

Town of Thompson's Station
Parks & Rec. Advisory Board
Meeting Agenda
June 1, 2021

Regular Meeting Called To Order – Confirm Quorum

Election Of Vice-Chair

Consideration Of The Minutes Of The May 4, 2021 Meeting.

Documents:

[MAY 4 2021 MINUTES.PDF](#)

Parks Board Member Forum – Open Discussion Of Parks Issues

Regular Agenda:

1. Update On Projects:

- a. Greenways Phase 2 & 3 Update
- b. Preservation Park Tobacco Barn
- c. Sarah Benson Park Sensory Board
- d. Historic Trail Markers

Documents:

[ITEM 1C SARAH BENSON BOARD PROPOSAL.PDF](#)
[ITEM 1C EVANS PARK COMMUNICATION BOARD.PDF](#)

2. Event Permits:

- a. Shelli Huether Honor Run, Walk, & Fundraiser: 55 hour run/walk fundraiser at Sarah Benson Park Saturday November 20- Monday November 22, 2021.
- b. Whiskey Odyssey: 3 day bicycle tour of Middle Tennessee, based in Town Parks May 20-22, 2022.

Documents:

[ITEM 2A PARK EVENT APPLICATION - SHELLI HUETHER HONOR RUN.PDF](#)
[ITEM 2B WHISKEY ODYSSEY EVENT.PDF](#)

3. Parks Rules & Procedures: Update To The Town's Park Rules & Procedures

Documents:

[ITEM 3 TOWN PARK RULES AND PROCEDURES DRAFT 5-25-21.PDF](#)

4. Bylaws Update: Update To The Board's Bylaws

Documents:

5. Greenway Phase 4 Grant Application: Discussion On Update To Phase 4 Greenway Location

Documents:

ITEM 5- GREENWAY PHASE 4 LOCATION OPTIONS.PDF

6. Thompson's Station Community Association: Discussion On Reactivation Of TSCA/Friends Of Thompson's Station Parks

7. Area Of Focus For Board Members

8. Budget & CIP Report

- a. **FY21-22 CIP Projects:**
 - i. Signage/Branding;
 - ii. Park Benches/Furniture Updates; &
 - iii. Maintenance/Facilities Upgrades.

Adjourn

*This meeting will be held at 6:00 p.m. at the 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
May 4, 2021

Call to Order:

Members and staff present were: Alderman Brandon Bell; Board Member Matthew Barker; Board Member Ward Engle; Board Member Larry Simmons; Town Planner Micah Wood; Planning Technician Jennifer Banaszak; and Maintenance Supervisor Bryan King. Board Members Clayton Blunt and Millie Halvorson were unable to attend.

Election of Chair

Due to the resignation of Chairman Van Vleet at the April 6th, 2021 meeting, the Board will need to elect a new Chairman.

Alderman Brandon Bell made a motion to nominate Larry Simmons as the new Chairman of the Parks Advisory Board. The motion was seconded and carried by all present.

Approval of Minutes. The minutes of the April 6th, 2021 regular meeting were presented.

After discussion, Board Member Barker made a motion to approve the April 6th, 2021 minutes as presented. The motion was seconded and carried by all present

Public Comment:

None

Regular Agenda

1. Update on Projects:

a. Greenways Phase 2&3 update

Mr. Wood stated that we are still in the same status with the Greenways as last month. Ms. Eley will give an update as soon as one becomes available.

b. Greenway Phase 4 Grant Application

Mr. Wood stated that TDOT has recommended that the Town go forward with an application for a new grant phase. We (the Town) can combine these phases and grants together.

c. Bee City Application/Resolution

Mr. Wood informed the Board that the Resolution making the Town a Bee City passed through the Board of Mayor and Alderman and we are awaiting acceptance into the organization.

d. Preservation Park Tobacco Barn

Mrs. Banaszak briefly described what the process of tearing down the tobacco barn would entail and the price it would cost for hiring a contractor. A break down of fees will be presented at the next meeting (June).

e. Sarah Benson Park Sensory Board

Mrs. VelDink came forward to show the Board what a sensory board is and described what it could do on the playground in Sarah Benson Park. The Board asked her to come back with a formal quote and suggestions for placement.

Minutes of the Meeting
of the Municipal Parks and Recreation Advisory Board
of the Town of Thompson 's Station, Tennessee
May 4, 2021

f. Preservation Park Pavilion Update

Mr. Wood informed the Board that we now have a new pavilion in Preservation Park, and it is available to rent for events.

2. Event Permits

After a brief discussion, Chairman Simmons stated that he thought the Town should continue with the deposit reservation process. The Board also suggested that only events over 75 people be brought before them for discussion and approval. All other event permits can approved by staff.

a. Summit High School Volleyball Cook-out – Sarah Benson Park on 6/4

Alderman Bell made a motion to approve the Summit High School Volleyball Cook-out in Sarah Benson Park. The motion was seconded and carried by all present.

b. Cherry Family Gathering – Sarah Benson Park on 6/12

Alderman Bell made a motion to approve the Cherry Family Gathering in Sarah Benson Park. The motion was seconded and carried by all present.

c. Mission Eurasia BBQ – Sarah Benson Park on 10/28

Alderman Bell made a motion to approve the Mission Eurasia BBQ event Sarah Benson Park. The motion was seconded and carried by all present.

d. Home School Field Day – Preservation Park on 5/21

Alderman Bell made a motion to approve the Home School Field Day in Preservation Park. The motion was seconded and carried by all present.

3. 2021 Events – Selection of an Event Planning Subcommittee

After discussion, the sub committee members are Larry Simmons, Brandon Bell & Millie Halvorson

4. Bylaws Update

Mr. Wood gave an update regarding the Bylaws clean up and clarification of items. After some discussion, the bylaws redlined copy will be on the June agenda.

5. Budget & CIP Report

Mr. Wood stated that the Town Budget will be on the Board of Mayor and Alderman agenda for the month of May.

Items discussed

- Work volunteer day for parks
- Check the waiver for volunteers
- Mr. Simmons wants to add “discussion items” to agenda each month.

Adjourn

The meeting was adjourned at 6:55 p.m.

Minutes of the Meeting
of the Municipal Parks and Recreation Advisory Board
of the Town of Thompson 's Station, Tennessee
May 4, 2021

Larry Simmons, Chairman



Sarah Benson Park Communication Board Proposal

Estimated Cost for Communication Board Project

1 5ft x 3ft metal communication board sign = \$265.03

1 Vinyl Post Kit = \$438.95

Tax for two items = \$68.64

Total Cost of Project = \$772.62

Contact Information:

Allyssa Veldink

allyssa@arisetherapies.org

407-405-1689

Play Communication Board

Pictures help us communicate with everyone!



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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

Applicant Information:

| | |
|---------------|---|
| Name: | Anita Daneker |
| Signature: | <i>Anita Daneker</i> |
| Organization: | Shelli Huether Honor Run, Walk, and Fundraiser |
| Phone: | 615-585-5332 (cell) |
| Email: | website@shellihuetherhonorrn.com |
| Park: | <input checked="" type="checkbox"/> Sarah Benson Park <input type="checkbox"/> Preservation Park |

Project Information:

| | |
|-------------------------------------|---|
| Description of Event: | <p>This past September, a great friend of mine, Shelli Huether, who was a Lt. Col in the TN Air National Guard was killed in a tragic plane crash locally. In November, I headed up a virtual 55 Hour Run/Walk/Fundraiser in Shelli's name to raise money for 2 charities. We raised over \$9500! I was blown away!!!! I'm wanting to make this a yearly tradition...but starting this year, I'm wanting to turn it into an actual in-person event...</p> <p>I did a race similar to this a couple of years ago in Houston, TX at a local park there. We set up tents around the 0.68 mile trail loop and ran/walked that loop. The goal was as many miles as you could get in the 55 hours...striving for 100 miles or more. That is how I would like to model this event. This would start at 7am on that Saturday and go 55 hours straight (through the night, etc) through 2pm on Monday.</p> |
| Event Date with specific Times: | <p>EVENT: Saturday, November 20, 2021 @ 7:00am through Monday, November 22, 2021 @ 2:00pm SETUP: Friday, November 19, 2021 - Equipment will need to arrive and Participants can arrive and setup tents TEAR DOWN: Monday, November 22, 2021 - We will need a few hours at least after event end to tear down and clean up and hopefully can get equipment picked up late afternoon, as well. (The equipment pickup may need to be Tuesday AM?)</p> |
| Estimated Participants: | <p><input checked="" type="checkbox"/> Under 75 Individual Participants <input type="checkbox"/> 75 + Individual Participants (<i>Parking and Traffic Control Plan is required with this application</i>)</p> |
| Description of all Event Equipment: | <p>* Porta Potties (the # will depend on the # of participants) * 2-3 Larger Tents (Food Area, Aid Station Area, etc) * Might Need More Tables/Chairs for Meals (I do see that you have some picnic tables.) * The Race Will Be Providing Meals (Not sure whether hot food will be brought in or if it will be cooked onsite.) * Light Towers to Light Up the Darker Areas of the Trail/Park at Night (I do see that there are lights on the road through the park which is great! There's also some light from the Post Office and the Recycling Center.) * We will also have time-tracking so there will be some sort of equipment at the "start-line" on the loop that will track participants each time they pass. * I also plan to rent a medic and a security guard to be on-site 24/7.</p> |

EVENT POLICIES

- No permanent changes to the Park allowed.
- **The Park shall be fully cleaned after the Event by the Event organizers. The Town reserves the right to bill the applicant if additional cleaning is necessary.**

TOWN APPROVALS

1. Insurance _____
2. Town Staff Review _____
3. Parks Board Approval _____

TOWN OF THOMPSON'S STATION PARKS EVENT PERMIT

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

Applicant Information:

| | |
|----------------------|--|
| Name: | Event Directors: Austin Render & Mollie Hanrahan |
| Signature: | |
| Organization: | Whiskey Odyssey, LLC |
| Phone: | Austin Render: 502.386.6299 Mollie Hanrahan: 502.744.7117 |
| Email: | Austin Render: Austin@WhiskeyOdyssey.com Mollie Hanrahan: Mollie@WhiskeyOdyssey.com |
| Park: | <input checked="" type="checkbox"/> Sarah Benson Park <input checked="" type="checkbox"/> Preservation Park <input checked="" type="checkbox"/> Heritage Park |

Project Information:

| | | | | | |
|--|---|---|--|--|---|
| Description of Event: | Whiskey Odyssey is a three-day bicycle tour of Middle Tennessee's whiskey distilleries and scenic backroads. Each day begins with various road and gravel riding options beginning and ending in the town of Thompson's Station. The day's ride is followed by a whiskey festival each evening consisting of bourbon samples served by distillery representatives, delicious food provided by local food trucks and food caterers, and regional bands, all highlighting the unique and flavorful culture of Tennessee and its rich distilling heritage. | | | | |
| | ROUTE SCHEDULE Friday: Casual Ride in the Evening Saturday: Routes Open from 7am - 6pm Sunday: Routes Open from 7am - 4pm | FESTIVAL SCHEDULE Friday: 5pm - 9:30pm Saturday: 5pm - 9:30pm Sunday: No festival | | | |
| Event Date with specific Times: | May 20, 2022: Rider Check-in begins at 3pm. Evening Festival: 5pm-9:30pm. May 21, 2022: Routes Open from 7am - 6pm. Evening Festival: 5pm - 9:30pm May 22, 2022: Routes Open from 7am - 4pm. Event Ends at 6pm | | | | |
| Estimated Participants: | <input type="checkbox"/> Under 75 Individual Participants <input checked="" type="checkbox"/> 75 + Individual Participants <i>(Parking and Traffic Control Plan is required with this application)</i> | | | | |
| Description of all Event Equipment: | TENT RENTALS Dining Tents Tasting Tents General Purpose Tents Tables & Chairs | ADD'L RESOURCES Electrical Generators Potable Water Tanks Add'l stage setup & audio Will Utilize Existing Pavilions | WASTE SERVICES Portable toilets Handwashing Stations Daily Trash Service Recycling Receptacles | GENERAL EVENT LOGISTICS Box trucks Storage Receptacles Security Services First Aid Locations | FOOD & BEVERAGE Food trucks On-site Catering Equip. |

EVENT POLICIES

- No permanent changes to the Park allowed.
- **The Park shall be fully cleaned after the Event by the Event organizers. The Town reserves the right to bill the applicant if additional cleaning is necessary.**

TOWN APPROVALS

FEE PAID:

1. Insurance _____
2. Town Staff Review _____
3. Parks Board Approval _____

CONDITIONS/NOTES: Please see Whiskey Odyssey Proposal Document attached with Traffic Control Plan Included.



Event Synopsis for Review by Thompson’s Station

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May 20-22, 2022

Whiskey Odyssey is brought to life by the team who created the [Bourbon Burn](#) — a bike and bourbon adventure in Lexington, KY, with participants from across the nation.

Whiskey Odyssey is a three-day bicycle exploration of Middle Tennessee's distinctive distilleries and beautiful backroads, in which participants pedal down winding byways and pass through charming postcard towns. Each day is capped off with a top-shelf whiskey celebration in Williamson County, Tennessee.

This unparalleled event showcases the beauty of Middle Tennessee, its booming whiskey industry and its unbelievable road riding and gravel grinding opportunities. The heritage and hospitality of this region will be on full display, May 20-22, 2022.

Our team is ready. The stage is set. The confirmation of an event venue is all that remains to bring this Odyssey to life for Middle Tennessee. Your community partnership will be a catalyst in this success, while also serving as a significant factor in creating tourism-driven economic impact throughout the communities of Middle Tennessee. Your support extends far beyond this event.



Below you will find an overview of the event format, along with several hypothetical scenarios for the layout, flow, and impact of the event with regard to Thompson's Station. These scenarios are meant to serve as starting points in the discussion with the town and the event organizers, and we emphasize our desire to work with the town to find creative logistical solutions that work well for the town and the event alike.



Ride Bikes.

****We understand that this event impacts the flow of traffic through Thompson's Station, as well as presents parking concerns at the various properties utilized by the event. The Whiskey Odyssey team will work with the town and local law enforcement to identify and mitigate concerns, and we will contract necessary traffic control agencies, as needed, to facilitate the flow of traffic through the community during this event.*

*Based on the selection of the overall event layout, our team has various traffic and parking solutions available to discuss, and we are happy to do so upon request. ****

Whiskey Odyssey bicycle rides will take place on Friday evening and throughout the day on Saturday and Sunday. Each route is a loop that will begin and end in Thompson's Station, and the routes will visit the charming and beautiful countryside of Middle Tennessee.

- On Saturday and Sunday participants will have the choice of various route options: short (20-40 miles), medium (40-60 miles), and long (60-80 miles).
- On Saturday a 100+ mile option will be offered.
- Routes will visit various distilleries throughout the region, including: H. Clark Distillery, Leipers Fork Distillery, George Dickel, and Jack Daniels. Other distilleries might be added during the planning process.
- Support Stops are located every 15-20 miles along the route, which provide riders with hydration and nutrition. Typically located at scenic venues on route.
- Bottle Sherpa Service transports all purchases from distilleries for participants.



The Whiskey Festival & Odyssey Outpost

The Whiskey Festival will take place from 4:30pm - 10pm on Friday and Saturday evening. The whiskey festival encompasses all the happenings that take place each evening after our participants dismount their bikes:

1. Food (5pm - 9pm):

- a. Served via a locally catered meal
- b. Served via local food trucks
- c. Or a mixture of both!
- d. We will likely have a dining tent staged near the food options to allow easy accessibility.

2. Music (5pm - 10pm):

- a. We will hire two bands to play each evening to highlight regional music from Tennessee.
 - i. One early set, one later set each night.
- b. Music will start around 5pm and last through 9:30/10pm.
 - i. We will adhere to all quiet time hours.
- c. We will likely bring in a small stage or utilize infrastructure already available.
 - i. A large setup is not necessary.
 - ii. We envision an intimate, organic music experience.

3. Whiskey & Beer Tastings (5pm - 9pm) :

- a. We welcome Tennessee distillery representatives back to our event headquarters to facilitate tastings for our participants.
- b. Distilleries are allowed a 10x10 tent to facilitate tastings.
- c. We plan to also highlight local breweries in the tasting and have a cash bar on the premises serving beer and cocktails.

Odyssey Outpost serves as the event headquarters for Whiskey Odyssey and is where a majority of the Whiskey Festival will be taking place. Aside from the bike tour and the whiskey festival, there are other necessary components of facilitating the event. Here is a fairly inclusive list of other important event pieces:

1. Participant check-in

- a. A place to welcome our participants
- b. This is where they will pick up their swag bags/t-shirts, etc
- c. Purpose is to gather event information & maps for the weekend.

2. Start/Finish Line:

- a. Although not a race, we like to have a symbolic start/finish line.
- b. Will consist of an inflatable arch, likely with some whiskey barrel decor.
- c. Start/Finish Line proposed locations below.

3. Event Partner Areas:

- a. We have numerous partners for our events.
- b. Certain sections of the park(s) will be utilized for the setup of our partners.
 - i. Rental bike partners
 - ii. Massage Partners
 - iii. Additional vendor tents.

4. Restrooms and Showers:

- a. We will bring in additional restrooms (portable toilets) to help support the impact of our participants.
- b. We will *possibly* bring in a shower truck to allow riders to shower before the festival after a long day on the bike.

5. Event Parking:

- a. We will utilize either Sarah Benson Park and/or Preservation Park for parking.
 - i. We understand the parks cannot be closed down.
- b. We will be sure to account for “local parking” throughout the event weekend.

6. Work Zone:

- a. An area (approximately 1.5 to 2 acres) where our event staff prepares for each day’s riding and event logistics. Preferably with access to potable water.

- i. Box truck parking and loading;
- ii. Onsite storage container Wednesday through Monday;
- iii. Peak hours of operation:
 - 1. Friday 2pm-9pm;
 - 2. Saturday 5am-7am, 2pm-9pm;
 - 3. Sunday 5am - 9pm, 2pm-7pm.
- b. Space is off limits to participants and is located out of sight.
- c. Possible Work Zone areas:
 - i. Heritage Park
 - ii. Heritage Elem. and Middle Schools
 - iii. Equine Center
 - iv. Thompson's Station Church parking lot

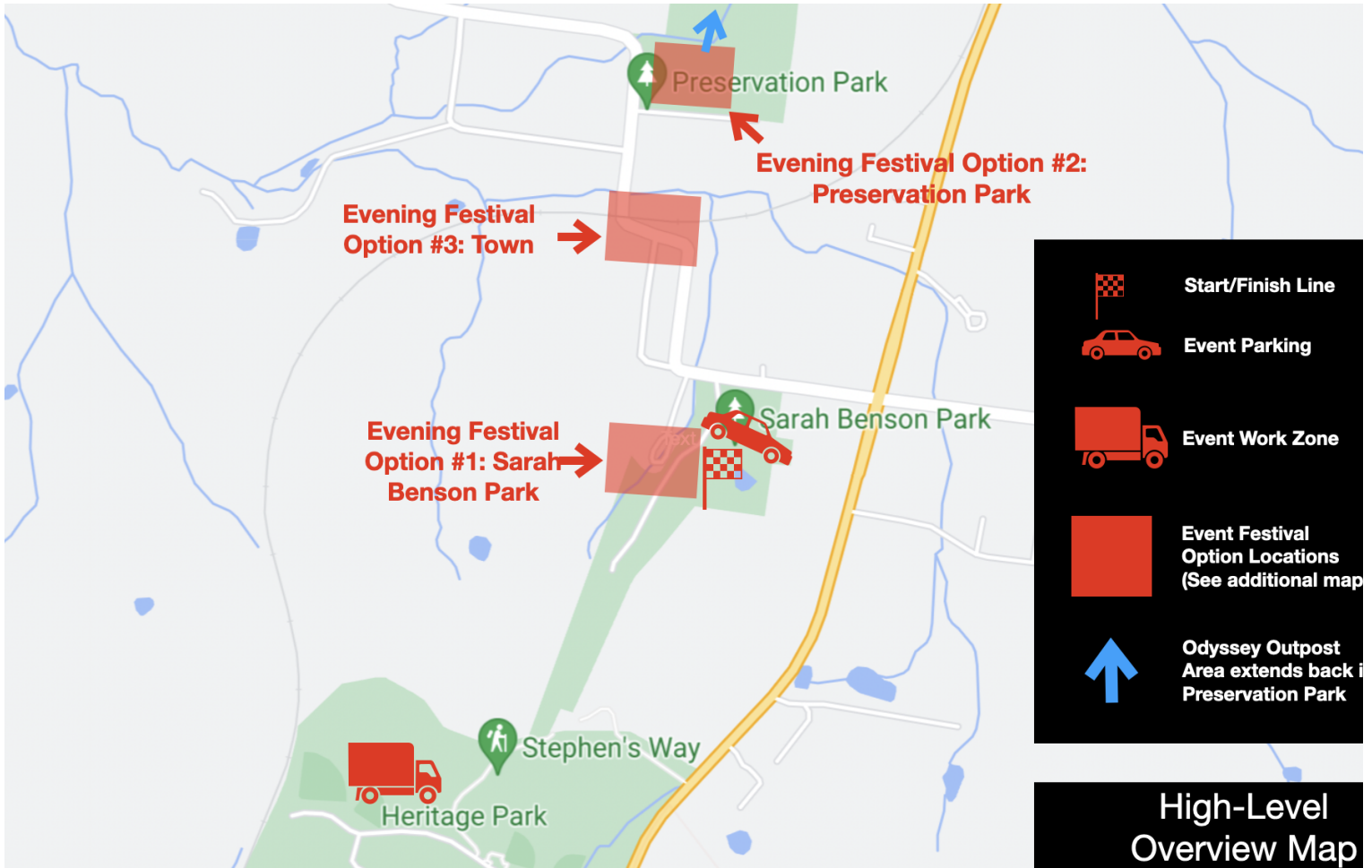
Areas we envision utilizing, assuming we are approved to host Whiskey Odyssey in Thompson Station:

A combination of:

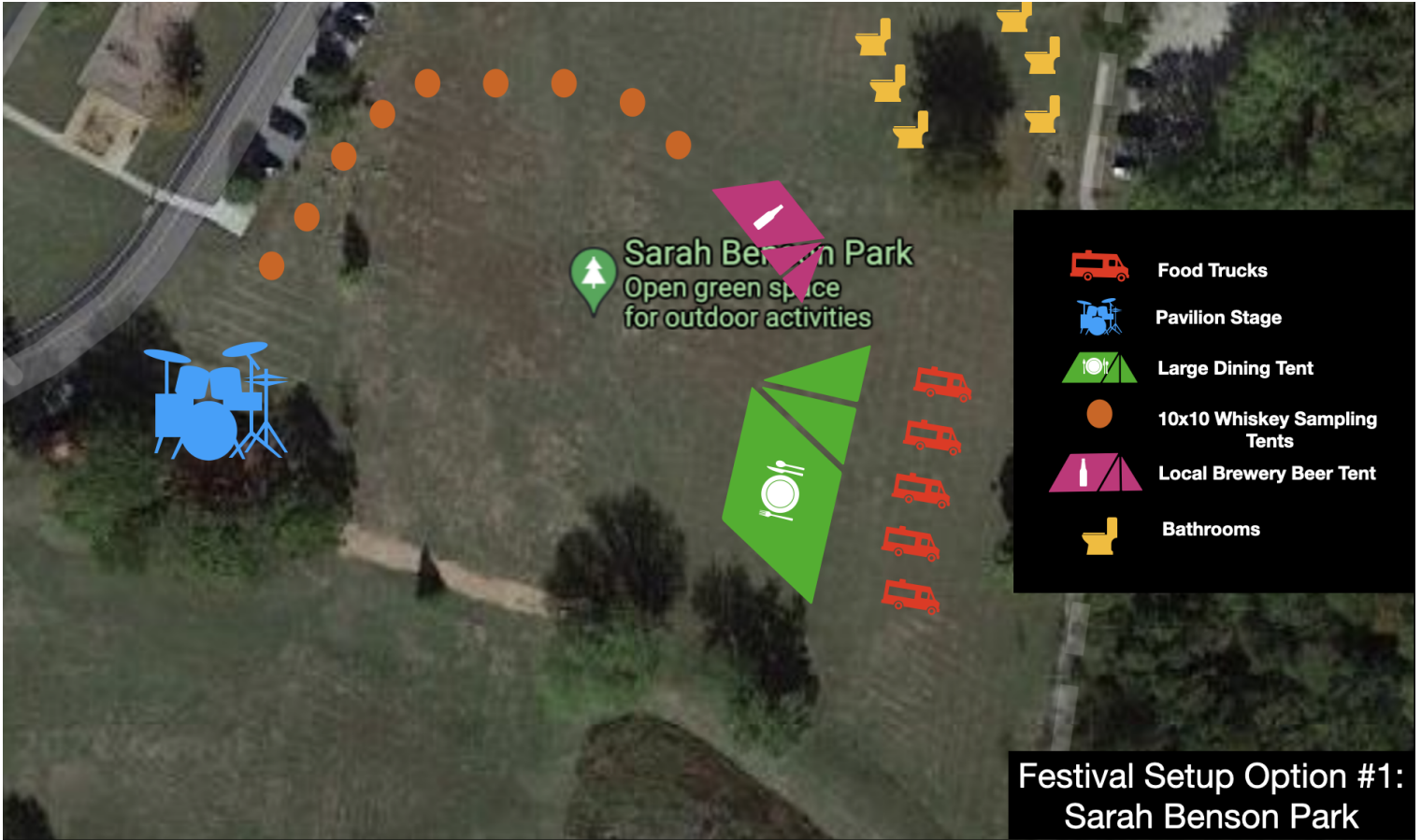
- 1. Preservation Park;
- 2. Sarah Benson Park;
- 3. Heritage Park or Heritage Middle or Elementary Schools for Work Zone;
- 4. And the town of Thompson Station itself including:
 - a. The open area near the caboose, Circa Grill, H. Clark Distillery & Town Hall.

Please note that the plans included in this document indicate parking at Sarah Benson Park and festivities at Preservation Park as one option, but other potential scenarios could lead to swapping the locations of these event pieces. E.g., parking at Preservation Park, and festivities at Sarah Benson Park, etc. In other words, we are flexible and able to craft the event to fit the scenario that works best for the town of Thompson's Station.

Event Overview Map



Festival Setup Option #1



Festival Setup Option #2



Thompson's Station Traffic and Parking Overview

Submitted: May 25, 2021

Draft version 1

Prepared for: Thompson's Station Parks Board

Prepared by: Austin Render & Mollie Hanrahan

Below please find the first draft proposal traffic and parking plan for Whiskey Odyssey 2022. Details of this plan are subject to change pending recommendations from local law enforcement, the Thomson's Station Board of Mayor and Alderman, Thompson's Station Parks Board, Williamson County officials, or other interested parties.

Sarah Benson Park ("SBP"):

1. Organizers would like to utilize SBP as the core of the event. Park would remain open to the public throughout the event. (see accompanying maps below)
 - a. Parking**
 - i. North end of SBP, near Thompsons Station Road frontage
 1. Within this area will be a designated "front row" parking area for local residents.
 2. Event participants will utilize remaining parking spaces.
 - b. Start/finish line**
 - i. A portion of the road/driveway in Sarah Benson Park to serve as the official route start/finish line.
 - c. Evening whiskey festival location**
 1. South end of grassy field
2. South end of SBP access road leading to upper pavilion closed to cars, but remains open to public (pedestrians and bikes only).
3. Possible traffic flow and parking solutions:
 - a. The two-lane SBP driveway to be divided into a one-lane bike/pedestrian lane, and a separate one-lane vehicular traffic lane.
 - b. Vehicular traffic funneled into designated parking areas for general public and event participants at north end of SBP.
 - i. Event participant parking in grassy field at north end of Sarah Benson Park
 - ii. Local parking at existing spots and/or in designated parking area in grassy field at north end of Sarah Benson Park
 - c. WO staff will hire traffic control agency or work with local law enforcement to control traffic.

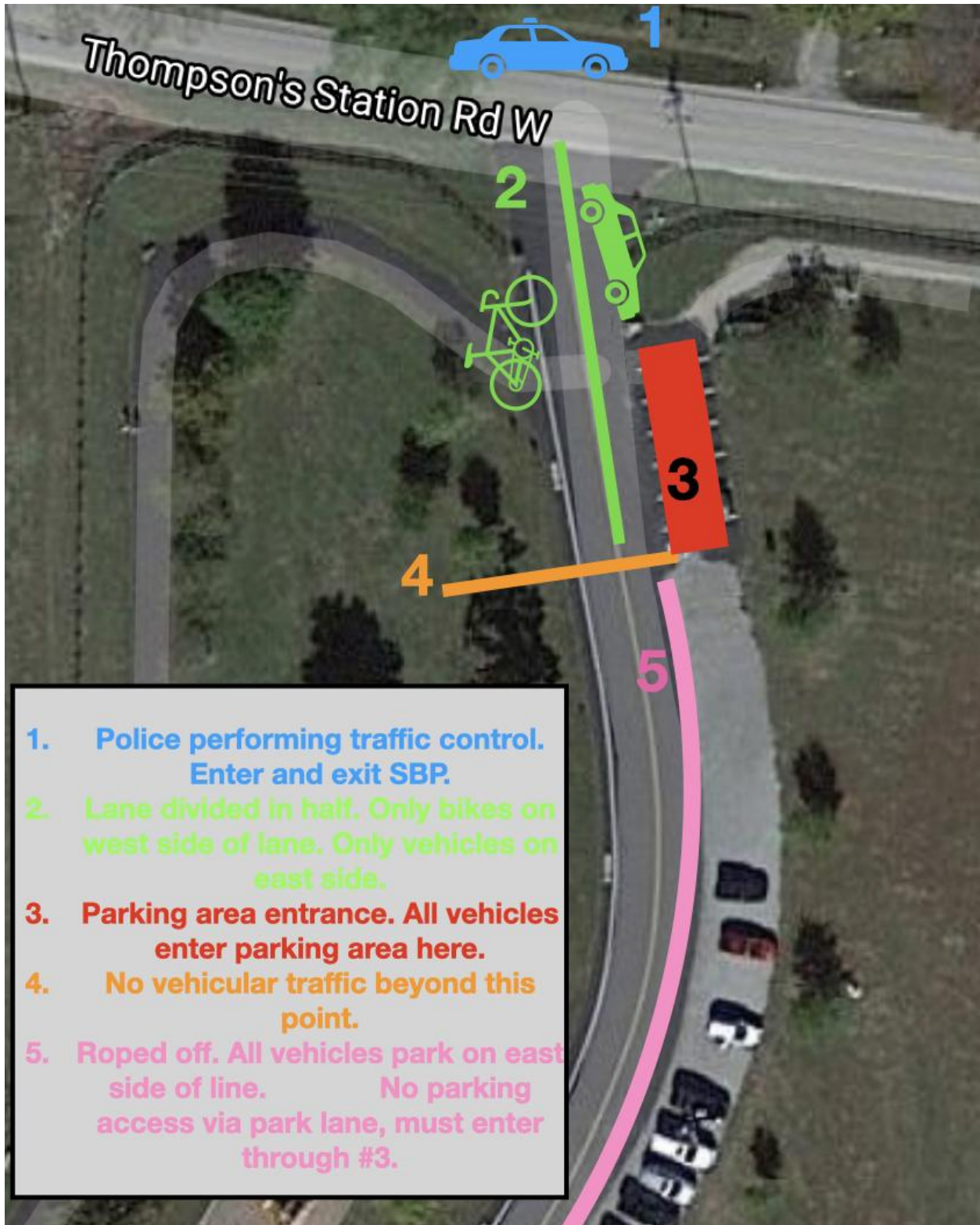
Town of Thompson's Station and Thompson's Station Road

1. No proposed road closure
2. Whiskey Odyssey will...
 - a. Confer with local law enforcement to determine best practice for controlling flow of traffic through town.
 - b. Hire traffic control personnel to conduct point traffic control at each end of town, along Thompson's Station Road.
 - c. Place "Bikes on road" yard signs along roadside throughout TS.
 - d. Place variable message board signage on each end of town on Thompson's Station Road West, alerting drivers of cycling event.
3. **Proposed scenario 1:**
 - a. Thompson's Station Road West closed to through traffic on Saturday 5/21/22 through Sunday 5/22/22. Local/residential access only.
 - i. Local law enforcement or other hired traffic control in place on each end of town to facilitate flow of traffic and bikes.
4. **Proposed scenario 2:**
 - a. Traffic point control on east and west end of TS helping to facilitate flow of traffic and bikes through town. (See map)
 - i. As bikes exit west from SBP through TS, traffic stopped by law enforcement to allow bikes to exit safely.
 - ii. As bikes return to SBP, traffic stopped by law enforcement to allow bikes to enter park safely.

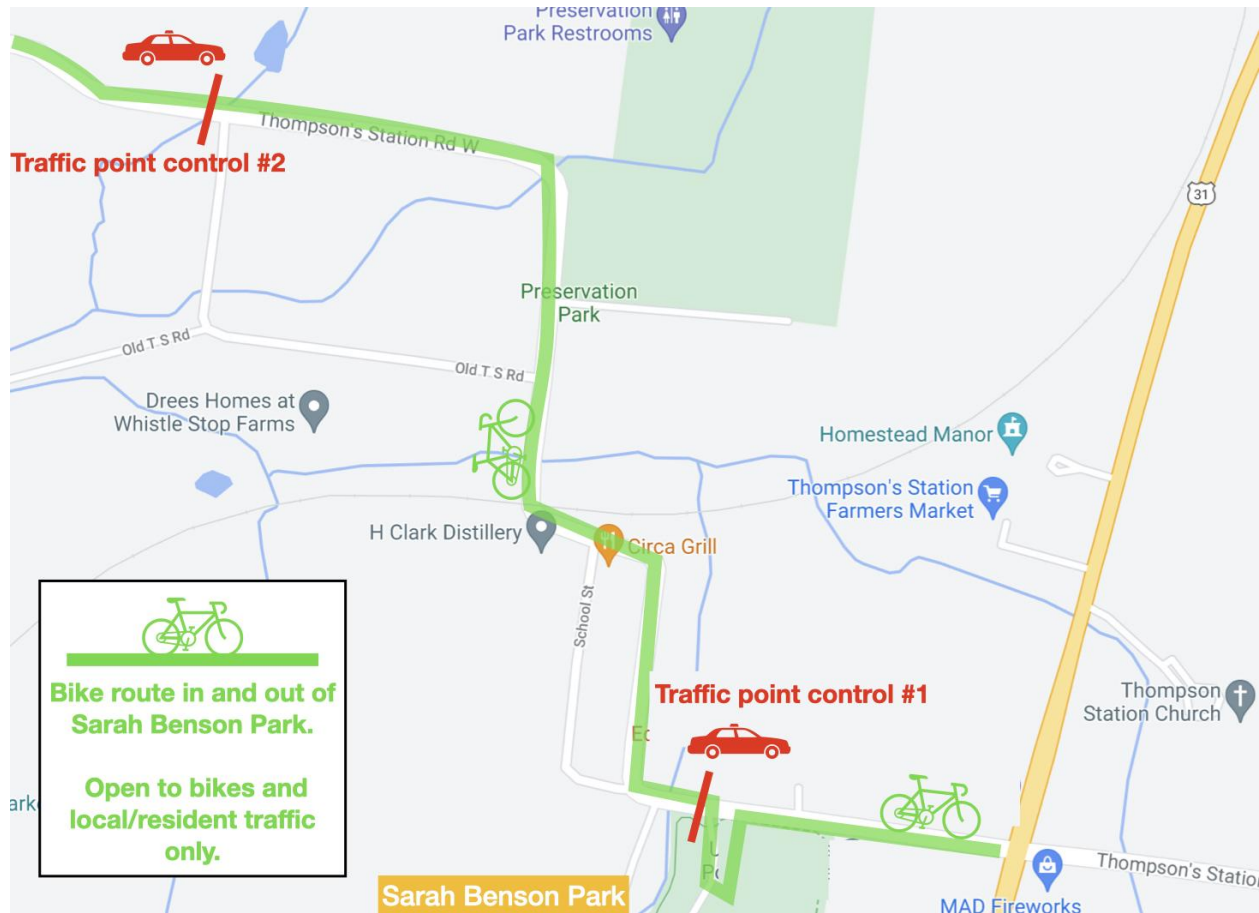
Event Parking Overview



Event Parking and Traffic Control at SBP



Bike Route through Thompson's Station



The Whiskey Odyssey Team looks forward to working with the fine folks of Thompson's Station to bring this event to life. We welcome your feedback and input on these initial plans, and we are committed to working with you to determine the best fit for the layout of this event, so as to minimize any impact on the community during this weekend.

Please review and discuss these proposed plans, and feel free to follow up with any questions or concerns that you may have.

Best,

Mollie Hanrahan and Austin Render
Co-founders, Whiskey Odyssey



TOWN OF THOMPSON'S STATION PARK RULES & PROCEDURES

In order to keep our Parks safe and pleasant for all users, the following Park Rules & Procedures apply to all Parks within the Town:

1. Hours of use are Dawn to Dusk, unless approved by the Parks and Recreation Advisory Board through an Event Permit or by the BOMA through a Special Event Permit.
2. All dogs shall be leashed, except within the fenced areas at Nutro Dog Park. Dogs shall always be under the control of their owner/caretaker. All dog waste shall be cleaned up by the owner/caretaker.
3. Adult supervision is required for all minor children.
4. The following are strictly prohibited:
 - a. The consumption, possession, or usage of alcohol
 - b. Smoking, including vaping
 - c. The use of personal fireworks and/or sparklers
 - d. Weapons
 - e. Glass containers
 - f. Harvesting firewood and/or cutting/removal of any trees
 - g. Fires, except for the grills provided in Sarah Benson Park
 - h. Littering and/or dumping
 - i. Signs/bills, including political signs
 - j. Hunting
 - k. Removal of cultural/historic artifacts. This includes a prohibition of metal detecting, unless associated with a Town approved archeological/historic investigation; an approved educational program/class; a state sponsored archeological/historical; or request by law enforcement.
 - l. Unauthorized motorized vehicles, including drones
 - m. Camping/Overnight Parking
 - n. Commercial/For-profit activities, unless approved by the Parks Board in advance



TOWN OF THOMPSON'S STATION PARK RULES & PROCEDURES

- o. External equipment (bouncy house, tents, trailers, port-a-potties, etc.) unless approved as part of an Event or Special Permit.
 5. Any event over thirty-five (35) people shall require the approval of an Event Permit from the Parks and Recreation Advisory Board. Event organizers are solely responsible for all activities associated with their event, including clean up. Special Events may also be authorized by the BOMA.
-

In addition to the General Rules & Procedures, the following park-specific rules & procedures apply:

Preservation Park Specific Rules:

- PP1. Hiking is at the user's sole risk. Preservation Park, as a nature reserve, may contain an array of wildlife, including: deer, coyotes, snakes, skunks, rabbits, and other wild animals, as well as natural obstacles.
- PP2. Horses are prohibited.
- PP3. Trailers/Horse trailers are prohibited.
- PP4. Access to the Community Garden shall be limited to those who have reserved and paid for a plot. During the growing season, the Community Garden shall be closed to the general public.



TOWN OF THOMPSON'S STATION PARK RULES & PROCEDURES

Sarah Benson Park Specific Rules:

- SBP1. Bikes are only permitted on Alexander Trail (part of Heritage Park, connected to Sarah Benson Park).
- SBP2. Pavilion/Stage rentals for groups under thirty-five (35) people shall require staff approval of the rental application. Rentals for groups of over thirty-five (35) people require an Event Permit from the Parks and Recreation Advisory Board.

Nutro Dog Park Specific Rules:

- NDP1. The Town of Thompson's Station is not responsible for the actions of users of this facility and their dogs. Visitors to this facility enter at their own risk.
- NDP2. No dogs over twenty-five (25) lbs are allowed in the Small Dog Park. Small dogs may enter the Large Dog Park at handler's sole risk and responsibility.
- NDP3. All dogs shall be vaccinated for rabies. Tags or other proof of current vaccination shall be shown upon request by Town Staff.
- NDP4. Dogs shall be leashed before entering and exiting the dog park.
- NDP5. Spiked collars and choke collars shall be prohibited.
- NDP6. Handlers shall be sixteen (16) years of age or older.
- NDP7. Aggressive dogs shall not be permitted on the premises. Dogs shall be removed by the owner at the first sign of aggression.
- NDP8. Prohibited: Aggressive dogs, female dogs in heat, sick dogs, and dogs younger than four (4) months.
- NDP9. Dogs shall be under control of their handler and in view of their handler at all times.
- NDP10. Handlers shall be responsible for any injuries caused by the dog(s) under their control.
- NDP11. Dog owners shall be in possession of leashes at all times.
- NDP12. Human food, food in bowls and glass containers, shall not be allowed. Small bite size training treats shall be permitted.



TOWN OF THOMPSON'S STATION PARK RULES & PROCEDURES

NDP13. Handlers shall clean up after their dogs and properly dispose of the waste. Handlers shall fill any holes dug by dogs under their control.

NDP14. Maximum of two (2) dogs per handler.

NDP15. Failure to abide by the rules and procedures may result in loss of privileges to use the Dog Park.

Soccer Fields Specific Rules:

SF1. All trash shall be cleaned after each practice/game/use of the fields.

SF2. Obey all traffic and road signs.

SF3. No throwing rocks or other debris in the sewer pond.

DRAFT

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BY-LAWS
TOWN OF THOMPSON'S STATION MUNICIPAL
PARKS AND RECREATION ADVISORY BOARD

GENERAL PROVISIONS

SECTION 1. OBJECTIVE

The objectives and authority of the Thompson's Station Parks and Recreation Advisory Board (~~Parks Board~~) shall be set forth in Ordinance 2015-006.

SECTION 2. OFFICE AND RECORDS OF THE BOARD

The meeting place of the Board shall be the Thompson's Station Community Center Building ~~or as otherwise specified~~. The office and records of the Parks Board are maintained ~~in the Office of the Town Recorder of Thompson's Station located in the Town Hall/Depot Building~~ by the Staff of the Town of Thompson's Station located in the Town offices and shall be available for public inspection during regular business hours. A record of the business conducted at all meetings shall be kept ~~in a Minute Book on file in Town offices, as adopted minutes~~, which shall record the names of all ~~h~~Board members present or absent, the names of all persons in attendance, the business conducted, and the vote or abstention of all ~~h~~Board members on any item of business on which a vote is taken.

SECTION 3. MEMBERSHIP

The membership of this Board shall consist of seven (7) members ~~along with an honorary member and an official advisor~~. Each member shall be appointed for a term of three (3) years. Six (6) of the members shall be appointed by the Board of Mayor and Aldermen, and one (1) of the members shall be a member of the ~~chief legislative body of the municipality selected by such legislative body~~ board of Mayor and Aldermen selected by the same. A record of the membership of the Parks Board shall be maintained ~~in the Minute Book by the Town Recorder~~ by Town Staff.

MEETINGS

SECTION 4. ANNUAL ORGANIZATION MEETINGS

The annual meeting of the Parks and Recreation Advisory Board shall be the regular January meeting of each year. Such meeting shall be devoted to the election of officers for the ensuing year and such other business as shall be scheduled by ~~the Parks Board~~ Town Staff.

SECTION 5. REGULAR MEETINGS

Regular meetings of the Parks Board shall be held at the Thompson's Station Community Center ~~or as otherwise specified~~, on the First Tuesday, of every month at 6:00 p.m., except the month of December (in which there will be no regularly scheduled meeting). At such meetings, the Board shall consider all matters properly brought before the Board without the necessity of prior notice, thereof, given to any members. The Board, by a unanimous vote of all members present, may add items to ~~the~~ agenda that are presented by Town Staff prior to the meeting.

SECTION 6. PUBLICATION

Notice of all Regular Meetings of the Parks Board shall be posted prior to each meeting at the

Thompson's Station ~~City Hall~~ website with an agenda of items to be considered at the meeting. Notice of all Special Meetings shall be published in at least one (1) newspaper of general circulation in Thompson's Station area ~~and on the Town website~~, with an agenda, prior to holding such meeting.

SECTION 7. SPECIAL MEETINGS

Special meetings of the Parks Board shall be held at a time and place designated by the officer calling the same and shall be called by the Chair or ~~four~~four (4) members. Written notice and an agenda of items to be considered at the meeting, shall be given to all the members not less than seven (7) days in advance, thereof, except in case of emergency.

SECTION 8. QUORUM

At any meeting of the Parks Board, a quorum shall consist of four (4) Board members. No action shall be taken in the absence of a quorum, except to adjourn the meeting to a subsequent date.

SECTION 9. AGENDA

~~It is the duty of Town Staff to The Chair of the Parks Board or other designated official shall have prepared~~ for each meeting an agenda specifying the order in which the items of business shall appear before the Board. ~~The Parks Board Chair shall see to it that the agenda is sent to each member of the Board.~~ Town Staff shall prepare the Parks Board Agenda and Packets seven (7) days prior to the Parks Board meeting date, or as soon thereafter as is practical. Prior to finalization of the Agenda, Town shall coordinate with the Chair of the Parks Board to review the items placed on the Agenda for that Parks Board meeting.

SECTION 10. VOTING

At all meetings of the Parks Board, each member attending shall be entitled to cast one (1) vote. Voting shall be by ~~roll call~~voice votes with ayes and noes, with all unanimous votes and abstentions entered upon the record of the meeting. ~~On minor matters and at the discretion of the Chair, a voice vote will be sufficient.~~ If the voice vote is not unanimous, the Chair may call for a roll call vote for a confirmation of vote from each member.

SECTION 11. CONFLICT OF INTERESTS

In the event that any member shall have a personal interest of any kind in a matter then before the Board, he shall disclose his interest and be disqualified from voting upon the matter, and the Secretary shall so record in the minutes that no vote was cast by such member. The affirmative vote of at least the majorities present at the meeting shall be necessary for the adoption of any resolution or other voting matter. Further, all conflict of interests shall be identified ~~and~~ governed by the Town's Code of Ethics, duly adopted.

SECTION 12. PROCEEDINGS

a. At any regular meeting of the Parks Board, the following shall be the regular order of business:

1. ~~Roll Call~~Call the meeting to order and determination of quorum
2. Approve the Minutes of the Preceding Meeting
- ~~2.3.~~ Parks Board Member Forum
4. ~~Business Items~~Regular Agenda
- ~~3.5.~~ CIP & Budget Report
- ~~4.6.~~ Adjournment

b. Each ~~formal~~final action of the Parks Board required by law, ~~city~~Town charter, rule or regulation shall be embodied within the meeting minutes ~~Minute Book~~ after an affirmative vote as provided in SECTION 105, hereof.

OFFICERS

SECTION 15. OFFICERS

The officers of the Parks and Recreation ~~Advisory~~-~~Advisory~~ Board shall consist of a Chair and Vice-Chair, elected by the Board at the annual meeting for a term of one (1) year. ~~The Secretary of the Board shall be the Town Planning Director, or designee.~~

SECTION 16. DUTIES OF OFFICERS

The duties and powers of the officers of the Parks Board shall be as follows:

- a. Chair
 1. To preside at all meetings of the Board.
 2. To call special meetings of the Board in accordance with these By-Laws.
 3. To sign documents of the Board.
 4. To see that all actions of the Board are properly taken.
- b. Vice-Chair

During the absence, disability or disqualification of the Chair, the Vice-Chair shall exercise or perform all the duties and be subject to all the responsibilities of the Chair.
- c. Secretary
 1. ~~To keep or to assure that the minutes of all meetings of the Board are keep current and on file in the Town offices.~~
 2. ~~To give or serve all notices required by law or by these Bylaws.~~
 3. ~~To be custodian of Board records.~~
 4. ~~To inform the Board of correspondence relating to business of the Board and to attend to such correspondence.~~
 5. ~~To sign official documents of the Board. In the absence of the Secretary, official documents may be signed by either the Thompson's Station Town Administrator or the Thompson's Station Town Recorder.~~

SECTION 17. ATTENDANCE

The absence by any member from three (3) consecutive regular meetings or five (5) of the eleven (11) regular meetings held in one (1) year may be grounds for removal by the Board of Mayor and Aldermen.

SECTION 18. VACANCIES

Should any vacancy occur among the members of this Parks Board by reason of death, resignation, disability or otherwise, immediate notice, thereof, shall be given to the ~~Mayor~~-~~Town Attorney~~ by the Secretary. Should any vacancy occur among the ~~officers~~members, the vacant ~~office~~-~~position~~ shall be filled in accordance with SECTION 3, of these By-Laws, ~~with such officer to serve~~servicing the unexpired term of the office in which such vacancy shall occur. ~~If a vacancy of occurs for a officer's position, once the membership position is filled, the Board shall elect among their members to fill said officer's position for the remainder of the year.~~

AMENDMENTS

SECTION 19. AMENDING BY-LAWS

These By-Laws may be amended at any meeting of the Parks Board provided that notice of said proposed amendment is given to each member in writing ~~at least seven (7) days~~ prior to said meeting.

Adoption Date:

Chair
Town of Thompson's Station Parks Board

Secretary
Town of Thompson's Station Parks Board

Developments in Town

- Currently Building Out
- Approved
- Future Approval
- Preliminary Plat Approval
- Town Boundary

Phase 4 Options

Option 1 - Tollgate to Lewisberg Pk via West Harpeth
 - ± 6,500 ft / 1.23 mi.
 - connect Phase 1 green way

Option 2 - Bridgemore to Heritage Middle School
 - ± 7,300 ft / 1.38 mi.
 - connect Phase 5 green way

Tollgate
 Accepted: 1-13
 Building out: 14-17
 *does not include commercial

Canterbury
 Accepted: 1-7, 9
 Building out: 8, 10, 11, 12, 13
 Just Starting: 14, 15, 16, 17
 Future: 18, 19

Bridgemore
 Accepted: 1, 2 & 6A
 Building out: 3, 4, 5, 6B, 7 & 8
 *12 homes left to build