

Town of Thompson's Station  
Parks Board  
Meeting Agenda  
April 2, 2019

**Meeting Called To Order**

**Consideration Of The Minutes Of The March 5, 2019 Meeting**

Documents:

[MARCH 5 MINUTES.PDF](#)

**Public Comment**

**New Business:**

- 1. Mars Volunteer Event – Mars Proposes To Host A Volunteer Day On May 10, 2019 At Sarah Benson Park – Erika Saad, Regional Environmental Manager.**
- 2. Thompson’s Station Community Association – The Revitalization Of The Community Association To Manage Town Community Projects/Events. – David Coleman.**
- 3. Signs – Preservation Park – Proposal For Historic Marker Signs.**
- 4. HB&TS Request For Easement For MTEMC Equipment – Request To Approve An Easement For MTEMC – General Manager, Tom Puckett**

Documents:

[TS PARK MTEMC PROP EASEMENT EXHIBIT.PDF](#)

**5. Budget Report.**

Documents:

[PARKS BUDGET.PDF](#)

**Adjourn**

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

**Minutes of the Meeting**  
**of the Municipal Parks and Recreation Advisory Board**  
**of the Town of Thompson 's Station, Tennessee**  
**March 5, 2019**

**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 March 5, 2019 at the Thompson's Station Community Center with the required quorum. Members and staff in attendance were: Chairman Jim VanVleet; Board Member Larry Simmons; Board Member Ward Engle; Board Member Gia Card and Town Planner Wendy Deats. Board Member Miriam Wiggins and Alderman Bell were unable to attend. Board Member David Coleman arrived at 6:20 p.m.

**New Business:**

1. **Approval of Minutes.** The minutes of the March 5, 2019 meeting were presented.

**After discussion, Commissioner Simmons moved to accept the minutes as presented. The motion was seconded and carried by all present.**

2. **Preservation Park Improvements.**

Mrs. Deats updated the Board on the under grounding of the electricity, the easement was signed by the mayor and MTEMC will put us on the agenda for completing the electricity.

3. **Update on Grants.**

Mrs. Deats updated the Board on the ATP grant and we are waiting on a notice to proceed. We are still waiting to hear on the other grant applications we have submitted. Mrs. Deats advised the Board that the signs do need to be further discussed.

4. **Mars Volunteer Event**

Erica Saad spoke on behalf on Mars. They are working on a plan to do a "refresh" of the dog sensory garden. The date for the volunteer day is May 10, 2019. Angel May with Mars will be working on expanding the volunteer day to include the community in addition to Mars volunteers. Mrs. Mays will be present at the April meeting to further discuss.

5. **Christmas Tree Lighting Event**

Band Director Dietrich would like to suggest that the Town include a Christmas parade with the tree lighting ceremony. He has spoken with PTSO and they will be able to help out along with the high school. He is proposed a route starting at Thompson Station Church through Thompson's Station town center. He would like help from the Parks Board to contact businesses for help and coordination. Staff expressed concern about the use of Columbia Pike or the closing of Columbia Pike. Staff also asked about the number of floats that would be involved in the parade. Mr. Dietrich stated that the event could include however many floats we would want. Mrs. Deats expressed concern over the staging and recommends that the TN Equine Hospital be contacted to discuss the use of the facility for float staging. Mr. Simmons suggested a theme parade and Mrs. Card suggested consideration of the Leipers Fork parade.

**Minutes of the Meeting**  
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**March 5, 2019**

**6. Sip N Savor Event** - Curtis Van Drunen presented information about Sip N Savor requesting permission to use Sarah Benson Park for parking and to set up temporary lighting the day of the event. They are hoping to secure some help from the Parks Board to locate 10 volunteers for parking and serving.

**7. Signs – Preservation Park**

Mr. Van Vleet stated the meeting was cancelled and he will be reaching out to set up another meeting for the location and content for the historical signs.

**8. HB&TS Request for easement for MTEMC equipment**

Mr. Puckett was unable to attend this evening.

**After discussion, Board Member Coleman recommended deferral to the April meeting. The motion was seconded and approved by all present.**

**9. Budget Report**

Mrs. Deats reviewed the budget report.

**10. Preservation Park**

Mr. Van Vleet asked to have some discussion about a meeting with our maintenance team in order to resolve some issues at Preservation Park. Mr. Puckett with HB&TS approached the Parks Board previously requesting permission to use excess top soil in the park. Mr. Van Vleet is recommending that Mr. Puckett use the excess topsoil to fill in an eroded ditch and some eroded areas behind the proposed bathrooms. Mrs. Deats also stated that in speaking with the mayor a consistent look for the eroded areas is the goal. No construction debris, rock or other unsuitable material should be included in the eroded areas. Mr. Van Vleet and Mrs. Card will meet at Preservation Park to determine the best location for mulch.

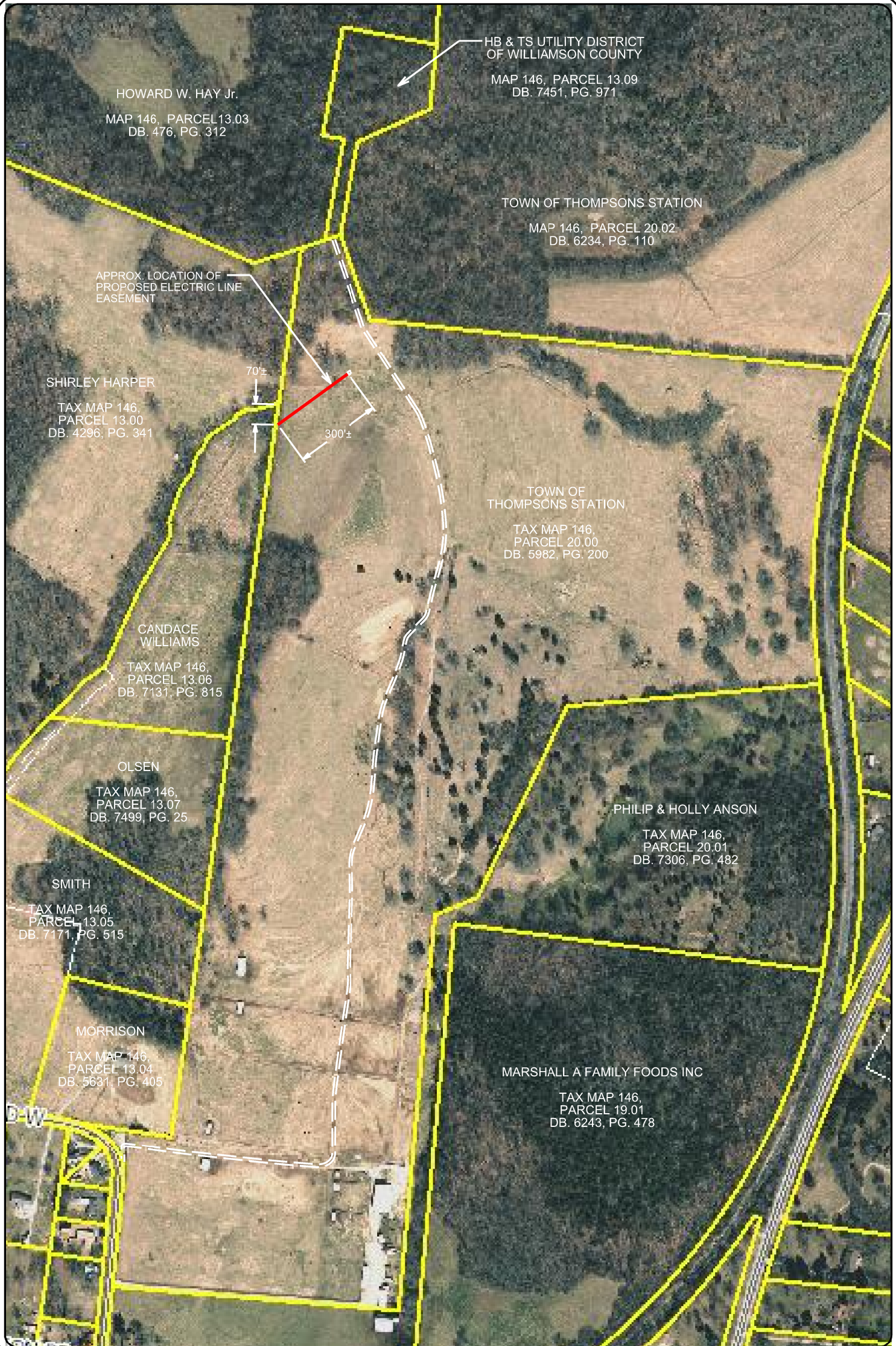
**Board Member Simmons made a motion to approve the disposal of excess top soil on site at Preservation Park in the eroded areas as noted along with the removal of some trees as marked by the Parks Board which will be mulched and deposited at a location to be determined by the Parks Board. The motion was seconded and approved by all.**

**Adjourn.**

The meeting was adjourned at 7:07 p.m.

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Jim Van Vleet, Chairman



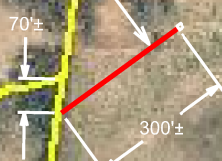
HOWARD W. HAY Jr.  
 MAP 146, PARCEL 13.03  
 DB. 476, PG. 312

HB & TS UTILITY DISTRICT  
 OF WILLIAMSON COUNTY  
 MAP 146, PARCEL 13.09  
 DB. 7451, PG. 971

TOWN OF THOMPSONS STATION  
 MAP 146, PARCEL 20.02  
 DB. 6234, PG. 110

APPROX. LOCATION OF  
 PROPOSED ELECTRIC LINE  
 EASEMENT

SHIRLEY HARPER  
 TAX MAP 146,  
 PARCEL 13.00  
 DB. 4296, PG. 341



TOWN OF THOMPSONS STATION  
 TAX MAP 146,  
 PARCEL 20.00  
 DB. 5982, PG. 200

CANDACE WILLIAMS  
 TAX MAP 146,  
 PARCEL 13.06  
 DB. 7131, PG. 815

OLSEN  
 TAX MAP 146,  
 PARCEL 13.07  
 DB. 7499, PG. 25

PHILIP & HOLLY ANSON  
 TAX MAP 146,  
 PARCEL 20.01  
 DB. 7306, PG. 482

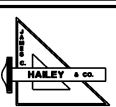
SMITH  
 TAX MAP 146,  
 PARCEL 13.05  
 DB. 7171, PG. 515

MORRISON  
 TAX MAP 146,  
 PARCEL 13.04  
 DB. 5631, PG. 405

MARSHALL A FAMILY FOODS INC  
 TAX MAP 146,  
 PARCEL 19.01  
 DB. 6243, PG. 478

HB & TS UTILITY DISTRICT  
 Williamson County, Tennessee

EASEMENT EXHIBIT  
**TOWN OF THOMPSON'S STATION**  
 TAX MAP 146, PARCEL 20.00  
 W.C.R.D. BOOK NO.: 5982, PAGE No.: 200



JAMES C. HAILEY & COMPANY  
 Consulting Engineers  
 7518 HIGHWAY 70 S, SUITE 100  
 NASHVILLE, TENNESSEE 37221

DESIGN	DRAWN	CHECKED	DATE	SCALE	PROJECT NO.
JCH	JAS	JCH	JULY 2018	1" = 400'	16121



*Town of Thompson's Station  
and Recreation Advisory Board  
FY2018-2019*

**Summary of Parks Revenue and Expenditures**

	FY 2018-19		
	Feb-19	Mar-19	YTD FY19
<b>Beginning Balance</b>	\$ 85,626	\$ 85,362	

**Revenue**

Description			
Federal Grant Funds	\$ -	\$ -	\$ -
State Grant Funds	\$ -	\$ -	\$ -
Donations/Merchandise	\$ 120	\$ 21	\$ 141
Events	\$ -	\$ -	\$ -
Rentals	\$ 1,150	\$ 850	\$ 15,226
From General Fund	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ 1,270</b>	<b>\$ 871</b>	<b>\$ 15,367</b>

**Expenditures**

Description			
Consulting Fees	\$ -	\$ -	\$ -
Park Improvements -Sara Benson Park:			\$ -
* Trees	\$ -	\$ -	\$ -
* Sign	\$ -	\$ -	\$ 3,350
Park Improvements - Preservation Park:			\$ -
* Sign	\$ -	\$ -	\$ 15,690
* Tables, Benches, etc.	\$ -	\$ -	\$ 273
* Bathrooms(Bldg & Electric)	\$ 1,034	\$ 13,542	\$ 29,063
* Trees	\$ -	\$ -	\$ 1,100
Cleaning/Maint./Utilities	\$ 500	\$ 645	\$ 2,817
Other Expenses	\$ -	\$ -	\$ -
Event Expense	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 1,534</b>	<b>\$ 14,187</b>	<b>\$ 52,293</b>
<b>Ending Fund Balance</b>	<b>\$ 85,362</b>	<b>\$ 72,046</b>	<b>\$ (36,926)</b>

**Funds encumber as of January 31, 2019**

	Approved	Remaining	
Preservation Park			
Tables, Benches, etc.	\$ 8,000	\$ 7,727	
Bathroom	\$ 13,768	\$ (1,753)	
Electrical - MTEMC	\$ 29,932	\$ 16,390	MTEMC ck in the mail
Amphitheater	\$ 47,300	\$ 47,300	
Equestrian Loop (moved to Electrical)			

<b>Totals</b>	<b>\$ 99,000</b>	<b>\$ 69,664</b>
<b>Unencumbered funds at March 31, 2019</b>		<b>\$ 2,382</b>