

June 13, 2025

Special People's Park Kickoff Meeting

1. Identifying the Team and their roles

1. City of Townsend

1. Mayor
2. Vice Mayor
3. Commissioners
4. Department Heads/ Staff
5. Representatives of the Public
6. Primary Point(s) of Contact

2. CEC

1. Jay Cameli
2. Zach Crone
3. Patrick McMahon
4. Aaron Henry
5. Primary Point(s) of Contact

2. Scope

1. What is the City's wish list?

1. Hearing from the stakeholders:
 1. Format & Timing
2. Keeping the character of the park and meeting the needs of current and future residents and visitors.

1. Historical use statistics?
2. Allowed users?
2. Opportunities and constraints of the project
 1. Property Ownership
 2. Access
 3. Permit Requirements
3. Phases, possibly based on funding
 1. Due Diligence
 2. Grant timing & opportunities
 3. Master Planning – How does S.P.P connect to the bigger picture, future opportunities?
3. Funding
 1. City funds
 2. Grants, state and federal funding opportunities
 3. Public/Private Partnership – opportunity for marketing materials to generate support.
4. CEC can develop a scope for “Due Diligence” this will allow us to capture revenue to cover staff costs at least.
 1. Surveying
 2. Landscape Architecture
 3. Agency Coordination (TDOT, SHPO)
 4. Transparent approach to fees

5. Next Steps/schedule