

**Town of Thompson's Station
Parks & Rec. Advisory Board
Meeting Agenda
August 1, 2017**

Meeting Called To Order

Discussion Items:

1. Consideration Of The Minutes Of The June 6, 2017 Meeting And June 22, 2017 Special Meeting

Documents:

[JUNE MINUTES.PDF](#)
[JUNE SPECIAL SESSION MINUTES.PDF](#)

2. Budget Report

Documents:

[2017 07 PARKS BUDGET.PDF](#)

3. 5k Run/Walk - (Paul Schmitz)

Discussion to partner with Shower Up to hold a 5K run/walk in the Town

4. Cycle For Life - (Dustin Tracy)

Nashville Cystic Fibrosis Foundation is requesting to use Sarah Benson Park as a rest stop for a bike event through Town

Documents:

[CYCLE FOR LIFE PROJECT DESCRIPTION.PDF](#)

5. Park Rental Fees

Documents:

[MEMO ON FACILITY RENTAL.PDF](#)

6. Preservation Park Update

7. Dog N Pony Show Update

Adjourn

*Meetings take place at 6:00 P.M. in the Thompson's Station's Community Center
at 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
June 6, 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 6th day of June, 2017 at the Thompson's Station Town Hall with the required quorum. Members, aldermen and staff in attendance were: Chairman Jim Van Vleet; Alderman Brian Stover; Board Member Sheila Shipman; Board Member David Coleman; Board Member Layla Bell; Board Member Kreis White; Board Member Becky Clark; Town Planner Wendy Deats.

Business:

1. **Approval of Minutes** – The minutes of the May 8, 2017 meeting were submitted.

Board Member Stover made a motion to approve the minutes of the May 8th, 2017 meeting. The motion was seconded and carried unanimously.

2. **Budget Report** – Mrs. Deats reviewed her report and stated that the trail work by Mr. Richards is complete and was paid out of the pedestrian trail, leaving \$43,875 for the remaining trail work. The Benson sign is also complete and will be invoiced and paid by the next meeting.

Board Member Coleman made a motion to approve the budget as presented. The motion was seconded and carried by all.

3. **Hike to the Station and Back** – Ed Cagle presented a request to hold a community hike from Tollgate Village to Town Center and have the Mayor lead the group on October 7, 2017.

Board Member Clark made a motion to approve the event. The motion was seconded and carried unanimously.

4. **RFQ Presentations** –
HFR
 - b. **Fisher Arnold**

5. **5K Run/Walk – (Paul Schmitz)** – Discussion to partner with Shower Up to hold a 5K run/walk in the Town.

Mr. Schmitz was unable to attend and the request will be heard in August.

6. **Preservation Park Trail Update**

RFP – Trail Construction - Mrs. Deats updated the Board on Trail Construction noting that Phase 1 of the unpaved trail is complete and open and the Phase 2 RFP was released and no bids were received. Therefore, we extended the deadline to June 9th, 2017.

- b. **Trail Naming** – This will be discussed at the August meeting.

Minutes of the Meeting
of the Municipal Parks and Recreation Advisory Board
of the Town of Thompson 's Station, Tennessee
June 6, 2017

7. Sip & Savor Parking Request – Chris Clunan presented a request to use Benson Park as event parking.

Board Member White made a motion to approve the request as presented to the Board. The motion was seconded and carried unanimously.

8. Dog Park Equipment

Dog park equipment was discussed. No funding approval was noted in the minutes

9. Wedding Reservation Fees

Mrs. Deats reached out to several area municipalities, and heard back from the city of Franklin. Their fee for use of facilities is the same regardless of the type of event.

10. Dog N Pony Show update

Mrs. Deats stated that there is \$7650 in sponsorships. Lowes is sponsoring a Kids Workshop and Vanderbilt, along with their financial donation is sponsoring the kids stage. PetSmart is providing gift cards for dog events.

11. Community Gardens Update

The shed has been built and a lock has been installed. A lock on the gate has also been installed and all of the berry bushes planted.

The meeting was adjourned at 7:45 PM.

Adjourn.

Jim Van Vleet, Chairman

Minutes of the Meeting
of the Municipal Parks and Recreation Advisory Board
of the Town of Thompson 's Station, Tennessee
June 22, 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 4:30 p.m. on the 22nd day of June, 2017 at the Thompson's Station Town Hall with the required quorum. Members, aldermen and staff in attendance were: Chairman Jim Van Vleet; Board Member Sheila Shipman; Board Member David Coleman; Board Member Becky Clark; Town Planner Wendy Deats. Alderman Stover and Board Members Layla Bell and Kreis White were unable to attend.

New Business:

1. **Bid Review for Preservation Park** –
Bob's Trails, Trees & Gardens submitted a bid for the construction of phase 2 natural surface hiking trail at Preservation Park.

Board member Shipman made a motion to approve the bid for Bob's Trails, Trees & Gardens for construction of Phase 2 natural surface trail at Preservation Park. The motion was seconded and unanimously.

The meeting was adjourned at 4:34 PM.

Adjourn.

Jim VanVleet, Chairman

*This meeting will be held at 4:30 p.m. at Town Hall
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
June 22, 2017

*This meeting will be held at 4:30 p.m. at Town Hall
1555 Thompson's Station Road West*



TOWN OF THOMPSON'S STATION
PARKS AND RECREATION ADVISORY BOARD
FY 2017 - 2018

SUMMARY OF REVENUE AND EXPENDITURES:

	FY 2016-17			FY 2017-18
	Apr-17	May-17	Jun-17	Jul-17
Beginning Balance	\$ 177,270	\$ 175,665	\$ 173,165	\$ 162,675
Revenue				
<u>Description</u>				
Federal Grant Funds	\$ -	\$ -	\$ -	\$ -
State Grant Funds	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ 500	\$ -
From General Fund	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ 500	\$ -
Total Revenues & Fund Balance	\$ 177,270	\$ 175,665	\$ 173,665	\$ 162,675
Expenditures				
<u>Description</u>				
Consulting Fees	\$ -	\$ -	\$ -	\$ -
Park Improvements - Benson Park:				
* Trees	\$ 1,605	\$ -	\$ -	\$ -
* Sign	\$ -	\$ -	\$ 2,000	\$ -
Park Improvements - Preservation Park:				
* Unpaved Pedestrian Trail	\$ -	\$ 2,500	\$ -	\$ -
* Tables, Benches, etc.	\$ -	\$ -	\$ 8,990	\$ -
Total Expenditures	\$ 1,605	\$ 2,500	\$ 10,990	\$ -
Ending Fund Balance	\$ 175,665	\$ 173,165	\$ 162,675	\$ 162,675

Funds encumbered as of July 31, 2017:

Benson Park

Sign: \$0 (Completed June 2017)

Preservation Park

In Progress: Tables, benches, etc. = \$25,610; Unpaved Pedestrian Trail = \$43,875

Not yet started: Amphitheater = \$47,300; Equestrian Loop = \$18,000; MTEMC = \$12,538

Unencumbered funds at July 31, 2017: \$162,675-\$147,323= \$15,352

Cycle for Life Project Description-

The event is a fundraiser for the Nashville Cystic Fibrosis Foundation. It will take place on Saturday, Sept. 16th. Approximately 120 riders will leave Tollgate Village (located at 1107 Elliston Way) and travel down 31 South. They will turn right on Thompson's Station Rd E. and travel past Thompson's Station Park. We are requesting to use the parking lot and the restroom facilities as our ride's first rest stop.

A rest stop usually entails a 10x10 tailgate-style tent with refreshments and supplies for cyclists to use. Examples of supplies include- water, Gatorade, pickles, energy bars etc. Nothing is for sale, it is all for the registered cyclists to partake in. We supply all this. It would be staffed by two CFF workers.

Of those 120 cyclists, we expect about 10-15 might need to use the restroom. This is the first of 7 rest stops along a route that splits into distances of 15, 30 & 65 miles. Riders will have only been on the road for about 30 minutes and will have left a staging area with portable facilities.

We are requesting use of your parking lot and use of your facilities from 8 a.m. until 10 a.m. At that point we will pack up our gear and leave the area clear of our debris.

The contact for this event is:

Dustin Tracy
Event Director, Cycle for Life
Cystic Fibrosis Foundation
4825 Trousdale Dr. ste 238
Nashville, TN 37220
P- 615-255-1167

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

DATE: August 1, 2017
TO: Parks and Recreation Advisory Board
FROM: Wendy Deats, Town Planner
SUBJECT: Facility Rental Fees

Our Town fees for renting a pavilion or the stage at Benson Park is \$50 per day with a refundable deposit of \$100. The Community Center can be rented for \$200 with a refundable deposit of \$300 for daytime use and \$300 with a refundable deposit of \$500 for use after 5:00 p.m.

Spring Hill rents most pavilions and shelters within the parks free of charge, except for Winchester Community Center which rents for \$75/day.

Franklin rents pavilions at Jim Warren Park, Pinkerton Park, Aspen Grove Park and Fieldstone Park for \$100/day, however the charge is \$200 for corporate events and insurance is required.

Brentwood permits reservations for shelters to residents within the city limits for a refundable deposit of \$50. Nonresidents are also subject to a \$50 fee for Crockett, Owl Creek and River parks and \$75 for Granny White park for less than five (5) hours of use and the fee doubles for over five (5) hours (including the refundable \$50). There are additional fees associated with using the basketball courts, tennis courts, volleyball courts, and multi-purpose fields.

Fairview rents out shelters for residents for \$20 for a half day and \$40 for a full day. Nonresidents are subject to \$30.00 for the half day and \$60.00 for the full and electricity is \$10.00. They also have an outdoor classroom that rents for \$75.00 a day and the nature center can be rented for \$50.00 per hour with a deposit of \$500 and \$25.00 per hour for an off-duty officer.

Tennessee State Parks rents campsites, cabins and picnic pavilions/shelters at most state parks for \$20 - \$100 depending on the park, however, most of them seem to be between \$30 -\$60. The state parks also have facilities for weddings that offer different rates and accommodations for lodging.