

METROPOLITAN BOARD OF PARKS AND RECREATION

MINUTES OF BOARD MEETING

February 4, 2020

A meeting of the Board of Parks and Recreation of the Metropolitan Government of Nashville and Davidson County, Tennessee was held on Tuesday, February 4, 2020 at 12:00 pm in the Centennial Park Boardroom, 2565 Park Plaza, Nashville, TN. Board members present were: Dr. Michelle Steele, Mr. Stan Fossick, Ms. Tari Hughes, Mr. Jeff Haynes and Dr. Sharon Gentry. Ms. Susannah Scott-Barnes and Mr. George Anderson were not in attendance.

Staff present were: Ms. Chinita White, Administration and Finance; Mr. Rick Taylor, Consolidated Maintenance; Mr. Stevon Neloms, Community Recreation; Mr. Tim Netsch, Planning and Facilities; Mr. John Holmes, Revenue Producing Facilities; Mr. Jim Hester, Outdoor Recreation/Special Events; Ms. Cindy Harrison, Greenways/Open Space; Sgt. Clay Whitworth in Capt. Chris Taylor's absence, Parks Police; Ms. Jackie Jones, Community Affairs and **Ms. Macy Amos, representing the Metro Legal Department.**

MINUTES OF MEETING HELD JANUARY 7, 2020 APPROVED

Upon motion of Mr. Fossick, seconded by Mr. Haynes, the Board approved the minutes of the board meeting held Tuesday, January 7, 2020 as presented.

V. METRO COUNCIL REFERRALS

Ms. Tonya Hancock, Councilmember, representing District 9 and co-chair of the Parks and Library Committee of the Metro Council and Mr. Thom Druffel, Councilmember, representing District 23 were in attendance.

VI. OLD BUSINESS

01-20-08

BOARD ACCEPTS GREENWAY CONSERVATION EASEMENT PARCEL NO. 03300021200 IN ASSOCIATION WITH THE GRAYCROFT APARTMENT CONSTRUCTION PROJECT

As per recommendation of the Acquisition Committee, upon motion of Mr. Haynes, seconded by Ms. Hughes the board accepted a greenway conservation easement along Dry Creek associated with the Graycroft Apartment Complex construction project. This easement (22 acres) is located on parcel 03300021200 at address 0 North Graycroft Avenue is a condition of the project's SP zoning requirements and will be used to construct a future greenway.

VI. OLD BUSINESS

01-20-09

BOARD APPROVES PROPOSED USAGE FEES FOR 2020

Upon motion of Mr. Haynes, seconded by Ms. Hughes, the board approved the proposed usage fees for 2020 for Metro Parks as submitted by staff. These fees will go into effect July 1, 2020. Ms. Hughes, chair of the Parks Board Finance Committee, that the impact of increases will be \$1.7 million in addition to the revenue for the year and those monies go directly to the general fund having no impact on the budget for Parks.

VII. CONSENT AGENDA

02-20-01

BOARD APPROVES FEBRUARY 2020 CONSENT AGENDA

Upon motion of Mr. Fossick, seconded by Ms. Hughes, the board approved the February 2020 consent agenda as presented.

AMPLIFICATION APPROVAL

- | | | |
|---|---|------------------------|
| • Friends of Mill Ridge Park | Mill Ridge Park- Sweetheart Star Party | Sat., Feb. 15, 2020 |
| • Tracy Harris-Community Day event | Fort Negley Park | Sat., Feb. 29, 2020 |
| • Girl, unKnown Inc. | The Parthenon-Women's Day Celebration | Sun., March 8, 2020 |
| • All Community Events-5K/1/2 Marathon | Two Rivers Park | Sun., March 15, 2020 |
| • Flatrock Community Church | Coleman Park-Easter Egg Hunt | Sat., April 4, 2020 |
| • The Belonging Co.-Easter Egg Hunt | Centennial Park Event Shelter | Sat., April 11, 2020 |
| • Midtown Fellowship Church | Sevier Park-Easter Sunrise Service | Sunday, April 12, 2020 |
| • March for Science and Climate | Public Square Park | Sat., April 26, 2020 |
| • Island Boyz Promotions | Riverfront Park-Nashville Carnival 2020 | Sat., May 9, 2020 |
| • Korean Unity Baptist Church-picnic | Edwin Warner Park Shelter 11 | Sun., May 10, 2020 |
| • Patricia Monyei-picnic | Cedar Hill Park Shelter 1 | Sat., May 30, 2020 |
| • Rodney Harris – picnic | Cane Ridge Park Shelter 1 | Sat., June 13, 2020 |
| • Dorian Williams-family reunion | Centennial Park Event Shelter | Sun., June 28, 2020 |
| • HCA- 5K | Shelby Park Event Field | Sat., Aug. 15, 2020 |
| • Dear Music Festival-concert/visual arts | Riverfront Park | Sat., Aug. 29, 2020 |
| • Rachel Lee/Sean Spollen-wedding | Centennial Park Sunken Garden | Sat., Sept. 5, 2020 |
| • TG Entertainment LLC-walk/run | Cane Ridge Park | Sat., Sept. 12, 2020 |
| • African American Cultural Alliance | Hadley Park-African Street Festival | Sept. 18, 19, 20, 2020 |
| • Bryan Jooesse-wedding | Centennial Park Sunken Garden | Fri., Sept. 25, 2020 |
| • MADD Tennessee – WALK LIKE MADD | Centennial Park Event Shelter | Sat., Oct. 24, 2020 |

FUNDRAISING APPROVAL

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| • Jon Yeager-Nashville Cocktail Festival | The Parthenon | Fri., April 24, 2020 |
| • In-Cahoots with Jesus Ministries | Hadley Bandshell- concert | Sun., May 17, 2020 |

X. CONSENT AGENDA

02-20-01 (con't.)

BOARD APPROVES FEBRUARY 2020 CONSENT AGENDA

Upon motion of Mr. Fossick, seconded by Ms. Hughes, the board approved the February 2020 consent agenda as presented.

AMPLIFICATION AND FUNDRAISING APPROVAL

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| • Greenways for Nashville - Run | Richland Creek Greenway | Sat., April 11, 2020 |
| • TSU Tiger Community Rehab Clinic | Edwin Warner Shelter 11 and 5k route | Sat., April 11, 2020 |
| • South Nashville Action People | Dudley Park-Neighborhood Celebration | Sat., May 9, 2020 |
| • The Myositis Association-walk/run | Hadley Park | Sat., May 23, 2020 |
| • Williams Syndrome Association Walk | Centennial Park Event Shelter | Sat., June 6, 2020 |
| • Pancreatic Cancer Action Network | Two Rivers Park Shelters 1-5 walk/race | Sat., Oct. 10, 2020 |
| • Mainprize Marketing, LLC | Warner Park Cross Country Course | Sat., Aug. 8, 2020 |
| • Adopt a Golden Nashville Festival | Edwin Warner Shelters 6,9,10 | Sun., Oct. 18, 2020 |

FUNDRAISING AND ALCOHOL APPROVAL

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| • Dancin' in the District Neighborhood Series | Hadley Bandshell and Park | Sat., July 18, 2020 |
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AMPLIFICATION AND ALCOHOL APPROVAL

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| • Scenic City Multisport-the Whiskey Run | Two Rivers Park and Greenway | Sun., March 22, 2020 |
| • Daddy's Dogs-Sylvan Park Puppy Play Day | Richland Park | Sun., April 19, 2020 |
| • Chef's Market-private event | Riverfront Park | Fri., May 22, 2020 |
| • Island Boyz promotions | Riverfront Park-Music City Jerk Festival | Sat., July 18, 2020 |
| • Endeavor Business Media-private event | Walk of Fame Park-Firehouse Taste of TN | Thurs., July 23, 2020 |
| • Daddy's Dogs-Nashtoberfest | Richland Park | Sat., Oct. 3, 2020 |
| • Why Not? Running Events | Cornelia Fort Airpark-one day relay race | Sat., Oct. 24, 2020 |

AMPLIFICATION, ALCOHOL, AND FUNDRAISING APPROVAL

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| • Bellevue Harpeth Chamber of Commerce Parking lot | Bellevue Regional Ctr/Ford Ice | Sat., April 18, 2020 |
| • Atelier 427 | Warner Steeplechase grounds | Sat., June 20, 2020 |
| • Good Neighbor Festivals-Middle TN Highland Games | Percy Warner Park | Sept. 12-13, 2020 |
| • Dancin' in the District Neighborhood Series | East Park | Sat., Sept. 19, 2020 |
| • Nashville Cares- Nashville AIDS Walk | Public Square Park | Sat., Oct. 3, 2020 |

OVERNIGHT IN PARK

- | | | |
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| • Nashville Amateur Radio Club, Inc. | Lock Two Park-ARRL Field Day | June 27-28, 2020 |
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X. CONSENT AGENDA

02-20-02

BOARD APPROVES REQUEST OF THE FRIENDS OF TWO RIVERS MANSION TO HOST EVENTS IN 2020 AT TWO RIVERS MANSION

Upon motion of Ms. Fossick, seconded by Ms. Hughes, the board approved the request of Mr. Phil Claiborne, representing The Friends of Two Rivers Mansion, to host the following events in 2020 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 Sunday, March 15
- An Evening of Elegance Dinner/Fundraiser Friday, April 24
- Historic Tours of the Mansion June thru August
- Symphony in the Park June (DTBD)
- Nashville History Lecture w/Dr. Carol Bucy September (DTBD)
- Halloween at the Mansion Spirit Legends Tour October weekends
- Mansion Holiday Tours December 7-13

02-20-03

BOARD GRANTS APPROVAL TO THE MIDDLE TENNESSEE PONY CLUB TO HOST THE 68TH RUNNING OF THE MTPC HORSE TRIALS IN OCTOBER 2020 AND MPTC INSTRUCTIONAL PROGRAMING AT THE PERCY WARNER EQUESTIAN FACILITY IN 2020

Upon motion of Mr. Fossick, seconded by Ms. Hughes, the board approved the request of Ms. Delana Owen, District Commissioner of the Middle Tennessee Pony Club, to host the 68th consecutive running of the MTPC Horse Trials held at the Equestrian Center of Percy Warner Park and the 2020 season with waiver of equestrian and park usage fees. Permission was also granted to serve/consume alcohol during the Horse Trials Competitor and Volunteer Receptions with competitors remaining in their trailers in the park overnight on October 9 and 10, 2020.

VIII. NEW BUSINESS

02-20-04

BOARD DEFERS REQUEST OF THE FRIENDS OF TWO RIVERS MANSION TO ACCEPT WAY FINDING SIGNAGE TO BE INSTALLED IN TWO RIVERS PARK

At the request of staff, board defers request of Mr. Phillip Claiborne, Founder and President Emeritus of the Friends of Two Rivers Mansion to accept way finding signage in the amount of \$7,000 for the Mansion and the 1802 House from the Friends of Two Rivers Mansion to the signage committee of the board. This request will be heard by the committee preceding the March 2020 board meeting.

VIII. NEW BUSINESS

02-20-05

BOARD GRANTS PERMISSION TO METRO ARTS TO TEMPORARILY INSTALL A WOMAN'S SUFFRAGE CENTENNIAL CITYWIDE CROCHET MURAL ON THE FOUNDERS TOWER IN PUBLIC SQUARE PARK

Ms. Anne-Leslie Owens, Interim Public Art Manager, was present to request permission from the board to install a Metro Arts Woman's Suffrage Centennial Citywide Crochet Mural as a temporary public art project on the Founders Tower in Public Square Park for the time period of August 10 – November 9, 2020.

Upon motion of Mr. Fossick, seconded by Mr. Haynes, the board approved this request as presented. The mural will be approximately 30' x 40' and it will hang from the southeast corner of Public Square Park and extending across the open center section maximizing the viewing area around the trees. Professional art handlers, *Art Up Nashville*, will be used for the installation during the week of August 10. This date was chosen based on August 26 being the anniversary of ratification and now known as Woman's Equality Day. The community will be involved in the creation of an artwork that celebrates Nashville and the 100th anniversary of the 19th Amendment. Individuals and groups (many of Metro Parks community centers) will be contributing to the project.

02-20-06

BOARD APPROVES FACILITY DOCTORAL CAPSTONE AGREEMENT BETWEEN METRO PARKS AND BELMONT UNIVERSITY

Upon motion of Mr. Fossick, seconded by Mr. Haynes, the board approved the Facility Doctoral Capstone Agreement between Metro Parks and Belmont University for a period of 5 years. This agreement may be terminated by either party upon 30 days' written notice. This agreement allows Belmont students to participate in Metro Parks' disABILITIES Program while earning credit toward their degree. This agreement brings qualified, enthusiastic volunteers to assist with Metro Parks programming.

02-20-07

BOARD APPROVES REQUEST OF METRO PARKS APPLICATION AND ULTIMATE ACCEPTANCE OF GRANT FUNDING FROM THE UNITED STATES TENNIS ASSOCIATION UP TO \$25,000 FOR TENNIS LIGHTING

Upon motion of Mr. Fossick, seconded by Mr. Haynes, the board granted approval for application and ultimate acceptance of grant funding up to \$25,000 from the United States Tennis Association (USTA) for the purchase of new LED tennis lights in the Centennial Sportsplex Indoor Tennis Center with Metro Parks matching awarded grant funding. The matching grant funding from Metro Parks will come from existing 4% funds. This grant, if awarded, will upgrade existing lighting to USTA/NCAA lighting standards and improve safety on the courts.

VIII. NEW BUSINESS

02-20-08

BOARD DEFERS STAFF REQUEST TO ACCEPT A GREENWAYS CONSERVATION EASEMENT IN A PROPOSED RESIDENTIAL DEVELOPMENT LOCATED AT 2841 LEBANON PIKE, PARCEL 09602001700

This request of staff asking board approval to accept a greenways conservation easement in a proposed residential development located at 2841 Lebanon Pike, on parcel, 09602001700, and as described in the attached easement agreement and boundary survey exhibit was deferred to the Acquisition Committee of the Parks Board as per park policy 3000.25 Acquisition and Disposition of Park Property. This easement dedication is a condition of the project's final site plan approval

IX. SPECIAL PRESENTATIONS/INTRODUCTIONS

FRIENDS OF TWO RIVERS MANSION PRESENT THEIR ANNUAL UPDATE TO THE BOARD

Mr. Phil Claiborne, Founder and President Emeritus of the Friends of Two Rivers Mansion was in attendance to present the Friends of Two Rivers Mansion annual update to the board. Mr. Claiborne introduced Mr. Mickey Sullivan, President-elect of the board and stated that Ms. Sherri Forrest, current President was unable to attend.

- **FINANCIALS** – The budget for 2019 was set for \$62,175; however, because of a one-time expense for an archeological evaluation of the event center site the budget fell \$2,800 short.

Actual Revenue for 2019	\$60,841
Actual expenses for 2019	\$33,551
End of year balance/profit	\$27,290

The budget for 2020 in the amount of \$49,700 was adopted by the board. This budget includes ½ of Mrs. Carrillo's salary and the funding of two docents for summer and holiday tours. It also includes \$4,000 to an escrow account that is increasing for repainting the Mansion in the next 2-3 years. Said account currently has a balance of \$18,000. This account is not as high as hoped because three years ago \$8,000 was spent to repair water damage to the front façade and re-glazing the north façade windows.

- **EVENT VISITATION** – The 2018 visitation numbers totaled 12,464 individuals on the property which was an increase of 1500 visitors over the previous year. The attendance total for 2019 was 10,490 which was a decrease of 1974 visitors from 2018. Two of the Friends group's largest events (Symphony and Halloween at the Mansion) were cancelled due to inclement weather. Past attendance numbers for these events was 6000-7000 attendees which could have boasted 2019's attendance to 17,000.

IX. SPECIAL PRESENTATIONS/INTRODUCTIONS (con't.)

**FRIENDS OF TWO RIVERS MANSION PRESENT
THEIR ANNUAL UPDATE TO THE BOARD**

- **COLLECTION** – In 2019 a number of items were added to the Mansion collection. Some of the more significant additions include:

Well preserved Crazy Quilt dating to the 1880's

Mahogany trimmed velvet sofa previously purchased at the 1966 Mansion estate sale and gifted back

An 1860's doctor's carriage that was donated by the Tennessee Agricultural Museum and currently in the process of restoring.

- **MASTER PLAN** – 2020 will mark the 4th year of the Master Plan's Phase One 5-Year Plan of proposed phasing for improvements. The following items have been accomplished since the Two Rivers 20 Year Master Plan was adopted by Metro Parks and the Parks Board in 2016:

Physical Site Improvements

Archaeology and design of proposed rental facility

Pointed exterior mansion restoration

Front entrance fence, gate and sign (used reclaimed stone from West Woods)

Buchanan-Harding House (1780-1850) restoration

Frontier/Early Plantation Home

Replace cabinets with original

Interpretation

Exhibit Plan/Design

Develop/Install interpretive media for Buchanan-Harding House

Interpretive media in mansion (mobile exhibits)

Create interpretive signage for grounds

Update site/house tour

Tourism Outreach with new brochure

Administration

Create Education Advisory Committee

Develop education programs/teacher recruitment

Create a collection's committee

De-accession unwanted/unneeded collection

Accession numbering of retained collection

Introduce collections software

Staff training (docents)

IX. SPECIAL PRESENTATIONS/INTRODUCTIONS (con't.)

**FRIENDS OF TWO RIVERS MANSION PRESENT
THEIR ANNUAL UPDATE TO THE BOARD**

The primary objectives of the first 5-year phase are listed as:

Increase Visibility and Visitation at the site
New Facilities to Alleviate Rental Usage of Mansion
New Public Use Assets
Generate Revenue

Mr. Claiborne stated that as an organization the friends' group has done its part to accomplish increased visibility, visitation and revenue and in the on-going effort to fulfill more of the intended goals of the Master Plan. This process was begun last fall to acquire interpretative signage on the grounds for the Mansion and the 1802 House. This project is expected to be completed in the very near future and the friends' group will continue to focus on the Interpretation portion of the Master Plan in 2020 with similar portable interpretative pieces for the Mansion.

The friends' board would encourage the Parks Department to focus on the following two items under its control this year:

The construction phase of the event center – the completion of this center will enable a much broader range of revenue producing activity on the property. It will also ease the strain on the Mansion and open the door for the Mansion to become a true “house museum” used for educational and tourism purposes.

Funding a full-time employee at the Mansion – this continues to be an issue. Based on the level and diversity of activity previously mentioned and the growing number of visitors attending those events, the Mansion is at the point where a part time employee is insufficient to adequately meet the demands the property requires.

Friends' board members volunteer a significant number of hours helping, but they cannot and should not be responsible for the operational activities of a city owned property.

X. CAPITAL PROJECTS UPDATE – Tim Netsch

- **Hadley – Pavilion** – Currently rebidding construction.
- **Madison - Tennis Courts Reconstruction** – Parks is able to fund this project because the community center construction came in under budget.

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XI. UPCOMING SPECIAL ACTIVITIES/EVENTS – Jackie Jones

Feb. 7 – April 2		Art Exhibit “Hindsight is 2020” Centennial Art Center
February 14	6:00 pm	Senior Valentine’s Ball Cathedral of the Incarnation
February 29	10:00-2:00 pm	Community Day @ Fort Negley

XII. DEPARTMENT UPDATES - none

XIII. REPORT OF THE DIRECTOR

Ms. Odom reported that the Finance Committee of the board met prior to the board meeting to discuss Parks current operating budget position and FY21 budget submissions and some of the asks. Included in the asks are basic budget needs of the department which will allow us to be more productive and to maintain areas. Requests are from across the department. There is a meeting scheduled on February 13 with the Finance Department to walk through Parks requests, discuss impact and revenue. Ms. Odom thanked everyone for a productive meeting and stated that she will update board members on the results of the February 13th meeting and move forward with the budget process.

In line with what the Administration has named as a priority, “Effective and Sustainable Government”, staff has meet internally and recommended the suspension of Parks memorial bench program. These benches are high maintenance with low public benefit. Benches have already been suspended in Percy Warner and Centennial Parks, as well as on greenways. Citizens/residents are still able to memorialize their loved ones by planting a tree which is more environmentally sustainable and less of an impact on staff. While the suspension of this program requires no vote, Ms. Odom wanted to make the board aware of this change.

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

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

Monique Horton Odom, Director

Dr. Michelle D. Steele, Chairperson