



PARKS AND RECREATION

Monthly Report

March 2020



Ups for the month

- **Finally got a Notice to Proceed from TDEC to build the Observation Areas on the West Prong Greenway Project. Hopefully this “restart” will move this project towards completion.**
- **Maintenance Division started building the John Sevier Memorial Grove this month. Rain has been a big challenge!**
- **Despite dealing with the ever changing direction from Nashville and Washington on the COVID-19 situation; staff has done a fantastic job staying busy, productive, keeping our patrons informed and making the best of a very challenging time this month...proud of everyone.**
- **Greenways remained open during the COVID-19 challenges. Social spacing signs installed on all Greenways.**
- **Supervisors and all employees worked hand in hand to stay busy during this challenging month. A complete list is provided.**
- **We did receive our TREE CITY USA AWARD for 2019, hopeful Arbor Day will be held in May...TBD.**



Not So Much an Up for the month

- **We closed the Community Center on March 13th due to COVID-19 situation.**
- **We closed the Civic Center on March 20th due to the COVID-19 situation.**
- **We closed all Parks on March 30th due to the COVID-19 situation.**

Parks and Recreation:

This division includes but is not limited to: All outdoor parks, greenways and all other city and city contracted properties. This division also includes Winterfest, Beautification and Trees with the primary goal of this division being to provide overall departmental leadership and support plus providing clean, safe and aesthetically pleasing public areas throughout the City.





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Items accomplished by Community Center Staff in March at Community & Civic Centers March 13th through March 31st during closure of Building due to COVID-19 SITUATION.

Community Center

Staff check's voicemail every morning/ throughout the day while answering the phone when we hear it
Cleaned out office behind the front desk
Sanitized everything at front desk
Sanitized every single toy/piece of equipment that the Children's Program uses (for example-soaked Lego's in Clorox)
Replaced all ceiling tiles in Bowling Center
Pressure washed Pool Deck
Pressure washed front deck of Community Center and brick columns and walk- ways up ramp
Removed mold from locker rooms
Cleaned out all lockers
Cleaned all bleachers
Staff cleaned out offices and reorganized
Painted in locker rooms
Cleaned Racquetball Courts
Cleaned our mail room and put up new boxes and name tags
Stripped and waxed bowling center floor
Touched up paint in Bowling Center
Spent one day at the FAC compiling a list of things that need to be done, supplies need and did inventory
Cleaned all fans in building
Cleaned kitchen upstairs
Reorganized Fitness Center storage closet
Everything free weight, ball and all yoga boulders, blocks etc have been sanitized
Cleaned out office in Fitness Center
Cleaned and reorganized music cabinet
Cleaned all baseboards and chair railings in aerobic room
Cleaned carpet in Cycling Room
Detailed all 22 cycling bikes
Cleaned out the storage room in gym
Cleaned carpet in storage room
Continue to reach out to our patrons by Facebook, personal calls and texts.



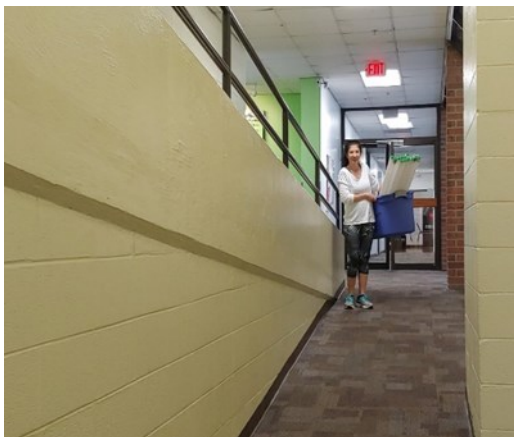
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Superintendent of Recreation Beth Penland and Office Specialist Michelle Tinker clean carpet



Fitness Supervisor Vickie Pinion cleans out the Storage Room along with Karen a part-timer



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Bowling Supervisor Tim Parton and Attendant Marty Perry replace ceiling tiles



Full and Part time Staff clean the Building



Numerous Employees Pressure Washed



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Marty Perry is repainting in the Bowling Center



Part time Lifeguards Clean Natatorium



Bobcat work on field 3.



Deep cleaning of concession stand.



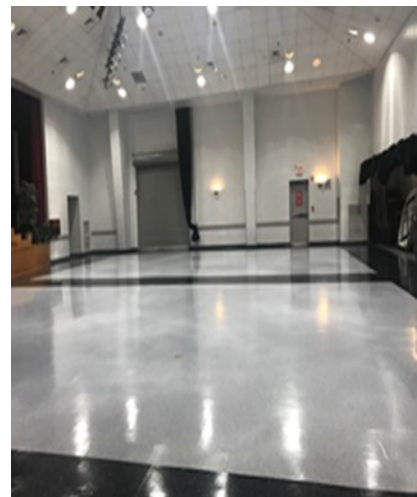
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Civic Center

- Cleaned and organized upstairs storage area at Civic Center
- Re-Organized ticket office storage
- Cleaned Council Hall storage
- Deep cleaned BOMA Desk
- Disinfect chairs, mics and counter tops
- Deep cleaned the Mayor's room
- Cleaned all window's in entire building
- Deep cleaned kitchen in Civic Center
- Cleaned refrigerator's
- Cleaned appliances
- Cleaned every chair and table in the Civic Center



Mike Torres and Nicole Sutton cleaning every chair and table in the Civic Center/LeConte Auditorium got new a wax job -first time in many years!