



SUMNER COUNTY COMMISSION

355 N. Belvedere Drive – Room 111
Gallatin, Tennessee 37066-5410

Commissioners

First District
Moe Taylor
Terry Wright

Second District
Billy Geminden
Larry Hinton

Third District
Alan Driver
Steve Graves

Fourth District
Jerry Foster
Leslie Schell

Fifth District
Baker Ring
Danny Sullivan

Sixth District
Deanne DeWitt
Luke Tinsley

Seventh District
Loren S. Echols
Gene Rhodes

Eighth District
Merrol N. Hyde
Shellie Young Tucker

Ninth District
Jerry F. Becker
Chris Taylor

Tenth District
Paul R. Goode
Caroline S. Krueger

Eleventh District
Scott Langford
Jeremy Mansfield

Twelfth District
Michael Guthrie
Justin Nipper

The following minutes are included in this packet:

Budget Committee.....October 13

Committee on Committees.....October 19

Education Committee.....October 13

Emergency Services Committee.....October 13

General Operations Committee..... October 13

Historic Commission.....October 13

Legislative Committee..... October 13

Parks and Recreation.....October 1 & 14

Waterline Ad Hoc Sub-Committee.....October 6



BUDGET COMMITTEE MINUTES
October 13, 2020

MEMBERS PRESENT
Chris Taylor, Chairman
Jerry Foster, Vice Chairman
Deanne DeWitt
Billy Geminden
Paul Goode
Justin Nipper
Leslie Schell
OTHERS PRESENT
David Lawing
Leah Dennen
Ben Allen
Anthony Holt

- I. CALL TO ORDER by Chairman Taylor at 6:00 pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Geminden.
 - B. Approval of Agenda- Motion to approve by Commissioner Foster, second by Commissioner Goode, unanimous approval.
 - C. Recognition of Public- None
 - D. Approval of Minutes – September 14, 2020- Motion to approve by Commissioner Schell, second by Commissioner Foster, unanimous approval.

- II. REPORT OF THE BUDGET COMMITTEE CHAIRMAN- Chairman Taylor pointed out that a second reading is automatically waived for any item unanimously approved.

Chairman Taylor stated that EMS is requesting \$60K for new graphics on ambulances (see attached). Motion by Chairman Taylor to approve \$30K in the current fiscal year and \$30K in fiscal year 2022 with both to be funded from the local capital projects fund, second by Commissioner Schell, unanimous approval.

Chairman Taylor requested that COLA for employee's be placed on November's budget agenda.

Chairman Taylor stated the sheriff's department is requesting \$20K to finish painting the jail pods. Motion by Chairman Taylor to approve \$20K to be funded from the local capital projects fund, second by Commissioner Goode, unanimous approval.

Chairman Taylor stated the sheriff's department is requesting to hire a mechanic after January 1, 2021. Finance Director Lawing recommended this be placed on November's budget agenda and bring back the exact amount needed. Motion to approve by Commissioner Foster, second by Commissioner Schell, unanimous approval.

- III. REPORT OF THE COUNTY MAYOR- None

- IV. REPORT OF THE FINANCE DIRECTOR

- A. Highway/Public Works Fund analysis (to be sent to county commission)- Finance Director Lawing informed the committee the cash flows look better than expected due to COVID-19.
- B. Financial statement memo- Included in packet.

- V. OLD BUSINESS-None

- VI. NEW BUSINESS

- A. Education
 1. Budget amendments (for approval)-Motion to approve by Commissioner Schell, second by Commissioner Foster, unanimous approval.
 2. Budget amendments (for information only)- Included in packet.

- B. Appropriations- Motion to approve items VI.B.1 through 6 by Commissioner Schell, second by Commissioner Foster, unanimous approval.
1. Election Commission - \$25,000 HAVA grant for security assistance
 2. Sheriff's Office - \$4,601.89 carryover of FY20 THSO grant
 3. Hendersonville Library - \$7,632 CARES grant
 4. Westmoreland Library - \$250 Friends of the Library donation
 5. Millersville Library
 - a. \$15,000 City of Millersville contribution for community center contract
 - b. \$1,500 Friends of the Library donation
 6. County Mayor – appropriate \$2,446,959 direct appropriation grant (COVID relief) from the state
 7. Approval of TDEC grant application submission of \$500,000 and commitment to matching funds of \$500,000 from the William and Martha Brown Trust-Mayor Holt briefly spoke to this. Motion by Chairman Taylor to appropriate \$500K from the William and Martha Brown Trust, second by Commissioner DeWitt, unanimous approval.
- C. Transfers
1. Other inter-budgetary- Finance Director Lawing pointed out that any account line ending in 50024 refers to the items purchased from the \$2.8M COVID-19 grant. Finance Director Lawing recommended sending these transfers to the county commission. He explained there is approximately \$670K that is not broken out yet, but Mrs. Norfleet is working on it.
- D. Tax Refunds- Motion to group and approve items VI.D.1 though 3 by Commissioner Goode, second by Commissioner Schell, unanimous approval.
1. Herder Tree Service - \$179
 2. Lake Harbor Community Association - \$881
 3. Tennessee Stamping LLC - \$1,602

VII. ADJOURNMENT-Motion to adjourn at 6:12 pm by Commissioner Schell.



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LETTRATECH

DESIGNER Luc Meloche

EMS
 SUMNER COUNTY



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REFLEXITE V98 LIME

**COMMITTEE ON COMMITTEES
MINUTES
PAUL R. GOODE, CHAIRMAN
OCTOBER 19, 2020**

Present:

Paul R. Goode, Chairman
Deanne DeWitt, Vice-Chairman
Jerry Becker
Shellie Young Tucker

Also Present:

Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Mayor
Bill Kemp, County Clerk

The regular meeting of Committee on Committees was brought to order with an invocation by Comm. Tucker on Monday, October 19, 2020, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Goode declared a quorum to conduct business.

Agenda. Upon motion of Comm. DeWitt, seconded by Comm. Becker the Committee voted unanimously to approve the agenda.

Approval of Minutes of September 21, 2020. Upon motion of Comm. DeWitt, seconded by Comm. Tucker the Committee voted unanimously to approve the minutes of September 21, 2020.

Public Recognition. None

Report of the Chairman. Chairman Goode stated that all applications and references, for persons wishing to be considered to fill the vacant seat for the 7th District, are due in the County Clerk's office by noon on November 16, 2020. He also informed the committee that Sheriff Sonny Weatherford is now home and improving after his accident.

Report of the County Mayor. None

8.Old Business. None

9. New Business.

Zoning Board of Appeals.

- J. Bruce Rainey, 5 Year-Term

Upon motion of Comm. DeWitt, seconded by Comm. Tucker, the Committee voted unanimously to approve J. Bruce Rainey to the Zoning Board of Appeals.

Tourism Board.

- Jean Montgomery, 3 Year-Term

Upon motion of Comm. Tucker, seconded by Comm. DeWitt, the Committee voted unanimously to approve Jean Montgomery to the Tourism Board.

Next Month, November 2020

Civil Service Board (2 year-Term)

- Bill Johnson, Sheriff's representative
- Bryna Grant, employee representative

Board of Construction Appeals (2 Year-Term)

- Doug Cowden
- Bob Goodall, Jr.
- Robert Hill
- Larry Brown, alternate – 1 year-term
- Rick Halcomb, alternate – 1 year-term

Industrial Development Board (6 Year-Term)

- Michael Carter
- Earl Fischer
- Dan Wright

10. Adjournment. Upon motion of Comm. Becker, and duly seconded, the Committee adjourned at 6:36 p.m.

Prepared by Jennifer Mitchell

**MINUTES
EDUCATION COMMITTEE
OCTOBER 13, 2020**

Present:

Danny Sullivan, Chairman
Baker Ring, Vice-Chairman
Alan Driver
Billy Geminden
Paul R. Goode
Absent:
Caroline Krueger

Also Present:

Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Dr. Del Phillips, Director of Schools
Anthony Holt, County Mayor
Scott Langford, Commission Chairman
Commissioners: Chris Taylor, Leslie Schell
and Jerry Foster

Chairman Sullivan brought the regular meeting of the Education Committee to order with an invocation by Comm. Ring on Tuesday, October 13, 2020, at 5:30 p.m. in the Sumner County Administration building in Gallatin.

Adoption of the Agenda. Upon motion of Comm. Ring, seconded by Comm. Goode, the Committee members approved the agenda by unanimous voice vote.

Approval Minutes August 3, 2020. Upon motion of Comm. Goode, seconded by Comm. Geminden, the Committee members approved unanimously the minutes of August 3, 2020.

Recognition of the Public. None

Report of the Chairman. None

Report of County Mayor. County Mayor Anthony Holt had no report.

Report of Director of Schools. Dr. Del Phillips stated schools are reporting back after Fall Break with enrollment around 29,500. K-8 virtual enrollment around 1,200 while approximately 1,000 chose home school for the first time.

Old Business. None.

New Business

10a. Election of chairman and vice-chairman.

Upon motion by Comm. Goode, the committee voted unanimously to re-elect Danny Sullivan as Chairman and Baker Ring as Vice-Chairman.

10b. Sumner County Board of Education Amendments (for information only) .
No action taken

10c. Sumner County Board of Education Amendments (for approval).
Upon motion of Comm. Goode, seconded by Comm. Ring, the Committee voted unanimously to approve the BOE amendments.

11. Adjournment.
Chairman Sullivan declared the Committee adjourned at 5:37 p.m. upon motion of Comm. Goode and duly seconded by Comm. Geminden.

Prepared by Jennifer Mitchell

**MINUTES
EMERGENCY SERVICES COMMITTEE
CHAIRMAN, CAROLINE KRUEGER
OCTOBER 13, 2020**

Present:

Alan Driver, Chairman
Jerry Foster, Vice-Chairman
Michael Guthrie
Merrol N. Hyde
Caroline Krueger
Luke Tinsley
Terry Wright

Also Present:

Greg Miller, EMS Chief
Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Mayor
Aaron Pickard, Sheriff's Office
Ken Weidner, Emergency Management Agency
Marilyn Anderson, ECC Director
Joe McLaughlin, Cottontown Volunteer Fire

Chairman Caroline Krueger called the meeting of the Emergency Services Committee to order with an invocation by Comm. Tinsley on Tuesday, October 13, 2020, at 4:45 p.m. in the Sumner County Administration Building. A quorum was present.

3. Approval of Agenda.

Upon motion of Comm. Driver to defer item 14c to next meeting due to time constraints, seconded by Comm. Foster, the Committee unanimously approved the agenda as amended.

4. Approval of Minutes of September 14, 2020.

Upon motion of Comm. Guthrie, seconded by Comm. Wright, the committee approved the minutes for September 14, 2020, with the correction that Comm. Foster and Hyde were present.

5. Recognition of the Public. None

6. Report of the Chairman. None

7. Report of the County Mayor. None

8. Report of the Sheriff.

Sheriff's Chief Deputy Aaron Pickard distributed September 2020 financial reports and animal control statistics. No verbal reports given.

9. Report of the Fire Department.

Chief Miller distributed a calls total report. No verbal reports given.

10. Report of the Emergency Services Director.

No verbal reports given.

11. Report of the Emergency Management Agency.

No verbal reports given.

12. Report of the Emergency Communications Center.

No verbal reports given.

13. Old Business. None

14. New Business

a. Election of chairman and vice-chairman.

Comm. Krueger made a motion to nominate Comm. Driver as Chairman. Hearing no other nominations, the Committee voted unanimously to elect Comm. Driver as Chairman. Chairman Driver assumed the chairmanship.

Comm. Guthrie made a motion to nominate Comm. Foster as Vice-Chairman. Hearing no other nominations, the Committee voted unanimously to elect Comm. Foster as Vice-Chairman.

b. Safety design change for ambulances to improve visibility.

Anthony Holt, County Mayor stated the new graphics would improve visibility and is needed due to several accidents that have occurred. Three new ambulances have been purchased using CARES Act funds with the new graphics package. The State of Tennessee requires that once the graphics are changed, the entire fleet must be updated within one year of the change. The approximate cost of \$60,000.00 would be split between two fiscal years. Emergency Medical Services Chief, Greg Miller distributed and spoke about the new improved graphics layout for the ambulance fleet. Chief Miller also noted a FEMA rebate for approximately \$19,000.00 that is due and could be used to help offset the costs. There are 13 ambulances that will require the graphics change.

Upon motion of Comm. Foster, seconded by Comm. Krueger, the Committee voted unanimously to approve up to \$30,000.00 this fiscal year and \$30,000.00 next fiscal year for new graphics for Emergency Medical Services ambulances.

c. Purchasing practices anonymous complaint.

Deferred to November meeting.

15. Adjournment.

Chairman Driver declared the meeting adjourned at 5:03 p.m. upon motion by Comm. Krueger, and duly seconded.

**MINUTES
GENERAL OPERATIONS COMMITTEE
LESLIE SCHELL, CHAIRMAN
OCTOBER 13, 2020**

Present:

Leslie Schell, Chairman
Gene Rhodes, Vice-Chairman
Michael Guthrie
Baker Ring
Shellie Young Tucker
Absent:
Larry Hinton
Caroline Krueger

Also Present:

Leah Dennen, County Law Director
Ben Allen, Staff Attorney

The scheduled meeting of the General Operations Committee was brought to order with an invocation by Comm. Ring on October 13, 2020, at 4:30 p.m. in the Sumner County Administration Building. Chairman Schell declared a quorum present to conduct business.

Agenda. Comm. Guthrie moved, seconded by Comm. Ring, to approve the agenda. The motion carried unanimously.

Minutes of August 10, 2020. Upon motion of Comm. Tucker, seconded by Comm. Ring, the Committee voted to approve unanimously the minutes of August 10, 2020.

Report of Chairman. Chairman Schell had no report.

County Mayor. County Mayor Anthony Holt was not present.

Recognition of the Public. None

8. Old Business.

9. New Business.

9(a.) Election of chairman and vice-chairman.

Comm. Ring moved the nomination of Comm. Schell to serve as committee chairman for the 2020-2021 year. Hearing no other nominations, the committee voted by acclamation to elect Comm. Schell as chairman.

Chairman Schell called for nominations to elect a vice-chairman and moved the nomination of Comm. Rhodes to serve as vice-chairman. Hearing no other nominations, Chairman Schell declared the election of Comm. Rhodes by acclamation of the committee.

9(b.) Surplus one item (printer) for Development Services Office (attached).

9(c.) Surplus various items from County Mayor's Office (attached).

9(d.) Surplus various items from IT Department (attached).

Upon motion of Comm. Guthrie, seconded by Comm. Ring, the Committee voted unanimously to group and approve the surplus property in items 9(b.) through 9(d.) as stated above.

10. Adjournment. Chairman Schell declared the Committee adjourned at 4:34 p.m. after a motion by Comm. Guthrie was duly seconded.

Prepared by Maria Savage

**MINUTES
HISTORIC COMMISSION
DEANNE DEWITT, CHAIRMAN
OCTOBER 13, 2020**

Present:

Deanne DeWitt, Chairman
Larry Hinton, Vice-Chairman
Shawn Fennell, Gallatin City Councilman
Jonathan Hayes, Hendersonville City Alderman
Gene Rhodes, Commissioner
Luke Tinsley, Commissioner
Barry Young, Tourism Director

Also Present:

Leah Dennen, County Attorney
Baker Ring, Commissioner
Kim Norfleet, Grants Administrator
Anthony Holt, County Mayor
Brian Ledford, Rogers Group
Jon Yeager, PourTaste
Lindsay Yeager, PourTaste
Cheryl Strichik, Monthaven Arts & Cultural Center

The scheduled meeting of the Historic Commission was brought to order with an invocation by Comm. Hinton on October 13, 2020 at 3:10 p.m. in the Sumner County Administration Building.

3. Agenda.

Without objection, Chairman DeWitt added item 4, release notice for bid for roof repairs, under new business. Upon motion of Alderman Hayes, seconded by Comm. Tinsley, the Committee voted unanimously to approve the agenda as amended.

4. Approval of the Minutes – September 1, 2020.

Chairman DeWitt requested wording be changed under Report of Chairman and Objectives of the Historic Commission. Upon motion of Alderman Hayes, seconded by Comm. Tinsley, the Committee voted unanimously to approve the minutes of September 1, 2020, as amended.

5. Report of the Chairman. None

6. Recognition of the Public. None

7. Old Business.

8. New Business.

1. November meeting date (Holiday) – notice attached
November meeting date has been rescheduled to November 10, 2020 at 3:00 p.m. in the Sumner County Administration Building.
2. Reformation Deed Draft (attached)
Chairman DeWitt discussed the draft of the Reformation Deed and the commitment of the Committee to not spend money until the Deed is finalized. A copy was handed out for review along with a copy of the Memorandum of Understanding.

Leah Dennen, County Law Director explained that the language used for the Reformation Deed was recommended by a real estate attorney and once the survey is completed the legal description will be added to the deed.

3. Conception presentations:

a. Family friendly culinary estate

Jon and Lindsay Yeager with PourTaste presented the following potential ideas:

- For profit operating partner
- Daily use for every age group
- Self-sustaining food vendors
- Music stage for live events
- Greenhouse style bar area
- Patios/courtyards on each side of the barn
- Open fire pits

b. Craft Center

Cheryl Strichik, Executive Director with Monthaven Arts & Cultural Center presented a proposal with the following ideas:

- Nonprofit managing partner
- Craft exhibits
- Art classes/craft center
- Craft crawls/festivals
- Farm to table restaurant
- Partnership with Volunteer State Community College
- Partnership with Tourism

4. Release of Notice for Bid for roof repairs.

Anthony Holt, County Mayor updated the Committee on the present condition of the roof. There was also discussion about the different roofing material options that will be included in the bid packet.

Upon motion by Chairman DeWitt, seconded by Comm. Tinsley the Committee voted unanimously to approve the County Mayor's office to release the notice to accept bids for the Comer Barn roof.

Brian Ledford with Rogers Group spoke about the support of Rogers Group to work with the County to save the Comer Barn.

9. Adjournment.

Chairman DeWitt declared the meeting adjourned at 4:33 p.m. upon motion of Comm. Tinsley, seconded by Comm. Hinton.

**MINUTES
LEGISLATIVE COMMITTEE
BAKER RING, CHAIRMAN
OCTOBER 13, 2020**

Present:

Baker Ring, Chairman
Paul Goode, Vice-Chairman
Alan Driver
Larry Hinton
Leslie Schell
Danny Sullivan
Chris Taylor
Scott Langford, Commission Chairman

Also Present:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Mayor

Chairman Baker Ring brought the Legislative Committee meeting to order with an invocation by Comm. Schell on October 13, 2020, at 5:05 p.m. in the Sumner County Administration Building in Gallatin.

3. Approval of Agenda. Upon motion of Comm. Goode, and duly seconded by Comm. Schell, the Committee voted to approve the agenda by unanimous voice vote.

4. Minutes of September 14, 2020, for approval. Upon motion of Comm. Goode, seconded by Comm. Chris Taylor, the Committee voted to approve the minutes of September 14, 2020. Comm. Driver abstained from the vote.

5. Recognition of the Public.

Andy Leath, 114 B. West Main Street, Gallatin, TN 37066 – Available for any questions about the zoning item.

6. Report of Chairman. Chairman Ring announced the Committee will not elect a chairman and vice-chairman until next month to give all committees the opportunity to hold their elections.

7. Report of County Mayor. Mr. Holt reported on the Certificates of Recognition with special recognition for Maria Savage for her retirement and years of service.

8. Old Business.

9. New Business.

- a. Veterans' Service report (attached).

10. Certificates of Recognition.

- a. Volunteer State Community College – 50th Anniversary
- b. Barry Clark – retirement from Highway Department
- c. Chief Al West – retirement from Portland Fire Department
- d. Maria Savage – retirement from County Clerk's Office

Comm. Goode moved, seconded by Comm. Schell, to approve the certificates of recognition. The motion carried unanimously.

11. Zoning.

- a. Lewis Head Commercial Plaza – Lewis Head, Developer represented by Green LID Design. Applicant is seeking a rezoning from rural residential to planned unit development for the purpose of construction and operating a commercial development containing Automotive Repair and Services, financial, Consultative and Administrative Services, General Business and Communication Services, General Personal Services and General Retail Trade. Subject property is located at 131 and 135 W. Roberts Road, Portland, TN. 37048, is on tax map 72, parcel 035.06 and 035.07, contains 10.10 acres and is zoned rural residential. (First Reading)

Upon motion of Comm. Langford, seconded by Comm. Goode, the Committee voted unanimously to approve the rezoning of Lewis Head Commercial Plaza on the first reading.

12. Adjournment. Chairman Ring declared the meeting adjourned at 5:11 p.m. upon motion by Comm. Goode, and duly seconded.

**MINUTES
COUNTY PARKS AND RECREATION
OLIVER BARRY, CHAIRMAN
OCTOBER 1, 2020**

Present:

Oliver Barry, Chairman
Mike Brown
Erin Ehlert
Dr. Mary Day Reynolds
Tom Tucker
Shawn Utley

Absent:

Deanne DeWitt, Vice-Chairman

Also Present:

Kim Norfleet, Grants Administrator
Jim Harrison, CSDG
Josh Bethea, CSDG

The organizational meeting of the Sumner County Parks and Recreation Committee was brought to order with an invocation by Shawn Utley on October 1, 2020 at 6:00 p.m. in the Sumner County Administration Building in Gallatin. Deanne DeWitt dialed in by phone.

III. Recognition of the Public. None

IV. New Business.

- a. Election of Chairman and Vice-Chairman. Shawn Utley nominated Oliver Barry as Chairman, Oliver Barry nominated Deanne DeWitt. Tom Tucker moved to close the nominations, seconded by Shawn Utley, the Committee voted to elect Oliver Barry to the Chairmanship. Chairman Barry nominated Deanne DeWitt as Vice-Chairman. Hearing no other nominations, the Committee voted to elect Deanne DeWitt as Vice-Chairman.
- b. Sumner County Parks and Trails Recreation Master Plan & Process. Kim Norfleet, Grants Administrator explained that the formation of the Parks and Recreation Committee is part of completing a 5 to 10 year master plan for county parks. It is also a requirement in order to apply for a \$500,000.00 matching funds TDEC grant. The matching funds will come from the \$500,000.00 set aside by the Brown Trust for the creation of the park. She stated that the park will be a part of the Liberty Creek School complex. Mrs. Norfleet gave some background information about the Liberty Creek School and park property. The county purchased the 265 acres off of Upper Station Camp Creek Road in 2015 for \$3,500,000.00 for a school complex and park. In 2017, William Brown generously gifted \$8,000,000.00 with \$7,500,000.00 to be used for schools and \$500,000.00 to be used for a park on the property.

Josh Bethea, landscape architect with CSDG began the presentation of the Preliminary Master Plan. Outline of presentation attached.

There was discussion about the following items:

- E. Guiding Principles. Chairman Barry spoke about the possibilities of not just water access but connecting to waterways. Vice-Chairman DeWitt talked about preservation of the green spaces and the identity of the areas to the existing community. Erin Ehlert discussed potential connectivity to historical sites. Shawn Utley and Mike Brown talked about the importance and value of education and the connection to local schools.
- Meeting Schedule. The Committee will hold their next meeting October 14, 2020 at 6:00 p.m. in the Sumner County Administration Building to discuss the Master Plan. A joint working session with the Planning Commission will be held later in October. Two public meetings will be scheduled and held as part of the application process and before submittal to Planning Commission in November. The Master Plan will need to be approved by the County Commission before it is submitted to TDEC on or before December 7, 2020.
- Environmental Planning Guidance. Erin Ehlert suggested that the archaeology aspect be added under this section. He stated there are quite a few sites in the Castalian Springs area that would involve this element. He also talked about the impact the pandemic has had on existing parks.

Kim Norfleet listed the current park areas that the Committee will be responsible for as follows:

- Douglass-Clark House – Trailhead to Station Camp Greenway
- Bridal House – 5 acres in Cottontown
- Bledsoe Lick Historical Park – almost 90 acres in Castalian Springs
- Liberty Creek Park (not formally named) – Liberty Creek School Complex

c. Sketch of William and Martha Brown Liberty Creek Park (attached).

There was discussion about the following:

- Boundaries to be defined as part of the Master Plan.

- Total area is approximately 88 acres with 25 of those acres in a stream buffer and 9 acres of dense woods outside the buffer which leaves roughly 53 acres that will be maintained as part of the park.
- Home will not be included in the application for this TDEC grant.
- Paved accessibility, natural trails and mowed paths
- Natural Amphitheater
- Native grasslands and plants
- Pavilion
- Restrooms
- Parking
- Safety measures utilizing lighting, signs and gates

Upon motion by Shawn Utley, seconded by Mike Brown, the Committee voted unanimously to move forward with the Preliminary Master Plan.

Chairman Barry declared the Committee adjourned at 8:05 p.m.

Prepared by Jennifer Mitchell

**MINUTES
COUNTY PARKS AND RECREATION
OLIVER BARRY, CHAIRMAN
OCTOBER 14, 2020**

Present:

Oliver Barry, Chairman
Deanne DeWitt, Vice-Chairman
Mike Brown
Erin Ehlert
Tom Tucker

Absent:

Dr. Mary Day Reynolds
Shawn Utley

Also Present:

Anthony Holt, County Mayor
Kim Norfleet, Grants Administrator
Jim Harrison, CSDG
Josh Bethea, CSDG
Hal Clark, CSDG

The meeting of the Sumner County Parks and Recreation Committee was brought to order with an invocation by Anthony Holt, County Mayor on October 14, 2020 at 6:00 p.m. in the Sumner County Administration Building in Gallatin.

III. Recognition of the Public. None

IV. Old Business.

1. Schedule. Anthony Holt discussed the importance of the application submittal during the first acceptance cycle for the grant. Kim Norfleet, Grants Administrator informed the Committee that the first deadline was met on October 7, 2020 with the submission of the pre-application.

Next meeting will be a joint work session with the Planning Commission on October 27, 2020 at 4:00 p.m. in the Sumner County Administration Building. Kim Norfleet and Josh Bethea, CSDG also discussed possible dates for public meetings before the Final Master Plan is submitted to Planning Commission on November 24, 2020.

2. Review and update on the Liberty Creek Park plan. Josh Bethea gave a plan overview of the park at Liberty Creek. The plan was submitted as part of the pre-application. The location map showed the school locations, property constraints and natural features. The component part of the plan included the Brown house location and noted that it is not part of the grant. The map also showed parking areas, accessible pathways, natural walkways and existing farm roads. The pavilion location, a 40x60 structure with restrooms and overlook points was also included. Also noted was one creek crossing and a natural amphitheater utilizing some of the natural features already on site.

3. Review and update on the Master Plan (See attached). A preliminary version of the Master Plan was also submitted with the pre-application for the grant. A copy of this plan was distributed during the meeting. Items included in the plan:

- County History
- Planning Process
- Guiding Principles
- Mission, Vision and Core Values
- Staff and Funding
- Key Findings
- Action Plan
- Goals
- Future Opportunities and Funding Needs

V. New Business.

4. SWOT Analysis discussion. A worksheet was given to the members to be completed at home and returned to Kim Norfleet. The members talked through some examples. A few of the strengths mentioned were good properties, predecessors and timing since the pandemic has refocused people back to nature. A couple of weaknesses pointed out were the lack of ADA accessibility to natural components and lack of perpetual funding. Education programs were discussed as an opportunity, such as living science programs and photography classes.
5. Draft a Mission Statement and Vision Statement. The Committee agreed to work on a mission and vision statement and email suggestions to Kim Norfleet. Ideas were discussed about what the statements should encompass included:
 - Historic sites
 - Improved health and wellness
 - Cultural and natural aspects
 - Preservation of natural environment
 - Inclusion – access for everyone
 - Unique
 - Quality outdoor experience
 - Connectivity
6. Discuss goals and challenges.
 - a. Short, Mid, Long-term
 - b. Parks and Recreation Program offerings

There was discussion about goals and challenges. The short term goals mentioned were funding from TDEC and maintenance for the current park locations. The mid-range goal discussed was the development of the park at Liberty Creek. Long term goals were identified as additional locations, connections to greenways and long term sustainable funding sources. Program offerings were discussed as a long term goal with the potential to offer public events and educational classes.

7. Discuss funding (current budget, future, endowment, etc.) Kim Norfleet talked about the importance of the partnerships within the community and volunteers that are currently involved with the existing county parks. There was discussion about what can be included as current budget items from money currently spent to maintain the parks and greenways located in the county.

VI. Adjournment. Chairman Barry declared the meeting adjourned at 8:03 p.m. upon motion by Tom Tucker and duly seconded.

Prepared by Jennifer Mitchell



WATERLINE AD HOC SUB-COMMITTEE MINUTES
October 6, 2020

MEMBERS
Moe Taylor-Chairman
Jeremy Mansfield
Terry Wright
OTHERS PRESENT
Mike Callis
Bryan Price
Jerry Kirkman

- I. CALL TO ORDER- The meeting began at 5:25 pm in Room 112 of the Sumner County Administration Building in Gallatin, TN. No quorum present.
 - A. Invocation- Led by Mayor Mike Callis.
 - B. Approval of Agenda
 - C. Recognition of Public
 - D. Approval of Minutes-September 14, 2020
- II. REPORT OF THE CHAIRMAN- Chairman Taylor pointed out that February 29, 2020, is the deadline for applying for a grant and that two public hearings are required.
- III. NEW BUSINESS
 - A. City of Portland Utility District- Mayor Mike Callis and Utility Director Bryan Price briefly spoke on waterline issues and how the Portland Utility District could possibly help.
 - B. Discussion- There was lengthy discussion amongst committee members, Mayors Jerry Kirman and Mike Callis, and Utility Director Bryan Price.
- IV. ADJOURNMENT- Meeting ended at 6:03 pm.