

Town of Thompson's Station  
Parks & Rec. Advisory Board  
Remote Meeting Agenda  
January 5, 2021

**Meeting Called To Order – Roll Call To Confirm Quorum**

**Statement By Chair Relating To Conducting The Parks & Recreation Advisory Board Meeting By Electronic Means Of Due To COVID-19 State Of Emergency**

**Consideration Of The Minutes Of The October 6, 2020 Meeting.**

Documents:

[OCTOBER 6\\_ 2020 MINUTES.PDF](#)

**Public Comment**

Any citizen desiring to make a comment can submit their written comments to the Town, which will be included in the meeting minutes for public perusal.

Email your comments to Town Hall at [INFO@THOMPSONS-STATION.COM](mailto:INFO@THOMPSONS-STATION.COM) with January Park Board Comments as the Subject Line.

Contact the Town Community Development office with any questions at (615) 794-4333 ext. 12.

**Election Of Officers For 2021:**

- Chair
- Vice-Chair

**Regular Agenda:**

**1. Update On Projects:**

- a. Greenways Phase 2 & 3 Update
- b. New Preservation Park parking lot

**2. Community Gardens: Discussion On Point Of Contact, Increase Of Annual Fee/Elimination Of Deposit.**

**3. 2021 Events: Discussion On Overall Events & If An Event Planner Should Be Hired.**

**4. Classes At Town Parks: Discussion Of Self-Defense & Other Classes At Town Facilities.**

**5. Capital Improvements & Budget Report**

- a. Presevation Park Entry Sign & Map Kioks
- b. Amphitheater Project
- c. Other Town park projects for FY21-22

Documents:

[PARKS BUDGET NOV 30 2020.PDF](#)

**Adjourn**

*This meeting will be held at 6:00 p.m. by electronic means due to the COVID-19 State of Emergency and live-streamed on the Town Website [www.thompsons-station.com](http://www.thompsons-station.com).*

**Minutes of the Meeting**  
**of the Municipal Parks and Recreation Advisory Board**  
**of the Town of Thompson 's Station, Tennessee**  
**October 6, 2020**

**Call to Order:**

The meeting of the Municipal Parks and Recreation Advisory Board of the Town of Thompson's Station was called to order at 6:00 p.m. on 6th day of October 2020 via electronic means under the authority of the Governor's Executive Order related to public meetings during the COVID-19 emergency with the required quorum.

The following statement was read by Parks Chairman Jim Van Vleet:

Hello and welcome to this the October 6, 2020, Parks and Recreation Advisory Board meeting for the Town of Thompson's Station.

Pursuant to the Guidance from the Office of the Comptroller for the State of Tennessee and in accordance with Governor Lee's Executive Orders No. 16 & 34:

This Town of Thompson's Station Parks and Recreation Advisory Board meeting, with notice, is being held virtually and being recorded to protect the public health, safety, and welfare of the Citizens of Thompson's Station in light of the coronavirus and to continue to allow the Town to function and operate.

Further, it is the desire of the Parks and Recreation Advisory Board to include this determination in the minutes for this meeting.

We understand that we, the Thompson's Parks and Recreation Advisory Board, serves the Town of Thompson's Station, which is why we are currently recording this virtual meeting, broadcasting it live for public viewing, and uploading and preserving it for future viewing.

A recording of this meeting will be available on the Town of Thompson's Station's web site at [thompsons-station.com](http://thompsons-station.com) within 24 hours of this meeting.

Members and staff virtually present were: Chairman Jim Van Vleet; Board Member Matthew Barker; Board Member Gia Card; Board Member Ward Engle; Board Member Larry Simmons; Board Member Miriam Wiggins; Town Planner Micah Wood; Maintenance Supervisor Bryan King; Planning & Permitting Technician Jennifer Jones; and IT Coordinator Tyler Rainey. Alderman Bell was unable to attend.

**Approval of Minutes.** The minutes of the September 1, 2020 regular meeting were presented.

**After discussion, Board Member Ward made a motion to approve the September 1, 2020 minutes as presented.**

**Roll Call Vote:**

	<b><u>VOTE</u></b>		<b><u>VOTE</u></b>		<b><u>VOTE</u></b>
		Chairman Van Vleet	Yea	Board Member Card	Yea
Board Member Engle	Yea	Board Member Simmons	Yea	Board Member Wiggins	Yea
Board Member Barker	Yea				
	<b>Yea 6</b>		<b>Nay 0</b>		<b>Abstain 0</b>

**Minutes of the Meeting**  
**of the Municipal Parks and Recreation Advisory Board**  
**of the Town of Thompson 's Station, Tennessee**  
**October 6, 2020**

**Public Comment:**  
NONE

**Regular Agenda**

**1. Update on Projects:**

**a. Update on Greenway Project**

Mr. Wood updated the Board about the status of the Greenway Project.

**b. Eagle Scout Projects Updates**

**i. Refurbishing Alexander Trail signage – Carson Patterson**

Mr. Patterson presented his project of refurbishing the Alexander Trail signage.

**After discussion, Board member Simmons made a motion to approve the Eagle Scout project for refurbishing Alexander Trail by Carson Patterson.**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Board Member Engle	Yea	Chairman Van Vleet	Yea	Board Member Card	Yea
Board Member Barker	Yea	Board Member Simmons	Yea	Board Member Wiggins	Yea
	<b>Yea 6</b>		<b>Nay 0</b>		<b>Abstain 0</b>

**ii. Railroad Tie Replacement in Sarah Benson Park – Ryan Ham**

Mr. Ham presented his project of railroad tie replacement to the Board.

**After discussion, Board Member Ward made a motion to approve the Eagle Scout project for railroad tie replacement in Sarah Benson Park by Ryan Ham.**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Board Member Engle	Yea	Chairman Van Vleet	Yea	Board Member Card	Yea
Board Member Barker	Yea	Board Member Simmons	Yea	Board Member Wiggins	Yea
	<b>Yea 6</b>		<b>Nay 0</b>		<b>Abstain 0</b>

**iii. New Application for Scout Projects**

Mr. Wood presented to the Board, the new application that Staff will use for upcoming Scout projects.

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**c. Discussion on Self Defense and other Classes and**

**d. Town Events due to COVID.**

The board discussed the various options for various classes in 2021. Mr. Wood also announced that no scheduled or planned events would take place in 2020 due to the Covid pandemic.

**2. 2021 Park Board Membership Appointments.**

Staff recommends that Millie Halvorson and Clayton Blunt be appointed to the Parks Board.

**Board Member Barker recommended that Mrs. Halvorson and Mr. Blunt be appointed to the Parks Board.**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Board Member Engle	Yea	Chairman Van Vleet	Yea	Board Member Card	Yea
Board Member Barker	Yea	Board Member Simmons	Yea	Board Member Wiggins	Yea
	<b>Yea 6</b>		<b>Nay 0</b>		<b>Abstain 0</b>

**3. Cancellation of November 3, 2020 Parks Board Meeting.**

**Board Member Barker made a motion to approve the cancellation of the November meeting.**

**Roll Call Vote:**

	<u>VOTE</u>		<u>VOTE</u>		<u>VOTE</u>
Board Member Engle	Yea	Chairman Van Vleet	Yea	Board Member Card	Yea
Board Member Barker	Yea	Board Member Simmons	Yea	Board Member Wiggins	Yea
	<b>Yea 6</b>		<b>Nay 0</b>		<b>Abstain 0</b>

**4. Budget Report**

Mr. Wood updated the Board about the budget.

**Adjourn**

The meeting was adjourned at 6:41 p.m.

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Jim Van Vleet, Chairman



**Summary of Parks Revenue and Expenditures**

as of 11/30/2020

	Approved Budget	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Total YTD	Budget Remaining
<b>Revenues</b>								
Impact Fees		\$ 2,928	\$ 2,440	\$ 3,416	\$ 5,856	\$ 5,856	\$ 20,496	
Rental						\$ (350)	\$ (350)	
Merchandise		\$ 56	\$ 30	\$ 93	\$ 15		\$ 194	
Other			\$ 500				\$ 500	
<b>TOTAL REVENUES</b>	<b>\$ 61,000</b>	<b>\$ 2,984</b>	<b>\$ 2,970</b>	<b>\$ 3,509</b>	<b>\$ 5,871</b>	<b>\$ 5,506</b>	<b>\$ 20,840</b>	<b>\$ 40,160</b>
<b>Expenditures</b>								
Cleaning		\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,500	
Utilities		\$ 250	\$ 226	\$ 195	\$ 166	\$ 184	\$ 1,021	
Repairs				\$ 19	\$ 1,096		\$ 1,115	
Other					\$ 594		\$ 594	
<b>TOTAL EXPENDITURES</b>	<b>\$ 44,900</b>	<b>\$ 750</b>	<b>\$ 726</b>	<b>\$ 714</b>	<b>\$ 2,356</b>	<b>\$ 684</b>	<b>\$ 5,230</b>	<b>\$ 39,670</b>
<b>Park Improvements</b>								
Trailways - Total	\$ 646,000		\$ 37,145	\$ 50,050	\$ 49,110	\$ 10,660	\$ 146,965	\$ 499,035
Pres. Park parking lot	\$ 59,000						\$ -	\$ 59,000

**Other Revenues:**

Donation from Revolution pictures \$500