

STAFF MEMORANDUM

TO: Board of Mayor and Aldermen

FROM: Carter Napier | City Administrator

DATE: 07/20/2026

SUBJECT: Resolution 26-227 – Authorizing the Mayor to Execute a Non-Binding Letter of Intent Regarding the Transfer of Jerry Erwin Park

STAFF RECOMMENDATION:

That the Board approve a Resolution authorizing the mayor to execute the attached Non-Binding Letter of Intent with Maury County, Tennessee, to allow the parties to conduct due diligence and negotiate the terms of a potential transfer of Jerry Erwin Park to the City of Spring Hill.

BACKGROUND:

Jerry Erwin Park is located within the corporate limits of the City of Spring Hill and is utilized primarily by City residents. Maury County has expressed a willingness to explore transferring ownership of the county's portion of the park to the city, and the attached Letter of Intent outlines the preliminary framework for those discussions.

The proposed Letter of Intent is expressly non-binding and does not obligate either party to complete the transaction. Instead, it establishes the intent of both parties to evaluate the feasibility of the transfer while allowing the City to review relevant property records, maintenance information, environmental studies, surveys, and other due diligence materials before any definitive agreement is considered.

The attached Resolution authorizes only the execution of the Letter of Intent and the continuation of discussions with Maury County regarding the proposed transfer. Any future Transfer Agreement conveying ownership of the property would require separate review and approval by the Board of Mayor and Aldermen.

FINANCIAL IMPACT:

There is no significant financial impact associated with approval of this Resolution. While the Letter of Intent references a nominal transfer consideration of \$10.00 and other valuable consideration,



City of Spring Hill | Administration

199 Town Center Parkway
Spring Hill, Tennessee 37174
cnapier@springhilltn.org

the Letter of Intent itself is non-binding and does not obligate the City to purchase or accept ownership of the property. Any future costs associated with acquisition, maintenance, operations, capital improvements, or long-term park management will be evaluated and presented to the Board as part of any future Transfer Agreement for consideration.

SUPPORTING DOCUMENTS:

- Resolution 26-227 – Authorizing the Mayor to Execute a Letter of Intent Regarding the Transfer of Jerry Erwin Park
- Non-Binding Letter of Intent Between Maury County and the City of Spring Hill Regarding the Proposed Transfer of Jerry Erwin Park
- Proposed Donation Exhibit



City of Spring Hill | Administration
199 Town Center Parkway
Spring Hill, Tennessee 37174
cnapier@springhilltn.org