

Town of Thompson's Station
Parks Board
Meeting Agenda
August 7, 2018

Meeting Called To Order

New Business:

1. Approval Of Minutes

Documents:

[MAY 1 2018 MINUTES.PDF](#)

2. Back To School Event

Back to school event at Preservation Park on August 25, 2018 (Brian Stover/Miriam Wiggins).

3. Dog N Pony Show

Festival update by JD Events (Brittany Carlberg).

Documents:

[RE_ DOG N PONY SHOW ACTIVITIES_2.PDF](#)

4. Use Of Preservation Park Or Sarah Benson Park

Thompson Station Middle School is requesting permission to use the park for cross country meets on August 22, 2018 and September 5, 2018 (Sarah Waggoner).

Documents:

[TSMS CROSS COUNTRY MEET_2.PDF](#)

5. Wedding At Sarah Benson Park

Request to permit a horse drawn carriage for the bride (Caroline).

Documents:

[AUGUST 18TH WEDDING HORSE AND CARRIAGE 2.PDF](#)

6. Equestrian Facilities Activities At Preservation Park

Request to consider equestrian facilities for regular use (Nancy Nichols).

7. Outdoor Movie In The Park

Movies at Sarah Benson Park (Brian Stover)

8. Preservation Park Improvements

Update on the construction of the amphitheater

9. Budget Report

Documents:

[2018 06 PARKS BUDGET.PDF](#)

Adjourn

*This meeting will be held at 6:00 p.m. in 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
May 1, 2018

Call to Order:

The meeting of the Parks and Recreation Advisory Board of the Town of Thompson's Station was called to order at 6:05 p.m. on the 1st day of May 2018 at the Thompson's Station Community Center with the required quorum. Members, aldermen and staff in attendance were: Chairman Jim VanVleet; Vice Chairman David Coleman; Board Member Sheila Shipman; Board Member Layla Bell; Board Member Becky Clark; Board Member Kreis White, and Town Administrator Joe Cosentini. Alderman Stover and Town Planner Wendy Deats were unable to attend.

New Business:

1. **Special Agenda Item – Connor McGuirk. Mountain bike skill improvements to trail in Sarah Benson Park.**

Mr. McGuirk came forward on his behalf to speak about trail improvements for his Eagle Scout project.

After discussion, Chairman Van Vleet recommended that Mr. McGuirk compile additional literature and come back before the Parks Board with more plans and recommendations.

2. **Approval of Minutes.** The minutes of the March 6, 2018 meeting were submitted.

Board Member Shipman made a motion to approve the minutes of the March 6, 2018 meeting as submitted. The motion was seconded and carried unanimously.

3. **AllState Community Event** – Allstate Insurance is proposing to use the park on June 9th for a free movie event for the community.

Jaimee Davis came forward to speak on behalf of the event.

Commissioner White made a motion to approve the AllState community movie in the Park. The motion was seconded and carried by all.

4. **Budget Report.**

Town Administrator Joe Cosentini reviewed the budget report.

5. **Future improvements to Preservation Park.**

Town Administrator Joe Cosentini reviewed his report regarding the structures already standing in Preservation Park vs. building new.

Commissioner White made a motion to ask BOMA for \$100,000 for construction of restroom facilities in Preservation Park. The motion was seconded and carried by all.

Adjourn.

The meeting was adjourned at 6:38 p.m.

From: [Brittany Carlberg](#)
To: [Wendy Deats](#)
Cc: [Jack Davis](#)
Subject: Re: Dog & Pony Show Activities
Date: Thursday, July 26, 2018 9:10:54 AM

Hi Wendy,

I sent an update to you and Jennifer about a week and a half ago, but I have included the information you requested below for the agenda for the Park Board. Looking forward to seeing you all in a couple of weeks.

Below is what is confirmed as of 7/16:

Vendors:

20 vendors so far. Confirmed Food: Moe Better BBQ and Fish, Clay's Kitchen (all other food that have currently applied have been bbq and hot dogs, going to send another email to potential vendors this week to hopefully get a bigger variety of food vendors to apply).

Pumpkin Activities:

Jim Van Vleet graciously offered to help organize the pumpkin painting and pumpkin chunkin this year.

Main Stage:

10:00 AM	House Music (Dog Show)
10:30 AM	Grand Staff Music School
11:15 AM	Heritage Middle School's Vox Aurea
12:15 PM	Bill Crosby
1:00 PM	House Music (Dog Show)
1:30 PM	Radio Farm
2:30 PM	Anthony Adams & the Nite Owls

Kids Stage:

9:15 AM	Out of the Box Children's Theatre
11:00 AM	Mr Bond & the Science Guys
12:00 PM	Magic Wayne
1:30 PM	Concordia Arts Academy
2:30 PM	Dreams Do Come True Princesses

Additional in Kid's Area: Parnassus Bookmobile story time hours and crafts, Vanderbilt Children's Hospital crafts/activity tent

Dog Arena:

10:00 AM	Team Zoom (Trick Dog Show)
12:00 PM	Pet/Owner Look a Like Contest (Nashville Pet Products)
1:00 PM	Team Zoom (Trick Dog Show)
2:15 PM	Best Trick Contest (Nashville Pet Products)
2:30 PM	Costume Contest (Nashville Pet Products)

Other:

10am - 3pm	Suspended Gravity Circus
9:00 am - 4:00 pm	3 Ponies on a Lead (Charlie Woodard)

All Day

Ready Steady Jump Bounce Houses

-The Dog and Pony Trail 5K was confirmed in April, but I have reached out to get a new registration form to list on the website.

The website URL is here: www.thompsonsstationdogandpony.com

Confirmed Cash Sponsors

Vanderbilt Children's (\$2,500)

Camp Gladiator (\$1,000)

State Farm (\$1,000)

Bradley's (\$500)

Advertiser News (Media Sponsor)

On Wed, Jul 25, 2018 at 4:46 PM, Wendy Deats <wdeats@thompsons-station.com> wrote:

Brittany:

Please prepare a list or spreadsheet of what all is taken care of, the sponsors, number of vendors signed up, etc. I will attach it to the agenda for the Parks Board. Thanks.

Wendy Deats, AICP

Town Planner

Town of Thompson's Station

P.O. Box 100

Thompson's Station, TN 37179

615-794-4333

From: Brittany Carlberg <brittany@goodneighborfestivals.com>

Sent: Monday, July 16, 2018 11:21 AM

To: Wendy Deats <wdeats@thompsons-station.com>

Cc: Jack Davis <Jack@goodneighborfestivals.com>

Subject: Re: Dog & Pony Show Activities

Hi Wendy,

Can you add Thompson's Station Dog & Pony Show to the Parks meeting agenda on Tuesday August 7th? Jack will not be able to attend, but I can come and provide an update. Can I request to be first on the agenda?

Please let me know if you need additional information from me at this time.

Brittany Carlberg

217-663-2125

On Wed, Jun 27, 2018 at 2:25 PM, Wendy Deats <wdeats@thompsons-station.com> wrote:

First Tuesday of each month is the Parks Board meeting. I suggest we ask one of the members to manage pumpkins. I know pumpkin farmers so I will reach out to them for pumpkins, I bet Jason Ladd is who supplied the pumpkins last year. I'll reach out to him. I'll try to help where I can, but my workload is pretty heavy right now to add event planning to it. I will send out an email and request help from the Parks Board and see what we can find for people.

Wendy

From: Brittany Carlberg [mailto:brittany@goodneighborfestivals.com]

Sent: Wednesday, June 27, 2018 1:53 PM

To: Jack Davis <Jack@goodneighborfestivals.com>; Wendy Deats <wdeats@thompsons-station.com>

Subject: Re: Dog & Pony Show Activities

August 7th is the week of Tomato Art Fest for us, looping Jack in here to see if we can make it happen. What are the other Parks Board meeting dates?

The website is the same as years past and is currently up-to-date:

<http://www.thompsonsstationdogandpony.com/>

Vendor applications are open and they are rolling in.

Activities are confirmed. Last year you arranged to get the pumpkins for pumpkin painting and pumpkin chunkin and managed the pumpkin painting booth. I was checking to see if you planned to do the same this year.

Let me know if you need additional information at this time.

Thanks,

Brittany Carlberg

On Wed, Jun 27, 2018 at 1:14 PM Wendy Deats <wdeats@thompsons-station.com> wrote:

I think it would be a good idea to update the Parks Board on the status of the dog and pony show. Can you guys plan to be in attendance at the August 7th meeting? What has been done up to this point for dog and pony? What date is the festival this year? Have you guys been reaching out to vendors and sponsors? Is there any website set up for this event?

Wendy Deats, AICP

Town Planner

Town of Thompson's Station

P.O. Box 100

Thompson's Station, TN 37179

615-794-4333

From: Brittany Carlberg [mailto:brittany@goodneighborfestivals.com]
Sent: Wednesday, June 27, 2018 12:18 PM
To: Wendy Deats <wdeats@thompsons-station.com>
Subject: Re: Dog & Pony Show Activities

Hi Wendy!

I wanted to follow up with you to see if you would be managing pumpkin painting and pumpkin chunkin again this year. Let me know!

I hope all is well.

Best,

Brittany Carlberg

On Tue, Apr 3, 2018 at 1:04 PM, Brittany Carlberg <brittany@goodneighborfestivals.com> wrote:

Hi Wendy!

I hope everything is going well. I am reaching out and scheduling/confirming activities for this year's Dog & Pony Show this week. I wanted to check in with you to see if you were going to manage pumpkin painting/pumpkin chunkin this year.

Let me know if you have any questions or any ideas for activities you'd like to try to add this year.

I look forward to hearing from you.

--

Brittany Carlberg

Festival+Vendor Management | Logistics

[Redacted]

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From: [Sarah Wagoner](mailto:wdeats@thompsons-station.com)
To: wdeats@thompsons-station.com
Subject: TSMS Cross Country Meet
Date: Tuesday, July 31, 2018 3:33:34 PM

Thompson Station Middle School would like to use either Preservation Park or Sarah Benson's Park to host two Cross country meets. The meets would be on Aug. 22nd at 4:30 and Sept. 5th at 4:30. A girls and boys race would take place and they will run 1.5 miles. We would need to find a 1.5 mile course at either park and mark it so athletes know where they are suppose to go. There is estimated to be about 80-100 athletes running for girls and boys combined. The meets should be complete by 5:45-6pm. We will bring with us a timing board and starting/finish line. There would need to be a place for parents to park.

If you have any additional questions please don't hesitate to ask.

From: [Carolyn DeLeon](#)
To: wdeats@thompsons-station.com
Cc: nutsaboutwalkers@yahoo.com; Arianna Rose
Subject: August 18th wedding Horse and Carriage
Date: Tuesday, June 5, 2018 11:20:31 AM

Wendy,

Thank you for taking the time to talk with me the other day. I sent an email that day but I just discovered it didn't go through so I'm trying again now.

As we discussed our daughter Arianna DeLeon would like to have her wedding ceremony at the park [on Saturday August 18th, 2018 at 11:00](#).

We would like to ask permission for a horse drawn carriage owned by me to bring her from the front of the park to the ceremony and back after the ceremony. I understand and agree that we will be responsible for cleaning up any manure left at the site. We will be considerate and respectful of your beautiful park.

We appreciate your Board considering this request. Thank you for your time.

Carolyn DeLeon
[209-481-7440](tel:209-481-7440)

Sent from my iPhone
Sent from my iPhone



TOWN OF THOMPSON'S STATION
PARKS AND RECREATION ADVISORY BOARD
FY 2018 - 2019

SUMMARY OF PARKS CAPITAL REVENUE AND EXPENDITURES:

	FY 2017-18			FY 2018-19
	Apr-18	May-18	Jun-18	Jul-18
Beginning Balance	\$ 107,453	\$ 107,453	\$ 107,453	\$ 91,763
Revenue				
Description				
From General Fund	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -
Total Revenues & Fund Balance	\$ 107,453	\$ 107,453	\$ 107,453	\$ 91,763
Expenditures				
Description				
Consulting Fees	\$ -	\$ -	\$ -	\$ -
Park Improvements - Benson Park:				
* Trees	\$ -	\$ -	\$ -	\$ -
* Sign	\$ -	\$ -	\$ -	\$ -
Park Improvements - Preservation Park:				
* Sign	\$ -	\$ -	\$ 15,690	\$ -
* Tables, Benches, etc.	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ 15,690	\$ -
Ending Fund Balance	\$ 107,453	\$ 107,453	\$ 91,763	\$ 91,763

Funds encumbered as of July 31, 2018:

Preservation Park

In Progress: Tables, benches, etc. = \$8,000;

Not yet started: Amphitheater = \$47,300; Equestrian Loop = \$18,000; MTEMC = \$11,932

Unencumbered funds at July 31, 2018: \$91,763 - \$ = \$6,531