee decided against.

Ms. Scott-Barnes requested discussion of this item. She stated that this might add value to the process. Ms. Scott-Barnes made motion to require 100 signatures from constituents within Davidson County instead of the council district. Motion failed due to lack of second.

Dr. Gentry elaborated on why the committee rescinded this item. Validating signatures/addresses on petitions and keeping the process clean were concerns of the committee.

~~d. The Parks Board will require public participation for input on the proposed renaming.~~

After much discussion to define public participation, Dr. Gentry made motion to approve item (d) as stated below:

“The Parks board will provide opportunities for public participation, which may include but not limited to, email, postal mail and appearance at noticed park board meetings, for input on proposed renaming.”

Ms. Hughes seconded, and the board approved.

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02-21-07 (con't.)

BOARD APPROVES AMENDMENT OF PARK POLICY 3000.1
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3000.1 NAMING OF PARKS (amended February 2, 2021)

VI. *Process for Renaming:*

- e. A supermajority of the Parks Board is required to approve the renaming of a park.

Upon motion of Ms. Hughes, and seconded by Mr. Anderson, the board approved item (e) with supermajority being defined as 5 members.

- f. The costs associated with the renaming of a park shall be borne by the requesting organization. These costs include, but are not limited to, signage, print media, online references and other costs identified by the Parks Department.

Upon motion of Ms. Scott-Barnes, seconded by Ms. Hughes, the Board approved item (f) as submitted.

02-21-08

FINANCE COMMITTEE TO BEGIN REVIEW OF THE FRIENDS GROUP POLICY
AS PER RECOMMENDATION OF THE INTERNAL AUDIT DIVISION

Ms. Tari Hughes, chair of the Parks Board Finance Committee, stated that the Internal Audit Division of the Metropolitan Government had conducted an audit of the Metro Parks Friends Groups and there are requests that need to be considered by the finance committee (all board members are members of the finance committee).

Ms. Chinita White, Assistant Director of Parks/Finance and Administration, stated that the audit requests the committee to “evaluate and determine if the policy needs to be revised if management or the Board of Parks and Recreation determines the requirements are too burdensome or if more stringent requirements are needed”. Ms. White also said that the board could find the observations of the audit on page of audit document.

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02-21-08 (con't.)

**FINANCE COMMITTEE TO BEGIN REVIEW OF THE FRIENDS GROUP POLICY
AS PER RECOMMENDATION OF THE INTERNAL AUDIT DIVISION**

Ms. Hughes stated that the current requirements of friends groups are not being followed by our groups and it has been suggested that we look at our requirements to determine if they are reasonable, too stringent or not stringent enough and come up with a way of making sure requirements are complied with.

Ms. Monique Odom, Director of Parks, stated that this routine review is based on an internal audit by Metro Government with nothing bringing it on. She also said that Mr. Anderson, board member, could recall the changes made to the policy 3-4 years ago to make sure all financials were consistent and uniform. Prior to that there was no format set out by the Parks Department. Ms. Odom stated she welcomed this audit and its findings to determine if they are fair and reasonable to all groups as we didn't want to place an undue burden on friend's groups to comply with policy. It is very important to make sure that the policy is reasonable and fair to all for consistency. The board can determine if there are any revision changes to be made, recommend, and communicate new policy and requirements to the friend's groups and track internally.

Mr. Anderson asked if we are clarifying the reporting process? Ms. Hughes said the findings of the audit stated most groups did not meet all requirements in terms of reporting and question is why did they not comply, what's the process and does the policy need to be looked at again? Mr. Anderson said yes, the policy needs to be standardized and make sure the groups are following it. Mr. Anderson stated he has been concerned that Parks has not been looking at what the friend's groups are spending their money on, i.e. too much payroll, are they within their mission and using funds appropriately. Ms. Hughes asked how did we have a 2-year period when groups were not complying and what do we do so to make sure they are complying? Mr. Anderson said we had good intentions 3-4 years ago; however, he doesn't think we executed and we now need to hit reset.

Ms. Odom stated that the reporting period was selected by Internal Audit and she did not want to paint the picture that we didn't know they were not complying. Revision of Parks practices in the office should begin with holding the groups accountable. She did say that administrative staff has been very thorough about reaching out to the groups, but things happen such as changing President of the groups and not notifying us of the change, not intentional it just doesn't happen. Ms. Odom reassured the board that staff is diligent without being over-bearing to the groups about compliance.

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**FINANCE COMMITTEE TO BEGIN REVIEW OF THE FRIENDS GROUP POLICY
AS PER RECOMMENDATION OF THE INTERNAL AUDIT DIVISION**

Ms. Hughes stated the committee should look at the process, simplify it and find things on our side to make sure all information is in. Ms. Odom stated she would appreciate consideration of what non-compliance will detail, i.e. rescind their status as a group or if non-compliant don't allow fee waivers if requested.

Ms. Hughes stated that the process has been opened for review and committee will meet again to discuss. Ms. White stated that a recommendation is due back to Internal Audit by February 15th and she will report that the Finance Committee has begun review of the current policy of the Metro Parks Friends Groups.

VIII. CAPITAL PROJECTS UPDATE – Tim Netsch

Aaittifama Archeological – Phase One

Design complete
In the queue for construction bidding

Centennial – Children's Memory Garden

Design complete
In the queue for construction bidding

Centennial – Phase Two

Great Lawn complete and open
Construction underway in other areas
Complete: Spring 2021

Elmington Tennis Courts Refurb

In the queue for construction bidding

Fort Negley Master Plan

RFP proposals in review-funding frozen

Hadley – Pavilion

Construction contract executed
Construction funding frozen

Mill Ridge – Phase One

Design complete
Construction re-bid underway

Ravenwood – Phase One

Design complete
Construction re-bid underway

Watkins Park – Pump Track

Partnership with SORBA, Nashville Parks
Foundation & Oasis Bike Workshop
Construction Underway
Construction complete: Winter 2020/21

Wharf – Master Plan

Funding frozen

COMPLETED IN THE LAST TWELVE MONTHS

Antioch – community center renovation
Beaman – trails
Kossie Gardner, Sr. – new park*
Madison – tennis courts reconstruction*
Orchard Bend – swings and pavilion
Percy Warner-Allee restoration

*Completed in the last month

IX. UPCOMING SPECIAL ACTIVITIES/EVENTS – Jackie Jones

February is Black History Month:

February 5 – March 25 Voices of the Past Centennial Art Center
A Celebration of Black History

February 13 and 27 8-person guided Fort Negley
walking tours

X. REPORT OF THE DIRECTOR

Ms. Odom announced:

- Thank you to all board members for your participation in our virtual meetings for the past several months during the pandemic.
- We have started the FY22 operating budget process, particularly investment requests which are improvement requests to the department. We have been asked to submit a 2% departmental reduction (\$815,000). Our budget submissions due in later this month.
- Met with Macy to begin the initiation of the petition to the State for the removal of the Private Confederate Monument from Centennial Park. The Legal Department will take the lead on the petition with support from Mr. Tim Walker, Metro Historical Commission, and internal staff, Krista Castillo in particular.
- You should have received a letter from the Metropolitan Minority Caucus revising their request to rename Hadley Park for the late Kwame Leo Lillard instead of Freedom Riders Park. Councilmember at Large Sharon Hurt will represent this request before the board.
- The NRPA National Conference will be held in Nashville September 2021 with Metro Nashville Parks serving as the host park system along with the State Parks Association. The 2020 event was held virtual; however, this year's event will be both hybrid and virtual. We hope you all will be able to attend in some way and we will keep you aware of events.
- With regard to the acknowledgement of Mr. Fossick's service to the board; he would like to wait until an in-person meeting.

XI. ANNOUNCEMENTS/ REQUESTS FOR FUTURE AGENDA ITEMS/OPEN ITEMS

Mr. Anderson stated he has received many calls about the homeless situation in Brookmeade Park and requests that it be placed on the March agenda for discussion.

Ms. Odom stated that a meeting has been called in the Mayor's Office on Wednesday, February 3rd to address this issue. This is just one of many meetings Metro Parks has been involved in. Parks Police and Maintenance divisions have cleared this property a number of times. Please keep in mind that homelessness is a City issue and if not

XI. ANNOUNCEMENTS/ REQUESTS FOR FUTURE AGENDA ITEMS/OPEN ITEMS

addressed on a City level people will continue to come. There is no housing or any other remedies for those experiencing homelessness. They come to Parks and Park facilities because they are public open spaces and they are allowed to be there. We have discussed many times over the past years. They also come to Public Libraries; however, libraries are indoor facilities with hours of operation and although Parks have hours of operation, we have no doors we can close and/or lock. We are all on board for addressing homelessness in the City and as it relates to Parks, parks facilities and Greenways and we want everyone to be safe. This is not a problem that Parks can solve on its own, we have many partners (Homeless Impact Division of Social Services and Metro Police) and all want to support those experiencing homelessness while helping our communities, parks and greenways to be safer.

Mr. Anderson also addressed hazard pay for Parks employees. He stated he did not think money should be called back from these employees. He said he knows it's a very delicate situation, but anything the board can do to support Ms. Odom they will support both her and the department in this regard.

With there being no further business, the meeting was adjourned.

Monique Horton Odom, Director

Dr. Michelle Steele, Chairperson