

Town of Thompson's Station  
Parks and Recreation Advisory Board  
Meeting Agenda  
February 7, 2017

**Meeting Called To Order**

**1. Election Of Officers**

**Discussion Items:**

**2. Consideration Of The Minutes Of The January 9, 2017 Meeting**

Documents:

[JANUARY MINUTES.PDF](#)

**3. Budget Report**

Documents:

[2017 02 PARKS BUDGET.PDF](#)

**4. Updates**

- a. RFP
- b. CSX Undercrossing
- c. Fencing at Greenway

**5. Dog N Pony Show (Jack Davis)**

Discussion about events and sponsors

**6. Community Gardens**

Administration

**7. Maintenance Within Parks**

**8. Trails In Preservation Park**

**Adjourn**

*This meeting will be held at 6:00 p.m. in the Thompson's Station's Community  
Center  
1555 Thompson's Station Road West*

**Minutes of the Meeting**  
**of the Municipal Parks and Recreation Advisory Board**  
**of the Town of Thompson 's Station, Tennessee**  
**January 9, 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 9th day of January, 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 Becky Clark; Board Member Layla Bell; Alderman Brinton Davis, Alderwoman Sarah Benson and Town Planner Wendy Deats. Board Member Sheila Shipman was unable to attend.

**Business:**

1. **Approval of Minutes** – The minutes of the November 1, 2016 meeting were submitted with an amendment that Mr. Simmons at 3116 Hazelton Dr. requested follow up on opening the Preservation Park gates

**Board Member Davis made a motion to approve the minutes of the November 1, 2016 meeting with the amendment. The motion was seconded and approved unanimously.**

2. **Budget Report** –

Mrs. Deats reviewed her report, noting that the unencumbered funds that the Parks Board still has available is just under \$18,000. Several items are still encumbered, such as the Master Plan has a remaining balance of just under \$15,000; the Middle TN Electric underground project still hasn't started and is around \$12,500 and the Land Trust has a stewardship fee of \$5000 and that will be paid out of the Parks budget. The balance remaining is \$17,957.

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

3. **Updates** –

- a. Land Trust Determination on Conservation Easement - The Land Trust has approved the master plan and the Town was charged a \$5,000 stewardship fee as discussed in the budget.
- b. RFP – This was released for publication in the 1/8/2017 publication of the Tennessean and Staff has already received a few calls. Bids are due back to the Town on 2/2/2017. This includes the Stone Amphitheater, trails, benches and signage.
- c. Gate – The gate will be open tomorrow (1/10/2017).
- d. Firetruck – The Town did purchase the firetruck for \$16,000 and there is a request to create a business plan from The Board of Mayor and Alderman. Brian Stover is being sworn in as Alderman tomorrow (1/10/2017) and will likely be the BOMA representative on Parks. He will likely be assigned to create the business plan as well.
- e. Boy Scout Projects - Both Eagle scouts, William Stutts and James McGurk, have completed their projects for Thompson's Station Park.

**Minutes of the Meeting**  
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4. **Request to ride ATVs within a designated area at Preservation Park (Chuck Bistline email attached).**

Mr. Bistline came forward to speak on behalf of his request.

**After discussion, Commissioner White made a motion to not amend current park rules that would allow motorized vehicles. The motion was seconded and carried unanimously.**

5. **Approval of Parks Master Plan Map**

Mrs. Deats reviewed her report and recommended that the Board approve the Parks Master Plan Map.

**After discussion, Commissioner Davis made a motion to approve the Parks Master Plan Map as presented. The motion was seconded and carried unanimously.**

Mrs. Deats updated the Commission on the status of the SIA project.

**Adjourn.**

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Jim Van Vleet, Chairman



**TOWN OF THOMPSON'S STATION**  
**PARKS AND RECREATION ADVISORY BOARD**  
**FY 2016 - 2017**

**SUMMARY OF REVENUE AND EXPENDITURES:**

	FY 2016-17					
	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17
<b>Beginning Balance</b>	\$ 66,283	\$ 63,478	\$ 61,258	\$ 218,909	\$ 199,609	\$ 198,620
<b>Revenue</b>						
<b>Description</b>						
Federal Grant Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Grant Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Grant Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
From General Fund	\$ -	\$ -	\$ 165,000	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ 165,000	\$ -	\$ -	\$ -
<b>Total Revenues &amp; Fund Balance</b>	<b>\$ 66,283</b>	<b>\$ 63,478</b>	<b>\$ 226,258</b>	<b>\$ 218,909</b>	<b>\$ 199,609</b>	<b>\$ 198,620</b>
<b>Expenditures</b>						
<b>Description</b>						
Consulting Fees	\$ 2,805	\$ 2,221	\$ 3,300	\$ 3,300	\$ -	\$ 5,000
Park Improvements	\$ -	\$ -	\$ 4,049	\$ -	\$ 989	\$ -
Vintage Firetruck	\$ -	\$ -	\$ -	\$ 16,000	\$ -	\$ -
Total Expenditures	\$ 2,805	\$ 2,221	\$ 7,349	\$ 19,300	\$ 989	\$ 5,000
<b>Ending Fund Balance</b>	<b>\$ 63,478</b>	<b>\$ 61,258</b>	<b>\$ 218,909</b>	<b>\$ 199,609</b>	<b>\$ 198,620</b>	<b>\$ 193,620</b>

**Funds encumbered as of January 31, 2017:** Master Plan = \$14,850; MTEMC = \$12,538;  
 Preservation Park: Amphitheater = \$47,300; Unpaved Pedestrian Trail = \$48,875; Equestrian Loop = \$18,000; Tables, benches, etc. = \$34,100  
**Unencumbered parks budget at January 31, 2017:** \$193,620 - \$175,663 = \$17,957