

**Town of Thompson's Station  
Parks Board  
Meeting Agenda  
September 6, 2016**

**Meeting Called To Order**

**Consideration Of The Minutes Of The August 2, 2016 Meeting.**

Documents:

[AUGUST MINUTES.PDF](#)

**Discussion Items:**

**Budget Report**

Documents:

[2016 08 PARKS BUDGET.PDF](#)

**Tour Davita Charity Bike Ride - Request For Rest Areas In Thompson's Station Park**

Applicant - Stefan Teichert - Tour Davita

Documents:

[ITEM 3 TOUR DAVITA CHARITY BIKE RIDE.PDF](#)

**Third Coast Festival For The Cure - Request To Hold A Music & Arts Festival On October 29th Within Thompson's Station Park**

Applicant - Richard Armentrout

Documents:

[ITEM 4 THIRD COAST FESTIVAL FOR THE CURE.PDF](#)

**Dog N Pony Show Update**

**Park Master Plan Public Meeting**

**Adjourn**

*Meetings take place in Thompson's Station's Community Center*

**Minutes of the Meeting**  
**of the Municipal Parks and Recreation Advisory Board**  
**of the Town of Thompson 's Station, Tennessee**  
**August 2, 2016**

**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 8<sup>th</sup> day of August, 2016 at the Thompson's Station Town Hall with the required quorum. Members, aldermen and staff in attendance were: Chairman Jim Van Vleet; Board Member Kreis White; Board Member Becky Clark; Board Member Layla Bell; Board Member Shelia Shipman; Alderman Brinton Davis, Alderwoman Sarah Benson and Town Planner Wendy Deats; Vice-Chairman David Coleman were unable to attend.

**Business:**

**1. Approval of Minutes** – The minutes of the July 12, 2016 meeting were submitted. Chairman Van Vleet would like to add the Eagle Scout Project with William Stutts approval of \$1000 to build a bridge, do trail improvements and put up signage on the Alexander Trail.

**Board Member White moved to approve the minutes as amended. The motion was seconded and approved unanimously.**

**2. Budget Report**—Mrs. Deats reviewed the report and explained how the Parks budget will work from this point forth, with the Board developing a list of projects and anticipated costs associated and request the funds to be placed in the budget for the fiscal year.

**After discussion, Board Member Shipman made a motion to approve the budget report. The motion was seconded and approve unanimously.**

**3. Power Yoga Project – Request to conduct a yoga program within Thompson's Station Park. Applicant – Heather Andrews**

Mrs. Deats reviewed her report and recommended approval with the contingency that the applicant carry a certificate of insurance.

Ms. Andrews came forward to speak on her behalf and inform the Board about her business.

**After discussion, Board Member Shipman made a motion to approve the request to conduct a yoga program with the contingency that applicant carry a certificate of insurance and a waiver form. The motion was seconded an approved unanimously.**

**4. Third Coast Festival for the Cure – Request to hold a music & arts festival on October 29<sup>th</sup> within the Thompson's Station Park. Applicant – Richard Armentrout.**

Mrs. Deats reviewed her report and recommended that Mr. Armentrout carry a Certificate of Insurance and also manage security.

**After discussion, Board Member White made a motion to defer the project due until the next Parks meeting in September since applicant was not in attendance. The motion was seconded and carried unanimously.**

**Minutes of the Meeting**  
**of the Municipal Parks and Recreation Advisory Board**  
**of the Town of Thompson 's Station, Tennessee**  
**August 2, 2016**

**5. Park Master Plan Update –**

Mrs. Deats reviewed her report and made a recommendation to set a public meeting for Tuesday, September 6<sup>th</sup>, 2016 at 6:00 pm.

**After discussion, Board Member White made a motion to set Tuesday, September 6<sup>th</sup> at 6:00 pm as a public meeting for the Parks Master Plan. The motion was seconded and carried unanimously.**

**6. Dog N Pony Show Update**

Mrs. Deats reviewed a memo from Jack Davis with JD Events and Festivals with regards to the children's area, dog arena, and sponsorships.

**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 2015 - 2016				FY 2016-17	
	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16
<b>Beginning Balance</b>	\$ 100,000	\$ 100,000	\$ 100,000	\$ 90,302	\$ 71,976	\$ 71,976
<b>Revenue</b>						
<b>Description</b>						
Federal Grant Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Grant Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Grant Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
From General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues &amp; Fund Balance</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 90,302</b>	<b>\$ 71,976</b>	<b>\$ 71,976</b>
<b>Expenditures</b>						
<b>Description</b>						
Consulting Fees	\$ -	\$ -	\$ 3,300	\$ 3,300	\$ -	\$ -
Park Improvements	\$ -	\$ -	\$ 6,398	\$ 15,026	\$ -	\$ 5,693
Total Expenditures	\$ -	\$ -	\$ 9,698	\$ 18,326	\$ -	\$ 5,693
<b>Ending Fund Balance</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 90,302</b>	<b>\$ 71,976</b>	<b>\$ 71,976</b>	<b>\$ 66,283</b>

**Funds encumbered as of August 31, 2016:** Park improvements by Eagle Scout = \$1,000

**Unencumbered parks budget at August 31, 2016:** \$66,283 - \$1,000 = \$65,283

Wendy Deats  
Town Planner, Thompson's Station  
1550 Thompson's Stn Road We  
Thompson's Station, TN 37179

August 19, 2016

Ms. Deats:

I am writing in relation to the Tour DaVita ([www.tourdavita.org](http://www.tourdavita.org)), a charity bicycle event that raises awareness of kidney disease and funds for the Bridge of Life ([www.bridgeoflifeinternational.org](http://www.bridgeoflifeinternational.org)). Our event is a 5 day bicycle event that moves from state to state each year as a way to increase awareness of kidney disease. We have done the event in Tennessee, Michigan, Wisconsin, Washington, Connecticut, Iowa, South Carolina, Oregon, and most recently, North Carolina. In the last week of September 2016, we are bringing the event back to Tennessee for the 10 year anniversary. The approximately 550 participants are primarily employees of Davita, Inc. ([www.davita.com](http://www.davita.com)), with some spots reserved for DaVita-affiliated partners, medical professionals, patients and spouses. The cyclists ride their bicycles 60-100 miles a day to educate and raise money through pledges they solicit pre-event.

Our ride on Tuesday, September 27 will take us on a "lollipop" style ride from Willowbrook Farm to Leipers Fork and back. We will be riding through Thompson's Station both in the morning on our way to lunch, and in the afternoon returning to Willowbrook Farm. We are interested in setting up a rest stop for our riders in town, and either Thompson's Station Park or "The New Park" (or a combination of both) would work well for our needs. Our riders (who have varying ability levels) will be passing through Thompson's Station (heading west) in the morning any time between 8:30am and 11am, and our staff would like to begin setting up by 7:00am. In the afternoon, riders will passing back through (heading east) any time between 11am and 6pm. Our usual rest stop setup consists of 2-3 10x10 pop-up tents, bike racks, a snack and water station, a bike mechanic station and six portable toilets. The toilet company often prefers to set up the afternoon/evening before, but that is flexible. We don't need access to any indoor facilities, we handle all trash and recycling, and everything would be cleared out within 24 hours of the event. A potable water source to refill our coolers is helpful, but not necessary.

With Thompson's Station Park, our ideal setup would be to utilize the paved parking spaces adjacent to Thompson's Station Rd to set up our bike racks, some of the gravel parking for portable toilets, and some of the grass area for our snack and water station and bike mechanic station. With "The New Park" we would like to utilize the gravel parking area and some of the adjacent grass for a similar setup. Of course, we are certainly amenable to alternate setup ideas should the Parks Board require modifications. One thing we would hope for is to reserve and block off the space that we need ahead of time.

Either park would work for our needs, with a preference for Thompson's Station Park so our riders don't have to bike on gravel upon entering the stop. We are also amenable to using "The New Park" in the morning and Thompson's Station Park in the afternoon so that each stop is on the same side of the road our cyclists will be riding on. While we don't anticipate needing any sort of traffic control for our stop, that could help ease any concerns regarding motorists. With that configuration, however, we would need to set up portable toilets in both locations.

We do realize that our event has an impact and we are certainly happy to pay for our use. I understand that the Parks Board will be meeting on September 6. I will not be in the area but will try to have a representative available (at least by telephone) to help answer any questions. Thank you very much for your time, and we are looking forward to working with you.

Sincerely,  
Stefan Teichert  
Tour DaVita

**Richard Armentrout  
4681 Bennett Hollow Rd  
Thompson's station, TN 37179**

## **Request for Thompson's Station Park**

**What:** Music Festival

**Why:** Benefiting Alzheimer's & Diabetes Cause

**When:** October 29<sup>th</sup> 2016 (rain date request for Oct 30<sup>th</sup>)?

**Time:** 10am till 6pm

**Description:** Third Coast Music Festival for the Cure is a family oriented outdoor music/arts festival benefiting non-profit and outreach programs.

**Cost:** free to the community with a parking donation.

**Activities:** live music, farmers market, classic cars, artisans, crafts and food vendors.

**Request:** access previous afternoon for food tent, vendor trailers (10)?

**Stage:** request to use pavilion area for stage, festival to provide food tent area with table/chairs adjacent to pavilion.

**Music Amplification:** yes, maintaining low volume to 80db at any giving time to cover basic area up to mid field etc.

**No alcohol:** none

**Vendors –** any electric/water access?

**Street closing:** requesting recommendation? IE: food vendor location around pavilion area or along access road or option field options?

**Security –** partner with sheriff department for securing off duty person

**Parking –** Requesting field parking and information?

**Trash and clean up –** Festival volunteers.