Town of Thompson's Station Parks & Rec. Advisory Board Remote Meeting Agenda February 2, 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

Documents:

INTRODUCTION STATEMENT FOR TS PARKS FEB 2021.PDF

Consideration Of The Minutes Of The January 5, 2021 Meeting.

Documents:

JANUARY 5 2021 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 with February Park Board Comments as the Subject Line.

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

Regular Agenda:

- 1. Update On Projects:
 - a. Greenways Phase 2 & 3 Update
- 2. Community Gardens: Continued Discussion On Point Of Contact, Increase Of Annual Fee/Elimination Of Deposit.

Documents:

GARDEN GUIDELINES.PDF
GARDEN APPLICATION.PDF
GARDEN WAIVER.PDF
COMMUNITY GARDENS 1.JPG
COMMUNITY GARDENS 2.JPG
COMMUNITY GARDENS 3.JPG
COMMUNITY GARDENS 4.JPG
COMMUNITY GARDENS 5.JPG
COMMUNITY GARDENS 6.JPG
COMMUNITY GARDENS 7.JPG

3. Parking Lot Site Lighting At Preservation Park: Continued Discussion On

Lighting Needs For The Parking Lot At Preservation Park.

4. F3 Spring Hill Annual Trail Race (Pullin.Bryan@Orr.sysco.com)

Documents:

F3-PRESERVATION-PARK-PERMIT-REQUEST.PDF

5. Tree City & Bee City Application Discussion

Documents:

BEE CITY BROCHURE.PDF TREE CITY APPLICATION.PDF

- 6. Capital Improvements & Budget Report
 - a. Presevation Park Signs & Kioks
 - b. Amphitheater Project
 - c. Other Town park projects for FY21-22

Documents:

PARKS BUDGET THRU DEC 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.

STATEMENT FOR THE RECORD AT START OF MEETING Thompson's Station Parks Board

Hello and welcome to this the February 2, 2021, Parks & 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. 71:

This Town of Thompson's Station Parks & 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 & Recreation Advisory Board to include this determination in the minutes for this meeting.

We understand that we, the Thompson's Parks & 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.

Minutes of the Meeting of the Municipal Parks and Recreation Advisory Board of the Town of Thompson 's Station, Tennessee January 5, 2021

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 5th day of January 2021 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 January 5th, 2021, 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 Order No. 71:

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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* within 24 hours of this meeting.

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

Approval of Minutes. The minutes of the October 6, 2020 regular meeting were presented.

After discussion, Alderman Bell made a motion to approve the October 6, 2020 minutes as presented.

Roll Call Vote:

	VOT:	<u>E</u>		VOTE		VOTE
Chairman Van Vleet	Yea	Alderman Be	ell	Yea	Во	oard Member Barker Yea
Board Member Engle Board Member Blunt	Yea NA	Board Member Halvorson		Yea	Board Member Simmons Yea	
	Yea	6	Nay 0	Al	bstain	0

Minutes of the Meeting of the Municipal Parks and Recreation Advisory Board of the Town of Thompson 's Station, Tennessee January 5, 2021

Annual Meeting

Election of Officers for 2021:

- Chair
- Vice-Chair

After discussion, Board Member Engle nominated Chairman Van Vleet to remain as Chairman. The motion was seconded, and a roll call vote was taken.

Roll Call Vote:

	VOT	<u>E</u>		VOTE	VOTE	
Chairman Van Vleet	Yea	Alderma	an Bell	Yea	Board Member Barker Yea	
Board Member Engle Board Member Blunt	Yea NA	Board Member Halvorson		Yea	Board Member Simmons Ye	
	Yea	6	Nav 0	A	bstain 0	

After discussion, Board Member Engle nominated Larry Simmons to serve as Vice-Chair. The motion was seconded, and a roll call vote was taken.

Roll Call Vote:

	VOT:	<u>E</u>		VOTE		VOTE
Chairman Van Vleet	Yea	Alderma	n Bell	Yea	Board Member Barke	er Yea
Board Member Engle Board Member Blunt	Yea NA	Board Member Halvorson		Yea	Yea Board Member Simmons Y	
	Yea	6	Nav 0	\mathbf{A}^{\cdot}	bstain 0	

Public Comment:

NONE

Regular Agenda

1. Update on Projects:

a. Update on Greenway Phases 2 & 3 Update

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

b. New Preservation Park parking lot

Mr. Wood informed the Board that the maintenance team has finished the new portion of the parking lot in Preservation Park.

2. Community Gardens

Board Member Barker made a motion to defer discussion of the community gardens until the February meeting. The motion was seconded, and a roll call vote was taken.

Minutes of the Meeting of the Municipal Parks and Recreation Advisory Board of the Town of Thompson 's Station, Tennessee January 5, 2021

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KVII	lle')	Vote:
KUL	Can	voic.

	VOT:	<u>E</u>		VOTE	<u>VOTE</u>	
Chairman Van Vleet	Yea	Alderman Be	ell	Yea	Board Member Barker Yea	
Board Member Engle Board Member Blunt	Yea NA	Board Member Halvorson		Yea	Board Member Simmons Yea	
	Yea	6	Nay 0	Abs	tain 0	

3. 2021 Events

The discussion of Town events will be moved to the April agenda.

4. Classes at Town Parks

The discussion of classes being held in Town parks will be moved to the April agenda.

5. Capital Improvements and Budget Report

Mr. Wood reviewed the budget and various capital improvement items were discussed.

Adjourn

The meeting was adjourned at 7:09 p.m	•
Jim Van Vleet, Chairman	

Phone: (615) 794-4333 Fax: (615) 794-3313 www.thompsons-station.com



1550 Thompson's Station Road W. P.O. Box 100 Thompson's Station, TN 37179

GARDENER GUIDELINES

The following guidelines have been established by Town Staff in order to maintain an enjoyable, safe, and productive experience by all. Please read the following and direct any questions to Staff or someone identified by Staff as the garden leader.

- 1. All gardeners are to complete application form.
- 2. TSCG utilizes organic gardening practices for growing, fertilizing, plant disease management and pest control.
- 3. All gardeners must participate in at least one volunteer event.
- 4. Keep your plot and areas around your plot clean!
- 5. Please keep your pets away from the garden plots. We love them, but we don't want them chewing on one another's produce!
- 6. Planting illegal plants is prohibited.
- 7. At the end of the gardening season, all dead plants and non-plant materials must be removed and disposed of properly. All gardens must be left neat and tidy. If your plot is not cleaned, you could lose your privileges for the next season.
- 8. Pick up your trash! We do not have garbage cans on site, so please don't litter.
- 9. Do not pick anything from your neighbor's plot without their approval.
- 10. Please do not leave the water on unattended. We utilize potable water (don't drink it), and the tank will dry up if the water is not turned off.
- 11. Smoking and chewing tobacco is not allowed. Tobacco can transmit a lethal virus to tomatoes and cigarette butts are loaded with toxins.
- 12. Drugs, alcohol, radios & fires are not allowed.
- 13. Please supervise your children.
- 14. For your safety, please only garden during the daylight hours.
- 15. Report theft, vandalism, and unusual activities to the Town at 615-794-4333.
- 16. Use common courtesy and please be considerate of your gardening neighbors and ENJOY yourself.

***If any of the guidelines are in violations, you will be contacted by phone or email and will have one week to remedy the situation. After one week, you will lose your garden privileges and your plot will be reassigned. ***

Thompson's Station Community Garden



Gardener Household Information 2021

The Thompson's Station Community Garden is an organization that fosters community gardening by providing support and supplies to a wide range of individuals and groups. The garden is operated by Town Staff and Volunteers and receives some funding through the Parks Board.

receives some funding through the Parks Board.				
Thompson's Station currently charges a \$75 fee per lot for a gardening plot.				
Please complete the front and back of this form (1 per household) and jbanaszak@thompsons-station.com	d submit to Jennifer Banaszak at			
Personal Information:				
Name(s)				
Address	Zip			
Phone(s) home/cell				
E-mail address(es)				
Household Information:				
How many people are in your household?				
How many people in your household will be actively involved in the garden?				
Have you gardened with us in the past?YesNo				
If "Yes," please answer the following questions:				
How many years have you gardened with us?				
Last year, did you share a portion of your produce with friends, neighbors, or exte	nded family?YesNo			
Last year, did you donate food to a local food pantry, soup kitchen, or other food pantry, soup kitchen,	program?YesNo			
Did gardening at the TSCG your access to fresh, locally grown food?	Yes No			

Thank you for completing this form.	Please read the Gardener	Guidelines before signing.	The Gardener
Guidelines are yours to keep.			

By signing below, I agree that I have read and understand the Gardener Guidelines and plan to abide by all of the
garden rules. I understand that neither the garden group nor owners of the land are responsible for my actions. I
therefore agree to hold harmless the garden group and owners of the land for any liability, damage, loss or claim that
occurs in connection with use of the garden by me or my guests.

Name	Date

Phone: (615) 794-4333 Fax: (615) 794-3313 www.thompsons-station.com



1550 Thompson's Station Road W. P.O. Box 100 Thompson's Station, TN 37179

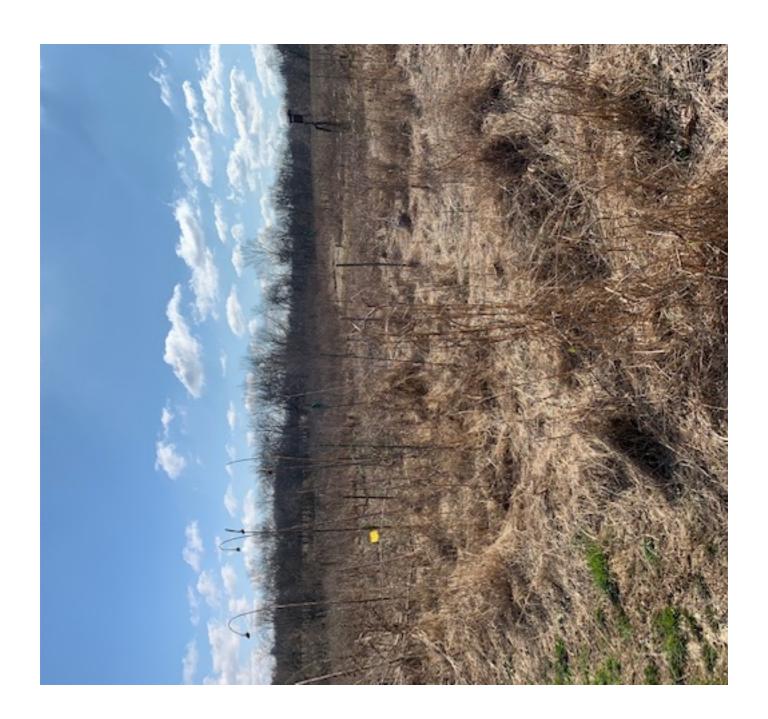
WAIVER, RELEASE AND HOLD HARMLESS AGREEMENT WITH THOMPSON'S STATION COMMUNITY GARDEN (TSCG)

In consideration for permission to work as a gardener at the Thompson's Station Community Garden (hereafter referred to as "TSCG"), I, the undersigned, hereby agree for myself and for my personal representatives, heirs and next of kin.

- 1. To release, waive and discharge the Town of Thompson's Station, and its officers, agents, and employees, (herein referred to collectively at "Town") from any and all claims or demands of any kind and from all liability, penalties, costs, losses, damages, expenses, claims, or judgements (including attorney's fees) resulting from injury, death or damage to any visitor, third parties or property of any kind, which arises out of or is in any way connected directly or indirectly to my participation in the TSCG. I understand that this release extends to claims that I do not know or do not expect to exist at the time of signing this release and assume all risks of my participation in the TSCG.
- 2. To protect, hold free and harmless, defend, and indemnify the Town form any and all claims or demands of any kind and from all liability, penalties, costs, losses, damages, expenses, claims, or judgments (including attorney's fees) resulting from injury, death or damage to any visitor, third parties or property of any kind, which injury, death or damage arises out of or is in any way connected directly or indirectly to my participation in the TSCG.
- 3. To abide by all rules and regulations established by the Town for participation in the TSCG. (RULES AND REGULATIONS ATTACHED)
- 4. I understand that the Town has the right to revoke, suspend or terminate the permission granted herein for any reason, and without limiting any indemnification obligations or other waivers contained in this permission and as additional consideration for this permission, I fully RELEASE, WAIVE AND DISCHARGE forever any and all claims, demands, rights, and causes of action against, the Town, its officers, directors and employees, in the event that the Town exercises its right to revoke, suspend or terminate this permission.

Signature:	 		
Date:			















Phone: (615) 794-4333 Fax: (615) 794-3313 www.thompsons-station.com

necessary.



1550 Thompson's Station Road W. P.O. Box 100 Thompson's Station, TN 37179

Applicant In	formation:	
Name	13 RyAN P.	will
Signature	785	200in
Organization:	F3-53	pring Hill
Phone:	615-584-	6185
Email:	1104 PUII	N. DRYANOD ORROSYSCO. COM
Park:	Sarah Benson Park Preservation Park	
Project Inform	nation:	
	Imile kid's fr 1711 proceeds	Charity Fund Raiser on Run + brile trail Race. Boing to local Charity.
THE SO	April 17th 8x	
Participants:	Under 75 Individual Participa 75 + Individual Participants (1)	Parking and Traffic Control Plan is required with this application)
	Bookh For sig	12-12-11-
EVENT POLICIE	S	TOWN APPROVALS
	ent changes to the Park allowed. hall be fully cleaned after the	1. Insurance
Event by th	e Event organizers. The ves the right to bill the	2.Town Staff Review
applicant if	additional cleaning is	3 Parks Board Approval

3. Parks Board Approval

Who Can Become an Affiliate of Bee City USA?

Cities and towns that are incorporated municipalities can work to protect pollinators in their communities by becoming affiliates of Bee City USA. Counties can also become Bee City USA affiliates if most activities are taking place in unincorporated areas within the county.

Bee City USA's sister initiative, Bee Campus USA, works with institutions of higher education, including colleges and universities.

Groups and individuals that do not fit into one of these categories but would like to commit to conserve native pollinators can become involved in the Xerces Society's Bring Back the Pollinators campaign and take the Pollinator Protection Pledge. Learn more at bringbackthepollinators.org.



By joining Bee City USA, taking Xerces' Pollinator Protection Pledge, or simply taking small steps in your daily life to increase habitat, reduce pesticide use, or spread awareness, you are joining a global movement to protect pollinators.

Learn more about the Bee City USA program, read answers to frequently asked questions, and find out how to apply at:

beecityusa.org

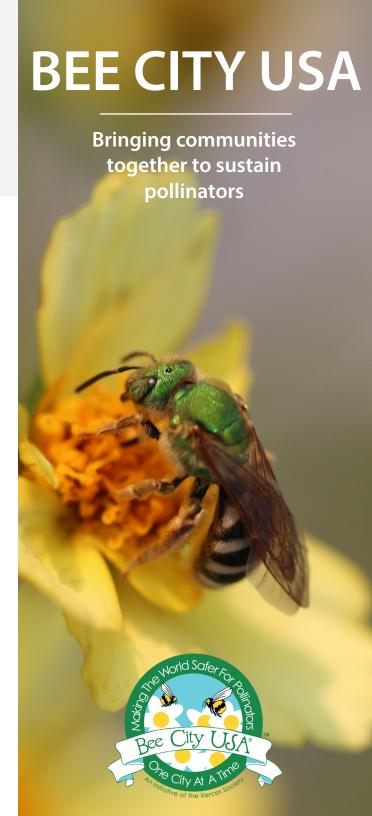
Bee City USA is an initiative of the Xerces Society.



Established in 1971, the Xerces Society is at the forefront of invertebrate protection, harnessing the knowledge of scientists and enthusiasm of communities to implement conservation programs worldwide. Xerces uses hands-on conservation, advocacy, education, and applied research to protect the life

Xerces Society for Invertebrate Conservation 628 NE Broadway, Suite 200, Portland, OR 97232 (855) 232-6639 xerces.org

Credits: Cover photo by Emily May. Habitat photo by Matthew Shepherd.
Pollinator observation photo by Amanda Lucier.
20-034_01



About Native Pollinators

Bees transfer pollen between flowers, enabling the incredible diversity of plants on our planet to fruit and reproduce. Pollinators are keystone species in essentially every ecosystem on earth, facilitating the reproduction of over 85 percent of all flowering plants and over two-thirds of agricultural crops.

In addition to the domestic honey bee (*Apis mellifera*), a species brought to North America from Europe, there are more than 3,600 species of bees native to the United States. These wild bees are generally quite different than the domesticated honey bee–most of them live solitary lives, with a single female doing all of the work to build a nest, collect pollen and nectar, and lay eggs.

Unlike the honey bee, which nests aboveground and can be managed in wooden hives, more than two out of three wild bees live underground in nests that can be hard to spot from the surface! Some dig down and lay their eggs several feet below ground, while others make nests near the soil surface or in hollowed out plant stems above ground.

Research has shown significant declines in native pollinator population sizes and ranges globally with up to 40 percent of pollinator species on Earth at risk of extinction in the coming years as a result a variety of environmental stressors including habitat loss and degradation, exposure to pesticides, diseases and pathogens, and climate change.

What is Bee City USA?

Thinking globally and acting locally, Bee City USA brings communities together to sustain pollinators by increasing the abundance of native plants, providing nest sites, and reducing the use of pesticides. Affiliates of Bee City USA also work to inspire others to take steps to conserve pollinators through education and outreach.

Bee City USA affiliates make commitments to conserve native pollinators, laid out in a resolution adopted by the local city council. Join the cities across the country rallying to protect pollinators and create positive change!

Commitments

So what does becoming an affiliate of Bee City USA entail?

Bee City USA affiliates carry out a set of commitments, defined in a resolution, for creating sustainable habitats for native pollinators. City staff and community members work together to fulfill these commitments and make their city a better place for pollinators.

Establish a standing Bee City USA committee.

Create and enhance pollinator habitat on public and private land by increasing the abundance of native plants and providing nest sites.

Reduce the use of pesticides.

Host pollinator awareness events.

Incorporate pollinator-conscious practices into city policies and plans.

Publicly acknowledge Bee City USA affiliation with signs.

Maintain an online presence for Bee City USA activities.

Annually apply for renewal and report on the previous year's activities.

Benefits to Your Community

Ensure survival of vital animal species including bees and other pollinators crucial to the health of our environment.

Build community locally and nationally through bringing your city together around a positive, shared cause and connect with communities across the country that have made the same commitment.

Improve local food production and raise community awareness of how our food grows.

Support small, local businesses including native plant nurseries and pollinator-friendly landscaping.

Address pest problems with fewer pesticides using integrated pest management.

Heighten awareness of biological diversity.



TREE CITY USA® APPLICATION

Select one: \square First Time Applicant OR☐ Recertification



TREE CITY USA status is awarded for work completed by the community during the calendar year. Please contact your State Urban Forestry Coordinator for your state's deadline, mailing address and any additional information required by your state. The common deadline is December 31 but can vary by state. Completed applications with attachments can be mailed to your State Urban Forestry Coordinator. To apply online and for additional information, please visit portal.arborday.org.

C	ommunity Information –	
Community Name (as it should appear on recognition materials)		
Community Website		
Mayor or Equivalent		
First Name	Last Name_	
Professional Title		
Address		
City	State	Zip Code
Email Address		
Phone Number (ex. 402-473-9553)	Fax Number	
City Forestry Contact:		
City Forestry Contact: Person who is responsible		
First NameProfessional Title		
Address_		
City		Zin Code
Email Address		
Phone Number (ex. 402-473-9553)		
Standar	d 0 : Tree Board or Depart	ment ————
_	•	
Frequency of Tree Board Meetings	■ Weekly Bi weekly Monthly	Quarterly Semiannually Annually
Chairperson: If your city or town has a Tree Board, list you	r chairnerson or head heard member. If your city or town d	pagen't have a Trae Roard, liet your city department or manager
First Name		
Professional Title		
Address		
City	0	Zip Code
Email Address		
Phone Number (ex. 402-473-9553)	Fax Number	
Other Tree Board Members or Sta	ff	
First Name	Last Name	
First Name		
First Name	Last Name	
First Name	Last Name	

State Forester Signature	Title Date
Community: The above named community has made formal application	n to this office. I am pleased to advise you that we reviewed the ation contained therein, said community is eligible to be certified as a four standards required for recognition.
Application Contification	To Do Completed Dr. The State Econotes.
Mayor or Equivalent Signature	Title Date
Please attach program of activities, photos, and/or news coverage. Attach Art	oor Day Proclamation.
Date of observation	
Standard 4 : Arbor Da	y Observance and Proclamation ————
Trees Planted Trees Pruned	Trees Removed
Please attach Annual Work plan (if required by your state) and supporting bud	lget documents.
Total Community Forestry Expenditures	\$
Other (please explain)	\$\$
	\$
	\$
	\$
	\$
	\$
Tree Planting and Initial Care	\$
Community Population	To review program standards and application resources, visit arborday.org/treecity
	lget of at Least \$2 per capita
Standard 3 : A Co	mmunity Forestry Program —————
NEW Applicants (required): <a> Current ordinance is attached. RECERTII	FICATIONS: Our ordinance as last submitted is unchanged and still in effect. Our ordinance has been changed. The new version is attached.
Date Current Tree Ordinance was established	
Standard S. A O	ommunity free Ordinance

Mail completed application with requested attachments to your state forester no later than December 31 (unless your state has instituted a different deadline.)











Summary of Parks Revenue and Expenditures

as of 12/31/2020

Revenues	Approved Budget	Jul-20		Aug-20	S	ep-20	(Oct-20	N	lov-20	C	ec-20	T	otal YTD		Budget emaining
Revenues																
Impact Fees		\$ 2,92	8 \$	2,440	\$	3,416	\$	5,856		5,856	\$	4,392	\$	24,888		
Rental Merchandise		\$ 5	6 \$	30	\$	93	\$	15	\$	(350)	\$	90	\$ \$	(350) 284		
Other		Ş :	9		Ş	93	Ş	15			Ş	90	\$ \$	500		
Other			,	5 500									Ş	300		
TOTAL REVENUES	\$ 61,000	\$ 2,98	4 \$	2,970	\$	3,509	\$	5,871	\$	5,506	\$	4,482	\$	25,322	\$	35,678
Expenditures																
Cleaning		\$ 50			\$	500	\$	500	\$	500	\$	500	\$	3,000		
Utilities		\$ 25	0 \$	226	\$	195	\$	166	\$	184	\$	143	\$	1,164		
Repairs					\$	19	\$	1,096					\$	1,115		
Other							\$	594					\$	594		
TOTAL EXPENDITURES	\$ 44,900	\$ 75	0 5	726	\$	714	\$	2,356	ς	684	\$	643	\$	5,873	\$	39,027
TOTAL EXILENDITORES	7,500	, ,	Ο,	, ,20	Y	, 14	Y	2,330	Y	004	Y	043	7	3,073	7	33,027
Park Improvements	Budget	Jul-20		Aug-20	S	ep-20	(Oct-20	N	lov-20	D	ec-20				
Trailways - Total	\$ 646,000		ç	37,145	\$	50,050	\$	49,110	\$	10,660		40,980	\$	187,945	\$	458,055
Pres. Park parking lot	\$ 59,000										\$	15,435	\$	15,435	\$	43,565
Other December 1																

Other Revenues:

Donation from Revolution pictures

\$500