

DAVID BRILEY, MAYOR

METROPOLITAN BOARD OF PARKS AND RECREATION

Centennial Park Office
Park Plaza at Oman Street
Nashville, TN 37201



(615) 862-8400
Fax (615) 862-8414
www.nashville.gov/parks

Monique N. Odom, Director

December 10, 2018

Mr. Mark Weller
Friends of Warner Parks
50 Vaughn Road
Nashville, TN 37221

Dear Mark:

As you are aware our Parks' Board, at its meeting held Tuesday, December 4, 2018, accepted a grant in the amount of \$51,936 from the Friends of Warner Parks for the purpose of the continuation of the funding of the staff position of Ms. Jane Kleiman, Office Support Specialist II, for the period of January 1 -December 31, 2019.

As per your letter this salary includes estimated funding intended to cover salary changes with the understanding that Metro Parks will continue providing benefits. Quarterly reimbursements will reflect actual salaries and hours worked. Please note that this is the final year of this specific grant partnership.

Metro Parks looks forward to the continuation of a successful partnership with the Friends of Warner Parks.

Sincerely,


Monique N. Odom, Director
and Secretary to the Board

c: Ms. Chinita White
Mr. Alan Enzo

"It is the mission of Metro Parks and Recreation to sustainably and equitably provide everyone in Nashville with an inviting network of parks and greenways that offer health, wellness and quality of life through recreation, conservation and community"



FOR ADA ACCOMMODATIONS, PLEASE CONTACT 615-862-8400

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

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Monique Odom

Friends of Warner Parks
50 Vaughn Road
Nashville, TN 37221

November 20, 2018



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Ms. Monique Odom
Metropolitan Board of Parks and Recreation
511 Oman Street
Nashville, Tennessee 37203

Dear Monique,

I am writing to request that the Metropolitan Board of Parks and Recreation accept a grant from FRIENDS OF WARNER PARKS, and be included on the agenda of the December 4, 2018 board meeting. The grant period begins January 1, 2019 and will be used to continue funding the staff position detailed below through December 2019.

GRANT TO BE DISTRIBUTED QUARTERLY TO METRO PARKS		Amount
Office Support Specialist II – Jane Kleiman	FT 12 months	\$51,936

The salary includes estimated funding intended to cover salary changes, with the understanding that the Parks and Recreation Department will continue providing benefits. Quarterly reimbursements will of course reflect actual salaries and hours worked.

This will be the final request for approval of this grant partnership, dating back to 1994. Jane will retire at the end of 2019 after 25 years of service with Metro Parks.

Additionally, FRIENDS OF WARNER PARKS will include in our 2019 budget additional funds to assist with Park improvements, maintenance, 14 Nature Center positions, supplies, equipment, programs, training, volunteer work, and general operations. These expenses will be outlined in a separate grant request to be submitted for approval at the Park Board meeting on January 8, 2019.

Sincerely,

Mark L. Weller
Executive Director

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Linda K. Breggin
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Monique Odom

Friends of Warner Parks
50 Vaughn Road
Nashville, TN 37221

November 20, 2018



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Larry Wieck
David M. Wilds

Monique Odom, Director
Metropolitan Parks and Recreation Department
511 Oman Street
Nashville, TN 37203

Dear Director Odom,

The collaboration for an office support position was forged 24 years ago as a cornerstone of the public/private partnership between Metro Parks and Friends of Warner Parks. To spur growth for a fledgling Friends organization, a collaboration would guarantee a stable position under the Metro umbrella that reduced employee turnover and cultivated employee loyalty. The position would be seated at the Warner Park Headquarters to assist with both organizations.

For nearly 25 years, Jane Kleiman has loyally served Metro Parks and Friends of Warner Parks in this position. She was instrumental in building many of the Metro-based programs in Warner Parks such as P.E.N. Pals camp for urban community centers kids, and S.W.E.A.T. summer trail maintenance team. Because two (2) Metro Parks employees have been transferred from the Warner Park Headquarters to the Centennial Administrative offices within the past 5 years, Jane is often the only Metro Parks employee in the Warner Park Headquarters. To the benefit of Metro Parks, Jane has the ability to answer administrative and park-related questions, respond to emergencies within Warner Parks, and drive a Metro vehicle when necessary for emergencies or work projects.

Since 1994, the salary for this office support position has been covered by grants from Friends of Warner Parks. As part of the partnership, Metro Parks pays the cost for benefits, insurance and pension.

A letter from Councilman Kevin Rhoten, District 14, dated April 9 2018, requests your assurance that this partnership will be remedied, but did not request a timeline. I would like to suggest that the partnership can be remedied with your assurance that Jane will retire at the end of 2019. At that time Jane will retire with full retirement benefits. According to Pam Crenshaw, Administrative Services Officer, Jane's pension would be reduced by approximately 11% if she were required to retire at the end of 2018 without full retirement benefits. The difference is significant.

Friends of Warner Parks
50 Vaughn Road
Nashville, TN 37221

Friends of Warner Parks proposes that Metro Council and Metro Parks work together to ensure that Jane Kleiman is recognized for her 25 years of service and contributions to Warner Parks by ensuring that this collaboration continues until she achieves full pension benefits at the end of 2019.

I am grateful for your consideration and hope that you will support the attached grant request for approval at the December 4th Metro Parks board meeting.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark L. Weller', written over a horizontal line.

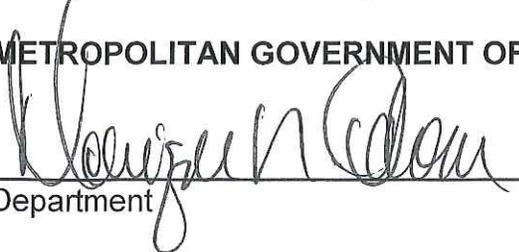
Mark L. Weller
Executive Director

SIGNATURE PAGE
FOR

GRANT NO. Friends of Warner Parks - Staffing 2019

IN WITNESS WHEREOF, the parties have by their duly authorized representatives set their signatures.

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



Department

12/13/18

Date

APPROVED AS TO AVAILABILITY
OF FUNDS:



Talia Lomax-O'dneal, Director
Department of Finance

12-19-18

Date

APPROVED AS TO RISK AND INSURANCE:



Director of Insurance

1/2/19

Date

APPROVED AS TO FORM AND
LEGALITY:



Metropolitan Attorney

1/3/19

Date

David Briley
Metropolitan Mayor

Date

ATTEST:

Metropolitan Clerk

Date