

Minutes of the Meeting
of the Municipal Parks and Recreation Advisory Board
of the Town of Thompson's Station, Tennessee
January 3, 2018

Call to Order:

The meeting of the Parks and Recreation Advisory Board of the Town of Thompson's Station was called to order at 6:01 p.m. on the 3rd day of January 2018 at the Thompson's Station Community Center with the required quorum. Members, aldermen and staff in attendance were: Board Member Sheila Shipman; Board Member Layla Bell; Board Member Becky Clark; Board Member Kris White and Town Planner Wendy Deats. Chairman Jim VanVleet, Vice Chairman David Coleman and Alderman Stover were unable to attend.

Business:

1. Approval of Kris White as acting Chairman.

Board Member Shipman made a motion to approve Board Member White as acting Chairman in the absence of Chairman VanVleet and Vice-Chairman Coleman. The motion was seconded and carried unanimously.

2. Election of Officers.

Board Member Shipman made a motion to amend agenda to elect Officers for the Parks and Recreation Advisory Board. The motion was seconded and carried unanimously.

Board Member White made a motion to elect Jim VanVleet as Chairman of the Parks and Recreation Advisory Board. The motion was seconded and carried by all.

Board Member White made a motion to elect Sheila Shipman as Vice Chairman of the Parks and Recreation Advisory Board. The motion was seconded and carried by all.

3. Approval of Minutes – The minutes of the November 7, 2017 regular meeting were submitted.

Board Member Clark made a motion to approve the minutes of the November 7, 2017 meeting with the correction that Board Member Clark was not in attendance of the November 7, 2017 meeting. The motion was seconded and carried unanimously.

4. Budget Report –

Town Planner Wendy Deats reviewed her report. Staff recommends moving \$13,925 to the sign budget and an additional \$2000 from the Benches to the Sign Budget.

After discussion, Commissioner White made a motion to amend the budget and move \$13, 925 from the Unpaved Pedestrian Trail budget and \$2000 from the Tables and Benches budget over to the Sign Budget and then approve the final budget as presented. The motion was seconded and carried by all.

5. Preservation Park Updates –

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- a. **Amphitheater** - Mrs. Deats went over her report and the Hodgson Douglas design for the amphitheater.
- b. **Trail Signs** – Mrs. Deats went over her report and reviewed the design of the map kiosk and Park Marker posts.

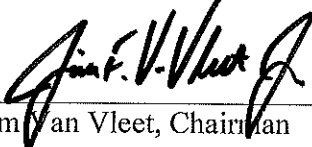
6. Sign Bids -

Town Planner Wendy Deats reviewed the bids from Palladium Signs and Jarvis Signs and Staff recommends the proposal from Jarvis signs.

After discussion, Board Member Shipman made a motion to accept the Jarvis Sign Contract with the contingencies added to the contract that there be a completed date stipulated and a 10% charge added for completion after specified date. The motion was seconded and carried by all.

Adjourn.

The meeting was adjourned at 6:35 p.m.



Jim Van Vleet, Chairman