

TO: Board of Mayor and Aldermen, City Administration
FROM: Kayce Williams | Parks and Recreation Director
DATE: 06/08/2026
SUBJECT: May 11 – June 8, 2026 Parks and Recreation Staff Report

PARK DEVELOPMENT:

- **Harvey Park Greenway:** (STPG Grant – 80% of professional fees and ROW. TAP Grant – 80% of construction costs.) Our NEPA reevaluation has been approved. The consultant pressed TDOT repeatedly for over a month on what our next steps are now that we have approval. TDOT's response on April 28 is that they needed the extension letter and an updated schedule. The BOMA approved the amendment at their May 18 meeting, and it has been sent to TDOT.

Project Schedule

TN TDOT Local Programs Development Office

PIN 128150.02

Activity Month/Year	
Begin NEPA Phase	2/20
Select Consultant	11/19
Submit Environmental Document to TDOT for Review	10/20
Begin Design Phase	3/22
Submit Preliminary Engineering Plans to TDOT for Review	5/22
Submit Right-of-Way Plans to TDOT for Review	9/25
Begin Right-of-Way acquisition if Applicable, and Utilities Coordination	1/27
Submit ROW, Utility and Railroad Estimates to TDOT	1/28
Submit Construction Plans to TDOT for Review	2/28
Submit Construction Estimate to TDOT for Review	3/28
Submit Bid Book and Advertisement to TDOT for Review	4/28
Advertise Project for Bids	5/28
Hold Bid Opening	6/28
Submit Bid Tabs to TDOT for Approval	7/28
Award Project	8/28
Hold Pre-Construction Conference	9/28

Date Project will be Completed 12/31/29

- **Peter Jenkins Connector Grant:** (TAP grant – 80% of construction costs.) On May 6, TDOT confirmed receipt of the updated ICS and 106 forms and that they have been sent to the tech sections. One of the ESR responses needed another revision and has been sent in. We are still waiting on the final response. We are monitoring it closely as our contract states we have to issue a NTP by Sept 30.

Task Number	Task Name	Start Date	End Date
NTP	Contract Received		6/06/2024
Task 1	Project Management	Throughout project duration	
Task 2	Existing Conditions Survey	6/15/2024	8/15/2024
Task 3	NEPA Documentation*	11/01/2024	7/01/2026
Task 4	Preliminary Design	8/15/2024	7/15/2026
Task 5	Environmental Permitting	11/01/2024	7/01/2026
Task 6	Right-of-Way Design	7/15/2026	9/01/2026
Task 7	Right-of-Way Mapping	9/01/2026	12/01/2026
Task 8	Final Design	12/01/2026	1/15/2027
Task 9	Utility Coordination	10/01/2025	12/01/2026
Task 10	Bid Phase	1/15/2027	2/28/2027

*includes anticipated TDOT review time



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- **Harvey Park Playground:** The final renderings have been shown to the public and to BOMA. A NTP was issued on Monday, June 1, 2026. We should be hearing back from the contractor soon with a proposed construction date.
- **Parks and Recreation Master Plan:** The RFQ submittals were received. The Parks and Recreation Commission has scheduled interviews with the top three scoring candidates for June 11 at 6:00pm at City Hall. Following that last evaluation, the Commission will submit a recommendation to BOMA.

RECREATION PROGRAMMING AND EVENTS:

- Senior Center - Our membership has grown to 948 which is 13 new members this month. We have had 805 patron visits this month.
- 2026 events:
 - ☑ April 18: Soaring Into Spring Kite Day at Fischer Park
 - ☑ April 22: Earth Day Party at Harvey Park
 - ☑ May 16: Bark in the Park at Barkley Park
 - ☑ May 22: Memorial Day Ceremony at the Senior Center
 - ☑ May 25: Splash Pad Opens
 - ☑ June 6: Hill Fest at Fischer Park
 - June 13: Experience Spring Hill at Battle Creek High School
 - June 26: Movie in the Park at Evans Park
 - July 4: (morning) 4th of July Bicycle Parade at Summit High School
 - July 4: (evening) Spring Hill Celebrates America's 250th at The Crossings
 - July 17: Skate Jam at Walnut Street Skate Park
 - July 22: Sugar and Slides Play Day at Fischer Park
 - August 11: Popsicles in the Park Play Day at Harvey Park
 - Sept 7: Splash Pad Closes
 - Sept 19-20: Campin' in the Park at Fischer Park
 - October 9: Movie at the Mansion at Ripa Villa
 - Oct 24: Trunk or Treat at Fischer Park
 - Dec 1: Santa's Mailbox arrives at the Spring Hill Library
 - Dec 12: Christmas Parade on Main Street

DIRECTOR'S MONTHLY NOTES:

- We have had 3 more events since last month, all have been exceptional. May thanks to our state and county representatives who attended our Memorial Day Ceremony. Hill Fest was the largest yet. We definitely have a problem with parking/traffic. We need a larger space for community events.
- The next Parks and Recreation Commission meeting will be June 11, 2026, at 6pm at city hall. This is a week earlier than normal due to scheduling conflicts.
- I continue to work with the planning department and applicants on ensuring our greenway system, bike lanes, and multi-use trails are being built by development as outlined by the Bicycle and Greenway Plan. We are motivated and committed to improving our existing parks and looking for ways to build new ones. Please continue to keep our team in your thoughts and prayers.

Kayce Williams, TCED

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