

MT. JULIET PARKS BOARD MEETING MINUTES

SUBJECT: **Bi-Monthly Board Meeting**

MEETING DATE: March 3, 2026

LOCATION: Charlie Daniels Park (CDP) – Community Center

ATTENDEES:

Parks Board	Present	Not Present
Tina Hutsenpiller / Chairperson	X	
Dave Schilling / Secretary	X	
Taryn Tarter	X	
Adrian Muniz III	X	
Ross Hayes	X	
Carolyn Christofferson	X	

City Staff, Commissioners, Other Guests	Present	Not Present
Ross Hudson, Parks Director	X	
Jennifer Diekmann, Parks Director Assistant	X	
Bill Trivett, City Commissioner	X	
Others / Guests: Ethan Ollis and Boy Scout Sponsor	X	

1. Meeting started at approximately 6:00 pm.

2. **Parks Board Appointment:** Tina announced that Terri Atwood’s term on the Board had expired. Carolyn Christofferson’s name was nominated and approved by the Mayor to replace her. The Board welcomed Carolyn back to the group.

3. **Approval of Minutes:** Adrian motioned, Ross seconded and the motion carried to approve the January 6, 2026 Parks Board meeting minutes.

4. **Citizens’ Comments:**
 - a. None present.

5. **Special Presentations:**
 - a. Eagle Scout presentation by Ethan Ollis was made (slides attached). The proposal is an outdoor flag collection box. Suggested location is by the new MJ Activity Center. The collection process would be coordinated with the American Legion and inspected once a quarter. Boy Scout Leadership would maintain the box and no city funding is being requested. After discussion, the Parks Board properly motioned and unanimously approved the proposal as presented.

6. Park Director's Report:

- a. The Father/Daughter dance was a big success again this year.
- b. The community meeting room that is being converted into a teen center will be receiving a new stained concrete floor. The Parks Department is receiving cost proposals.
- c. Planning for the July 4 holiday event is underway. Various musicians are being contacted.
- d. The Parks Department assisted with storm cleanups along the greenways.
- e. Some weekly exercise classes have moved to the new Activity Center.
- f. Two new staff members are being hired.

7. Old business

- a. The new rental rates discussed last month go into effect in January 2027.
- b. **Ava's Splash Pad:** The prior concerns of being overrun by daycares or out-of-county users didn't happen last year. It was also found hard to enforce when these users unexpectedly arrive. Suggestion made to continue monitoring the situation for 2026. Daycares will be asked to call ahead to the City to aid in providing sufficient staffing. Discussed the need for users to follow the rules and the recommendation to add supplemental signs and place notices on the website.

8. New Business: Mt. Juliet Parks Facility Fee Review

- a. None

9. Friends of the Mt. Juliet Parks 501c

- a. Discussed the dissolution of the 501c since it appears the City can accept donations and direct them to the Parks Department for designated park improvements. It was discussed that the City needed to put this position in writing. Assuming this document is received, a motion was made, seconded and passed to donate \$15,000 for the walkway to support the new Miracle playground that another ground is funding. Once this donation clears and other financial matters are settled, Tina motioned, Adrian seconded and the measure was passed to dissolve the Friends of the Mt. Juliet Parks.

10. Adjourned at approximately 7:05 pm. Next meeting is May 5, 2026 at 6:00 pm.

End of Meeting Minutes

Mt. Juliet, Tennessee

Mt. Juliet Parks & Recreation
1075 Charlie Daniels Pkwy.
Mt. Juliet, TN 37122



Agenda - Final


Tuesday, March 3, 2026

6:00 PM

Charlie Daniels Park

Parks and Greenways Board

1. Call to Order and Declare a Quorum Present
2. Parks Board Members Appointed by City Commission
3. Approval of Minutes
 - 3A. January Minutes [1586](#)
Attachments: [March 3 Parks Board Minutes](#)
4. Citizen Comments
5. Special Presentations
6. Parks Director Report
7. Old Business
 - 7A. Facility Fees
 - 7B. Ava's Splash Pad
 - 7C. Teen Center
8. Friends of Mt. Juliet Parks 501c3
 - 8A. Vote to dissolve non profit
 - 8B. Approve distribution of available funds
9. Adjournment



**Eagle Scout Service Project
Proposal**

Flag Retirement Collection Box
City of Mt. Juliet, Tennessee
(Location TBD)

Presenter: Ethan Ollis
Troop 4, Scouts BSA

1

Purpose & Community Need

- Provide a dignified method for retiring worn U.S. flags.
 - Complies with U.S. Flag Code.
 - Currently no permanent public drop-off location.
 - Encourages civic pride and participation.

2

Project Overview

- Secure outdoor collection box.
 - One-way deposit slot.
 - Lockable rear access panel.
 - Internal removable collection container.
 - No city funding requested.

3

Site Selection Criteria

- Location determined with Parks Department.
 - High visibility but not intrusive.
 - Accessible parking nearby.
 - Maintains ADA pathway clearance.
 - Minimal maintenance impact.

4

Design & Structure

- Approx. 4 ft tall.
 - 2 ft x 2 ft footprint.
 - Exterior-grade plywood.
 - Sloped roof for water runoff.
 - Rear lockable access door.

5



This composite image includes:

- Top Left:** A thumbnail of the project proposal document, titled 'Eagle Scout Service Project Proposal' and 'Flag Retirement Collection Box'.
- Top Right:** A 3D rendering of the 'Flag Retirement Collection Box Design', a blue rectangular box with a sloped roof and a rear access door.
- Bottom Left:** 'Construction Details - Exploded View' showing the box's components: Sloped Roof, Plywood, Plywood Box Access Door, Removable Collection Bin, Lockable Rear Access Door, and Removable Collection Bin.
- Bottom Right:** 'Potential Installation Examples' showing a photograph of the box installed in a park setting.

6

Durability & Longevity Plan

- All edges sealed before assembly.
 - Exterior primer and weather-resistant paint.
 - Sloped roof with drip edge.
 - Anchored to concrete pad (if approved).
 - Estimated lifespan: 5–7 years.

7

Materials & Budget

- Estimated total cost: \$455.
 - Funded through personal savings and donations.
 - No recurring financial obligation to the City.

8

Installation Plan

- Site walk-through with Parks Department.
 - Assemble off-site.
 - Transport and anchor to approved location.
 - Final inspection with city staff.

9

Maintenance & Responsibility

- Maintenance will NOT be the responsibility of the City.
 - Troop 4 and project leadership will manage scheduled emptying.
 - Coordination with a local veterans organization for proper retirement.
 - Annual inspection and repainting as needed.
 - No operational or financial burden placed on the City.

10

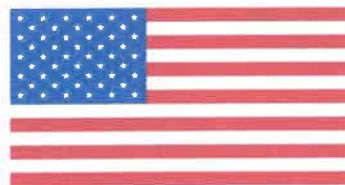
Safety & Risk Controls

- Rounded and sanded edges.
 - Secure locking mechanism.
 - Anchored base.
 - Positioned outside primary pedestrian flow.

11

Community Impact

- Promotes proper flag retirement.
 - Supports veterans and civic pride.
 - Provides lasting community benefit.



12

Request for Approval

- Approval to coordinate final site location.
- Authorization to proceed with installation and independent maintenance plan.

13



Thank You



- Thank you for your time and consideration.
 - Happy to answer any questions.
 - Contact: Sam Ollis
 - 615.767.3617
 - sollis52@gmail.com



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