

Minutes of the Meeting
of the Municipal Parks and Recreation Advisory Board
of the Town of Thompson's Station, Tennessee
February 7, 2017

Call to Order:

The meeting of the Parks and Recreation Advisory Board of the Town of Thompson's Station was called to order at 6:00 p.m. on the 7th day of February, 2017 at the Thompson's Station Community Center with the required quorum. Members, aldermen and staff in attendance were: Chairman Jim Van Vleet; Vice Chairman David Coleman; Board Member Kreis White; Board Member Sheila Shipman; Board Member Layla Bell; Commissioner Sarah Benson and Town Planner Wendy Deats. Alderman Brian Stover and Board Member Becky Clark were unable to attend.

Business:

1. Election of Officers –

Commissioner Shipman made a motion to for the Board to remain the same. The motion was seconded and carried unanimously.

2. Approval of Minutes – The minutes of the January 9th, 2017 meeting were submitted

Board Member Coleman made a motion to approve the minutes of the January 9th, 2016 meeting.

3. Budget Report –

Mrs. Deats reviewed her report, noting that encumbered funds total around \$175,000 leaving the Board just under \$18K. \$80K was accepted into the general fund and identified as Park maintenance funds. These funds are not within the Parks Board budget.

Board Member Shipman made a motion to approve the budget. The motion was seconded and carried unanimously.

4. Updates –

- a. **RFP** – No bids were submitted. Contractors wanted more specifications.
- b. **CSX Undercrossing** – Gravel was added to the to do list and will be completed.
- c. **Fencing in Greenway** – Materials are in and the fencing will begin as soon as the weather permits.

5. Dog N Pony Show (Jack Davis)

Jack Davis came forward to speak about the Dog and Pony Show with regards to the budget, sponsorships, and artists/activities.

6. Community Gardens

Steve Jones came forward to speak on the operation of the Community Gardens and transitioning functions over to the Parks Commission.

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7. Maintenance within Parks

Chairman Van Vleet passed out a list of maintenance items that need(s) to be addressed within both Thompson's Station and Preservation Parks. Mrs. Deats addressed each item and gave status updates on the following:

- Lights and ribbon on the tree in T.S. Park will be cleaned up when the rain stops and ground can support the equipment.
- Directional posts have arrived and Staff is working on signage.
- Fencing will be underway when weather permits.
- Benches and cans are delayed due to changes with the vendor and Staff will begin installation when the materials arrive.
- Mile Markers will be installed as discussed.
- Staff is/will evaluate culverts in the park and will replace as necessary.
- Staff will work on cleaning the dirt piles in the park.
- The Bradford Pear trees are under an electric wire and MTEMC has offered to remove them and replace half of them with Arbor Vitae. An additional 13 are recommended and can be paid for from the Park's fund.

Board Member White made a motion to accept MTEMC's offer to remove the Bradford Pears and replace them with half of the Arbor Vitae, with the Parks Commission providing the funding for the other half of the Arbor Vitae.

The motion was seconded and carried unanimously.

8. Trails in Preservation Park

Mrs. Deats reviewed her report and noted that no bids were received on the project. Town Staff has cleared some of the trail according to the Parks Master Plan map that was approved last month. Chairman Van Vleet voiced concern over the Parks Board not being aware of the work being done.

Bob Richards with Bob's Trails, Trees & Gardens came forward to speak about Parks Consulting work. Mr. Richards hopes to submit a proposal by the next meeting. He will meet with Staff and conduct a park visit.

Larry Simmons came forward to voice gravel concerns and gate concerns and spoke about the Tollgate Action Community sponsoring a community walk.

Board Member White then made a motion to invite/urge the Town Administrator to attend Parks Board meetings.

The motion was seconded and carried by all.

Board Member Bell then made a motion to amend the Park Rules to include "No Dumping".

The motion was seconded and carried unanimously.

Adjourn.



Jim Van Vleet, Chairman