

**Portland Parks Department
Monthly Report
January 2010**

**Steve Osborne
Parks Director**

Programs and Activities

Our girl's Basketball League finished in December. The boy's teams have started practice, and will start play in January.

We have 9 teams (boys), compared to 12 last year. That 25% reduction is somewhat consistent with other parks basketball programs in the state.

Our adult volleyball will begin play will register in December, and will play Jan-Mar. We currently have 6 teams registered (we had 7 last year).

Lunch with Santa was Saturday, December 12. We had a nice turnout for this program.

The T.A.P. Enterprises Tool Show was back in town Dec 19-20.

Overtime

	\$
October	0.00
November	0.00
December	46.42

It was necessary to incur some overtime for the Christmas tree lighting ceremony.

Note that we are offsetting hours in other ways to save money on wages. In that same week of December, for example, we used existing staff to save 14 hours of time normally paid to part-time employees in the gym (at \$8 per hour). We also adjusted staff schedules to accommodate 4.5 hours of full-time staff working "after-hours", which in effect saved 4.5 hours of overtime that week (\$16.50 per hour). That amounted to \$140 worth of gross wages saved for the week, even after the \$46 overtime.

Misc

Our grant application is due in February (restroom project). Work on the application is nearly complete.

Portland Parks Department Maintenance Report

Check/Clean Gym daily

Check/Clean Soccer restrooms daily

Check/Clean Metal Concession restrooms daily

Check/Clean Baseball restrooms daily

Check/Clean Meadow Brook restrooms daily

Daily cleanup of Meadow Brook Park & Skate Park

Check trash cans at Meadow Brook & Richland Parks daily

Daily mower maintenance

Maintain Veteran's Memorial in front of Richland Gym

Inspect all playground equipment monthly

Inspect MB Skate Park monthly

Started construction on equipment shelter for maintenance

Transplanted new tulip poplar trees to dedication area of Richland Park

Transplanted new pin oaks in Richland Park

January 2010 Parks and Recreation

SUN MON TUE WED THU FRI SAT

					1 Happy New Year	2
3	4	5	6	7	8	9 Boys Basketball Games Begin
10 Co-Ed Volleyball League Opening Day	11 Parks Comm. Meeting 5:00	12	13	14	15	16
17	18	19	20	21 Parks Advisory Meeting 4:00	22	23
24	25	26	27	28	29	30
31						



**Portland Parks and
Recreation Dept.**

Portland Parks And
Recreation Dept.



303 Portland Blvd.
Portland, TN 37148

Phone: 615-325-6464
Fax: 615-325-5343
www.cityofportlandtn.gov

**Portland Parks Department
Monthly Report
January 2010**

**Steve Osborne
Parks Director**

Programs and Activities

Our Boy's Basketball League started play January 9, and our Adult Volleyball League began play January 10, with 7 teams (same as 2009). Both will play into March.

We are using the same arrangement with Portland High School this year, as our adult volleyball league is playing at PHS. In turn, we give the middle school program (for girls) some time in our facility. The connection with the two is Ginger Lesemann (Athletic Director and Volleyball Coach at PHS), whose husband Rob runs the middle school program. This arrangement has proven very beneficial to both programs, and maintains a good working relationship with the schools. If you get a chance, be sure to thank Ginger and Bob Gideon at Portland High School.

Registration for our Adult Softball Leagues will continue through February. We will offer leagues for men, women and co-ed. As our men's leagues returned in spring and fall of 2009, I anticipate at least a men's league in the spring.

Overtime

	\$
November	0.00
December	46.42
January	8.25

Misc

Our grant application is due in February (restroom project). With updated budget figures for the project in hand, you will notice a resolution revision on the agenda in February. While the estimated project price has increased – along with the official match – the cash committed from the City of Portland has not increased due to the amount of funds we have already been able to raise from clubs and businesses. Please refer to the minutes of the January Parks Committee meeting for further details.

Our drainage projects this fall and winter seem to be working. We made some adjustments to the playground to try to keep the surface material from washing out, and this is working well. Also, the water seems to be draining off the soccer and football fields much quicker as a result of that project.

Portland Parks Department Maintenance Report

Check/Clean Gym daily

Check/Clean Soccer restrooms daily

Check/Clean Metal Concession restrooms daily

Check/Clean Baseball restrooms daily

Check/Clean Meadow Brook restrooms daily

Daily cleanup of Meadow Brook Park & Skate Park

Check trash cans at Meadow Brook & Richland Parks daily

Maintain Veterans Memorial in front of Richland Gym

Inspect all playground equipment monthly

Inspect MB Skate Park monthly

Ongoing construction on shelter for maintenance equipment

Transplanted new pin oaks in Richland Park (10)

Transplanted 4 tulip poplars to dedication plaques

Cleaned out all trucks and restocked trucks with tools

February 2010 Parks and Recreation

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8 Parks Comm. Meeting 5:00	9	10	11	12	13
14 Happy Valentines Day	15 Presidents Day All City Offices Closed	16	17	18 Parks Advisory Meeting 4:00	19	20
21	22	23	24	25	26 Adult Softball Reg Deadline	27
28						



**Portland Parks and
Recreation Dept.**

**Portland Parks And
Recreation Dept.**



303 Portland Blvd.
Portland, TN 37148

Phone: 615-325-6464
Fax: 615-325-5343
www.cityofportlandtn.gov

**Portland Parks Department
Monthly Report
February 2010**

**Steve Osborne
Parks Director**

Programs and Activities

Our Boy's Basketball League and Adult Volleyball League will finish in early March.

Registration for our Adult Softball Leagues will continue through February.

Practices for the youth programs will begin in March (baseball, softball, soccer).

Overtime

	\$
December	46.42
January	8.25
February	0.00

Misc

Our grant application was submitted in February. We have received commitments for donations of over \$8,000 in cash and materials.

Portland Dixie	\$ 1000
Portland Youth Football and Cheer	\$ 1000
Portland Rotary Club	\$ 450
Portland Soccer Club	\$ 500
Shannon Insurance Agency	\$ 50
Volunteer State Bank	\$ 150
Kirby Building Systems	\$ 5000
 Total Committed	 \$ 8150

Further, a local Boy Scouts troop has committed their regular community service towards the project (Sara Clark, representing Troop 124), which we will utilize for cleanup days and maintenance projects as needed.

We are very excited that the community has stepped up to help us with this project.

Portland Parks Department Maintenance Report

- *Check/Clean Gym daily*
- *Check/Clean Soccer restrooms daily*
- *Check/Clean Metal Concession restrooms daily*
- *Check/Clean Baseball restrooms daily*
- *Check/Clean Meadow Brook restrooms daily*
- *Daily cleanup of Meadow Brook Park & Skate Park*
- *Check trash cans at Meadow Brook & Richland Parks daily*
- *Maintain Veterans Memorial in front of Richland Gym*
- *Inspect all playground equipment monthly*
- *Inspect MB Skate Park monthly*
- *Ongoing construction on shelter for maintenance equipment*
- *Serviced maintenance vehicles*
- *Replaced faucet in Robert Coleman Community Center*
- *Painted partitions in restrooms in gym*
- *Detailed Reelmower and replaced (5) cutting units*
- *Replaced starter on New Holland T33 tractor*

March 2010 Parks and Recreation

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8 Parks Comm. Meeting 5:00	9 Boys Basketball Tournament K-1 6:00 PM 2-4 7:00 PM 5-7 8:00PM	10	11 Boys Basketball Tournament K-1 6:00 PM 2-4 7:00 PM 5-7 8:00PM	12	13
14 Adult Volleyball Mix-6 League Tournament	15	16	17	18 Parks Advisory Meeting 4:00	19	20
21	22	23	24	25	26	27
28 Easter Egg Hunt @ Soccer Fields 2:00	29	30	31			



Portland Parks and Recreation Dept.

Portland Parks And Recreation Dept.

303 Portland Blvd.
Portland, TN 37148

Phone: 615-325-6464
Fax: 615-325-5343
www.cityofportlandtn.gov

**Portland Parks Department
Monthly Report
March 2010**

**Steve Osborne
Parks Director**

Programs and Activities

The Portland Parks Dept Boy's Basketball League finished their season in March.
The Portland Parks Dept Adult Volleyball League finished their season in March.

The Parks Department sponsored an NSA softball tournament on Saturday March 6, a one-day event which brought 12 adult teams to town.

The Portland Parks Dept will run an Adult Softball League for men on Tuesday nights. We have 8 teams registered for the league (an increase from 4 in spring 2009). The league begins play March 30. A Co-Ed League was close to formation for Sunday afternoon play, but folded when a team pulled out.

Practices for the youth programs began in March (baseball, softball, soccer). These programs play at Richland Park, but are managed by volunteer groups. The Portland Soccer Club begins play March 27. Dixie Baseball/Softball begins play April 10.

The Relay for Life Dog Pageant is April 10 at the Amphitheater (10:00).

Preliminary plans are in motion for events on May 15, including a flag football tournament and an adult softball tournament.

Our first Movie in the Park for 2010 is Saturday May 29 (the same day the pool opens) – we are screening Planet 51.

Overtime

	\$
January	8.25
February	0.00
March	0.00

Misc

The team that filed the complaint about the co-ed league was refunded their money, less a \$25 administration fee. Fortunately, we were able to cancel and avoid the NSA sanction fees (a \$125 charge). While we never want to retain funds, it is not fair for the city or other users to pay for expenses incurred by one user. The fee covered the expense of supplies and postage for the league business that had already been produced prior to the team backing out after the registration deadline. While this is typically just ordinary business, the facts are included in this report since the party chose to file a public complaint and to include the Mayor and Council in the complaint.

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *INSPECT SKATE PARK MONTHLY*
- *ONGOING CONSTRUCTION OF EQUIPMENT SHELTER*
- *CREATED HANDICAP PARKING AT MAIN PLAYGROUND @ RICHLAND PARK*
- *REPAIRED BUSTED WATER LINE AND HYDRANT AT RICHLAND PARK SOCCER FACILITY*
- *REPAIRED FOOTBALL PRESS BOX – REINFORCED WINDOWS*
- *REPAIRS MADE AT SKATE PARK – TIGHTENED AND REPLACED SREWS*
- *BASEBALL FIELD PREPARATION FOR SEASON*
- *SOCCER FIELD PREPARATION FOR SEASON*

April 2010 Parks and Recreation

SUN MON TUE WED THU FRI SAT

				1	2 Good Friday All Offices Closed	3
4 Happy Easter	5	6	7	8	9	10 Relay for Life Dog Beauty Pageant 10:00
11	12 Parks Comm. Meeting 5:00	13	14	15 Parks Advisory Meeting 4:00	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	



**Portland Parks and
Recreation Dept.**

**Portland Parks And
Recreation Dept.**



303 Portland Blvd.
Portland, TN 37148

Phone: 615-325-6464
Fax: 615-325-5343
www.cityofportlandtn.gov

MEMORANDUM

**Steve Osborne, Director
Portland Parks Department**

3/3/2010 12:27:15 PM

**To: Press
Civic Clubs**

Re: Wall of Fame

The Portland Parks Department is now accepting nominations for the Wall of Fame Class of 2010.

This new program will recognize individuals and businesses that have made significant contributions to the City of Portland Parks Department facilities or programs, through service or donations. This year, nominations will be accepted in the categories of staff, contributors and volunteers. Nomination applications can be submitted by the general public, civic groups, staff, committees and boards.

Nomination applications will be accepted from April 1 through June 1, 2010. Applicant requirements, general information on the program, and nomination applications can be picked up at the Parks Department (303 Portland Blvd / 325-6464) M-F 8:00 - 4:30, and can also be downloaded from the website (www.cityofportlandtn.gov) – or email Steve Osborne, Parks Director at sosborne@cityofportlandtn.gov.

**Portland Parks Department
Monthly Report
April 2010**

**Steve Osborne
Parks Director**

Programs and Activities

The Portland Parks Dept Adult Softball League for men began play in March, with 8 teams.

All spring sports are well into their season play – baseball, softball and soccer.

The concert, of course, is May 15. Tickets are being sold through the Parks Department. In addition to the concert, NSA softball is running another adult softball tournament on the 15th, at Richland Park, and a Flag Football tournament will also take play on the 15th at Richland Park.

Our first Movie in the Park for 2010 is Saturday May 29 (the same day the pool opens) – we are screening Planet 51.

The pool will open May 29.

Overtime

	\$
February	0.00
March	0.00
April	0.00

Misc

Had an incident on city property on April 20, involving a reservation at the bandstand (gazebo in the middle of town). A gentleman had reserved the bandstand for an informal musical performance from 2-4 PM, and during the course of this performance, profanity was being used by the band, as well as the crowd (upon being prompted by the band). This was reported twice by the Portland Police Department within a 30 minute period. The band was approached, instructed to cease, and the performance continued without further incident. The Parks Department has restricted this individual from any further use of our facilities until further notice.

The hours change at the parks May 1 (close date adjusted to 11:00 PM).

Vandalism has already seen a sharp increase over the last week, likely coinciding with the reduction of security / patrol hours. The soccer restrooms were vandalized with spray paint between 4:00 and 6:00 PM Friday 4/16, more glass windows have been broken, and a vehicle entered and damaged the football field.

We have taken a reservation from a group who gets together weekly to play cricket – and they will use the multi-purpose practice field at Meadowbrook. This will also generate over \$1000 in revenue for the City of Portland, and they will likely return next year if the site works well for them.

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *DAILY MOWER MAINTENANCE*
- *INSPECT SKATE PARK MONTHLY*
- *ONGOING CONSTRUCTION OF EQUIPMENT SHELTER*
- *BASEBALL FIELD PREPARATION FOR SEASON*
- *SOCCER FIELD PREPARATION FOR SEASON*
- *INSTALLED PORTABLE MOVIE SCREEN FOR AMPHITHEATER*
- *WEEDING/EDGING ALL BASEBALL FIELDS*
- *OVERSEEDDED FOOTBALL FIELD WITH BERMUDA*
- *OVERSEEDDED AMPHITHEATER STAGE AREA WITH BERMUDA*
- *WEED EAT RICHLAND PARK, MEADOW BROOK AND CITY HALL*
- *TURNED ON AND TESTED IRRIGATION SYSTEM*
- *REPAIRED WATER DAMAGED SUB-FLOOR IN PORTABLE RESTROOM FACILITY AT BASEBALL FIELDS*

Movie in the Park

AT

Richland Park Amphitheater

May 29, 2010 @ 8:00 PM



Animated Feature

Voices by: Dwayne Johnson, Jessica Biel, John Cleese
Tri-Star Pictures; Directed by Jorge Blanco
Rated PG; 91 minutes; 2009

American astronaut Captain Charles "Chuck" Baker lands on Planet 51 thinking he's the first person to step foot on it. To his surprise, he finds that this planet is inhabited by little green people who are happily living in a white picket fence world reminiscent of a cheerfully innocent 1950s America, and whose only fear is that it will be overrun by alien invaders ... like Chuck!

Come join us for a "FREE" night of Family Fun!!!

FREE ADMISSION

FREE POPCORN

Please bring your own chairs or blankets to sit on.

For more information please contact the Parks Dept. 325-6464

POOL RULES

1. Under 12 years old must be accompanied by an adult (16 years or older)
2. \$5 Admission
3. No admission past gate without payment
4. No refunds or rain checks
5. No re-entry (1 pass out granted per day within one hour)
6. No pets past gate
7. No alcoholic beverages permitted on grounds
8. No smoking or tobacco products past gate
9. No running or horseplay
10. No food past pool gate
11. No glass containers past pool gate
12. No cut off shorts or denim in the pool

May 29 - August 1	Mon- Sat	11:00 am - 5:00 pm
	Sun	1:00 pm - 5:00 pm
August 2 – August 15	Sat	11:00 am – 5:00 pm
	Sun	1:00 pm – 5:00 pm

Monday August 16 - Closed for season

Pool Parties Available – Contact Parks Dept.

Parks Dept.: 615-325-6464
Weather Hotline: 615-323-0264
www.cityofportlandtn.gov

**Portland Parks Department
Monthly Report
May 2010**

**Steve Osborne
Parks Director**

Programs and Activities

The Portland Parks Dept Adult Softball League for men will finish play May 25. We were able to present 2 divisions of tournament play, giving all teams a “championship” to play for.

Soccer (youth) will conclude May 29. Baseball and softball (youth) will continue into June.

We considered May 15 a big success – great weather and a busy park. Ticket sales approached 800 for the concert. The NSA softball tournament had 10 teams, bringing nearly 200 people to town. The flag football tournament had 8 teams, and brought over 100 people to town.

Richland Park also hosted a girls youth softball tournament May 8, with 12 teams and an estimated 500 people in town for that one-day event.

Our first Movie in the Park for 2010 is Saturday May 29 (the same day the pool opens) – we are screening Planet 51.

The pool will open May 29.

Overtime

	\$
March	0.00
April	0.00
May	34.62

The May overtime figure was used for the May 15 events. We are pleased to report that we handled the concert and 2 special events, along with regular maintenance during the week, with just 2 hours of overtime.

Misc

Budget note – our line item 266 (repair and maintenance buildings facilities) is overstated \$15,751.80 due to an insurance claim. We paid the vendor for repairs to the Richland Park restroom facility (2009 fire), and that amount was reimbursed by TML. So while this line appears to be overspent, we are still well under budget.

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *DAILY MOWER MAINTENANCE*
- *INSPECT SKATE PARK MONTHLY*
- *ONGOING CONSTRUCTION OF EQUIPMENT SHELTER*
- *WEEDING/EDGING ALL BASEBALL FIELDS*
- *WEEDEAT RICHLAND PARK, MEADOW BROOK AND CITY HALL*
- *WORKED ON MB BASEBALL FIELD – MODIFIED FOR CRICKET FIELD*
- *FERTILIZED ALL ATHLETIC FIELDS*
- *PREPARED BASEBALL QUAD FOR WEEKEND TOURNAMENT*
- *REMOVED POOL COVERS*
- *PUT TENT UP FOR CONCERT*
- *SET UP STAGE FOR CONCERT*
- *PREPARED FOR STRAWBERRY FESTIVAL*
- *PREPARED 5PLEX FOR WEEKEND SOFTBALL TOURNAMENT*
- *PREPARED (2) ATHLETIC FIELDS FOR FLAG FOOTBALL TOURNAMENT*
- *CLEANED UP TRASH AFTER CONCERT AT THE PARK*

Movie in the Park AT Richland Park Amphitheater

May 29, 2010 @ 8:00 PM



Animated Feature

Voices by: Dwayne Johnson, Jessica Biel, John Cleese
Tri-Star Pictures; Directed by Jorge Blanco
Rated PG; 91 minutes; 2009

American astronaut Captain Charles "Chuck" Baker lands on Planet 51 thinking he's the first person to step foot on it. To his surprise, he finds that this planet is inhabited by little green people who are happily living in a white picket fence world reminiscent of a cheerfully innocent 1950s America, and whose only fear is that it will be overrun by alien invaders ... like Chuck!

Come join us for a "FREE" night of Family Fun!!!

FREE ADMISSION

FREE POPCORN

Please bring your own chairs or blankets to sit on.

For more information please contact the Parks Dept. 325-6464

**Portland Parks Department
Monthly Report
June 2010**

**Steve Osborne
Parks Director**

Programs and Activities

Baseball and softball (youth – civic clubs) has moved into tournament play in June, and will continue into July.

Our second Movie in the Park for 2010 is Saturday July 3 – we are screening The Benchwarmers.

Registration is now underway for fall softball (adult) and fall baseball (youth). These will be programs managed by the Parks Department.

The Parks Department is working with the Chamber of Commerce on a Back to School event to be held at the park on July 31 (in the area of the pool).

Overtime

	\$
April	0.00
May	34.62
June	0.00

Misc

Vandalism continues. The amphitheater was broken into recently, and water ran for several hours. Damage to one restroom will require repair. A portable toilet at Richland Park was burned to the ground about 3 AM on June 17. Electrical outlets are regularly damaged and destroyed at the amphitheater as well as other locations in the parks.

We continue to perform all park maintenance without inmates (we have received no inmates from the County this year).

We were not awarded a grant (RTP) for the restroom project at Richland Park. We will submit the same project on a grant application (LPRF) in August of 2010 (resolution for support already approved by Parks Committee). These funds would not likely be required until FY-12, and discussion has already suggested that impact fees would be used.

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *DAILY MOWER MAINTENANCE*
- *INSPECT SKATE PARK MONTHLY*
- *ONGOING CONSTRUCTION OF EQUIPMENT SHELTER*
- *WEEDING/EDGING ALL BASEBALL FIELDS*
- *WEEDEAT RICHLAND PARK, MEADOW BROOK AND CITY HALL*
- *HELPED GET SWIMMING POOL READY TO OPEN*
- *INSTALLED MOVE SCREEN AT AMPHITHEATER FOR 'MOVIE AT THE PARK'*
- *PREPARED 5 SOFTBALL FIELDS FOR DIXIE TOURNAMENT (DAILY)*
- *PREPARED AMPHITHEATER AND SURROUNDING AREA FOR 'RAISE THE PRAISE'*
- *TOP DRESS AND OVERSEED FOOTBALL FIELD*

Movie in the Park Richland Park Amphitheater July 3, 2010 @ 8:00 PM

THE BENCHWARMERS

Rob Schneider, David Spade, Jon Heder, Jon Lovitz
Rated PG-13; 80 minutes; 2006



Ritchie, Gus and Clark are three losers who never got respect on the ball field when they were young. They make up for it when they form a three-player team to compete against standard little league squads to hilarious result in this film that roots for the little guy.

**Come join us for a night of family fun!!!
FREE ADMISSION * FREE POPCORN
Bring your own chairs or blankets**

Parents, be aware that not all movies are appropriate for all audiences. Check the rating of this movie, and as always, we request your assistance in determining if a movie is appropriate for your family. For more information check the website or contact the Parks Department at 325-6464.



Our main man, Moose, is out to meet every JACK listener this summer, and what better way to do it then in JACK's Really Big Ice Cream Truck. During the month of July, JACK is on a 31 Cities in 31 Days Tour of Middle Tennessee. Moose will be shaking hands and passing out free ice sample to any and everyone. The tour will stop in different cities each day from 11 a.m. to Noon.

See Moose at the Portland Pool (Richland Park)
Thursday, July 22, 2010
11 AM – 12 noon

**Portland Parks Department
Monthly Report
July 2010**

**Steve Osborne
Parks Director**

Programs and Activities

The Portland Youth Football League started practice in July, and the Portland Soccer Club will start practice in August.

The Parks Department hosted an adult softball tournament July 17, which brought 12 adult teams (about 150 people) to town.

Our second Movie in the Park for 2010 was July 3 – and drew about 50 people. The first one in May drew about 100. Our third Movie in the Park will be August 21, and we are screening Iron Man. The fourth and final will be October 23.

Registration is now underway for fall softball (adult) and fall baseball (youth). These will be programs managed by the Parks Department.

The Parks Department is working with the Chamber of Commerce on a Back to School event to be held at the park on July 31 (in the area of the pool). We're also working with others on a couple more softball tournaments (adult and youth) and a concert.

Overtime

May	34.62
June	0.00
July	0.00

Misc

Trick or Treat on Main has been moved to Saturday, October 30.

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *MOW & WEEDEAT RICHLAND PARK, MEADOW BROOK AND CITY HALL*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *DAILY MOWER MAINTENANCE*
- *INSPECT SKATE PARK MONTHLY*
- *PUT UP MOVIE SCREEN AT AMPHITHEATER FOR 'MOVIE IN THE PARK'*
- *OVERSEEDDED/TOP DRESSED FOOTBALL FIELD*
- *REPAIRED WATER DAMAGE AT AMPHITHEATER*
- *REPAIRED VANDALISM AT AMPHITHEATER*
- *WATER TULIP POPLAR DEDICATION TREES WEEKLY*
- *PREPARED SOCCER FIELDS 1 & 2 FOR FOOTBALL CAMP and PRACTICE*
- *PREPARED BASEBALL FIELDS 6 & 7 FOR WEEKEND SOFTBALL TOURNAMENT*
- *OVERSEEDDED/TOP DRESS SOCCER FIELDS*
- *PLANTED BERMUDA SOD PLOT FOR FIELD MAINTENANCE*

**Portland Parks Department
Monthly Report
August 2010**

**Steve Osborne
Parks Director**

Programs and Activities

Our third Movie in the Park for 2010 was August 21 – and drew a small crowd due to the storms in the area. Our final 2010 Movie in the Park will be October 23, and we are screening The Sixth Sense. This event will also feature some Halloween activities.

We are hosting another adult softball tournament August 28, which will bring 100-200 people to town.

Richland Park will also host the first home games for the Portland Youth Football League on August 28.

Registration is underway for our girls' basketball program, with a September 10 deadline. The girls play a fall season (October-December) and the boys play a winter season (January-March).

Overtime

June	0.00
July	0.00
August	0.00

Misc

The pool has been shut down for the season.

Trick or Treat on Main has been moved to Saturday, October 30.

We are taking some steps to keep vehicles off the walking trails and our of restricted access areas – something that continues to be a problem. We are starting to install bollards in certain areas, to physically prevent vehicles from entering the walking trail, as well as clearer signage to define the restricted access areas.

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *MOW & WEED/EAT RICHLAND PARK, MEADOW BROOK AND CITY HALL*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *DAILY MOWER MAINTENANCE*
- *INSPECT SKATE PARK MONTHLY*
- *WATER TULIP POPLAR DEDICATION TREES WEEKLY*
- *FERTILIZE/TOP DRESS/OVERSEED ATHLETIC FIELDS*
- *OVERSEED AREA IN FRONT OF AMPHITHEATER*
- *INSTALLED BOLLARDS AT WALKING TRAIL/AMERICAS WAY INTERSECTIONS AT RICHLAND PARK*
- *STARTED LINING SOCCER FIELDS AND FOOTBALL FIELD*
- *INSTALLED MOVIE SCREEN FOR MOVIE AT THE PARK*
- *INSTALLED SIGNS ON WALKING TRAIL/ACCESS ROAD*

**Portland Parks Department
Monthly Report
September 2010**

**Steve Osborne
Parks Director**

Programs and Activities

Our final 2010 Movie in the Park will be October 23, and we are screening The Sixth Sense. This event will also feature some Halloween activities.

We hosted an adult softball tournament August 28, which brought 100+ patrons to town. We hosted 2 Aaron Academy football games in September, which also bring a nice crowd.

Plans are in place to host a youth softball tournament October 30-31, and Richland Park will host the Middle Tennessee Junior Football League Super Bowl on November 6. This event will bring a very large crowd to Portland.

Overtime

July	0.00
August	0.00
September	69.24

Used one employee to work the Aaron Academy football game on Sept 17. This game was added with short notice, and our local football league was unable to staff the facility as a result. The user (Aaron Academy) paid an extra fee for the overtime for our employee (above and beyond the field rental fees). So the overtime incurred was passed on to the user, and didn't cost the city.

Misc

Trick or Treat on Main has been moved to Saturday, October 30.

We had a slide broken (vandalism) at the main playground a few weeks ago, and are pleased to report that Universal Kidz Zone out of Murfreesboro considered the item under warranty and will replace it at no cost.

It is time for some athletic field (turf) work, as well will need to fertilize, treat, and seed for the spring rye. We will again reduce the number of fields that we seed with rye, which leads to substantial savings over prior years.

TRPA Conference was the week of September 20. Osborne attended 3 days, and Minnis attended 1 day (for a hands-on maintenance specific session).

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *MOW & WEED/EAT RICHLAND PARK, MEADOW BROOK AND CITY HALL*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *DAILY MOWER MAINTENANCE*
- *INSPECT SKATE PARK MONTHLY*
- *WATER TULIP POPLAR DEDICATION TREES WEEKLY*
- *PREP BASEBALL FIELDS (2) FOR SOFTBALL TOURNAMENT*
- *ONGOING PREP ON SOCCER/FOOTBALL FIELDS*
- *PREP FOR OPENING WEEK P.Y.F.L.*

**Portland Parks Department
Monthly Report
October 2010**

**Steve Osborne
Parks Director**

Programs and Activities

Our final Movie in the Park event for 2010 was held October 23.

The City of Portland will host the Middle Tennessee Junior Football League Super Bowl on November 6. This event will bring a very large crowd to Portland (playing at PHS field).

Boys Basketball Registration is now underway, with a registration deadline of November 19.

Overtime

August	0.00	
September	69.24	(paid for by facility USER, collected \$100)
October	34.62	

Facility heat issue required 2 hours OT to repair.

Misc

Trick or Treat on Main is Saturday, October 30 (5-7 PM).

The Highland Harvest Craft Show is November 13 (Portland East MS, 8 am – 5 pm) – featuring unique crafts and activities for kids.

The City of Portland Parks Department has been awarded a \$45,000 grant (LPRF) for a restroom facility by the playground in Richland Park (50/50 money).

We are attacking energy waste, and are in the process of installing 4 more programmable thermostats to help us control costs (concession buildings, gym).

We have negotiated with Western Kentucky University to secure an intern for 2011. This program will be of no cost to the City of Portland (no wages) and will provide a little staffing assistance for a few months in spring 2011.

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *MOW & WEEDEAT RICHLAND PARK, MEADOW BROOK AND CITY HALL*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *DAILY MOWER MAINTENANCE*
- *INSPECT SKATE PARK MONTHLY*
- *WATER TULIP POPLAR DEDICATION TREES WEEKLY*
- *ONGOING PREP ON SOCCER/FOOTBALL FIELDS*
- *INSTALLED POOL COVERS*
- *RELAMPED TENNIS COURT, BASKETBALL COURT AND SKATE PARK AT MEADOW BROOK*
- *OVERSEED ATHLETIC FIELDS WITH RYE GRASS*
- *CLEANED/PREPPED GYM FOR MORNING WALKERS/EXERCISE*
- *REMOVED ALL OLD EXERCISE STATIONS FROM WALKING TRAIL AT MEADOW BROOK; TOP DRESS AND OVER SEED*

**Portland Parks Department
Monthly Report
November 2010**

**Steve Osborne
Parks Director**

Programs and Activities

The City of Portland hosted the Middle Tennessee Junior Football League Super Bowl on November 6. This event played at the PHS field, and was managed by the Portland Youth Football League.

Boys Basketball Registration continued into November. Teams will begin practices in December and games in January.

We drew nearly 100 for our final Movie in the Park for the year (October 23). Trick or Treat on Main was October 30 – and that might have been a record crowd !

Overtime

September	69.24	(paid for by facility USER, collected \$100)
October	34.62	(facility heat - required 2 hours OT to repair)
November	0.00	

Misc

The Highland Harvest Craft Show was November 13. A solid crowd for the event.

One thing we put into place a few years ago was requiring photographers for youth programs to obtain approval from the Parks Department, and to acquire and maintain a business license with the City of Portland.

In the course of our operation this year, it came to our attention that 2 photographers worked with expired licenses in the fall of 2010, and we subsequently addressed both companies. One of them has renewed and paid the proper taxes, resulting in income for the state and City of Portland based on their gross sales. The other has not, and will subsequently be denied the opportunity to do any further business in the park until they come current.

While this may not seem like a lot, we are trying to insure that those who are doing business within our parks are doing so legally and with the proper portion of that income being directed to the State of Tennessee and the City of Portland, which benefits the citizens of Portland.

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *MOW & WEEDEAT RICHLAND PARK, MEADOW BROOK AND CITY HALL*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *DAILY MOWER MAINTENANCE*
- *INSPECT DOG DISPOSAL UNITS MONTHLY*
- *INSPECT SKATE PARK MONTHLY*
- *WATER TULIP POPLAR DEDICATION TREES WEEKLY*
- *FERTILIZED ALL ATHLETIC FIELDS*
- *REMOVE DEAD TREE AT MEADOW BROOK PARK*
- *WINTERIZE FACILITIES AT MEADOW BROOK & RICHLAND PARK*
- *SET UP & TEAR DOWN CRAFT SHOW*
- *PLANTED BERMUDA IN SOD PLOT*
- *REPAIRED TOE-IN ON FRONT END OF TORO WORKMAN*
- *REPAIRED TOE-IN ON FRONT END OF FORD 1720 TRACTOR*

**Portland Parks Department
Monthly Report
December 2010**

**Steve Osborne
Parks Director**

Programs and Activities

The Boys Basketball program completed registration and teams have started practice. Games will begin in January and the season will conclude in March.

Our annual Visit with Santa was held on December 11, with a very good crowd. Over 40 kids came through the program.

Overtime

October	34.62	(facility heat - required 2 hours OT to repair)
November	0.00	
December	0.00	

Misc

We have installed programmable thermostats in the gym to better control the heat in the facility. This should result in substantial energy savings.

Our section of the City of Portland website is mostly up and running. Your feedback would be appreciated!

We have planted the tulip poplar for the memorial (former Alderman Victor Keith) – reference resolution 10-69.

Vandalism continues to increase. We are keeping the soccer restrooms closed during any periods that students are out of school, as they tend to be the group that is commonly causing most of the problems. The area is still serviced by a portable toilet.

Portland Parks Department Maintenance Report

- *CHECK/CLEAN GYM DAILY*
- *CHECK/CLEAN SOCCER RESTROOMS DAILY*
- *CHECK/CLEAN ROBERT COLEMAN C.C. DAILY*
- *CHECK/CLEAN METAL CONCESSION RESTROOMS DAILY*
- *CHECK/CLEAN BASEBALL RESTROOMS DAILY*
- *CHECK/CLEAN MEADOW BROOK RESTROOMS DAILY*
- *DAILY CLEAN UP OF RICHLAND PARK AND MEADOW BROOK PARK*
- *CHECK TRASH CANS AT RICHLAND PARK AND MEADOW BROOK PARK*
- *MAINTAIN VETERANS MEMORIAL AT RICHLAND PARK*
- *MAINTAIN COLD SPRINGS SCHOOL HOUSE AT RICHLAND PARK*
- *MOW & WEEDEAT RICHLAND PARK, MEADOW BROOK AND CITY HALL*
- *INSPECT ALL PLAYGROUND EQUIPMENT MONTHLY*
- *DAILY MOWER MAINTENANCE*
- *INSPECT DOG DISPOSAL UNITS MONTHLY*
- *INSPECT SKATE PARK MONTHLY*
- *WATER TULIP POPLAR DEDICATION TREES WEEKLY*
- *WINTERIZED IRRIGATION SYSTEM*
- *WINTERIZING EQUIPMENT*