



**Agenda for the Regular Meeting of Board of Commissioners
Monday, June 26, 2017 - 7:00 pm
Brentwood City Hall**

Call to Order by Mayor

Roll Call

Invocation by Commissioner Dunn

Pledge of Allegiance to the Flag by Vice Mayor Gorman

Public Hearing

1. Public hearing on Ordinance 2017-11 - AN APPROPRIATION ORDINANCE FOR THE CITY OF BRENTWOOD, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018 INCLUDING BUDGET FOR BRENTWOOD EMERGENCY COMMUNICATIONS DISTRICT
2. Public hearing on Ordinance 2017-12 - AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO ESTABLISH THE PROPERTY TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018
3. Public hearing for proposed six-year Capital Improvements program for Fiscal Years 2018-2023

Approval or Correction of Minutes

June 13, 2017

Comments from Citizens – *Individuals may comment on any item included in the Consent/Regular agenda or on any other matter regarding the City of Brentwood. All comments should be directed to the Board of Commissioners. Citizens who wish to request that an item be moved from the Consent Agenda to the Regular Agenda for discussion should make that known to the Board at this time.*

Report from City Manager

Report from the City Attorney

Reports and comments by Commissioners and Mayor

Note: All matters listed under the Consent Agenda are considered to be routine and will generally be enacted by one motion. Except for any items that are removed from the Consent Agenda, there will be no separate discussion of these items at this time.

Consent Agenda

1. Ordinance 2017-10 - AN ORDINANCE REZONING PROPERTY LOCATED ON THE EAST SIDE OF GRANNY WHITE PIKE ADJACENT TO THE NORTHERN BOUNDARY OF PROPERTY OWNED BY WILLIAMSON COUNTY SCHOOLS FROM SI-3 (SERVICE INSTITUTION - CULTURAL, RECREATIONAL AND GOVERNMENTAL) TO SI-2 (SERVICE INSTITUTION - EDUCATIONAL) ZONING DISTRICT, for consideration on second and final reading
2. Ordinance 2017-13 - AN ORDINANCE AMENDING MUNICIPAL CODE REGARDING BUILDING HEIGHT LIMITATIONS IN THE SI-2 (SERVICE INSTITUTION-EDUCATIONAL) ZONING DISTRICT, for consideration on second and final reading
3. Ordinance 2017-15 - AN ORDINANCE AMENDING MUNICIPAL CODE REGARDING ACCESS TO PUBLIC RECORDS, for consideration on second and final reading
4. Ordinance 2017-16 - AN ORDINANCE AMENDING ORDINANCE 2016-02, THE BUDGET APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017, for consideration on second and final reading
5. Resolution 2017-39 - A RESOLUTION ADOPTING A PUBLIC RECORDS POLICY, for adoption
6. Resolution 2017-40 - A RESOLUTION AMENDING THE FISCAL YEAR 2017 ANNUAL PROCUREMENT OF MATERIALS AND SERVICES IN AMOUNTS EQUAL TO OR EXCEEDING \$10,000 FROM DESIGNATED VENDORS, for adoption
7. Resolution 2017-49 - A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A UTILITY EASEMENT THROUGH PROPERTY BELONGING TO THE KIMBERLY S. FENNEL REVOCABLE TRUST FOR OFFSITE SEWER IMPROVEMENTS TO FACILITATE DEVELOPMENT OF THE FIRST FARMERS & MERCHANTS BANK PROPERTY AT 5020 HARPETH DRIVE, for adoption
8. Resolution 2017-50 - A RESOLUTION AUTHORIZING THE ACCEPTANCE OF A UTILITY EASEMENT THROUGH PROPERTY BELONGING TO THE CALLISTO PROPERTIES, INC. FOR OFFSITE SEWER IMPROVEMENTS TO FACILITATE DEVELOPMENT OF THE FIRST FARMERS & MERCHANTS BANK PROPERTY AT 5020 HARPETH DRIVE, for adoption

Old Business

1. Ordinance 2017-11- AN APPROPRIATION ORDINANCE FOR THE CITY OF BRENTWOOD, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018 INCLUDING BUDGET FOR BRENTWOOD EMERGENCY COMMUNICATIONS DISTRICT, for consideration on second and final reading
2. Ordinance 2017-12 - AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO ESTABLISH THE PROPERTY TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018, for consideration on second and final reading
3. Other old business

New Business

1. Resolution 2017-41 - A RESOLUTION APPROVING REVISIONS TO THE OSRD PLAN FOR RESERVE AT RAINTREE FOREST SUBDIVISION, for adoption
2. Resolution 2017-42 - A RESOLUTION APPROVING REVISIONS TO THE OSRD PLAN FOR THE RAGSDALE SUBDIVISION, for adoption
3. Resolution 2017-43 - A RESOLUTION AUTHORIZING THE ANNUAL PROCUREMENT OF MATERIALS AND SERVICES IN AMOUNTS EQUAL TO OR EXCEEDING \$10,000 FROM DESIGNATED VENDORS, for adoption
4. Resolution 2017-44 - A RESOLUTION ADOPTING THE CLASSIFICATION AND PAY PLAN FOR FISCAL YEAR 2018, for adoption
5. Resolution 2017-45 - A RESOLUTION ADOPTING THE CAPITAL IMPROVEMENTS PROGRAM FOR FISCAL YEARS 2018-2023, for adoption
6. Resolution 2017-46 - A RESOLUTION ADOPTING THE NON-ROUTINE WORK PLAN FOR CITY DEPARTMENTS FOR FISCAL YEAR 2018 (JULY 1, 2017 - JUNE 30, 2018), for adoption
7. Resolution 2017-47 - A RESOLUTION AUTHORIZING AN AGREEMENT WITH SULLIVAN ENGINEERING, INC. FOR DESIGN AND ENGINEERING SERVICES FOR THE WIDENING OF SUNSET ROAD FROM NORTH OF OWL CREEK TO CONCORD ROAD, for adoption
8. Resolution 2017-48 - A RESOLUTION AUTHORIZING AN INTERLOCAL AGREEMENT WITH WILLIAMSON COUNTY BOARD OF EDUCATION FOR FUNDING OF IMPROVEMENTS TO BRENTWOOD HIGH SCHOOL AND BRENTWOOD MIDDLE SCHOOL CAMPUS, for adoption
9. Other new business
 1. Notice of future appointment of two (2) members to the Brentwood Board of Building Construction Appeals (for information only)
 2. Notice of future appointments of three (3) members to the Environmental Advisory Board (for information only)

A handwritten signature in black ink, appearing to read "Kirk Bednar". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Kirk Bednar
City Manager

Anyone requesting accommodations due to disabilities should contact Mike Worsham, A.D.A. Coordinator, at 371-0060, before the meeting.

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Public Hearing on Ordinance 2017-11 - Appropriations Ordinance for FY 2017-2018

Submitted by: Richard Parker, Finance

Department: Finance

Information

Subject

Public Hearing on Ordinance 2017-11 - An appropriation ordinance for the City of Brentwood for the fiscal year beginning July 1, 2017 and ending June 30, 2018, including the Brentwood Emergency Communications District.

Background

The proposed FY 2017-2018 appropriations ordinance was reviewed with the Board of Commissioners at a work session on Thursday, May 11, 2017. Formal public hearings are scheduled at three City Commission meetings set for Monday, May 22, 2017, Tuesday, June 13, 2017, and Monday, June 26, 2017.

For additional information, please review the backup material for Ordinance 2017-11 on the May 22, 2017 agenda under "New Business."

Staff Recommendation

N/A

Previous Commission Action

Each year, the City Commission officially adopts the City's annual operating budget through the passage of the appropriations ordinance. An opportunity for citizens to provide comments on the proposed operating budget is provided through three formal public hearings. The June 13, 2017 public hearing represents the second of three public hearings for the FY 2018 appropriations ordinance. No one from the public spoke during the first public hearing on May 22, 2017.

Fiscal Impact

Attachments

No file(s) attached.

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Public Hearing on Ordinance 2017-12 - To Establish the FY 2017-2018 Tax Rate

Submitted by: Richard Parker, Finance

Department: Finance

Information

Subject

Public Hearing on Ordinance 2017-12 - An ordinance of the City of Brentwood to establish the tax levy for fiscal year beginning July 1, 2017 and ending June 30, 2018.

Background

The proposed Tax Rate Ordinance for Fiscal Year 2018 was reviewed with the Board of Commissioners at a work session on Thursday, May 11, 2017. Formal public hearings are scheduled at three City Commission meetings set for Monday, May 22, 2017, Tuesday, June 13, 2017, and Monday, June 26, 2017.

For additional information, please review the backup information on Ordinance 2017-12 on the May 22, 2017 agenda under "New Business."

Staff Recommendation

N/A

Previous Commission Action

Each year, the City Commission reviews and adopts the appropriations and tax levy ordinances for the new fiscal year. An opportunity for citizens to provide comments on the proposed ordinances is provided through three formal public hearings. The June 13, 2017 public hearing represents the second of three public hearings for the FY 2018 tax levy ordinance. There were no citizen comments at the first hearing on May 22, 2017.

Fiscal Impact

Attachments

Ordinance 2017-12

ORDINANCE 2017-12

AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO ESTABLISH THE TAX LEVY FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018

BE IT ORDAINED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the tax levy for the City of Brentwood, Tennessee for the fiscal year beginning July 1, 2017 and ending June 30, 2018, on each \$100.00 of assessed value of all property (real, personal, public utility, merchants ad valorem, and mixed) within the City of Brentwood, Tennessee, shall be the sum of Thirty-six cents (\$0.36), prorated and distributed in accordance with the Budget Ordinance for the same period, same being Ordinance 2017-11.

SECTION 2. That this ordinance shall take effect from and after its final passage, or fifteen days after its first passage, whichever occurs later, the general welfare of the City of Brentwood, Williamson County, Tennessee, requiring it.

PASSED:	1st reading	_____	PLANNING COMMISSION	_____ <u>n/a</u>
	2nd reading	_____	NOTICE OF PASSAGE	
			Notice published in:	_____ <u>n/a</u>
			Date of publication:	_____
PUBLIC HEARING				
	Notice published in:	<u>Tennessean (Williamson)</u>		
	Date of publication:	<u>5/17/2017</u>		
	Date of hearing:	<u>5/22/17; 6/13/17; 6/26/17</u>	EFFECTIVE DATE	_____

MAYOR Jill Burgin

RECORDER Deborah Hedgepath

Approved as to form:

CITY ATTORNEY Roger A. Horner

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Public Hearing for Proposed Six-Year Capital Improvements Program for Fiscal Years 2018-2023

Submitted by: Jay Evans, Administration

Department: Administration

Information

Subject

Public Hearing for Proposed Six-Year Capital Improvements Program for Fiscal Years 2018-2023

Background

The proposed FY 2018-2023 Capital Improvements Program (CIP) was reviewed with the Board of Commissioners at a work session on Tuesday, April 4, 2017. The staff reviewed each project and received initial guidance and direction on the appropriateness and priorities in the program. The CIP has since been posted on the City's website and circulated in the community for citizen review and comment.

Formal public hearings on the proposed CIP are scheduled at three City Commission meetings on Monday, May 22, 2017, Tuesday, June 13, 2017, and Monday, June 26, 2017. A resolution to adopt the six-year CIP will be presented to the City Commission for consideration and approval at the June 26, 2017 meeting.

Staff Recommendation

N/A

Previous Commission Action

Each year, the City Commission reviews and approves the six-year capital improvements program. An opportunity for citizen comments on the proposed program is provided through three formal public hearings. There were no citizen comments at the first hearing on May 22, 2017.

Fiscal Impact

Attachments

No file(s) attached.

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Approval or correction of minutes from Regular Scheduled Commission meeting

Submitted by: Debbie Hedgepath, Administration

Department: Administration

Information

Subject

Approval or correction of minutes from the June 13, 2017 meeting

Background

Staff Recommendation

Fiscal Impact

Attachments

Draft Minutes

MINUTES OF REGULAR MEETING OF BOARD OF COMMISSIONERS

BRENTWOOD, TENNESSEE

The Brentwood Board of Commissioners met in regular session on Tuesday, June 13, 2017 at 7:00 pm at Brentwood City Hall.

Present were Mayor Jill Burgin; Vice Mayor Mark Gorman; Commissioners Anne Dunn, Regina Smithson, Betsy Crossley and Rhea Little; City Manager Kirk Bednar; Assistant City Manager Jay Evans, City Attorney Roger Horner and Debbie Hedgepath. Commissioner Ken Travis was absent. Commissioner Crossley led the invocation. The Pledge of Allegiance was led by Commissioner Dunn.

Public hearing was opened on Ordinance 2017-11 - AN APPROPRIATION ORDINANCE FOR THE CITY OF BRENTWOOD, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018 INCLUDING BUDGET FOR BRENTWOOD EMERGENCY COMMUNICATIONS DISTRICT. No one spoke for or against the ordinance; therefore, the public hearing was closed.

Public hearing was opened on Ordinance 2017-12 - AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO ESTABLISH THE PROPERTY TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018. No one spoke for or against the ordinance; therefore, the public hearing was closed.

Public hearing was opened for the proposed six-year Capital Improvements program for Fiscal Years 2018-2023. No one spoke for or against the CIP; therefore, the public hearing was closed.

Public hearing was opened on Ordinance 2017-10 - AN ORDINANCE REZONING PROPERTY LOCATED ON THE EAST SIDE OF GRANNY WHITE PIKE ADJACENT TO THE NORTHERN BOUNDARY OF PROPERTY OWNED BY WILLIAMSON COUNTY SCHOOLS FROM SI-3 (SERVICE INSTITUTION - CULTURAL, RECREATIONAL AND GOVERNMENTAL) TO SI-2 (SERVICE INSTITUTION - EDUCATIONAL) ZONING DISTRICT. No one spoke for or against the ordinance; therefore, the public hearing was closed.

Public hearing was opened on Ordinance 2017-13 - AN ORDINANCE AMENDING MUNICIPAL CODE REGARDING BUILDING HEIGHT LIMITATIONS IN THE SI-2 (SERVICE INSTITUTION-EDUCATIONAL) ZONING DISTRICT. No one spoke for or against the ordinance; therefore, the public hearing was closed.

Commissioner Little moved for approval of the minutes from the May 22, 2017 meeting as written; seconded by Commissioner Smithson. Approval was unanimous.

CONSENT AGENDA

Resolution 2017-37 - A RESOLUTION ACCEPTING CERTAIN STREETS WITHIN THE CITY LIMITS AS PUBLIC STREETS, for adoption

Resolution 2017-38 - A RESOLUTION AUTHORIZING A PROPOSAL FROM HARRIS GOVERN FOR UTILITY BILLING SOFTWARE UPGRADES, for adoption

Approval of change order for bathroom at Smith Park

Commissioner Crossley moved for approval of the items on the Consent Agenda; seconded by Commissioner Dunn. Approval was unanimous.

NEW BUSINESS

Vice Mayor Gorman moved for passage of Ordinance 2017-15 - AN ORDINANCE AMENDING MUNICIPAL CODE REGARDING ACCESS TO PUBLIC RECORDS, seconded by Commissioner Little. Ordinance 2017-15 passed on first reading unanimously.

Commissioner Little moved for passage of Ordinance 2017-16 - AN ORDINANCE AMENDING ORDINANCE 2016-02, THE BUDGET APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017, seconded by Commissioner Crossley. Ordinance 2017-16 passed on first reading unanimously.

Laura McClendon and Sree Polavarapu were appointed to the Library Board for a three-year term ending on June 30, 2020.

Sarah Johnson was appointed to the Library Board for an unexpired term ending June 30, 2019.

Chris Clark, John Magyar and Brandon Oliver were appointed to the Planning Commission for three-year terms ending on June 30, 2020.

With no further business, the meeting adjourned at 7:40 pm.

APPROVED _____

Deborah Hedgepath

Deborah Hedgepath, City Recorder

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Ordinance 2017-10 - Rezoning 0.85 +/- Acres Transferred to Williamson County Schools Pursuant to Ordinance 2017-09

Submitted by: Jeff Dobson, Planning & Codes

Department: Planning & Codes

Information

Subject

Ordinance 2017-10 - rezoning 0.85 acres of land that lies in the southwest corner of Granny White Park from the SI-3 (Service Institution -- Cultural, Recreational, and Governmental) zoning district to the SI-2 (Service Institution -- Educational) zoning district.

Background

Ordinance 2017-10, if passed, will rezone 0.85 +/- acres of land from the SI-3 (Service Institution - Cultural, Recreational, and Governmental) zoning district to the SI-2 (Service Institution - Educational) zoning district. The subject property is located in the southwest corner of Granny White Park, east of Granny White Pike, and adjacent to the common property boundary with Brentwood Middle School. Transfer of the ownership of this 0.85 acre tract from the City of Brentwood to the Williamson County School (WCS) District was approved by the City Commission via Ordinance 2010-09 on final reading at the May 22, 2017 meeting.

WCS will construct a new drive across the land to provide access to the rear parking lots at Brentwood High School. Construction of the access drive and installation of the new traffic signal should relieve some of the traffic congestion currently occurring during peak hours on Murray Lane and Granny White Pike.

As required by the City's Zoning Ordinance, a community meeting was conducted on May 25 at 6:00 p.m. in the Annex Room at City Hall to review Ordinance 2017-10 with area property owners. No one from the public attended the meeting.

The Planning Commission voted unanimously to recommend approval of the proposed ordinance to the Board of Commissioners at its regular meeting of June 6.

If you have any questions or require additional information, please contact the Planning and Codes Director.

Staff Recommendation

This rezoning has been initiated by the City in conjunction with the Williamson County schools.

Previous Commission Action

At its regular meeting of May 8, the Board of Commissioners voted unanimously seven for and zero against (7-0) to pass Ordinance 2017-10 on first reading.

The Board of Commissioners conducted the public hearing for Ordinance 2017-10 at its regular meeting of June 13. No citizens spoke either for or against the proposed ordinance.

Fiscal Impact**Attachments**

Ordinance 2017-10

Attachment B

PC Approved Site Plans

Deed Originally Transferring Land for GWP to City

Resolution 2017-29

PC Review Memo -- Ordinance 2017-10

ORDINANCE 2017-10

AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO AMEND THE ZONING ORDINANCE, SAME BEING CHAPTER 78 OF THE CODE OF ORDINANCES OF THE CITY OF BRENTWOOD, BY CHANGING THE PRESENT ZONING CLASSIFICATION FOR CERTAIN PROPERTY LOCATED ON THE EAST SIDE OF GRANNY WHITE PIKE ADJACENT TO THE NORTHERN BOUNDARY OF PROPERTY OWNED BY WILLIAMSON COUNTY SCHOOLS FROM THE SI-3 (SERVICE INSTITUTION – CULTURAL, RECREATIONAL AND GOVERNMENTAL) ZONING DISTRICT TO THE SI-2 (SERVICE INSTITUTION – EDUCATIONAL) ZONING DISTRICT, SAID PROPERTY BEING MORE SPECIFICALLY DESCRIBED IN THE PROPERTY DESCRIPTION ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE BY REFERENCE AND SHOWN ON THE MAP ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE BY REFERENCE; AND TO AMEND THE OFFICIAL ZONING MAP ACCORDINGLY

BE IT ORDAINED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the present zoning classification for certain property located on the east side of Granny White Pike adjacent to the northern boundary of property owned by Williamson County Schools is hereby changed from the SI-3 (Service Institution – Cultural, Recreational and Governmental) zoning district to the SI-2 (Service Institution – Educational) zoning district,, said property being more particularly described in the property description attached hereto as “Attachment A” and made a part of this ordinance by reference, and being more particularly shown on the map attached hereto as “Attachment B” and made a part of this ordinance by reference.

SECTION 2. That the official zoning map be and the same shall hereby be amended accordingly.

SECTION 3. That this ordinance shall take effect from and after its final passage, or fifteen days after its first passage, whichever occurs later, the general welfare of the City of Brentwood, Williamson County, Tennessee, requiring it.

PASSED: 1st reading _____
2nd reading _____
PUBLIC HEARING
Notice published in: Tennessean (Williamson)
Date of publication: _____
Date of hearing: _____

PLANNING COMMISSION _____
NOTICE OF PASSAGE
Notice published in: _____
Date of publication: _____
EFFECTIVE DATE _____

MAYOR Jill Burgin

RECORDER Deborah Hedgepath

Approved as to form:

CITY ATTORNEY Roger A. Horner

**ATTACHMENT A
LEGAL DESCRIPTION
ORDINANCE 2017-10**

Being a tract of land lying in the 15th Civil District of the City of Brentwood, Williamson County, Tennessee, and being more particularly described as follows:

BEGINNING at an existing iron rod at the intersection of the northerly property line of the property of the Williamson County Board of Education, as of record in Deed Book 261, Page 87, in the Register's Office for Williamson County, Tennessee, and the easterly right-of-way line of Granny White Pike, 75 feet in width;

Thence with the easterly right-of-way line of Granny White Pike, North 07 Degrees 07 Minutes 13 Seconds East, 195.05 feet to an iron rod set;

Thence leaving the easterly right-of-way line of Granny White Pike, with a severance line through the property of The City of Brentwood, as of record in Deed Book 566, Page 192, in the Register's Office for Williamson County, Tennessee, along a curve to the left, with an arc length of 27.49 feet, the radius of which is 30.00 feet, the central angle of which is 52 Degrees 30 Minutes 23 Seconds, the chord of which is South 55 Degrees 51 Minutes 04 Seconds East, 26.54 feet to an iron rod set;

Thence South 82 Degrees 06 Minutes 15 Seconds East, 16.49 feet to an iron rod set;

Thence along a curve to the right, with an arc length of 67.75 feet, the radius of which is 104.00 feet, the central angle of which is 37 Degrees 19 Minutes 32 Seconds, the chord of which is South 63 Degrees 26 Minutes 29 Seconds East, 66.56 feet to an iron rod set;

Thence along a curve to the right, with an arc length of 33.08 feet, the radius of which is 55.00 feet, the central angle of which is 34 Degrees 27 Minutes 37 Seconds, the chord of which is South 27 Degrees 32 Minutes 55 Seconds East, 32.58 feet to an iron rod set;

Thence South 10 Degrees 19 Minutes 06 Seconds East, 27.59 feet to an iron rod set;

Thence along a curve to the left, with an arc length of 81.79 feet, the radius of which is 75.00 feet, the central angle of which is 62 Degrees 28 Minutes 48 Seconds, the chord of which is South 41 Degrees 33 Minutes 30 Seconds East, 77.79 feet to an iron rod set;

Thence South 72 Degrees 47 Minutes 54 Seconds East, 356.70 feet to an iron rod set;

Thence along a curve to the left, with an arc length of 12.18 feet, the radius of which is 75.00 feet, the central angle of which is 09 Degrees 18 Minutes 21 Seconds, the chord of which is South 77 Degrees 27 Minutes 05 Seconds East, 12.17 feet to an iron rod set in the northerly property line of said Williamson County Board of Education;

Thence with the northerly property line of the Williamson County Board of Education, North 82 Degrees 06 Minutes 15 Seconds West, 551.47 feet to the POINT OF BEGINNING.

Containing 37,154 Square Feet (0.85 Acres more or less).

Being a portion of the same property conveyed to of The City of Brentwood, as of record in Deed Book 566, Page 192, in the Register's Office for Williamson County, Tennessee.

BOUNDARY EXHIBIT
PORTION of MAP 12, PARCEL 41.00
DEED BOOK 566, PAGE 192, R.O.W.C., TN
15th CIVIL DISTRICT
THE CITY of BRENTWOOD
WILLIAMSON COUNTY, TENNESSEE
FILE No. 1702G008 (RD EXHIBIT) DATE: APRIL 18, 2017

PREPARED FOR
Williamson County Schools
1320 West Main Street, Suite 202
Franklin, TN 37064

TENNESSEE STATE PLANE
NAD-83 NAVD-88

Granny White Park
Map 12, Parcel 41.00
City of Brentwood
Deed Book 566, Page 192
R.O.W.C., TN

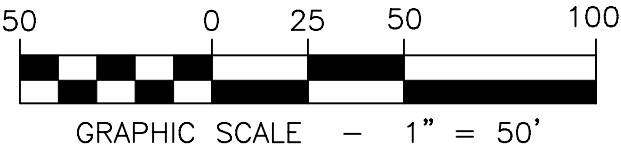
Surveyor's Certification of Accuracy

I hereby certify this is a Category I (Urban and Subdivision) Survey and the Survey was performed in accordance with the Current Standards of Practice for Surveyors in Tennessee and the unadjusted closure is 1:10,000 or greater.

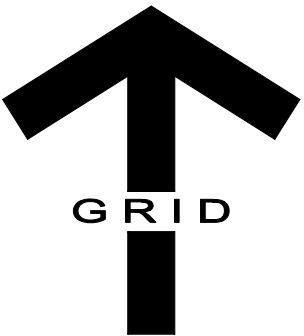
L. Kevin Morehead
Professional Surveyor

TN Registration No.: 2315

April 18, 2017
Date



This Survey has been prepared using the current deed of record and does not represent a title search by this Surveyor or a guarantee of title, and is subject to any state of facts a current and accurate title search may reveal.



GRANNY WHITE PIKE

FOXLAND DRIVE

Part of Map 12, Parcel 41.00
City of Brentwood
Deed Book 566, Page 192
R.O.W.C., TN
37,154 Square Feet
(0.85 Acres ±)

IRON ROD
SET IR(N)
TYP.

S72°47'54"E

N82°06'15"W

356.70'

551.47'

C-5 IR(N)

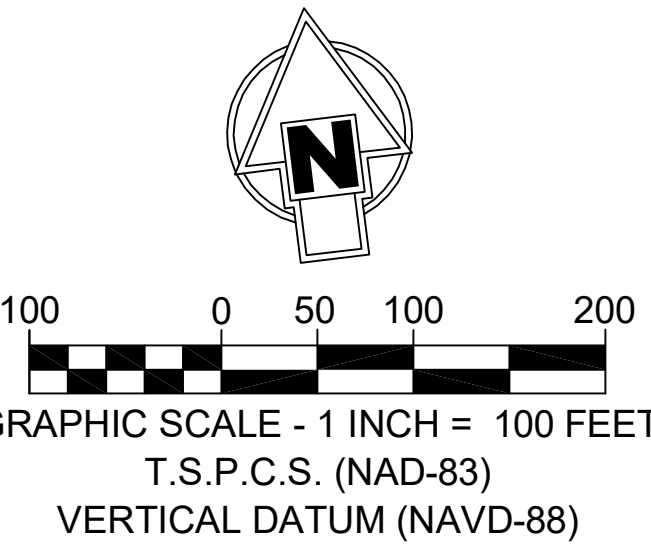
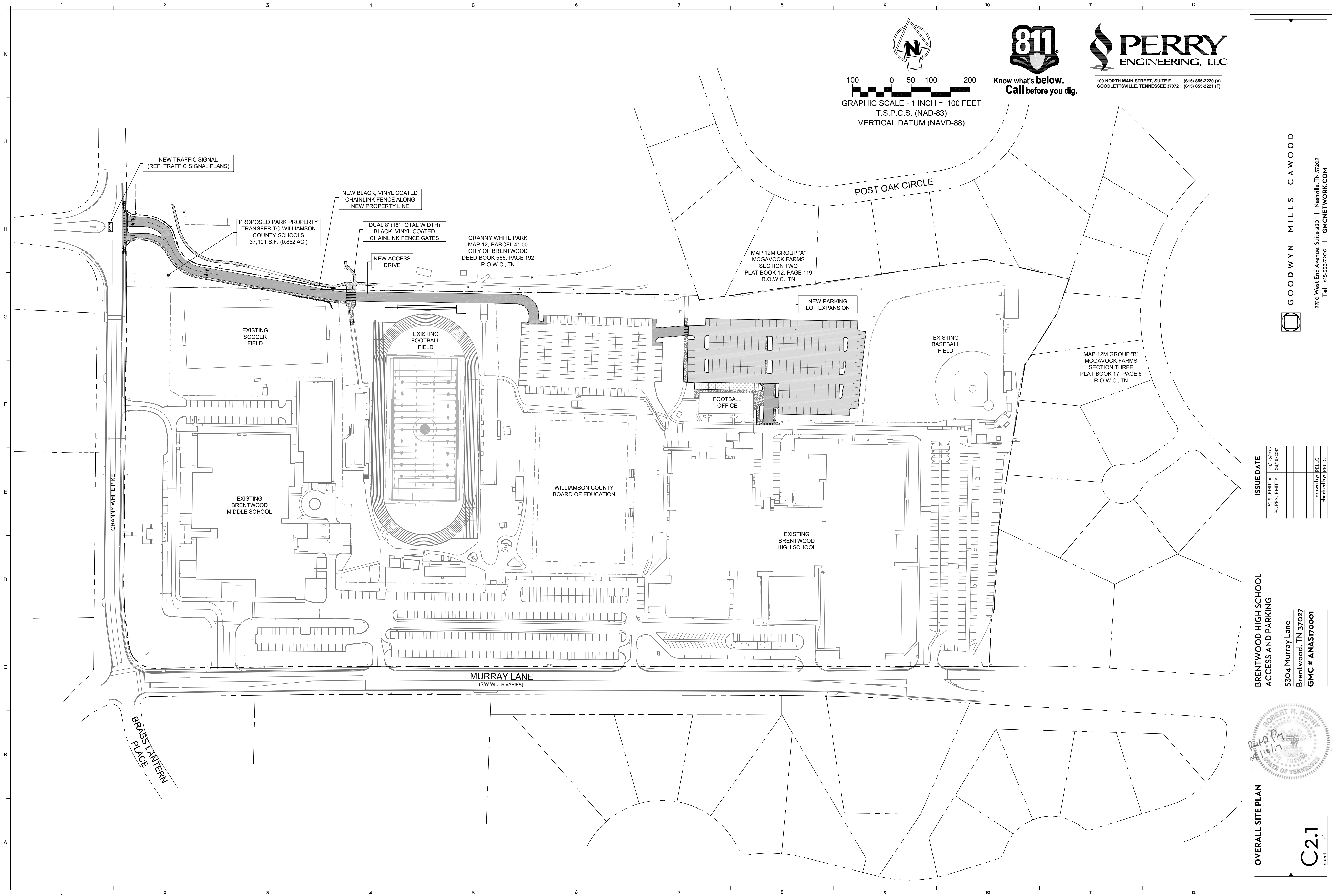
IR(N)

Map 12, Part of Parcel 43.00
Williamson County Board of Education
Deed Book 261, Page 87
R.O.W.C., TN

CURVE No.	DELTA	RADIUS	TANGENT	LENGTH	CHORD	BEARING
C-1	52°30'23"	30.00'	14.80'	27.49'	26.54'	S55°51'04"E
C-2	37°19'32"	104.00'	35.13'	67.75'	66.56'	S63°26'29"E
C-3	34°27'37"	55.00'	17.06'	33.08'	32.58'	S27°32'55"E
C-4	62°28'48"	75.00'	45.49'	81.79'	77.79'	S41°36'30"E
C-5	09°18'21"	75.00'	6.10'	12.18'	12.17'	S77°27'09"E

Prepared By:

Initial Point
Land Surveying, Inc.
3324 Carl Road Franklin, TN 37064
Telephone: 615.790.4240
Fax: 615.794.6068
initialpoint@bellsouth.net
www.initialpoint.org





Know what's below.
Call before you dig.



PERRY
ENGINEERING, LLC

100 NORTH MAIN STREET, SUITE F (615) 855-2220 (V)
GOODLETTSVILLE, TENNESSEE 37072 (615) 855-2221 (F)

OVERALL SITE PLAN

C2.1
Sheet of

**BRENTWOOD HIGH SCHOOL
ACCESS AND PARKING**

5304 Murray Lane
Brentwood, TN 37027
GMC # ANA5170001

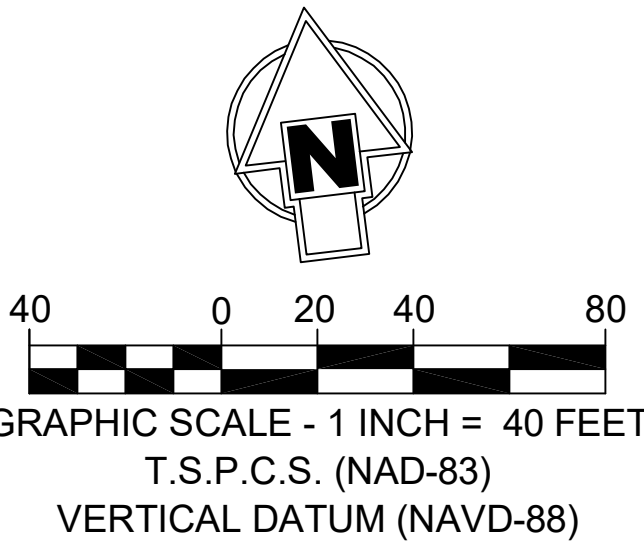
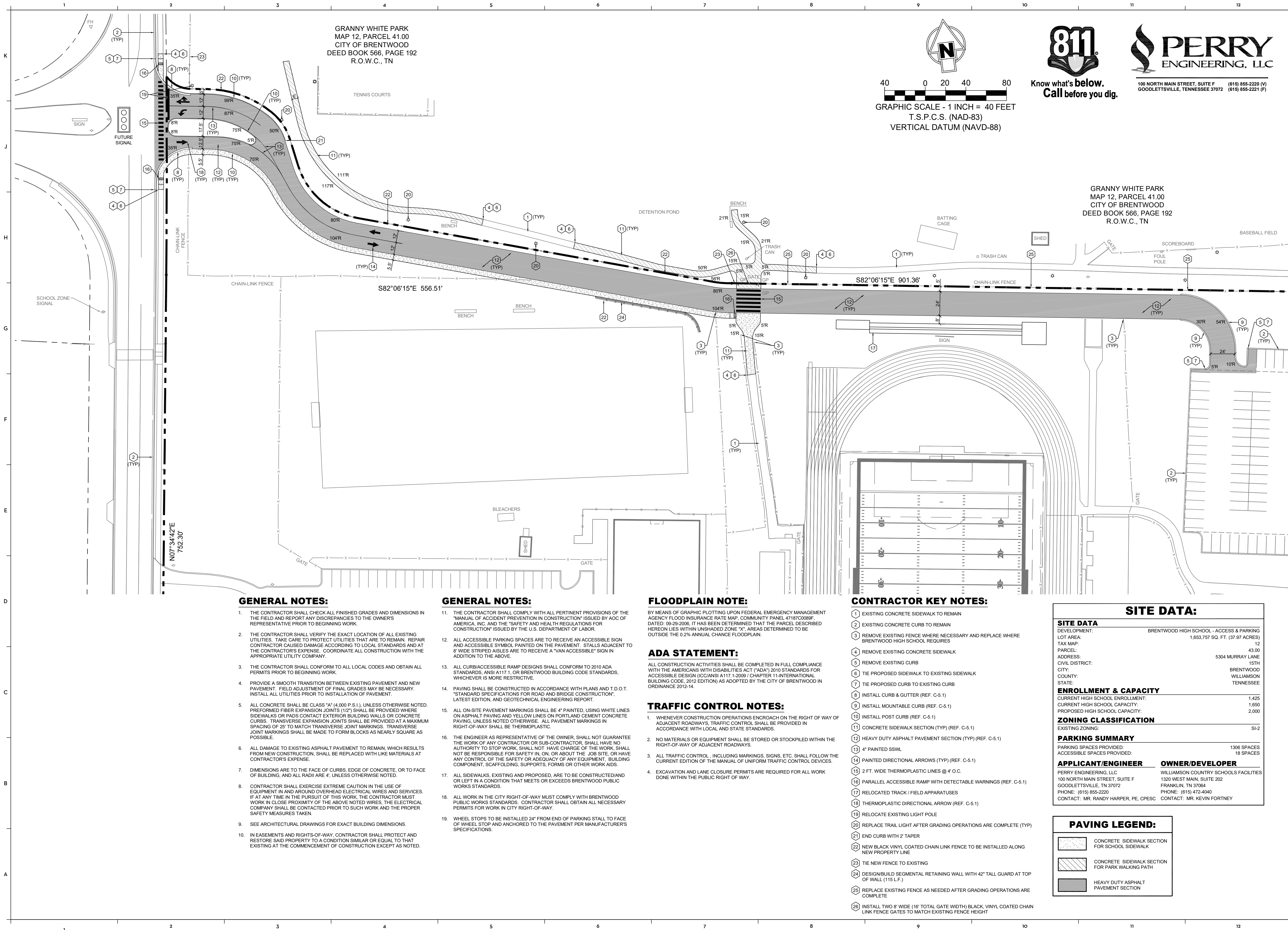
ISSUE DATE

PC SUBMITTAL	04/03/2017
PC RESUBMITTAL	04/19/2017
drawn by	JELIC
checked by	JELIC

GOODWYN MILLS CAWOOD

3310 West End Avenue, Suite 420 | Nashville, TN 37203
Tel 615.333.7200 | GMCNETWORK.COM







Know what's below.
Call before you dig.



100 NORTH MAIN STREET, SUITE F (615) 855-2220 (V)
GOODLETTSVILLE, TENNESSEE 37072 (615) 855-2221 (F)

GRANNY WHITE PARK
MAP 12, PARCEL 41.00
CITY OF BRENTWOOD
DEED BOOK 566, PAGE 192
R.O.W.C., TN

GENERAL NOTES:

- THE CONTRACTOR SHALL CHECK ALL FINISHED GRADES AND DIMENSIONS IN THE FIELD AND REPORT ANY DISCREPANCIES TO THE OWNER'S REPRESENTATIVE PRIOR TO BEGINNING WORK.
- THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL EXISTING UTILITIES. TAKE CARE TO PROTECT UTILITIES THAT ARE TO REMAIN. REPAIR CONTRACTOR CAUSED DAMAGE ACCORDING TO LOCAL STANDARDS AND AT THE CONTRACTOR'S EXPENSE. COORDINATE ALL CONSTRUCTION WITH THE APPROPRIATE UTILITY COMPANY.
- THE CONTRACTOR SHALL CONFORM TO ALL LOCAL CODES AND OBTAIN ALL PERMITS PRIOR TO BEGINNING WORK.
- PROVIDE A SMOOTH TRANSITION BETWEEN EXISTING PAVEMENT AND NEW PAVEMENT. FIELD ADJUSTMENT OF FINAL GRADES MAY BE NECESSARY. INSTALL ALL UTILITIES PRIOR TO INSTALLATION OF PAVEMENT.
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- ALL DAMAGE TO EXISTING ASPHALT PAVEMENT TO REMAIN, WHICH RESULTS FROM NEW CONSTRUCTION, SHALL BE REPLACED WITH LIKE MATERIALS AT CONTRACTOR'S EXPENSE.
- DIMENSIONS ARE TO THE FACE OF CURBS, EDGE OF CONCRETE, OR TO FACE OF BUILDING, AND ALL RADI ARE 4', UNLESS OTHERWISE NOTED.
- CONTRACTOR SHALL EXERCISE EXTREME CAUTION IN THE USE OF EQUIPMENT IN AND AROUND OVERHEAD ELECTRICAL WIRES AND SERVICES. IF AT ANY TIME IN THE PURSUIT OF THIS WORK, THE CONTRACTOR MUST WORK IN CLOSE PROXIMITY OF THE ABOVE NOTED WIRES, THE ELECTRICAL COMPANY SHALL BE CONTACTED PRIOR TO SUCH WORK AND THE PROPER SAFETY MEASURES TAKEN.
- SEE ARCHITECTURAL DRAWINGS FOR EXACT BUILDING DIMENSIONS.
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GENERAL NOTES:

- THE CONTRACTOR SHALL COMPLY WITH ALL PERTINENT PROVISIONS OF THE "MANUAL OF ACCIDENT PREVENTION IN CONSTRUCTION" ISSUED BY AOC OF AMERICA, INC. AND THE "SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION" ISSUED BY THE U.S. DEPARTMENT OF LABOR.
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- ALL ON-SITE PAVING MARKINGS SHALL BE 4" PAINTED, USING WHITE LINES ON ASPHALT PAVING AND YELLOW LINES ON PORTLAND CEMENT CONCRETE PAVING, UNLESS NOTED OTHERWISE. ALL PAVEMENT MARKINGS IN RIGHT-OF-WAY SHALL BE THERMOPLASTIC.
- THE ENGINEER AS REPRESENTATIVE OF THE OWNER, SHALL NOT GUARANTEE THE WORK OF ANY CONTRACTOR OR SUB-CONTRACTOR, SHALL HAVE NO AUTHORITY TO STOP WORK, SHALL NOT HAVE CHARGE OF THE WORK, SHALL NOT BE RESPONSIBLE FOR SAFETY IN, ON, OR ABOUT THE JOB SITE, OR HAVE ANY CONTROL OF THE SAFETY OR ADEQUACY OF ANY EQUIPMENT, BUILDING COMPONENT, SCAFFOLDING, SUPPORTS, FORMS OR OTHER WORK AIDS.
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- WHEEL STOPS TO BE INSTALLED 24" FROM END OF PARKING STALL TO FACE OF WHEEL STOP AND ANCHORED TO THE PAVEMENT PER MANUFACTURER'S SPECIFICATIONS.

FLOODPLAIN NOTE:

BY MEANS OF GRAPHIC PLOTTING UPON FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP, COMMUNITY PANEL 47187C0089F, DATED: 08-28-2006, IT HAS BEEN DETERMINED THAT THE PARCEL DESCRIBED HEREON LIES WITHIN UNSHADED ZONE "X". AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

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- EXCAVATION AND LANE CLOSURE PERMITS ARE REQUIRED FOR ALL WORK DONE WITHIN THE PUBLIC RIGHT OF WAY.

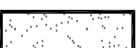
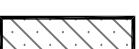

CONTRACTOR KEY NOTES:

- EXISTING CONCRETE SIDEWALK TO REMAIN
- EXISTING CONCRETE CURB TO REMAIN
- REMOVE EXISTING FENCE WHERE NECESSARY AND REPLACE WHERE BRENTWOOD HIGH SCHOOL REQUIRES
- REMOVE EXISTING CONCRETE SIDEWALK
- REMOVE EXISTING CURB
- TIE PROPOSED SIDEWALK TO EXISTING SIDEWALK
- TIE PROPOSED CURB TO EXISTING CURB
- INSTALL CURB & GUTTER (REF. C-5.1)
- INSTALL MOUNTABLE CURB (REF. C-5.1)
- INSTALL POST CURB (REF. C-5.1)
- CONCRETE SIDEWALK SECTION (TYP) (REF. C-5.1)
- HEAVY DUTY ASPHALT PAVEMENT SECTION (TYP) (REF. C-5.1)
- 4" PAINTED SSWL
- PAINTED DIRECTIONAL ARROWS (TYP) (REF. C-5.1)
- 2 FT. WIDE THERMOPLASTIC LINES @ 4' O.C.
- PARALLEL ACCESSIBLE RAMP WITH DETECTABLE WARNINGS (REF. C-5.1)
- RELOCATED TRACK / FIELD APPARATUSES
- THERMOPLASTIC DIRECTIONAL ARROW (REF. C-5.1)
- RELOCATE EXISTING LIGHT POLE
- REPLACE TRAIL LIGHT AFTER GRADING OPERATIONS ARE COMPLETE (TYP)
- END CURB WITH Z TAPER
- NEW BLACK VINYL COATED CHAIN LINK FENCE TO BE INSTALLED ALONG NEW PROPERTY LINE
- TIE NEW FENCE TO EXISTING
- DESIGN/BUILD SEGMENTAL RETAINING WALL WITH 42" TALL GUARD AT TOP OF WALL (115 L.F.)
- REPLACE EXISTING FENCE AS NEEDED AFTER GRADING OPERATIONS ARE COMPLETE
- INSTALL TWO 8' WIDE (16' TOTAL GATE WIDTH) BLACK VINYL COATED CHAIN LINK FENCE GATES TO MATCH EXISTING FENCE HEIGHT

SITE DATA:

SITE DATA	
DEVELOPMENT:	BRENTWOOD HIGH SCHOOL - ACCESS & PARKING
LOT AREA:	1,653,757 SQ. FT. (37.97 ACRES)
TAX MAP:	12
PARCEL:	43.00
ADDRESS:	5304 MURRAY LANE
CIVIL DISTRICT:	15TH
CITY:	BRENTWOOD
COUNTY:	WILLIAMSON
STATE:	TENNESSEE
ENROLLMENT & CAPACITY	
CURRENT HIGH SCHOOL ENROLLMENT:	1,425
CURRENT HIGH SCHOOL CAPACITY:	1,650
PROPOSED HIGH SCHOOL CAPACITY:	2,000
ZONING CLASSIFICATION	
EXISTING ZONING:	SI-2
PARKING SUMMARY	
PARKING SPACES PROVIDED:	1306 SPACES
ACCESSIBLE SPACES PROVIDED:	18 SPACES
APPLICANT/ENGINEER	
PERRY ENGINEERING, LLC 100 NORTH MAIN STREET, SUITE F GOODLETTSVILLE, TN 37072 PHONE: (615) 855-2220 CONTACT: MR. RANDY HARPER, PE, CPESC	
OWNER/DEVELOPER	
WILLIAMSON COUNTRY SCHOOLS FACILITIES 1320 WEST MAIN, SUITE 202 FRANKLIN, TN 37064 PHONE: (615) 472-4040 CONTACT: MR. KEVIN FORTNEY	

PAVING LEGEND:

	CONCRETE SIDEWALK SECTION FOR SCHOOL SIDEWALK
	CONCRETE SIDEWALK SECTION FOR PARK WALKING PATH
	HEAVY DUTY ASPHALT PAVEMENT SECTION

ISSUE DATE

PC SUBMITTAL	04/23/2017
PC RESUBMITTAL	04/26/2017
drawn by	PELIC
checked by	PELIC

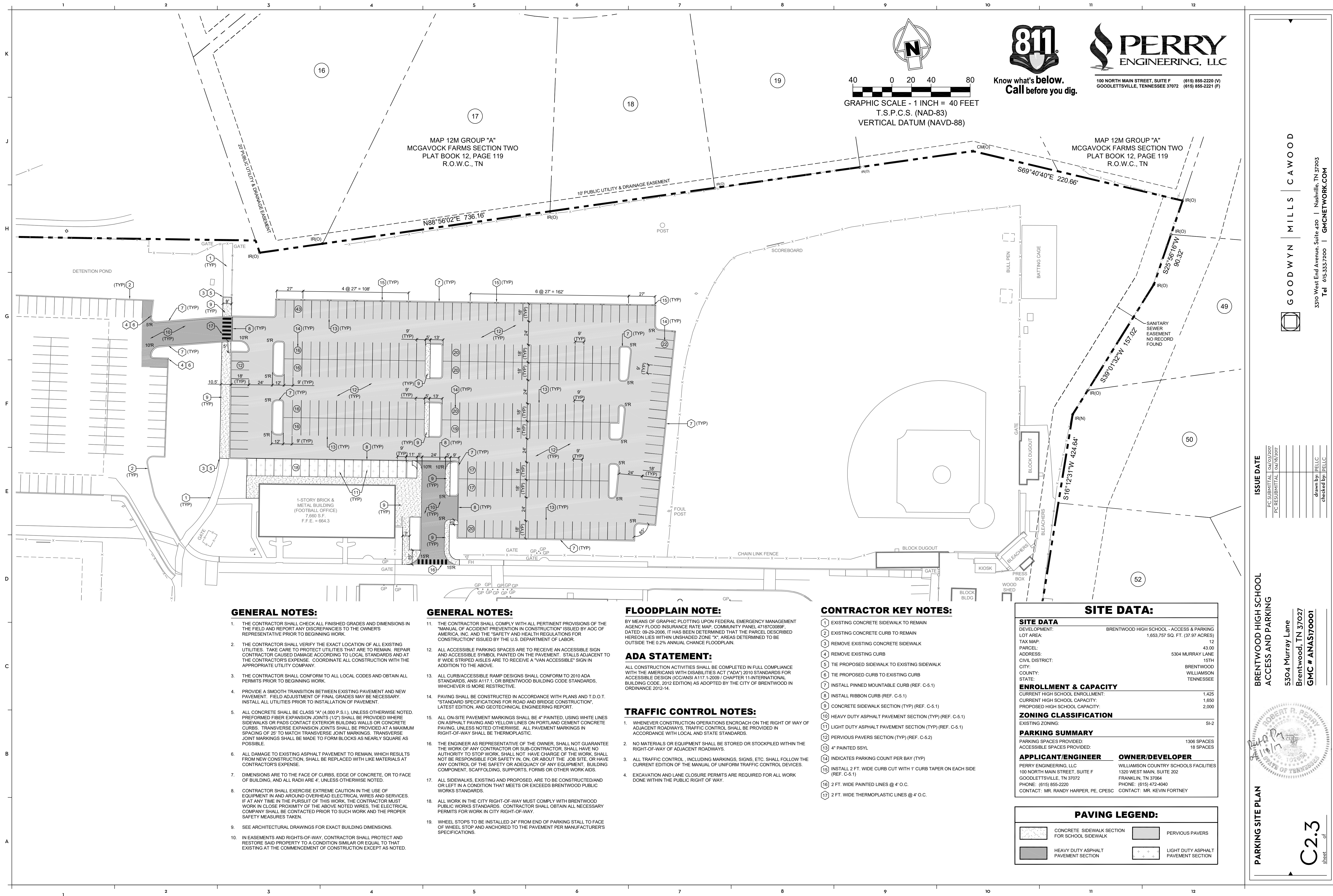
**BRENTWOOD HIGH SCHOOL
ACCESS AND PARKING**

5304 Murray Lane
Brentwood, TN 37027
GMC # ANA5170001

ACCESS SITE PLAN



C2.2
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GENERAL NOTES:

- THE CONTRACTOR SHALL CHECK ALL FINISHED GRADES AND DIMENSIONS IN THE FIELD AND REPORT ANY DISCREPANCIES TO THE OWNER'S REPRESENTATIVE PRIOR TO BEGINNING WORK.
- THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL EXISTING UTILITIES. TAKE CARE TO PROTECT UTILITIES THAT ARE TO REMAIN. REPAIR CONTRACTOR CAUSED DAMAGE ACCORDING TO LOCAL STANDARDS AND AT THE CONTRACTOR'S EXPENSE. COORDINATE ALL CONSTRUCTION WITH THE APPROPRIATE UTILITY COMPANY.
- THE CONTRACTOR SHALL CONFORM TO ALL LOCAL CODES AND OBTAIN ALL PERMITS PRIOR TO BEGINNING WORK.
- PROVIDE A SMOOTH TRANSITION BETWEEN EXISTING PAVEMENT AND NEW PAVEMENT. FIELD ADJUSTMENT OF FINAL GRADES MAY BE NECESSARY. INSTALL ALL UTILITIES PRIOR TO INSTALLATION OF PAVEMENT.
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- REMOVE EXISTING CONCRETE SIDEWALK
- REMOVE EXISTING CURB
- TIE PROPOSED SIDEWALK TO EXISTING SIDEWALK
- TIE PROPOSED CURB TO EXISTING CURB
- INSTALL PINNED MOUNTABLE CURB (REF. C-5.1)
- INSTALL RIBBON CURB (REF. C-5.1)
- CONCRETE SIDEWALK SECTION (TYP) (REF. C-5.1)
- HEAVY DUTY ASPHALT PAVEMENT SECTION (TYP) (REF. C-5.1)
- LIGHT DUTY ASPHALT PAVEMENT SECTION (TYP) (REF. C-5.1)
- PERVIOUS PAVERS SECTION (TYP) (REF. C-5.2)
- 4" PAINTED SSYL
- INDICATES PARKING COUNT PER BAY (TYP)
- INSTALL 2 FT. WIDE CURB CUT WITH 1" CURB TAPER ON EACH SIDE (REF. C-5.1)
- 2 FT. WIDE PAINTED LINES @ 4' O.C.
- 2 FT. WIDE THERMOPLASTIC LINES @ 4' O.C.

SITE DATA:

SITE DATA	
DEVELOPMENT:	BRENTWOOD HIGH SCHOOL - ACCESS & PARKING
LOT AREA:	1,653,757 SQ. FT. (37.97 ACRES)
TAX MAP:	12
PARCEL:	43.00
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PARKING SPACES PROVIDED:	1306 SPACES
ACCESSIBLE SPACES PROVIDED:	18 SPACES
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PAVING LEGEND:

	CONCRETE SIDEWALK SECTION FOR SCHOOL SIDEWALK		PERVIOUS PAVERS
	HEAVY DUTY ASPHALT PAVEMENT SECTION		LIGHT DUTY ASPHALT PAVEMENT SECTION

ISSUE DATE

PC SUBMITTAL	04/23/2017
PC RESUBMITTAL	04/19/2017
drawn by	PELIC
checked by	PELIC

BRENTWOOD HIGH SCHOOL ACCESS AND PARKING

5304 Murray Lane
Brentwood, TN 37027
GMC # ANA5170001

PARKING SITE PLAN

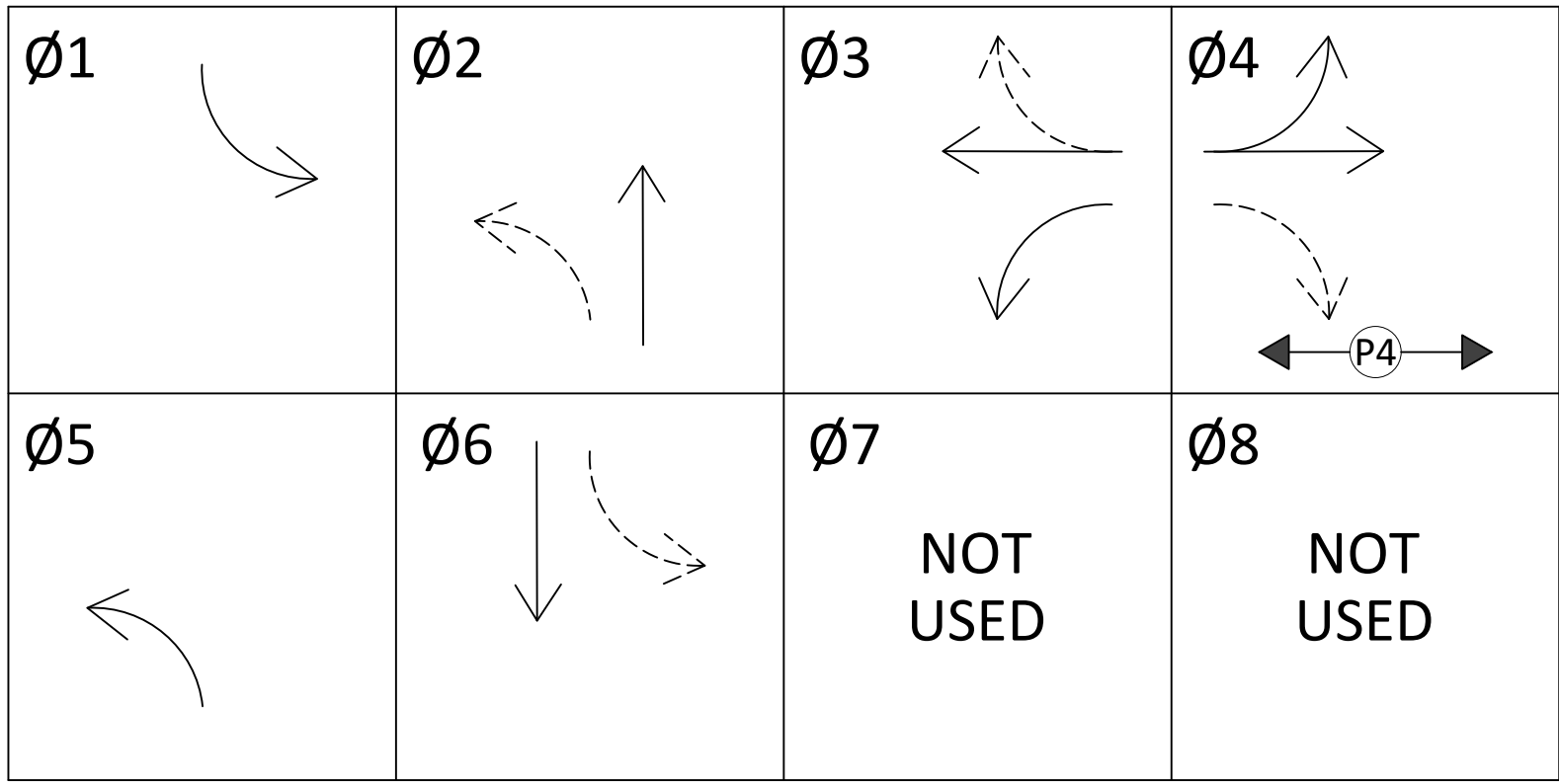
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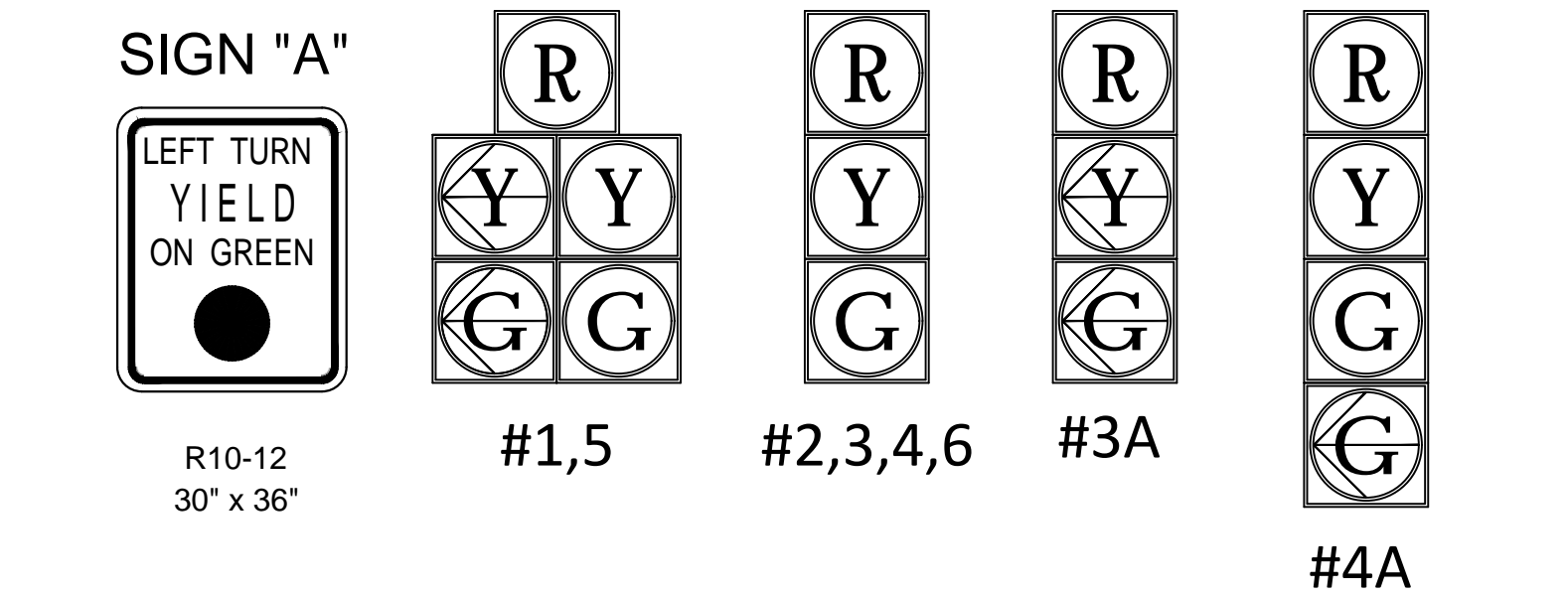
3310 West End Avenue, Suite 420 | Nashville, TN 37203
Tel 615.333.7200 | GMCNETWORK.COM



PHASING DIAGRAM

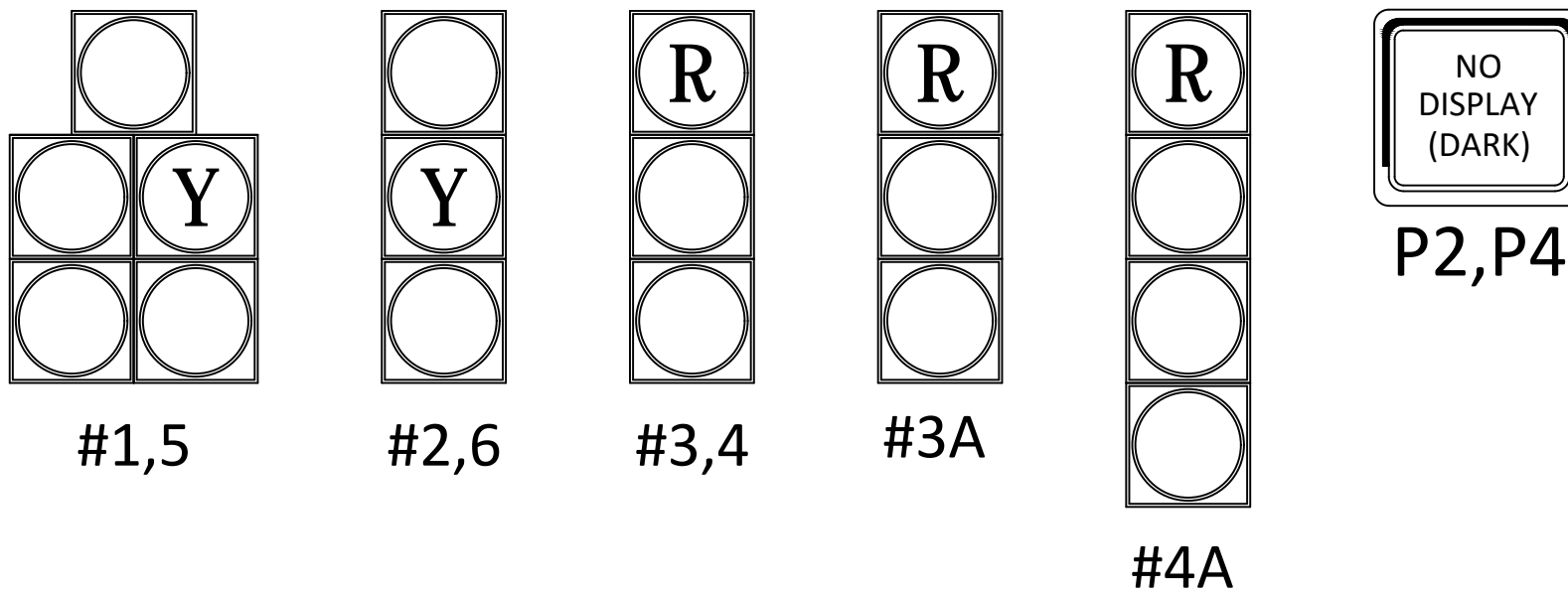


SIGNAL DISPLAY TYPES

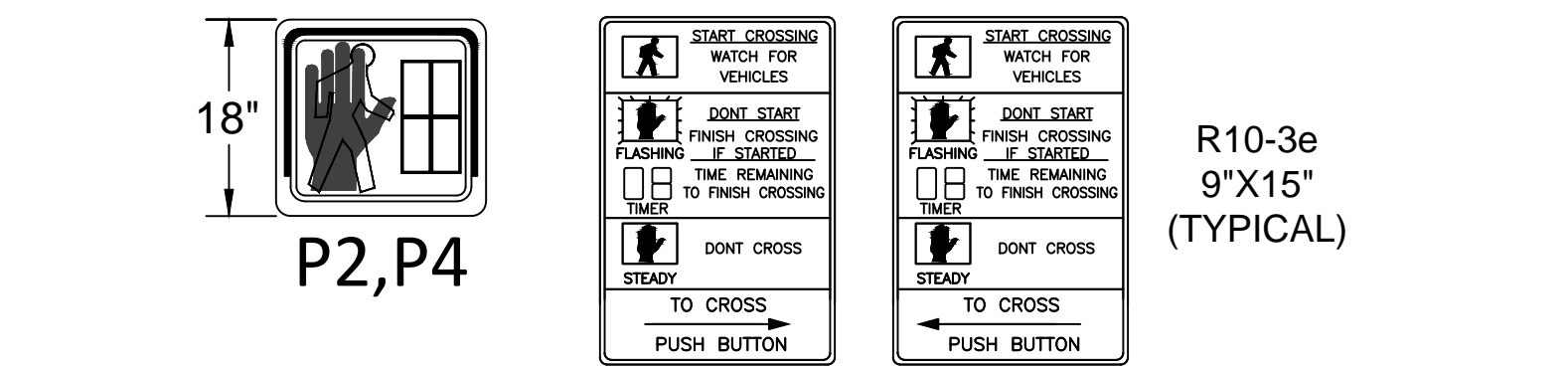


Note: All signal heads shall have black louvered backplates.

SIGNAL FLASH DISPLAY



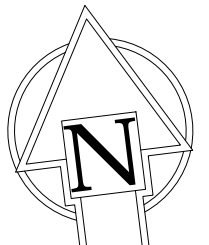
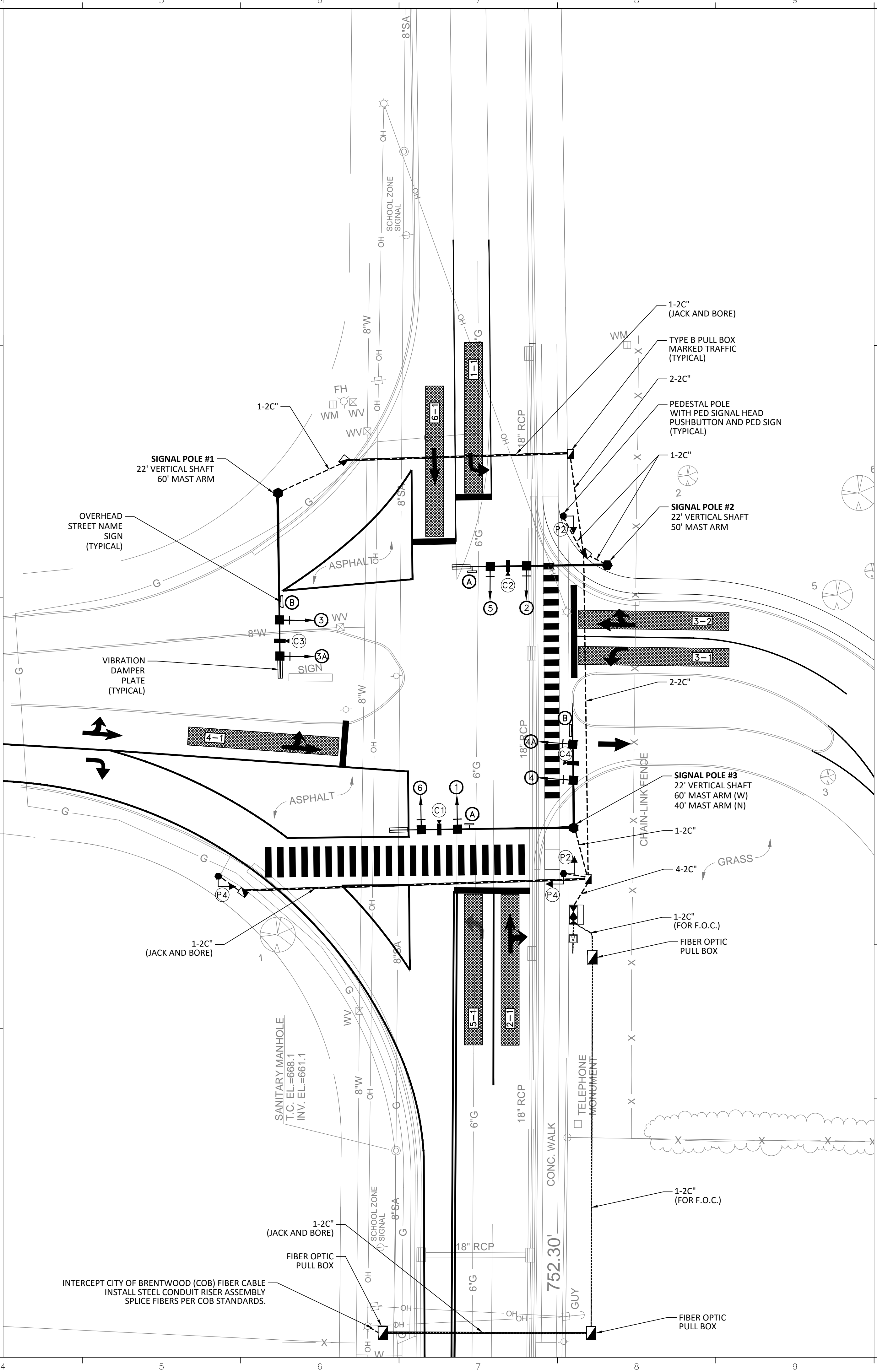
PEDESTRIAN DISPLAYS



Note: Install Ped Station (Pushbutton with integrated sign) per City of Brentwood standards.

DETECTION ASSIGNMENT CHART

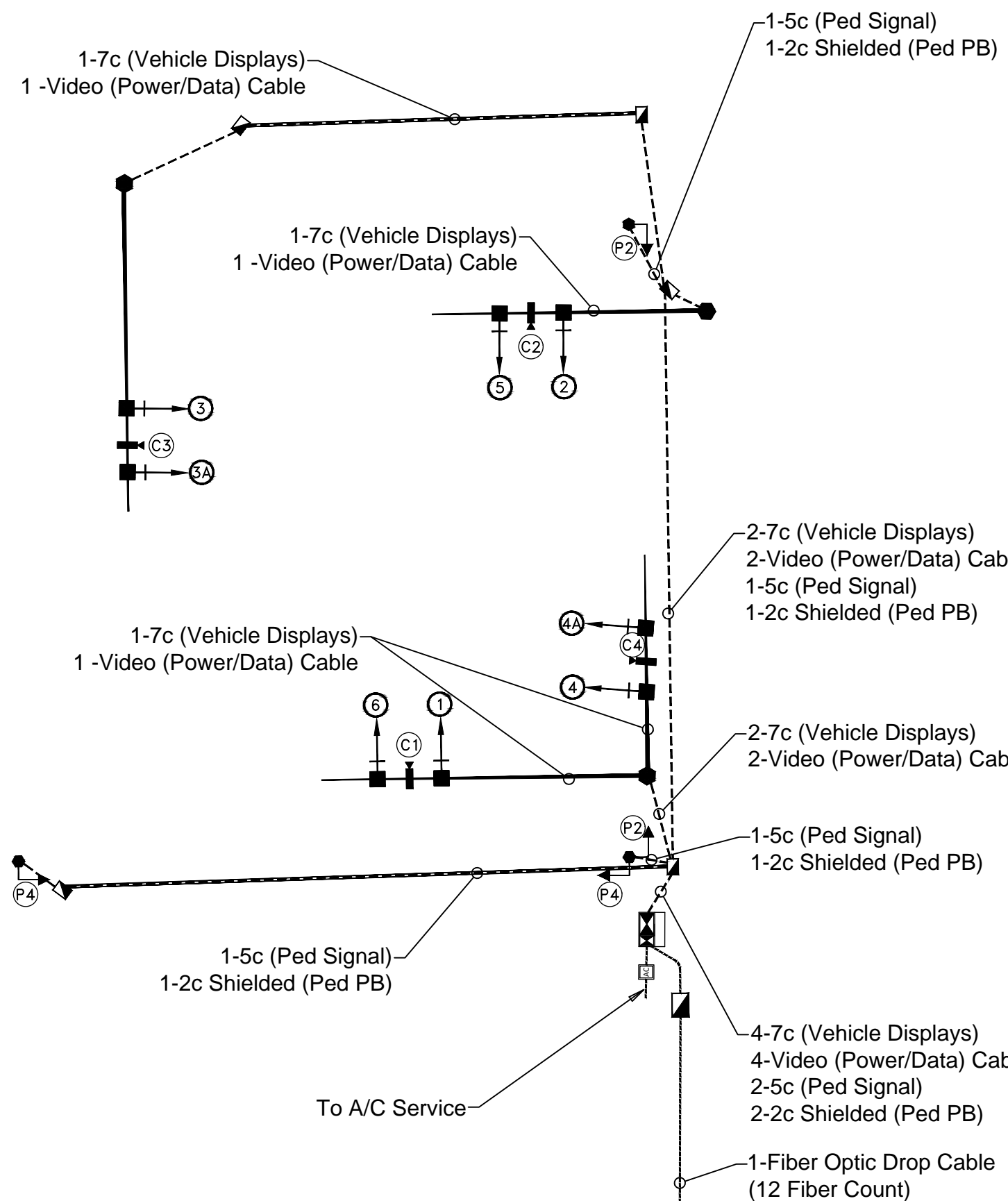
Zone	Camera	Size	Phase	Mode	Distance From Stop Line
1-1	C1	6'x50'	1	Presence	0'
2-1	C2	6'x50'	2	Presence	0'
3-1	C3	6'x50'	3	Presence	0'
4-1	4	6'x50'	4	Presence	0'
5-1	C2	6'x50'	5	Presence	0'
6-1	C1	6'x50'	6	Presence	0'



GRAPHIC SCALE - 1 INCH = 20 FEET
T.S.P.C.S. (NAD-83)
VERTICAL DATUM (NAVD-88)



SIGNAL WIRING DIAGRAM



OVERHEAD STREET NAME SIGNS

SIGN "B" GRANNY WHITE PK

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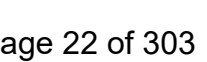
ISSUE DATE
PC 04/03/2017
SUBMITAL

BRENTWOOD HIGH SCHOOL
ACCESS AND PARKING

5304 Murray Lane
Brentwood, TN 37027
GMC # ANAS170001



TRAFFIC
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21
This Instrument Prepared By:
State of Tennessee
Office of Planning and Development
Suite 1700, James K. Polk Building
Nashville, Tennessee 37219-5181

VOL 566 PAGE 192

12-41

QUITCLAIM DEED

24
For and in consideration of the sum of Five Hundred Thousand Dollars (\$500,000.00) cash in hand paid, the receipt of which is hereby acknowledged, the State of Tennessee, acting by the Commissioner of the Department of Finance and Administration, with the approval of the Governor and the Attorney General, acting under the authority of Tennessee Code Annotated, Section 12-2-112, hereby quitclaims all its rights, title and interest unto the City of Brentwood, the following described real estate located in the County of Williamson, Tennessee, and being more particularly described as follows:

Land lying wholly within the Fifteenth Civil District of Williamson County, Tennessee and more particularly described according to a survey made by Edward L. Adams, R.L.S. #1139, dated August 22, 1985 as follows, "to-wit:

Beginning at an iron pin located in the centerline of an abandoned road, said iron pin further described as being the Southeast corner of Thomas W. Holzen as recorded in Deed Book 498, page 336, R.O.W.C. and being the Northeast corner of the herein described property; thence continuing with the centerline of said abandoned road South 55 degrees 58' 13" East 429.00 feet to an iron pin; thence South 43 degrees 09' 22" East 132.00 feet to an iron pin; thence South 36 degrees 31' 32" East 641.00 feet to an iron pin located in the north line of the Williamson County Board of Education property as recorded in Deed Book 175, page 9 R.O.W.C.; thence leaving said abandoned road and continuing with the north line of the Board of Education property South 73 degrees 03' 35" West 1503.37 feet to a railroad spike located in the centerline of Granny White Pike; thence with the same North 17 degrees 06' 41" West 1025.50 feet to a railroad spike; thence leaving said road and running generally with a fence North 71 degrees 16' 11" East 963.57 feet to the point of beginning, containing 30.86 acres, more or less.

The tract of land hereinabove described is all of the property conveyed to the State of Tennessee by deed from John Oman, Jr., et ux, of record in Deed Book 85, page 419, Register's Office of Williamson County, Tennessee, and includes all of the property heretofore conveyed by deed from E. A. Robertson, et ux, of record in Deed Book 83, page 500, Register's Office of Williamson County, Tennessee and includes all of the property heretofore conveyed to John Oman, Jr. by deed of Blanch P. Smith of record in Deed Book 83, page 499, Register's Office of Williamson County, Tennessee.

Said property is subject to the conveyance of E. A. Robertson to the Tennessee Electric Power Company of record in Deed Book 64, page 184, in the Register's Office of Williamson County, Tennessee, conveying a certain electric line and an easement for ingress and egress for maintenance of said line.

This conveyance is subject to the following condition that the City of Brentwood, Williamson County, Tennessee will not transfer or sell any interest to a third party with the exception of easements necessary for electrical, sewer or roadway in the above described property for a period of ten (10) years.

TO HAVE AND TO HOLD said real estate, together with all improvements thereon, unto the City of Brentwood, Williamson County, Tennessee forever.

IN WITNESS WHEREOF, the signature of the STATE OF TENNESSEE has been hereunto affixed by the Commissioner of Finance and Administration, with the approval of the Governor and the Attorney General, as evidenced by their signatures hereunto affixed this the 26TH day of SEPTEMBER, 1985.

STATE OF TENNESSEE

BY:

Hubert L. McCallough
Commissioner
Finance & Administration

APPROVED:

Carman A. Alexander
Governor

[Signature]
Attorney General

STATE OF TENNESSEE)
COUNTY OF DAVIDSON)

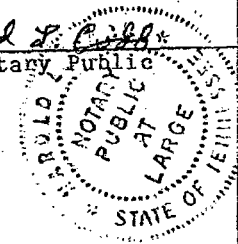
VOL 566 PAGE 194

Before me, HAROLD L. COBB, of the State and County
aforesaid, personally appeared HUBERT L. MCCULLOUGH, or proved to
me on the basis of satisfactory evidence, and who, upon oath,
acknowledged himself to be the Commissioner of Finance and
Administration, and that he as such Commissioner, being
authorized so to do, executed the foregoing instrument for the
purpose therein contained by signing the name of the State of
Tennessee by himself as Commissioner.

Harold L. Cobb
Notary Public

My Commission Expires:

4/19/87



WILLIAMSON COUNTY
STATE OF TENNESSEE
J.D. BENNETT, JR.
REGISTER OF DEEDS
1985 DEC 16 PM 3:35

Note Book 37 Page 132
Record Book 566 Page 192
State Tax _____ Fee _____ Recording 12.00
Rec. No. 42014 Total Pd. _____

RESOLUTION 2017-29

A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO AUTHORIZE FUNDING FOR IMPROVEMENTS AT BRENTWOOD HIGH SCHOOL AND BRENTWOOD MIDDLE SCHOOL, SUBJECT TO VARIOUS CONDITIONS

WHEREAS, the Williamson County Board of Education (“WCBOE”) has approved a long-term facilities plan that includes improvements to the combined Brentwood High School/Brentwood Middle School campus (said improvements being hereinafter referred to as “the BHS/BMS Improvement Project”) at an estimated cost of over \$17 million; and

WHEREAS, the BHS/BMS Improvement Project is designed to increase the capacity of Brentwood High School from 1,628 students to 2,000 students; and

WHEREAS, commencement of the BHS/BMS Improvement Project is subject to approval of appropriations for said Project by the Williamson County Commission; and

WHEREAS, a delay in the BHS/BMS Improvement Project will necessitate a school attendance rezoning plan that would send hundreds of students who currently attend school within the City of Brentwood to schools outside Brentwood; and

WHEREAS, the Board of Commissioners for the City of Brentwood (“the City”) has determined that there are community-wide benefits to allowing these students to remain at schools within the City, and accordingly desires to provide funding toward the cost of the BHS/BMS Improvement Project, subject to various conditions as set forth below.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the City will provide funding to Williamson County in the amount \$2,400,000 from the City’s Adequate Facilities Tax Fund for use toward the BHS/BMS Improvement Project, said funding to be payable in two installments, the first installment to be in the amount of \$2,000,000 and to be paid on or before June 30, 2017, and the second installment to be in the amount of \$400,000 and to be paid on or before August 31, 2017; provided, however, that such funding shall be contingent on the following events:

- A. Approval by the Williamson County Commission of funding for the BHS/BMS Improvement Project at its May 8, 2017 meeting.
- B. Approval by the WCBOE of the school attendance zoning plan commonly referred to as “Plan A”.
- C. Execution of an interlocal agreement by and between the City and the WCBOE formalizing the City’s commitment to provide the funding described herein and including the following additional terms and conditions:
 1. The City’s Parks and Recreation Department will be allowed access to and use of the turf field at Brentwood High School during non-school hours when not in use by Williamson County Schools.

2. The City's Parks and Recreation Department will be allowed access to and use of the tennis courts at Ravenwood High School during non-school hours when the courts are not in use by Williamson County Schools.
3. Ownership of the land on which the Woodland Middle School baseball and multi-purpose fields sit will be transferred to the City, provided Williamson County Schools will have priority access to said fields for school-related activities.
4. Future development of athletic facilities at the new Split Log Road middle school site will be coordinated with the City, subject to approval of an agreement between the City and WCBOE for joint development and use of those facilities.
5. WCBOE will grant a utility easement to the City on the Scales Elementary School property to allow conversion of the existing private sewer line on the school property to a public sewer line and facilitate elimination of an existing sewer pump station in the Arden Woods area.
6. WCBOE will grant a utility easement to the City in a mutually agreed upon location for extension of a water line across the Split Log Road school site.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

JILL BURGIN
MAYOR
MARK GORMAN
VICE MAYOR
KIRK BEDNAR
CITY MANAGER



COMMISSIONERS
BETSY CROSSLEY
ANNE DUNN
RHEA E. LITTLE, III
REGINA SMITHSON
KEN TRAVIS

City of Brentwood

Planning & Codes Department

PLANNING AND CODES DEPARTMENT MEMORANDUM 2017-16

TO: Honorable Mayor and City Commission Members

THROUGH: Kirk Bednar, City Manager

FROM: Jeff Dobson, Planning and Codes Director

SUBJECT: **ORDINANCE 2017-10 AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO AMEND THE ZONING ORDINANCE, SAME BEING CHAPTER 78 OF THE CODE OF ORDINANCES OF THE CITY OF BRENTWOOD, BY CHANGING THE PRESENT ZONING CLASSIFICATION FOR CERTAIN PROPERTY LOCATED ON THE EAST SIDE OF GRANNY WHITE PIKE ADJACENT TO THE NORTHERN BOUNDARY OF PROPERTY OWNED BY WILLIAMSON COUNTY SCHOOLS FROM THE SI-3 (SERVICE INSTITUTION – CULTURAL, RECREATIONAL AND GOVERNMENTAL) ZONING DISTRICT TO THE SI-2 (SERVICE INSTITUTION – EDUCATIONAL) ZONING DISTRICT, SAID PROPERTY BEING MORE SPECIFICALLY DESCRIBED IN THE PROPERTY DESCRIPTION ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE BY REFERENCE AND SHOWN ON THE MAP ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE BY REFERENCE; AND TO AMEND THE OFFICIAL ZONING MAP ACCORDINGLY**

DATE: June 7, 2017

At its June 6, 2017 regular meeting, the Planning Commission voted unanimously eight for and zero against (8-0) to forward a recommendation of approval of Ordinance 2017-10 to the Board of Commissioners.

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Ordinance 2017-13 - Amending the Zoning Ordinance Regarding the Maximum Height of Buildings in the SI-2 District

Submitted by: Jeff Dobson, Planning & Codes

Department: Planning & Codes

Information

Subject

Ordinance 2017-13 - amending Section 78-284(8) of the Municipal Code (zoning ordinance), which establishes height limitations for buildings in the SI-2 (Service Institution - Educational) zoning district.

Background

Ordinance 2017-13, if passed, will amend Section 78-284(8) of the Zoning Ordinance in regard to height limitations for buildings in the SI-2 (Service Institution - Educational) zoning district. The section currently restricts the height of buildings in the district to a maximum of two-stories or a total of three stories if a full or partial underground basement level is included. The section also limits the maximum height (excluding steeples) to 60 feet, measured from the lowest ground level of the structure to the highest point of the roof.

The change is precipitated as a result of the proposed science, technology, engineering and mathematics (STEM) building at Brentwood High School, which is included as part of the proposed Phase III expansion plans for the school. The building includes a total of three stories, all above ground and an overall height of approximately 43 feet. The site where the STEM building is proposed is relatively flat and surrounded by existing improvements, so there is little possibility that a third story could be accommodated under the existing code by excavating a full or partial basement. Please see below for additional site information related to the proposed STEM building.

The SI-2 zoning district provides for the following uses.

- Preschool, elementary, middle and high schools, colleges and universities;
- Churches, synagogues and other religious temples (including associated uses such as day care, religious education and community/youth programs), and
- Residential child care facilities (including associated support uses and buildings).

Commissioners previously discussed the possibility of amending the building height limitations only for schools in the SI-2 district at the May 4 Board of Commissioners

briefing. However, in order to avoid a conflict with the Religious Land Use and Institutionalized Persons Act (RLUIPA) staff is proposing an amendment that would treat religious uses such as churches the same as schools. There are two churches within the SI-2 zoning district – Holy Family Catholic Church on Crockett Road and Otter Creek Church of Christ on Franklin Road. All other churches in the City are located in the SI-1 zoning district. The primary reason for a church to seek SI-2 zoning instead of SI-1 would be the possibility of incorporating a school (kindergarten or above) as part of the church operation.

The proposed Zoning Ordinance amendment deletes any reference to the number of stories in the SI-2 district and leaves the height controlled by the 60 foot limit, which is the existing SI height limit. The proposed amended language is shown below. Please note that staff is not recommending a similar change to the other SI zoning districts.

DIVISION 11. SI-2 SERVICE INSTITUTION (EDUCATIONAL)

Sec. 78-284. Technical standards.

(8) Maximum permitted height of structures, ~~two stories (measured from the grade level at the front elevation of the structure) or a total of three stories if a full or partial underground basement level is included.~~ In no event shall the maximum height (excluding steeples) exceed 60 feet, measured from the lowest ground level of the structure to the highest point of the roof.

STEM BUILDING STATISTICS

Williamson County Schools (WCS) has submitted its expansion plans for the proposed STEM building, which will be located on the Brentwood High School campus. The plans have been added to the June 5, 2017 Planning Commission agenda. The site calculations are included in the following table:

<i>BRENTWOOD HIGH SCHOOL -- PHASE III</i>	
SCIENCE, TECHNOLOGY, ENGINEERING, & MATHEMATICS BUILDING -- STEM	
STEM BLDG. -- FOOTPRINT AREA	21,389 SF
STEM BLDG. -- TOTAL AREA	64,167 SF
NUMBER OF CLASSROOMS	35
PROPOSED NUMBER OF FLOORS	3
CURRENT CAPACITY -- (3/13/2017) -- BHS	1,628
CURRENT ENROLLMENT -- BHS (3/13/2017) -- BHS	1,759
ENROLLMENT PROJECTIONS 2016/2017 -- BHS	1,756
PROPOSED CAPACITY -- OVERALL	2,000

As noted above, the site plan, including the building elevations for the Brentwood High School expansion, were approved by the Planning Commission at their June 6 regular meeting. The latest version of the proposed elevations is attached.

The Planning Commission voted to recommend approval of the proposed ordinance to the Board of Commissioners at their regular meeting of June 6.

Should you have any questions or require additional information, please contact the City Manager, the City Attorney or the Planning and Codes Director.

Staff Recommendation

Staff recommends approval of Ordinance 2017-13 on second and final reading.

Previous Commission Action

The Board of Commissioners conducted the required public hearing for Ordinance 2017-13 at its regular meeting of June 13, 2017. No citizens spoke either for or against the proposed ordinance.

At its May 22 meeting, the Board of Commissioners voted unanimously seven for and zero against (7-0), passing Ordinance 2017-13 on first reading.

Fiscal Impact

Attachments

Ordinance 2017-13

Elevations -- 5-1-2017

Church Data

PC Review Memo -- Ordinance 2017-13

ORDINANCE 2017-13

AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF BRENTWOOD BE AMENDED BY REVISING SECTIONS 78-284 OF CHAPTER 78 TO AMEND THE BUILDING HEIGHT LIMITATIONS WITHIN THE SI-2 (SERVICE INSTITUTION – EDUCATIONAL) ZONING DISTRICT

WHEREAS, Article III, Division 11 of Chapter 78 of the Brentwood Municipal Code establishes requirements and restrictions pertaining to building heights within the SI-2 Service Institution – Educational zoning district; and

WHEREAS, the existing provisions of Article III, Division 11 permit a maximum of two stories or a total of three stories if a full or partial underground basement level is included, provided further that in no event shall the maximum height (excluding steeples) exceed 60 feet, measured from the lowest ground level of the structure to the highest point of the roof; and

WHEREAS, the Board of Commissioners desires to accommodate structures in the SI-2 District that have more than two stories above any basement level, provided the maximum height from ground level does not exceed 60 feet.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1: That Chapter 78, section 78-284(8) of the Code of Ordinances of the City of Brentwood shall be amended to read as follows:

- (8) Maximum permitted height of structures. In no event shall the maximum height (excluding steeples) exceed 60 feet, measured from the lowest ground level of the structure to the highest point of the roof.

SECTION 2. In case of conflict between this ordinance or any part hereof, and the whole or part of any existing ordinance of the City, the provision that establishes the higher standard shall prevail.

SECTION 3. If any section, subsection, clause, provision or portion of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, subsection, clause, provision or portion of this ordinance.

SECTION 4. That this ordinance shall take effect from and after its final passage and publication thereof, or fifteen days after its first passage, whichever occurs later, the general welfare of the City of Brentwood, Williamson County, Tennessee, requiring it.

PASSED:	1st reading	_____	PLANNING COMMISSION	_____
	2nd reading	_____	NOTICE OF PASSAGE	
			Notice published in:	_____
PUBLIC HEARING			Date of publication:	_____
Notice published in:		_____		
Date of publication:		_____		
Date of hearing:		_____	EFFECTIVE DATE	_____

MAYOR Jill Burgin

RECORDER Deborah Hedgepath

Approved as to form:

CITY ATTORNEY Roger A. Horner



SOUTH ELEVATION

0 4 8 16 32
SCALE 1/16" = 1'-0"

T.O. PARAPET
120' - 10"
3RD FLOOR
107' - 0"
2ND FLOOR
95' - 0"
1ST FLOOR
82' - 0"
BOTTOM OF RAMP
77' - 0"



EAST ELEVATION

0 4 8 16 32
SCALE 1/16" = 1'-0"



NORTH ELEVATION

0 4 8 16 32
SCALE 1/16" = 1'-0"

T.O. PARAPET
120' - 10"
3RD FLOOR
107' - 0"
2ND FLOOR
95' - 0"
1ST FLOOR
82' - 0"
BOTTOM OF RAMP
80' - 0"



WEST ELEVATION

0 4 8 16 32
SCALE 1/16" = 1'-0"

BRENTWOOD HIGH SCHOOL STEM/CLASSROOM BUILDING PROPOSED ELEVATIONS

5304 Murray Ln, Brentwood, TN 37027

MATERIAL LEGEND:

BRICK 1: SADDLE BLEND BY BOREL, MODULAR	PRECAST: TAN, BY BOREL, 6" OR 8"
BRICK 2: PEBBLE BLEND BY BOREL, MODULAR	STOREFRONT: BRONZE ANODIZED BY KAWNEER, 2"x4"
SPLIT FACE CMU: 515 TAN BY LOJAC, 8"x16"	METAL PANEL: TAN, BY ALCOA, SIZE VARIES



SUMMARY
RELIGIOUS INSTITUTIONS
CITY OF BRENTWOOD
APRIL 2010
(UPDATED MAY 5, 2017)

RELIGIOUS INSTITUTION NAME	ADDRESS	# SEATS IN SANCTUARY	BUILDING AREA (SQ. FT.)	LOT AREA (AC)	ZONING	COMMENTS
BRENTHAVEN CUMBERLAND PRESBYTERIAN	516 FRANKLIN RD.	292	28,426	8.56	SI-1	
BRENTWOOD BAPTIST CHURCH	7777 CONCORD RD.	2858	264,883	29.02	SI-1	
BRENTWOOD CHURCH OF CHRIST	208 GRANNY WHITE PK.	450	18,763	5.57	SI-1	
BRENTWOOD FIRST PRESBYTERIAN CHURCH	1301 FRANKLIN RD.			6.17	SI-1	
BRENTWOOD UMC	309 FRANKLIN RD.	1363	166,356	13.08	SI-1 & SI-1/SR	
CONCORD COMMUNITY NAZARENE	9826 CONCORD RD.	450		34.60	SI-1	
CONCORD ROAD CHURCH OF CHRIST	8221 CONCORD RD.	720	43,385	9.52	SI-1	
CONGREGATION MICAH	2001 OHB	N/A	N/A	N/A	SI-1	CEMETERY ONLY
EAST BRENTWOOD PRESBYTERIAN CHURCH	9000 CONCORD RD.	770	38,225	9.50	SI-1	
EPISCOPAL CHURCH OF THE GOOD SHEPHERD	1420 WILSON PK.	400	11,270	10.76	SI-1	
FAMILY COMMUNITY CHURCH	9495 CROCKETT RD.		2,489	1.75	SI-1	
FELLOWSHIP BIBLE CHURCH	1210 FRANKLIN RD.	2900	73,545	72.57	SI-1	
GRACE COMMUNITY	5711 GRANNY WHITE PK.	N/A	N/A	N/A	SI-1	PARKING LOT ONLY
HOLY FAMILY CATHOLIC CHURCH	9100 CROCKETT RD.	1200	43,617	23.24	SI-2	
JOHNSON CHAPEL UMC	201 HIGH LEA RD.			1.67	SI-1	
JOURNEY CHURCH	1600 WILSON PK.	275	8,190	9.85	SI-1	
LIBERTY UMC	9587 LIBERTY CHURCH RD.			0.49	SI-1	
NEW HOPE COMMUNITY CHURCH	613 WILSON PK.	550	33,565	21.45	SI-1	
OTTER CREEK CHURCH OF CHRIST	409 FRANKLIN RD.	1360	76,248	14.89	SI-2/SR	
OWENS CHAPEL CHURCH OF CHRIST	1011 FRANKLIN RD			1.64	SI-1	
REMNANT FELLOWSHIP CHURCH	1600 WILSON PK.	472	26,482	39.96	SI-1	
TOTAL		14,060	835,444	314.29		
PERCENT OF TOTAL AREA OF CITY				1.19		

JILL BURGIN
MAYOR
MARK GORMAN
VICE MAYOR
KIRK BEDNAR
CITY MANAGER




COMMISSIONERS
BETSY CROSSLEY
ANNE DUNN
RHEA E. LITTLE, III
REGINA SMITHSON
KEN TRAVIS

City of Brentwood
Planning & Codes Department

PLANNING AND CODES DEPARTMENT MEMORANDUM
2017-17

TO: Honorable Mayor and City Commission Members

THROUGH: Kirk Bednar, City Manager

FROM: Jeff Dobson, Planning and Codes Director 

SUBJECT: **ORDINANCE 2017-13 AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF BRENTWOOD BE AMENDED BY REVISING SECTION 78-284 OF CHAPTER 78 TO AMEND THE BUILDING HEIGHT LIMITATIONS WITHIN the SI-2 (SERVICE INSTITUTION – EDUCATIONAL) ZONING DISTRICT**

DATE: June 7, 2017

At its June 6, 2017 regular meeting, the Planning Commission voted unanimously eight for and zero against (8-0) to forward a recommendation of approval of Ordinance 2017-13 to the Board of Commissioners.

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Ordinance 2017-15 - Amending Brentwood Municipal Code Regarding Access to Public Records

Submitted by: Roger Horner, Legal

Department: Legal

Information

Subject

Ordinance 2017-15 - Amending Brentwood Municipal Code Regarding Access to Public Records

Background

Ordinance 2017-15, if passed, will revise existing provisions in the Brentwood Municipal Code regarding access to and inspection of public records.

Tennessee law allows all Tennessee citizens access to public records maintained by local governments. For a reasonable charge, citizens may also obtain copies of those records. Access to public records is a matter of such importance in Tennessee that the State Comptroller's office includes an Office of Open Records Counsel (OORC). The OORC provides guidance to governmental entities and citizens in regard to matters concerning public records and public meetings. While the law makes certain records confidential (such as those pertaining to pending criminal investigations or certain private information in employee personnel files) most records held by local governments are public records. In cases where an otherwise public record includes confidential information, a copy of the record with the confidential information redacted must be produced upon request.

In 2014, the City enacted Ordinance 2014-14, which established a formal policy regarding access to and inspection of public records. This policy is now codified in Section 2-2 of the Brentwood Municipal Code. In addition to adopting standards for access to City records, the City's 2014 policy establishes charges for providing copies of records. These charges are based on a "Schedule of Reasonable Charges for Copies of Public Records" adopted by the OORC.

Charges are imposed only when copies are requested, and no charge may be imposed when a citizen wishes only to inspect records on-site. When more than one hour of employee time is spent retrieving, redacting and reproducing records, the employee's hourly wage cost beyond the first hour may be charged.

Last year, the Tennessee General Assembly passed Public Chapter 722, which amends the statute on public records. Under the new law, government entities must establish a written public records policy that includes:

1. The process for making requests to inspect public records or receive copies of public records and a copy of any required request form;
2. The process for responding to requests, including redaction practices;
3. A statement of any fees charged for copies of public records and the procedures for billing

and payment; and

4. The name or title and the contact information of the individual or individuals within such governmental entity designated as the public records request coordinator.

Although the City already has a public records policy in place, the current policy does not include two of the elements listed above: a copy of any forms for requesting copies of records, or contact information for a public records request coordinator. Since forms and contact information for individuals are not usually included in the Municipal Code, staff is proposing that the existing public records policy be removed from Code Section 2-2 for the most part. Instead, a new public records policy will be adopted by resolution. Section 2-2 will make reference to the policy adopted by resolution and will also still include a schedule of charges for copies of public records. (A provision of the City's Charter requires that fees for copies of records be adopted by ordinance.) No changes are proposed to the current charges for copies.

A separate resolution to adopt a new public records policy that complies with the new requirements of Tennessee law is also scheduled for consideration at the June 26, 2017 meeting.

Please contact the City Attorney if you have any questions about this ordinance.

Staff Recommendation

Staff recommends passage of Ordinance 2017-15.

Previous Commission Action

Ordinance 2014-14, amending the Brentwood Municipal Code to establish policies regarding access to public records, passed final reading on August 11, 2014.

Ordinance 2017-15 passed unanimously on first reading at the June 13, 2017 Commission meeting.

Fiscal Impact

Attachments

Ordinance 2017-15

Code Section 2-2 with proposed changes

ORDINANCE 2017-15

AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF BRENTWOOD BE AMENDED BY REVISING SECTION 2-2 OF CHAPTER 2, ARTICLE I IN REGARD TO ACCESS TO AND INSPECTION OF PUBLIC RECORDS

WHEREAS, section 2-2 of Chapter 2, Article I of the Brentwood Municipal Code establishes provisions governing access to and inspection of the City's public records; and

WHEREAS, *Tennessee Code Annotated* § 10-7-503, as amended by Public Chapter 722 in 2016, requires Tennessee governmental entities to establish a written public records policy containing certain specified elements; and

WHEREAS, the public records policy in section 2-2 of the Brentwood Municipal Code does not include all of the elements now required under Tennessee law, specifically the contact information for a public records request coordinator and a form to be used for public record requests; and

WHEREAS, a new public records policy, including the elements required under Tennessee law, is proposed for implementation by resolution and will substantially take the place of many of the provisions of section 2-2; and

WHEREAS, the amendments to section 2-2 to be enacted under this Ordinance will remove much of the existing language; and

WHEREAS, because the City's Charter requires charges for copies of public records to be established by ordinance, language that establishes such charges will remain in section 2-2.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1: That Chapter 2, Article I, section 2-2 of the Code of Ordinances of the City of Brentwood shall be amended to read as follows:

Sec. 2-2. - Access to and inspection of public records.

(a) Personnel of the city shall provide full access and assistance in a timely and efficient manner to Tennessee citizens who request access to public records. A public records policy, to be adopted by resolution of the board of commissioners, shall govern the manner in which citizens may obtain access to the city's public records for inspection and copies of such records.

(b) No charge will be assessed to a requestor for inspecting a public record. Charges for physical copies of records will be assessed as follows:

- (1) Standard 8 ½ × 11 or 8 ½ × 14 black and white copy - \$.15 per page.
- (2) Standard 8 ½ × 11 or 8 ½ × 14 color copy - \$.50 per page.

- (3) Maps, plats and other large format documents in sizes other than 8 ½ × 11 or 8 ½ × 14 - \$2.00 per square foot.
- (4) CD-ROM and DVD copies - \$1.00 each.
- (5) Charges for copies of all other materials shall be assessed at actual costs to the city.
- (6) No charge will be imposed for documents sent by electronic mail or other electronic means, unless the time required to search, redact and provide the documents exceeds one hour, in which case labor charges will be assessed as provided herein.
- (7) The requestor shall pay any charges assessed by another entity that has possession of or is employed to reproduce the requested records.
- (8) Cost of postage or other shipping charges and packaging materials will be added if documents are mailed or shipped.
- (9) Notwithstanding the foregoing, charges will be waived if the total cost will be less than \$1.00, provided that fees associated with aggregated records requests will not be waived.

(c) In addition to other charges assessed to a requestor for copies of documents under this section, the cost of employee labor in excess of one hour for research, retrieval, redaction and duplication may be charged to the requestor. Labor charges shall be based on the employee's hourly wage. Requests requiring one hour or less of employee labor for research, retrieval, redaction and duplication will not result in an assessment of labor charges to the requestor. For a response to a request involving more than one employee, labor charges will be assessed based on the following formula:

- (1) In calculating the charge for labor, the records custodian shall determine the number of hours each employee spent responding to the request.
- (2) The records custodian shall then subtract the one hour threshold from the number of hours the highest paid employee(s) spent responding to the request.
- (3) The records custodian shall then multiply the total number of hours to be charged for the labor of each employee by that employee's hourly wage.
- (4) The records custodian shall add together the total charges for all employees involved in responding to the request. The sum will be the total amount of labor to be charged.

SECTION 2. In case of conflict between this ordinance or any part hereof, and the whole or part of any existing ordinance of the City, the provision that establishes the higher standard shall prevail.

SECTION 3. If any section, subsection, clause, provision or portion of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, subsection, clause, provision or portion of this ordinance.

SECTION 4. That this ordinance shall take effect from and after its final passage and publication thereof, or fifteen days after its first passage, whichever occurs later, the general welfare of the City of Brentwood, Williamson County, Tennessee, requiring it.

PASSED:	1st reading	_____	PLANNING COMMISSION	_____
	2nd reading	_____	NOTICE OF PASSAGE	
			Notice published in:	_____
PUBLIC HEARING			Date of publication:	_____
Notice published in:		_____		
Date of publication:		_____		
Date of hearing:		_____	EFFECTIVE DATE	_____

MAYOR Jill Burgin

RECORDER Deborah Hedgepath

Approved as to form:

CITY ATTORNEY Roger A. Horner

Sec. 2-2. - Access to and inspection of public records. (with changes proposed under Ordinance 2017-15)

- (a) Personnel of the city shall provide full access and assistance in a timely and efficient manner to Tennessee ~~residents~~ citizens who request access to public records. A public records policy, to be adopted by resolution of the board of commissioners, shall govern the manner in which citizens may obtain access to the city's public records for inspection and copies of such records. ~~All personnel shall protect the integrity and organization of public records with respect to the manner in which the records are inspected and copied. All inspections of records must be performed under the supervision of the records custodian or the records custodian's designee. All copying of public records must be performed by employees of the city, or, in the event that city personnel are unable to copy the records, by an entity or person designated by the records custodian. For purposes of this section, "records custodian" means the city recorder in regard to records for which the city recorder is granted custody of under the city's Charter. For all other records, "records custodian" means any person designated by statute or this Code to be responsible for certain types of records. Where no person is otherwise designated by statute or this Code, "records custodian" means the department head or the department head's designee for the department maintaining the records.~~
- ~~(b) Notwithstanding the foregoing, to the extent that certain records have been designated by law as confidential, such confidential records are to be withheld from persons who have not been authorized to view them. Where records that are otherwise open to the public include information that has been designated by law as confidential, such information is to be redacted before the records are inspected by members of the public who have not been authorized to view the confidential information.~~
- ~~(c) All requests for public records shall be directed to the appropriate records custodian. When requested records are not immediately available or copies cannot be produced immediately upon request, the records custodian may ask persons requesting inspection and/or copying of the records to complete a records request form to be furnished by the city. If the requesting party refuses or is unable to complete a request form, a city employee shall complete the form with the information provided by the requesting party. Persons requesting access to public records shall describe the records with specificity so that the records may be located and made available for public inspection or duplication.~~
- ~~(d) If the public records requested are fragile due to age or other conditions, or if the records custodian determines that copying of the records may cause damage to the original records, the records custodian may require the requestor to make an appointment for inspection of the records.~~
- ~~(e) When records are requested for inspection or copying, the records custodian will be allowed up to seven business days to determine whether the requested records exist and can be retrieved, whether the requested records contain any confidential information, and the estimated charge for copying based upon the number of copies and amount of time required. Within seven business days of a request for records, the records custodian shall:~~
- ~~(1) Produce the records requested;~~
 - ~~(2) Deny the records in writing, giving the basis for the denial; or,~~
 - ~~(3) Provide a written response giving the requestor an estimated time frame for production and an estimation of duplication costs.~~
- ~~(f) When notified that copies of public records are ready, the requestor may obtain the copies of records at the office of the records custodian. Alternatively, the requestor may ask to have the copies delivered via United States Postal Service or may make arrangements to have the copies delivered by another courier, provided that the requestor pays all related expenses in advance.~~
- (g) No charge will be assessed to a requestor for inspecting a public record. Charges for physical copies of records will be assessed as follows:**
- (1) Standard 8 ½ × 11 or 8 ½ × 14 black and white copy - \$.15 per page.**
 - (2) Standard 8 ½ × 11 or 8 ½ × 14 color copy - \$.50 per page.**

- (3) Maps, plats and other large format documents in sizes other than 8 ½ × 11 or 8 ½ × 14 - \$2.00 per square foot.
- (4) CD-ROM and DVD copies - \$1.00 each.
- (5) Charges for copies of all other materials shall be assessed at actual costs to the city.
- (6) No charge will be imposed for documents sent by electronic mail or other electronic means, unless the time required to search, redact and provide the documents exceeds one hour, in which case labor charges will be assessed as provided herein.
- (7) The requestor shall pay any charges assessed by another entity that has possession of or is employed to reproduce the requested records.
- (78) Cost of postage or other shipping charges and packaging materials will be added if documents are mailed or shipped.
- (89) Notwithstanding the foregoing, charges will be waived if the total cost will be less than \$1.00, provided that fees associated with aggregated records requests will not be waived.
- (hc) In addition to other charges assessed to a requestor for copies of documents under this section, the cost of employee labor in excess of one hour for research, retrieval, redaction and duplication may be charged to the requestor. Labor charges shall be based on the employee's hourly wage. Requests requiring one hour or less of employee labor for research, retrieval, redaction and duplication will not result in an assessment of labor charges to the requestor. For a response to a request involving more than one employee, labor charges will be assessed based on the following formula:
 - (1) In calculating the charge for labor, the records custodian shall determine the number of hours each employee spent responding to the request.
 - (2) The records custodian shall then subtract the one hour threshold from the number of hours the highest paid employee(s) spent responding to the request.
 - (3) The records custodian shall then multiply the total number of hours to be charged for the labor of each employee by that employee's hourly wage.
 - (4) The records custodian shall add together the total charges for all employees involved in responding to the request. The sum will be the total amount of labor to be charged.
- ~~(i) When the total number of requests made by a requestor within a 30-day period exceeds four, the requests will be aggregated, and the records custodian shall charge a fee for all labor that is reasonably necessary to produce the copies of the requested records after informing the requestor that the aggregation limit has been met. Requests for items that are routinely released and readily accessible, such as agendas for current calendar month meetings and approved minutes from meetings held in the current or previous calendar month, shall not be counted in the aggregated requests.~~
- ~~(j) The records custodian may require payment in advance of producing copies of any request. Requests for copies of records may not be broken down into multiple requests for the same information in order to qualify for free labor charges or waiver of fees.~~
- ~~(k) If the city is assessed a charge to retrieve the requested records from any other entity having possession of or reproducing the requested records, the records custodian shall assess the requestor the cost assessed to the city.~~

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Ordinance 2017-16 - An Ordinance to Amend Ordinance 2016-02, the Budget Appropriations Ordinance for the 2016-2017 Fiscal Year

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Ordinance 2017-16 - An Ordinance to Amend Ordinance 2016-02, the Budget Appropriations Ordinance for the 2016-2017 Fiscal Year

Background

Ordinance 2017-16, if approved, will amend the current FY 2016-2017 Appropriations (Budget) Ordinance to formally authorize recommended adjustments to expenditures and operating transfers for the General Fund, Adequate Facilities Fund, Drug Fund, Post Employment Fund, Equipment Replacement Fund, Capital Projects Fund, and the Insurance Fund.

A budget amendment is legally required when the total actual expenditures for a fund are expected to exceed the original total appropriation for the fund. The reasons for these amendments are typically identified by staff during the course of the fiscal year and then the amendments are formally considered by the Board at the end of the fiscal year to ensure legal compliance. Often these amendments are needed to provide current year funding for capital projects and equipment that will be initiated or purchased in the new fiscal year beginning July 1. The amendment process requires staff to identify and certify that additional revenue sources in the current fiscal year are available to fund the new expenditures.

The recommended amendments are summarized below:

General Fund (110) Additional revenues of \$5,475,000 reflect positive revenue collections in the current year over original budgeted estimates.

Proposed expenditure amendments are as follows:

1. A special FY 2017 year-end appropriation transfer of \$5,355,000 from the General Fund to the Capital Projects Fund funded through projected excess revenue collections in the current fiscal year to pay for certain proposed FY 2018 and beyond capital projects and equipment. (See attachment A for projects list.) The projects

include funding for the remainder of the upgrades and expansion of the City's radio communication system (\$700,000 – page 45 of CIP), funding for construction of Smith Park Maintenance Barn (\$150,000 – page 105 of CIP), funding for Crockett Park Trails and Playground, (\$115,000 – page 97 of CIP), funding for traffic signal upgrades (\$160,000 - page 83 CIP), funding for Crockett/Green Hill Roundabout (\$100,000 - page 65 CIP), funding for Mallory/Commerce Intersection (\$75,000 - page 69 CIP), funding for Ragsdale/Split Log Intersection (\$750,000 - page 75 CIP), funding for Sunset Phase 2 (\$300,000 - page 81 CIP), Maryland Farms Greenway, (\$300,000 - page 57 CIP), other trails and sidewalks (school connections (\$150,000 - page 57 CIP), Parks Department Maintenance/Office Facility (\$70,000 - page 25 CIP), Police Headquarters Needs Analysis (\$200,000 - page 27 CIP), Library Audio Visual Equipment for Meeting Rooms (\$80,000 - page 21 CIP) and unassigned future CIP projects (\$2,205,000 CIP).

2. A special FY 2017 year-end transfer of \$45,000 from the General Fund to the Equipment Replacement Fund for the FY 2018 purchase of a chipper machine for the Public Works Department (\$45,000 - page 19 CIP).
3. An appropriation increase of \$33,860 to the Fire and Rescue activity for incidentals and overtime paid to City of Brentwood firefighters that were deployed to East Tennessee for mutual aid emergency service operations and support for the fires in Pigeon Forge, Gatlinburg, and Flippers Bend. Funding provided by FEMA reimbursement funds (\$33,860).
4. An appropriation increase to the Public Works activity for \$60,000, to cover the cost of storm cleanup following the March 1, 2017 tornado.
5. An appropriation increase in the Codes Department activity of \$15,000 for increase in other professional services due to costs associated with temporary staffing due to a vacancy in the administrative secretary position and succession planning regarding the retirement of a part time employee.
6. An appropriation increase in the Community Relations activity of \$38,000 for accrued terminal leave payments in FY 2017 for the prior Community Relations Director.

The proposed total General Fund appropriation increase of \$5,475,000 will leave a minimum projected General Fund unassigned fund balance as of June 30, 2017 of \$32.1 million. The fund balance will exceed the stated budget policy objective of maintaining a minimum of 40% in reserves for future needs and emergencies. Please note it is likely that the final unrestricted fund balance will be higher because the exact amount will not be known until August 1, 2017 when the Hall Income Tax proceeds for FY 2017 are received from the State of Tennessee.

Adequate Facilities Fund (124)

An appropriation increase of \$2,000,000 from the Adequate Facilities Fund to fund the approved contribution to Williamson County Schools for the BHS/BMS expansion project.

Drug Fund (126)

An increase in the appropriation for this fund by \$100,000 is proposed for the initial payments related to the purchase of Records Management Software for the Police Department with funding provided through extra revenue received through drug enforcement activities. This purchase was approved at the May 22, 2017 City Commission meeting. Progress payments are expected to start in FY 2017 and finish after completion of installation in FY 2018. Funding for the expenditure will be provided through the restricted Federal Forfeited Property fund balance. (Current balance as of May 2017 is \$488,422.)

Post Employment Benefits Fund (127)

Increasing the appropriation for this fund by \$38,000 for the transfer to the General Fund for reimbursement of accrued terminal leave payments for the prior Community Relations Director in FY 2017 as referenced above.

Debt Service Fund (211)

Increasing the revenue proceeds for the Debt Service Fund by \$3,078,635 associated with the issuance of the 2016 G.O. Refunding Bonds. This represents the proceeds received that will be used to pay off the callable portions of the Series 2006 G.O. Refunding Bonds. The refunding produced estimated net present value savings of \$321,653. In a separate transaction, remaining outstanding bonds from the 2006 G.O. Series were prepaid using cash reserves in the Debt Service fund equal to \$1,546,000. The prepayment resulted in an estimated net present value savings of \$163,615.

Increasing the expenditure appropriation of the Debt Service Fund by \$4,624,635 associated with the 2016 G.O Refunding Bonds for payment to the bond trustee, underwriter discount and issuance costs (3,078,635) and the prepayment of the remaining outstanding 2006 bonds (1,546,000).

Equipment Replacement Fund (310)

Additional revenue of \$45,000 reflects the special year-end appropriation transfer from the General Fund as referenced above.

Capital Projects Fund (311)

Additional revenue of \$5,355,000 reflects the special year-end appropriation transfers from the General Fund as referenced above.

Insurance Fund (320)

Additional revenue of \$482,480 reflects stop loss (reinsurance) amounts received for payments of individual medical claims above the stop loss base amount of \$70,000 (\$341,335) and prescription drug rebates from Blue Cross (\$141,145). Note that additional stop loss payments and prescription drug rebates may be received for claims incurred prior to June 30, 2017. An increase in the appropriation of this fund by \$482,480 will cover potential medical claims that may exceed the budgeted estimate for FY 2017. The increased appropriation also includes a contingency amount for any unknown medical situations that may arise prior to June 30, 2017. Funding will be provided through the payments received from our stop loss carrier and prescription rebates as referenced above. The health insurance division of the Insurance Fund is projected to show a healthy fund balance of approximately \$1.5 million at June 30, 2017.

SUMMARY The recommended budget appropriations amendments are primarily bookkeeping in nature to meet the legal requirements for compliance with annual budget appropriations. Whenever possible, budget amendments for the current fiscal year should be carried out before the end of the fiscal year and prior to the beginning of the independent audit for FY 2017.

Should the City Commission have any questions concerning this information, please contact the Finance Director or City Treasurer.

Staff Recommendation

Staff recommends approval of this ordinance on second and final reading.

Previous Commission Action

The original Fiscal Year 2016-2017 Budget Appropriation Ordinance (Ordinance 2016-02) was approved by the City Commission on second and final reading at the June 27, 2016 meeting.

Ordinance 2017-16 passed unanimously on first reading at the June 13, 2017 Commission meeting.

Fiscal Impact

Attachments

Ordinance 2017-16

ORDINANCE 2017-16

AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO AMEND ORDINANCE 2016-02, SAME BEING THE BUDGET APPROPRIATION ORDINANCE FOR THE 2016-2017 FISCAL YEAR

BE IT ORDAINED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That Ordinance 2016-02, same being the budget appropriation ordinance for the 2016-2017 fiscal year, be and the same is hereby amended by adding (subtracting) the amounts specified herein to certain revenue and expenditure appropriations as follows:

GENERAL FUND (110)

Revenues and Other Sources:

Local Sales Tax (31610)	+\$2,450,000
Wholesale Liquor (31450)	+305,000
Business Taxes (31600)	\$455,000
Hotel Taxes (31800)	+\$365,000
State Income Taxes (33520)	+\$1,900,000
FEMA Reimbursement (33200)	+33,860
Post Employment Benefits (37805)	+38,000

Total Change in Revenues	<u>+\$5,546,860</u>
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Expenditures and Other Uses:

Transfer to Capital Projects Fund (for FY 2018 Projects)	+\$3,150,000
Transfer to Capital Projects Fund (for future unassigned projects)	+\$2,205,000
Transfer to Equipment Replacement Fund for FY 2018 Equipment	+\$45,000
Fire and Rescue Activity	+\$33,860
Public Works Activity	+\$60,000
Codes Department Activity	+\$15,000
Community Relations Department Activity	<u>+\$38,000</u>

Total Change in Expenditures	<u>+\$5,546,860</u>
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DRUG FUND (126)

Expenditures and Other Uses:

Capital Expenditures	<u>+\$100,000</u>
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Total Change in Expenditures	<u>+\$100,000</u>
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POST EMPLOYMENT BENEFITS FUND (127)

Expenditures and Other Uses:	
Transfer to General Fund	<u>+\$38,000</u>
Total Change in Expenditures	<u><u>+\$38,000</u></u>

DEBT SERVICE FUND (211)

Revenues and Other Sources:	
2007 G.O. Refunding	<u>+3,078,635</u>
Total Change in Revenues	<u><u>+3,078,635</u></u>
Expenditures and Other Uses:	
Debt Service Activity	<u>+4,624,635</u>
Total Change in Expenditures	<u><u>+\$4,624,635</u></u>

EQUIPMENT REPLACEMENT FUND (310)

Revenues and Other Sources:	
Transfer from General Fund	<u>+\$45,000</u>
Total Change in Revenues	<u><u>+\$45,000</u></u>

CAPITAL PROJECTS FUND (311)

Revenues and Other Sources:	
Transfer from General Fund	<u>+\$3,150,000</u>
Transfer from General Fund	<u><u>+\$2,205,000</u></u>
Total Change in Revenues	<u><u>+\$5,355,000</u></u>

INSURANCE FUND (320)

Revenues and Other Sources:

BCBS RX Rebate	+\$141,145
Stop Loss Payments	<u>+\$341,335</u>

Total Change in Revenues	<u>+\$482,480</u>
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Expenditures and Other Uses:

Medical Claims	+\$482,480
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Total Change in Expenditures	<u>+482,480</u>
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SECTION 2. That this ordinance shall take effect from and after its final passage, or fifteen days after its first passage, whichever occurs later, the general welfare of the City of Brentwood, Williamson County, Tennessee, requiring it.

PASSED:	1st reading	_____	PLANNING COMMISSION	_____ n/a
	2nd reading	_____	NOTICE OF PASSAGE	
			Notice published in:	_____ n/a
PUBLIC HEARING			Date of publication:	_____
Notice published in:	_____ n/a			
Date of publication:	_____			
Date of hearing:	_____	EFFECTIVE DATE	_____	

MAYOR	_____ Jill Burgin
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RECORDER	_____ Deborah Hedgepath
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Approved as to form:

CITY ATTORNEY	_____ Roger A. Horner
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June 26, 2017

Pursuant to T.C.A. Section 6-22-124(c), I hereby certify that sufficient unappropriated revenue will be available to the increased appropriations proposed under Ordinance 2017-16.

Kirk Bednar, City Manager

City of Brentwood
Special Funded - FY 18 CIP Projects
Proposed FY 2017 General Fund Transfer

	FY 2017 Year-End Transfer to Capital Projects Fund (\$5.355 million)	CAPITAL PROJECTS FUND TOTAL	FY 2017 Year-End Transfer to Equipment Repl. Fund
General Facilities			
Public Works Chipper			45,000
Parks Department Maintenance/Office Facility	70,000	70,000	
Police Headquarters Needs Analysis	200,000	200,000	
Library A/V Equipment in Meeting Rooms	80,000	80,000	
Technology			
Remainder of Regional Radio System	700,000	700,000	
Transportation			
Mallory/Commerce Way Intersection	75,000	75,000	
Crockett/Green Hill Roundabout	100,000	100,000	
Ragsdale/Split Log Intersection	750,000	750,000	
Traffic Signals/Equipment	160,000	160,000	
Sunset Phase 2 to Split Log Road	300,000	300,000	
Maryland Farms Greenway Trail	300,000	300,000	
Other Trails and Sidewalks (school connections)	150,000	150,000	
Parks			
Smith Park Maintenance Barn	150,000	150,000	
Crockett Park Trails and Playground	115,000	115,000	
Unassigned Future CIP Projects	2,205,000	2,205,000	
Totals	\$ 5,355,000	\$ 5,355,000	\$ 45,000

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-39 - Adopting Public Records Policy for the City of Brentwood

Submitted by: Roger Horner, Legal

Department: Legal

Information

Subject

Resolution 2017-39 - Adoption of new policy providing for access to public records

Background

Resolution 2017-39 adopts a new City-wide policy for providing access to the City's public records. This resolution is the second part of a two-part process initiated by Ordinance 2017-15, which amends the Brentwood Municipal Code in regard to access to public records. Under Ordinance 2017-15, most of the City's current public records policy will be removed from the Code. Instead, Section 2-2 of the Code will refer to the new policy to be adopted by this resolution. The Code will still establish a schedule of fees to be charged for copies of City records, since the City's Charter requires that those fees be established by ordinance.

The new public records policy is proposed in response to a 2016 Tennessee law requiring all government entities to establish a written public records policy that includes:

1. The process for making requests to inspect public records or receive copies of public records and a copy of any required request form;
2. The process for responding to requests, including redaction practices;
3. A statement of any fees charged for copies of public records and the procedures for billing and payment; and
4. The name or title and the contact information of the individual or individuals within such governmental entity designated as the public records request coordinator.

The City's current policy does not include two of the elements listed above: a copy of any forms for requesting copies of records, or contact information for a public records request coordinator. Since forms and contact information for individuals are not usually included in the Municipal Code, staff has proposed that the existing public records policy be removed from Code Section 2-2 for the most part and replaced with the new policy established by this resolution.

The proposed policy is based in part on a model public records policy developed by Tennessee's Office of Open Records Counsel (OORC). The OORC provides guidance to governmental entities and citizens in regard to matters concerning public records and public meetings. Staff combined parts of the City's existing policy with the OORC's model policy and developed a proposed policy that is tailored to the City.

Rather than designating a single individual as the "public records request coordinator", the City's policy would designate the City Recorder as the coordinator for records requests from persons other than media representatives, and the Community Relations Director as the coordinator for records requests from media representatives. As with the City's current policy, the new policy also provides that each City department will have a records custodian (either the department head or an employee designated by the department head.) Tennessee citizens other than media representatives would have the choice of submitting records requests to the City Recorder or directly to a department's records custodian.

In accordance with the new law, the proposed policy also includes a form that may be used to request access to City records. A request to inspect records may be made either in writing or verbally, but a request for copies of records must be submitted in writing. In lieu of the form included with the policy, a person requesting copies of writing may submit a letter or other written request that includes the same information required in the form.

The overall intent of the new policy is to provide transparency to persons who want to learn more about Brentwood's local government through its records. Many of the City's records, including meeting agendas, minutes and financial reports, are readily available on the City's website (www.brentwoodtn.gov). In situations where access through the website is not a practical option, the policy provides clear procedures for requesting records and the City's response to those requests.

Please contact the City Attorney if you have any questions about the proposed public records policy. Geoff Patterson, a Belmont University law student who is currently interning with the City, assisted with this project.

Staff Recommendation

Staff recommends adoption of the new public records policy.

Previous Commission Action

Ordinance 2017-15, amending the Brentwood Municipal Code regarding access to public records, passed first reading on June 13, 2017, and is scheduled for final reading on June 26, 2017.

Fiscal Impact

Attachments

Resolution 2017-39
Public Records Policy

RESOLUTION 2017-39

A RESOLUTION TO ADOPT A PUBLIC RECORDS POLICY

WHEREAS, all local government records in Tennessee are to be accessible by Tennessee citizens, except those records that are made confidential by law; and

WHEREAS, *Tennessee Code Annotated* § 10-7-503(g) now requires government entities to establish a written public records policy with certain specified elements; and

WHEREAS, the policy attached to this resolution as Attachment A is designed to meet the requirements of Tennessee law and is in keeping with the City's intention to provide ready access to its public records.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the Public Records Policy attached hereto as Attachment A is hereby adopted.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

CITY OF BRENTWOOD PUBLIC RECORDS POLICY

The Board of Commissioners of the City of Brentwood (the "City") hereby adopts the following Public Records Policy, pursuant to Tenn. Code Ann. § 10-7-503(g) and *Brentwood Municipal Code* § 2-2. The purpose of this Policy is to provide economical and efficient access to public records as provided under the Tennessee Public Records Act ("TPRA") in Tenn. Code Ann. § 10-7-501, et seq.

The TPRA provides that all state, county and municipal records shall be open for personal inspection at all times during business hours by any citizen of this state. Those in charge of the records shall not refuse such right of inspection to any citizen, unless otherwise provided by state law. Accordingly, the public records of the City are presumed to be open for inspection unless otherwise provided by law.

Personnel of the City shall provide access and assistance in a timely and efficient manner to Tennessee citizens requesting to view or receive copies of public records. No provisions of this Policy shall be used to hinder access to open public records. However, the integrity and organization of public records, as well as the efficient and safe operation of the City, shall be protected as provided by current law. Concerns about this Policy should be addressed to the City Recorder or to the Tennessee Office of Open Records Counsel ("OORC").

This Policy shall be posted online at the City's website, www.brentwoodtn.gov. This Policy shall be applied consistently throughout the City's departments, but may be supplemented as necessary in departments which maintain records of a sensitive or specialized nature for which additional provisions may be necessary.

I. Definitions:

- A. Records custodian: An employee lawfully responsible for the direct custody and care of a public record. The records custodian is not necessarily the original preparer or receiver of the record. The City Recorder is the records custodian in regard to records for which the City Recorder is assigned custody under the City's Charter. For all other records, if no person is otherwise designated by statute or the *Brentwood Municipal Code*, the records custodian is the department head for the department maintaining the records or the department head's designee.
- B. Public records: All documents, papers, letters, maps, books, photographs, microfilms, electronic data processing files and output, films, sound recordings, or other material, regardless of physical form or characteristics, made or received pursuant to law or ordinance or in connection with the transaction of official business by the City or any of its departments. See Tenn. Code Ann. § 10-7-503(a)(1)(A).
- C. Requestor: A person seeking access to a public record, whether it is for inspection or duplication.

II. Public Records Request Coordinator

- A. Pursuant to Tenn. Code Ann. § 10-7-503(g)(4), the City Recorder is designated as the City's Public Records Request Coordinator for records requests from persons other than media representatives. The City Recorder's address and contact information is as follows:

*City Recorder
5211 Maryland Way
P. O. Box 788
Brentwood, TN 37024-0788
(615) 371-0060*

An option to contact the City Recorder by e-mail shall be made available through the City's website (www.brentwood.gov).

- B. The City's Community Relations Director is designated as the City's Public Records Request Coordinator for records requests from media representatives. The Community Relations Director's address and contact information is as follows:

*Community Relations Director
5211 Maryland Way
P. O. Box 788
Brentwood, TN 37024-0788
(615) 371-0060*

An option to contact the Community Relations Director by e-mail shall be made available through the City's website (www.brentwood.gov).

III. Requesting Access to Public Records

- A. Public record requests from Tennessee citizens other than media representatives may be directed to the City Recorder, who shall route the request to the appropriate records custodian (if other than the City Recorder). Alternatively, these record requests may be submitted directly to the appropriate records custodian (if other than the City Recorder).
- B. Public record requests from the media should be directed to the City's Community Relations Director.
- C. Persons requesting access to or copies of public records must describe the records with specificity so that the records may be located and made available for public inspection or duplication.
- D. Requests for inspection of public records may be made orally, either by phone or in person. Requests for inspection may also be submitted in writing by mail, by e-mail or in person. When the requestor wishes only to inspect records, but the requested records are not immediately available, the City Recorder, Community Relations Director or custodian of the requested records may provide a copy of the Public Records Request Form included with this Policy. If the requestor does not wish to complete the form or is unable to do so, a City employee will complete the form with the information provided by the requesting party. The requestor must provide a mailing or email address for receiving any written communication required under the TPRA.
- E. Requests for copies, or requests for both inspection and copies, must be submitted in writing. The requestor may use the Public Records Request Form included with this Policy, or may submit a letter or other written request, provided the request includes the same information required in the Public Records Request Form. The request may be submitted by mail, by e-mail or in person.
- F. Proof of Tennessee citizenship by presentation of a valid Tennessee driver's license (or alternative acceptable form of ID) is required as a condition to inspect or receive copies of

public records; provided, however, this requirement may be waived if the City Recorder or other records custodian responding to a request knows that the requestor is a Tennessee citizen. Additionally, the Community Relations Director may waive the requirement for proof of Tennessee citizenship for media representatives.

IV. Responding to Public Records Requests

A. Initial Determination

The City Recorder, Community Relations Director or records custodian receiving a public record request shall review the request and make an initial determination of the following:

1. If the requestor provided evidence of Tennessee citizenship (unless waived in accordance with this Policy);
2. If the records requested are described with sufficient specificity to identify them; and
3. If the City is the custodian of the records.

B. Acknowledgement of Request; Response

The City Recorder, Community Relations Director or a records custodian receiving a public record request shall acknowledge receipt of the request and take any of the following appropriate actions:

1. Advise the requestor of this Policy and the elections made regarding:
 - a. Proof of Tennessee citizenship;
 - b. Form(s) required for copies;
 - c. Fees (and labor threshold and waivers, if applicable); and
 - d. Aggregation of multiple or frequent requests.
2. Deny the request in writing, if there are appropriate grounds for denial, as provided in Section IV.C.3 below.
3. If appropriate, contact the requestor to determine if the request can be narrowed.
4. Forward the records request to the appropriate records custodian in the City.
5. If requested records are in the custody of a different governmental entity, advise the requestor of the correct governmental entity and contact information for that entity if known.

C. Records Available Online

Many of the City's public records, including meeting agendas, minutes and financial reports, are available on the City's website (www.brentwoodtn.gov). If requested records are available on the City's website, the City Recorder, Community Relations Director or records custodian responding to a public record request will advise the requestor accordingly.

D. Production of Records; Denials

1. Upon receiving a public record request, the City shall, if practicable, promptly make requested public records available in accordance with Tenn. Code Ann. § 10-7-503. If the employee responding to the request needs assistance to determine if an applicable exemption applies, the employee may consult with the City Attorney or the OORC.
2. Within seven (7) business days from receipt of a public record request, the City shall advise the requestor if it is not practicable to promptly provide the requested records because additional time is necessary to:
 - a. Determine whether the requested records exist;
 - b. To search for, retrieve, or otherwise gain access to records;
 - c. To determine whether the requested records are open records;
 - d. To redact records; or
 - e. For other similar reasons.
3. If the City denies a public record request, the employee responding to the request shall deny the request in writing. Denial of a request must be based on appropriate grounds, such as one of the following:
 - a. The requestor is not, or has not presented evidence of being, a Tennessee citizen.
 - b. The request lacks specificity. (The written denial may include an offer to assist in clarification.)
 - c. An exemption makes the record not subject to disclosure under the TPRA. (Provide the exemption in the written denial.)
 - d. The City is not the custodian of the requested records.
 - e. The records do not exist.
 - f. The requestor has made two (2) or more requests to view a public record within a six-month period and, for each request, the requestor failed to view the public record within fifteen (15) business days of receiving notification of the record's availability for viewing. In such cases, the City may deny any public records request from the same requestor for a period of six (6) months from the date of the second request to view a public record unless the City determines failure to view the public record was for good cause. (See Tenn. Code Ann. § 10-7-503(a)(7)(A)(viii)(a)).
 - g. The requestor has made a request for copies of a public record and, after copies were produced, the requestor failed to pay the City the cost for producing such copies. In such cases, the City may deny any public records request from the same requestor until the requestor pays for such copies; provided that the requestor was given an estimated cost for producing the copies in accordance with Section VII.B. of this Policy and the requestor agreed

to pay the estimated cost for such copies. (See Tenn. Code Ann. § 10-7-503(a)(7)(A)(viii)(b)).

4. If a City employee responding to a public record request reasonably determines production of records should be segmented because the records request is for a large volume of records, or additional time is necessary to prepare the records for access, the employee shall notify the requestor that production of the records will be in segments and that the records will be provided as expeditiously as practicable. If appropriate, the employee should contact the requestor to discuss possibilities for narrowing the request.
5. If a City employee responding to a public record request discovers records responsive to the request were omitted, the records custodian should contact the requestor concerning the omission and produce the records as quickly as practicable.
6. The Public Records Request Response Form included with this Policy shall be used for all responses by the City to a public record request when it is not practicable to promptly provide the requested records; or in the alternative, the employee responding to the request may provide a letter or other document to the requestor that includes the same information that would be provided on the Public Records Request Response Form.

E. Confidential Records; Redaction

1. To the extent that certain records have been designated by law as confidential, such confidential records are to be withheld from persons who have not been authorized to view them.
2. If a record contains confidential information or information that is not open for public inspection but the record is otherwise open to the public, the City employee responding to the request shall prepare a redacted copy prior to providing access. If questions arise concerning redactions, the employee should coordinate with the City Attorney or other appropriate parties regarding review and redaction of records.
3. Whenever a redacted record is provided, the City employee responding to the request should provide the requestor with the basis for redaction. The basis given for redaction shall be general in nature and not disclose confidential information.

F. Protection of Records

All City personnel shall protect the integrity and organization of public records with respect to the manner in which the records are inspected and copied. If the public records requested are fragile due to age or other conditions, or if the records custodian determines that copying of the records may cause damage to the original records, the records custodian may deny a request for copies but shall offer to make an appointment for inspection of the records

V. Inspection of Records

- A. There shall be no charge for inspection of open public records.
- B. The location for inspection of records within the offices of the City should be determined by the City Recorder, Community Relations Director or the records custodian responding to the public records request.

- C. All inspections of records must be performed under the supervision of the City Recorder, Community Relations Director, the custodian of the records to be inspected or such person's designee.
- D. Under reasonable circumstances, the City employee responding to a public records request may require an appointment for inspection or may require inspection of records at an alternate location.

VI. Copies of Records

- A. The City shall promptly respond to a request for copies of public records in the most economical and efficient manner practicable.
- B. Copies will be available for pickup at a location specified by the City employee responding to the request.
- C. Alternatively, upon payment for postage or delivery costs, copies will be delivered by the United States Postal Service or other delivery service to the address provided by the requestor.
- D. All copying of public records must be performed by employees of the City, or, in the event that City personnel are unable to copy the records, by an entity or person designated by the records custodian. A requestor will not be allowed to make copies of records with personal equipment. A requestor may take photographs of public records with a personal camera or other device if the records custodian determines that the photography is unlikely to cause damage to the records.

VII. Fees and Charges and Procedures for Billing and Payment

- A. Fees and charges for copies of public records should not be used to hinder access to public records.
- B. Fees for copies are as shown on the Schedule of Fees for Copies of City Records included with this Policy. With the approval of the City Manager, fees may be waived if it is determined that such a waiver is in the best interest of the City.
- C. Unless the right to an estimate is waived by the requestor, the City shall provide requestors with an estimate of the charges prior to producing copies of records. The City may require pre-payment of such charges before producing requested records.
- D. Aggregation of Frequent and Multiple Requests
 - 1. In accordance with the Frequent and Multiple Request Policy promulgated by the OORC, the City will aggregate record requests when more than four (4) requests are received by the City within a calendar month (either from a single individual or a group of individuals deemed working in concert). The City shall charge a fee for all labor that is reasonably necessary to produce copies of the aggregated records after informing the requestor that the aggregation limit has been met. A request for copies of records may not be broken down into multiple requests in order to qualify for free labor charges or waiver of fees.
 - 2. The City Recorder is responsible for making the determination that a group of individuals is working in concert. The City Recorder or other employee responding to a record request

must inform the individuals that they have been deemed to be working in concert and that they have the right to appeal the decision to the OORC.

3. Routinely released and readily accessible records will be excluded from aggregation.

VI. Amendments to Policy

The City Manager may approve minor amendments to this Policy and the forms included with this Policy if such amendments are in keeping with the TPRA, the Brentwood Municipal Code and the intent of this Policy. All other amendments must be approved by the Board of Commissioners.

PUBLIC RECORDS REQUEST FORM

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist.

To: City of Brentwood

From: Name: _____

Address: _____

E-mail (if requestor prefers response by e-mail): _____

Is the requestor a Tennessee citizen? ☐ Yes ☐ No

Request: ☐ Inspection (The TPRA does not permit fees or require a written request for inspection only¹.)

☐ Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$_____? If so, initial here:_____.

Delivery preference: ☐ On-Site Pick-Up
☐ Electronic

☐ USPS First-Class Mail
☐ Other: _____

Records Requested:

Provide a detailed description of the record(s) requested, including: (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the person responding to the request to identify the specific records you are seeking. Additional pages may be used.

Signature of Requestor and Date Submitted

City Use:

Received by: _____ Date: _____

Proof of Tennessee citizenship verified: ☐ Yes ☐ No

¹ Note: Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

**CITY OF BRENTWOOD
PUBLIC RECORD REQUEST RESPONSE FORM**

[Date]

[Requestor's Name and Contact Information]:

In response to your records request received on [Date Request Received], our office is taking the action(s)¹ indicated below:

- ☐ The public record(s) responsive to your request will be made available for inspection at: Location: _____ Date & Time: _____
- ☐ Copies of public record(s) responsive to your request are:
- ☐ Attached;
 - ☐ Available for pickup at the following location: _____; or
 - ☐ Being delivered via:
 - ☐ USPS First-Class Mail ☐ Electronically
 - ☐ Other: _____.
- ☐ Your request is denied on the following grounds:
- ☐ Your request was not sufficiently detailed to enable identification of the specific requested record(s). You need to provide additional information to identify the requested record(s).
 - ☐ No such record(s) exists or this office does not maintain record(s) responsive to your request.
 - ☐ No proof of Tennessee citizenship was presented with your request. Your request will be reconsidered upon presentation of an adequate form of identification.
 - ☐ You are not a Tennessee citizen.
 - ☐ You have not paid the estimated copying/production fees.
 - ☐ The following state, federal or other applicable law prohibits disclosure of the requested records:

- ☐ It is not practicable for the records you requested to be made promptly available for inspection and/or copying because:
- ☐ It has not yet been determined that records responsive to your request exist; or
 - ☐ Our office is still in the process of retrieving, reviewing, and/or redacting the requested records.

The time reasonably necessary to produce the record(s) or information and/or to make a determination of a proper response to your request is: _____.

If you have any additional questions regarding your record request, please contact me.

Sincerely,

Name, Title, and Contact Information:

¹ If all requested records do not have the same response, so indicate.

City of Brentwood

Schedule of Fees for Copies of City Records

Pursuant to Section 2-2¹ of the Brentwood Municipal Code, charges for copies of records will be assessed as follows:

- (1) Standard 8 ½ x 11 or 8 ½ x 14 black and white copy - \$.15 per page.
- (2) Standard 8 ½ x 11 or 8 ½ x 14 color copy - \$.50 per page.
- (3) Maps, plats and other large format documents in sizes other than 8 ½ x 11 or 8 ½ X 14 - \$2.00 per square foot.
- (4) CD-ROM and DVD copies - \$1.00 each.
- (5) Charges for copies of all other materials will be assessed at actual costs to the city.
- (6) No charge will be imposed for documents sent by electronic mail or other electronic means, unless the time required to search, redact and provide the documents exceeds one hour, in which case labor charges will be assessed.
- (7) The requestor shall pay any charges assessed by another entity that has possession of or is employed to reproduce the requested records.
- (8) Cost of postage or other shipping charges and packaging materials will be added if documents are mailed or shipped.
- (9) Charges will be waived if the total cost will be less than \$1.00, provided that fees associated with aggregated records requests will not be waived.

In addition to other charges assessed for copies of documents, the cost of employee labor in excess of one hour for research, retrieval, redaction and duplication will be charged to the requestor. Labor charges shall be based on the employee's hourly wage. Requests requiring one hour or less of employee labor for research, retrieval, redaction and duplication will not result in an assessment of labor charges to the requestor. For a response to a request involving more than one employee, labor charges will be assessed based on the following formula:

- (1) In calculating the charge for labor, the records custodian shall determine the number of hours each employee spent responding to the request.
- (2) The records custodian shall then subtract the one hour threshold from the number of hours the highest paid employee(s) spent responding to the request.
- (3) The records custodian shall then multiply the total number of hours to be charged for the labor of each employee by that employee's hourly wage.
- (4) The records custodian shall add together the total charges for all employees involved in responding to the request. The sum will be the total amount of labor to be charged.

¹ As amended by Ordinance 2017-____, effective _____, 2017.

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-40 - Amending the FY 2017 Annual Procurement List for Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Resolution 2017-40 - Amending the FY 2017 Annual Procurement List for Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000.

Background

Prior to the end of the 2017 fiscal year, staff has reviewed the FY 2017 Annual Procurement of Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000, also known as the "Over \$10,000 List". The list has been updated to reflect actual, rather than estimated, purchases made from vendors over the course of the fiscal year. The City uses the Over \$10,000 List to expedite procurement of products and services that have been approved in the annual budget and typically fall in one of the following categories:

- Sole source service providers;
- Vendors on the approved state contract list;
- Materials/services that have been bid out or for which cost quotes are received on a periodic basis;
- Continuing service for software, equipment or other items that were approved by the Board of Commissioners in a prior year;
- Professional service vendors (engineers, surveyors, etc.);
- Lower cost supplies and materials that will be routinely purchased or secured throughout the year but are expected to cumulatively exceed \$10,000 in cost by the end of the fiscal year.

Approval of the annual list essentially authorizes in advance the purchase of basic products and services that are routine in nature and essential to the daily operations of the City. This approach enables City departments to operate in the most efficient manner possible during the year by being able to procure materials and services quickly with reduced paperwork burden. It also eliminates the need for having a costly internal purchasing department and avoids processing delays associated with most centralized

purchasing systems.

All expenditures from vendors on the list were within limits established by the annual budget for each department or fund, thus no budget amendment is required. However, the Over \$10,000 List adopted by the Board requires amendment for any actual purchases from specific vendors where actual costs for materials and services exceeded estimates provided in the beginning of the fiscal year for that vendor.

For FY 2017, there were a handful of vendors for which actual expenditures exceeded the original estimates. Examples include:

- CDW Government (Technology), where expenditures exceeded the estimate by \$1,103;
- Chrysler, Dodge, Jeep of Franklin (Police), where expenditures for maintenance and repairs for vehicles exceeded the original estimates by \$11,499;
- Emergency Vehicle Specialist (Fire), where expenditures for maintenance and repairs exceeded the original estimates by \$1,086; and
- Moody's Tire and Auto Service, where expenditures for maintenance, repairs, and tire purchases exceeded original estimates by \$14,080 due to maintaining vehicles longer.

Cintas, OCLC, and Tennessee One-Call System are nearing the original estimated amount and will likely exceed the amount by the end of the fiscal year. Also, three vendors had purchases that typically would not have been included on the list; however, the FY 2017 expenditures for these vendors exceeded expectations. Finally, included on the list is the payment to Williamson County Election Commission for election costs. This vendor will be added to the over \$10,000 list every other year.

A complete list of the applicable vendors is attached with explanations provided. Questions may be directed to City Treasurer Karen Harper.

Staff Recommendation

Staff recommends approval of the resolution amending the 2017 Annual Procurement of Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000.

Previous Commission Action

The City Commission approved the FY 2017 Over \$10,000 List on June 27, 2016 via Resolution 2016-44.

Fiscal Impact

Attachments

Resolution 2017-40
Attachment A

RESOLUTION 2017-40

**A RESOLUTION AUTHORIZING AN AMENDMENT TO THE FY 2016 ANNUAL
PROCUREMENT OF MATERIALS AND SERVICES IN AMOUNTS EQUAL TO OR
EXCEEDING \$10,000.00 FROM DESIGNATED VENDORS**

WHEREAS, expenditures of the City of Brentwood equal to or exceeding \$10,000.00 require the approval of the Board of Commissioners, pursuant to 2-209 of the Brentwood Municipal Code; and

WHEREAS, certain vendors as designated on the exhibits attached hereto have been identified as providing the most competitive quote for specified materials and/or services, or as being the single available source for certain materials and/or services, as providing professional services essential to the City of Brentwood, or as providing goods or services that are otherwise exempt from the competitive bidding process; and

WHEREAS, the City Commission approved the FY 2017 Annual Procurement of Materials and Services in Amounts Equal to or Exceeding \$10,000 From Designated Vendors on June 27, 2016, pursuant to Resolution 2016-40; and

WHEREAS, amendment of said Annual Procurement is required where purchases from particular vendors exceeded the estimates provided at the beginning of the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE,
AS FOLLOWS:**

SECTION 1. That the amendment to the FY 2017 Annual Procurement of Materials and Services in Amounts Equal to or Exceeding \$10,000.00 from Designated Vendors, as shown on Exhibit A attached hereto, is hereby approved.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

EXHIBIT A to Resolution 2017-40
FY 2017 Over \$10,000 List Amendments

Vendor	Description	Estimate	Actual	Overage	Revised Amount	Reason
CDW Government	Provides anti-virus maintenance.	12,500	13,603	(1,103)	15,000	Purchased Adobe for Agenda Quick not previously in estimated total. The cost was \$1,243.
Chrysler, Dodge, Jeep of Franklin	A convenient local provider of maintenance and repairs for Police Department vehicles throughout the year at a discounted rate.	25,000	36,499	(11,499)	40,000	Maintenance and repairs for Police vehicles exceeded original estimates due to length we are keeping the vehicles.
Dickens Supply	Provides fertilizer types and other soil treatment products for the Parks Department.	20,000	29,619	(9,619)	33,000	Purchases in FY 2017 exceeded typical spend with this vendor.
Emergency Vehicle Specialist Mid South (also G&W Diesel)	Miscellaneous purchase of Fire and Rescue Department tools and equipment such as flashlights, nozzles, turnout gear, fire hose and provides vehicle maintenance.	12,500	13,586	(1,086)	15,000	Maintenance and repairs for Fire vehicles exceeded original estimates.
Firearms & Related Equipment	Purchase firearms and related equipment from Gulf States, Kings Firearms, Prescion Delta, and Brownells.	30,000	31,422	(1,422)	33,000	Purchases in FY 2017 exceeded typical spend with this vendor.
G&C Supply Co., Inc.	Provides sign parts and post supplies for the Public Works and water and sewer facility repairs for the Water Services Department and miscellaneous fire fighting equipment for the Fire Department.	45,000	49,534	(4,534)	51,000	Purchases in FY 2017 exceeded typical spend with this vendor.
Moody's Tire and Auto Service	Supplies tires and services for Fire and Rescue and Planning & Codes Departments under State contract.	46,500	60,580	(14,080)	64,500	Maintenance, repairs, and tires for Police vehicles exceeded original estimates due to length we are keeping the vehicles.
Municipal Emergency Services Depository	Provides maintenance and replacement parts for Fire and Rescue Department's self contained breathing apparatus and turnout gear.	35,000	51,242	(16,242)	55,000	Increase due to high turnover rate in personell in FY 17; therefore there was a need to equip new firefighters with gear averaging \$5,000 per firefighter.
Reynolds Electric	Provides electrical service and repairs for the Parks Department.	15,000	16,678	(1,678)	20,000	Purchases in FY 2017 exceeded typical spend with this vendor.
Williamson County Landfill	Tipping fees for chipper service and containers for semi-annual neighborhood clean-up and Water and Sewer and Parks waste material.	20,000	29,823	(9,823)	35,000	Increase fees due to storm damage cleanup.
Vendors Nearing Estimate						
Cintas	Provides uniforms for the Parks and Public Works Departments as well as rug cleaning for Service Center.	35,000	33,558	1,442	37,000	Expect to spend approximately \$2500 more, exceeding the approved amount of \$35,000.
OCLC	Provides cataloging and metadata services for library.	27,000	20,648	6,352	28,100	Plan to go over due to one time software upgrade.
Tennessee One-Call System, Inc.	Public Works and Water Services uses this service to identify utilities before you dig.	15,000	13,501	1,499	18,000	Use of TN one-call services greater than anticipated.

Vendors to be Added

Department of Commerce & Insurance	Provided training for Fire and Rescue Department.	0	0	0	Used in excess of \$10,000 due to new hires. The cost 15,000 for three new hires was \$5,670.
Randstad North America, Inc.	Provides temporary employees to Planning and Codes.	0	0	0	18,234 Used these services due to staff vacancy and pending retirement of part-time employee.
Republic Services	Refuse pickup for Parks and Safety Center East.	0	0	0	12,500 Extra pickup for debris cleanup and additional events at Crockett Park and Smith Park.
Williamson County Election	Election expenditures.	0	0	0	41,000 Election costs. Will include on over \$10,000 every other year.

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-49 - Acceptance of Utility Easement Through Fennell Property for Development of First Farmers & Merchant Bank Property

Submitted by: Drew Muirhead, Water & Sewer

Department: Water & Sewer

Information

Subject

Resolution 2017-49 - Acceptance of offsite sewer easement through Kimberly S. Fennell Revocable Trust property to facilitate development of First Farmers & Merchant Bank at 5020 Harpeth Drive.

Background

A condition of approval imposed by the Planning Commission for the First Farmers and Merchant Bank, to be located at 5020 Harpeth Drive, includes the installation of approximately 55 linear feet of public gravity sewer located offsite.

In order for the offsite sewer to be installed, the developer, on behalf of the City, was required to obtain a utility easement from two adjacent property owners, one being the Kimberly S. Fennell Trust. This property will be crossed by the proposed sewer line to connect the existing public sewer with the new bank building. Accordingly, the developer of the bank property has negotiated the purchase of the easement from the Kimberly S. Fennell Trust.

If acceptance is authorized, the easement will become the property of the City for future maintenance of the sewer line by the Water Services Department. Upon acceptance, the easement document will be recorded at the Williamson County Register of Deeds Office.

Please direct any questions to the Water Services Department's Assistant Director.

Staff Recommendation

Staff recommends that the easement be accepted by the Board of Commissioners.

Fiscal Impact

Amount : N/A

Source of Funds:

Account Number:

Fiscal Impact:

This easement is being acquired at no cost to the City.

Attachments

Resolution 2017-49

Fennel Property Sewer Easement

Exhibit 1

Exhibit 2

RESOLUTION 2017-49

**A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE AUTHORIZING THE
MAYOR TO ACCEPT THE DEDICATION OF A UTILITY EASEMENT THROUGH
PROPERTY BELONGING TO THE KIMBERLY S. FENNEL REVOCABLE TRUST
FOR OFFSITE SEWER IMPROVEMENTS TO FACILITATE DEVELOPMENT OF THE
FIRST FARMERS AND MERCHANTS BANK PROPERTY AT 5020 HARPETH DRIVE**

WHEREAS, the approved plan for the First Farmers and Merchants Bank property at 5020 Harpeth Drive in the City of Brentwood requires the developer to install offsite sewer improvements; and

WHEREAS, in order to proceed with said offsite improvements, the developer has negotiated the acquisition of a utility easement for installation and maintenance of a sewer line on property belonging to the Kimberly S. Fennell Revocable Trust; and

WHEREAS, as the easement and sewer improvements will become part of the sewer system of the City of Brentwood, it is necessary that said easement be formally accepted by the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the Mayor is hereby authorized to accept the dedication of a utility easement through property belonging to the Kimberly S. Fennell Revocable Trust for offsite sewer improvements to facilitate development of the First Farmers and Merchants Bank property at 5020 Harpeth Drive.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

THIS INSTRUMENT PREPARED BY: *TAX MAP/PARCEL NO:* MAP 11B, GROUP A, PARCEL 7.00
CITY OF BRENTWOOD
P. O. BOX 788, BRENTWOOD, TENNESSEE 37024-0788

PERMANENT UTILITY EASEMENT

FOR AND IN CONSIDERATION of the sum of TEN DOLLARS (\$10.00), and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, **Kimberly S. Fennell, Trustee of the Kimberly S. Fennell Revocable Trust U/A/D August 7, 2008** ("Grantor") does by these presents hereby grant, transfer and convey to the City of Brentwood, Williamson County, Tennessee ("Grantee"), a municipal corporation, its successors and assigns, an easement for the purpose of installing a sewer line including the right to re-install, if necessary, and to repair and keep repaired said sewer line forever, together with necessary egress and ingress to accomplish the foregoing purposes, in, on, over, across and under the land described as follows (description provided by Cherry Land Surveying, Inc., August 24, 2016):

Being a tract of land lying in Brentwood, Williamson County, Tennessee, and being more particularly described as follows;

Commencing at an existing iron rod in the northerly right-of-way line of Harpeth Drive at a corner common with the property of First Farmers & Merchants Bank, as of record in Deed Book 6780, Page 744, at the Register's Office for Williamson County, Tennessee;

Thence leaving the northerly right-of-way line of Harpeth Drive, with the westerly right-of-way line of First Farmers & Merchants Bank, North 24 deg 10 min 39 sec East, 139.62 feet to the **POINT OF BEGINNING**;

Thence with a line through the property of Rev. Kimberly S. Fennell, Trust, as of record in Deed Book 6615, Page 591, at the Register's Office for Williamson County, Tennessee, North 41 deg 20 min 57 sec West, 24.23 feet to a point in the southeasterly property line of Callisto Properties, Inc., as of record in Deed Book 1818, Page 613, at the Register's Office for Williamson County, Tennessee;

Thence with the southeasterly property line Callisto Properties, Inc., North 61 deg 05 min 59 sec East, 4.19 feet to a point;

Thence North 62 deg 13 min 01 sec East, 11.32 feet to an existing iron rod, at a corner common with the property of Brentwood House, LLC, as of record in Deed Book 2485, Page 408, at the Register's Office for Williamson County, Tennessee;

Thence with the southerly property line of Brentwood House, LLC, South 59 deg 18 min 50 sec East, 12.64 feet to an existing iron rod, at a corner common with the property of First Farmers & Merchants Bank;

Thence with the westerly property line of First Farmers & Merchants Bank, South 24 deg 10 min 39 sec West, 20.87 feet to the **POINT OF BEGINNING**. Containing 314 square feet or 0.007 acres more or less.

Being part of the same property conveyed to Rev. Kimberly S. Fennell, Trust, as of record in Deed Book 6615, Page 591, at the Register's Office for Williamson County, Tennessee.

Grantor does further grant, transfer and convey to Grantee a temporary construction easement, for the installation of temporary erosion control structures and the operation of construction equipment and personnel on, over, across and under the land described as follows:

A 10-foot wide temporary construction easement which lies parallel to the southwesterly boundary of the aforescribed permanent utility easement.

Said temporary construction easement will be abandoned upon completion of the aforementioned sewer line and issuance of the Certificate of Occupancy by the City of Brentwood for the First Farmers and Merchant Bank for which the sewer line serves. Grantee shall restore the property to a condition similar or equal to that existing prior to construction.

A descriptive plat of said easement is attached hereto as EXHIBIT A and made a part hereof.

Grantor agrees that included with the sewer utility easement conveyed by this instrument are the following incidental rights, powers and covenants from which Grantee, its successors and assigns, shall benefit:

- (a) Grantee shall have access necessary for maintenance of the sewer line to the easement over and across the land owned by Grantor.
- (b) Grantee may keep the easement clear of any debris, trees, roots, growth or obstructions that may interfere with the utility improvements and appurtenances thereto.
- (c) Grantor shall construct or permit no excavation, well, building, structure or obstruction of any kind upon, under or across the easement without Grantee's written consent, and shall not destroy, weaken or damage the utility improvements or associated appurtenances within said easement, or interfere with the operation thereof. Grantor may locate non-permanent structures within the easement such as a dumpster or automobile where applicable. Further, Grantor shall not fence the easement area, change the grade of the easement area, remove dirt from the surface of the easement, or impound water over the easement without the written permission of Grantee.

Grantor shall have the right to fully use and enjoy the surface of the easement area, except as prohibited above, provided further that any such use and enjoyment shall not hinder, conflict with or interfere with the exercise of the Grantee's rights hereunder.

The conveyance of the property rights described herein is in lieu of any condemnation proceedings which would otherwise be undertaken by Grantee.

TO HAVE AND TO HOLD the above described easements to the City of Brentwood, Williamson County, Tennessee, its successors and assigns, forever. Grantor covenants that it is lawfully seized and possessed of the real estate upon which said easements lie, and has a good and lawful right to convey said easements. Grantor does further covenant and bind itself, its successors and assigns to warrant and forever defend the title to said easements to Grantee, its successors and assigns, against the lawful claims of all persons whatsoever.

IN WITNESS WHEREOF, Grantor has executed this instrument on this the 14 day of June, 2017.

GRANTOR:

Kimberly S. Fennell Revocable Trust U/A/D August 7, 2008

By:


Kimberly S. Fennell, Trustee

Accepted on behalf of City of Brentwood:

Mayor

Pursuant to Resolution 2017-__

ATTEST:

Deborah Hedgepath, City Recorder

STATE OF TENNESSEE
COUNTY OF Davidson

Personally appeared before me, R.L. Moore, Notary Public of said County and State, **Kimberly S. Fennell**, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged himself/herself to be Trustee of the **Kimberly S. Fennell Revocable Trust U/A/D August 7, 2008**, the within named bargainor, a trust, and that she as such — Trustee, executed the foregoing instrument for the purposes therein contained, by signing the name of the trust by herself as Trustee.

Witness my hand and official seal at Brentwood, Tennessee, this 14 day of June, 2017.

[Signature]
NOTARY PUBLIC

My commission expires: March 3, 2020.

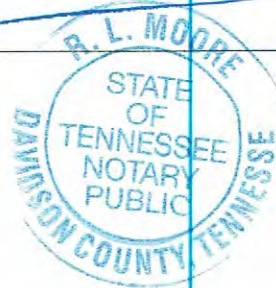


EXHIBIT A

*Descriptions prepared by:
Cherry Land Surveying, Inc.
August 24, 2016*

TAX MAP 11B, GROUP D, PARCEL 13

CALLISTO PROPERTIES, INC.
DEED BOOK 1818, PAGE 613
R.O.W.C., TN

TAX MAP 11B,
GROUP A, PARCEL 2
BRENTWOOD HOUSE, LLC
DEED BOOK 2485, PAGE 408
R.O.W.C., TN

TAX MAP 11B, GROUP A, PARCEL 7
REV. KIMBERLY S. FENNEL, TRUST
DEED BOOK 6615, PAGE 591
R.O.W.C., TN

20' SEWER EASEMENT
314 Sq. Ft. (0.007 Ac. ±)

10' TEMPORARY
CONSTRUCTION EASEMENT
276 Sq. Ft. (0.006 Ac. ±)

LINE TABLE

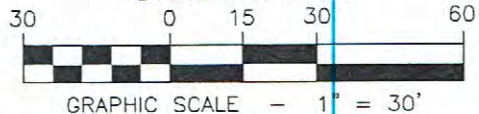
Line	Length	Bearings
L1	24.23'	N41°20'57"W
L2	4.19'	N61°05'59"E
L3	11.32'	N62°13'01"E
L4	12.64'	S59°18'50"E
L5	20.87'	S24°10'39"W

TAX MAP 11B, GROUP A, PARCEL 5
FIRST FARMERS & MERCHANTS BANK
DEED BOOK 6780, PAGE 744
R.O.W.C., TN

HARPETH
DRIVE



STATE PLANE COORDINATE
SYSTEM NAD-83



MAP SHOWING
DEDICATION OF SEWER EASEMENT

TO THE CITY OF BRENTWOOD
WILLIAMSON COUNTY, TENNESSEE
FROM

Rev. Kimberly S. Fennell, Trust

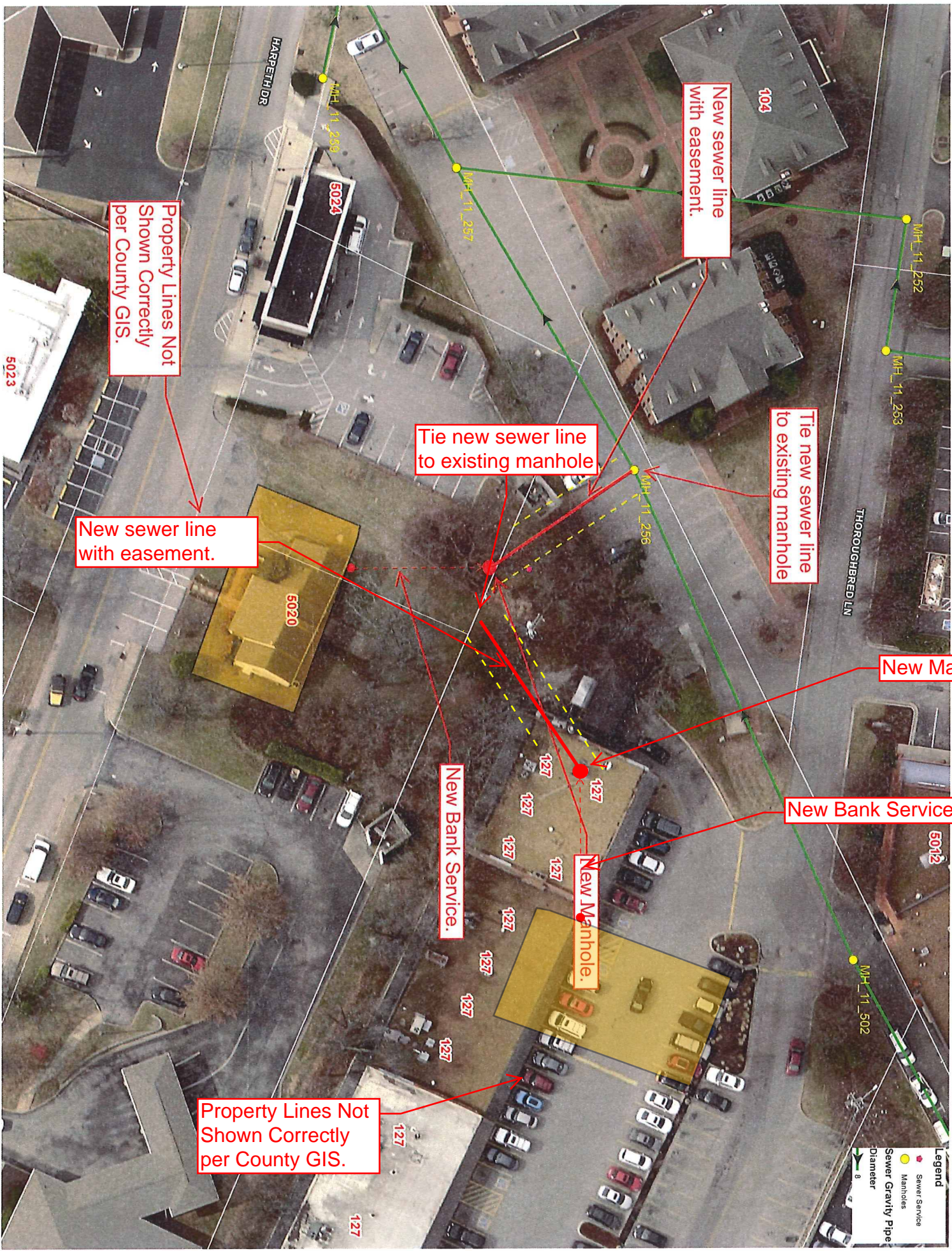
ADDRESS: 5024 Harpeth Drive

Tax Map 11B, Group "A", Parcel 7

EXHIBIT



C4.0



New sewer line with easement.

Property Lines Not Shown Correctly per County GIS.

Tie new sewer line to existing manhole

Tie new sewer line to existing manhole

New sewer line with easement.

New Manhole

New Bank Service.

New Bank Service.

New Manhole.

Property Lines Not Shown Correctly per County GIS.

Legend

- Sewer Service
- Manholes
- Sewer Gravity Pipe Diameter 8

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-50 - Acceptance of Utility Easement Through Callisto Property for Development of First Farmers & Merchants Bank Property

Submitted by: Drew Muirhead, Water & Sewer

Department: Water & Sewer

Information

Subject

Resolution 2017-50 - Acceptance of offsite sewer easement through Callisto Properties, Inc. property to facilitate development of First Farmers & Merchant Bank at 5020 Harpeth Drive.

Background

A condition of approval imposed by the Planning Commission for the First Farmers and Merchant Bank, to be located at 5020 Harpeth Drive, includes the installation of approximately 55 linear feet of public gravity sewer located offsite.

In order for the offsite sewer to be installed, the owner, on behalf of the City, was required to obtain a utility easement from two adjacent property owners, one being Callisto Properties, Inc. This property will be crossed by the proposed sewer line to connect the existing sewer with the new bank building. Accordingly, the developer of the bank property has negotiated the purchase of the easement from Callisto Properties, Inc.

If acceptance is authorized, the easement will become the property of the City for future maintenance of the sewer line by the Water Services Department. Upon acceptance, the easement document will be recorded at the Williamson County Register of Deeds Office.

Please direct any questions to the Water Services Department's Assistant Director.

Staff Recommendation

Staff recommends that the easement be accepted by the Board of Commissioners.

Fiscal Impact

Amount : N/A

Source of Funds:

Account Number:

Fiscal Impact:

This easement is being acquired at no cost to the City.

Attachments

Resolution 2017-50

Callisto Property Sewer Easement

Exhibit 1

Exhibit 2

RESOLUTION 2017-50

**A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE AUTHORIZING THE
MAYOR TO ACCEPT THE DEDICATION OF A UTILITY EASEMENT THROUGH
PROPERTY BELONGING TO THE CALLISTO PROPERTIES, INC.
FOR OFFSITE SEWER IMPROVEMENTS TO FACILITATE DEVELOPMENT
OF THE FIRST FARMERS AND MERCHANTS BANK PROPERTY AT
5020 HARPETH DRIVE**

WHEREAS, the approved plan for the First Farmers and Merchants Bank property at 5020 Harpeth Drive in the City of Brentwood requires the developer to install offsite sewer improvements; and

WHEREAS, in order to proceed with said offsite improvements, the developer has negotiated the acquisition of a utility easement for installation and maintenance of a sewer line on property belonging to Callisto Properties, Inc.; and

WHEREAS, as the easement and sewer improvements will become part of the sewer system of the City of Brentwood, it is necessary that said easement be formally accepted by the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the Mayor is hereby authorized to accept the dedication of a utility easement through property belonging to Callisto Properties, Inc. for offsite sewer improvements to facilitate development of the First Farmers and Merchants Bank property at 5020 Harpeth Drive.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

THIS INSTRUMENT PREPARED BY: *TAX MAP/PARCEL NO:* MAP 11B, GROUP D, PARCEL 13.00
CITY OF BRENTWOOD
P. O. BOX 788, BRENTWOOD, TENNESSEE 37024-0788

PERMANENT UTILITY EASEMENT

FOR AND IN CONSIDERATION of the sum of TEN DOLLARS (\$10.00), and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, **Callisto Properties, Inc.** ("Grantor") does by these presents hereby grant, transfer and convey to the City of Brentwood, Williamson County, Tennessee ("Grantee"), a municipal corporation, its successors and assigns, an easement for the purpose of installing a sewer line including the right to re-install, if necessary, and to repair and keep repaired said sewer line forever, together with necessary egress and ingress to accomplish the foregoing purposes, in, on, over, across and under the land described as follows:

Being a tract of land lying in Brentwood, Williamson County, Tennessee, and being more particularly described as follows;

Commencing at an existing iron rod in the northerly right-of-way line of Harpeth Drive at a corner common with the property of First Farmers & Merchants Bank, as of record in Deed Book 6780, Page 744, at the Register's Office for Williamson County, Tennessee and Rev. Kimberly S. Fennell, Trust, as of record in Deed Book 6615, Page 591, at the Register's Office for Williamson County, Tennessee;

Thence leaving the northerly right-of-way line of Harpeth Drive, with the common property line of First Farmers & Merchants Bank and Rev. Kimberly S. Fennell, Trust, North 24 deg 10 min 39 sec East, 160.49 feet to an existing iron rod, at a point in the southerly property line of Brentwood House, LLC, as of record in Deed Book 2485, Page 408, at the Register's Office for Williamson County, Tennessee;

Thence with the southerly property line of Brentwood House, LLC, North 59 deg 18 min 50 sec West, 12.64 feet to an existing iron rod at a corner common with the property of Rev. Kimberly S. Fennell, Trust and the POINT OF BEGINNING;

Thence with the northwesterly property line of Rev. Kimberly S. Fennell, Trust, South 62 deg 13 min 01 sec West, 11.32 feet to a point;

Thence South 61 deg 05 min 59 sec West, 4.19 feet to a point;

Thence with a line through the property of Callisto Properties, Inc., as of record in Deed Book 1818, Page 613, at the Register's Office for Williamson County, Tennessee for the following four calls;

- 1) North 41 deg 20 min 57 sec West, 22.52 feet to a point
- 2) North 59 deg 53 min 41 sec East, 7.73 feet to a point;
- 3) North 65 deg 19 min 54 sec East, 12.96 feet to a point;

4) South 41 deg 20 min 57 sec East, 22.03 feet to a point in the northwesterly property line of Brentwood House, LLC;

Thence with the northwesterly property line of Brentwood House, LLC, South 62 deg 13 min 01 sec West, 5.05 feet to the POINT OF BEGINNING. Containing 450 square feet or 0.010 acres more or less.

Being part of the same property conveyed to Callisto Properties, Inc., as of record in Deed Book 1818, Page 613, at the Register's Office for Williamson County, Tennessee.

Grantor does further grant, transfer and convey to Grantee a temporary construction easement, for the installation of temporary erosion control structures and the operation of construction equipment and personnel on, over, across and under the land described as follows:

A 10-foot wide temporary construction easement which lies parallel to the southwesterly and northeasterly boundaries of the aforescribed permanent utility easement.

Said temporary construction easement will be abandoned upon completion of the aforementioned sewer line. Grantee shall restore the property to a condition similar or equal to that existing prior to construction.

If Grantee fails to restore and repair such portions of the property within a commercially reasonable time, Grantor shall have the right to provide notice to Grantee and, if Grantee does not restore and repair such portions of the property within ten (10) business days thereafter, Grantor shall have the right to perform such work at Grantee's expense. In such case Grantee shall promptly reimburse Grantor for the commercially reasonable costs incurred in completing such work.

Grantee shall complete any construction work related to this agreement as quickly as reasonably possible and, in exercising Grantee's rights under this agreement, shall use reasonable efforts to minimize interference with the operation of Grantor's property.

A descriptive plat of said easement is attached hereto as EXHIBIT A and made a part hereof.

Grantor agrees that included with the sewer utility easement conveyed by this instrument are the following incidental rights, powers and covenants from which Grantee, its successors and assigns, shall benefit:

- (a) Grantee shall have ingress and egress to the easement over and across the land owned by Grantor.
- (b) Grantee may keep the easement clear of any debris, trees, roots, growth or obstructions that may interfere with the utility improvements and appurtenances thereto.
- (c) Grantor shall construct or permit no excavation, well, building, structure or obstruction of any kind upon, under or across the easement without Grantee's written consent, and shall not destroy, weaken or damage the utility improvements or associated appurtenances within said easement, or interfere with the operation thereof. Further, Grantor shall not fence the easement area, change the grade of the easement area, remove dirt from the surface of the easement, or impound water over the easement without the written permission of Grantee.

Grantor shall have the right to fully use and enjoy the surface of the easement area, except as prohibited above, provided further that any such use and enjoyment shall not hinder, conflict with or interfere with the exercise of the Grantee's rights hereunder.

The conveyance of the property rights described herein is in lieu of any condemnation proceedings which would otherwise be undertaken by Grantee.

TO HAVE AND TO HOLD the above described easements to the City of Brentwood, Williamson County, Tennessee, its successors and assigns, forever. Grantor covenants that it is lawfully seized and possessed of the real estate upon which said easements lie, and has a good and lawful right to convey said easements. Grantor does further covenant and bind itself, its successors and assigns to warrant and forever defend the title to said easements to Grantee, its successors and assigns, against the lawful claims of all persons whatsoever.

IN WITNESS WHEREOF, Grantor has executed this instrument on this the 31st day of May, 2017.

GRANTOR:
Callisto Properties, Inc.

By: 

Title: Thomas N. Keenan, Secretary

Accepted on behalf of City of Brentwood:

Mayor
Pursuant to Resolution 2017-__

ATTEST:

Deborah Hedgepath, City Recorder

STATE OF TENNESSEE
COUNTY OF Davidson

Personally appeared before me, Kellie Highfill, Notary Public of said County and State, Thomas Keenan, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged himself/herself to be Secretary of Callisto Properties, Inc. the within named bargainor, a corporation, and that he/she as such Secretary, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by him/herself as Secretary

Witness my hand and official seal at Brentwood, Tennessee, this 31st day of May, 2017.



Kellie Highfill
NOTARY PUBLIC

My commission expires: 9/11/17

EXHIBIT A

*Descriptions prepared by:
Cherry Land Surveying, Inc.
August 24, 2016*

TAX MAP 11B, GROUP D, PARCEL 13

CALLISTO PROPERTIES, INC.
DEED BOOK 1818, PAGE 613
R.O.W.C., TN

10' TEMPORARY
CONSTRUCTION EASEMENT
217 Sq. Ft. (0.005 Ac. ±)

TAX MAP 11B,
GROUP A, PARCEL 2
BRENTWOOD HOUSE, LLC
DEED BOOK 2485, PAGE 408
R.O.W.C., TN

10' TEMPORARY
CONSTRUCTION EASEMENT
224 Sq. Ft. (0.005 Ac. ±)

20' SEWER EASEMENT
450 Sq. Ft. (0.010 Ac. ±)

TAX MAP 11B, GROUP A, PARCEL 7
REV. KIMBERLY S. FENNELL, TRUST
DEED BOOK 6615, PAGE 591
R.O.W.C., TN

TAX MAP 11B, GROUP A, PARCEL 5
FIRST FARMERS & MERCHANTS BANK
DEED BOOK 6780, PAGE 744
R.O.W.C., TN

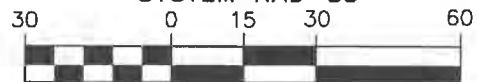
LINE TABLE

Line	Length	Bearings
L1	11.32'	S62°13'01"W
L2	4.19'	S61°05'59"W
L3	22.52'	N41°20'57"W
L4	7.73'	N59°53'41"E
L5	12.96'	N65°19'54"E
L6	22.03'	S41°20'57"E
L7	5.05'	S62°13'01"W

HARPETH
DRIVE



STATE PLANE COORDINATE
SYSTEM NAD-83



MAP SHOWING
DEDICATION OF SEWER EASEMENT
TO THE CITY OF BRENTWOOD
WILLIAMSON COUNTY, TENNESSEE
FROM

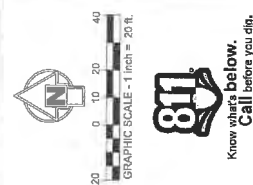
Callistro Properties, Inc.

ADDRESS: 104 East Park Drive

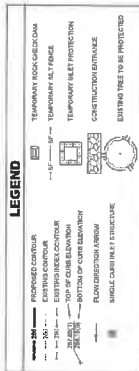
Tax Map 11B, Group "D", Parcel 13

EXHIBIT



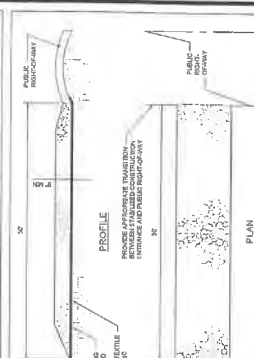
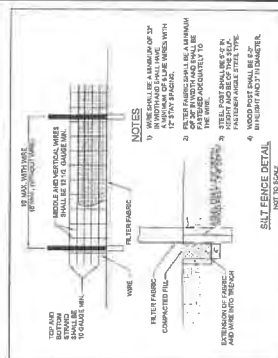


Know what's below.
Call before you dig.



GRADING, DRAINAGE, AND

- [illegible]



CONSTRUCTION SPECIFICATIONS

- [illegible]

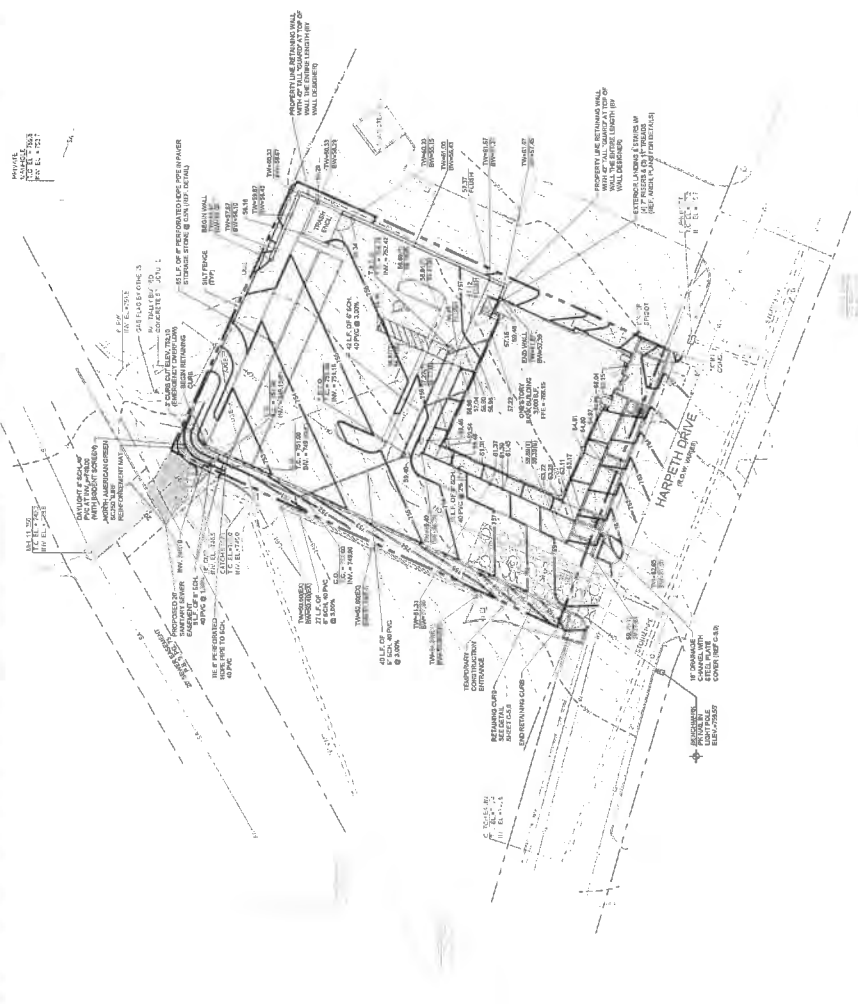
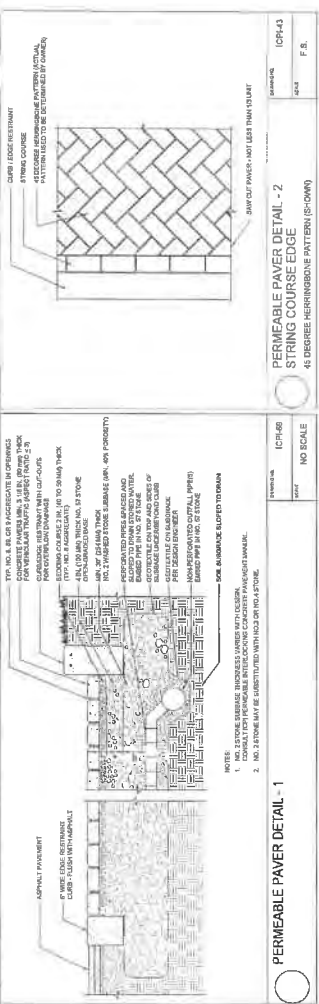
STABILIZED CONSTRUCTION ENTRANCE



PERRY
ENGINEERING, LLC

[illegible]

3.0



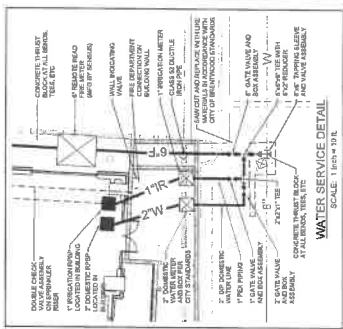


20 0 10 20 40
GRAPHIC SCALE - 1 inch = 20 ft.



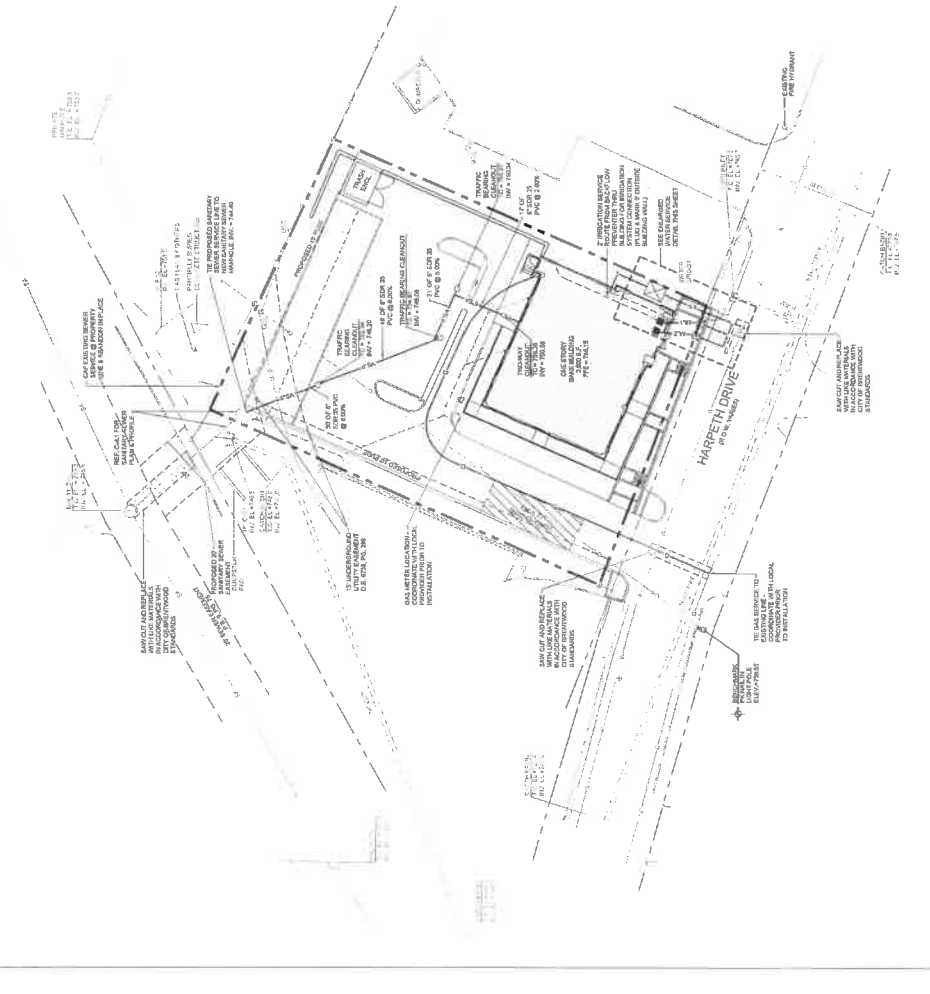
Know what's below.
Call before you dig.

LEGEND	
— 2" W —	TYPE 4 COPPER WATERLINE
— 4" W —	EXISTING WATERLINE
— 6" W —	EXISTING WATERLINE
— 8" W —	EXISTING WATERLINE
— 10" W —	EXISTING WATERLINE
— 12" W —	EXISTING WATERLINE
— 14" W —	EXISTING WATERLINE
— 16" W —	EXISTING WATERLINE
— 18" W —	EXISTING WATERLINE
— 20" W —	EXISTING WATERLINE
— 22" W —	EXISTING WATERLINE
— 24" W —	EXISTING WATERLINE
— 26" W —	EXISTING WATERLINE
— 28" W —	EXISTING WATERLINE
— 30" W —	EXISTING WATERLINE
— 32" W —	EXISTING WATERLINE
— 34" W —	EXISTING WATERLINE
— 36" W —	EXISTING WATERLINE
— 38" W —	EXISTING WATERLINE
— 40" W —	EXISTING WATERLINE
— 42" W —	EXISTING WATERLINE
— 44" W —	EXISTING WATERLINE
— 46" W —	EXISTING WATERLINE
— 48" W —	EXISTING WATERLINE
— 50" W —	EXISTING WATERLINE
— 52" W —	EXISTING WATERLINE
— 54" W —	EXISTING WATERLINE
— 56" W —	EXISTING WATERLINE
— 58" W —	EXISTING WATERLINE
— 60" W —	EXISTING WATERLINE
— 62" W —	EXISTING WATERLINE
— 64" W —	EXISTING WATERLINE
— 66" W —	EXISTING WATERLINE
— 68" W —	EXISTING WATERLINE
— 70" W —	EXISTING WATERLINE
— 72" W —	EXISTING WATERLINE
— 74" W —	EXISTING WATERLINE
— 76" W —	EXISTING WATERLINE
— 78" W —	EXISTING WATERLINE
— 80" W —	EXISTING WATERLINE
— 82" W —	EXISTING WATERLINE
— 84" W —	EXISTING WATERLINE
— 86" W —	EXISTING WATERLINE
— 88" W —	EXISTING WATERLINE
— 90" W —	EXISTING WATERLINE
— 92" W —	EXISTING WATERLINE
— 94" W —	EXISTING WATERLINE
— 96" W —	EXISTING WATERLINE
— 98" W —	EXISTING WATERLINE
— 100" W —	EXISTING WATERLINE

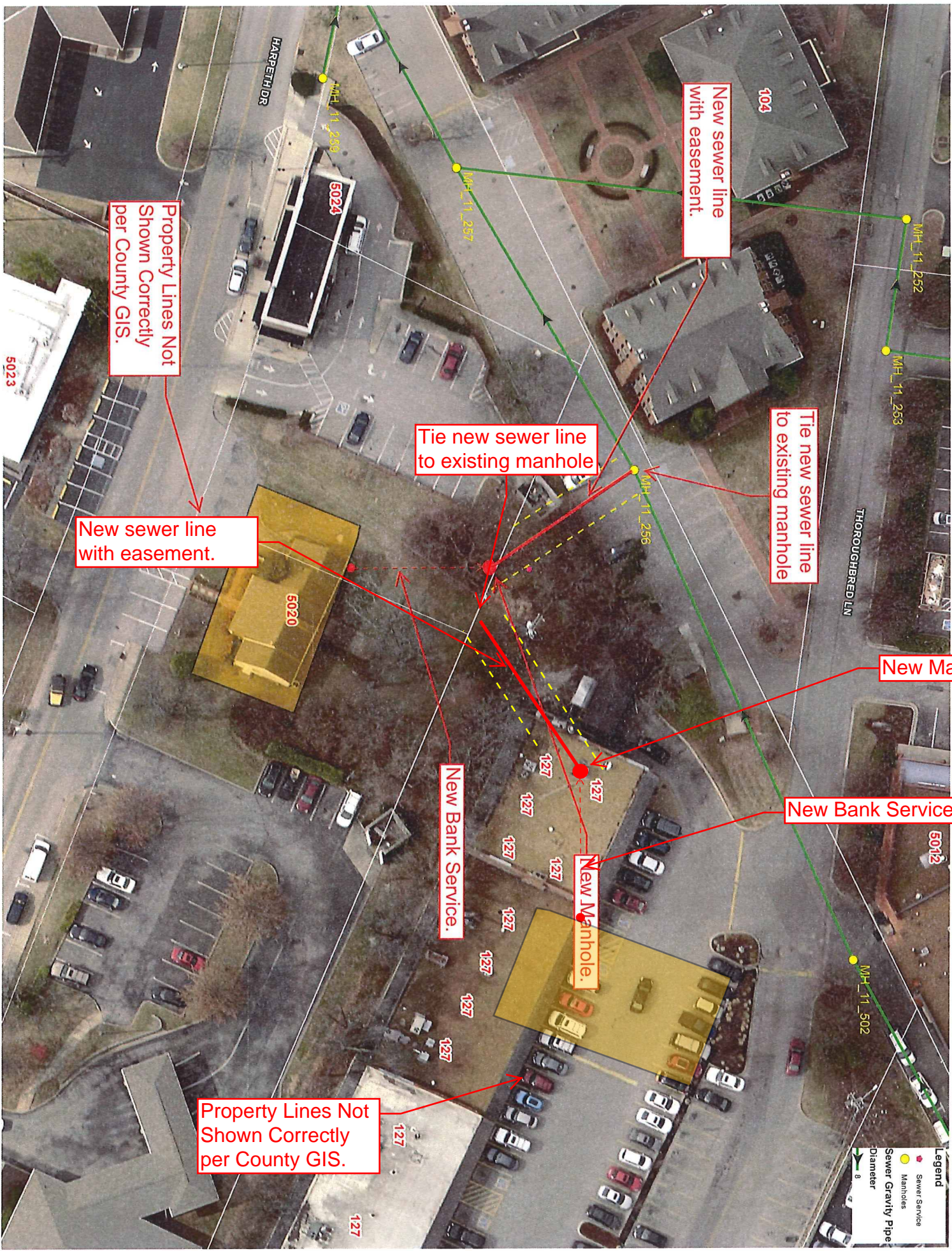


UTILITY NOTES:

1. WATER & SEWER UTILITY CONSTRUCTION SHALL COMPLY WITH BIRMINGHAM WATER & SEWER STANDARDS & SPECIFICATIONS & BE LOCATED AT WATERBURYWOOD IN THE CITY OF BIRMINGHAM.
2. SANITARY SEWER SERVICE SHALL BE INSTALLED AT A MINIMUM OF 18\"/>



Revisions
9/02/16 BID SET
11/8/16 REV. BID SET



New sewer line with easement.

Property Lines Not Shown Correctly per County GIS.

Tie new sewer line to existing manhole

Tie new sewer line to existing manhole

New sewer line with easement.

New Manhole.

New Bank Service.

New Bank Service.

New Manhole.

Property Lines Not Shown Correctly per County GIS.

Legend

- Sewer Service
- Manholes
- Sewer Gravity Pipe Diameter 8

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Ordinance 2017-11 - An Appropriations Ordinance for the City of Brentwood for Fiscal Year 2017-2018

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Ordinance 2017-11 - An Appropriations Ordinance for the City of Brentwood for the Fiscal Year Beginning July 1, 2017 and Ending June 30, 2018

Background

The accompanying ordinance, upon passage, will authorize appropriations (expenditures) for the City of Brentwood for Fiscal Year 2017-2018.

The FY 2018 proposed budget was submitted to the City Commission on May 3, 2017 and was subject to detailed review at the budget work session held on May 11, 2017. As discussed at the meeting, the proposed General Fund budget has been adjusted in the appropriations ordinance to reallocate new funding proposals originally budgeted in the Insurance and Other Benefits activity to the various General Fund activities with personal services expenditures. This includes the proposed merit pay adjustment of 4% plus associated benefit costs and the conversion of a part-time Administrative Secretary in the Police Department to a full time position. A revised FY 2018 line item budget incorporating the reallocation of these expenditures is provided as an attachment to this ordinance.

In order to simplify the process for allocating funding in the FY 2018 proposed budget on final reading, please find summarized below several potential items for consideration by the City Commission and specific action and process that will be needed for each item under consideration.

1. Allocation of funding for Education

\$225,000 is available in the proposed budget for eligible public schools. Last year's funding was allocated as follows: Brentwood and Ravenwood High - \$60,000 each; Brentwood, Sunset and Woodland Middle Schools - \$15,000 each; and Crockett, Edmonson, Kenrose, Lipscomb, Scales, and Sunset Elementary Schools - \$10,000 each.

Attached for your information are copies of the funding requests from the schools for next year, including the additional funding request of Brentwood High School (\$160,000) and Ravenswood High School (\$70,000).

2. Allocation of funding for recreation program services.

\$87,000 is available in the proposed budget. Last year's funding was allocated as follows: FiftyForward Martin Center. - \$45,000; YMCA - \$12,000; Brentwood Civitan - \$20,000 and Brentwood Blaze - \$10,000.

City Commissioners have previously received a list of funding requests, with accompanying support, from various agencies for next year.

3. Adjustment to City Manager's Salary

The proposed FY 2018 budget includes a 4% merit pay adjustment for all employees. The City Commission must vote on any merit raise authorized for the City Manager. If a merit raise is authorized, the Commission has the option to apply the raise as part of the City Manager's base pay or make it a one-time bonus with no change to the Manager's base pay.

4. Other Amendments Not Currently Funded in the Budget

Any other adjustments to the budget for programs or expenditures not currently provided for will require an amendment to the budget to increase both estimated revenues and associated appropriations. If any commissioner plans to present a proposed amendment, please notify staff so that we can provide appropriate guidance regarding which revenue and expenditure categories would be impacted by such an amendment.

After the City Commission approves any or all of the potential items noted above, the final action of the Board should be to approve the Appropriations Ordinance (Ordinance 2017-11) on second and final reading.

Two public hearings on Ordinance 2017-11 have been held to date at the May 22, 2017 and June 13, 2017 meetings. There have been no public comments provided at either hearing. A third and final public hearing is scheduled for the June 26, 2017 meeting prior to final consideration and approval of the FY 2018 appropriations ordinance.

Please contact the Finance Director or City Manager if you have any questions or need additional information.

Staff Recommendation

The staff recommends approval of Ordinance 2017-11 on second and final reading.

Previous Commission Action

Section 6-22-124(b) of the City Charter requires the Board of Commissioners to adopt the Appropriations Ordinance before the first day of the new fiscal year beginning July 1.

Ordinance 2017-11 was unanimously approved on first reading at the May 22, 2017 meeting.

Fiscal Impact

Attachments

Ordinance 2017-11

FY 2018 Budget Worksheets

FY 2018 ECD State Budget Form

FY 2018 School Request Letters

ORDINANCE 2017-11

**AN APPROPRIATION ORDINANCE FOR THE CITY OF BRENTWOOD, TENNESSEE FOR THE
FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018**

BE IT ORDAINED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That amounts hereinafter set out constitute the estimated revenues and the budgeted expenditures for the City of Brentwood, Tennessee, and the said sums specified herein are hereby appropriated for the purpose of meeting the expenses of the various departments, institutions, offices, agencies and programs of the City of Brentwood for the fiscal year beginning July 1, 2017 and ending June 30, 2018, to wit:

GENERAL FUND

	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 BUDGET
Estimated Beginning Fund Balance			\$ 32,047,050
<u>Revenues and Other Sources:</u>			
Taxes	\$ 32,367,550	\$ 29,581,420	\$ 30,795,000
Licenses and Permits	1,083,528	871,800	881,800
Fines and Fees	261,639	255,000	180,000
Charges for Services	439,660	419,910	411,000
Intergovernmental	8,784,704	4,443,050	4,378,050
Uses of Money and Property	460,202	391,000	491,000
Other	213,650	171,000	170,750
Total Revenues and Sources	\$ 43,610,933	\$ 36,133,180	\$ 37,307,600
Total Funds Available			\$ 69,354,650

Note: FY 2015-16 and 2016-17 columns are shown for informational purposes only.

GENERAL FUND

	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 BUDGET
<u>Expenditures and Other Uses:</u>			
City Commission	\$ 194,924	\$ 212,315	\$ 220,155
City Court	26,092	39,500	39,500
City Manager's Office	421,364	444,390	458,590
Elections	200	45,000	-
Finance	783,591	894,780	897,780
City Recorder	121,785	132,035	148,470
Legal Services	220,933	278,545	287,385
Technology	1,156,727	1,420,485	1,478,570
Geographic Information Systems	287,159	309,170	329,695
Human Resources	418,401	445,535	454,950
Community Relations	332,810	362,505	372,605
Planning	415,974	455,290	500,620
Codes Enforcement	804,339	908,905	942,270
Insurance/Other Benefits	759,044	806,155	794,730
Police Department	6,808,054	7,387,870	7,755,890
Fire and Rescue Department	6,895,559	7,252,980	7,495,479
Safety Center East	73,117	78,650	77,150
Public Works	2,913,908	3,126,540	3,235,468
Storm Drainage	13,134	50,000	50,000
Street Lighting	459,678	525,000	440,000
Traffic Signalization	249,971	301,815	344,285
Service Center	278,704	277,695	302,065
Engineering Services	517,040	579,795	637,240
Public Health	67,917	71,000	75,000
Parks and Recreation	2,079,359	2,336,355	2,394,905
Public Library	2,362,652	2,403,660	2,523,505
Education	214,500	225,000	225,000
Economic Development	10,000	10,000	10,000
Historic Sites	111,640	175,405	169,800
Transfer to Capital Projects Fund	300,000	300,000	300,000
Transfer to Debt Service Fund	3,350,000	2,950,000	2,950,000
Transfer to Municipal Center Fund	610,000	610,000	670,000
Transfer to Equipment Replacement Fund	-		
Transfer to Facility Maintenance Fund	200,000	200,000	200,000
Contribution to Emergency Communication District	418,700	484,700	484,700
Total Expenditures and Other Uses	\$ 33,877,276	\$ 36,101,075	\$ 37,265,810
Fund Balance/Surplus Transfers - Capital Projects, Equipment and Insurance Funds	\$ 10,255,000	\$ -	\$ -
Estimated Ending Fund Balance			\$ 32,088,840

Note: FY 2015-16 and 2016-17 columns are shown for informational purposes only.

EQUIPMENT REPLACEMENT FUND

	<u>FY 2015-16 ACTUAL</u>	<u>FY 2016-17 BUDGET</u>	<u>FY 2017-18 BUDGET</u>
Estimated Beginning Fund Balance			\$ 3,184,316
<u>Revenues and Other Sources:</u>			
Transfer from General Fund	\$ 1,375,000	\$ 1,357,000	\$ 1,467,000
Interest Earnings	18,161	-	20,000
Sale of Equipment and Insurance Reimbursement	57,430	-	10,000
Total Revenues	<u>\$ 1,450,591</u>	<u>\$ 1,357,000</u>	<u>\$ 1,497,000</u>
Total Funds Available			\$ 4,681,316
<u>Expenditures:</u>			
Computer Equipment and Software	\$ 459,359	\$ 490,000	\$ 500,000
Heavy Equipment and Vehicles	418,803	720,000	855,000
Total Expenditures	<u>\$ 878,162</u>	<u>\$ 1,210,000</u>	<u>\$ 1,355,000</u>
Estimated Ending Fund Balance			\$ 3,326,316

FACILITIES MAINTENANCE FUND

	<u>FY 2015-16 ACTUAL</u>	<u>FY 2016-17 BUDGET</u>	<u>FY 2017-18 BUDGET</u>
Estimated Beginning Fund Balance			\$ 1,133,278
<u>Revenues and Other Sources:</u>			
Transfer from General Fund	\$ 200,000	\$ 200,000	\$ 200,000
Federal and State Sources	-	-	-
Interest Earnings and Other	7,261	4,000	6,000
Total Revenues	<u>\$ 207,261</u>	<u>\$ 204,000</u>	<u>\$ 206,000</u>
Total Funds Available			\$ 1,339,278
<u>Expenditures:</u>			
Service Center	\$ 43,895	\$ 50,000	\$ 150,000
Fire and Rescue	28,057	25,000	25,000
Parks and Recreation	230,146	185,000	60,000
Library	26,400	50,000	280,000
Historic Sites	-	-	-
Total Expenditures	<u>\$ 328,498</u>	<u>\$ 310,000</u>	<u>\$ 515,000</u>
Estimated Ending Fund Balance			\$ 824,278

STATE STREET AID FUND

	<u>FY 2015-16 ACTUAL</u>	<u>FY 2016-17 BUDGET</u>	<u>FY 2017-18 BUDGET</u>
Estimated Beginning Fund Balance			\$ 368,840
<u>Revenues:</u>			
State Fuel Taxes	\$ 1,110,780	\$ 1,100,000	\$ 1,125,000
Interest Earnings	6,553	4,000	4,000
Total Revenues	<u>\$ 1,117,333</u>	<u>\$ 1,104,000</u>	<u>\$ 1,129,000</u>
Total Funds Available			\$ 1,497,840
<u>Expenditures and Other Uses:</u>			
Street Repairs	\$ 881,688	\$ 1,780,000	\$ 1,140,000
Total Expenditures and Other Uses	<u>\$ 881,688</u>	<u>\$ 1,780,000</u>	<u>\$ 1,140,000</u>
Estimated Ending Fund Balance			\$ 357,840

Note: FY 2015-16 and 2016-17 columns are shown for informational purposes only.

PUBLIC WORKS PROJECT FUND

	<u>FY 2015-16 ACTUAL</u>	<u>FY 2016-17 BUDGET</u>	<u>FY 2017-18 BUDGET</u>
Estimated Beginning Fund Balance			\$ 3,777,991
<u>Revenues:</u>			
Edmondson Branch Fees	\$ -	\$ -	\$ -
Public Works Project Fees	1,676,424	1,650,000	940,000
Interest Earnings	17,380	7,000	20,000
Total Revenues	<u>\$ 1,693,804</u>	<u>\$ 1,657,000</u>	<u>\$ 960,000</u>
Total Funds Available			\$ 4,737,991
<u>Expenditures and Other Uses:</u>			
Transfer to Capital Projects Fund	\$ -	\$ 1,000,000	\$ 600,000
Total Expenditures and Other Uses	<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ 600,000</u>
Estimated Ending Fund Balance			\$ 4,137,991

Note: FY 2015-16 and 2016-17 columns are shown for informational purposes only.

DRUG FUND

	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 BUDGET
Estimated Beginning Fund Balance			\$ 578,701
<u>Revenues:</u>			
Drug Related Fines/Other	\$ 86,779	\$ 20,000	\$ 20,000
Interest Earnings	2,613	1,500	3,000
Total Revenues	<u>\$ 89,392</u>	<u>\$ 21,500</u>	<u>\$ 23,000</u>
Total Funds Available			\$ 601,701
<u>Expenditures and Other Uses:</u>			
Drug Enforcement	\$ 72,289	\$ 20,000	\$ 220,000
Capital Outlay	-	-	-
Total Expenditures and Other Uses	<u>\$ 72,289</u>	<u>\$ 20,000</u>	<u>\$ 220,000</u>
Estimated Ending Fund Balance			\$ 381,701

Note: FY 2015-16 and 2016-17 columns are shown for informational purposes only.

ADEQUATE FACILITIES TAX FUND

	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 BUDGET
Estimated Beginning Fund Balance			\$ 355,561
<u>Revenues and Other Sources:</u>			
Adequate Facilities Tax	\$ 713,422	\$ 450,000	\$ 450,000
Interest Earnings	11,916	10,000	10,000
Total Revenues	<u>\$ 725,338</u>	<u>\$ 460,000</u>	<u>\$ 460,000</u>
Total Funds Available			\$ 815,561
<u>Expenditures and Other Uses:</u>			
Williamson County Contributions to Schools	\$ -	-	\$ 400,000
Transfer to Capital Projects Fund	\$ -	\$ 750,000	\$ -
Total Expenditures and Other Uses	<u>\$ -</u>	<u>\$ 750,000</u>	<u>\$ 400,000</u>
Estimated Ending Fund Balance			\$ 415,561

POST EMPLOYMENT BENEFITS FUND

	<u>FY 2015-16 ACTUAL</u>	<u>FY 2016-17 BUDGET</u>	<u>FY 2017-18 BUDGET</u>
Estimated Beginning Fund Balance:			\$ 1,102,781
<u>Revenues:</u>			
Transfer from General Fund	\$ 6,983	\$ 4,005	\$ 50,000
Transfer from Water & Sewer Fund	40,565	27,440	-
Transfer from Emergency Communication District	4,326	2,845	-
Interest Earnings	-	-	5,000
Total Revenues	\$ 51,874	\$ 34,290	\$ 55,000
Total Funds Available			\$ 1,157,781
<u>Expenditures and Other Uses:</u>			
Post Retirement Benefits and Expenses	\$ 7,500	\$ -	\$ -
Total Expenditures and Other Uses	\$ 7,500	\$ -	\$ -
Estimated Ending Fund Balance			\$ 1,157,781

FUEL FUND

	<u>FY 2015-16 ACTUAL</u>	<u>FY 2016-17 BUDGET</u>	<u>FY 2017-18 BUDGET</u>
Estimated Beginning Fund Balance:			\$ 700,050
<u>Revenues and Other Sources:</u>			
Transfer from General Fund	\$ 435,088	\$ 302,000	\$ 305,500
Transfer from Water and Sewer Fund	67,705	50,000	50,000
Interest Earnings	3,083	1,700	5,000
Total Revenues	\$ 505,876	\$ 353,700	\$ 360,500
Total Funds Available			\$ 1,060,550
<u>Expenditures:</u>			
Gasoline and Diesel Fuel	\$ 289,224	\$ 385,000	\$ 375,000
Total Expenditures	\$ 289,224	\$ 385,000	\$ 375,000
Estimated Ending Fund Balance			\$ 685,550

INSURANCE FUND

	<u>FY 2015-16 ACTUAL</u>	<u>FY 2016-17 BUDGET</u>	<u>FY 2017-18 BUDGET</u>
Estimated Beginning Fund Balance:			\$ 2,098,298
<u>Revenues and Other Sources:</u>			
Other Financing Sources - Health Insurance	\$ 3,213,508	\$ 3,225,270	\$ 3,578,810
Other Financing Sources - Workers Compensation	277,152	277,145	249,430
Interest Earnings	14,977	10,000	25,000
Total Revenues	\$ 3,505,637	\$ 3,512,415	\$ 3,853,240
Total Funds Available			\$ 5,951,538
<u>Expenditures:</u>			
Medical Claims	\$ 2,257,618	\$ 2,250,000	\$ 2,600,000
HRA Claims	435,138	425,000	425,000
Health/Life Insurance	444,637	500,000	550,000
Other Professional Services	112,157	115,000	115,000
Transitional Reinsurance Program Tax	19,056	20,000	15,000
Workers Compensation	230,256	265,000	250,000
Total Expenditures	\$ 3,498,862	\$ 3,575,000	\$ 3,955,000
Estimated Ending Fund Balance			\$ 1,996,538

DEBT SERVICE FUND

	<u>FY 2015-16 ACTUAL</u>	<u>FY 2016-17 BUDGET</u>	<u>FY 2017-18 BUDGET</u>
Estimated Beginning Fund Balance			\$ 1,966,708
<u>Revenues:</u>			
Transfer from General Fund	\$ 3,468,993	\$ 2,950,000	\$ 2,950,000
Bond Refunding Proceeds/Premium	3,035,000		
Interest Earnings	22,766	15,000	23,000
Total Revenues and Other Sources	\$ 6,526,759	\$ 2,965,000	\$ 2,973,000
Total Funds Available			\$ 4,939,708
Debt Service Expenditures	\$ 6,589,124	\$ 3,016,385	\$ 2,590,400
Estimated Ending Fund Balance			\$ 2,349,308

Note: FY 2015-16 and 2016-17 columns are shown for informational purposes only.

CAPITAL PROJECTS FUND

	FY 2015-16 ACTUAL	FY 2016-17 BUDGET*	FY 2017-18 BUDGET*
<u>Revenues And Other Sources:</u>			
Transfer from Public Works Projects Fund	\$ -	\$ 1,000,000	\$ 600,000
Federal, State and Private Sources	3,460,350	950,000	180,000
Transfer from General Fund	10,495,000	300,000	300,000
Transfer from Adequate Facilities Tax Fund	-	750,000	-
Transfer from Emergency Communications District	-	750,000	-
Bond Proceeds	-	-	4,900,000
Interest Earnings	71,537	100,000	150,000
Other Financing Sources	-	-	-
Total Revenues and Other Sources	\$ 14,026,887	\$ 3,850,000	\$ 6,130,000
Transportation	\$ 5,805,873	\$ 7,675,000	\$ 8,705,000
Parks and Recreation	1,788,327	2,680,000	905,000
General Facilities	81,191	50,000	445,000
Technology	361,107	4,685,000	4,390,000
Storm Drainage	72,500	50,000	50,000
Other Financing Uses	-	-	-
Total Project Appropriations and Other Uses	\$ 8,108,998	\$ 15,140,000	\$ 14,495,000

* Project appropriations shown are amounts estimated to remain for outstanding or committed projects or project phases. Balances remaining at the end of any fiscal year may carry over to subsequent years.

SECTION 2. That pursuant to the requirements of TCA 7-86-120, the amounts hereinafter set out constitute the estimated revenues and the budgeted expenditures for the City of Brentwood, Tennessee Emergency Communications District for the fiscal year beginning July 1, 2017 and ending June 30, 2018, to wit:

EMERGENCY COMMUNICATIONS DISTRICT

	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 BUDGET
Estimated Beginning Net Assets			\$ 2,643,427
<u>Revenues:</u>			
911 Revenues	\$ -	\$ -	\$ -
Contribution from City of Brentwood			
- General Fund	418,700	484,700	484,700
TECB Operational Funding	880,775	864,125	880,775
Interest Earnings	11,663	4,000	20,000
Total Revenues	\$ 1,311,138	\$ 1,352,825	\$ 1,385,475
Total Funds Available			\$ 4,028,902
Expenditures and Other Uses:			
Personnel Services	\$ 801,739	\$ 920,425	\$ 952,705
Operating Services	221,125	259,400	259,600
Depreciation Expense	169,329	172,500	172,500
Total Expenditures	\$ 1,192,193	\$ 1,352,325	\$ 1,384,805
Estimated Ending Net Assets			\$ 2,644,097

SECTION 3. That total actual expenditures for the funds shown in Section 1 and 2 herein shall not exceed total appropriations for said funds, except as may be provided by ordinance to amend the budget.

SECTION 4. That the following amounts in the Water and Sewer Fund are projected operating revenues and expenses for the fiscal year beginning July 1, 2017 and ending June 30, 2018 and are provided for informational purposes.

Operating Revenues	\$	19,478,850
Operating Expenses	\$	17,710,235

SECTION 5. That the following amounts in the Municipal Center Fund are projected operating revenues and expenses for the fiscal year beginning July 1, 2017 and ending June 30, 2018 and are provided for informational purposes.

Operating Revenues	\$	745,540
Operating Expenses	\$	745,400

SECTION 6. That the City maintains certain Funds Held in Trust (FHIT) accounts for the use of special program funding for which no expenditure appropriation is required. Expenditures from FHIT accounts are approved by authorized personnel as funds are available.

SECTION 7. That a detailed line item financial plan to support the budget as set forth herein shall be provided to the Board of Commissioners and to the various departments of the City, which financial plan shall be used as guidance and generally followed in incurring expenditures and obligations on behalf of the City.

SECTION 8. That this ordinance shall take effect from and after its final passage, or fifteen days after its first passage, whichever occurs later, the general welfare of the City of Brentwood, Williamson County, Tennessee, requiring it.

PASSED:	1st reading	_____	PLANNING COMMISSION	_____ n/a
	2nd reading	_____	NOTICE OF PASSAGE	
			Notice published in:	_____ n/a
			Date of publication:	_____
PUBLIC HEARING				
	Notice published in:	<u>The Williamson</u>		
	Date of publication:	<u>5/17/2017</u>		
	Date of hearing:	<u>5/22/17;6/13/17;6/26/17</u>	EFFECTIVE DATE	_____

MAYOR	Jill Burgin	RECORDER	Deborah Hedgepath
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Approved as to form:

CITY ATTORNEY	Roger A. Horner
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CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
FUND 110: GENERAL FUND						
110-00000-31100	REAL & PERSONAL PROP TAX	11,134,232	11,435,113	11,425,000	11,503,337	11,510,000
110-00000-31120	PUBLIC UTILITY PROP TAX	156,709	141,421	141,420	117,247	100,000
110-00000-31130	INTEREST,PENALTY & COURT COST	32,591	26,068	30,000	11,914	20,000
110-00000-31200	P I L O T (PROP TAX)	29,743	27,315	25,000	0	25,000
110-00000-31300	LOCAL SALES TAX - COUNTY	13,820,565	15,203,893	13,250,000	9,849,683	14,050,000
110-00000-31430	WHOLESALE BEER TAX	639,407	642,891	615,000	374,331	615,000
110-00000-31450	WHOLESALE LIQUOR TAX	697,699	798,812	675,000	578,638	800,000
110-00000-31600	BUSINESS TAXES	1,667,422	1,851,846	1,500,000	499,807	1,625,000
110-00000-31800	HOTEL/MOTEL TAX	1,439,717	1,705,447	1,435,000	1,022,363	1,575,000
110-00000-31912	CATV FRANCHISE FEE	502,463	534,744	485,000	304,901	475,000
TOTAL TAXES		30,120,548	32,367,550	29,581,420	24,262,221	30,795,000
110-00000-32110	MECHANICAL PERMITS	42,761	43,399	35,000	28,640	35,000
110-00000-32120	BUILDING PERMITS	774,760	809,289	675,000	495,509	675,000
110-00000-32150	PLUMBING PERMITS	55,193	57,435	50,000	40,424	50,000
110-00000-32160	EXCAVATION PERMITS	47,625	63,435	40,000	23,597	40,000
110-00000-32215	ZONING BD APPL FEE	2,650	1,650	1,000	800	1,000
110-00000-32216	BLAST/BURN PERMITS	325	353	300	580	300
110-00000-32217	HOME OCCUPATION FEES	4,050	5,075	4,000	2,600	4,000
110-00000-32218	HOME OCCUPATION RENEWAL FEES	4,300	4,120	3,500	2,440	4,000
110-00000-32310	BEER LICENSES	2,750	3,750	2,000	3,000	3,000
110-00000-32311	BEER BOARD FINES	0	0	0	2,000	0
110-00000-32315	BEER PRIVILEGE TAX	7,264	7,899	5,000	7,981	6,500
110-00000-32390	OTHER PERMITS	1,920	2,000	0	160	0
110-00000-32810	SUBDIV LOT FEES	16,450	12,650	8,000	11,175	10,000
110-00000-32820	SITE PLANS FEES	50,453	56,978	35,000	28,258	40,000
110-00000-32825	TRAFFIC CONSULTANT REVIEW FEES	12,451	15,495	13,000	0	13,000
TOTAL LICENSE AND PERMITS		1,022,952	1,083,528	871,800	647,164	881,800
110-00000-33197	SAFETY GRANT	1,896	0	0	0	0
110-00000-33200	FEMA GRANT - FIRE	0	33,103	0	0	0
110-00000-33204	ASSISTANCE TO FIRE FIGHTERS GRANT	0	84,888	0	0	0
110-00000-33207	TML PROPERTY CONSERVATION GRANT - TECH	0	3,367	0	0	0
110-00000-33320	TVA P I L O T (PROP TAX)	429,531	474,106	435,000	227,921	435,000
110-00000-33446	DOJ - DEA TASK FORCE REIMB	10,561	6,221	0	0	0
110-00000-33510	STATE SALES TAX	2,829,973	3,267,781	3,000,000	1,994,006	3,100,000
110-00000-33520	STATE INCOME TAX	4,004,352	4,420,212	600,000	0	425,000
110-00000-33530	STATE BEER TAX	17,725	19,727	20,000	10,399	20,000
110-00000-33540	STATE LIQUOR BY THE DRINK TAX	160,511	172,833	145,000	115,145	145,000
110-00000-33552	STATE STREETS & TRANSPORTATION	76,169	82,194	81,500	47,651	81,500
110-00000-33590	OTHER ST REV ALLOC-PD/FD PAY S	63,000	64,800	69,600	29,400	69,600
110-00000-33593	CORPORATE EXCISE TAX	57,008	77,998	15,000	0	25,000
110-00000-33594	TELECOMMUNICATION TAX	3,654	3,433	3,000	2,203	3,000
110-00000-33801	WM CO ALLOC - LIBR OPERATIONS	71,950	71,950	71,950	71,950	71,950
110-00000-33803	WM COUNTY EMS UTILITY REIMB	2,256	2,091	2,000	1,449	2,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
TOTAL INTERGOVERNMENTAL		7,728,586	8,784,704	4,443,050	2,500,124	4,378,050
110-00000-34111	DUPLICATING SERVICES	636	796	1,000	337	750
110-00000-34121	BUS TAX - CLERKS FEE	168,643	189,974	150,000	47,746	150,000
110-00000-34240	MISC POLICE SERVICES	18,169	22,880	20,000	11,867	20,000
TOTAL OTHER REVENUES		187,448	213,650	171,000	59,950	170,750
110-00000-34740	PARK RESERVATION & EVENTS	109,739	116,658	120,000	69,368	120,000
110-00000-34760	LIBRARY FINES & CHARGES	67,516	55,954	65,000	31,191	45,000
110-00000-34761	LIBRARY FEE - NON RESIDENT	57,669	64,624	60,000	42,783	60,000
110-00000-34800	COOL SPRINGS HOUSE RENTAL FEE	31,738	35,250	37,000	23,900	42,000
110-00000-34805	COOL SPRINGS HOUSE CLEANING FEE	5,650	6,150	5,200	4,475	7,000
110-00000-34810	RAVENSWOOD HOUSE RENTAL FEE	48,200	72,500	65,000	26,673	75,000
110-00000-34815	RAVENSWOOD HOUSE CLEANING FEE	5,700	7,700	6,500	3,100	7,000
110-00000-34850	LIBRARY MTG ROOM	18,503	13,872	15,000	13,808	15,000
110-00000-34855	INSPECTION FEES - ENGINEERING	48,861	42,643	40,000	32,590	40,000
110-00000-34860	CELL TOWER RENTAL FEE	21,600	24,309	6,210	17,495	0
TOTAL CHARGES FOR SERVICES		415,176	439,660	419,910	265,383	411,000
110-00000-35110	MUN COURT FINES/COSTS	260,697	226,663	225,000	97,605	150,000
110-00000-35160	COUNTY COURT FINES/COSTS	45,665	34,976	30,000	24,374	30,000
TOTAL FINES AND FEES		306,362	261,639	255,000	121,979	180,000
110-00000-36100	INTEREST EARNINGS	76,141	185,803	150,000	151,268	250,000
110-00000-36220	SERVICE CENTER RENT - W/S	125,000	125,000	125,000	125,000	125,000
110-00000-36225	GIS SERVICE FEE	138,000	90,000	90,000	90,000	90,000
110-00000-36330	SALE OF GF EQUIPMENT	18,041	47,795	25,000	22,699	25,000
110-00000-36510	SALE OF GEN GOV'T SUPPLIES	8,186	653	1,000	0	1,000
110-00000-36900	OTHER FINANCING SOURCES	0	3,000	0	3,000	0
110-00000-37100	MISC SERVICES BILLED	0	1,420	0	1,297	0
110-00000-37199	MISCELLANEOUS	14,741	4,390	0	2,884	0
110-00000-37299	BAD CHECK CHRGS	125	175	0	33	0
110-00000-39700	INSURANCE RECOVERY	0	1,966	0	3,500	0
TOTAL USES OF MONEY AND PROPERTY		380,234	460,202	391,000	399,681	491,000
Total Revenues		40,161,306	43,610,933	36,133,180	28,256,502	37,307,600
DEPT 41110: CITY COMMISSION						
110-41110-81110	SALARIES	80,350	80,400	80,400	53,600	80,400
110-41110-81410	FICA (EMPLOYER'S SHARE)	5,391	5,553	6,150	3,690	6,150
110-41110-81420	HEALTH INSURANCE	49,560	62,655	68,055	45,368	74,895
110-41110-81422	LIFE INSURANCE	1,155	1,134	1,260	756	1,260
110-41110-82350	MBRSHIPS & REGISTRATIONS	21,693	21,561	25,000	21,407	30,000
110-41110-82450	COMMUNICATIONS	7,104	6,214	8,000	3,908	6,000
110-41110-82555	RADIO & TV SRVCS	13,875	13,225	15,000	6,150	15,000
110-41110-82605	R/M - OFC MACH & EQUIP	0	360	1,450	1,079	1,450
110-41110-83299	SUNDRY	1,829	3,822	6,000	1,100	4,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-41110-83540	COMPUTER HARDWARE - N/C	0	0	1,000	0	1,000
Total Expenditures		180,957	194,924	212,315	137,058	220,155
DEPT 41210: COURT						
110-41210-81220	CITY JUDGE	26,000	24,000	24,000	16,000	24,000
110-41210-82350	PROF MEMBERSHIPS & REGISTRATIONS	980	0	1,000	0	1,000
110-41210-82599	OTHER PROFESSIONAL SERVICES	2,092	2,092	2,300	1,394	2,300
110-41210-82620	R/M - OTHER EQUIPMENT	0	0	11,700	11,117	11,700
110-41210-83299	SUNDRY	0	0	500	0	500
Total Expenditures		29,072	26,092	39,500	28,511	39,500
DEPT 41320: CITY MANAGER						
110-41320-81110	SALARIES	286,391	295,849	305,595	194,839	317,820
110-41320-81111	SALARIES - PART TIME	0	0	7,500	0	5,000
110-41320-81130	LONGEVITY PAY	560	600	640	640	680
110-41320-81145	COMMUNICATION ALLOWANCE	1,440	1,440	1,440	960	1,440
110-41320-81410	FICA (EMPLOYER'S SHARE)	19,264	18,721	19,860	9,351	21,770
110-41320-81420	HEALTH INSURANCE	16,520	17,900	19,445	12,960	21,400
110-41320-81422	LIFE INSURANCE	348	360	360	240	360
110-41320-81425	RETIREMENT - HEALTH/LIFE	12,135	14,208	14,205	9,472	16,825
110-41320-81430	RETIREMENT - TCRS	43,730	46,742	48,895	31,971	44,495
110-41320-82599	OTHER PROF SERVICES	3,500	3,500	5,500	3,500	4,500
110-41320-82605	R/M - OFC MACH & EQUIP	0	101	550	395	550
110-41320-82810	MBRSHIPS & REGISTRATIONS	7,747	9,718	8,500	6,069	10,000
110-41320-82820	TRAVEL - CONF & SCHOOLS	3,048	5,593	5,250	3,412	6,000
110-41320-83299	SUNDRY	1,837	2,949	1,900	2,349	3,000
110-41320-83310	FUEL	4,981	3,683	2,500	1,668	2,500
110-41320-83540	COMPUTER HARDWARE - N/C	0	0	750	0	750
110-41320-87150	ENVIRONMENTAL BOARD	0	0	1,500	0	1,500
Total Expenditures		401,501	421,364	444,390	277,826	458,590
DEPT 41400: ELECTIONS						
110-41400-82599	BOARD OF COMMISSIONERS	39,183	200	45,000	0	0
Total Expenditures		39,183	200	45,000	0	0
DEPT 41500: FINANCE						
110-41500-81110	SALARIES	401,848	389,230	418,940	215,305	433,625
110-41500-81111	SALARIES - PART TIME	14,385	19,511	20,200	11,731	21,015
110-41500-81120	SALARIES - OVERTIME	1,163	4,026	5,545	6,563	5,545
110-41500-81130	LONGEVITY PAY	2,640	2,800	2,280	2,480	2,640
110-41500-81145	COMMUNICATION ALLOWANCE	1,200	930	1,200	410	1,200
110-41500-81410	FICA (EMPLOYER'S SHARE)	32,057	31,057	34,285	17,691	35,435
110-41500-81420	HEALTH INSURANCE	57,820	62,655	68,055	45,368	74,895
110-41500-81422	LIFE INSURANCE	1,164	1,092	1,260	693	1,260
110-41500-81425	RETIREMENT - HEALTH/LIFE	22,635	26,496	26,495	17,664	31,385
110-41500-81430	RETIREMENT - TCRS	61,692	59,512	67,920	36,392	61,485
110-41500-82110	POSTAGE & BOX RENTAL	17,734	16,138	19,000	11,872	19,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-41500-82210	PRINTING,STATIONERY,ENVELOPES	3,693	3,297	4,000	674	4,000
110-41500-82215	PUBLICATIONS, REPORTS, ETC	543	150	2,000	770	2,000
110-41500-82310	ADVERTISING/LEGAL NOTICES	432	1,271	1,000	37	1,000
110-41500-82530	ACCTING & AUDITING SRVCS	31,800	32,000	40,000	25,800	35,000
110-41500-82596	WILLIAMSON CO TRUSTEE PROP TAX FEE	70,608	72,372	75,000	72,848	77,000
110-41500-82599	OTHER PROF SRVCS	4,610	350	30,000	14,055	18,000
110-41500-82605	R/M - OFC MACH & EQUIP	41,620	38,639	45,600	33,428	45,600
110-41500-82810	MBRSHIPS & REGISTRATIONS	5,704	4,035	8,500	3,498	6,500
110-41500-82820	TRAVEL - CONF & SCHOOLS	2,763	2,492	6,500	57	7,000
110-41500-83100	OFFICE SUPPLIES/MATERIALS	5,137	5,870	10,000	3,124	8,000
110-41500-83299	SUNDRY	1,477	1,189	2,000	868	2,000
110-41500-83535	OFFICE EQUIPMENT - N/C	0	1,024	2,000	0	2,000
110-41500-83540	COMPUTER HARDWARE - N/C	0	0	3,000	0	3,000
110-41500-83550	COMPUTER SOFTWARE-N/C	377	7,455	0	267	0
110-41500-89550	COMPUTER SOFTWARE	8,751	0	0	25,000	0
Total Expenditures		791,853	783,591	894,780	546,595	898,585

DEPT 41510: CITY RECORDER

110-41510-81110	SALARIES	64,774	66,666	67,580	43,074	75,460
110-41510-81120	SALARIES - OVERTIME	4,879	3,861	5,355	3,954	5,355
110-41510-81130	LONGEVITY	1,000	1,040	1,080	1,080	1,120
110-41510-81410	FICA	5,244	5,148	5,660	3,467	6,270
110-41510-81420	HEALTH INSURANCE	8,260	8,950	9,720	6,480	11,135
110-41510-81422	LIFE INSURANCE	174	180	180	120	180
110-41510-81425	RETIREMENT - HEALTH/LIFE	2,470	2,892	2,890	1,928	3,420
110-41510-81430	RETIREMENT - TCRS	10,648	11,099	11,670	7,710	11,315
110-41510-82310	ADVERTISING/LEGAL NOTICES	5,157	3,897	5,500	3,252	5,000
110-41510-82599	OTHER PROF SRVCS	6,759	3,608	6,000	3,752	5,000
110-41510-82605	R/M - OFC MACH & EQUIP	10,550	10,649	11,750	18,237	20,000
110-41510-82810	MBRSHIPS & REGISTRATIONS	1,515	1,150	1,450	390	1,450
110-41510-82820	TRAVEL - CONF & SCHOOLS	890	1,896	2,000	57	2,000
110-41510-83100	OFFICE SUPPLIES/MATERIALS	1,091	749	1,000	421	1,000
110-41510-83299	SUNDRY	0	0	200	13	200
Total Expenditures		123,411	121,785	132,035	93,935	148,905

DEPT 41520: LEGAL

110-41520-81110	SALARIES	139,109	145,223	149,370	95,218	155,320
110-41520-81130	LONGEVITY PAY	1,160	1,200	1,240	1,240	1,280
110-41520-81145	COMMUNICATION ALLOWANCE	720	720	720	480	720
110-41520-81410	FICA (EMPLOYER'S SHARE)	9,466	9,520	9,665	5,174	10,705
110-41520-81420	HEALTH INSURANCE	8,260	8,870	9,720	6,480	10,700
110-41520-81422	LIFE INSURANCE	174	180	180	120	180
110-41520-81425	RETIREMENT - HEALTH/LIFE	5,725	6,696	6,700	4,464	7,935
110-41520-81430	RETIREMENT - TCRS	21,245	22,935	23,900	15,642	21,745
110-41520-82215	PUBLICATIONS, REPORTS, ETC	15,527	15,740	16,500	8,628	18,000
110-41520-82310	ADVERTISING/LEGAL NOTICES	32	17	0	0	0
110-41520-82520	SPECIAL LEGAL SERVICES	3,507	868	50,000	3,075	50,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-41520-82605	R/M - OFC MACH & EQUIP	0	50	250	158	500
110-41520-82620	R/M - MACH & EQUIP	8	33	300	0	0
110-41520-82810	MBRSHIPS & REGISTRATIONS	4,240	4,213	4,200	1,704	4,500
110-41520-82820	TRAVEL - CONF & SCHOOLS	3,592	4,454	5,000	2,713	5,000
110-41520-83100	OFFICE SUPPLIES/MATERIALS	148	193	300	0	300
110-41520-83299	SUNDRY	0	21	500	71	500
Total Expenditures		212,913	220,933	278,545	145,167	287,385

DEPT 41640: TECHNOLOGY

110-41640-81110	SALARIES	330,355	332,001	374,365	244,171	409,840
110-41640-81111	SALARIES - PART TIME	50,478	52,423	0	0	5,000
110-41640-81120	SALARIES - OVERTIME	38	0	8,320	0	3,000
110-41640-81130	LONGEVITY PAY	1,820	1,940	2,000	1,800	2,500
110-41640-81145	COMMUNICATION ALLOWANCE	3,600	3,540	2,880	2,400	3,600
110-41640-81410	FICA (EMPLOYER'S SHARE)	29,483	29,228	29,650	18,517	32,430
110-41640-81420	HEALTH INSURANCE	37,170	40,280	53,470	35,648	58,845
110-41640-81422	LIFE INSURANCE	842	870	990	570	990
110-41640-81425	RETIREMENT - HEALTH/LIFE	14,450	16,920	19,130	12,752	22,660
110-41640-81430	RETIREMENT - TCRS	50,425	52,360	61,230	40,257	57,800
110-41640-81481	CLOTHING/UNIFORMS	1,165	1,524	1,700	0	1,700
110-41640-82215	PUBLICATIONS, REPORTS, ETC	0	0	50	0	0
110-41640-82450	COMMUNICATIONS - INTERNET SRVC	31,498	32,305	33,000	17,350	45,000
110-41640-82599	OTHER PROFESSIONAL SRVCS	35,246	43,183	55,000	20,343	55,000
110-41640-82605	R/M - OFC MACH & EQUIP	0	375	3,500	1,865	3,500
110-41640-82610	R/M - VEHICLES	1,290	219	500	133	1,500
110-41640-82620	R/M - MACH & EQUIPMENT	96,202	93,374	158,500	136,664	177,000
110-41640-82810	MBRSHIPS & REGISTRATIONS	1,763	2,497	5,000	1,409	5,000
110-41640-82820	TRAVEL - CONF & SCHOOLS	1,529	2,714	7,000	7,453	10,000
110-41640-83100	OFFICE SUPPLIES/MATERIALS	1,678	1,565	3,500	545	2,500
110-41640-83215	HOUSEHOLD/JANITORIAL SUPPLIES	25	152	200	42	200
110-41640-83290	OTHER OPERATING SUPPLIES	553	424	1,000	11	1,000
110-41640-83299	SUNDRY	632	1,281	1,000	262	1,000
110-41640-83310	FUEL	597	428	1,000	148	1,000
110-41640-83530	EQUIPMENT - N/C	1,700	1,314	5,000	2,638	5,000
110-41640-83535	OFFICE EQUIPMENT - N/C	262	265	1,000	0	1,000
110-41640-83540	COMPUTER HARDWARE - N/C	5,050	7,244	7,000	300	7,000
110-41640-83550	COMPUTER SOFTWARE-N/C	17,373	658	1,500	2,318	2,500
110-41640-83560	MISC TECHNOLOGY - N/C	18,090	10,127	10,000	4,308	10,000
110-41640-88930	EQUIPMENT REPLACEMENT FUND	400,000	425,000	435,000	290,000	513,000
110-41640-89520	VEHICLES	0	0	30,000	0	0
110-41640-89540	COMPUTER HARDWARE	10,325	0	60,000	11,000	15,000
110-41640-89550	COMPUTER SOFTWARE	0	0	48,000	0	9,000
110-41640-89555	TECHNOLOGY INFRASTRUCTURE	0	2,516	0	0	15,000
Total Expenditures		1,143,639	1,156,727	1,420,485	852,904	1,478,565

DEPT 41645: GIS

110-41645-81110	SALARIES	168,505	174,466	178,595	113,864	186,135
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CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-41645-81120	SALARIES - OVERTIME	129	0	590	0	590
110-41645-81130	LONGEVITY PAY	840	960	1,080	1,080	1,200
110-41645-81145	COMMUNICATION ALLOWANCE	480	480	480	320	480
110-41645-81410	FICA (EMPLOYER'S SHARE)	11,761	12,807	13,825	8,425	14,415
110-41645-81420	HEALTH INSURANCE	24,780	26,850	29,165	19,440	32,100
110-41645-81422	LIFE INSURANCE	522	540	540	360	540
110-41645-81425	RETIREMENT - HEALTH/LIFE	8,095	9,480	9,475	6,320	11,225
110-41645-81430	RETIREMENT - TCRS	25,765	27,554	28,670	18,641	26,140
110-41645-81481	CLOTHING/UNIFORMS	0	0	400	0	400
110-41645-82450	COMMUNICATIONS	0	0	0	0	420
110-41645-82599	OTHER PROF SRVCS	5,130	0	5,500	0	5,500
110-41645-82605	R/M - OFC MACH & EQUIP	0	151	650	486	650
110-41645-82610	R/M - MOTOR VEHICLES	933	27	1,000	578	1,000
110-41645-82620	R/M - MACH & EQUIPMENT	26,711	25,756	27,000	25,057	27,000
110-41645-82810	MBRSHIPS & REGISTRATIONS	2,139	970	1,500	596	4,150
110-41645-82820	TRAVEL - CONF & SCHOOLS	3,213	5,313	3,500	2,751	3,850
110-41645-83100	OFFICE SUPPLIES/MATERIALS	1,634	489	4,000	59	4,000
110-41645-83215	HOUSEHOLD/JANITORIAL SUPPLIES	31	94	100	30	100
110-41645-83299	SUNDRY	63	99	500	61	500
110-41645-83310	FUEL	372	212	1,000	94	1,000
110-41645-83540	COMPUTER HARDWARE - N/C	0	911	1,600	0	0
110-41645-83550	COMPUTER SOFTWARE-N/C	0	0	0	0	2,300
110-41645-89530	EQUIPMENT	0	0	0	0	6,000
Total Expenditures		281,103	287,159	309,170	198,162	329,695

DEPT 41650: HUMAN RESOURCES

110-41650-81110	SALARIES	190,057	200,174	202,540	125,571	209,160
110-41650-81130	LONGEVITY PAY	1,760	1,880	2,000	1,640	1,720
110-41650-81145	COMMUNICATION ALLOWANCE	720	720	720	480	720
110-41650-81410	FICA (EMPLOYER'S SHARE)	15,178	15,369	15,700	9,699	16,185
110-41650-81420	HEALTH INSURANCE	24,780	26,850	29,165	19,440	32,100
110-41650-81422	LIFE INSURANCE	522	540	540	345	540
110-41650-81425	RETIREMENT - HEALTH/LIFE	6,575	7,692	7,695	5,128	9,115
110-41650-81430	RETIREMENT - TCRS	29,034	30,872	32,405	20,547	29,280
110-41650-82210	PRINTING,STATIONERY,ENVELOPES	883	917	1,400	740	1,400
110-41650-82215	PUBLICATIONS, REPORTS, ETC	0	0	1,000	64	1,000
110-41650-82310	ADVERTISING/LEGAL NOTICES	11,803	7,875	10,000	4,266	10,000
110-41650-82510	MEDICAL SERVICES	34,012	52,871	57,000	42,050	63,545
110-41650-82599	OTHER PROF SRVCS	25,697	29,456	36,000	17,586	26,625
110-41650-82605	R/M - OFC MACH & EQUIP	4,333	7,176	7,600	11,094	11,200
110-41650-82750	ANNUAL EMPLOYEE BANQUET	15,131	17,166	18,000	18,543	19,000
110-41650-82755	AWARDS	5,921	8,607	10,720	10,156	9,560
110-41650-82810	MBRSHIPS & REGISTRATIONS	1,194	1,103	2,300	1,412	2,800
110-41650-82820	TRAVEL - CONF & SCHOOLS	2,326	476	2,500	0	2,500
110-41650-82890	TRAVEL - APPLICANTS	0	618	0	0	0
110-41650-83100	OFFICE SUPPLIES/MATERIALS	1,515	1,493	3,000	2,563	3,000
110-41650-83299	SUNDRY	4,993	6,546	5,250	4,422	5,500

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
Total Expenditures		376,434	418,401	445,535	295,746	454,950
DEPT 41680: COMMUNITY RELATIONS						
110-41680-81110	SALARIES	131,962	135,486	138,985	126,152	138,295
110-41680-81120	SALARIES - OVERTIME	0	75	0	113	0
110-41680-81130	LONGEVITY PAY	1,080	1,120	1,160	0	0
110-41680-81145	COMMUNICATION ALLOWANCE	1,200	1,200	1,200	1,000	1,440
110-41680-81410	FICA (EMPLOYER'S SHARE)	9,859	9,936	10,815	9,480	10,690
110-41680-81420	HEALTH INSURANCE	16,520	17,900	19,445	12,960	21,400
110-41680-81422	LIFE INSURANCE	332	297	360	245	360
110-41680-81425	RETIREMENT - HEALTH/LIFE	6,750	7,896	7,900	5,264	9,360
110-41680-81430	RETIREMENT - TCRS	20,169	21,403	22,240	14,945	19,360
110-41680-82110	POSTAGE	8,580	7,932	10,000	2,701	10,000
110-41680-82210	PRINTING,STATIONERY,ENVELOPES	16,381	12,467	18,000	4,806	18,000
110-41680-82215	PUBLICATIONS, REPORTS, ETC	0	110	100	55	2,000
110-41680-82310	ADVERTISING/LEGAL NOTICES	3,754	3,895	3,500	986	3,500
110-41680-82410	ELECTRICITY	306	311	500	208	500
110-41680-82420	WATER	3,121	962	3,000	618	3,000
110-41680-82450	COMMUNICATIONS	408	408	500	165	1,000
110-41680-82556	MARKETING-HOTEL/MOTEL	0	449	0	0	0
110-41680-82590	SPECIAL EVENTS	16,083	22,837	35,000	22,959	40,000
110-41680-82599	OTHER PROF SRVCS	24,343	28,011	17,300	10,335	20,000
110-41680-82605	R/M - OFC MACH & EQUIP	322	421	700	1,344	1,700
110-41680-82650	R/M - GROUNDS	42,804	39,438	47,000	18,885	47,000
110-41680-82810	MBRSHIPS & REGISTRATIONS	2,050	1,759	3,000	661	3,000
110-41680-82820	TRAVEL - CONF & SCHOOLS	3,453	3,509	5,000	1,910	5,000
110-41680-83100	OFFICE SUPPLIES/MATERIALS	429	347	300	1,112	500
110-41680-83299	SUNDRY	794	873	1,500	975	1,500
110-41680-83540	COMPUTER HARDWARE - N/C	0	0	2,000	103	5,500
110-41680-83550	COMPUTER SOFTWARE-N/C	0	0	0	21	500
110-41680-83560	BANNERS	3,705	10,268	9,500	0	5,500
110-41680-87131	LDRSHIP BWOOD	1,000	1,000	1,000	1,000	1,000
110-41680-87145	HISTORIC BOARD	2,500	2,500	2,500	0	2,500
Total Expenditures		317,905	332,810	362,505	239,003	372,605
DEPT 41700: PLANNING						
110-41700-81110	SALARIES	213,592	223,226	230,660	135,438	235,635
110-41700-81120	SALARIES - OVERTIME	0	268	0	119	0
110-41700-81130	LONGEVITY PAY	1,680	1,800	1,920	1,520	1,600
110-41700-81145	COMMUNICATION ALLOWANCE	1,680	1,680	1,680	960	1,680
110-41700-81410	FICA (EMPLOYER'S SHARE)	16,837	16,557	17,925	10,233	18,275
110-41700-81420	HEALTH INSURANCE	24,780	26,850	29,165	19,440	32,100
110-41700-81422	LIFE INSURANCE	522	540	540	300	540
110-41700-81425	RETIREMENT - HEALTH/LIFE	12,120	14,184	14,185	9,456	16,800
110-41700-81430	RETIREMENT - TCRS	32,619	35,292	36,905	21,271	32,990
110-41700-82210	PUBLICATIONS PRINTING	679	316	2,000	1,506	2,000
110-41700-82215	PUBLICATIONS, REPORTS, ETC	0	0	2,000	0	2,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-41700-82310	ADVERTISING/LEGAL NOTICES	2,255	1,891	2,500	1,127	2,500
110-41700-82550	PLANNING CONSULTANT SRVCS	85	0	5,000	0	5,000
110-41700-82554	SPECIAL CENSUS	35,320	0	0	0	40,000
110-41700-82555	RADIO & TV SRVCS	8,225	8,275	9,200	3,775	7,000
110-41700-82570	TRAFFIC ENG SRVCS	10,745	17,443	15,000	4,160	15,000
110-41700-82605	R/M - OFFICE MACH & EQUIP	0	176	610	3,381	5,500
110-41700-82620	R/M - MACH & EQUIPMENT	38,234	39,729	40,000	34,085	40,000
110-41700-82810	MBRSHIPS & REGISTRATIONS	14,311	14,742	17,000	12,299	18,000
110-41700-82820	TRAVEL - CONF & SCHOOLS	2,653	3,276	5,500	12	5,500
110-41700-83100	OFFICE SUPPLIES/MATERIALS	2,314	2,792	4,500	530	4,500
110-41700-83299	SUNDRY	1,512	937	3,000	855	3,000
110-41700-83535	OFFICE EQUIPMENT - N/C	0	0	1,000	0	1,000
110-41700-83540	COMPUTER HARDWARE - N/C	1,334	0	1,000	0	1,000
110-41700-83550	COMPUTER SOFTWARE-N/C	0	0	2,000	0	2,000
110-41700-89550	COMPUTER SOFTWARE	0	6,000	12,000	0	7,000
Total Expenditures		421,497	415,974	455,290	260,467	500,620

DEPT 41710: CODES

110-41710-81110	SALARIES	478,819	493,130	503,960	321,275	525,095
110-41710-81111	SALARIES - PART TIME	23,045	23,994	25,895	17,472	30,900
110-41710-81120	SALARIES - OVERTIME	172	0	1,180	0	1,180
110-41710-81130	LONGEVITY PAY	4,200	4,520	4,840	4,840	5,160
110-41710-81145	COMMUNICATION ALLOWANCE	3,360	3,360	3,360	2,240	3,360
110-41710-81410	FICA (EMPLOYER'S SHARE)	38,113	38,592	41,250	25,343	43,275
110-41710-81420	HEALTH INSURANCE	66,075	71,605	77,775	51,848	85,595
110-41710-81422	LIFE INSURANCE	1,392	1,440	1,440	960	1,440
110-41710-81425	RETIREMENT - HEALTH/LIFE	19,035	22,284	22,280	14,856	26,390
110-41710-81430	RETIREMENT - TCRS	73,038	77,892	80,825	52,774	73,680
110-41710-81470	WORKER'S COMPENSATION	15,000	12,996	13,000	8,664	11,700
110-41710-81481	CLOTHING & UNIFORMS	1,566	2,548	4,500	1,105	4,500
110-41710-82210	PUBLICATIONS PRINTING	1,332	767	2,500	474	2,500
110-41710-82215	PUBLICATIONS, REPORTS, ETC	1,178	146	3,000	75	3,000
110-41710-82310	ADVERTISING/LEGAL NOTICES	294	0	500	0	500
110-41710-82450	COMMUNICATIONS	3,554	3,518	4,000	2,119	4,000
110-41710-82540	ARCH ENG & LANDSCAPING	1,268	363	7,500	0	7,500
110-41710-82599	OTHER PROF SRVCS	0	0	0	8,268	0
110-41710-82605	R/M - OFFICE MACH & EQUIP	1,612	2,069	5,200	2,983	5,200
110-41710-82610	R/M - MOTOR VEHICLES	7,211	6,775	6,500	2,089	6,500
110-41710-82625	TIRES TUBES ETC	1,862	0	2,000	1,745	2,000
110-41710-82810	MBRSHIPS & REGISTRATIONS	3,775	3,549	8,500	1,829	8,500
110-41710-82820	TRAVEL - CONF & SCHOOLS	3,670	8,200	8,000	3,133	8,000
110-41710-83100	OFFICE SUPPLIES/MATERIALS	2,843	2,892	3,700	1,927	3,700
110-41710-83299	SUNDRY	3,207	1,874	3,500	1,532	3,500
110-41710-83310	FUEL	16,416	15,256	10,000	6,564	10,000
110-41710-83535	OFFICE EQUIPMENT - N/C	0	2,231	3,000	412	3,000
110-41710-83540	COMPUTER HARDWARE - N/C	2,456	1,896	3,500	258	3,500
110-41710-83550	COMPUTER SOFTWARE-N/C	750	0	1,000	0	1,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-41710-85130	INS - LIABILITY	2,272	2,442	4,100	0	4,100
110-41710-89520	VEHICLES	45,426	0	52,100	52,495	53,500
Total Expenditures		822,941	804,339	908,905	587,280	942,275

DEPT 41990: INSURANCE/OTHER BENEFITS

110-41990-81410	FICA (EMPLOYER'S SHARE)	0	14,160	15,875	6,016	15,875
110-41990-81421	DENTAL REIMBURSEMENT	66,594	67,517	75,000	33,735	75,000
110-41990-81441	401 RETIREMENT MATCH	247,209	260,625	270,400	172,189	281,000
110-41990-81445	RETIREE LEAVE PAYOUT - RESERVE	100,000	75,000	75,000	75,000	50,000
110-41990-81450	SICK LEAVE BUY-BACKS	69,099	69,406	61,880	37,875	64,355
110-41990-81455	ATTENDANCE BONUS PAY	12,000	14,000	15,000	0	15,000
110-41990-81456	ANNUAL LEAVE BUY-BACKS	105,517	115,687	130,000	40,766	135,200
110-41990-81457	EDUCATION REIMBURSEMENT	19,240	18,305	18,000	7,662	18,000
110-41990-81460	UNEMPLOYMENT COMPENSATION	0	352	5,000	0	5,000
110-41990-81470	WORKER'S COMPENSATION	20,000	17,004	17,000	11,336	15,300
110-41990-81480	LONG-TERM DISABILITY INSURANCE	39,409	37,278	40,000	25,423	40,000
110-41990-85105	INS - PRIVACY AND NETWORK SECURITY	6,114	6,211	7,000	0	7,000
110-41990-85120	INS - VEHICLE & EQUIP	156	2,639	4,000	144	1,000
110-41990-85130	LIABILITY INSURANCE	59,697	60,490	71,000	-2,426	71,000
110-41990-85140	OFFICIALS' SURETY BONDS	670	370	1,000	50	1,000
Total Expenditures		745,705	759,044	806,155	407,770	794,730

DEPT 42100: POLICE

110-42100-81110	SALARIES	3,229,315	3,351,220	3,628,520	2,242,411	3,887,150
110-42100-81111	SALARIES - PART TIME	22,989	25,001	25,565	17,376	0
110-42100-81120	SALARIES - OVERTIME	123,362	89,567	124,205	55,823	124,205
110-42100-81130	LONGEVITY PAY	24,640	29,880	25,000	25,000	26,920
110-42100-81140	STATE PAY SUPPLEMENTS	31,200	30,000	33,600	29,400	33,600
110-42100-81145	COMMUNICATION ALLOWANCE	16,140	16,300	16,800	10,300	15,840
110-42100-81160	TRANSPORTATION SUPPL PAY	0	92,722	120,000	64,298	120,000
110-42100-81170	F T O SUPPLEMENTAL PAY	4,787	6,129	7,200	8,136	14,400
110-42100-81180	EMT SUPPLEMENTAL PAY	903	905	0	25	0
110-42100-81190	SHIFT DIFFERENTIAL	35,458	32,432	41,100	24,345	41,100
110-42100-81410	FICA (EMPLOYER'S SHARE)	256,890	265,686	307,685	179,461	326,170
110-42100-81420	HEALTH INSURANCE	520,350	563,860	641,650	427,768	716,850
110-42100-81422	LIFE INSURANCE	10,649	10,665	11,880	7,665	12,060
110-42100-81425	RETIREMENT - HEALTH/LIFE	166,720	195,120	202,415	134,936	239,765
110-42100-81430	RETIREMENT - TCRS	625,245	656,745	735,130	458,172	696,130
110-42100-81470	WORKER'S COMPENSATION	100,000	86,004	86,000	57,336	77,400
110-42100-81481	CLOTHING & UNIFORMS	67,833	71,129	79,950	28,975	79,950
110-42100-82110	POSTAGE & BOX RENTAL	369	279	2,500	137	2,500
110-42100-82210	PRINTING,STATIONERY,ENVELOPES	5,062	4,125	7,500	8,212	7,500
110-42100-82330	PERIODICAL SUBSCRIPTIONS	2,438	6,282	3,000	608	3,000
110-42100-82450	COMMUNICATIONS	41,410	41,817	44,000	25,348	44,000
110-42100-82599	OTHER PROF SRVCS	77,588	59,906	66,750	40,264	73,750
110-42100-82605	R/M - OFC MACH & EQUIP	0	3,283	26,700	14,224	26,700
110-42100-82610	R/M - MOTOR VEHICLES	72,062	63,182	70,000	53,966	80,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-42100-82620	R/M - OTHER EQUIPMENT	89,165	145,385	187,100	148,247	177,875
110-42100-82625	TIRES TUBES ETC	14,006	10,283	18,000	11,168	18,000
110-42100-82810	MBRSHIPS & REGISTRATIONS	52,982	50,640	45,000	41,915	45,000
110-42100-82820	TRAVEL - CONF & SCHOOLS	33,153	30,792	50,000	26,080	50,000
110-42100-83100	OFFICE SUPPLIES/MATERIALS	5,069	3,870	10,000	1,714	8,000
110-42100-83215	HOUSEHOLD/JANITORIAL SUPPLIES	11,368	11,221	20,000	4,926	17,000
110-42100-83270	FIRE ARM SUPPLIES	31,888	30,867	56,120	33,293	56,120
110-42100-83290	OTHER OPER SUPPLIES	55,655	47,859	65,000	28,620	65,000
110-42100-83310	FUEL	197,481	172,004	115,000	76,020	115,000
110-42100-83520	TRAFFIC ENFORCEMENT SUPPLIES	9,645	6,590	2,500	0	10,000
110-42100-83525	VEHICLE ACCESSORIES	33,921	25,881	10,000	20,014	20,000
110-42100-83530	EQUIPMENT - N/C	5,225	86,616	15,000	4,281	5,000
110-42100-83535	OFFICE EQUIPMENT - N/C	4,509	7,636	4,500	539	4,500
110-42100-83540	COMPUTER HARDWARE - N/C	7,679	8,585	3,500	4,092	15,000
110-42100-83550	COMPUTER SOFTWARE-N/C	356	0	0	0	0
110-42100-83555	MISC TECHNOLOGY-N/C	7,509	0	0	414	0
110-42100-85130	INS - LIABILITY	52,014	61,224	64,500	8,789	70,000
110-42100-85240	RENTAL - MACH & EQUIP	13,562	15,060	7,000	2,230	7,000
110-42100-88930	EQUIPMENT REPLACEMENT FUND	380,000	390,000	400,000	266,664	411,000
110-42100-89530	RADIO EQUIPMENT	0	0	0	2,530	0
110-42100-89560	MISC TECHNOLOGY	0	1,302	7,500	0	12,000
Total Expenditures		6,440,597	6,808,054	7,387,870	4,595,722	7,755,485

DEPT 42200: FIRE AND RESCUE

110-42200-81110	SALARIES	3,363,738	3,552,467	3,743,340	2,417,721	3,887,780
110-42200-81115	SALARIES - OTHER	163,125	196,196	150,000	146,783	150,000
110-42200-81120	SALARIES - OVERTIME	10,250	29,265	13,835	20,173	13,835
110-42200-81130	LONGEVITY PAY	30,520	31,200	32,040	31,920	32,640
110-42200-81140	STATE PAY SUPPLEMENTS	31,800	36,000	36,000	0	36,000
110-42200-81145	COMMUNICATION ALLOWANCE	4,080	4,560	4,320	3,040	4,560
110-42200-81170	F T O SUPPLEMENTAL PAY	0	0	0	915	1,000
110-42200-81180	EMT SUPPLEMENTAL PAY	143,347	148,337	173,700	104,622	192,600
110-42200-81410	FICA (EMPLOYER'S SHARE)	274,811	289,091	317,720	198,025	330,315
110-42200-81420	HEALTH INSURANCE	520,350	563,900	641,650	427,768	706,150
110-42200-81422	LIFE INSURANCE	10,969	11,520	11,880	7,785	11,880
110-42200-81425	RETIREMENT - HEALTH/LIFE	174,020	203,676	210,960	140,640	249,885
110-42200-81430	RETIREMENT - TCRS	683,166	754,691	794,085	525,285	735,380
110-42200-81470	WORKER'S COMPENSATION	86,000	74,004	74,000	49,336	66,600
110-42200-81481	CLOTHING & UNIFORMS	40,335	40,132	38,500	27,908	38,500
110-42200-81482	PERSONAL PROTECTIVE EQUIPMENT	34,890	27,552	42,700	29,428	42,700
110-42200-82110	POSTAGE	348	325	350	204	350
110-42200-82410	ELECTRICITY	8,843	8,624	9,000	6,480	9,000
110-42200-82420	WATER	737	688	800	497	800
110-42200-82430	SEWER	893	846	900	511	900
110-42200-82440	NATURAL GAS	2,580	1,564	2,000	887	2,000
110-42200-82450	COMMUNICATIONS	7,497	8,320	10,000	4,193	10,000
110-42200-82599	OTHER PROF SRVCS	16,812	22,154	30,000	23,271	30,000

CITY OF BRENTWOOD
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Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-42200-82605	R/M - OFFICE MACH & EQUIPMENT	11,822	13,859	30,000	26,312	55,100
110-42200-82610	R/M - MOTOR VEHICLES	49,609	42,472	65,000	38,649	65,000
110-42200-82620	R/M - MACH & EQUIPMENT	25,186	27,450	19,500	23,178	25,000
110-42200-82625	TIRES TUBES ETC	8,938	8,224	12,500	6,497	10,000
110-42200-82650	R/M - GROUNDS	571	982	1,500	728	1,500
110-42200-82660	R/M - BUILDINGS	10,153	12,026	10,000	3,014	10,000
110-42200-82670	R/M - PLUMBING & HVAC	2,800	3,117	2,000	150	2,500
110-42200-82810	MBRSHIPS & REGISTRATIONS	31,921	27,482	30,000	18,831	30,000
110-42200-82820	TRAVEL - CONF & SCHOOLS	19,834	18,526	27,500	21,449	27,500
110-42200-83100	OFFICE SUPPLIES/MATERIALS	5,352	6,169	6,000	3,259	6,000
110-42200-83215	HOUSEHOLD/JANITORIAL SUPPLIES	12,169	12,965	11,000	8,865	11,000
110-42200-83240	MEDICAL SUPPLIES	14,311	11,497	17,500	13,346	17,500
110-42200-83290	OTHER OPER SUPPLIES	25,888	14,261	30,000	12,531	30,000
110-42200-83299	SUNDRY	5,679	2,301	5,000	3,512	5,000
110-42200-83310	FUEL	78,421	68,026	50,000	33,114	50,000
110-42200-83530	EQUIPMENT - N/C	55,213	22,300	49,000	38,372	40,400
110-42200-83535	OFFICE EQUIPMENT - N/C	2,024	0	2,500	2,951	2,500
110-42200-83540	COMPUTER HARDWARE - N/C	630	2,864	1,000	1,485	1,500
110-42200-83550	COMPUTER SOFTWARE-N/C	0	10,664	1,000	207	1,000
110-42200-83555	MISC TECHNOLOGY N/C	4,631	10,999	20,000	264	20,000
110-42200-84400	FIRE PREVENTION/EDUCATION	11,400	12,509	15,000	9,150	15,000
110-42200-85110	INS ON BLDGS	1,284	1,341	1,450	1,347	1,450
110-42200-85120	INS - VEH & EQUIP	332	427	1,000	341	1,000
110-42200-85130	INS - LIABILITY	43,524	48,242	46,750	1,123	46,750
110-42200-85210	HYDRANT RENTAL EXPENSE	100,000	100,000	100,000	66,667	100,000
110-42200-88930	EQUIPMENT REPLACEMENT FD	298,000	313,000	320,000	213,336	329,000
110-42200-89520	VEHICLES	63,904	0	40,000	37,974	0
110-42200-89530	EQUIPMENT	0	0	0	0	37,500
110-42200-89550	COMPUTER SOFTWARE	0	5,000	0	0	0
110-42200-89920	GRANT - EQUIPMENT	3,791	93,744	0	0	0
Total Expenditures		6,496,498	6,895,559	7,252,980	4,754,044	7,495,075

DEPT 42210: BRENTWOOD SAFETY CENTER EAST

110-42210-82410	ELECTRIC	18,368	17,855	18,000	12,456	18,000
110-42210-82420	WATER	1,405	1,581	1,500	1,181	1,500
110-42210-82430	SEWER	660	804	1,000	483	1,000
110-42210-82440	NATURAL/PROPANE GAS	3,533	1,987	3,000	985	3,000
110-42210-82450	COMMUNICATIONS	0	0	1,000	0	0
110-42210-82599	OTHER PROF SERVICES	560	1,556	1,000	315	1,000
110-42210-82605	R/M - OFFICE MACH & EQUIP	5,514	3,251	4,000	3,372	4,000
110-42210-82620	R/M - MACH & EQUIPMENT	957	388	2,500	304	1,500
110-42210-82650	GROUNDS MAINT	11,172	11,344	11,500	9,423	16,500
110-42210-82660	R/M - BUILDINGS	10,669	8,151	6,000	5,441	15,000
110-42210-82670	R/M - PLUMBING & HVAC	2,525	1,742	3,000	2,210	3,000
110-42210-83100	OFFICE SUPPLIES/MATERIALS	397	388	500	450	500
110-42210-83215	HOUSEHOLD/JANITORIAL SUPPLIES	3,451	4,313	4,000	2,334	4,000
110-42210-83290	OTHER OPER SUPPLIES	830	1,167	1,500	360	1,500

CITY OF BRENTWOOD
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Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-42210-83530	EQUIPMENT - N/C	813	57	7,500	1,761	1,500
110-42210-83535	OFFICE EQUIPMENT - N/C	0	0	500	0	0
110-42210-83555	MISC TECHNOLOGY N/C	0	2,029	0	0	0
110-42210-85110	INS ON BUILDINGS	4,255	4,450	5,000	4,243	5,000
110-42210-85130	INS - LIABILITY	125	133	150	36	150
110-42210-89530	EQUIPMENT	0	11,921	7,000	6,941	0
Total Expenditures		65,234	73,117	78,650	52,295	77,150

DEPT 43120: PUBLIC WORKS

110-43120-81110	SALARIES	774,784	761,372	844,410	522,268	888,815
110-43120-81120	SALARIES - OVERTIME	51,443	50,656	51,880	21,876	51,880
110-43120-81130	LONGEVITY PAY	8,720	6,200	6,600	6,800	7,240
110-43120-81145	COMMUNICATION ALLOWANCE	1,440	1,440	1,440	960	1,440
110-43120-81410	FICA (EMPLOYER'S SHARE)	59,929	59,299	69,195	40,112	72,685
110-43120-81420	HEALTH INSURANCE	156,930	187,965	204,165	136,112	224,685
110-43120-81422	LIFE INSURANCE	3,489	3,570	3,780	2,565	3,780
110-43120-81425	RETIREMENT - HEALTH/LIFE	34,180	42,900	42,895	28,600	50,810
110-43120-81430	RETIREMENT - TCRS	121,474	128,597	143,405	89,603	131,800
110-43120-81470	WORKER'S COMPENSATION	41,000	35,004	35,000	23,336	31,500
110-43120-81481	CLOTHING & UNIFORMS	21,448	24,474	23,820	15,603	25,000
110-43120-82270	LANDFILL FEES	4,464	82,669	115,000	45,156	115,000
110-43120-82450	COMMUNICATIONS	1,419	1,208	3,000	689	3,000
110-43120-82599	OTHER PROF SRVCS	8,141	3,147	5,000	3,735	14,500
110-43120-82605	R/M - OFC MACH & EQUIP	0	298	1,150	1,531	1,500
110-43120-82610	R/M - MOTOR VEHICLES	28,274	33,235	37,750	21,245	37,750
110-43120-82620	R/M - MACH & EQUIPMENT	35,464	41,047	42,600	15,345	42,600
110-43120-82625	TIRES TUBES ETC	13,699	10,516	16,350	3,506	16,350
110-43120-82640	R/M - ROADS & STREETS	810,000	810,033	810,000	498,160	810,000
110-43120-82643	SIGNS/SALT/STRIPING/SUPPLIES	109,426	120,000	135,000	25,714	135,000
110-43120-82644	GUARD RAILS & POSTS	0	0	5,000	0	5,000
110-43120-82646	CRUSHED STONE	1,165	3,473	8,000	1,617	8,000
110-43120-82647	ASPHALT & ASPHALT FILLER	7,165	7,783	8,500	2,383	8,500
110-43120-82655	R O W MAINTENANCE - MOWING	134,780	125,680	140,000	70,120	160,000
110-43120-82690	STREET SWEEPING	25,621	25,621	30,000	15,224	30,000
110-43120-82810	MBRSHIPS & REGISTRATIONS	1,736	228	3,000	60	3,000
110-43120-82820	TRAVEL - CONF & SCHOOLS	0	559	2,000	0	2,000
110-43120-83290	OTHER OPER SUPPLIES	10,677	13,796	15,000	14,189	15,000
110-43120-83310	FUEL	105,113	98,842	75,000	43,436	75,000
110-43120-83535	OFFICE EQUIPMENT - N/C	0	4,666	0	0	0
110-43120-85120	INS - VEH & EQUIP	1,027	1,035	1,000	1,103	1,200
110-43120-85130	INS - LIABILITY	17,220	14,514	15,600	0	15,600
110-43120-85240	RENTAL - MACH & EQUIP	8,295	4,192	7,500	40	7,500
110-43120-88930	EQUIPMENT REPLACEMENT FUND	165,000	165,000	180,000	120,000	190,000
110-43120-89520	VEHICLES	27,137	0	30,000	0	30,000
110-43120-89530	EQUIPMENT	46,980	44,889	13,500	-213	19,000
Total Expenditures		2,837,640	2,913,908	3,126,540	1,770,875	3,235,135

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Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
DEPT 43150: STORM DRAINAGE						
110-43150-89440	SUBDIVISION IMPROVEMENTS	9,844	13,134	50,000	4,916	50,000
	Total Expenditures	9,844	13,134	50,000	4,916	50,000
DEPT 43160: STREET LIGHTING						
110-43160-82410	ELECTRIC	489,357	459,678	525,000	276,244	440,000
	Total Expenditures	489,357	459,678	525,000	276,244	440,000
DEPT 43165: TRAFFIC SIGNALIZATION						
110-43165-81110	SALARIES	102,248	48,809	81,925	32,159	93,780
110-43165-81120	SALARIES - OVERTIME	11,285	13,135	7,800	8,583	7,800
110-43165-81130	LONGEVITY PAY	840	520	560	560	600
110-43165-81145	COMMUNICATION ALLOWANCE	990	720	960	480	720
110-43165-81410	FICA (EMPLOYER'S SHARE	8,536	4,799	6,945	3,162	7,790
110-43165-81420	HEALTH INSURANCE	16,520	17,900	19,445	12,960	21,400
110-43165-81422	LIFE INSURANCE	144	180	360	120	360
110-43165-81425	RETIREMENT - HEALTH/LIFE	2,610	3,060	3,055	2,040	3,620
110-43165-81430	RETIREMENT - TCRS	17,487	9,693	14,355	6,721	14,220
110-43165-82410	ELECTRIC	7,908	11,748	6,000	3,079	6,000
110-43165-82450	COMMUNICATIONS	10,310	5,443	15,000	5,921	15,000
110-43165-82570	TRAFFIC ENG SERVICES	35,275	18,418	25,000	5,660	25,000
110-43165-82605	R/M - OFC MACH & EQUIP	0	252	410	151	410
110-43165-82610	R/M - MOTOR VEHICLES	968	477	2,000	1,145	2,000
110-43165-82620	R/M - MACH & EQUIPMENT	725	2,979	14,000	8,250	25,000
110-43165-82641	CONTRACT SIGNAL MAINTENANCE	18,362	11,338	20,000	17,004	36,000
110-43165-82810	MBRSHIPS & REGISTRATIONS	590	40	1,500	100	1,500
110-43165-82820	CONFERENCES & SCHOOLS	1,295	1,805	4,000	0	4,000
110-43165-83100	OFFICE SUPPLIES	4	46	0	0	0
110-43165-83290	OTHER OPERATING SUPPLIES	23,762	18,570	24,000	9,943	24,000
110-43165-83310	FUEL	4,234	2,787	3,000	1,348	3,000
110-43165-83530	EQUIPMENT - N/C	0	0	0	2,594	12,000
110-43165-85110	INS ON PROPERTY	13,381	14,004	16,000	14,885	16,000
110-43165-85240	RENTAL - EXPENSE	0	189	2,500	183	2,500
110-43165-88930	EQUIPMENT REPLACEMENT FUND	11,000	13,000	13,000	8,664	14,000
110-43165-89520	VEHICLES	0	23,806	0	0	0
110-43165-89530	EQUIPMENT	24,894	26,253	20,000	18,129	7,500
	Total Expenditures	313,368	249,971	301,815	163,841	344,200
DEPT 43170: SERVICE CENTER						
110-43170-81110	SALARIES	58,222	58,578	65,630	35,553	71,110
110-43170-81120	SALARIES - OVERTIME	2,034	945	1,040	612	1,040
110-43170-81130	LONGEVITY PAY	240	280	520	320	360
110-43170-81410	FICA (EMPLOYER'S SHARE)	4,388	4,326	5,140	2,663	5,535
110-43170-81420	HEALTH INSURANCE	16,520	17,900	19,445	12,960	21,400
110-43170-81422	LIFE INSURANCE	348	330	360	195	360
110-43170-81425	RETIREMENT - HEALTH/LIFE	3,540	4,140	4,145	2,760	4,910
110-43170-81430	RETIREMENT - TCRS	9,029	9,408	10,665	5,856	10,100

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Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-43170-82330	PERIODICAL SUBSCRIPTIONS	525	554	550	326	550
110-43170-82410	ELECTRIC	33,537	32,766	32,000	23,544	35,000
110-43170-82420	WATER	10,639	3,255	10,500	6,391	10,500
110-43170-82430	SEWER	2,273	2,608	2,150	2,069	3,500
110-43170-82440	NATURAL/PROPANE GAS	10,913	6,004	12,500	4,056	10,000
110-43170-82599	OTHER PROF SRVCS	3,522	4,599	7,000	17,918	7,000
110-43170-82605	R/M - OFFICE MACH & EQUIPMENT	17,262	10,564	11,500	5,942	16,000
110-43170-82645	STORM WATER DRAINAGE	1,549	1,549	1,550	904	1,550
110-43170-82650	GROUND MAINT CONTRACT	15,074	15,315	11,000	9,096	15,240
110-43170-82660	R/M - BUILDINGS	57,286	73,039	52,000	40,608	55,000
110-43170-82670	R/M - PLUMBING & HVAC	13,478	7,757	5,500	1,456	6,200
110-43170-83100	OFFICE SUPPLIES/MATERIALS	5,396	5,409	6,000	2,744	6,000
110-43170-83215	HOUSEHOLD/JANITORIAL SUPPLIES	10,721	10,301	9,000	8,162	11,000
110-43170-83290	OTHER OPER SUPPLIES	3,020	1,492	2,500	1,167	2,500
110-43170-83530	EQUIPMENT - N/C	449	713	0	0	0
110-43170-85110	INS ON BLDGS	6,550	6,872	7,000	6,760	7,200
Total Expenditures		286,515	278,704	277,695	192,062	302,055

DEPT 43800: ENGINEERING

110-43800-81110	SALARIES	340,979	352,771	360,865	230,049	379,940
110-43800-81130	LONGEVITY PAY	1,600	1,720	1,840	1,840	2,160
110-43800-81145	COMMUNICATION ALLOWANCE	2,400	2,400	2,400	1,600	2,640
110-43800-81410	FICA (EMPLOYER'S SHARE)	26,719	26,057	27,930	16,490	29,435
110-43800-81420	HEALTH INSURANCE	33,040	35,805	38,890	25,928	42,795
110-43800-81422	LIFE INSURANCE	870	735	720	480	720
110-43800-81425	RETIREMENT - HEALTH/LIFE	17,350	20,316	20,310	13,544	24,060
110-43800-81430	RETIREMENT - TCRS	52,087	55,717	57,740	37,749	53,190
110-43800-81481	CLOTHING & UNIFORMS	255	0	1,000	87	500
110-43800-82541	CIVIL ENG SRVCS	1,500	300	17,500	0	17,500
110-43800-82560	GEOTECH/INSP SRVCS	126	0	5,000	0	5,000
110-43800-82605	R/M - OFC MACH & EQUIP	0	150	800	538	500
110-43800-82610	R/M - MOTOR VEHICLES	4,040	298	2,000	900	2,000
110-43800-82620	R/M - MACH & EQUIPMENT	1,574	378	1,800	1,012	1,800
110-43800-82645	STORM WATER COMPLIANCE	21,908	6,098	20,000	6,673	27,000
110-43800-82810	MBRSHIPS & REGISTRATIONS	4,040	4,712	6,500	4,525	6,500
110-43800-82820	TRAVEL	279	787	3,000	651	3,000
110-43800-83290	OTHER OPER SUPPLIES	775	731	2,500	593	2,500
110-43800-83310	FUEL	7,867	8,065	6,000	3,018	6,000
110-43800-83530	EQUIPMENT - N/C	0	0	2,500	21	2,000
110-43800-83540	COMPUTER HARDWARE - N/C	0	0	500	0	500
110-43800-89520	VEHICLES	0	0	0	0	27,500
Total Expenditures		517,409	517,040	579,795	345,698	637,240

DEPT 44100: PUBLIC HEALTH

110-44100-82592	CO HEALTH DEPT CONTRACT	15,000	15,000	15,000	0	15,000
110-44100-82595	CO ANIMAL CONTROL CONTRACT	73,524	52,917	56,000	0	60,000
Total Expenditures		88,524	67,917	71,000	0	75,000

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Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
DEPT 44400: PARKS & RECREATION						
110-44400-81110	SALARIES	603,447	647,777	653,005	379,852	711,775
110-44400-81111	SALARIES - PART TIME	102,490	104,866	135,200	66,369	130,000
110-44400-81120	SALARIES - OVERTIME	9,098	9,145	15,600	2,365	15,600
110-44400-81130	LONGEVITY PAY	6,520	6,280	5,120	5,120	5,440
110-44400-81145	COMMUNICATION ALLOWANCE	2,160	2,160	2,160	1,440	2,160
110-44400-81410	FICA (EMPLOYER'S SHARE)	53,321	57,628	61,880	34,149	66,170
110-44400-81420	HEALTH INSURANCE	123,895	134,260	150,690	100,464	171,190
110-44400-81422	LIFE INSURANCE	2,310	2,580	2,790	1,665	2,880
110-44400-81425	RETIREMENT - HEALTH/LIFE	25,385	29,712	30,215	20,144	35,790
110-44400-81430	RETIREMENT - TCRS	93,136	95,181	106,980	62,713	101,835
110-44400-81470	WORKER'S COMPENSATION	19,000	15,996	16,000	10,664	14,400
110-44400-81481	CLOTHING & UNIFORMS	12,363	12,842	14,000	7,942	14,000
110-44400-82210	PRINTING,STATIONERY,ENVELOPES	1,064	0	2,000	1,396	2,000
110-44400-82310	ADVERTISING/LEGAL NOTICES	50	493	0	0	0
110-44400-82410	ELECTRIC	80,078	75,225	100,000	57,640	90,000
110-44400-82420	WATER	91,305	110,239	150,000	94,683	150,000
110-44400-82430	SEWER	9,079	3,531	11,000	2,310	7,000
110-44400-82440	NATURAL/PROPANE GAS	537	558	600	359	600
110-44400-82450	COMMUNICATIONS	832	958	1,000	517	1,000
110-44400-82540	ARCH ENG & LANDSCAPING	0	0	1,000	0	1,000
110-44400-82605	R/M - OFC MACH & EQUIP	0	215	1,000	787	1,000
110-44400-82610	R/M - MOTOR VEHICLES	24,729	15,888	25,000	11,255	25,000
110-44400-82620	R/M - MACH & EQUIPMENT	28,094	32,023	33,065	22,223	33,065
110-44400-82625	TIRES TUBES ETC	5,026	5,760	6,000	3,519	6,000
110-44400-82650	R/M - GROUNDS	193,553	211,314	250,000	120,309	250,000
110-44400-82652	LANDSCAPING SUPPLIES	18,329	18,202	22,000	5,449	22,000
110-44400-82653	R/M - IRRIGATION	6,446	6,526	9,000	2,034	9,000
110-44400-82660	R/M - FACILITIES	111,984	120,458	145,000	54,438	145,000
110-44400-82675	R/M - SPORTS FIELDS	33,492	29,782	35,000	3,938	35,000
110-44400-82676	FERTILIZATION PROGRAM	29,066	27,698	34,000	13,375	34,000
110-44400-82810	MBRSHIPS & REGISTRATIONS	4,895	5,050	6,000	1,900	6,000
110-44400-82820	TRAVEL - CONF & SCHOOLS	1,769	2,662	5,000	1,566	5,000
110-44400-83100	OFFICE SUPPLIES/MATERIALS	264	893	1,000	252	1,000
110-44400-83215	HOUSEHOLD/JANITORIAL SUPPLIES	16,621	18,688	20,000	6,132	20,000
110-44400-83220	REC PROGRAM SUPPLIES	9,084	11,309	12,000	6,567	12,000
110-44400-83290	OTHER OPER SUPPLIES	13,378	13,041	13,000	6,088	13,000
110-44400-83299	SUNDRY	135	88	1,000	435	1,000
110-44400-83310	FUEL	71,875	65,784	38,500	27,337	42,000
110-44400-83530	EQUIPMENT N/C	3,650	626	0	0	0
110-44400-85110	INS ON BLDGS	7,717	8,613	9,000	8,467	9,500
110-44400-85120	INS - VEH & EQUIP	556	625	550	688	1,000
110-44400-85130	INS - LIABILITY	18,256	14,248	20,000	5,000	22,000
110-44400-85240	RENTAL - EQUIPMENT	3,449	1,019	3,500	2,424	3,500
110-44400-87135	PROGRAM CONTRIBUTIONS	87,000	87,000	87,000	87,000	87,000
110-44400-87140	TREE BOARD	2,986	1,771	3,000	1,467	3,000

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Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-44400-88930	EQUIPMENT REPLACEMENT FUND	9,000	9,000	9,000	6,000	10,000
110-44400-89520	VEHICLES	27,436	27,329	27,500	0	27,500
110-44400-89530	EQUIPMENT	39,985	34,316	61,000	58,840	48,500
Total Expenditures		2,004,845	2,079,359	2,336,355	1,307,282	2,394,905

DEPT 44800: PUBLIC LIBRARY

110-44800-81110	SALARIES	562,431	567,097	560,810	352,686	614,480
110-44800-81111	SALARIES - PART TIME	378,708	390,477	417,765	261,024	417,765
110-44800-81120	SALARIES - OVERTIME	0	0	1,070	0	1,070
110-44800-81130	LONGEVITY PAY	5,960	4,720	4,080	4,280	4,520
110-44800-81145	COMMUNICATION ALLOWANCE	720	720	720	480	720
110-44800-81410	FICA (EMPLOYER'S SHARE)	71,659	72,756	75,310	46,762	79,450
110-44800-81420	HEALTH INSURANCE	99,115	107,410	116,665	77,776	128,390
110-44800-81422	LIFE INSURANCE	2,205	2,160	2,160	1,410	2,160
110-44800-81425	RETIREMENT - HEALTH/LIFE	26,595	31,128	31,130	20,752	36,875
110-44800-81430	RETIREMENT - TCRS	85,657	88,596	89,900	57,967	86,175
110-44800-82110	POSTAGE & METER RENTAL	8,262	11,250	10,000	6,379	10,000
110-44800-82210	PRINTING,STATIONERY,ENVELOPES	2,875	3,773	4,000	3,241	3,000
110-44800-82220	BOOKS, CATALOGUES, BROCHURES	176,604	170,365	189,000	106,219	189,000
110-44800-82221	E-BOOKS	24,301	25,661	40,000	22,925	42,000
110-44800-82225	AUDIO VISUALS	74,941	75,656	82,500	31,235	83,750
110-44800-82330	PERIODICAL SUBSCRIPTIONS	11,397	11,481	12,600	10,922	12,600
110-44800-82331	ONLINE SERVICES AND RESOURCES	101,995	122,967	126,000	127,300	132,000
110-44800-82410	ELECTRIC	116,586	113,406	115,000	79,222	120,000
110-44800-82420	WATER	7,154	8,603	12,050	13,579	12,050
110-44800-82430	SEWER	1,866	1,926	2,000	1,467	2,000
110-44800-82440	NATURAL/PROPANE GAS	23,125	15,902	27,000	15,103	20,000
110-44800-82450	COMMUNICATIONS	9,274	9,392	10,000	5,934	10,000
110-44800-82599	OTHER PROF SRVCS	77,564	58,834	50,000	45,764	60,000
110-44800-82605	R/M - OFFICE MACH & EQUIPMENT	42,175	54,364	69,400	62,998	75,000
110-44800-82620	R/M - MACH & EQUIPMENT	4,092	0	5,000	818	5,000
110-44800-82650	R/M - GROUNDS	16,738	49,405	22,500	46,275	30,000
110-44800-82660	R/M - BUILDINGS	220,424	233,326	190,000	190,698	208,500
110-44800-82670	R/M - PLUMBING & HVAC	30,324	29,120	20,000	6,181	20,000
110-44800-82810	MBRSHIPS & REGISTRATIONS	2,953	1,600	3,000	1,314	3,000
110-44800-82820	TRAVEL - CONF & SCHOOLS	645	3,322	4,000	570	4,000
110-44800-82825	GRANT EXPENSE	95	42	2,500	0	2,500
110-44800-83100	OFFICE SUPPLIES/MATERIALS	31,738	23,611	25,000	15,997	25,000
110-44800-83250	PROGRAMS	9,288	7,801	11,000	2,452	11,000
110-44800-83290	OTHER OPERATING SUPPLIES	107	90	0	32	0
110-44800-83299	SUNDRY	8,491	14,244	9,500	5,633	9,500
110-44800-83530	EQUIPMENT - N/C	227	3,481	0	1,106	0
110-44800-83535	OFFICE EQUIPMENT - N/C	230	2,344	0	0	2,000
110-44800-83540	COMPUTER HARDWARE - N/C	1,553	2,684	10,000	11,161	10,000
110-44800-83550	COMPUTER SOFTWARE-N/C	17,148	18,292	20,000	14,616	20,000
110-44800-83560	MISC TECHNOLOGY - N/C	2,233	0	5,000	0	3,000
110-44800-85110	INS ON BLDGS	19,761	20,564	22,000	19,191	22,000

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Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-44800-85130	INS - LIABILITY	3,962	4,082	5,000	488	5,000
110-44800-89550	COMPUTER SOFTWARE	9,925	0	0	0	0
Total Expenditures		2,291,103	2,362,652	2,403,660	1,671,957	2,523,505

DEPT 44900: EDUCATION

110-44900-87720	BRENTWOOD HIGH SCHOOL	60,000	60,000	60,000	60,000	60,000
110-44900-87721	BRENTWOOD MIDDLE SCHOOL	15,000	15,000	15,000	15,000	15,000
110-44900-87722	CROCKETT ELEMENTARY SCHOOL	10,000	10,000	10,000	10,000	10,000
110-44900-87723	LIPSCOMB ELEMENTARY SCHOOL	10,000	10,000	10,000	10,000	10,000
110-44900-87724	SCALES ELEMENTARY SCHOOL	10,000	10,000	10,000	10,000	10,000
110-44900-87725	WOODLAND MIDDLE SCHOOL	15,000	15,000	15,000	15,000	15,000
110-44900-87726	EDMONDSON ELEMENTARY SCHOOL	10,000	10,000	10,000	10,000	10,000
110-44900-87727	KENROSE ELEMENTARY SCHOOL	10,000	10,000	10,000	10,000	10,000
110-44900-87728	RAVENWOOD HIGH SCHOOL	60,000	60,000	60,000	60,000	60,000
110-44900-87729	SUNSET ELEMENTARY SCHOOL	10,000	10,000	10,000	10,000	10,000
110-44900-87730	SUNSET MIDDLE SCHOOL	6,600	4,500	15,000	15,000	15,000
Total Expenditures		216,600	214,500	225,000	225,000	225,000

DEPT 45000: ECONOMIC DEVELOPMENT

110-45000-87134	BUSINESS SUPPORT	10,000	10,000	10,000	10,000	10,000
Total Expenditures		10,000	10,000	10,000	10,000	10,000

DEPT 47000: HISTORIC SITES - COOL SPRINGS

110-47000-82410	ELECTRIC	2,468	2,369	3,000	1,735	3,000
110-47000-82420	WATER	436	164	600	95	600
110-47000-82430	SEWER	358	29	400	0	300
110-47000-82440	NATURAL GAS	2,687	1,580	2,500	1,267	2,500
110-47000-82450	COMMUNICATIONS	853	1,424	3,000	1,306	2,500
110-47000-82599	OTHER PROF SRVCS	5,680	0	600	32	600
110-47000-82649	COOL SPRINGS HOUSE CLEANING FEE	4,975	6,100	5,200	4,100	7,000
110-47000-82650	R/M - GROUNDS	6,767	7,295	7,500	5,105	7,500
110-47000-82660	R/M - BUILDINGS	23,083	12,037	30,000	7,261	30,000
110-47000-83290	OTHER OPERATING SUPPLIES	148	83	200	9	200
110-47000-85110	INS ON BLDGS	977	1,020	1,100	980	1,100
Total Expenditures		48,432	32,101	54,100	21,890	55,300

DEPT 47010: HISTORIC SITES - RAVENSWOOD

110-47010-81111	SALARIES - PART TIME	473	2,359	4,000	810	4,000
110-47010-81410	FICA (EMPLOYER'S SHARE)	36	180	305	62	300
110-47010-82310	ADVERTISING/LEGAL NOTICES	6,323	10,560	18,000	12,104	20,000
110-47010-82410	ELECTRIC	7,934	7,059	10,000	4,746	9,000
110-47010-82420	WATER	9,917	3,077	9,000	3,058	9,000
110-47010-82430	SEWER	150	286	500	120	500
110-47010-82450	COMMUNICATIONS	1,170	850	1,200	600	1,200
110-47010-82599	OTHER PROF SRVCS	2,093	150	5,000	384	5,000
110-47010-82649	RAVENSWOOD HOUSE CLEANING	5,010	7,713	6,500	4,438	8,500
110-47010-82650	R/M GROUNDS	19,913	25,887	25,000	14,255	25,000

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Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
110-47010-82660	R/M - BUILDINGS	24,055	14,442	25,000	7,051	20,000
110-47010-83290	OTHER OPERATING SUPPLIES	908	604	5,000	11	5,000
110-47010-83565	FURNITURE AND FIXTURES N/C	2,315	4,493	10,000	41	5,000
110-47010-85110	INS ON BLDGS	1,796	1,879	1,800	1,814	2,000
Total Expenditures		82,093	79,539	121,305	49,494	114,500
Total Expenditures - Historic Sites		130,525	111,640	175,405	71,384	169,800

DEPT 52000: TRANSFERS

110-52000-88010	TRANSFER - D S FUND	3,350,000	3,350,000	2,950,000	2,950,000	2,950,000
110-52000-88030	TRANSFER - M C FUND	610,000	610,000	610,000	610,000	670,000
110-52000-88040	TRANSFER - ECD FUND	418,700	418,700	484,700	484,700	484,700
110-52000-88041	TRANSFER-ER FUND	140,000	60,000	0	0	0
110-52000-88080	TRANSFER - C P FUND	2,145,000	2,695,000	300,000	300,000	300,000
110-52000-88081	FUND BALANCE TRANSFER-CP FUND	3,000,000	7,800,000	0	0	0
110-52000-88085	TRANSFER-FACILITY MAINT FUND	200,000	200,000	200,000	200,000	200,000
Total Expenditures		9,863,700	15,133,700	4,544,700	4,544,700	4,604,700
Total Expenditures - General Fund		37,949,873	44,132,276	36,101,075	24,056,444	37,265,810

FUND 121: STATE STREET AID FUND

Revenues

121-00000-33551	STATE GAS/MOTOR FUEL TAX	986,778	1,110,780	1,100,000	770,366	1,125,000
121-00000-36100	INTEREST EARNINGS	1,790	6,553	4,000	6,645	4,000
Total Revenues		988,568	1,117,333	1,104,000	777,011	1,129,000

Expenditures

121-43120-82640	R/M - ROADS & STREETS	593,584	881,688	1,780,000	0	1,140,000
Total Expenditures		593,584	881,688	1,780,000	0	1,140,000

FUND 123: PUBLIC WORKS PROJECT FUND

Revenues

123-00000-36100	INTEREST EARNINGS	4,092	17,380	7,000	18,597	20,000
123-00000-36695	PW PROJECT FEES	1,054,200	1,676,424	1,650,000	759,832	940,000
Total Revenues		1,058,292	1,693,804	1,657,000	778,429	960,000

Expenditures

123-43120-88080	TRANSFER - C P FUND	0	0	1,000,000	1,000,000	600,000
Total Expenditures		0	0	1,000,000	1,000,000	600,000

FUND 124: ADEQUATE FACILITES TAX FUND

Revenues

124-00000-31860	ADEQUATE SCHOOL FACILITIES TAX	618,838	713,422	450,000	355,831	450,000
124-00000-36100	INTEREST EARNINGS	3,511	11,916	10,000	10,965	10,000
Total Revenues		622,349	725,338	460,000	366,796	460,000

Expenditures

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Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
124-44400-87160	WILLIAMSON CO SCHOOLS CONTRIB	0	0	0	0	400,000
124-44400-88080	TRANSFER - C P FUND	0	0	750,000	750,000	0
Total Expenditures		0	0	750,000	750,000	0

FUND 126: DRUG FUND

Revenues

126-00000-35140	DRUG RELATED FINES	16,112	33,851	20,000	10,450	20,000
126-00000-35170	FEDERAL FORFEITED PROPERTY	45,769	50,678	0	105,307	0
126-00000-36100	INTEREST EARNINGS	1,104	2,613	1,500	3,091	3,000
126-00000-36330	SALE OF EQUIPMENT	4,450	0	0	0	0
126-00000-36700	CONTRIBUTION - DRUG FUND	6,050	2,250	0	3,275	0
Total Revenues		73,485	89,392	21,500	122,123	23,000

Expenditures

126-42100-83299	SUNDRY	17,501	18,862	20,000	10,660	20,000
126-42110-89560	MISC TECHNOLOGY	15,355	53,427	0	0	200,000
Total Expenditures		32,856	72,289	20,000	10,660	220,000

FUND 127: POST EMPLOYMENT BENEFITS FUND

Revenues

127-00000-36100	INTEREST EARNINGS	2,403	5,454	3,000	5,793	5,000
127-00000-37810	RETIREE BNFT TRNSFR FROM GF	36,730	40,565	27,440	0	0
127-00000-37811	RETIREE BNFT TRNSFR FROM WSF	3,935	4,326	2,845	0	0
127-00000-37812	RETIREE BNFT TRNSFR FROM ECD	1,390	1,529	1,005	0	0
127-00000-37813	RETIREE LEAVE PAYOUT TRANSFER - GF	100,000	75,000	75,000	75,000	50,000
Total Revenues		144,458	126,874	109,290	80,793	55,000

Expenditures

127-41990-82599	OTHER PROF SRVCS	0	7,500	0	0	0
Total Expenditures		0	7,500	0	0	0

Totals

144,458	119,374	109,290	80,793	55,000
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FUND 211: DEBT SERVICE FUND

Revenues

211-00000-36100	INTEREST EARNINGS	10,783	22,766	15,000	21,663	23,000
211-00000-36927	2013 GO REF BOND PROCEEDS	0	3,035,000	0	0	0
211-00000-36935	OTHER FINANCING SOURCES - BOND PREMIUM	0	118,993	0	0	0
211-00000-37810	OPER TRANSFER FROM GENERAL FD	3,350,000	3,350,000	2,950,000	2,950,000	2,950,000
Total Revenues		3,360,783	6,526,759	2,965,000	2,971,663	2,973,000

Expenditures

211-49000-86116	PRIN - 2003 GO REFUNDING	320,000	0	0	0	0
211-49000-86118	PRIN - 2006 GO BONDS	230,000	240,000	0	0	0
211-49000-86119	PRIN - 2007 GO BONDS	215,000	220,000	230,000	230,000	0
211-49000-86120	PRIN - 2009 GO BONDS	190,000	200,000	200,000	200,000	210,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
211-49000-86121	PRIN - 2006 GO REFUNDING	265,000	270,000	280,000	1,860,000	0
211-49000-86122	PRIN - 2011 GO BONDS	200,000	195,000	200,000	200,000	205,000
211-49000-86123	PRIN - 2011 GO REFUNDING	910,000	930,000	540,000	540,000	550,000
211-49000-86124	PRIN - 2012 GO REFUNDING	35,000	40,000	280,000	280,000	285,000
211-49000-86125	PRIN - 2013 GO BONDS	190,000	195,000	195,000	195,000	205,000
211-49000-86126	PRIN - 2013 GO REFUNDING	0	325,000	335,000	335,000	345,000
211-49000-86127	PRIN - 2016 GO REFUNDING	0	0	0	45,000	30,000
211-49000-86128	PRIN - 2017 GO BONDS	0	0	0	0	20,000
211-49000-86215	INT - 2003 GO REFUNDING	6,080	0	0	0	0
211-49000-86217	INT - 2006 GO BOND	13,313	4,500	0	0	0
211-49000-86218	INT - 2006 GO REFUNDING	85,836	75,805	65,495	52,942	0
211-49000-86219	INT - 2007 GO BOND	147,072	138,838	130,415	130,412	0
211-49000-86220	INT - 2009 GO BOND	155,869	151,119	142,120	31,988	25,990
211-49000-86221	INT - 2011 GO BOND	138,050	132,125	126,200	126,200	120,125
211-49000-86222	INT - 2011 GO REFUNDING BOND	114,563	96,163	81,465	81,463	67,815
211-49000-86223	INT - 2012 GO REFUNDING BOND	63,050	62,300	59,100	59,100	53,450
211-49000-86224	INT - 2013 GO BOND	139,638	135,788	131,890	131,888	126,865
211-49000-86226	INT - 2013 GO REF BOND	23,550	20,300	13,700	13,700	5,175
211-49000-86228	INT - 2016 GO BOND	0	0	0	45,188	59,800
211-49000-86229	INT - 2017 GO BONDS	0	0	0	0	211,180
211-49000-86301	PYMTS TO REF BOND ESCROW AGENT	0	3,109,283	0	0	0
211-49000-86401	BOND SALE EXPENSE	0	44,710	0	0	63,800
211-49000-86402	BANK SERVICE CHARGES	3,809	3,193	6,000	3,077	6,200
Total Expenditures		3,445,830	6,589,124	3,016,385	4,560,958	2,590,400

FUND 310: EQUIPMENT REPLACEMENT FUND

Revenues

310-00000-36100	INTEREST EARNINGS	7,360	18,161	0	21,364	20,000
310-00000-36330	SALE OF EQUIPMENT	87,632	57,430	0	44,362	10,000
310-00000-37810	GF OPER TRANSFER - FIRE AND RESCUE	298,000	313,000	320,000	320,000	329,000
310-00000-37815	GF OPER TRANSFER - PW	250,000	225,000	180,000	180,000	190,000
310-00000-37820	GF OPER TRANSFER - PARKS/REC	64,000	9,000	9,000	9,000	10,000
310-00000-37825	GF OPER TRANSFER - POLICE	380,000	390,000	400,000	400,000	411,000
310-00000-37826	GF OPER TRANSFER - TECH	400,000	425,000	435,000	435,000	513,000
310-00000-37827	GF OPER TRANSFER - TRAFFIC SIGNALIZATION	11,000	13,000	13,000	13,000	14,000
Total Revenues		1,497,992	1,450,591	1,357,000	1,422,726	1,497,000

Expenditures

310-41640-83540	COMPUTER HARDWARE -N/C	84,144	271,657	95,000	156,871	75,000
310-41640-83550	COMPUTER SOFTWARE-N/C	36,074	42,266	0	13,199	0
310-41640-89540	COMPUTER HARDWARE	48,845	145,436	395,000	74,010	425,000
310-41640-89550	SOFTWARE	0	0	0	3,744	0
310-42100-89520	VEHICLES/EQUIP - POLICE	360,654	110,152	255,000	243,538	340,000
310-42200-89520	VEHICLES/EQUIP - FIRE AND RESCUE	552,017	0	30,000	9,417	0
310-43120-89520	VEHICLES/EQUIP - PW	88,595	255,932	435,000	361,820	515,000
310-44400-89520	VEHICLES/EQUIP - PARKS/REC	56,601	52,719	0	0	0

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
Total Expenditures		1,226,930	878,162	1,210,000	862,599	1,355,000
FUND 311: CAPITAL PROJECTS FUND						
311-00000-33445	FEDERAL/STATE/LOCAL SOURCES	761,172	3,460,350	950,000	5,760	180,000
TOTAL INTERGOVERNMENTAL		761,172	3,460,350	950,000	5,760	180,000
311-00000-36100	INTEREST EARNINGS	31,044	71,537	100,000	110,573	150,000
311-00000-36710	PRIVATE SOURCES	0	0	0	652,322	0
311-00000-36930	GO BOND PROCEEDS	0	0	0	0	4,900,000
311-00000-37830	OPER TRANSFER FROM PWP FD	0	0	1,000,000	1,000,000	600,000
311-00000-37840	OPER TRANSFER FROM GENERAL FD	2,145,000	2,695,000	300,000	300,000	300,000
311-00000-37845	OPER TRANSFER FROM ADEQUATE FACILITIES	0	0	750,000	750,000	0
311-00000-37850	FUND BALANCE TRANSFER-GF	3,000,000	7,800,000	0	0	0
311-00000-37857	TRANSFER FROM ECD FUND	0	0	750,000	0	0
TOTAL USES OF MONEY AND PROPERTY		5,176,044	10,566,537	2,900,000	2,812,895	5,950,000
Total Revenues		5,937,216	14,026,887	3,850,000	2,818,655	6,130,000
DEPT 43100: TRANSPORTATION						
311-43100-1000	STREET RESURFACING	300,000	300,082	390,000	390,000	300,000
311-43100-1001	BIKEWAY IMPROVEMENTS	0	0	150,000	0	605,000
311-43100-1003	CONCORD ROAD - EAST	133,251	0	0	0	0
311-43100-1006	SIDEWALKS	65,779	40,106	90,000	14,584	0
311-43100-1007	TRAFFIC SIGNAL UPGRADES	202,586	450,873	405,000	138,770	340,000
311-43100-1013	MALLORY LANE	0	0	0	0	75,000
311-43100-1016	FRANKLIN RD (SOUTH)	318,566	1,031,364	3,800,000	2,329,588	860,000
311-43100-1021	CONCORD RD (WEST)	688,741	3,073,988	400,000	127,502	0
311-43100-1027	SUNSET ROAD (EAST)	84,920	300,157	1,890,000	1,085,697	5,220,000
311-43100-1034	SPLIT LOG ROAD - PHASE II	156	0	0	165	0
311-43100-1038	CAROTHERS PARKWAY	0	236,892	105,000	205,979	0
311-43100-1039	JOHNSON CHAPEL ROAD	0	48,947	0	0	0
311-43100-1040	GRANNY WHITE PIKE	36,595	258,226	0	0	0
311-43100-1041	MOORES LANE	0	59,749	0	0	0
311-43100-1042	CROCKETT ROAD	0	5,489	445,000	23,794	565,000
311-43100-1044	INTERSECTION SPLIT LOG AT RAGSDALE	0	0	0	0	740,000
Total Expenditures		1,830,594	5,805,873	7,675,000	4,316,079	8,705,000
DEPT 43150: STORM DRAINAGE						
311-43150-2007	DERBY GLEN DRAINAGE	0	0	50,000	0	0
311-43150-2011	BRENTWOOD LANE DRAINAGE	39,500	0	0	0	0
311-43150-2012	CALLOWAY DRIVE	0	72,500	0	0	0
311-43150-2013	JOHNSON CHAPEL ROAD DRAINAGE	0	0	0	0	50,000
Total Expenditures		39,500	72,500	50,000	0	50,000
DEPT 44400: PARKS & RECREATION						
311-44400-3001	CROCKETT PARK	0	14,500	0	0	115,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
311-44400-3003	GRANNY WHITE PARK	3,925	0	0	0	0
311-44400-3006	OWL CREEK PARK	0	0	25,000	0	0
311-44400-3007	CONCORD PARK	0	0	20,000	4,158	0
311-44400-3013	FLAGPOLE (SOUTHWEST) PARK	115,381	1,524,980	40,000	311,691	20,000
311-44400-3015	MARCELLA VIVRETTE SMITH PARK	1,229,460	248,847	2,595,000	289,465	770,000
Total Expenditures		1,348,766	1,788,327	2,680,000	605,314	905,000

DEPT 45200: GENERAL FACILITIES AND EQUIPMENT

311-45200-5002	LIBRARY	0	45,400	0	0	80,000
311-45200-5005	SERVICE CENTER EXPANSION	1,365	0	0	0	0
311-45200-5009	COMMUNITY PLANNING	94,303	35,791	50,000	148	50,000
311-45200-5013	TOWN CENTER IMPROVEMENTS	24,675	0	0	0	0
311-45200-5014	SAFETY CENTER EAST	0	0	0	0	30,000
311-45200-5026	COMMUNITY IDENTITY FEATURES	0	0	0	0	15,000
311-45200-5028	POLICE DEPARTMENT HEADQUARTERS	0	0	0	0	200,000
311-45200-5029	PARKS OPERATIONS FACILITY	0	0	0	0	70,000
Total Expenditures		120,343	81,191	50,000	148	445,000

DEPT 45300: TECHNOLOGY

311-45300-6001	WARNING SIREN	0	38,490	0	0	0
311-45300-6002	SOFTWARE SYSTEMS	0	0	195,000	0	0
311-45300-6004	RADIO SYSTEM UPGRADE	0	89,000	3,600,000	1,632	4,300,000
311-45300-6005	FIBER NETWORK EXPANSION	43,519	211,751	140,000	76,464	0
311-45300-6008	GEOG INFO SYSTEM	23,426	0	0	0	90,000
311-45300-6011	WEBSITE UPGRADE	15,645	0	0	15,645	0
311-45300-6014	RECORDS MANAGEMENT AND COURT SOFTWARE	263,457	21,866	0	0	0
311-45300-6015	COMPUTER AIDED DISPATCH SYSTEM (CAD)	0	0	750,000	145,897	0
Total Expenditures		346,047	361,107	4,685,000	239,638	4,390,000

DEPT 49000: DEBT SERVICE

Total Expenditures		0	0	0	0	0
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Total Expenditures - Capital Projects Fund

3,685,250	8,108,998	15,140,000	5,161,179	14,495,000
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FUND 312: FACILITIES MAINTENANCE FUND

Revenues

312-00000-36100	INTEREST EARNINGS	3,915	7,261	4,000	7,773	6,000
312-00000-37840	OPER TRANSFER FROM GENERAL FD	200,000	200,000	200,000	200,000	200,000
Total Revenues		203,915	207,261	204,000	207,773	206,000

Expenditures

312-42200-89600	FIRE AND RESCUE	0	28,057	25,000	0	25,000
312-43170-89600	SERVICE CENTER	0	43,895	50,000	23,055	150,000
312-44400-89600	PARKS DEPT	370,167	230,146	185,000	46,092	60,000
312-44800-89600	LIBRARY DEPT	0	26,400	50,000	0	280,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
Total Expenditures		370,167	328,498	310,000	69,147	515,000
FUND 315: FUEL FUND						
Revenues						
315-00000-36100	INTEREST EARNINGS	800	3,083	1,700	3,715	5,000
315-00000-37823	GF OPER TRANSFER	487,357	435,088	302,000	192,747	305,500
315-00000-37824	WS OPER TRANSFER	71,586	67,705	50,000	28,775	50,000
Total Revenues		559,743	505,876	353,700	225,237	360,500
Expenditures						
315-41610-83311	UNLEADED FUEL	266,779	212,211	265,000	141,003	265,000
315-41610-83312	DIESEL FUEL	131,508	77,013	120,000	57,724	110,000
Total Expenditures		398,287	289,224	385,000	198,727	375,000
FUND 320: INSURANCE FUND						
320-00000-36100	INTEREST EARNINGS	5,000	12,042	10,000	12,569	25,000
320-00000-37199	MISCELLANEOUS	70	2,935	0	0	0
320-00000-37860	HEALTH INSURANCE TRANSFER FROM - GF	1,821,245	2,000,445	2,245,700	1,497,168	2,487,590
320-00000-37861	HEALTH INSURANCE TRANSFER FROM - WS	214,750	232,615	252,770	168,512	278,180
320-00000-37862	HEALTH INSURANCE TRANSFER FROM - ECD	94,985	102,935	111,800	74,536	123,040
320-00000-37865	HEALTH INSURANCE EMPLOYEE CONTRIBUTIONS	580,027	585,601	615,000	389,535	590,000
320-00000-37870	STOP LOSS REIMBURSEMENT	186,184	189,652	0	277,790	0
320-00000-37875	BCBS RX REBATE	101,594	102,260	0	95,505	100,000
Total Revenues		3,003,855	3,228,485	3,235,270	2,515,615	3,603,810
320-41900-81418	MEDICAL CLAIMS	1,959,676	2,257,618	2,250,000	1,541,610	2,600,000
320-41900-81419	HRA CLAIMS	341,708	435,138	425,000	144,022	425,000
320-41900-81420	HEALTH INSURANCE PREMIUMS	451,235	444,637	500,000	325,920	550,000
320-41900-81423	TRANSITIONAL REINSURANCE PROGRAM TAX	29,503	19,056	20,000	12,027	15,000
320-41900-82599	OTHER PROF SRVCS	105,408	112,157	115,000	66,718	115,000
Total Expenditures		2,887,530	3,268,606	3,310,000	2,090,297	3,705,000
DEPT 41905: WORKER'S COMP INSURANCE						
320-41905-37860	INSURANCE TRANSFER FROM - GF	281,000	241,008	241,000	160,672	216,900
320-41905-37861	INSURANCE TRANSFER FROM - WS	42,000	33,000	33,000	22,000	29,700
320-41905-37862	INSURANCE TRANSFER FROM - ECD	3,145	3,144	3,145	2,096	2,830
Total Revenues		326,145	277,152	277,145	184,768	249,430
320-41905-81470	WORKER'S COMPENSATION	175,123	230,256	265,000	161,599	250,000
Total Worker's Comp Expenditures		175,123	230,256	265,000	161,599	250,000
Total Insurance Fund Expenditures		267,347	6,775	-62,585	448,487	-101,760
FUND 412: WATER AND SEWER FUND						

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
Revenues						
412-00000-36330	SALE OF EQUIPMENT	3,330	33,412	5,000	718	5,000
412-00000-37110	WATER SALES-COMM IN CITY	1,617,076	1,675,547	1,875,000	1,511,496	1,905,000
412-00000-37120	WATER SALES-COMM OUT CITY	154	1,017	500	122	200
412-00000-37130	WATER SALES-RESID IN CITY	4,605,482	4,783,331	5,343,960	4,484,271	5,960,000
412-00000-37135	WATER SALES-RESID OUT CITY	2,165	2,137	2,000	1,465	1,650
412-00000-37140	WATER SALES-INST IN CITY	447,429	456,950	510,000	436,750	596,000
412-00000-37145	WATER SALES-INST OUT CITY	267	1,295	250	1,861	2,000
412-00000-37146	WATER PURCHASE SURCHARGE	1,154,347	1,199,868	1,641,375	1,330,230	1,738,000
412-00000-37150	CROSS CONNECTION DOMESTIC	226,680	234,325	234,715	210,458	224,000
412-00000-37155	CROSS CONNECTION FIRE	25,630	25,905	26,180	24,273	25,000
412-00000-37195	INSTALLATION CHARGES	11,960	27,120	7,500	17,885	10,000
412-00000-37196	WATER TAP FEES	485,000	349,500	265,000	258,000	350,000
412-00000-37197	N/CG UD AREA TAP FEES	0	165,000	1,010,000	630,000	375,000
412-00000-37199	MISCELLANEOUS	292	3,285	2,000	1,400	2,000
412-00000-37210	SEWER CHGS-COMM IN CITY	1,414,523	1,387,252	1,550,000	932,671	1,509,595
412-00000-37211	SEWER CHGS-COMM OUT CITY	11,513	6,500	15,500	8,674	14,025
412-00000-37212	SEWER CHGS-RES IN CITY	3,987,976	4,019,284	4,100,875	2,729,585	4,414,490
412-00000-37213	SEWER CHGS-RES OUT CITY	8,182	9,613	11,850	6,521	10,525
412-00000-37214	SEWER CHGS-INST IN CITY	320,443	294,580	325,000	216,727	347,635
412-00000-37215	SEWER CHGS-INST OUT CITY	22,668	25,739	29,500	17,304	27,975
412-00000-37216	SEWER CHGS-METRO TREATMENT SURCHG	840,962	819,506	838,520	549,176	885,755
412-00000-37220	SWR TAP INSPECTION FEES	3,150	2,565	2,750	1,455	2,500
412-00000-37291	FORFEITED DISC/PENALTIES	119,874	120,839	68,665	94,053	75,000
412-00000-37293	SALE OF MATERIAL	0	0	3,500	0	3,500
412-00000-37296	SEWER TAP FEES	1,707,730	1,352,585	1,490,000	697,459	750,000
412-00000-37297	GRINDER PUMP FEES	91,200	17,100	38,000	3,800	19,000
412-00000-37822	FIRE HYDRANT RENTAL	100,000	100,000	100,000	66,667	100,000
412-00000-37910	INTEREST EARNINGS	72,725	141,034	68,000	148,613	125,000
412-00000-39700	INSURANCE RECOVERY	32,852	31,166	0	0	0
Total Revenues		17,313,610	17,286,455	19,565,640	14,381,634	19,478,850

Expenditures						
412-52310-81105	MARKET PAY (4%) W/BENEFITS	0	0	0	0	0
412-52310-81110	SALARIES	1,106,607	1,161,902	1,238,350	769,091	1,289,935
412-52310-81120	SALARIES - OVERTIME	100,114	103,050	98,820	62,830	98,820
412-52310-81130	LONGEVITY PAY	11,960	12,440	13,240	13,240	13,240
412-52310-81145	COMMUNICATION ALLOWANCE	5,250	4,890	5,040	3,360	5,040
412-52310-81195	SALARIES BILLED TO OTHERS	-19,910	15,126	-10,000	-3,160	-10,000
412-52310-81410	FICA (EMPLOYER'S SHARE)	106,471	111,138	103,735	62,508	107,640
412-52310-81420	HEALTH INSURANCE	214,750	232,615	252,770	168,512	278,180
412-52310-81421	DENTAL REIMBURSEMENT	5,703	5,684	7,750	2,969	7,750
412-52310-81422	LIFE INSURANCE	3,978	4,440	4,680	2,940	4,680
412-52310-81425	RETIREMENT - HEALTH/LIFE	60,000	70,224	70,225	46,816	83,185
412-52310-81430	RETIREMENT - TCRS	217,758	234,128	213,950	136,237	194,425

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
412-52310-81431	PENSION EXPENSE - GASB 68 REVERSAL	-190,048	-196,112	0	0	0
412-52310-81432	PENSION EXPENSE - GASB 68 COST	30,724	27,792	0	0	0
412-52310-81441	SUPPLEMENTAL RETIREMENT - 401	26,928	26,284	25,385	17,219	25,385
412-52310-81450	SICK LEAVE BUY-BACKS	3,250	2,285	1,700	840	1,700
412-52310-81455	ATTENDANCE BONUS PAY	1,150	1,250	1,500	0	1,500
412-52310-81456	ANNUAL LEAVE BUY-BACKS	8,244	6,698	8,000	3,945	8,000
412-52310-81470	WORKER'S COMPENSATION	42,000	33,000	33,000	22,000	29,700
412-52310-81481	CLOTHING & UNIFORMS	15,310	18,839	21,500	1,733	22,500
412-52310-82110	POSTAGE & BOX RENTAL	55,070	55,519	50,000	27,440	41,000
412-52310-82210	PRINTING,STATIONERY,ENVELOPES	24,086	25,462	24,045	13,484	24,250
412-52310-82410	ELECTRIC	296,144	306,885	273,900	232,746	285,000
412-52310-82420	WATER	1,883	1,065	1,000	759	1,000
412-52310-82421	WATER PURCHASED FOR RESALE	5,435,298	6,426,035	6,985,000	5,140,219	7,105,610
412-52310-82435	METRO SEWER TREATMENT	2,573,182	2,615,152	2,650,000	1,618,951	2,526,590
412-52310-82437	BACKFLOW PREVENTION TESTING	143,005	137,171	141,855	79,564	185,000
412-52310-82450	COMMUNICATIONS	3,217	3,892	3,500	2,675	4,000
412-52310-82520	LEGAL SERVICES	0	0	5,000	0	5,000
412-52310-82530	ACCTING & AUDITING SRVCS	20,000	12,500	20,000	20,000	22,500
412-52310-82540	ARCH ENG & LANDSCAPING	0	77	5,000	0	5,000
412-52310-82545	LABORATORY SERVICES	15,323	9,485	16,000	6,742	18,500
412-52310-82546	CAPACITY MGT. PROGRAM (CMOM)	1,913	3,550	40,000	5,560	55,000
412-52310-82599	OTHER PROF SRVCS	89,001	448,656	132,200	42,681	263,600
412-52310-82605	R/M - OFC MACH & EQUIP	0	866	3,175	2,189	4,000
412-52310-82610	R/M - MOTOR VEHICLES	16,248	20,350	19,055	7,678	17,500
412-52310-82620	R/M - MACH & EQUIPMENT	102,046	77,615	92,735	80,826	125,000
412-52310-82625	TIRES TUBES ETC	9,772	7,032	6,800	1,886	6,800
412-52310-82660	R/M - BUILDINGS	0	10	2,500	0	2,500
412-52310-82683	METER REPAIR	23,095	2,872	15,500	100	25,000
412-52310-82684	METRO PUMP STATION MAINT	20,139	11,781	85,000	390	50,000
412-52310-82685	REPAIR PARTS-GRINDER PUMPS	275,025	194,453	221,125	169,204	235,000
412-52310-82686	REPAIR PARTS-WTR/SWR LINES	285,093	200,325	145,000	89,065	175,000
412-52310-82687	MANHOLE & SWR LINE MAINT	181,162	77,718	55,000	6,785	55,000
412-52310-82688	WATER TANK MAINTENANCE	131,566	157,970	158,500	118,575	185,000
412-52310-82695	SWR LIFT STATION R/M	21,529	19,407	50,000	13,546	50,000
412-52310-82696	WTR LIFT STATION R/M	13,548	13,624	50,000	9,392	65,000
412-52310-82810	MBRSHIPS & REGISTRATIONS	20,296	22,364	19,250	20,876	22,500
412-52310-82820	TRAVEL - CONF & SCHOOLS	4,486	3,911	10,000	2,812	10,000
412-52310-83100	OFFICE SUPPLIES/MATERIALS	2,284	2,958	2,500	2,031	2,500
412-52310-83215	HOUSEHOLD/JANITORIAL SUPPLIES	0	162	500	0	500
412-52310-83216	OPERATING CHEMICALS	4,849	7,064	12,000	1,713	60,000
412-52310-83290	OTHER OPER SUPPLIES	34,373	34,151	50,000	28,181	50,000
412-52310-83310	FUEL	71,586	67,705	63,000	28,775	63,000
412-52310-83550	COMPUTER SOFTWARE-N/C	1,648	285	5,000	240	5,000
412-52310-85110	INS - BUILDINGS	15,690	16,126	17,000	16,776	17,000
412-52310-85120	INS - VEH & EQUIP	549	540	1,500	581	1,500
412-52310-85130	LIABILITY INSURANCE	53,726	60,638	62,000	1,440	62,000
412-52310-85240	RENTAL - MACH & EQUIP	1,655	162	5,000	0	5,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
412-52310-85260	SERVICE CENTER RENT	125,000	125,000	125,000	83,333	125,000
412-52310-85310	GIS SERVICE FEE	138,000	90,000	90,000	60,000	90,000
412-52310-85340	STATE ENVIRONMENTAL FEES	11,779	13,861	15,500	13,861	15,500
412-52310-85410	PROV FOR DEPRECIATION EXPENSE	2,796,652	2,814,243	3,000,000	1,844,904	3,000,000
412-52310-85510	BANK SRVC CHGS	3,353	3,108	3,500	2,501	3,500
412-52310-85570	BAD DEBT EXPENSE	1,003	1,055	1,000	2,600	2,000
412-52310-86250	CAPITALIZED INTEREST	-5,522	-5,751	0	0	0
412-52310-86260	INT - 2003 SEWER REFUNDING	4,603	459	0	0	0
412-52310-86262	INT -2006 WATER REFUNDING	51,835	60,070	36,435	35,776	0
412-52310-86264	INT - 2008 SEWER BOND	310,497	217,772	287,805	50,088	34,690
412-52310-86265	INT - 2010 WATER & SEWER BOND	245,415	236,781	230,985	230,981	217,785
412-52310-86266	INT - 2012 WATER & SEWER BOND	130,704	124,821	120,790	120,788	114,640
412-52310-86267	INT - 2013 WATER & SEWER BOND	93,183	90,583	88,800	88,800	85,425
412-52310-86268	INT - 2013 WATER & SEWER REF BOND	20,014	16,442	8,500	8,500	3,225
412-52310-86270	INT - 2016 WATER & SEWER BOND	0	20,582	0	94,023	19,940
412-52310-86410	BOND SALE EXPENSE	0	98,075	0	0	0
412-52310-86510	PROV FOR AMORTIZATION EXPENSE	-6,042	-6,375	0	0	0
Total Expenditures		15,619,200	16,821,937	17,597,600	11,741,117	17,710,235

FUND 434: MUNICIPAL CENTER FUND

Revenues

434-00000-36221	RENT INC- WMSN MEDICAL	18,599	26,213	23,740	18,605	23,740
434-00000-36227	RENT INC- CTY OF BRENTWOOD	610,000	610,000	610,000	610,000	670,000
434-00000-36230	RENT INC- SUITE 1080	63,315	65,214	55,730	44,558	0
434-00000-36240	RENT INC- ECD FUND	31,800	31,800	31,800	21,200	31,800
434-00000-36330	SALE OF EQUIPMENT	66	0	0	0	0
434-00000-37199	MISCELLANEOUS REVENUE	0	1	0	-172	0
434-00000-37910	INTEREST EARNINGS	5,347	12,808	7,000	14,576	20,000
Total Revenues		729,127	746,036	728,270	708,767	745,540

Expenditures

434-41810-82410	ELECTRIC	118,495	116,404	128,000	77,840	120,000
434-41810-82420	WATER	10,663	10,801	15,000	12,363	20,000
434-41810-82430	SEWER	3,757	6,297	5,000	4,726	7,000
434-41810-82440	NATURAL/PROPANE GAS	26,417	17,152	25,000	13,080	20,000
434-41810-82450	COMMUNICATIONS	8,316	8,442	10,000	4,857	8,000
434-41810-82530	ACCTING & AUDITING SRVCS	4,200	3,500	3,400	3,400	3,400
434-41810-82599	OTHER PROF SRVCS	22,476	19,484	25,000	23,555	20,000
434-41810-82605	R/M - OFC MACH & EQUIPMENT	23,776	19,549	22,000	19,666	25,000
434-41810-82650	R/M - GROUNDS/LANDSCAPE	30,361	40,255	20,000	12,429	22,500
434-41810-82660	R/M - BUILDINGS	114,126	169,790	120,000	92,505	125,000
434-41810-82662	R/M - TRASH REMOVAL	1,602	2,744	3,000	1,228	2,000
434-41810-82663	R/M - PAINTING	210	0	0	7,585	0
434-41810-82670	R/M - PLUMBING & HVAC	24,603	6,857	25,000	29,544	25,000
434-41810-83100	OFFICE SUPPLIES/MATERIALS	105	108	0	0	0
434-41810-83215	HOUSEHOLD/JANITORIAL SUPPLIES	6,460	5,488	8,000	3,122	5,500
434-41810-83290	OTHER OPER SUPPLIES	831	3,091	1,000	79	2,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
434-41810-83299	SUNDRY	0	0	1,000	530	1,000
434-41810-85110	INS ON BLDGS	11,177	11,677	12,500	11,363	12,500
434-41810-85130	INS - LIABILTY	3,437	3,396	2,500	2,068	2,500
434-41810-85410	DEPRECIATION EXPENSE	288,400	278,525	300,000	184,312	324,000
Total Expenditures		699,412	723,560	726,400	504,252	745,400

FUND 450: EMERGENCY COMMUNICATIONS DIST

Revenues

450-91100-31910	911 FEES-LANDLINE	234,900	0	0	0	0
450-91100-31920	911 FEES-WIRELESS	34,712	0	0	0	0
450-91100-32106	TECB OPERATIONAL FUNDING	562,808	880,775	864,125	632,421	880,775
450-91100-36100	INTEREST EARNINGS	4,849	11,535	4,000	14,180	20,000
450-91100-37199	MISCELLANEOUS	908	128	0	0	0
450-91100-37810	OPER TRANSFER FROM GENERAL FD	418,700	418,700	484,700	484,700	484,700
Total Revenues		1,256,877	1,311,138	1,352,825	1,131,301	1,385,475

Expenditures

450-91100-81110	SALARIES	468,572	493,848	535,685	339,051	559,965
450-91100-81120	SALARIES - OVERTIME	49,638	50,924	46,775	39,400	46,775
450-91100-81130	LONGEVITY PAY	4,660	4,100	4,200	4,400	4,460
450-91100-81135	LEAD PAY SUPPLEMENT	0	5,492	6,240	3,938	6,240
450-91100-81170	SUPPLEMENTAL PAY	2,642	1,968	1,500	895	1,500
450-91100-81190	SHIFT DIFFERENTIAL	10,407	9,957	11,100	6,986	11,100
450-91100-81410	FICA (EMPLOYER'S SHARE)	47,258	48,833	46,320	29,615	48,195
450-91100-81420	HEALTH INSURANCE	94,985	102,935	111,805	74,536	123,040
450-91100-81421	DENTAL REIMBURSEMENT	1,527	2,623	2,000	1,014	2,000
450-91100-81422	LIFE INSURANCE	1,840	1,965	2,070	1,410	2,070
450-91100-81425	RETIREMENT - HEALTH/LIFE	21,255	24,876	24,875	16,584	29,465
450-91100-81430	RETIREMENT - TCRS	94,567	102,723	96,210	62,410	86,565
450-91100-81431	PENSION EXPENSE - GASB 68 REVERSAL	-80,171	-85,100	0	0	0
450-91100-81432	PENSION EXPENSE - GASB 68 COST	13,206	11,946	0	0	0
450-91100-81440	SUPPLEMENT RETIREMENT - 457	6,359	0	8,000	0	8,000
450-91100-81441	SUPPLEMENT RETIREMENT - 401	0	5,753	0	4,259	0
450-91100-81450	SICK LEAVE BUY-BACKS	1,399	1,812	2,000	1,898	2,000
450-91100-81455	ATTENDANCE BONUS	500	150	1,000	0	1,000
450-91100-81456	ANNUAL LEAVE BUY-BACKS	0	0	1,000	0	1,000
450-91100-81470	WORKER'S COMPENSATION	3,145	3,144	3,145	2,096	2,830
450-91100-81481	CLOTHING & UNIFORMS	6,260	4,376	5,500	4,513	5,500
450-91100-82330	PERIODICAL SUBSCRIPTIONS	0	169	2,000	0	2,000
450-91100-82450	COMMUNICATIONS	71,280	80,280	75,000	46,830	75,000
450-91100-82530	ACCTING & AUDITING SRVCS	8,775	7,900	8,100	8,100	8,300
450-91100-82550	MAPPING/DATA BASE	10,000	10,000	10,000	10,000	10,000
450-91100-82599	OTHER PROF SRVCS	1,068	931	7,500	58	7,500
450-91100-82605	R/M - OFC MACH & EQUIP	0	695	2,400	2,127	2,400
450-91100-82620	R/M - OTHER EQUIPMENT	79,518	81,698	111,800	58,718	111,800
450-91100-82810	MRBSHIPS & REGISTRATIONS	4,836	5,449	6,000	3,116	6,000
450-91100-82820	TRAVEL - CONF & SCHOOLS	4,896	3,965	5,000	6,568	5,000

CITY OF BRENTWOOD
FY 2018 Budget Worksheets

Account Number	Account Name	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 8 Months	FY 2018 Budget
450-91100-83100	OFFICE SUPPLIES	1,252	988	2,000	1,246	2,000
450-91100-83299	OTHER OPER SUPPLIES	1,388	2,312	2,000	2,516	2,000
450-91100-85130	LIABILITY INSURANCE	1,965	2,112	2,600	0	2,600
450-91100-85140	OFFICIALS' SURETY BONDS	0	0	1,700	0	1,700
450-91100-85240	RENTAL - MACH & EQUIP	8,370	2,240	2,500	1,680	2,500
450-91100-85410	DEPRECIATION	168,489	169,329	172,500	109,008	172,500
450-91100-88030	RENTAL - BUILDING AND FACILITES MC	31,800	31,800	31,800	21,200	31,800
Total Expenditures		1,141,686	1,192,193	1,352,325	864,172	1,384,805

City of Brentwood

ECD

BUDGET

Acct #	Account Name	Prior Year FY 2016	Current Year FY 2017	Proposed Year FY 2018	Explanation of departures from the current pattern.
Operating Revenue		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
3010	TECB Distribution of 911 Surcharges (Base Amount)	864,000	864,125	880,775	
3020	TECB Distribution of Excess Revenue	16,775			
3040	Other Operating Revenues				
Total Operating Revenue		880,775	864,125	880,775	

Operating Expenses**Salaries/Wages and Benefits**

Employees of the ECD must be included on a schedule of salaries by position and the numbers of positions.
Do not include employees of other local government. See Schedule Below

4000	Salaries and Wages:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
4001	Director				
4002	Administrative Personnel				
4003	Assistant Director				
4004	Dispatchers/Telecommunicators/Calltakers	459,778	499,025	530,670	
4005	Dispatch Supervisor Personnel				
4006	Mapping /Address Personnel				
4007	Other Personnel	34,070	36,660	36,660	
4008	Overtime Pay	50,924	46,775	44,975	
4009	Part-time Personnel				
4010	Pay Bonuses				
4099	Other Salaries and Wages - Longevity	4,100	4,200	4,460	
4099.1	Other Salaries and Wages - Lead Pay Supplement	5,492	6,240	6,240	
4099.2	Other Salaries and Wages - Supplemental Pay	1,968	1,500	1,500	
4099.3	Other Salaries and Wages - Shift Differential	9,957	11,100	11,100	
Subtotal Salaries and Wages		566,289	605,500	635,605	
4100	Employee Benefits:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
4101	Social Security and Medicare (FICA)	48,833	46,320	45,870	
4102	Medicare				
4103	Life Insurance	1,965	2,070	2,070	
4104	Medical Insurance	102,935	111,805	123,040	
4105	Dental Insurance	2,623	2,000	2,000	
4106	Other Insurance				
4107	Unemployment Compensation				
4108	Pension Expense	29,569	96,210	83,325	Retirement determined by actuary
4109	Other Postemployment Benefits	24,876	24,875	29,465	Part of Medical Insurance for retirees
4199	Other Fringe Benefits - Supplemental Retirement 457	5,753	8,000	8,000	
4199.1	Other Fringe Benefits - Sick Leave/Buy-Backs	1,812	2,000	2,000	
4199.2	Other Fringe Benefits - Attendance Bonus	150	1,000	1,000	
4199.3	Other Fringe Benefits - Annual Leave Buy-Backs	0	1,000	1,000	
Subtotal Employee Benefits		218,516	295,280	297,770	
Total Salaries, Wages, and Employee Benefits		784,805	900,780	933,375	

Other Than Payroll Operating Expenses:

4200	Contracted Services:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
4201	Addressing/Mapping/Database Consultants	10,000	10,000	10,000	
4203	Audit Services	7,900	8,100	8,300	
4204	Accounting / Bookkeeping Services				
4206	Contracts for Language Interpreting				
4207	Contracts with Government Agencies				
4208	Contracts with Private Agencies				
4209	Data Processing Services				
4210	Other Professional Services (Engineers, Architects, etc.)	931	7,500	7,500	
4212	Fees Paid to Service Providers	2,240	2,500	2,500	
4215	Impact Payments to Government Agencies				
4216	Janitorial Services				
4217	Legal Services				
4218	Maintenance Agreements				
4219	Technology Consultant				
4220	NCIC/TBI/TIES Expenses				
4221	Other Consultants				
4225	Pest Control				
4227	Lease/Rental-Communications Equipment				
4228	Lease/Rental-Buildings and Facilities	31,800	31,800	31,800	
4229	Lease/Rental-Office Equipment/Furniture/Fixtures				
4231	Lease/Rental-Vehicles				
4299	Other Contracted Services				

City of Brentwood

ECD

BUDGET

Acct #	Account Name	Prior Year FY 2016	Current Year FY 2017	Proposed Year FY 2018	Explanation of departures from the current pattern.
4300	Supplies, Materials and Maintenance:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
4301	Office Supplies	988	2,000	2,000	
4302	Janitorial Supplies				
4303	Mapping / Addressing Supplies				
4304	Postage				
4305	Equipment Purchases Not Capitalized				
4306	Uniforms and Shirts	4,376	5,500	5,500	
4307	Utilities-Electric				
4308	Utilities - Natural Gas / Propane				
4309	Utilities-Water and Sewer				
4310	Utilities-General Telephone (Administration Lines)	80,280	75,000	75,000	
4311	Utilities-Cell Phones and Pagers				
4312	Utilities-General Telephone (Call Center Lines)				
4313	Cable / Internet Charges				
4332	Maintenance and Repairs-Communications Equipment	81,698	111,800	111,800	
4333	Maintenance and Repairs-Buildings and Facilities				
4334	Maintenance and Repairs-Office Equipment	695	2,400	2,400	
4335	Maintenance and Repairs-Vehicles				
4336	Fuel - Gasoline and Diesel				
4399	Other Supplies, Materials and Maintenance	2,312	2,000	2,000	
4400	Other Charges:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
4401	Bank Charges				
4402	Board Meeting Expenses				
4403	Claims and Judgments				
4404	Debt Issuance Costs				
4405	Dues and Memberships	5,449	6,000	6,000	
4406	Employee Testing and Exams				
4407	Insurance-Workers Compensation	3,144	3,145	2,830	
4408	Insurance-Liability	2,112	2,600	2,600	
4409	Insurance-Buildings and Contents				
4410	Insurance-Equipment				
4411	Insurance-Vehicles				
4412	Legal Notices				
4413	Licenses and Fees				
4414	Premiums on Surety Bonds	0	1,700	1,700	
4415	Public Education				
4417	Service Awards				
4418	Training Expenses	169	2,000	2,000	
4419	Travel Expenses	3,965	5,000	5,000	
4421	Advertising				
4499	Other Charges				
4501	Depreciation:	169,329	172,500	172,500	
4601	Amortization:				
	Total Other Than Payroll Operating Expenses	407,388	451,545	451,430	
	Total Operating Expenses	1,192,193	1,352,325	1,384,805	

5000	NON-Operating Revenues (Expenses):	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
5001	Investment Income				
5002	Interest Income	11,535	4,000	20,000	
5003	Net Increase (Decrease) in the Fair Value of Investments				
5004	Contributions from Primary Government	418,700	484,700	484,700	Increase from local government
5005	Contributions from Other Governments / Agencies				
5006	TECB-Reimbursements and/or Grants				
5007	Grants from Federal Government				
5008	Gain on Disposal of Property				
5009	Miscellaneous Income	128			
5010	Interest Expense				
5011	Loss on Disposal of Property				
5012	Rental Income				
5013	Insurance Reimbursements				
5014	Revenue from Contracted Services				
5015	Impairment Loss				
5016	Pension Income				

City of Brentwood

ECD

BUDGET

Acct #	Account Name	Prior Year FY 2016	Current Year FY 2017	Proposed Year FY 2018	Explanation of departures from the current pattern.
NON-Operating Revenues (Expenses): (continued)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
6000	Capital Contributions				
6001	Capital Contributions from Primary Government				
6002	Capital Contributions from Other Governments / Agencies				
6003	Capital Contributions from TECB				
Total NON-Operating Revenues and Losses		430,363	488,700	504,700	
Total Revenues and Losses		1,311,138	1,352,825	1,385,475	
Total Operating Expenses		1,192,193	1,352,325	1,384,805	
Change in Net Position		118,945	500	670	
Additional Funding Source:					XXXXXXXXXX
	Reserve Balance Beginning of Prior Year	2,525,400			
	Reserve Balance Beginning of Current Year		2,644,345		
	Reserve Balance Beginning of Proposed Year			2,644,845	
	Ending Reserve Balance	2,644,345	2,644,845	2,645,515	
	Transfer to Primary Government			0.00	
	Amount of Reserve Used to Balance Budget			0.00	
Total Other Funding				5,290,360.00	
Balanced Budget (Should be Zero or positive)				5,291,030.00	

Acct #	Account Name	Prior Year FY 2016	Current Year FY 2017	Proposed Year FY 2018	
Statement of Capital Projects:		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
Capital Assets Not Being Depreciated (In Process)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
1351	Land				
1352	Construction in Progress				
1353	Other Capital Assets				
Capital Assets Being Depreciated (In Process)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
1302	Buildings and Improvements				
1304	Furniture and Fixtures				
1306	Office Equipment				
1308	Communications Equipment	140,000	28,000	0	0
1310	Vehicles				0
1312	Leasehold Improvements				
1320	Other Capital Assets				
Capital Assets (In Process)		140,000	28,000	0	
Capital Assets Not Being Depreciated (Planned)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
1351	Land				
1352	Construction in Progress				
1353	Other Capital Assets				
Capital Assets Being Depreciated (Planned)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	
1302	Buildings and Improvements				
1304	Furniture and Fixtures				
1306	Office Equipment				
1308	Communications Equipment				
1310	Vehicles				
1312	Leasehold Improvements				
1320	Other Capital Assets				
Capital Assets (Planned)		0	0	0	
Total Capital Projects Budget		140,000	28,000	0	

Statement of Bonded and Other Indebtedness:

2203	Notes Payable--Long-term				
2210	Other Long-term Liabilities				
Total Cost of Liabilities		0	0	0	

Debt Type	Debt Owed To:	Amount	
			No Debt
	Total Debt	0	

Employee Positions Schedule

Count vacant positions, as well as employed personnel, but only include personnel for which the ECD is the employer.

Number of Positions	Use column at right for detailed listing. Subtotal will automatically appear in column at left.	Number of Positions
0.50	Director	
	Administrative Personnel Subtotal	XXXXXXXXXX
XXXXXXXXXX	Administrative Assistant Staff	
XXXXXXXXXX	Office Staff	
XXXXXXXXXX	Accounting/Bookkeeping Staff	
XXXXXXXXXX	Mapping Staff	
XXXXXXXXXX	Technology Staff	0.50
XXXXXXXXXX	Other	
11	Dispatchers	XXXXXXXXXX
XXXXXXXXXX	Shift/Lead Supervisors	
XXXXXXXXXX	Full-time	11
XXXXXXXXXX	Part-time	
XXXXXXXXXX	Other	
0	Telecommunicators/Calltakers	XXXXXXXXXX
XXXXXXXXXX	Shift/Lead Supervisors	
XXXXXXXXXX	Full-time	
XXXXXXXXXX	Part-time	
XXXXXXXXXX	Other	
	Data Processing Personnel	XXXXXXXXXX
	Custodial Personnel	XXXXXXXXXX
	Maintenance Personnel	XXXXXXXXXX
0	Other Established Positions (listed here)	
XXXXXXXXXX		
XXXXXXXXXX		
XXXXXXXXXX		
11.50	Total	

CITY OF BRENTWOOD, TENNESSEE EDUCATION CONTRIBUTIONS POLICY

The City of Brentwood is committed to quality public education for the children of this community. Each public school located within the city limits and any public school located outside the city limits of Brentwood with a total enrollment of 25% or more Brentwood resident students in the current school year may submit an annual funding request to the Board of Commissioners.

It is recognized that the City is not the primary funder of public education in Brentwood and provides only supplemental funding to enhance the educational programs over and beyond what is provided for public schools across Williamson County. While there is no limitation to the number of requests and amount of funding requested, it is understood that there will always be limited and finite resources available in the City's General Fund to support this program.

By March 31 of each year, each eligible school shall provide to the Finance Director a prioritized list of expenses proposed for funding during the new fiscal year beginning July 1. Each specific item or program request must be prioritized with its purpose and benefits summarized with an individual cost breakdown.

The goal is to enhance existing and ongoing programs and not serve as a substitute funding source for basic educational needs. The City's priority for funding will be directed toward non-reoccurring capital and program expenses (such as equipment and enhancements to basic programs). The intent is that no school should become dependent on City contributions for basic programs and ongoing activities such that elimination or a reduction in City funding would prevent continuation of the programs. The City will not fund ongoing and routine operating and maintenance expenses (such as salaries, usable supplies, utilities, repairs, etc.), items that should be funded by the Williamson County school system.

Funding allocations to public education will be deliberated by the Board of Commissioners in the spring as part of the deliberations for the upcoming annual operating budget. Decisions will be based on an assessment of the City's overall financial position and its program needs first, then the educational benefit of the school contribution. Efforts will be made to provide some equitable distribution of the available funding among the various school levels (elementary, middle and high) with the recognition that special circumstances such as construction of a new school or building addition may warrant special funding consideration for a limited duration.

Public schools located outside the city limits having enrollments of 50% or more Brentwood students in the current school year shall be evaluated for funding in a manner consistent with similar schools located inside the city limits. Any funding provided to public schools located outside the city limits having Brentwood student enrollment between 25% and 50% shall be prorated from the amount provided to similar schools located inside the city limits based on the actual percentage of Brentwood students. The Brentwood student population in the school shall be calculated based on the student enrollment on March 15 of each year and certified to accuracy by the Principal of the school.

Final decisions on funding allocations to each school by the Board of Commissioners shall occur by June 30 as part of the consideration and approval of the Appropriations (Budget) Ordinance for the new fiscal year beginning July 1. Payment of the budgeted contributions to each school will occur no later than August 15 of each year.

Each school receiving funds will be required to submit a final record of actual expenditures from the City's contribution no later than December 31 of the same year.

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS
REQUEST**

School Name: Brentwood High School

Address: 5304 Murray Lane

Contact Person: Kevin Keidel

Telephone # 615-472-4220

E-mail kevink@wcs.edu

School Enrollment: 1775

**Request from the Commissioners of the
City of Brentwood for the City's Fiscal
year July 1, 2017 to June 30, 2018:** \$ 160,000

Contributions to be used for:

Description of Expenditure	Amount
Band Uniform Replacement	\$ 5,000
Athletic Equipment	\$ 20,000
Student Chromebooks	\$ 20,000
Performing Arts Center Equipment	\$ 5,000
Teacher Instructional Technology (Chromebooks, Projectors, ELMO's)	\$ 35,000
Band Equipment	\$ 20,000
Royalties/Comp. fees for Arts Dept.	\$ 12,000
Teacher Professional Development	\$ 10,000
Science Equipment	\$ 20,000
Athletic Uniform Replacement	\$ 5,000
Forensics Program	\$ 4,000
Academic Competitions and Fees	\$ 4,000

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Brentwood Middle School
Address: 5324 Murray Lane
Contact Person: Brandon Barkley
Telephone #: (615) 472-4250
E-mail: Brandonb@wcs.edu

Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2017 to June 30, 2018:

\$ 15,000

Description of Expenditure, Purpose and Benefit	Amount
Chromebooks / Carts	\$
	\$
Classroom Smartboards	\$
	\$
ALL TECHNOLOGY	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 15,000

Provide attachments if needed.

Brandon Barkley
Signature of Principal

5/8/17
Date

CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM

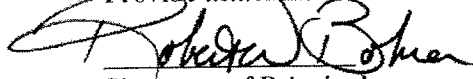
School Name: CROCKETT ELEMENTARY
Address: 9019 CROCKETT ROAD
Contact Person: ROBERT BOHRER / DEBBIE MARTIN
Telephone #: 615-472-4340
E-mail: robertb@wcs.edu / debbiem1@wcs.edu

Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2017 to June 30, 2018:

\$ 10,000

Description of Expenditure, Purpose and Benefit	Amount
	\$
Window Blinds (for Security)	\$ 4,000
in cafeteria	\$
	\$
TECHNOLOGY such as Sound Equipment,	\$ 6,000
interactive TVs, computers, and	\$
cameras.	\$
	\$
	\$
TOTAL REQUESTED	\$

Provide attachments if needed.


Signature of Principal

4/13/2017
Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: EDMONDSON ELEMENTARY

Address: 851 EDMONDSON PIKE BRENTWOOD, TN 37027

Contact Person: TRENT SATTERFIELD

Telephone # (615) 472-4360

E-mail trents@wgs.edu

Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2017 to June 30, 2018: \$ 10,000

Description of Expenditure, Purpose and Benefit	Amount
Interactive Smartboards for Classrooms	\$ 5,000
Two-way Radios for Teachers	\$ 2,500
Intervention Resources for student instruction	\$ 1,500
Teacher Professional Development Resources	\$ 1,000
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 10,000

Provide attachments if needed.

TA Satterfield
Signature of Principal

5/5/17
Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Kenrose Elementary School
 Address: 1702 Raintree Parkway
 Contact Person: Marilyn Webb, Principal / Debra Johnson
 Telephone #: 615-472-4630 / Book Keeper
 E-mail: marilynw@wcs.edu / debraj1@wcs.edu

Total Contribution Request from the
 City of Brentwood for the City's Fiscal
 year July 1, 2017 to June 30, 2018:

\$ 10,000

Description of Expenditure, Purpose and Benefit	Amount
Technology hardware and software to	\$
support instruction in K-5 classrooms	\$
With additional online resources	\$
available and online state testing	\$
anticipated for 2017-18, we continue	\$
to need additional technology to support	\$
student learning. Projected at 1062	\$
for 2017-18, Kenrose will continue to be	\$
the largest elementary school in WCS so	\$
TOTAL REQUESTED	\$

we continue to need additional technology
 Provide attachments if needed. to support our
Marilyn S. Webb students and 4/13/17
 Signature of Principal teachers. Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Lipscomb Elementary

Address: 8011 Concord Road

Contact Person: Sally Anville

Telephone #: (615) 472-4654

E-mail: Sarah.anville@wcs.edu

Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2017 to June 30, 2018:

\$ 10,000

Description of Expenditure, Purpose and Benefit Amount

Technology and Instructional	\$ 10,000
Equipment and Resources	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$

Provide attachments if needed.


Signature of Principal

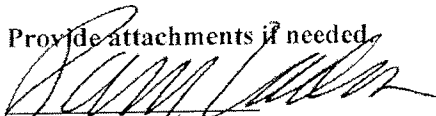
5/5/17
Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Ravenwood High School
 Address: 1724 Wilson Pike
 Contact Person: Pam Vaden
 Telephone #: 615 472-4802
 E-mail: PamV@wcs.edu

Total Contribution Request from the
 City of Brentwood for the City's Fiscal
 year July 1, 2017 to June 30, 2018: \$ 70,000

Description of Expenditure, Purpose and Benefit	Amount
Band instruments	\$ 12,500
Athletic (Facility Improvements)	\$ 12,500
Chromabooks (Testing & Class)	\$ 15,000
RPAC Lighting Improvements	\$ 15,000
Interactive TVs Class Use	\$ 15,000
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 70,000

Provide attachments if needed.

 Signature of Principal

5/5/17
 Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Scales Elementary School

Address: 6430 Murray Lane, Brentwood, TN 37027

Contact Person: Dr. Melonye Lowe, Principal

Telephone #: 615-472-4830

E-mail: melonyel@wcs.edu

Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2017 to June 30, 2018:

\$ 10,000.00

Description of Expenditure, Purpose and Benefit Amount

Professional Development - workshops and	\$
materials	\$
Technology link supplies and equipment	\$
Teacher classroom needs	\$
Teacher morale "Be Nice" needs	\$ 10,000.00
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 10,000.00

Provide attachments if needed.

Melonye Lowe
Signature of Principal

5.8.17
Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Sunset Elementary

Address: 100 Sunset Trail, Brentwood, TN 37027

Contact Person: Karen Caldwell

Telephone # 615 472-5020

E-mail karenc@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2017 to June 30, 2018:** \$ 10,000

Description of Expenditure, Purpose and Benefit	Amount
Fundations Kits for Grade 1	\$ 2030.00
Accelerated Math License and Seats	\$ 4569.00
Chrome Books for Classrooms	\$ about 3400.00
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 9999.00

Provide attachments if needed.

Karen Caldwell
Signature of Principal

5/8/2017
Date

CITY OF BRENTWOOD EDUCATIONAL CONTRIBUTIONS REQUEST FORM

School Name: Sunset Middle School

Address: 200 Sunset Trail, Brentwood, TN 37027

Contact Person: Timothy Brown

Telephone # 472-5040

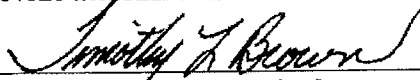
E-mail timb@wcs.edu

**Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2017 to June 30, 2018:**

**\$15,000 With the opening of Mill Creek
we are back to having close to all of our
student body from the city of
Brentwood.**

Description of Expenditure, Purpose and Benefit	Amount
Technology	\$ 8,000
Teacher classroom needs and equipment	\$7,000
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 15,000

Provide attachments if needed.


Signature of Principal

27 March 17
Date

**CITY OF BRENTWOOD
EDUCATIONAL CONTRIBUTIONS REQUEST FORM**

School Name: Woodland Middle School

Address: 1500 Volunteer Hwy

Contact Person: Priscilla C. Fizer

Telephone #: 615-472-4930

E-mail: priscilla.f@wcs.edu

Total Contribution Request from the
City of Brentwood for the City's Fiscal
year July 1, 2017 to June 30, 2018: \$ 15,000

Description of Expenditure, Purpose and Benefit	Amount
Dell Mobile Computing Cart (1)	\$ 1,425 ⁰⁰
Dell Chromebook 3120 (59 @ 230 ⁰⁰ ea)	\$ 13,570 ⁰⁰
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL REQUESTED	\$ 14,995

Provide attachments if needed.

Priscilla C. Fizer
Signature of Principal

3.17.17
Date

*Thank you for your continued support
through the years.*

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Ordinance 2017-12 - An Ordinance to Adopt the Property Tax Rate for Fiscal Year 2017-2018

Submitted by: Richard Parker, Finance

Department: Finance

Information

Subject

Ordinance 2017-12 - An Ordinance to Adopt the Property Tax Rate for the Fiscal Year Beginning July 1, 2017 and Ending June 30, 2018

Background

The accompanying ordinance provides for the adoption of the tax rate to fund the FY 2017-2018 proposed General Fund budget. The proposed tax rate is \$0.36 per \$100 of assessed value of taxable property. This levy represents the same effective property tax rate for the City of Brentwood for the twenty-seventh (27th) year in a row.

Formal public hearings regarding the proposed tax rate were previously held on May 22, 2017 and June 13, 2017. No public comments were received at either of these hearings.

Please contact the Finance Director if you have any questions.

Staff Recommendation

The staff recommends approval of Ordinance 2017-12 on second and final reading.

Previous Commission Action

Section 6-22-107(b) of the City Charter requires the Board of Commissioners to establish annually a tax levy sufficient to fund the approved appropriations for the General Fund budget in the new fiscal year.

Fiscal Impact

Amount : 11,510,000

Source of Funds:

Account Number:

Fiscal Impact:

The proposed FY 2018 budget projects total real and personal property tax revenue of \$11,510,000.

Attachments

Ordinance 2017-12

ORDINANCE 2017-12

**AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE TO ESTABLISH THE
TAX LEVY FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE
30, 2018**

BE IT ORDAINED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the tax levy for the City of Brentwood, Tennessee for the fiscal year beginning July 1, 2017 and ending June 30, 2018, on each \$100.00 of assessed value of all property (real, personal, public utility, merchants ad valorem, and mixed) within the City of Brentwood, Tennessee, shall be the sum of Thirty-six cents (\$0.36), prorated and distributed in accordance with the Budget Ordinance for the same period, same being Ordinance 2017-11.

SECTION 2. That this ordinance shall take effect from and after its final passage, or fifteen days after its first passage, whichever occurs later, the general welfare of the City of Brentwood, Williamson County, Tennessee, requiring it.

PASSED:	1st reading	_____	PLANNING COMMISSION	_____ <u>n/a</u>
	2nd reading	_____	NOTICE OF PASSAGE	
			Notice published in:	_____ <u>n/a</u>
			Date of publication:	_____
PUBLIC HEARING				
	Notice published in:	<u>Tennessean (Williamson)</u>		
	Date of publication:	<u>5/17/2017</u>		
	Date of hearing:	<u>5/22/17; 6/13/17; 6/26/17</u>	EFFECTIVE DATE	_____

MAYOR Jill Burgin

RECORDER Deborah Hedgepath

Approved as to form:

CITY ATTORNEY Roger A. Horner

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-41 - A Resolution Authorizing Changes to the OSRD Development Plan for the Reserve at Raintree Forest Subdivision

Submitted by: Jeff Dobson, Planning & Codes

Department: Planning & Codes

Information

Subject

Resolution 2017-41 authorizes changes to the OSRD Development Plan for the Reserve at Raintree Forest Subdivision. The project is located at the end of Eastwood Drive.

Background

At its regular meeting of June 6, 2017, the Planning Commission approved revisions to the preliminary plan for the Reserve at Raintree Forest Subdivision (Reserve). The project is located at the end of Eastwood Drive. As part of its review, the Planning Commission also voted to forward a recommendation of approval of the corresponding changes to the OSRD development plan to the Board of Commissioners.

The approved plan proposes the development of the remaining sections of the "Reserve" project and shows a total of 113 lots on approximately 282 acres. A second amenity area is also proposed as part of the development plan. All but four lots in the first three sections, which include a total of 100 lots, have been platted and developed. All told, when the first three sections are factored in, the entire "Reserve" project will include 213 lots on approximately 382 acres.

The preliminary plan also includes the hillside area which encompasses approximately 99.46 acres. The hilltop is the highest elevation point in Brentwood. Staff has been working with the developer to preserve the hilltop to the greatest extent possible. The developer is in the process of negotiating a conservation easement to protect the hillside from future development. The draft document is attached. The plan shows four "Homestead Areas" on the 99.46 acre hilltop. However, the conservation easement will allow a maximum of two homestead areas. The four areas are shown to allow the future owner a choice of areas to construct a home. Once the final areas are chosen, a revised plan for the project will be presented to staff for its review. Note that the hilltop area covered by the conservation easement will not be designated OSRD open space. The area that encompasses the total 213 lots on the lower elevations does meet all of the OSRD open space requirements without including the hilltop area.

Access to the hilltop homestead areas will be provided via private drives, which will be no wider than twelve feet. Construction of the drives will comply with the requirements of Section 78-486(14) of the zoning ordinance and will include the required turnouts at specified intervals. The drives will connect to the future roadway that will be extended through the Ragsdale subdivision and terminate at the common boundary between the projects. The plan also proposes a connection to Wisdom Lane within the Ragsdale subdivision, which will eventually allow access to Ragsdale Road from both subdivisions. This connection will not be used to access the hilltop area.

Each future habitable structure on the hilltop will require a residential sprinkler system. Detailed Hillside Protection Site Plans will be presented to the Planning Commission for review and will include elevations per the requirements of the zoning ordinance.

The Planning Commission last approved the preliminary plan for the project in April 2006. That approval has since expired. The Board of Commissioners last approved a revised OSRD Development Plan for the project in May 2006. That approval remains valid. The 2006 approved plan showed 103 lots, not including the previously developed lots (100), in nine sections (203 total). The plan labeled the hilltop area as "Future Development" and did not include a lot layout for the area or open space calculations. At the time of the 2006 approval, the Hillside Protection Overlay had not yet been enacted by the Board of Commissioners.

In 2006, the original developer presented a plan for review by the Planning Commission that showed 83 OSRD compliant lots on the hilltop in addition to the 103 lots shown in the lower elevations. As part of its approval of the project, the Planning Commission directed the developer to remove the lot layout shown on the hilltop and label the entire area (99.46 acres) as "Future Development." The Planning Commission's reason for the condition was that the proposed plan did not meet the intent of OSRD with respect to minimizing the disturbance in steep hillside areas.

In January 2016, the new developer presented a plan for review by the Planning Commission that showed 19 Hillside Protection compliant lots on the hilltop in addition to the 113 lots shown in the lower elevations for a total of 132 new lots. That plan was eventually deferred at the developer's request.

Should you have any questions or require additional information, please contact the Planning and Codes Director.

Staff Recommendation

Staff recommends approval of Resolution 2017-41.

Fiscal Impact

Attachments

Resolution 2017-41

Exhibit A

2006 Approved Plan

Draft Conservation Easement

PC Approval Letter

RESOLUTION 2017-41

A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO APPROVE REVISIONS TO THE DEVELOPMENT PLAN FOR THE RESERVE AT RAINTREE FOREST SUBDIVISION, PROVIDING FOR AN INCREASE IN THE NUMBER OF LOTS AND AN INCREASE IN THE AMOUNT OF PERMANENT OPEN SPACE PROVIDED WITHIN THE SUBDIVISION

WHEREAS, Section 78-185(b) of the Code of Ordinances of the City of Brentwood, Tennessee requires that any alteration of vehicle access for the development to existing public streets, or alteration of the permanent use of open space within an OSRD or OSRD-IP development or in the type or location of structures, facilities or recreation improvements within such open space be submitted to the Planning Commission for its review and recommendation and to the Board of Commissioners for its approval by resolution; and

WHEREAS, changes relating to the OSRD Development Plan for the Reserve at Raintree Forest Subdivision are proposed, providing for an increase in the number of lots and an increase in the amount of open space provided; and

WHEREAS, the proposed revisions include an increase in the number of lots proposed from 203 lots to 213 lots; and

WHEREAS, the proposed revisions to the project would also provide an increase in the total of dedicated open space from 110.57 to 134.36 acres, and from 28.96 acres to 44.78 acres of excess open space for the entire subdivision; and

WHEREAS, the proposed plan also provides that the hilltop area encompassing a total of 99.46 acres will be placed in a conservation easement; and

WHEREAS, the Planning Commission has recommended that the Board of Commissioners approve the proposed open space changes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the proposed revisions to the OSRD Development Plan for the Reserve at Raintree Forest subdivision are hereby approved, providing for an increase in the number of lots and an increase in the amount of permanent open space provided within the subdivision, all as shown on Exhibit A, which is made a part of this resolution by reference.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

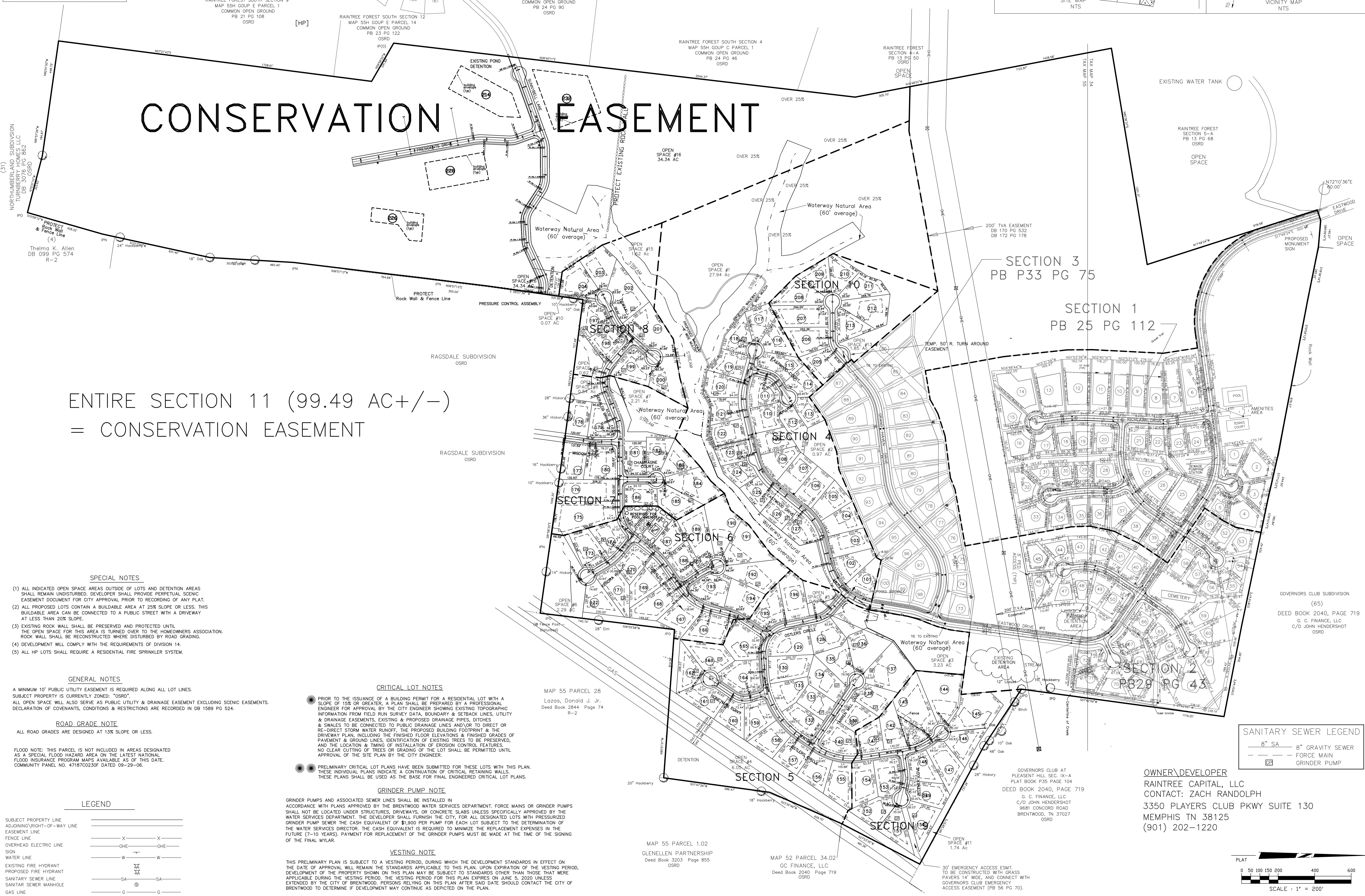
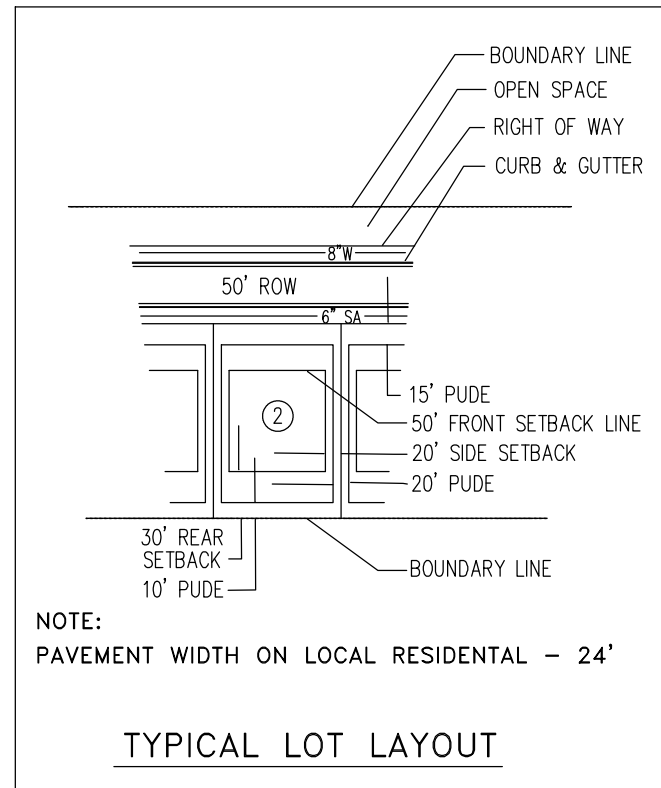
MAYOR Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER Deborah Hedgepath

CITY ATTORNEY Roger A. Horner



ENTIRE SECTION 11 (99.49 AC+/-)
= CONSERVATION EASEMENT

SPECIAL NOTES

- (1) ALL INDICATED OPEN SPACE AREAS OUTSIDE OF LOTS AND DETENTION AREAS SHALL REMAIN UNDISTURBED. DEVELOPER SHALL PROVIDE PERPETUAL SCENIC EASEMENT DOCUMENT FOR CITY APPROVAL PRIOR TO RECORDING OF ANY PLAT.
- (2) ALL PROPOSED LOTS CONTAIN A BUILDABLE AREA AT 25% SLOPE OR LESS. THIS BUILDABLE AREA CAN BE CONNECTED TO A PUBLIC STREET WITH A DRIVEWAY AT LESS THAN 20% SLOPE.
- (3) EXISTING ROCK WALL SHALL BE PRESERVED AND PROTECTED UNTIL THE OPEN SPACE FOR THIS AREA IS TURNED OVER TO THE HOMEOWNERS ASSOCIATION. ROCK WALL SHALL BE RECONSTRUCTED WHERE DISTURBED BY ROAD GRADING.
- (4) DEVELOPMENT WILL COMPLY WITH THE REQUIREMENTS OF DIVISION 14.
- (5) ALL HP LOTS SHALL REQUIRE A RESIDENTIAL FIRE SPRINKLER SYSTEM.

GENERAL NOTES

A MINIMUM 10' PUBLIC UTILITY EASEMENT IS REQUIRED ALONG ALL LOT LINES. SUBJECT PROPERTY IS CURRENTLY ZONED: "OSRD". ALL OPEN SPACE WILL ALSO SERVE AS PUBLIC UTILITY & DRAINAGE EASEMENT EXCLUDING SCENIC EASEMENTS. DECLARATION OF COVENANTS, CONDITIONS & RESTRICTIONS ARE RECORDED IN DB 1589 PG 524.

ROAD GRADE NOTE

ALL ROAD GRADES ARE DESIGNED AT 13% SLOPE OR LESS.

FLOOD NOTE: THIS PARCEL IS NOT INCLUDED IN AREAS DESIGNATED AS A SPECIAL FLOOD HAZARD AREA ON THE LATEST NATIONAL FLOOD INSURANCE PROGRAM MAPS AVAILABLE AS OF THIS DATE. COMMUNITY PANEL NO. 47187C0230F DATED 09-29-06.

LEGEND

SUBJECT PROPERTY LINE	_____
ADJOINING RIGHT-OF-WAY LINE	_____
EASEMENT LINE	_____
FENCE LINE	_____
OVERHEAD ELECTRIC LINE	_____
SIGN	_____
WATER LINE	_____
EXISTING FIRE HYDRANT	_____
PROPOSED FIRE HYDRANT	_____
SANITARY SEWER LINE	_____
SANITARY SEWER MANHOLE	_____
GAS LINE	_____

CRITICAL LOT NOTES

- PRIOR TO THE ISSUANCE OF A BUILDING PERMIT FOR A RESIDENTIAL LOT WITH A SLOPE OF 15% OR GREATER, A PLAN SHALL BE PREPARED BY A PROFESSIONAL ENGINEER FOR APPROVAL BY THE CITY ENGINEER SHOWING EXISTING TOPOGRAPHIC INFORMATION FROM FIELD RUN SURVEY DATA, BOUNDARY & SETBACK LINES, UTILITY & DRAINAGE EASEMENTS, EXISTING & PROPOSED DRAINAGE PIPES, DITCHES & SWALES TO BE CONNECTED TO PUBLIC DRAINAGE LINES AND/OR TO DIRECT OR RE-DIRECT STORM WATER RUNOFF, THE PROPOSED BUILDING FOOTPRINT & THE DRIVEWAY PLAN, INCLUDING THE FINISHED FLOOR ELEVATIONS & FINISHED GRADES OF PAVEMENT & GROUND LINES. IDENTIFICATION OF EXISTING TREES TO BE PRESERVED, AND THE LOCATION & TIMING OF INSTALLATION OF EROSION CONTROL FEATURES. NO CLEAR CUTTING OF TREES OR GRADING OF THE LOT SHALL BE PERMITTED UNTIL APPROVAL OF THE SITE PLAN BY THE CITY ENGINEER.

- PRELIMINARY CRITICAL LOT PLANS HAVE BEEN SUBMITTED FOR THESE LOTS WITH THIS PLAN. THESE INDIVIDUAL PLANS INDICATE A CONTINUATION OF CRITICAL RETAINING WALLS. THESE PLANS SHALL BE USED AS THE BASE FOR FINAL ENGINEERED CRITICAL LOT PLANS.

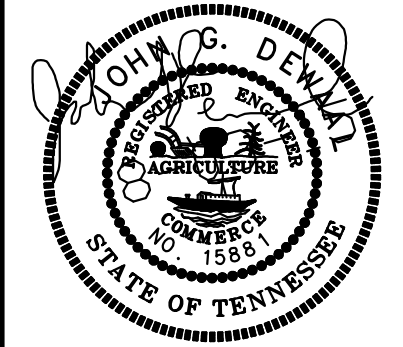
GRINDER PUMP NOTE

GRINDER PUMPS AND ASSOCIATED SEWER LINES SHALL BE INSTALLED IN ACCORDANCE WITH PLANS APPROVED BY THE BRENTWOOD WATER SERVICES DEPARTMENT. FORCE MAINS OR GRINDER PUMPS SHALL NOT BE LOCATED UNDER STRUCTURES, DRIVEWAYS, OR CONCRETE SLABS UNLESS SPECIFICALLY APPROVED BY THE WATER SERVICES DEPARTMENT. THE DEVELOPER SHALL FURNISH THE CITY, FOR ALL DESIGNATED LOTS WITH PRESSURIZED GRINDER PUMP SEWER THE CASH EQUIVALENT OF \$1,900 PER PUMP FOR EACH LOT SUBJECT TO THE DETERMINATION OF THE WATER SERVICES DIRECTOR. THE CASH EQUIVALENT IS REQUIRED TO MINIMIZE THE REPLACEMENT EXPENSES IN THE FUTURE (7-10 YEARS), PAYMENT FOR REPLACEMENT OF THE GRINDER PUMPS MUST BE MADE AT THE TIME OF THE SIGNING OF THE FINAL MYLAR.

VESTING NOTE

THIS PRELIMINARY PLAN IS SUBJECT TO A VESTING PERIOD, DURING WHICH THE DEVELOPMENT STANDARDS IN EFFECT ON THE DATE OF APPROVAL WILL REMAIN THE STANDARDS APPLICABLE TO THIS PLAN. UPON EXPIRATION OF THE VESTING PERIOD, THE DEVELOPMENT OF THE PROPERTY SHOWN ON THIS PLAN MAY BE SUBJECT TO STANDARDS OTHER THAN THOSE THAT WERE APPLICABLE DURING THE VESTING PERIOD. THE VESTING PERIOD FOR THIS PLAN EXPIRES ON JUNE 5, 2020 UNLESS EXTENDED BY THE CITY OF BRENTWOOD. PERSONS RELYING ON THIS PLAN AFTER SAID DATE SHOULD CONTACT THE CITY OF BRENTWOOD TO DETERMINE IF DEVELOPMENT MAY CONTINUE AS DEPICTED ON THE PLAN.

REVISIONS	
DATE	DESCRIPTION
8-03-15	CITY COMMENTS DATED 8-11-15
9-08-15	CITY COMMENTS DATED 10-14-15
10-07-15	CITY COMMENTS
12-07-15	CITY COMMENTS
03-11-16	CITY COMMENTS
04-03-17	CONSERVATION EMT
5-22-17	CITY COMMENTS

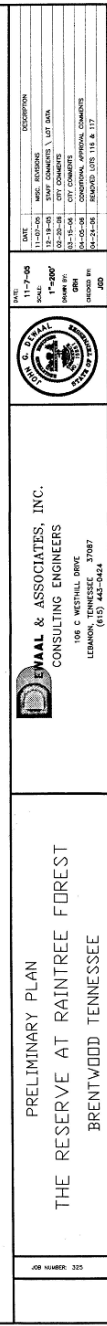


D. MAAL & ASSOCIATES
CONSULTING ENGINEERS
P.O. BOX 2818
LEBANON, TENNESSEE 37088
(615) 443-0424

PRELIMINARY PLAN
THE RESERVE AT RAINTREE FOREST
BRENTWOOD TENNESSEE

JOB NUMBER: 325

1



THIS INSTRUMENT WAS PREPARED BY:

Julian Bibb
Stites & Harbison PLLC
401 Commerce Street, Suite 800
Nashville, Tennessee 37219

CONSERVATION EASEMENT

THIS CONSERVATION EASEMENT (“Easement”) is hereby quitclaimed on this ____ day of _____, 2017, subject to the provisions herein contained, by **RAINTREE CAPITAL LLC**, a Tennessee limited liability company, (“**Grantor**”) to **THE LAND TRUST FOR TENNESSEE, INC.**, a Tennessee nonprofit corporation (“**Grantee**”), for the purpose of forever conserving the Conservation Values of the Property (both as hereinafter defined).

WITNESSETH:

Grantor is the owner in fee simple of certain real property located in Williamson County, Tennessee, consisting of approximately ninety-nine and forty-nine hundredths (99.49) acres and more particularly described in Exhibit A attached to and incorporated herein by this reference (the “**Property**”).

The Property is primarily forest land and open space and contains or supports significant wildlife habitat. The Property meets the definition of “forest land” under The Agricultural, Forest and Open Space Land Act of 1976 as set forth in Tennessee Code Annotated § 67-5-1001, *et seq.* and is given special property tax treatment pursuant to such Act.

The Property possesses scenic natural beauty and is located in the midst of an area of increasing development and subdivision of land for residential and commercial purposes. The Property lies within the city limits of Brentwood and is within three (3) miles of more than sixty (60) residential subdivision developments. It also lies within close proximity of significant commercial development along the I-65 corridor. Both the City of Brentwood and Williamson County are areas of extreme residential and commercial growth. In 2010, U.S. census reports showed the population of Brentwood to be 40,982, a seventy-four percent (74%) increase over the year 2000 population. The same census reports showed the population of Williamson County in 2010 to experience a forty-four percent (44%) increase over the year 2000 population.

The Property possesses outstanding scenic qualities that will provide a significant benefit to and scenic enjoyment for the general public. The Property contains one of the highest points in Brentwood and can be viewed from a number of public rights of way. [DEVELOP FURTHER] The open and scenic nature of the Property is a welcome and pleasing sight amidst the contrasting surrounding development.

The ridgetop on the Property is the dividing line between the Harpeth River Watershed and the Cumberland River Watershed. While the Property does not have frontage along any blue line streams or rivers, the forested slopes on Property protect the watersheds in which it lies. The vegetation on the slopes allows precipitation to flow along the natural topography, during which it is filtered by the soil and incorporated into nearby surface waterbodies or regional groundwater supplies. The upland portions of the property allow precipitation to pass through and serve as an important groundwater recharge area. Reduction in the natural cover of the property would permanently impair the natural absorption and filtration process by washing precipitation

downstream, picking up and carrying sediment and other pollutants, eroding streambanks, and increasing flooding.

With such significant forested acreage, the Property contains or supports wildlife habitat. [DEVELOP FURTHER] According to the State Wildlife Action Plan, produced in 2005 by the Tennessee Wildlife Resources Agency, portions of the Property lie within an area given a very high priority for upstream of aquatic habitats for species of greatest conservation need. Also, within two (2) miles of the Property, there have been seven (7) documented instances of the Nashville Crayfish (*Orconectes shoupi*), a federally listed Endangered species.

The open space use of the Property is consistent with public and private programs for conservation and protection of open space for nearby properties. The Property is adjacent to the six other large tracts of property that are currently in the process of being placed under conservation easements.

The forest, open space, watershed protection, wildlife habitat, and scenic characteristics of the Property, and its current use and state of improvement, are described in a Present Conditions Report prepared by Grantee with the cooperation of Grantor and acknowledged by both to be complete and accurate as of the date of this Easement (the “**Report**”). The Report will be used by Grantee to assure that any future changes in the use of the Property will be consistent with the terms of this Easement. However, the Report is not intended to preclude the use of other evidence to establish the present condition of the Property if there is a controversy over its use or condition.

Grantor has agreed to convey to Grantee a conservation easement in the Property for the purpose of assuring that, under the perpetual stewardship of Grantee, the forest, open space, watershed protection, wildlife habitat, and scenic values of the Property will be conserved and maintained forever and that the uses of the Property that are inconsistent with these conservation purposes will be prevented.

The granting of this Easement is intended to comply with the requirements of The Conservation Easement Act of 1981, Tennessee Code Annotated (“**T.C.A.**”) § 66-9-301, *et seq.*, as amended, which permits the creation of conservation easements. Specifically, the Easement’s “limitations and affirmative obligations are intended to preserve, maintain or enhance the present condition, use or natural beauty of the land, the open-space value, the air or water quality, the agricultural, forest, recreational, geological, biological, historic, architectural, archaeological, cultural or scenic resources of” the Property.

The forest, open space, watershed protection, wildlife habitat, and scenic values of the Property are collectively referred to herein as the “**Conservation Values**” of the Property.

The Grantor intends that the Conservation Values of the Property be preserved and maintained, and Grantor intends to convey to Grantee the right to preserve and protect the Conservation Values of the Property in perpetuity.

The granting of this Easement will also serve the following “conservation purposes” (together with the Conservation Values, the “**Conservation Purposes**”) as such term is defined in Section 170(h)(4)(A) of the Internal Revenue Code of 1986, as amended (the “**Code**”):

The preservation of open space, including farmland and forest land, pursuant to the following clearly delineated governmental conservation and preservation policies, yielding a significant public benefit:

-- The Farmland Protection Policy Act, P.L. 97-98, 7 U.S.C. §§ 4201, *et seq.*, whose purpose is “to minimize the extent to which Federal programs and policies contribute to the unnecessary and irreversible conversion of farmland to nonagricultural uses, and to assure that Federal programs are administered in a manner that, to the extent practicable, will be compatible with State, local government and private programs and policies to protect farmland”; and

-- The Agricultural, Forest and Open Space Land Act of 1976 as set forth in T.C.A. § 67-5-1001, *et seq.*, which states in § 67-5-1002 that “The general assembly finds that: . . . (2) [t]he preservation of open space in or near urban areas contributes to . . . the conservation of natural resources, water, air, and wildlife . . . [and] preservation of land in an open condition for the general welfare” . . . and “(3) Many prime agricultural and forest lands in Tennessee . . . are being permanently lost for any agricultural purposes and that these lands constitute important economic, physical, social and esthetic assets to the surrounding lands and to the people of Tennessee;” and

-- The Conservation Easement Act of 1981, T.C.A. § 66-9-301, *et seq.*, as amended, which permits the creation of conservation easements.

-- The Williamson County Comprehensive Land Use Plan adopted by the William County Regional Planning Commission August 2007 provides the following Natural and Cultural Resources Goals and Objectives:

Goal 1: Williamson County will conserve the natural environment, open spaces, and historic resources for which it has come to be known.

Goal 2: Williamson County will promote the permanent preservation of open space systems throughout the County for the purposes of environmental protection, community character and aesthetics, recreation, and heritage tourism, with an emphasis on farmland, woodlands, hilltops and slopes, and other environmentally sensitive areas.

-- The Brentwood Subdivision Regulations (Jan 2010) Section 1.2 Policy and Purpose 7: “Continue to enhance and expand the network of accessible open space throughout the City, preserving unique and sensitive community resources such as groundwater floodplains, streams, historic sites, steep slopes, woodlands and wildlife habitat.”

The current use of the Property is consistent with the conservation purposes of this Easement.

Grantee is a tax-exempt nonprofit organization and a qualified organization under §§ 501(c)(3) and 170(h), respectively, of the Code, and is a qualified “Holder” under T.C.A. § 66-9-303(3)(B), whose primary purpose is the preservation, protection or enhancement of land in

its natural, scenic, agricultural, forested and/or open space condition, and Grantee accepts the responsibility of enforcing the terms of this Easement and upholding its conservation purposes forever.

Grantor has received independent legal and financial advice regarding this Easement to the extent that Grantor has deemed necessary.

Grantor owns the entire fee simple interest in the Property, including the entire mineral estate, subject to those easements or covenants as may affect the Property.

NOW, THEREFORE, for the reasons given, and the mutual covenants, terms, conditions and restrictions contained herein, Grantor hereby donates, grants, remises, releases and forever quitclaims to Grantee, its successors and assigns, and Grantee accepts, a conservation easement on the Property, in perpetuity, in order to conserve and retain the Property forever predominantly in its agricultural, scenic, and/or open space condition in accordance with the terms of this Easement; and Grantor donates, grants, assigns, remises, releases and forever quitclaims to Grantee, its successors and assigns, the right to take appropriate legal action in law or equity to enjoin, prohibit and remedy any violation of the terms of the easement created by this Easement and to enter the Property at reasonable times to observe and document the state of preservation and to prevent any violation of the terms of this Easement.

1. Purpose. It is the purpose of this Easement to assure that the Property will be conserved and retained forever predominantly in its natural, scenic, agricultural and/or open space condition and to prevent any use of the Property that will significantly impair or interfere with the Conservation Values of the Property. Grantor intends that this Easement will generally confine, except as otherwise specifically permitted herein, the use of the Property to such activities, including without limitation farming, as are not inconsistent with the purpose and terms of this Easement.

2. Implementation. This Easement shall be implemented by limiting and restricting the development and use of the Property in accordance with its provisions as provided throughout. No permanent or temporary structures or other buildings or improvements shall hereafter be constructed, placed or maintained on the Property except as specifically provided herein.

3. Definitions. As used in this Easement, the term “**Grantor**” includes the original Grantor, its successors and assigns, all future owners of any legal or equitable interest in all or any portions of the Property, and any party entitled to the possession or use of all or any part thereof; and the term “**Grantee**” includes the original Grantee and its successors and assigns.

4. Prohibited Acts. Grantor shall not perform, nor knowingly allow others to perform, any act on or affecting the Property that is inconsistent with the terms of this Easement and the restrictions and obligations set forth herein.

5. Grantee's Permission. If the consent of Grantee is required for the construction of any structure or the taking of any other action on the Property, Grantor shall notify Grantee of such proposed construction or activity and provide a plan and description of the structures to be constructed, along with their location, or such other description of the activity; whereupon Grantee shall determine if such proposed construction or activity complies with the terms of this

Easement and if it does, it shall give its written consent thereto. Grantor shall not begin such construction or activity without the prior written consent of Grantee, which consent shall not be withheld by Grantee if the construction or activity complies with the terms and intent of this Easement. Grantee shall grant permission or approval to Grantor only where Grantee, acting in Grantee's sole discretion and good faith, determines that the proposed action will not substantially diminish or impair the Conservation Values of the Property. Grantee shall not be liable for any failure to grant permission or approval to Grantor hereunder. Grantee shall have thirty (30) days to respond in writing after it receives all required documentation for the proposed construction or activity. If Grantee fails to respond in writing to Grantor's first request within thirty (30) days after it receives all required documentation for the proposed construction or activity, Grantor may give Grantee a subsequent written notice that Grantor has not received a response from Grantee with respect to such request. If Grantee fails to respond in writing to such subsequent written notice within thirty (30) days after Grantee receives such subsequent written notice, Grantee's consent to the proposed construction or activity shall be deemed to have been given.

6. Construction, Maintenance and Repair of Buildings, Structures and Other Improvements.

(a) General Restriction. The construction of any building, structure or other improvement on the Property, except those existing on the date of this Easement and those permitted by this Section 6 or other provisions of this Easement, is prohibited.

(b) Permitted Structures. The following structures are permitted on the Property:

(i) Homestead Area A. Grantor reserves the right to establish on the Property an area no more than two (2) acres in size that contains the coordinate _____ as established by a global positioning system or other means ("**Homestead Area A**"). Within the boundaries of the Homestead Area A, Grantor may construct, repair and replace one (1) residential structure ("**Residence A**"). Residence A may be maintained, improved, expanded, repaired and replaced, provided, however, that Residence A, as expanded, shall not be located outside of Homestead Area A. Grantor may also construct within Homestead Area A reasonable structures appurtenant to residential use of Residence A, such as sheds and garages or recreational facilities. Prior to any construction of structures within Homestead Area A, the following provisions shall be met:

(1) Grantor shall secure the prior written approval of Grantee in accordance with Section 5 of this Easement;

(2) Grantor shall cause Homestead Area A to be delineated, staked, and surveyed by a registered land surveyor; and

(3) An addendum to this Easement shall be executed in form and substance acceptable to Grantee, which addendum shall define the location of Homestead Area A by a metes and bounds survey description;

(4) Homestead Area A, and all roads or driveways providing access thereto, must not unreasonably interfere with the Conservation Values of the Property.

(ii) Homestead Area B. Grantor reserves the right to establish on the Property an area no more than two (2) acres in size that contains the coordinate _____ as established by a global positioning system or other means (“**Homestead Area B**”). Within the boundaries of the Homestead Area B, Grantor may construct, repair and replace one (1) residential structure (“**Residence B**”). Residence B may be maintained, improved, expanded, repaired and replaced, provided, however, that Residence B, as expanded, shall not be located outside of Homestead Area B. Grantor may also construct within Homestead Area B reasonable structures appurtenant to residential use of Residence B, such as sheds and garages or recreational facilities. Prior to any construction of structures within Homestead Area B, the following provisions shall be met:

(1) Grantor shall secure the prior written approval of Grantee in accordance with Section 5 of this Easement;

(2) Grantor shall cause Homestead Area B to be delineated, staked, and surveyed by a registered land surveyor; and

(3) An addendum to this Easement shall be executed in form and substance acceptable to Grantee, which addendum shall define the location of Homestead Area B by a metes and bounds survey description;

(4) Homestead Area B, and all roads or driveways providing access thereto, must not unreasonably interfere with the Conservation Values of the Property.

(iii) Agricultural Structures. Grantor may maintain, construct, repair and replace or demolish structures on the Property used or to be used primarily for agricultural purposes and limited in use to the care, storage, processing or sale of livestock or other farm products predominantly raised or grown on the Property and the storage of material and equipment used or useful for such purposes and for other purposes related to the permitted use of the Property (each such structure being hereinafter referred to as an “**Agricultural Structure**”). New Agricultural Structures may be constructed on the Property within Homestead Area A or Homestead Area B (collectively, the “**Homestead Areas**”) without further permission from Grantee or outside the Homestead Areas with prior written consent of Grantee, in accordance with Section 5 of this Easement.

(iv) Recreational Structures. Golf courses, athletic fields and paved airstrips are strictly prohibited. Picnic shelters, hunting blinds, park swings, park benches, gazebos, barbecue pits, grills and other similar recreational structures utilized to enjoy the scenic beauty of the Property may be built for the private recreational enjoyment of Grantor and Grantor’s guests inside the Homestead Areas without Grantee’s consent. Except for recreational structures that require a

concrete, cement, or other type of foundation for construction, installation or erection, Grantor may construct, install, or erect recreational structures on the Property (excluding any areas described in Section 14) without Grantee's consent. Grantor shall obtain Grantee's prior written permission, in accordance with Section 5 of this Easement, to construct, install, or erect any such recreational structure that requires a concrete, cement, or other type of foundation for construction, installation or erection outside the Homestead Areas. Commercial recreational activities that exceed the de minimus standard set forth in Section 2031(c)(8)(B) of the Code are prohibited.

(c) Fences. Existing fences may be repaired and replaced, and new fences may be built, anywhere on the Property for purposes of reasonable and customary management of livestock and wildlife, access control and protection of crops, without any further permission of Grantee.

(d) Energy Producing Structures. Nothing in the Easement shall be deemed to prohibit the establishment on the Property of alternative energy sources, including without limitation equipment for the generation of solar power, wind power, geothermal or hydroelectric power (collectively, "**Energy Production Facilities**"), subject to the following conditions:

(i) Energy Production Facilities, such as detached or roof-top solar arrays, may be built within the Homestead Areas, without further permission from Grantee. Roof-top solar arrays may also be constructed on any existing structure outside Homestead Areas without further permission from Grantee.

(ii) Grantor retains the right to construct Energy Production Facilities outside of the Homestead Areas subject to the following conditions:

(1) The construction or installation of any structure or facility is subject to the prior written approval of Grantee, in accordance with Section 5 of this Easement. As part of the approval process, Grantor must provide a plan that describes the siting, height, impact, location of structures and distribution facilities and other information required by Grantee.

(2) The Energy Production Facilities may not impact the surface of more than one percent (1%) of the Property.

(iii) Notwithstanding the foregoing, the construction, use, maintenance, repair and replacement of wind turbines for the generation of wind energy anywhere on the Property shall be permitted only upon prior written approval of Grantee, in accordance with Section 5 of this Easement. When considering whether to issue such approval, Grantee shall consider the Conservation Values of the Property, including the overall aesthetic impacts of the proposed turbine(s) in the context of the surrounding landscape and the environmental impacts.

(iv) All energy production plans, construction and distribution contracts and other agreements must be made expressly subordinate to this Easement.

(v) No Energy Production Facility, or housings, wires, conduits or other equipment servicing such Energy Production Facility, shall adversely impact the Conservation Values of this Easement.

7. Subdivision. Regardless of whether the Property is currently composed of one (1) or more contiguous or noncontiguous tax parcels, the Property shall be considered as one parcel for the purposes of this Easement and shall be retained in common ownership as though a single legal parcel. The subdivision of the Property, whether by physical or legal process, is prohibited. Any such subdivision of the Property, recording of a subdivision plan, partition of the Property, or any attempt to divide the Property without permission of the Grantee is prohibited. Without limiting the foregoing, the term "subdivision" shall not be limited by any statutory definition that limits the concept of subdivision. Subject to the foregoing, the Property may be transferred, encumbered, mortgaged or conveyed, or leased in whole or in part, and the provisions of this Easement shall continue to encumber the Property. Nothing in this Section shall be construed to prohibit the leasing of all or a portion of the Property, subject to the restrictions of this Easement.

Notwithstanding the foregoing, Grantor may, with prior notice to Grantee, subdivide the Property into no more than [two (2)] separate parcels so long as each of the parcels is no less than forty (40) acres in size and may separately convey each resulting parcel. In the event of a permitted subdivision of the Property, the Grantor at the time of the subdivision of the Property must determine whether one of the Homestead Areas provided for in Paragraph 6(b) of this Easement will be assigned to the resulting parcel.

8. Utility Services and Septic System. Wires, lines, pipes, cables or other facilities providing electrical, gas, water, sewer, communications, or other utility services to the improvements permitted herein may be installed, maintained, repaired, removed, relocated and replaced, and Grantor may grant easements over and under the Property for such purposes. Septic or other underground sanitary systems serving the improvements permitted herein may be installed, maintained, repaired or improved either within or outside any Homestead Area, provided, however, that such fields should be maintained in a natural visual condition to the maximum extent possible and may not, in any event, detract from the Conservation Values of the Easement.

9. Right to Use Property for Agricultural Production. **[LEAVE THIS PROVISION IN EASEMENT ON FORESTED PROPERTY UNLESS SPECIFICALLY NEED TO REMOVE]** Grantor retains the right to use the Property for agricultural production, or to permit others to use the Property for agricultural production, in accordance with applicable law and consistent with the purposes and preservation of the Conservation Values of the Property. As used herein, "agricultural production" shall mean the production, processing, storage or retail marketing of crops, livestock, and livestock products. For purposes hereof, crops, livestock and livestock products include, but are not limited to:

(a) crops commonly found in the community surrounding the Property;

(b) field crops, including, without limitation, corn, wheat, oats, rye, barley, hay, cotton, soybeans, and tobacco;

(c) fruits and vegetables, including, without limitation, apples, peaches, grapes, cherries, lettuce, tomatoes, potatoes, beans, cabbage, carrots, beets, onions, and mushrooms

(d) livestock and livestock products, including, without limitation, dairy cattle, beef cattle, sheep, swine, goats, horses, poultry, fowl, bees, milk and other dairy products, eggs;

10. Agricultural Operations and Conservation Practices.

(a) All agricultural operations on the Property (whether pertaining to crops, livestock, tree farming or otherwise), including without limitation maintaining land for pasture, shall be conducted in accordance with good practices for soil and water conservation, pest management, nutrient management and habitat protection. Such agricultural operations shall be also conducted in accordance with all applicable laws and consistent with best management practices, as those practices may be identified from time to time by appropriate government or educational institutions for general application in the area in which the Property is located.

(b) All agricultural operations of the Property shall be conducted in a manner consistent with a conservation plan that identifies and recommends best management practices and is prepared by a governmental agency such as the U.S. Dept. of Agriculture, Natural Resources Conservation Service, or their successors, or by a qualified conservation professional approved by Grantee (a "**Conservation Plan**"). Such Conservation Plan shall be updated (i) from time-to-time as may be necessary to preserve the Conservation Values of the Property; (ii) at any time the basic agricultural operations on the Property materially change; and/or (iii) at any time the ownership of the Property changes. The current agricultural use of the Property is consistent with the conservation purposes of this Easement, and nothing set forth in this Easement shall be deemed to prohibit the current use of the Property.

(c) On the Property, there shall be no:

(i) high-density feed lots, including structures, whether for cattle, pigs, chickens or other animals;

(ii) commercial slaughter or animal-processing activities; or

(iii) industrial activities or operations,

all of which are strictly prohibited.

(d) ***Subject to the provisions of Section 14 of this Easement, and*** Provided that Grantor does not significantly impair or disturb the natural course of the surface water drainage or runoff flowing off the Property, Grantor maintains the right to use, maintain, establish, construct and improve water sources, water courses, or water bodies

within the Property for the uses permitted by this Easement. Grantor shall not transfer, encumber, lease, sell or otherwise sever such water rights from title to the Property itself.

(e) Grantor retains the right to use the Property for otherwise lawful and customary rural enterprises consistent with the agricultural nature of the Property, including without limitation processing, packaging and marketing farm products predominantly produced on the Property, repair of farm machinery or sawmills for the permitted timber activities set forth in Section 11 of this Easement.

11. Forestry Activities.

(a) All future forestry activities, if any, on the Property shall be conducted in accordance with a management plan that addresses forest habitat protection and watershed conservation (a "**Forest Management Plan**"). The Forest Management Plan shall be developed and prepared by Grantor in conjunction with the Tennessee Division of Forestry or forestry professional, who shall also ensure the proper implementation of the Forest Management Plan as written. The Forest Management Plan shall provide for the maintenance or enhancement of the Conservation Values of the Property. Prior to implementation of the Forest Management Plan or commencement of any forestry activities, Grantor must secure the written approval of Grantee, in accordance with Section 5 of this Easement. Grantor shall ensure the preparation and periodic updating of the Forest Management Plan provided for in this Section 11 and such updates shall be developed and prepared in conjunction with the Tennessee Division of Forestry or forestry professional, and shall be submitted to the Grantee for written approval, in accordance with Section 5 of this Easement. Notwithstanding the foregoing, Grantor shall be permitted to (i) remove, harvest or cut dead and diseased trees, (ii) remove trees that pose a threat of personal injury or property damage, (iii) cut wood for use on the Property, including firewood and the construction of fences or buildings, (iv) cut trees to create firebreaks or to prevent the spread of disease or insect outbreak, (v) remove invasive exotic species such as privet, tree of heaven etc., and (vi) create food plots, openings and brush piles for wildlife habitat enhancement subject to a wildlife management plan prepared by Grantor in conjunction with a biologist or other similar professional.

(b) The cutting, removal or harvesting of trees, including commercial timber harvesting, may be undertaken only if consistent with the Forest Management Plan described above and shall be supervised in conjunction with the Tennessee Division of Forestry or forestry professional approved by Grantee. All timber harvesting shall be consistent with generally accepted best management practices, as those practices may be identified from time to time by appropriate governmental or educational institutions for timber harvesting, and in a manner not wasteful of soil resources or detrimental to water quality, wildlife habitat, or watershed conservation. Nothing set forth in the Easement shall be deemed to prohibit the clearing of trees for agricultural purposes, consistent with best management practices and a Conservation Plan as described in Section 10 of this Easement.

12. Mining.

(a) The mining or extraction of soil, sand, gravel, rock, oil, natural gas, fuel or any other mineral substance, using any method whatsoever, is prohibited, except that Grantor shall have the right to grade and extract soil, sand, gravel or rock from the Property on a limited basis, solely for and/or in connection with the agricultural operations being conducted on the Property, without the necessity of obtaining the prior written consent of Grantee thereto. The mineral rights to the Property or any portion thereof shall not be separated or conveyed separate from the surface rights.

(b) To the extent permitted under Section 170(h)(5) of the Code and applicable Treasury Regulations, Grantor may remove soil, sand and gravel for construction and maintenance of farm roads or other improvements or driveways on the Property as permitted by the Easement, subject to the following conditions:

(i) Said removal is (a) limited and localized in impact, affecting no more than one (1) acre of the Property in the aggregate at any one time; (b) not taken from land within the 100 year flood plain; and (c) not irretrievably destructive of significant conservation interests;

(ii) Grantor shall use all practical means to mitigate any adverse effect of the Conservation Values of the Property in carrying out said permitted extractive activities; and

(iii) Upon completion of said activities, Grantor shall promptly restore any portion of the Property affected to as near as possible to its condition existing prior to the activity.

13. Road and Farm Road Construction. Although no public roads shall be constructed on the Property, private roads may hereafter be constructed on the Property where needed to provide access to Residence A, Residence B, and Agricultural Structures. Roads on the Property shall be graveled or consist of other permeable surfaces, but may also be paved or concreted as necessary for access to Residence A, Residence B, and Agricultural Structures. Such roads hereafter constructed on the Property shall not substantially diminish or impair the Conservation Values of the Property as compared to those conditions existing on the date of this Easement. Prior to the commencement of construction of any such farm road, Grantor shall notify Grantee of Grantor's intended construction of the farm road, but the failure to so notify Grantee shall not impair the rights retained by Grantor hereunder.

14. Recreational and Educational Purposes. Grantor retains the right to use the Property for lawful low-impact recreational uses not involving permanent improvements or structures, including, but not limited to, hunting, fishing, boating, camping, hiking, horseback riding, picnics, social events, farm tours, nature interpretation and other educational programs (including the creation of limited, unpaved hiking and horseback trails). The intentional introduction of wild hogs or other exotic game animals into the Property is strictly prohibited. Commercial recreational activities that exceed the de minimus standard set forth in Section 2031(c)(8)(B) of the Code are prohibited.

15. Development Rights. Except as specifically reserved or permitted in this Easement, Grantor hereby grants, remises, releases and forever quitclaims to Grantee all development rights that are now or hereafter allocated to, implied, reserved or inherent in the

Property, and the parties agree that such rights are terminated and extinguished, and may not be used on or transferred to any portion of the Property as it now or hereafter may be bounded or described.

16. Trash. The dumping or accumulation of any kind of trash or refuse on the Property, other than agricultural-related trash and refuse produced on the Property, which must be disposed of in accordance with prudent agricultural practices and shall not be kept in an unsanitary condition or other way that materially diminishes the Conservation Values of the Property, is strictly prohibited. However, this shall not prevent the storage of agricultural products and byproducts on the Property, so long as it is done in accordance with all applicable government laws and regulations. Any residential or other trash or refuse shall not be accumulated or dumped on the Property but must be disposed of in accordance with applicable government laws and regulations.

17. Rights Retained by Grantor. As owner of the Property, Grantor retains the right to perform any act not specifically prohibited or limited by this Easement or granted to Grantee hereunder. These ownership rights include, but are not limited to, the right to exclude any member of the public from trespassing on the Property, the right to lease, sell, encumber or otherwise transfer the Property, and to grant easements over and through the Property to anyone Grantor chooses, provided that any such action shall be in accordance with terms of this Easement.

18. Responsibilities of Grantor and Grantee Not Affected. Other than as specified herein, this Easement is not intended to impose any legal or other responsibility on Grantee, or in any way to affect any existing obligation of Grantor as owner of the Property. Among other things, this shall apply to:

(a) Taxes. Grantor shall continue to be solely responsible for payment of all taxes and assessments levied against the Property. If Grantee is ever required to pay any taxes or assessments on its interest in the Property, Grantor will reimburse Grantee for the same.

(b) Upkeep and Maintenance. Grantor shall continue to be solely responsible for the upkeep and maintenance of the Property, to the extent it may be required by law. Grantee shall have no obligation for the upkeep or maintenance of the Property.

(c) Liability and Indemnification. If Grantee is ever required by a court to pay damages resulting from personal injury or property damage that occurs on the Property, Grantor shall indemnify and reimburse Grantee for these payments, as well as for reasonable attorneys' fees and other expenses of defending itself, unless Grantee or any of its agents have committed a deliberate act that is determined by a court to be the sole cause of the injury or damage. If Grantor is ever required by a court to pay damages resulting from personal injury or property damage that occurs on the Property as a result of a deliberate act of Grantee or any of its agents that is determined by a court to be the sole cause of the injury or damage, Grantee shall indemnify and reimburse Grantor for these payments, as well as for reasonable attorneys' fees and other expenses of defending Grantor.

19. Enforcement.

(a) Grantee shall have the right to prevent and correct violations of the terms of this Easement pursuant to the terms of this Section 19. Grantee may enter the Property for the purpose of inspecting for violations or for compliance with the terms of this Easement, provided that, except in cases where Grantee determines that immediate entry is required to prevent, terminate, or mitigate a violation of this Easement, such entry shall be upon prior reasonable notice to Grantor, and Grantee shall not in any case unreasonably interfere with Grantor's use and quiet enjoyment of the Property. If at any time Grantee finds what it believes is a violation, it may at its discretion take appropriate legal action.

(b) Except when an ongoing or imminent violation could irreversibly diminish or impair the Conservation Values of the Property, Grantee shall give Grantor written notice in accordance with Section 26 of this Easement of the violation and thirty (30) days to correct such violation, before filing any legal action. If Grantee, in its sole discretion, determines that circumstances require immediate action to prevent or mitigate significant damage to the Conservation Values of the Property, Grantee may pursue its remedies under this Section 19 without prior notice to Grantor or without waiting for the period provided for the cure to expire. In such case, Grantee shall use reasonable efforts to notify Grantor of such circumstances and proposed action, but the failure to provide such notice shall not limit Grantee's rights under this Section 19.

(c) If a court with jurisdiction determines that a violation may exist or has occurred, Grantee may obtain an injunction to stop it, temporarily or permanently. A court may also issue an injunction requiring Grantor to restore the Property to its condition prior to the violation.

(d) In addition to injunctive remedies, Grantee shall have the right to seek the following remedies against Grantor or any other person legally responsible in the event that a court finds that a violation of this Easement exists or has occurred: (i) monetary damages, including damages for the loss of the Conservation Values protected by the Easement; (ii) restoration of the Property to its condition existing prior to such violation, including the removal of offending structures; and (iii) any other remedies available at law or in equity. Said remedies shall be cumulative.

(e) All reasonable costs incurred by Grantee in enforcing the terms of this Easement against Grantor, including, without limitation, costs and expenses of suit and reasonable attorneys' fees, and any costs of restoration necessitated by Grantor's violation of the terms of this Easement shall be borne by Grantor without setoff, deduction, defense, abatement, suspension, deferment, or reduction; provided, however, that if a court finds that no violation has occurred, each party shall bear its own costs. Grantor expressly agrees that Grantee shall have, is hereby granted, and shall be entitled to record a lien against the Property for any unpaid damages or costs of enforcement.

(f) The failure of Grantee to discover a violation or to take immediate legal action shall not bar Grantee from doing so at a later time. Forbearance by Grantee to exercise any of its rights under this Easement in the event of any breach of any term of this Easement by Grantor shall not be deemed or construed to be a waiver by Grantee of such term or of any subsequent breach of the same or any other term of this Easement or of any of Grantee's rights under this Easement. No delay or omission by Grantee in the

exercise of any right or remedy upon any breach by Grantor shall impair such right or remedy or be construed as a waiver.

(g) Grantor expressly authorizes Grantee to enforce this Easement and the restrictions and obligations set forth herein in the manner described above. However, unless otherwise specified herein, nothing in this Easement shall require Grantor to take any action to restore the condition of the Property after any acts of nature or other event over which Grantor had no control. Grantor understands that nothing in this Easement relieves Grantor of any obligation or restriction on the use of the Property imposed by law.

20. Transfer of Easement.

(a) If Grantee dissolves, ceases to exist, is unable or unwilling to carry out its responsibilities under this Easement, or no longer qualifies under § 170(h) of the Code, then it shall have the right to transfer the conservation easement created by this Easement, and the rights and obligations created hereunder, to any public agency or private nonprofit organization that, at the time of transfer, is a “qualified organization” under § 170(h) of the Code, but only if the agency or organization expressly agrees to assume the responsibility imposed on Grantee by this Easement. If Grantee ever dissolves, ceases to exist, or no longer qualifies under § 170(h) of the Code and a transfer has not been made pursuant to the foregoing sentence, a court with jurisdiction shall transfer this conservation easement, and the rights and obligations created hereunder, to another qualified organization having similar purposes that agrees to assume the responsibility. Except as permitted under this Section 20, Grantee shall not otherwise transfer the conservation easement or the rights and obligations hereunder.

(b) Upon such transfer pursuant to this Section 20, all records, plans and documents with respect to the conservation easement and the Property in Grantee’s possession shall be provided to such qualified transferee organization to help provide it with an understanding of the Property, the operations thereon, and the conservation easement.

21. Transfer of Property. Any time the Property itself, any part thereof, or any interest therein, is transferred by Grantor to any third party, Grantor shall notify Grantee in writing thirty (30) days prior to such transfer, and the document of conveyance shall expressly refer to this Easement and recite that the Property is subject to this Easement. The failure of Grantor to so notify Grantee shall not impair Grantor’s right to transfer the Property. After such transfer, the transferring party shall thereafter have no rights or interest in this Easement, and shall have no liability for any violations of this Easement occurring after the effective date of such transfer, but such transfer shall not affect the continued obligation of any party for matters arising prior to such transfer.

22. Effectiveness of Easement; Amendments. This Easement shall be effective upon execution and enforceable against third parties from and after the time it is recorded with the Register’s Office of the county in which the Property is located. This Easement may be amended only with the written consent of Grantee and Grantor. Any such amendment shall be consistent with the purposes as stated hereinabove and shall comply with § 170(h) of the Code. Additionally, any such amendment shall be effective and enforceable as to third parties from and

after the time that such amendment is recorded with the Register's Office of the county in which the Property is located.

23. Condemnation and Extinguishment.

(a) Extinguishment. This Easement may be extinguished only by condemnation, as described below in subparagraph (b), or under the following circumstances:

(i) An unexpected change to the conditions surrounding the Property has arisen (including, without limitation, a condemnation);

(ii) Such unexpected change can make impossible or impractical the use of the property for the Conservation Purposes;

(iii) This easement is extinguished by judicial proceeding; and

(iv) The proceeds from a subsequent sale or exchange of the Property are used by Grantee in a manner consistent with the Conservation Purposes.

(b) Condemnation. If condemnation of the Property, in whole or in part, by a public authority renders it impossible to fulfill any of the Conservation Purposes, as determined by Grantee in its discretion, the Easement may be terminated through a condemnation proceeding. During such proceeding, Grantor and Grantee shall act jointly to recover the full value of the interests in the Property subject to the taking, or in-lieu purchase, and all direct or incidental damages resulting therefrom. If the Easement is terminated and the Property is sold or taken for public use, then Grantee shall be entitled to a percentage of the gross sale proceeds or condemnation award equal to the Proportionate Share as defined below.

(c) Proceeds. The parties hereby stipulate and agree that the granting of this Easement gives rise to a property right immediately vested in Grantee. The parties further stipulate and agree that the property right granted to Grantee herein has a fair market value equal to a percentage of the value of the Property unencumbered by this Easement (the "**Proportionate Share**"). The Proportionate Share shall be determined by dividing the value of this Easement, calculated as of the date hereof, by the unencumbered value of the Property, also calculated as of the date hereof. The Proportionate Share shall remain constant. Accordingly, at the time of any subsequent sale, exchange, condemnation, or other involuntary conversion of the Property, the Grantee is entitled to a portion of the proceeds at least equal to the Proportionate Share of the total proceeds, unless state law provides that the Grantor is entitled to the full proceeds from the conversion without regard to the terms of this Easement. However, Grantee shall not be entitled to a Proportionate Share of any such proceeds attributable to the value of any permitted improvements made by the Grantor at the Grantor's expense after the date hereof.

24. Interpretation; Captions; Severability. This Easement shall be interpreted under the laws of the State of Tennessee, resolving any ambiguities and questions of the validity of specific provisions so as to give maximum effect to its conservation purposes. The captions in this Easement are for reference purposes only and shall not define, limit or expand the meaning

or application of any term, paragraph or section contained herein. This Easement is severable, such that the invalidity, illegality or unenforceability of any term or provision contained herein shall not affect the validity, legality or enforceability of the other provisions in this Easement.

25. Perpetual Duration. The Easement shall be a servitude running with the land in perpetuity. Every provision of this Easement that applies to Grantor or Grantee shall also apply to their respective agents, heirs, personal and legal representatives, assigns and all other successors as their interests may appear.

26. Notices. Any notices required by this Easement shall be in writing and shall be personally delivered or sent by overnight courier, such as Federal Express, or first class mail, return receipt requested, to Grantor and Grantee respectively at the following addresses, unless a party has been notified by the other of a change of address:

To Grantor: Raintree Capital LLC
177 Crescent Drive
Collierville, TN 38017

With a copy to: Phillip Jones, Esq.
2620 Thousand Oaks Blvd., Ste. 4000
Memphis, TN 38118

To Grantee: The Land Trust for Tennessee, Inc.
209 10th Avenue South, Suite 327
Nashville, Tennessee 37203

With a copy to: Stites & Harbison PLLC
401 Commerce Street, Suite 800
Nashville, Tennessee 37219
Attention: Julian Bibb, Esq.

In the event that a party to this Easement shall transfer such party's interest in the Property or under this Easement by conveyance, distribution, operation of law or otherwise, the transferee of such interest shall provide the nontransferring party with written notice of the change of address to which notice is to be sent hereunder. Notice shall be deemed to be received upon delivery to recipient, as evidenced by return receipt, overnight courier confirmation, or signed hand delivery confirmation or refusal to accept a proper delivery attempt.

27. Environmental Matters. Grantor has no actual knowledge of a material release or threatened release of hazardous substances or wastes on the Property in violation of federal, state or local laws, statutes, regulations or ordinances, or the Property's use as a landfill or dump, and hereby promises to defend and indemnify Grantee against all litigation, claims, demands, penalties and damages, including reasonable attorneys' fees, arising from or connected with any release of hazardous waste, use of the Property as a landfill or dump, or violation of any federal, state or local environmental laws. Notwithstanding the foregoing, Grantor shall have no obligation to defend or indemnify Grantee against litigation, claims, demands, penalties, damages, or attorneys' fees arising out of or with respect to releases of hazardous substances or wastes caused by Grantee or any of its agents.

28. Subordination; Liens. No provisions of this Easement should be construed as impairing the ability of Grantor to use this Property as collateral for borrowing, provided that any deed of trust, mortgage or lien arising from such a borrowing shall be subordinate to this Easement. On the date of this Easement and of its recording in the Register's Office for the county in which the Property is located, the Property and the Easement shall be free of or superior in priority to any deed of trust, mortgage or lien.

29. Acceptance. As evidenced by the signature of Grantee's duly authorized officer affixed hereto, Grantee hereby accepts without reservation the rights and responsibilities conveyed by this Easement.

30. Counterpart Execution. This Easement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

31. Conveyance. This Easement and the conservation easement herein described are quitclaimed subject to such limitations, covenants and restrictions as may affect the Property, but the parties hereto specifically agree to comply with all of the terms and provisions herein contained.

32. Grantor's Representations. Grantor represents, warrants and covenants to and with Grantee as follows

(a) Grantor is a limited liability company, duly organized and validly existing under the laws of the State of Tennessee.

(b) The execution and delivery of this Easement, and the performance of Grantor's obligations under this Easement, have been duly authorized by all requisite company action, and are consistent with and not in violation of, and will not create any adverse condition under, any contract, agreement or other instrument to which Grantor is a party, any judicial order or judgment of any nature by which Grantor is bound, or the organizational documents of Grantor.

[COUNTERPART EXECUTION PAGES FOLLOW]

CONSERVATION EASEMENT
COUNTERPART EXECUTION PAGE

IN WITNESS WHEREOF, the undersigned, intending to legally bind themselves, have executed this Easement as of the date first written above.

GRANTOR:

RAINTREE CAPITAL, LLC, a Tennessee
limited liability company

By: _____

Print Name: _____

Title: _____

STATE OF TENNESSEE)

COUNTY OF _____)

Personally appeared before me, _____, a Notary Public in and
for said State and County, _____, with whom I am personally
acquainted, and who acknowledged that _____ executed the within instrument for the
purposes therein contained, and who further acknowledged that _____ is the _____
_____ of the maker, RAINTREE CAPITAL, LLC and is authorized by the
maker to execute this instrument on behalf of the maker.

Witness my hand and seal, at Office in _____, Tennessee, this _____
day of _____, 2017.

Notary Public
My Commission Expires: _____

CONSERVATION EASEMENT
COUNTERPART EXECUTION PAGE

IN WITNESS WHEREOF, the undersigned, intending to legally bind itself, has executed this Easement as of the date first written above.

GRANTEE:

THE LAND TRUST FOR TENNESSEE,
INC., a Tennessee nonprofit corporation

By: _____

Print Name: _____

Title: _____

STATE OF TENNESSEE)

COUNTY OF _____)

Personally appeared before me, _____, a Notary Public in and for said State and County, _____, with whom I am personally acquainted, and who acknowledged that _____ executed the within instrument for the purposes therein contained, and who further acknowledged that _____ is the _____ of the maker, THE LAND TRUST FOR TENNESSEE, INC., and is authorized by the maker to execute this instrument on behalf of the maker.

Witness my hand and seal, at Office in _____, Tennessee, this _____ day of _____, 2017.

Notary Public
My Commission Expires: _____

STATE OF TENNESSEE)
)
COUNTY OF _____)

The actual consideration for this transfer is **NONE**.

Affiant

Subscribed and sworn to before me on this
_____ day of _____, 2017.

NOTARY PUBLIC

My Commission Expires: _____

EXHIBIT A

PROPERTY DESCRIPTION

Land being located in the Sixteenth Civil District of Brentwood, Williamson County, Tennessee, being generally bounded on the north by The Reserve at Raintree Forest, Raintree Capital, LLC property, on the west by the following sections of Raintree Forest South, Section 9 (Plat Book 21, Page 108, ROWC, TN), Section 12 (Plat Book 23, Page 122, ROWC, TN), Section 14 (Plat Book 24, Page 90, ROWC, TN), Section 4 (Plat Book 20, Page 46, ROWC, TN), and Raintree Forest, Section 4-A (Plat Book 13, Page 50, ROWC, TN), and on the south and east by Northumberland, Section 2 (Plat Book 43, Page 33, ROWC, TN), Glen Abbey, Section 3 (Plat Book 62, Page 106, ROWC, TN), and Lennar Homes of Tennessee, LLC (Deed Book 6398, Page 11, ROWC, TN), said land being known as a part of Parcel 34.00 found on Map 55 at the Assessor's Office for Williamson County, and together being more particularly described as follows:

Beginning at a point in the west line of Lennar Homes of Tennessee, LLC, said point being located S 08deg 07' 39" W – 197.52' from a 10" Oak Tree at fence corner being the northwest corner of said property;

Thence, with the west line of Lennar Homes of Tennessee, LLC, as follows:

S 08deg 07' 39" W – 334.33' to an iron pin (old),
S 06deg 57' 13" W – 300.00' to an iron pin (old),
S 06deg 57' 13" W – 764.68' to an iron pin (old),
S 03deg 22' 05" W – 460.40' to an 18" Oak Tree,
S 12deg 17' 52" W – 601.45' to an iron pin (old) at the end of an old rock wall;

Thence, with the west line of Glen Abbey, Section 3:

S 15deg 59' 12" W – 428.22' to an iron pin (old);

Thence with the north line of Northumberland, Section 2 as follows:

N 75deg 21' 01" W – 323.62' to an iron pin (old) at base of 60" Hickory Tree,
N 81deg 57' 26" W – 184.87' to an iron pin (old),
N 82deg 01' 00" W – 448.75' to an iron pin (old);

Thence, with east lines of the referenced sections of Raintree Forest South as follows:

N 07deg 21' 43" E – 1,728.61' to an iron pin (old),
N 59deg 58' 50" W – 241.84' to an iron pin (old),
N 06deg 40' 11" E – 2,544.37' to an iron pin (old),
N 10deg 48' 01" W – 305.70' to an iron pin (new);

Thence, with southerly line of The Reserve at Raintree Forest, Section 3,

S 88deg 44' 28" E – 187.35' to a point,

Thence, on a new line severing the Raintree Capital, LLC property as follows:

S 22deg 26' 19" E – 1,464.94' to a point,
S 20deg 23' 56" E – 350.00' to a point,
S 33deg 39' 37" E – 262.02' to a point,
S 81deg 52' 21" E – 136.08' to the Point of Beginning, and containing 99.49 acres, more or less.

JILL BURGIN
MAYOR
MARK GORMAN
VICE MAYOR
KIRK BEDNAR
CITY MANAGER



COMMISSIONERS
BETSY CROSSLEY
ANNE DUNN
RHEA E. LITTLE, III
REGINA SMITHSON
KEN TRAVIS

City of Brentwood

Planning & Codes Department

June 12, 2017

Mr. Greg Hartman
Dewaal & Associates
P. O. Box 2818,
Lebanon, TN 37088

RE: BPC1508-008 REVISED PRELIMINARY PLAN – RESERVE AT RAINTREE FOREST, EASTWOOD DRIVE, ZONING OSRD

Dear Mr. Hartman:

At its June 6, 2017, regular meeting, the Brentwood Planning Commission voted to approve a revised preliminary plan for the remaining sections of the Reserve at Raintree Forest Subdivision. As part of the review, the Planning Commission also voted to forward a recommendation of approval of the corresponding changes to the OSRD Development Plan to the Board of Commissioners, in compliance with the requirements of Section 78-185(b) of the Code.

The plan shows 113 OSRD lots on approximately 282 acres. Three sections, which include a total of 100 lots were previously platted and developed. Including the first three sections, the project encompasses a total of 213 lots on approximately 382 acres.

The developer has created a draft Conservation Easement for the hilltop, which allows a maximum of two "Homestead Areas". The approved plan shows four homestead areas. The four areas are shown to allow the future owner a choice of areas to construct a home. Once the two areas are chosen, a revised plan must be submitted for staff review showing the final configuration of the homestead areas. Each future habitable structure constructed on the homestead areas will require a residential sprinkler system. The hillside protection site plans must return to the Planning Commission for review of the individual site plans, and elevations per the requirements of the Code. The lots will be accesses via a private driveway that must be constructed in accordance with the requirements of Section 78-486(14) of the Code.

Finally, the plan for the lower portions of the project shows an amenity area including a 30' x 40' foot pool (1,200 sf), a pool house and a 28 space parking area.

This approval is subject to the following conditions, which are to be addressed to the satisfaction of City staff.

1. Provide the locations of water and sewer service lines to service the two buildable areas on the hilltop.
2. Review and verify the accuracy of the legal description for the conservation easement.

3. Show all proposed scenic easements for the entire project.
4. The proposed development of the buildable areas in the hillside area shall comply with Division 14 of the zoning ordinance.
5. Provide a current property title reference for the property.
6. Provide the area that will be fenced for the cemetery in open space 12.
7. A final plat must be recorded before any building permits will be issued for the project.
8. Remove the references to logging and energy producing facilities, specifically the use of wind turbines from the draft conservation easement.
9. The conservation easement must be approved and recorded before any permits will be issued for the remainder of the project.
10. All access to the hilltop will be provided by driveway easements. Construction of the driveways shall comply with Section 78-486(14) of the Code.
11. Development of the hillside will be dependent upon the developer of the Ragsdale property extending the 10" water line to the end of Wisdom Drive. The Reserve develop will install a pressure reduction valve and extend the 8: line from there.
12. Once the final homestead areas are chosen, a revised plan must be submitted for staff review.
13. Speed humps shall be added at appropriate locations along Eastwood Drive. Installation of the traffic calming measures shall comply with the requirements of Resolution 97-14.
14. The recommendations included as part of the traffic impact study, dated August 31, 2016 shall be incorporated into the development of the project.
15. Approval of the proposed preliminary plan is contingent upon the Board of Commissioners approving the corresponding changes to the OSRD Development Plan.
16. Add a 75-foot wide buffer along the southern boundary of the conservation easement (hilltop area), that shall remain undisturbed to protect the Northumberland Subdivision located to the south.
17. A preliminary site plan shall be vested for a period of three years from the date of the original approval.
18. Add the following note to the preliminary plan;

This site plan is subject to a three year vesting period, during which the development standards in effect on the date of approval will remain the standards applicable to this

*plan. If construction is not completed during the first three years, the original site plan is considered a preliminary site plan and the applicant must obtain approval of a final site plan. Development of the property shown on this plan may be subject to standards other than those that were applicable during the vesting period. The Initial vesting period for this plan expires on **June 6, 2020**, unless extended by the City of Brentwood. Persons relying on this plan after said date should contact the City of Brentwood to determine if development may continue as depicted on the plan.*

19. When the construction authorized pursuant to a site plan is not completed within three years from the date of initial approval, but the applicant desires to complete the project proposed for the site, the plan as initially approved for the project or as amended shall be considered a preliminary site plan. If the applicant secures all necessary permits, commences site preparation and obtains approval of a final site plan within the three-year vesting period following approval of the preliminary site plan, then the vesting period shall be extended an additional two years beyond the expiration of the initial three-year vesting period. During the two-year extension, the applicant must commence construction and maintain any necessary permits to remain vested.
20. If necessary permits are maintained and construction, as defined by Section 78-43, has commenced by the end of the two-year extension, then the vesting period shall remain in effect until the Planning and Codes Department has certified final completion of the project, provided the total vesting period shall not exceed ten years from the date of approval of the preliminary site plan.
21. If the construction authorized pursuant to a site plan is completed within three years from the date of approval, the site plan shall then be considered the final site plan for the project.
22. Transfer of any open space to the Homeowners Association for maintenance responsibilities shall not be completed until City staff has inspected the affected property and reviewed and approved the legal description for the tract.
23. The developer of the Reserve at Raintree forest is responsible for constructing the previously required emergency access easement, which traverses a portion of the open space in the Governors Club and ends at Governors Way. The surface shall be grass pavers and shall be 14 feet wide. Refer to PB P56, PG 70 for the new alignment. Make provisions for the easement to run along the common lot lines of lots 151 & 152. The emergency access shall be constructed as part of the infrastructure for Section 9.
24. The existing stone wall shall be preserved in its present state. The developer shall be responsible for the condition of this wall, insuring that it remains undisturbed until the open space is turned over for maintenance to the homeowner's association. The wall shall be secured as part of the infrastructure for the next recorded section of the project.
25. Homeowners' documents/restrictive covenants shall be submitted for review by City staff to determine compliance with the requirements of the OSRD zoning district. The documents must be recorded with the initial final plat mylar and updated with each

subsequent section or phase. A recorded copy must be received by staff along with a copy of the recorded mylar for City files. This document shall be submitted for staff review and approval before the final plat may be recorded.

26. All legal instruments pertaining to the establishment of the property owner's association and responsibility for the maintenance of the private streets, including but not limited to master deeds, bylaws and declarations of covenants shall be approved as to legal form by the City Attorney and subject to review and approval by the city's director of planning. The documents must be recorded with the first phase and updated to include each phase.
27. Temporary street signs having a sign face width of 6", a letter height of 4", and that meet the height standards of TDOT, must be installed before a building permit can be issued.
28. The future homes constructed on the hilltop side are required to install residential sprinkler systems consistent with the requirements of the Hillside Protection Overlay.
29. Grinder pumps are required for the future structures constructed in the hilltop area.

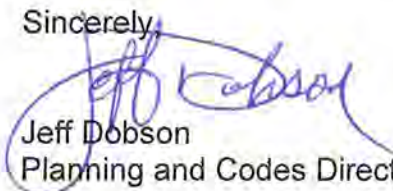
Add the following note REVISED to the plan: In accordance with Section 70-132(d) of the Municipal Code -- Grinder pumps and associated sewer lines shall be installed in accordance with plans approved by the Brentwood Water and Sewer Department. Force mains for grinder pumps shall not be located under structures, driveways, or concrete slabs unless specifically approved by the water and sewer department. The developer shall furnish the City, for all designated lots with pressurized grinder pump sewer, the cash equivalent of \$1,900 per pump for each lot subject to the determination of the water/sewer director. The cash is intended to serve as replacement expenses in the future (7-10 years). Payment for replacement of the grinder pumps must be made at the time of the signing of the final mylar.

30. A Letter of Credit, having a term of at least two years, and meeting the City's security requirements is required to ensure the construction of the roadway, drainage, street lighting, water, sewer, amenity and landscaping improvements. The security must be submitted to the Planning Department before the Planning Commission Secretary can sign a final plat for recording.
31. Approval of the preliminary plan does not constitute approval of the signage plan. All signs must comply with the Brentwood Sign Ordinance. A comprehensive sign package including all signs (temporary or permanent, wall or ground) must be submitted to the Planning Department for review.
32. Provide the Planning staff with a digital copy of the entire project. This request is consistent with Section 2.3 of the Brentwood Subdivision Regulations. The file should be in AutoCAD .DWG or .DXF compatible format and CD-ROM. The file shall use the Tennessee State Plane coordinate system, Zone 5301, FIPS Zone 4100, NAD 83 datum. The digital copies must be received before the plat may be recorded.

33. The property owner is responsible for all development fees including water and sewer service and tap fees, building permit fees and Public Works Project Fees. The required fees shall be used for future infrastructure related improvements required by the proposed development.
34. Failure to comply with any condition of approval as required may result in re-appearance before the Planning Commission to address any deficiencies. Delays of project actions may also occur, such as issuance of permits recordation of the final plat and extensions to approvals.
35. Any changes to plans approved by the Planning Commission will require staff review and re-approval by the Planning Commission.
36. Development of this project shall comply with all applicable codes and ordinances of the City of Brentwood.
37. Approval of the proposed plan shall be limited to the illustrations and plans presented to the Planning Commission for review and approval on **June 6, 2017**. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Should you have any questions or require additional information, please feel free to call any member of the planning staff at 615.371.2204.

Sincerely,



Jeff Dobson
Planning and Codes Director

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-42 - Authorizes Changes to the OSRD Development Plan for the Ragsdale Subdivision

Submitted by: Jeff Dobson, Planning & Codes

Department: Planning & Codes

Information

Subject

Resolution 2017-42 authorizes changes to the OSRD Development Plan for the Ragsdale subdivision. The project is located on the west side of Ragsdale Road, approximately 0.40 miles northerly from its intersection with Split Log Road.

Background

At its regular meeting of June 6, 2017 the Planning Commission approved revisions to the preliminary plan for the Ragsdale Subdivision. The proposed revised preliminary plan shows a total of 71 lots. The current approved OSRD Development Plan shows 76 lots.

As part of its review, the Planning Commission also voted to forward a recommendation of approval of the corresponding changes to the OSRD Development plan to the Board of Commissioners.

The historic Fly/Wilburn house, ca. 1860, was originally sited on the subject property. The original log structure was removed from the property, without the knowledge of staff, by the previous owner in May 2015. The fact that the original log structure was removed without the proper permissions became an issue once it was discovered that the structure had been removed. Since late 2015, the developer has attempted to come to an agreement with the previous owner of the property in an effort to bring the house back to the property, but with no success.

The developer was obligated to sell the previous owner of the house approximately 3.02 acres within the project. As the negotiations continued, each time the agreement was discussed between the parties, the terms demanded by the previous owner changed. As mentioned, the developer has also been unable to compel the previous owner of the property to move the house back.

The original log structure is currently in storage. The previous owner had originally intended to rebuild the cabin to serve as a family retreat, adding bathrooms, bedrooms and a kitchen. The cabin was intended to be an accessory structure, subordinate to a future primary structure.

The developer's representative, Tom White, provided a summary of negotiations with the owner of the log home to the Board of Commissioners at its April 6 briefing.

Additionally, staff also briefed the Historic Commission at its May 19 meeting regarding the situation.

Finally, as mentioned above, the proposed plan shows five less lots than the original plan. Because of the reduction in the number of lots, the area of the permanent open space to be provided will be increased by 6.0 acres from 67.25 acres to 72.48 acres. The amount of the excess open space will be increased from 28.49 acres to 36.42 acres (7.93 acres). As a result of the loss in lots, the internal design of the entire project was reconfigured.

Should you have any questions or require additional information, please contact the Planning and Codes Director.

Staff Recommendation

Staff recommends approval of Resolution 2017-42.

Previous Commission Action

In January 2017, the developer had proposed a rezoning of approximately 3.0 acres from OSRD to AR to provide a tract on which to place the Fly/Wilburn house. The original structure would be expanded to add bedrooms, bathrooms and a kitchen. The structure would be considered an accessory structure and would be subordinate to the primary future structure to be constructed on the tract. The proposal was deferred by the developer as a result of the lack of communication from the former owner of the property.

On November 23, 2015 the developer withdrew Resolution 2015-71 from consideration by the Board of Commissioners.

On October 26, 2015, The Board of Commissioners voted unanimously seven for and zero against (7-0) to defer consideration of Resolution 2015-71, which authorizes an alteration to the OSRD Development Plan for the Ragsdale Subdivision, to the November 23, 2015 meeting.

On January 13, 2015 the Board of Commissioners conducted the required public hearing for the proposed ordinance. A total of two citizens spoke at the hearing.

On November 10, 2014 the Board of Commissioners voted to approve Ordinance 2014-18 on first reading by a vote of six for and one against (6-1). The vote included a deferral of further action on the ordinance until January, 2015, with the Planning Commission to review the ordinance on January 5, followed by public hearing on January 13, and final reading on January 26; provided further that the period between December 1, 2014 and January 5, 2015 will not count toward the applicant's 120 day limit for completing the rezoning process. Approval of the deferral action was unanimous.

On October 13, 2014, the applicant requested deferral of consideration by the Board of Commissioners of the proposed rezoning ordinance to allow additional time to further develop

the previously submitted R-2 plan and to make necessary revisions to the proposed OSRD development plan for the project.

Fiscal Impact

Attachments

Resolution 2017-42

Exhibit A -- New

Approved Plan

Sec. 78-185

RESOLUTION 2017-42

A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO APPROVE A REVISION TO THE DEVELOPMENT PLAN FOR THE RAGSDALE SUBDIVISION, PROVIDING FOR AN INCREASE IN THE AMOUNT OF THE OPEN SPACE AND AN ALTERATION IN THE IMPROVEMENTS WITHIN THE OPEN SPACE PROVIDED WITHIN THE SUBDIVISION

WHEREAS, Section 78-185(b) of the Code of Ordinances of the City of Brentwood, Tennessee requires that any alteration of vehicle access for the development to existing public streets, or alteration of the permanent use of open space within an OSRD or OSRD-IP development or in the type or location of structures, facilities or recreation improvements within such open space be submitted to the Planning Commission for its review and recommendation and to the Board of Commissioners for its approval by resolution; and

WHEREAS, changes relating to the OSRD Development Plan for the Ragsdale subdivision are proposed, providing for an alteration to the improvements and an increase in the amount of open space provided; and

WHEREAS, the proposed revisions to the project would provide a total of 72.48 acres of dedicated open space, and 36.42 acres of excess open space for the subdivision; and

WHEREAS, the proposed revisions to the project also include the removal of the historic Fly/Wilburn house from the plan; and

WHEREAS, the Planning Commission has recommended that the Board of Commissioners approve the proposed open space changes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the proposed revisions to the OSRD Development Plan for the Ragsdale Subdivision are hereby approved, providing for an alteration to the improvements and an increase in the area of permanent open space, as shown on Exhibit A, which is made a part of this resolution by reference.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

Preliminary Plan
for
Ragsdale
Being Parcel 29 on Tax Map 55
Brentwood, Williamson County, Tennessee

NOTES:

1. The Purpose of this Submittal is to Request Approval of the Preliminary Plan for Ragsdale Subdivision, Consisting of a total of 71 Single-Family Lots.
2. A Boundary and Topographic Survey of the Property has been provided by James Terry and Associates. Some Existing Topography was created using GPS Information Imported with Drafting Software.
3. Electric Services for the Proposed Development Shall be Underground. All Public Utilities Shall be Subject to the Approval of the Appropriate Local Utility Companies. All utilities to serve the subdivision shall be placed underground.
4. Water Service Lines on the Preliminary Plan are Approximate and will be Provided by the City of Brentwood.
5. Sanitary Sewer Lines on the Preliminary Plan are Approximate.
6. A Future Extension Sign Shall be Placed in Accordance with the Requirements of the Subdivision regulations for any Stub Roads Provided to Adjacent Properties.
7. All proposed units are to be single-family, detached dwelling units.
8. A Maintenance Agreement and Storm Water System Long-Term Operation and Maintenance Plan for all storm water structures and facilities must be prepared, submitted and approved per Section 56-43 of the Brentwood Code.
9. All applicable security, that meets the requirements of Article Eight of the Brentwood Subdivision Regulations must be received by staff for all required roadway, drainage, street lighting, water, sewer, landscaping, signage and amenity improvements before the plat for the first phase can be signed by the Planning Commission Secretary for recording. The landscaping security shall be posted in an amount equal to one hundred ten percent (110%) of the total cost of the materials and installation of the improvements.
10. All construction shall comply with all applicable requirements, codes and ordinances of the City of Brentwood and the State of Tennessee.
11. The cemetery shall be located and labeled on the final plat and shall be protected by a perpetual scenic easement that shall be recorded along with the plat for Phase 1.
12. In accordance with Section 70-132(d) of the Municipal Code -- Grinder pumps and associated sewer lines shall be installed in accordance with plans approved by the Brentwood Water and Sewer Department. Force mains for grinder pumps shall not be located under structures, driveways, or concrete slabs unless specifically approved by the water and sewer department. The developer shall furnish the City, for all designated lots with pressurized grinder pump sewer, the cash equivalent of \$1,900 per pump for each lot subject to the determination of the water/sewer director. The cash is intended to serve as replacement expenses in the future (7-10 years). Payment for replacement of the grinder pumps must be made at the time of the signing of the final mylar.
13. All open space areas designated as scenic easements shall remain undisturbed.
14. All existing trees proposed to be preserved shall be protected per the requirements os Section 78-513 of the Municipal Code. Tree Protection measures shall be shown on the grading plans submitted for Permitting and installed before any permits will be issued for the project.
15. This site plan is subject to a three year vesting period, during which the development standards in effect on the date of approval will remain the standards applicable to this plan. If construction is not complete during the first three years, the original site plan is considered a preliminary site plan and the applicant must obtain approval of a final site plan. Development of the property shown on this plan may be subject to standards other than those that were applicable during the vesting period. The initial vesting period for this plan expires on June 5, 2020, unless extended by the City of Brentwood. Persons relying on this plan after said date should contact the City of Brentwood to determine if development may continue as depicted on the plan.



Vicinity Map
NTS

STANDARD OSRD CALCULATIONS	Overall
Site Area (AC)	115.29
Less ROW (Internal)	7.24
Less ROW (Ragsdale Rd)	0.62
TOTAL	107.43
Less Area in 25% Slopes	33.92 *
Plus 25% of Areas in 25% Slopes	8.48
Less Area in Floodway	0.00
Plus 25% of Areas in Floodway	0.00
Less Areas in Electrical/Gas Easements	11.50
Plus 25% of Electrical/Gas Easements	2.88
Total Usable Land Area (AC)	73.37
Less Area in Lots > 1 Acre	0.00
TOTAL LAND AREA AVAILABLE	73.37
Total Land Area Required @ 1 DUPA (AC)	71.00
Land Area in Lots	34.95
Open Space Required	36.05
Open Space Provided	72.48
Excess Open Space	36.43

* Note: 1.47 Acres of 25% Slopes or Greater Also Located within Gas Easement. Total Area of 25% or Greater Slopes is 35.39 Acres. Total Area for Gas Easement is 11.50 Acres.

SITE DATA TABLE	
Existing Zoning	OSRD
Surrounding Zoning	OSRD & R2
Overall Site Area	115.29 Acres
Total Prop. Open Space	72.48 Acres (62.9%)
Total Proposed Units	71 Units
Front Yard Setback	50 Feet
Side Yard Setback	20 Feet
Side Yard Setback (Corner)	30 feet
Rear Yard Setback	30 Feet

Sheet Schedule

- | | | |
|----|------|--|
| 1 | C0.0 | Cover Sheet |
| 2 | C1.0 | Overall Layout Plan |
| 3 | C2.0 | Overall Utilities & Grading Plan |
| 4 | C2.1 | Overall Utilities & Grading Plan (Continued) |
| 5 | C3.0 | Roadway Plan & Profile (Bluebell Lane) |
| 6 | C4.0 | Roadway Plan & Profile (Wild Berry Lane) |
| 7 | C5.0 | Roadway Plan & Profile (Dayflower Court) |
| 8 | C6.0 | Roadway Plan & Profile (Sunnybell Lane) |
| 9 | C6.1 | Roadway Plan & Profile (Sunnybell Lane Cont'd) |
| 10 | C7.0 | Roadway Plan & Profile (Cherry Grove Drive) |
| 11 | C8.0 | Roadway Plan & Profile (Wisdom Drive) |
| 12 | C9.0 | Details |
| 13 | L1.0 | Bufferyard Landscape Plan |
| 14 | L2.0 | R.O.W. Landscape Plan |

DEVELOPER
LENNAR HOMES OF TENNESSEE, LLC
381 MALLORY STATION ROAD, SUITE 200
FRANKLIN, TN 37067
CONTACT: MIKE ZAKRZEWSKI
PHONE: (615) 465-4330
EMAIL: Mike.Zakrzewski@Lennar.com

ENGINEER
DEWEY ENGINEERING
2925 BERRY HILL DRIVE
NASHVILLE, TENNESSEE 37204
CONTACT: MICHAEL DEWEY, PE
PHONE: (615) 401-9956
EMAIL: mdewey@dewey-engineering.com

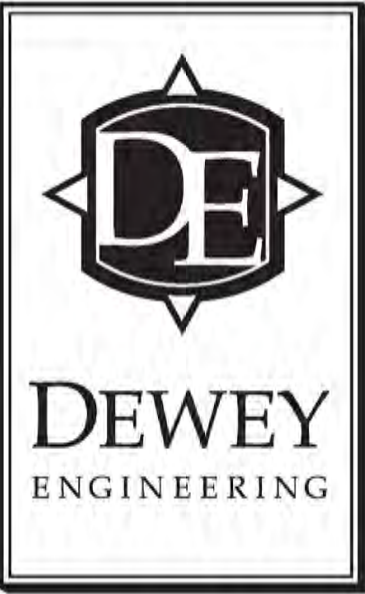
FLOODNOTE
NO PORTION OF THIS PROPERTY FALLS WITHIN
A FLOOD HAZARD AREA AS DEPICTED ON THE
CURRENT FLOOD INSURANCE RATE MAP (FIRM)
NUMBER 47187C0230F. DATED SEPT 29, 2006.

Revisions:

Drawing Notes:

Date: May 16, 2017

Ragsdale
Preliminary Plan
Tax Map 55, Parcel and 29
Brentwood, Williamson County, Tennessee



Cover
Sheet

Job No. 14004

C0.0

1 of 14



Transitional Lot Note:

Lots Designated with an * Have Natural Slopes of Greater than 15%. Prior To the Issuance of a Building Permit for a Residential Lot with a Slope of 15% or Greater, a Plan Shall be Prepared by a Licensed Professional Engineer for Approval by the City Engineer Showing Existing Topographic Information from Field Run Survey Data, Boundary and Setback Lines, Utility and Drainage Easements, Existing and Proposed Drainage Pipes, Ditches and Swales to be Connected to Public Drainage Lines and/or to Direct or Re-Direct Stormwater Runoff, the Proposed Building Footprint and the Driveway Plan, Including the Finished Floor Elevations and Finished Grades of Pavements and Ground Lines, Identification of Existing Trees in Excess of Four-Inch Caliper and Trees to be Preserved, and the Location and Timing of Installation of Erosion Control Features. No Clear Cutting of Trees or Grading of the Lot Shall be Permitted Until Approval of the Site Plan by the City Engineer.

Stream Buffer Note:

All Stream Buffer Areas Shown on this Plan Shall Not be Disturbed at Any Time Except as Specifically Allowed, and Must Be Fenced at All Times During Construction.

Sight Distance Triangle
Sight Distance Shall be Verified with Construction Plans Submitted for Permitting.

Per the Traffic Impact Study Dated April 2014

"The Green Book indicates that for a speed of 30 mph, the minimum stopping sight distance is 200 feet. This is the distance that a motorist on Ragsdale Road will need to come to a stop if a vehicle turning from the project access creates a conflict. Also, based on The Green Book, the minimum intersection sight distance is 335 feet. This is the distance that a motorist on the project access will need to safely complete a left turn onto northbound Ragsdale Road."

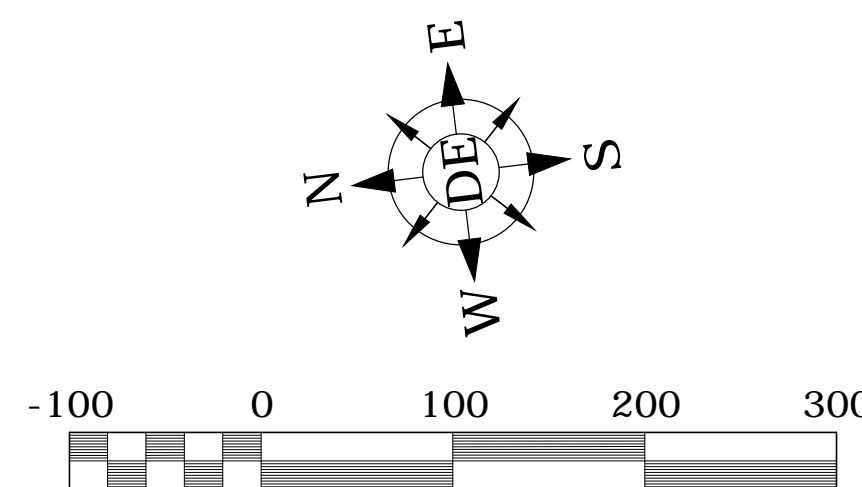
David & Susan Sanders
Map: 55, Parcel: 28.02
Zoned R-2

Jeffrey & Robyn Mastroleo
Map: 55, Parcel: 28.04
Zoned R-2

Michael & Leigh Viney
Map: 55, Parcel: 28.03
Zoned R-2

Barbara Pruitt
Map: 55, Parcel: 28.03
Zoned R-2

George Cawthon Jr.
Map: 55, Parcel: 26.08
Zoned R-2



Scale 1" = 100'
Area = 115.29 Acres

Engineer

Dewey Engineering
Contact: Michael Dewey, PE
2925 Berry Hill Drive
Nashville, TN 37204
Phone: (615) 401-9956
E-mail: mdewey@dewey-engineering.com

Curve Table

NUMBER	DELTA ANGLE	RADIUS	TANGENT	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	15°57'14"	725.00	101.60	201.88	N 03°12'30" W	201.22
C2	26°51'53"	1625.00	388.10	761.92	N 02°14'49" E	754.96
C100	26°57'14"	705.00	98.79	196.31	N 03°12'30" W	195.67

Note: The Setbacks for Lots 1 and 71 Shall be the Standard Setbacks per the Typical Lot Detail on Sheet C9.0. The Setbacks for Lots 2-11 Have Been Shown According to Proposed Grading. The Construction of Bluebell Lane Shall Produce Sufficient Slopes for these Lots.

Donald & Kathleen Lazas
Map: 55, Parcel: 28
Zoned R-2

George Cawthon Jr.
Map: 55, Parcel: 26.08
Zoned R-2

David Patterson Jr.
Map: 55, Parcel: 33.01
Zoned OSRD

Transitional Lot (Typ)
See Transitional Lot Note, This Sheet

See Typical Lot Detail (Sheet C9.0)

Temp. Turnaround & Access Easement (Typ)

David Patterson Jr.
Map: 55, Parcel: 33.04
Zoned OSRD

Anderson Hildegard
Map: 55, Parcel: 33.07
Zoned OSRD

David Patterson Jr.
Map: 55, Parcel: 33.08
Zoned OSRD

David Patterson Jr.
Map: 55, Parcel: 33.02
Zoned OSRD

Northumberland
Map: 55, Parcel: 35
Zoned OSRD

Lot Area Table

Lot #	Area (sf)	Area (ac)
1 *	21,837.29	0.50
2 *	21,927.61	0.50
3 *	27,224.77	0.62
4 *	24,000.00	0.55
5 *	24,145.83	0.55
6 *	24,513.87	0.56
7 *	24,099.45	0.55
8 *	23,423.01	0.54
9 *	22,004.17	0.51
10 *	21,942.45	0.50
11 *	21,838.75	0.50
12 *	21,860.36	0.50
13 *	22,436.94	0.52
14 *	24,171.51	0.55
15 *	21,822.86	0.50
16 *	21,845.86	0.50
17 *	23,681.64	0.54
18 *	23,982.27	0.55
19 *	28,223.22	0.65
20 *	21,779.08	0.50
21 *	17,510.00	0.40
22 *	21,783.59	0.50
23 *	21,787.50	0.50
24 *	21,787.50	0.50
25 *	21,790.77	0.50
26 *	26,178.28	0.60
27 *	22,544.49	0.52
28 *	22,200.00	0.51
29 *	22,200.00	0.51
30 *	22,298.73	0.51
31 *	25,397.88	0.58
32 *	21,900.00	0.50
33 *	21,900.00	0.50
34 *	21,932.35	0.50
35 *	21,808.03	0.50
36 *	21,894.95	0.50
37 *	21,831.75	0.50
38 *	23,497.30	0.54
39 *	21,900.00	0.50
40 *	24,508.12	0.56

Lot Area Table

Lot #	Area (sf)	Area (ac)
41 *	21,838.24	0.50
42 *	19,530.47	0.45
43 *	15,030.49	0.35
44 *	16,697.59	0.38
45 *	20,619.46	0.47
46 *	19,301.63	0.44
47 *	22,753.37	0.52
48 *	24,000.00	0.55
49 *	22,687.50	0.52
50 *	18,547.12	0.43
51 *	18,412.50	0.42
52 *	18,975.00	0.44
53 *	21,907.50	0.50
54 *	21,863.78	0.50
55 *	30,360.02	0.70
56 *	15,675.00	0.36
57 *	15,675.00	0.36
58 *	15,675.00	0.36
59 *	15,675.00	0.36
60 *	17,322.12	0.40
61 *	19,046.10	0.44
62 *	18,305.45	0.42
63 *	17,493.22	0.40
64 *	19,632.33	0.45
65 *	21,878.69	0.50
66 *	14,670.57	0.34
67 *	16,064.41	0.37
68 *	22,123.60	0.51
69 *	21,835.29	0.50
70 *	21,805.75	0.50
71 *	23,481.99	0.54
Total	1,522,295.97	34.95

* Denotes Transitional Lots, Which Have Existing Slopes of Greater than 15%.

Open Space Table

Open Space	Square Feet	Acres
A *	2,718,671.65	62.41
B	135,648.48	3.11
C	177,693.54	4.08
D *	88,748.66	2.04
E *	36,560.39	0.84
Total	3,157,322.72	72.48

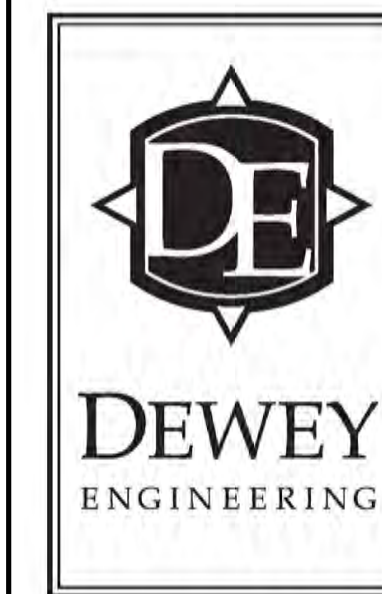
* Denotes Transitional Lots, Which Have Existing Slopes of Greater than 15%.

Revisions:

Drawing Notes:

Date: May 16, 2017

Ragsdale
Preliminary Plan
Tax Map 55, Parcel and 29
Brentwood, Williamson County, Tennessee

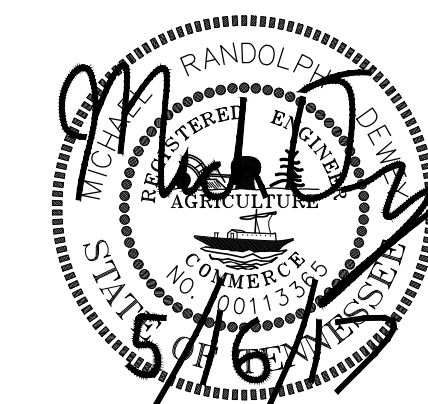


Overall
Layout Plan

Job No. 14004

C1.0

2 of 14



Preliminary Plan
for
Ragsdale

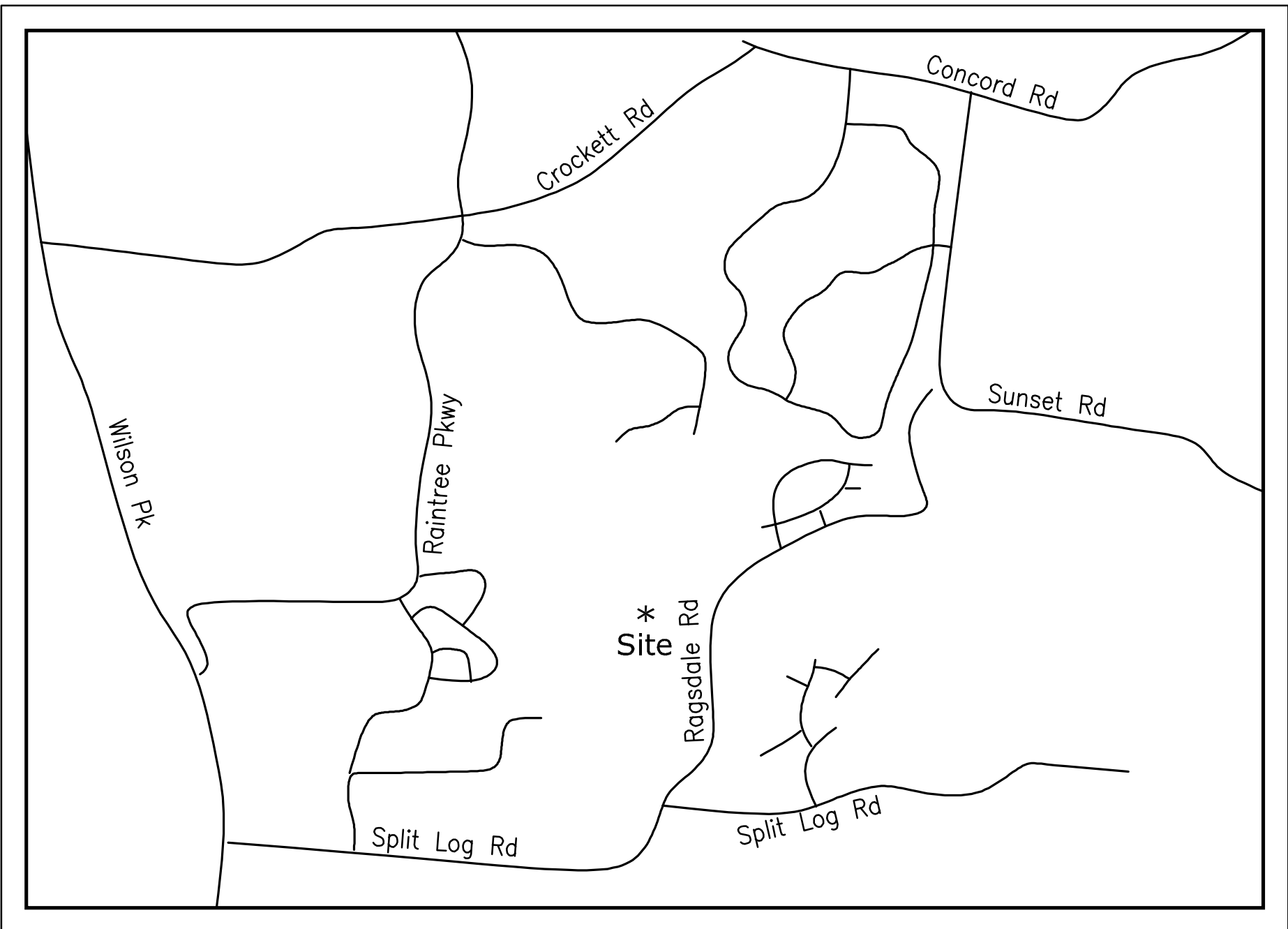
Being Parcels 28.01 and 29 on Tax Map 55
Brentwood, Williamson County, Tennessee

NOTES:

1. The Purpose of this Preliminary Plan is to Request OSRD Zoning.
2. A Boundary and Topographic Survey of the Property has been provided by James Terry and Associates. Some Existing Topography was created using GPS Information Imported with Drafting Software.
3. Electric Services for the Proposed Development Shall be Underground. All Public Utilities Shall be Subject to the Approval of the Appropriate Local Utility Companies. All utilities to serve the subdivision shall be placed underground.
4. Water Service Lines on the Preliminary Plan are Approximate and will be Provided by the City of Brentwood.
5. Sanitary Sewer Lines on the Preliminary Plan are Approximate.
6. A Future Extension Sign Shall be Placed in Accordance with the Requirements of the Subdivision regulations for any Stub Roads Provided to Adjacent Properties.
7. All proposed units are to be single-family, detached dwelling units.
8. Any Dwelling Unit and Associated Garage Constructed within 15 Feet of Another Existing or Planned Dwelling Unit or Garage Shall be Protected Throughout by an Automatic Residential Sprinkler System Installed in Accordance with National Fire Protection Association Standards and Requirements and Approved by the Fire Marshall.
9. Any Fill Placed within the FEMA Regulated Floodplain must be Offset by a Compensating Cut.
10. A Maintenance Agreement and Storm Water System Long-Term Operation and Maintenance Plan for all storm water structures and facilities must be prepared, submitted and approved per Section 56-43 of the Brentwood Code.
11. All applicable security, that meets the requirements of Article Eight of the Brentwood Subdivision Regulations must be received by staff for all required roadway, drainage, street lighting, water, sewer, landscaping, signage and amenity improvements before the plat for the first phase can be signed by the Planning Commission Secretary for recording. The landscaping security shall be posted in an amount equal to one hundred ten percent (110%) of the total cost of the materials and installation of the improvements.
12. All construction shall comply with all applicable requirements, codes and ordinances of the City of Brentwood and the State of Tennessee.

Sheet Schedule

- | | | |
|---|------|------------------------|
| 1 | C0.0 | Cover Sheet |
| 2 | C1.0 | Overall Layout Plan |
| 3 | C2.0 | Overall Utilities Plan |
| 4 | C3.0 | Overall Landscape Plan |
| 5 | C4.0 | Details |



Vicinity Map
NTS

DEVELOPER
LAND DEVELOPMENT.COM, INC.
798 OLD HICKORY BOULEVARD
BRENTWOOD, TN 37027
CONTACT: ARDAVAN AFRAKHTEH
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EMAIL: ardavanafrakhteh@aol.com

ENGINEER
DEWEY-ESTES ENGINEERING
2925 BERRY HILL DRIVE
NASHVILLE, TENNESSEE 37204
CONTACT: MICHAEL DEWEY, PE
PHONE: (615) 401-9956
EMAIL: mdewey@dewey-estes.com

FLOODNOTE
NO PORTION OF THIS PROPERTY FALLS WITHIN
A FLOOD HAZARD AREA AS DEPICTED ON THE
CURRENT FLOOD INSURANCE RATE MAP (FIRM)
NUMBER 47187C0230F. DATED SEPT 29, 2006.

STANDARD OSRD CALCULATIONS

Total Site Area (AC)	115.29
Less ROW (Internal)	8.78
TOTAL	106.51
Less Area in 25% Slopes	25.16 *
Plus 25% of Areas in 25% Slopes	6.29
Less Area in Floodway	0.00
Plus 25% of Areas in Floodway	0.00
Less Areas in Electrical/Gas Easements	11.50
Plus 25% of Electrical/Gas Easements	2.88
Total Usable Land Area (AC)	79.02
Less Area in Lots > 1 Acre	2.02 **
TOTAL LAND AREA AVAILABLE	77.00
Total Land Area Required @ 1 DUPA (AC)	77
Land Area in Lots	39.26 ***
Open Space Required	38.76
Open Space Provided	67.25
Excess Open Space	28.49

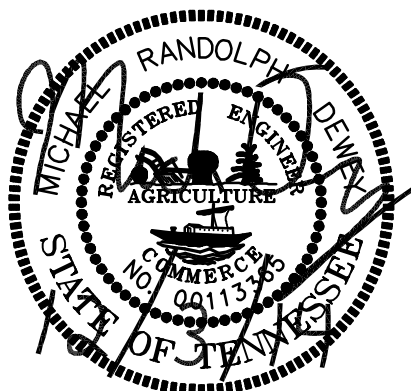
* Note: 1.13 Acres of 25% Slopes or Greater Also Located within Gas Easement. Total Area of 25% or Greater Slopes is 26.29 Acres. Total Area for Gas Easement is 11.50 Acres.

** Note: Lot 15 is 3.02 acres First 1 Acre excluded from Area in Lots > 1 Acre

*** Note: Lot 15 (3.02 acres) is Included in Land Area in Lots.

SITE DATA TABLE

Area	115.29 Acres
Existing Zoning	R-2
Surrounding Zoning	OSRD & R2
Prop. Open Space	67.25 Acres (58.3%)
Proposed Units	76 Units
Front Yard Setback	50 Feet
Side Yard Setback	20 Feet
Side Yard Setback (Corner)	30 feet
Rear Yard Setback	30 Feet



Revisions:

Drawing Notes:

Date: December 3, 2014

Ragsdale Subdivision

Preliminary Plan

Tax Map 55, Parcels 28.01 and 29
Brentwood, Williamson County, Tennessee

DEWEY/ESTES
ENGINEERING

Cover
Sheet

Job No. 14004

C0.0

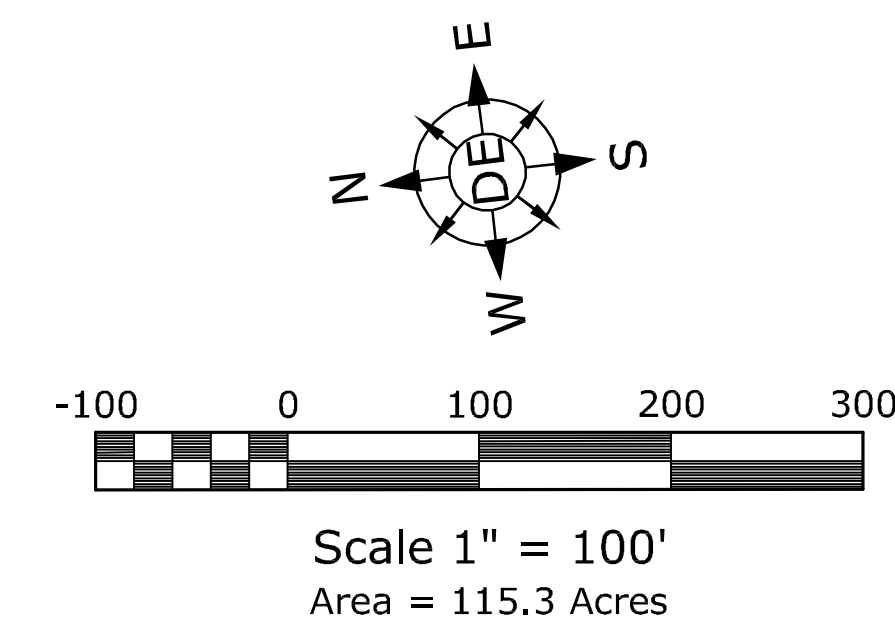
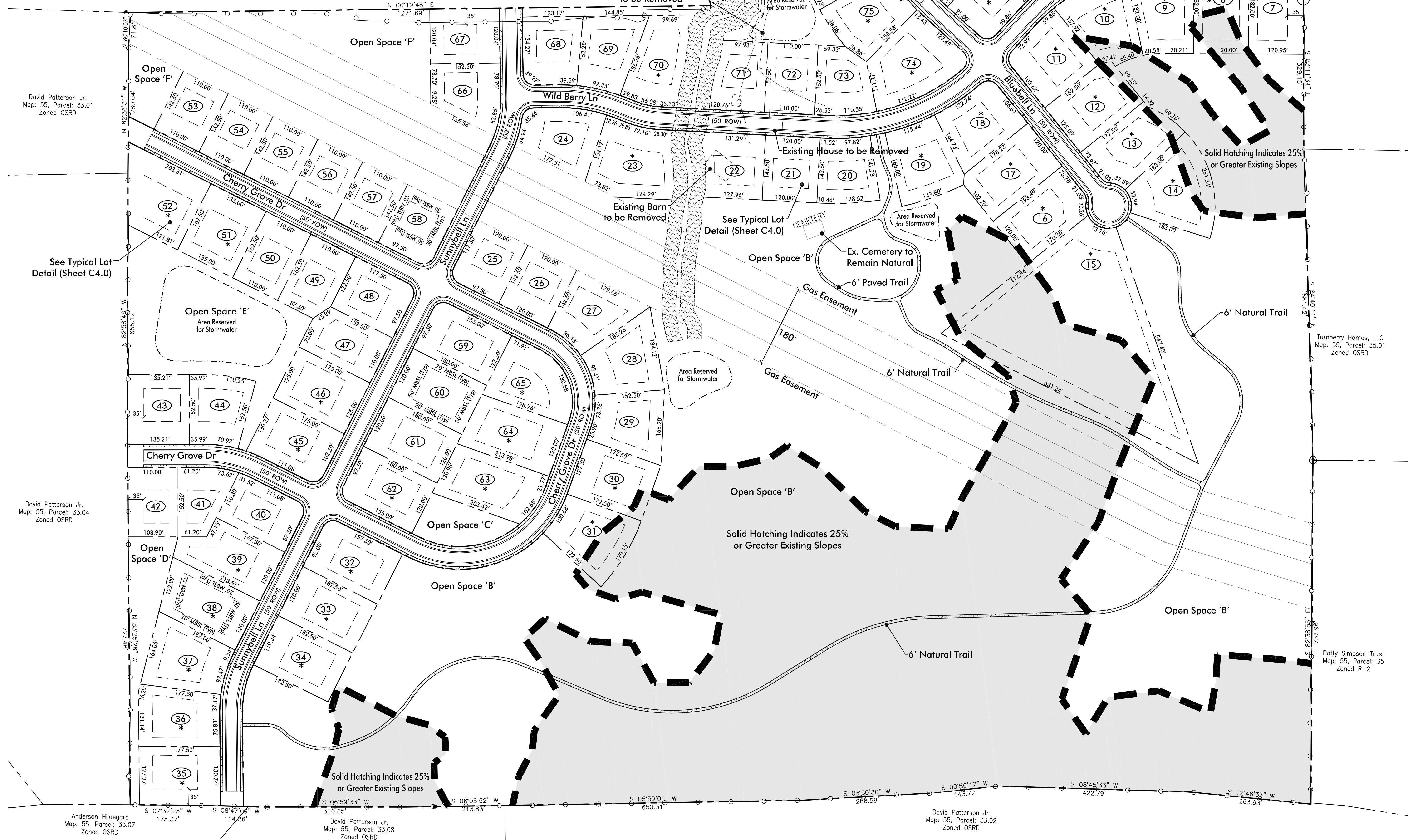
1 of 5

Transitional Lot Note:

Lots Designated with an * Have Natural Slopes of Greater than 15%. Prior To the Issuance of a Building Permit for a Residential Lot with a Slope of 15% or Greater, a Plan Shall be Prepared by a Licensed Professional Engineer for Approval by the City Engineer Showing Existing Topographic Information from Field Run Survey Data, Boundary and Setback Lines, Utility and Drainage Easements, Existing and Proposed Drainage Pipes, Ditches and Swales to be Connected to Public Drainage Lines and/or to Direct or Re-Direct Stormwater Runoff, the Proposed Building Footprint and the Driveway Plan, Including the Finished Floor Elevations and Finished Grades of Pavements and Ground Lines, Identification of Existing Trees in Excess of Four-Inch Caliper and Trees to be Preserved, and the Location and Timing of Installation of Erosion Control Features. No Clear Cutting of Trees or Grading of the Lot Shall be Permitted Until Approval of the Site Plan by the City Engineer.

Curve Table

NUMBER	DELTA ANGLE	RADIUS	TANGENT	ARC LENGTH	CHORD LENGTH	DEFLECTION ANGLE
C1	15°57'14"	725.00	101.60	201.88	N 03°12'30" W	201.22
C2	26°51'53"	1625.00	388.10	761.92	N 02°14'49" E	754.96



Engineer
Dewey-Estes Engineering
Contact: Michael Dewey, PE
2925 Berry Hill Drive
Nashville, TN 37204
Phone: (615) 401-9956
E-mail: mdewey@dewey-estes.com

Lot Table

Lot	Lot Area (sf)	Lot Area (ac)	Open Space Required (ac)
1	21837.29	0.50	0.50
2	22071.80	0.51	0.49
3	21884.35	0.50	0.50
4	21811.43	0.50	0.50
5	25342.69	0.58	0.42
6	29138.88	0.67	0.33
7	21897.20	0.50	0.50
8	21840.00	0.50	0.50
9	23646.59	0.54	0.46
10	23781.36	0.55	0.45
11	22775.09	0.52	0.48
12	22044.95	0.51	0.49
13	22275.22	0.51	0.49
14	27932.85	0.64	0.36
15	131630.61	3.02	---
16	22765.45	0.52	0.48
17	2331.76	0.53	0.47
18	21809.13	0.50	0.50
19	22235.79	0.51	0.49
20	17680.91	0.41	0.59
21	17100.00	0.39	0.61
22	18518.47	0.43	0.57
23	27106.69	0.62	0.38
24	21650.90	0.50	0.50
25	17322.12	0.40	0.60
26	17100.00	0.39	0.61
27	20831.51	0.48	0.52
28	21842.00	0.50	0.50
29	20563.92	0.47	0.53
30	22090.77	0.51	0.49
31	23358.78	0.54	0.46
32	22222.12	0.51	0.49
33	21900.00	0.50	0.50
34	21910.98	0.50	0.50
35	22061.15	0.52	0.48
36	22738.46	0.51	0.49
37	23578.04	0.54	0.46
38	24030.79	0.55	0.45
39	23162.83	0.53	0.47
40	18686.58	0.43	0.57
41	15091.01	0.35	0.65
42	16697.59	0.38	0.62
43	20619.46	0.47	0.53
44	19301.63	0.44	0.56
45	22214.21	0.51	0.49
46	21875.00	0.50	0.50
47	18600.00	0.43	0.57
48	18547.12	0.43	0.57
49	17425.00	0.40	0.60
50	17875.00	0.41	0.59
51	21937.50	0.50	0.50
52	26441.30	0.61	0.39
53	15675.00	0.36	0.64
54	15675.00	0.36	0.64
55	15675.00	0.36	0.64
56	15675.00	0.36	0.64
57	15675.00	0.36	0.64
58	17322.12	0.40	0.60
59	21915.87	0.50	0.50
60	21600.00	0.50	0.50
61	21600.00	0.50	0.50
62	21915.87	0.50	0.50
63	25769.75	0.59	0.41
64	24764.39	0.57	0.43
65	22584.61	0.52	0.48
66	19046.10	0.44	0.56
67	18305.45	0.42	0.58
68	18590.56	0.43	0.57
69	19721.09	0.45	0.55
70	21937.30	0.50	0.50
71	16931.76	0.39	0.61
72	16775.00	0.39	0.61
73	17045.24	0.39	0.61
74	28198.95	0.65	0.35
75	21805.75	0.50	0.50
76	23481.59	0.54	0.46
Total	1710122.68	39.26	38.70

* Note: Open Space Required Shall Not be Less than the Aggregate Amount of Acreage by which Each Lot is Reduced from One Acre.

Open Space Table

Open Space	Square Feet	Acres
A	165,338	3.80
B	2,295,018	52.69
C	16,162	0.37
D	26,755	0.61
E	94,777	2.18
F	191,730	4.40
G	139,583	3.20
Total	2,929,363	67.25

Revisions:

Drawing Notes:

Date: December 3, 2014

Ragsdale Subdivision
Preliminary Plan
Tax Map 55, Parcels 28.01 and 29
Brentwood, Williamson County, Tennessee

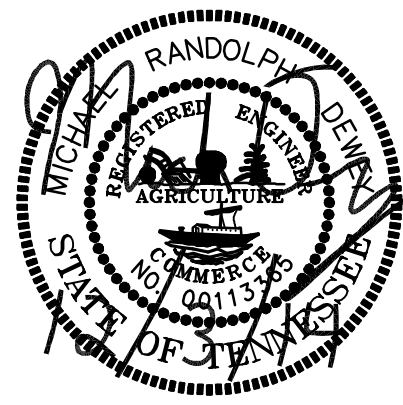
DEWEY/ESTES
ENGINEERING

Overall
Layout Plan

Job No. 14004

C1.0

2 of 5



Sec. 78-185. - Development plans and subdivision plats.

- (b) No deviations from the development plan approved by the board of commissioners shall be permitted, unless a revised development plan is approved as set forth below:
- (1) Any proposal for a modification to an approved development plan for an OSRD development shall be considered only after submittal of eight copies of a revised development plan including the minimum detail required for review of a new development plan as established in this section.
 - (2) Any of the following proposals shall be submitted to the planning commission for its review and recommendation and to the board of commissioners for its approval by resolution:
 - a. An increase in the total number of single-family lots;
 - b. Any alteration of vehicle access for the development to existing public streets;
 - c. Any alteration to the permanent use of the common open space areas or the type or location of structures, facilities, recreation improvements or public access drives within such open space; and
 - d. Any modification to the special restrictions placed on an OSRD development pursuant to this division.
 - (3) Any other modification to an approved development plan for an OSRD development, including, but not limited to, changes in the future arrangement of internal streets, rights-of-way or lots must be submitted to the planning commission for approval.

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-43 - Authorizing the Annual Procurement of Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000

Submitted by: Karen Harper, Finance

Department: Finance

Information

Subject

Resolution 2017-43 - Authorizing the Annual Procurement of Materials and Services from Vendors in Amounts Equal to or Exceeding \$10,000.

Background

The staff is requesting authorization to purchase products and services during FY 2018 that are expected to cumulatively exceed \$10,000 in cost of like items during the fiscal year. Attachment A provides the listing of vendors, descriptions and estimated purchases. The annual procurement of products and services are described within and typically fall within one of the following categories:

- Sole source service providers (i.e. utilities, software maintenance contracts, equipment maintenance contracts, etc.);
- Vendors on the approved state contract list or who have contracts under other City Commission approved cooperative purchasing agreements;
- Materials/services that have been bid out or for which cost quotes are received on a periodic basis or at the time of purchase (i.e. fuel, auto parts, landscaping supplies, etc.);
- Continuing service contracts that were approved by the Board of Commissioners in a prior year;
- Professional service vendors (engineers, surveyors, etc.);
- Lower cost supplies and materials that will be routinely purchased throughout the year but may cumulatively exceed \$10,000 in cost by the end of the fiscal year.

Approval of the attached list authorizes in advance purchases of basic products and services that in many cases are routine in nature but are essential to the daily operations of the City. This approach enables City departments to operate in the most efficient manner possible during the year by being able to procure materials and services quickly with reduced paperwork burden and without the need to schedule additional agenda items for approval by the City Commission.

Note that purchases will not be made from all vendors on this list. In many cases, there are multiple vendors listed for the same types of products (i.e. fuel, auto parts, equipment repair, firearm supplies, etc.). When purchases of these items are made, staff will normally get quotes from the different vendors on this list and purchase from the vendor that provides the lowest quote for the item being purchased. On a periodic basis, the various departments do request quotes from vendors providing the same type of materials or services to ensure that the City is receiving the best possible unit price for materials and services necessary for its operations. For fuel and other like items, it is very difficult to hold price quotes for more than a day or two due to wide fluctuations in cost in the market.

Please note that the City Commission also authorizes the purchase of additional products or services outside the scope of this list throughout the year, either by approval of a resolution authorizing a contract for services or by motion authorizing the purchase of unique materials or equipment, such as vehicles.

Please contact the City Treasurer if you have any questions or need additional information.

Staff Recommendation

Staff recommends approval of the accompanying resolution.

Fiscal Impact

Amount :

Source of Funds:

Account Number:

Fiscal Impact:

All purchases made from the approved list of vendors will be carried out in accordance with the City's purchasing policies and based on the availability of budgeted funds in the FY 2018 adopted budget.

Attachments

Resolution 2017-43

Attachment A

RESOLUTION 2017-43

**A RESOLUTION AUTHORIZING THE ANNUAL PROCUREMENT OF MATERIALS AND
SERVICES IN AMOUNTS EQUAL TO OR EXCEEDING \$10,000.00
FROM DESIGNATED VENDORS**

WHEREAS, expenditures of the City of Brentwood equal to or exceeding \$10,000.00 require the approval of the Board of Commissioners, pursuant to 2-209 of the Brentwood Municipal Code; and

WHEREAS, certain vendors as designated on the exhibits attached hereto have been identified as providing the most competitive quote for specified materials and/or services, or as being the single available source for certain materials and/or services, as providing professional services essential to the City of Brentwood, or as providing goods or services that are otherwise exempt from the competitive bidding process.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE,
AS FOLLOWS:**

SECTION 1. That the annual procurement of materials and services in cumulative amounts expected to equal or exceed \$10,000.00 from the vendors designated on Exhibit A as attached hereto is hereby approved, provided that such approval shall be for Fiscal Year 2018 (July 1, 2017 - June 30, 2018) and that the City Manager is hereby directed to seek approval for such purchases in subsequent fiscal years at the beginning of each fiscal year.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

Attachment A to Resolution 2017-43

CITY OF BRENTWOOD

ANTICIPATED SERVICES AND MATERIALS WHERE CUMULATIVE PAYMENTS ARE EXPECTED TO EXCEED \$10,000 DURING FISCAL YEAR 2017 - 2018

Vendor	Description	Amount
ABDO	Children's publishing company for materials for the Library.	12,500
Advance Digital Solutions	Provides maintenance for Verint security cameras.	11,000
A T & T	Provides 911 service, one T-1 line, and CAD monthly maintenance.	100,000
A T & T Mobility	Covers wireless telephone service for various departments, mostly used for mobile data air cards for Police, Fire and Rescue, Codes, Technology, and Water Services.	45,000
AWE (Altermative Work Environments Inc.	Provides educational software and hardware for the Children's Library.	20,000
Accuimage, LLC	Provides software and related services for the document imaging (scanning) system used by Police, Legal, City Recorder, Business Tax Departments and the Water Billing Department .	20,000
Action Security	Provides service, monitoring, and repair of security access control systems at all City facilities.	15,000
Adams & Co. Surveyors	Provides as needed land surveying and construction layout services such as road projects and locating drainage easements throughout City for Public Works and Engineering Departments.	40,000
Advance Auto Parts	Supplier of fleet maintenance parts and supplies for Public Works and Fire and Rescue.	45,000
Advanced Turf Solutions	Provides fertilizer types and other soil treatment products for the Parks Department.	20,000
Allegra Printing	Cumulative purchases of specialized printing for coloring books, community guides, folders, brochures, concert cards, business cards, and envelopes	20,000
American Paper & Twine Company	Provides janatorial supplies to the parks department.	15,000
Andrews Cadillac Company	A convenient local provider of maintenance and repairs for Police and Parks Department vehicles throughout the year at a discounted rate.	30,000
Applied Concepts	Provides Police traffic radar (Stalker) and supplies.	15,000
Aramark Refreshment Services	Supplier of coffee, tea and related supplies to City departments. Also provides water purifying systems for several City Departments.	20,000

Aramark Uniforms	Provides for the cumulative purchase of Police uniforms and engraving badges. Also provides the cleaning of the mats at the Library. Supplies Water Services Department with uniforms.	12,500
Arista Information Systems, Inc.	Provides printing and mailing services for the Water Services Department utility bills.	80,000
Atmos Energy	Provides natural gas at the Service Center and Safety Center East facility.	20,000
Auto Zone	Provides truck fleet parts for Public Works, Parks, and Police Departments.	15,000
Baker and Taylor	Provides for the cumulative purchase of books and audio-visual materials for the Library.	100,000
Bandit Industries	Provides chipper machine maintenance service and parts for the Public Works Department.	20,000
Bibliotheca (formally 3M)	3M Cloud Library e-book collection with wireless browsing and borrowing, and Internet-free reading. Provides easy-to-use apps that are available for most devices.	15,000
Boozer, Ted	Provides appraisals for the acquisition of ROW for road projects.	80,000
Bradley Chemical	Provides chemicals for the Public Works and Water Services Departments.	12,500
Brindlee Mountain	Provides for specialized repairs of Fire and Rescue Department apparatus during the year.	15,000
Bryan, Pendleton, Swatts & McAlister	Actuarial consultants who provide rate (cost) determinations for OPEB and TCRS benefit plans.	15,000
CDW-G	Provides anti-virus and 2FA maintenance. Also provides Adobe licensing.	20,500
C.I. Thornburg	Sensus water meter distributor for Middle Tennessee area as well as a supplier of meters and parts	70,000
CMI Equipment Sales	Provides service and parts for Public Works heavy equipment.	20,000
Caliber Public Safety (formally InterAct)	Provides maintenance support for computer-aided dispatch (CAD) and associated mapping system used by Public Safety and CAD upgrade.	90,000
Capstone	Children's publishing company for materials such as e-books and print.	12,500
Cengage (formerly Gale)	Provides business databases and reference e-books for the Library.	60,000
Christmas Displays	Provides holiday decorations for the City including decoration of the holiday tree at the Library and replacement of street banners.	25,000

Chrysler, Dodge, Jeep of Franklin	A convenient local provider of maintenance and repairs for Police Department vehicles throughout the year at a discounted rate.	45,000
Cintas	Provides uniforms for the Parks and Public Works Departments as well as rug cleaning services for the Service Center and Library.	40,000
Civil & Environmental Consultants (CEC) Franklin	Provide professional services in the area of storm water management in support of out MS4 permit issued by the State of Tennessee.	30,000
Civil Constructors, Inc.	Provides specialized heavy equipment for construction and operational services, or emergency disaster for the Public Works and Parks Departments and Water Services as needed.	100,000
Comcast Internet	Provides internet back up service at the Library for disaster recovery as well internet service to the Municipal Center.	25,000
CommTech	Provides maintenance of radios for all City departments. They also supply batteries, headsets, antennas, emergency call box system, wiring and battery chargers. Provides maintenance for the telemetry systems and early warning siren systems. Will complete the 911 upgrade for the Police, Fire and Rescue Departments and the Communication Center upgrade.	350,000
Consolidated Pipe Supply	A supplier of pipe and fittings for Water Services Department infrastructure.	40,000
Contract Properties	Provides miscellaneous repairs to park facilities.	20,000
Crawford Land Surveyors, Inc.	Provides land surveying and construction stakeout services for Engineering & Public Works such as drainage easements and roadway projects.	20,000
Cumberland International Trucks, Inc. (was Kile International)	Provides repairs, often on an emergency basis, of Fire and Rescue Department apparatus.	30,000
Cunningham Construction Company	Provides specialized drainage and pipe installation, or emergency disaster as needed for Public Works, Parks and Water Services projects.	150,000
Cushman Wakefield (formally DTZ)	Provides property management services including reimbursement of building maintenance expenses for the Municipal Center, Service Center, and Library. Also includes construction management services including architectural services and reimbursement of contractors for the current facility improvements at the Municipal Center.	700,000
D&D Overhead Door	Provide maintenance of bay doors, controls and related accessories for the Fire and Rescue Department.	12,500
DLT Solutions	Provides the City NetApp network storage for backup and recovery.	35,000

DMD Consultants	Fire hydrant maintenance responsible for sandblasting, painting and color-coding hydrants.	15,000
Davis House	Provides forensic interviews and investigative assistance to the Police Department in child abuse sex cases.	10,000
Dell Marketing, LP	Provides computer hardware under State contract to ensure compatibility with existing servers used by all City Departments. Also, provides software, including Office 365, services and maintenance renewals.	502,500
Department of Commerce & Insurance	Provides firefighter training.	15,000
Dickens Landscape Supply	Provides fertilizer types and other soil treatment products for the Parks Department.	35,000
EBSCO	Provides for the cumulative purchase of magazines and newspapers for the Library.	25,000
ESRI, Inc. (Environmental Systems Research Institute)	Provides specialized GIS software for city-wide mapping system for the Technology Department and other professional services.	50,000
Emergency Vehicle Specialist Mid South (Replaces ProFire)	Miscellaneous purchase of Fire and Rescue Department tools and equipment such as flashlights, nozzles, pike poles, hydrant wrenches, turnout gear, and fire hose.	15,000
Emerson Network Power	UPS maintenance renewal for MC and to purchase UPS batteries.	55,000
EnvisionWare	Maintenance for the RFID hardware and software	10,000
Everbridge	Mass notification system annual maintenance	20,000
Findaway/Playaway	Cumulative purchase of recorded audio books in preloaded MPS format for the Library. Also provides preloaded tables and video players.	17,000
Firearms and Firearms Related Equipment	Offers State contract pricing on ammunition and other Law Enforcement equipment to be purchased from the following vendors: Gulf States Distributors, Nashville Armory, Brownells and Precision Delta.	40,000
Firestone Complete Auto Care	Provides tires under state contract and routine maintenance for police, Technology, Parks, Police and Fire vehicles.	20,000
First Response	Provides emergency response services associated with environmental remediation's and clean up.	50,000
Fuel Vendors	Various vendors periodically provide competitive quotes for the purchase of unleaded gas and diesel fuel for larger fuel storage tanks. The vendors include J. B. Weimer, Kimbro Oil Co., Mansfield Oil, Parman Energy, Petroleum Traders, Tri-Star, Fuel Masters, LLC and Truman Arnold Companies.	450,000

G & C Supply Company, Inc.	Provides sign parts and post supplies for the Public Works Department and water and sewer facility repair parts for the Water Services Department along with miscellaneous fire fighting equipment.	60,000
G&K Services, Inc.	Provides clothing for WS, Engineering, Parks, Public Works and SC.	15,000
G.T. Distributors, Inc.	Provides patrol car light bars, body armor and other Police equipment.	15,000
Gall's	Supplier of the Police Department and ECD for various types of uniforms, handcuffs, light bars, and other equipment needed to carry out their duties.	14,000
Gateway Tire & Service Center	Provides vehicle service, repair work and tires for Public Works, Parks, Water Services and Engineering Departments. They are conveniently located to the Service Center and provide roadside services.	50,000
Hart Freeland Roberts, Inc.	Provides on-call construction plans review to determine code compliance of large commercial or institutional type projects. Also provides engineering services as needed for specialized needs.	50,000
Hayes Pipe & Supply	A supplier of specialized pipe and fittings for Water Services Department infrastructure.	40,000
Home Depot, Inc.	Provides repair parts and supplies for various departments throughout the year.	60,000
Infogroup (formerly Info USA Marketing, Inc.)	Provides electronic reference databases used by the Library.	12,500
Ingram Books	Cumulative purchase of books and audio-visual materials for the Library.	75,000
Innovative Interfaces, Inc. (formally Polaris)	Coordinates, automates and integrates cataloging, circulation, acquisitions, serial control, PAC functions and many third-party partners for the Library .	27,000
Insight Public Sector, Inc.	Provides updates, maintenance and service for Police and other department's in-car video cameras and for the software used for collecting and preserving recorded video. Technology purchases iPads, software, hardware and Services. Renewal of phone system components, ZOOM, XMedius, SynApps and Smartnet for network and phone system. Fire Department purchases Rocket maintenance. Increase is due to the vendor being on a City commission approved purchasing agreement with U.S. Communities IT Products & Services. This will allow competitive pricing.	120,000
J. Todd Moore (Attorney at Law)	Provides title work and legal representation for the City in the acquisition of right of way and easements for public improvement projects.	90,000
John Bouchard and Sons	Provides technical expertise and emergency repair services for Water Services Department pump stations.	85,000
Kane Konnections	Fiber optic installation and repair.	45,000

Kelsan	Provides janatorial supplies to the parks department.	15,000
Library Ideas (Freegal)	Provides online database used for the Library.	21,000
Locution	Provides Fire Station Alerting System software/hardware, support and maintenance	15,000
Mallory Valley Utility District	Provides water services to the City, used by various departments.	17,000
Meade Equipment (formally Powerplan)	Provides cumulative repair services for equipment such as backhoes and gradalls for Public Works.	20,000
Medtronic/Physio Control Corp.	Provides maintenance for the defibrillators in the Library and Fire and Rescue Departments as well as provides miscellaneous supplies such as cables and	15,000
MG Wallace	Provides anti-virus maintenance	32,500
Microbac Laboratories	Local, state approved vendor for required water quality tests are performed.	15,000
Mid American Specialties	Provides community and DARE educational products.	12,500
Middle Tennessee Electric	Provides electricity to the City, used by various departments for buildings and street lighting.	380,000
Middle Tennessee Erosion Control	Provider of matting seed and bank stabilization products and services.	16,000
Midsouth Pump Sales/Service	Maintains and repairs all city owned fuel tanks & pumps.	20,000
Midsouth Solutions	Provider of uniforms for the Police Department	15,000
Mid Tenn Turf	Provides sod, seed and other landscaping products for the Parks Department and Historic Properties.	12,500
Midwest Tape, Inc.	Provides for the cumulative purchases of audio-visual materials used by the Library.	50,000
Moody's Gradework, LLC	Provides specialized drainage and concrete work for in- house construction projects for Public Works and Parks Departments.	125,000
Moody's Tire and Auto Service	Supplies tires and services for Fire and Rescue, Planning & Codes Departments, Police, Parks, and WS under State contract.	65,000
MS Govern/Harris	Provides software and maintenance support for the utility, human resources, and financial management systems of the City.	95,000
MTMC Enterprises (dba Greene's Military)	Cumulative purchases of the Police department uniforms, body armor and other equipment, such as finger print equipment, handcuffs, light bars, and other equipment depending on availability.	35,000

Municipal Emergency Services Depository	Provides maintenance and replacement parts for Fire and Rescue Department's self contained breathing apparatus and turnout gear.	50,000
Musco Sports Lighting Inc.	Provides periodic upgrades to existing lighting equipment in the parks.	20,000
NAEFCO	Provides miscellaneous fire equipment such as hose, hand tools, portable lights and nozzles.	15,000
Napa Auto Parts	Cumulative purchase of repair parts for vehicle fleet in Water, Parks, Public Works and Fire & Rescue Departments.	50,000
Nashville Armory	Provider of facilities, ammunition and other Law Enforcement Equipment.	12,500
Nashville Electric Service	Provides electricity to the City, used by various departments for buildings and street lighting.	780,000
Neely Coble Freightliner	Provides parts and service for Freightliner trucks.	20,000
Neel Schaffer	Provides traffic engineering services, including traffic analysis, signal warrant studies, signal interconnect services, and review of traffic impact studies for the Planning Department, Public Works and Parks.	80,000
NEMT (Network Essentials of Middle Tennessee)	Provides integrated low voltage wiring solutions for the Municipal Center and the other city buildings as needed.	15,000
Nixon Power	Cumulative purchases of repair services for equipment such as front end loaders and generators at City buildings.	20,000
Norman Hall & Associates	Provides real estate appraisals for right-of-way and easements to be acquired for City projects, primarily road and utility projects, including Concord Rd (Arrowhead to Jones Pkwy) and Franklin Rd South.	200,000
OCLC	Provides cataloging and metadata services which are based on WorldCat, to extend and enhance the power of local and global library cooperation.	27,000
On Duty Depot	Police emergency vehicle equipment and installations	60,000
One Source (formally John Deere Landscaping)	Provides fertilizer types and other soil treatment products for the Parks Department.	30,000
Optiv Security	Firewall purchases and maintenance renewal. Also provides network consulting.	75,000
Orr Safety	Provides hazardous materials monitoring equipment.	12,500
OverDrive	Provides downloadable e-books for check-out at the Library.	16,000
Parke Company	Provides tree and shrub services including pruning, tree removal, branch removal for the Parks and Historic Properties.	55,000

Piedmont Gas	Provides natural gas service to the Cool Springs House, Fire Station No. 2, Library and Municipal Center.	70,000
Pomeroy	Provides software including NetApp, renewal of software, technology consulting services and Cisco computer network equipment through the TN State contract. Will be buying software and renewing existing software. Renewal of phone system components, ZOOM, Xmedius, SynApps, and Smartnet for network and phone system. Renewal of VMWare. Hardware, software and maintenance for ISE project	15,000
Presidio	Provides software including NetApp, renewal of software, technology consulting services and Cisco computer network equipment through the TN State contract. Will be buying software and renewing existing software. Renewal of phone system components, ZOOM, Xmedius, SynApps, and Smartnet for network and phone system. Renewal of VMWare. Hardware and software for ISE project.	350,000
Purchase Power	Online postage vendor for the Library	12,500
RG Phillips Consulting, LLC	Provides traffic engineering work - mainly signal timing, speed hump studies, stop sign reviews, etc.	30,000
Rainmaker	Provides irrigation parts and services including pond aeration at Powell Park.	15,000
Randy Youngblood Nursery LLC	Cumulative purchase of shrubs and trees for various departments and projects.	25,000
Recorded Books	Cumulative purchase of recorded audio books on cassette and CD for the Library.	75,000
Reserve Account	Provides basic postage for the Pitney Bowes mailing machines at the Municipal Center and Library.	18,000
Reynolds Electric	Provides electrical service and repairs for the Parks Department.	20,000
Rogers Group, Inc.	Provides 8-12" size machine rip-rap for projects as needed.	20,000
S & W Contracting Co.	Cumulative purchase of specialized traffic signal equipment and maintenance on an as needed basis for Public Works Department.	110,000
Safe Industries	Provide miscellaneous Fire and Rescue Department tools and equipment such as flashlights, nozzles, pike poles, hydrant wrenches, turnout gear, fire hoses and Police uniforms.	20,000
Save On Printing Co.	Cumulative purchases of specialized printing for coloring books, community guides, folders, brochures, concert cards, business cards, and envelopes.	20,000
Smith & Tomkins	Represents City in appeals from City Court, and in other matters in which City is plaintiff, or when insurance coverage does not provide legal defense.	20,000

Smith Turf and Irrigation Co.	Provides parts for repair and maintenance of irrigation and turf equipment used by the Parks Department.	20,000
Southern Lighting & Traffic	Cumulative purchases of equipment and parts (signal heads, switches, detectors, controllers, etc.) for traffic signals and video system on an as needed basis during the year.	60,000
Stansell Electric	Cumulative purchases of equipment and parts (signal heads, switches, detectors, controllers, etc.) for traffic signals and video system on an as needed basis during the year.	30,000
Stem, Helen	Labor provided by Bobby and Helen Stem including specialized building repairs, minor renovations and clean-up services at the Cool Springs House and other historic structures in Crockett Park.	45,000
Sullivan Engineering, Inc.	Provides miscellaneous civil engineering services (storm drainage, roads, etc.) on an as needed basis, used by Public Works.	50,000
Sunbelt Rental	Provides rental of pumps, generators and other supplies for Water Services Department on an as needed basis for emergency situations.	75,000
SunGard (Formerly CRW Systems, Inc.	Provides maintenance/support/training services for software and computer system that serves the records function of the Planning & Codes Department.	60,000
Tafa, Inc.	Provides parts and labor for repair of large Public Works trucks. Also used for brake & suspension maintenance on Fire and Rescue Department apparatus.	15,000
Temple Trucking	Provides chirt material for hiking trails at Smith Park.	20,000
Tennessee One-Call	Identifies underground utilities before digging for Public Works and Water Services.	15,000.00
Tennessean/Williamson AM Newspapers Inc.	Employment advertisements, legal notices for various city departments, boards and projects and newspaper subscriptions.	30,000
Tennessee Municipal League Risk Management Pool	Provides combined worker's compensation insurance for \$150,000 , general liability insurance for \$260,000 and property insurance for \$100,000 for the City as well as most Tennessee cities. Balance used to cover deductibles.	700,000
Terra Firma Landscaping	Provides landscaping services for the Cool Springs House, Ravenswood Mansion, City gateway areas, interchanges, and the Wall at Maryland Way and Franklin Road.	80,000
TN Dept. Env. & Conservation	Various regulatory and laboratory fees for Water Services, Public Works and Engineering Departments.	30,000
Tommy Hollingsworth Masonry	Provides as needed rock stone work for construction of mailboxes and headwalls associated with road improvement projects.	15,000

Tractor Supply Company	Cumulative purchases of supplies for various departments such as vehicle supplies, construction outerwear and small parts for mowers and tractors.	15,000
TriTtech	Provides CAD software maintenance and support. Police Record Management System maintenance and support.	95,000
Tri-Turf	Provides sod, seed and other landscaping products for the Parks Department and Historic Properties.	12,500
Trucker's Lighthouse	Cumulative purchase of accessory equipment for police cars, Fire, PW, WS.	40,000
True North	GIS Consulting.	20,000
Turf Grass of TN	Provides sod, seed and other landscaping products for the Parks Department and Historic Properties.	12,500
Tutor.com	Provides online database used for the Library.	12,500
Tyler Technologies	Provides maintenance for the Court Software and Report Management Software.	25,000
U.S. Postmaster	Annual cost of bulk mail services for the City newsletters and other bulk mailings.	15,000
Utility	For purchase of rocket and maintenance for Police and Fire Vehicles.	30,000
Verizon	Covers wireless telephone service for various departments, Police and Fire and Rescue and cell phone services for the City Commission.	30,000
Vulcan Materials Company	Cumulative purchases of various sized stone for Public Works, Water Services, and Parks Departments as needed from Franklin plant.	20,000
Walter A. Wood Supply Company	Provide Public Works and Water Services Departments with UPM used for road patches and pothole repairs.	15,000
Wascon Inc.	Provides sole source grinder pump stations for Water Services Department.	250,000
Williamson County Landfill	Tipping fees for chipper service and containers for semi-annual neighborhood clean-up and Water and Sewer and Parks waste material.	20,000
Williamson Farmers Co-op	Provides small tools, landscaping supplies, fertilizing supplies and equipment rental for Public Works & Parks.	15,000

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-44 - Proposed Classification and Pay Plan for Fiscal Year 2018

Submitted by: Mike Worsham, Human Resource

Department: Human Resource

Information

Subject

Resolution 2017-44 - Proposed Classification and Pay Plan for Fiscal Year 2018

Background

Each year, a review of the City's current Classification and Pay Plan is conducted to ensure that it remains competitive, allowing the City to achieve its stated budget goal of being able to "attract and retain the best employees available through maintaining competitive pay and fringe benefit programs." Part of the annual review includes salary comparisons between selected Brentwood positions and those of several other relevant Tennessee governments.

Prior to the adoption of the FY 2017 Operating Budget, staff advised the Board of Commissioners that it would be beneficial to conduct a more comprehensive review of the entire pay plan than normally performed. This recommendation was based primarily on the rising level of employee turnover in recent years, especially with new employees in the first three to five years of employment and challenges competing for highly qualified employees in the labor market. As a result, authorization was obtained to select a professional compensation consultant to analyze the City's pay practices and recommend improvements to ensure our competitive position in the labor market and ability to attract and retain the necessary talent to provide quality services to Brentwood citizens.

Burris, Thompson & Associates, a leading Tennessee based compensation consulting firm with extensive experience with governmental entities, was engaged by the City of Brentwood for this project. The scope of services focused on individual job review and analysis, plan design and structure, organizational comparisons in the labor market, and the City's relative position to those comparisons.

Details of the salary study project including parameters, assumptions, methodology, findings and recommendations were presented to the Board of Commissioners in March, 2017. Results of the salary study and recommendations for modifications to the current Classification and Pay Plan are summarized below.

PARAMETERS

City of Brentwood management, with input from Burris, Thompson & Associates, selected a group of **14 benchmark public sector employers** that are representative of the competitive labor market for the City of Brentwood. The benchmark employers were selected on the basis of comparable demographics and/or proximity to Brentwood. Salary data was obtained from these employers using a survey format.

Because the City of Brentwood also competes with general business and industry for employees for many City jobs, market data from general business and industry for jobs similar to those at the City of Brentwood were compiled from the **Economic Research Institute (ERI) Salary Assessor** (September 2016 database using data for the Nashville area).

In regard to staffing, the City of Brentwood has traditionally maintained a relatively lean organization with a long-standing philosophy of “doing more with less” while providing high levels of customer service to Brentwood residents and other stakeholders. Management determined that targeting an above average market position is necessary to attract and retain top level employees necessary to meet these high standards of performance in the most cost effective manner. For this reason, it was determined that **targeting the 75th percentile of the market** was appropriate. (Twenty-five percent of employees in the labor market are paid above this rate and 75% are paid below this rate.) Positioning the mid-point of city pay grades over time to be consistent with the 75th percentile of the market would allow the City to be competitive in attracting and retaining the most knowledgeable and skilled employees.

METHODOLOGY

A **Market Rate** was determined for each City of Brentwood job from the survey data by calculating the average of: • The 75th percentile rate of the data from the 14 benchmark cities and utilities, and • The 75th percentile rate from the ERI database for general business and industry (if applicable – public safety and a few other jobs have no close private sector employer counterparts.)

To assess the competitiveness of the City’s current pay structure, a **Structure Market Index** was calculated by dividing each job’s current pay range midpoint for the Pay Grade to which the job has been assigned by the **Market Rate** for the job. While this varies by department, overall, the current City of Brentwood pay ranges are at approximately 90% of the 75th percentile market target.

A Salary Market Index was also determined for each City of Brentwood employee by dividing the employee’s current salary by the Market Rate for the employee’s job. Overall, City of Brentwood salaries are currently at approximately 95% of the City’s desired market target, or approximately 5% below the desired market target.

Staff Recommendation

Based upon the results of the pay plan analysis, staff is recommending the following:

1. Retain the City of Brentwood current pay structure of **16 pay grades**. Based on analysis of the market data, it is recommended that the entire pay plan and all **pay ranges be increased by 8.7%** to position the City at the 75th percentile – pay range midpoints will then approximate the 75th percentile of the labor market. With this adjustment to the entire pay structure, the rates of pay for approximately 40 recently hired employees will need to be adjusted up to the new minimum of their assigned pay range. The total cost of this adjustment is estimated at \$69,000.
2. Maintain the current assignment of jobs to pay grades unless the market rate for a job was significantly lower than the proposed pay range midpoint. For several jobs, the current pay ranges were significantly below market and it is recommended that these jobs be moved to the next higher pay grade to more closely align pay range midpoints to the 75th percentile. These proposed job reclassifications are cost neutral because there are no salary adjustments as a result of these reclassifications. Jobs proposed for reclassification are as follows:

<u>JOB</u>	<u>CURRENT GRADE</u>	<u>PROPOSED GRADE</u>
Water Services Senior Maintenance Worker	B	C
Police Sergeant	G-PS	H-PS
Police Detective	G-PS	H-PS
Fire Lieutenant	G-PS	H-PS
Engineer	H	I
GIS Coordinator	H	I
Computer Network Technician	H	I
Police Lieutenant	H-PS	I-PS
Community Relations Director	I	J
Network Administrator (Systems Administrator)	I	J
City Treasurer	I	J
Police Captain	I-PS	J-PS
Fire Section Chiefs (Training Officer & Fire Marshal)	I-PS	J-PS
Human Resources Director	K	L
Finance Director	L	M

3. Staff is recommending approval of a 4% merit increase for all eligible employees, effective with the first full pay period in FY 2018 (July 10, 2017). Eligibility will be based on current pay practices. Individual amounts will be based on performance and may be prorated from the time of last step increase. Employees with less than six months of service or in their initial step progression period will not be eligible for this merit increase.
4. To ensure individual rates of pay are aligned with job tenure and address pay compression issues resulting from adjusting the entire pay plan as described in number 1 above, pay range targets *based on time in job* were defined. If an employee's salary after the merit increase proposed above (for budgeting purposes 4% is assumed for all) is not at least at the pay range target, then the employee's salary will be adjusted to the pay range target. There are 46 employees that are projected to receive this additional adjustment with an estimated total cost of \$49,083. Pay range targets were defined as follows:

Tenure In Job	Pay Range Target (Pct. of Minimum)
25 years or more	124% of minimum
19 years but less than 25 years	122% of minimum
15 years but less than 19 years	119% of minimum
12 years but less than 15 years	116% of minimum
9 years but less than 12 years	114% of minimum
6 years but less than 9 years	112% of minimum
4 years but less than 6 years	110% of minimum
2 years but less than 4 years	107% of minimum
1 year but less than 2 years	105% of minimum
Less than 1 year	Pay Range Minimum

TOTAL COST PROJECTIONS

The sum of all pay adjustments (to minimums for 40 employees, 4% merit increases for all eligible employees, and additional adjustments to Pay Range Market Targets for 46 employees) is \$731,810.

Including impact of FICA and TCRS contributions, total cost to the City of the proposed salary increases is as follows:

	Total (All Funds)	General Fund Only
Total Increases	\$731,810	\$633,945
FICA	\$55,985	\$48,500
TCRS	\$101,435	\$88,750
TOTAL	\$889,230	\$771,195

RELATED COMPENSATION PLAN CHANGES

1. Non-certified police officer and firefighter recruits with no prior experience will be hired at the start rate of a newly created Recruit position in Group D-PSR. Both positions will be eligible for a 5% merit-step increase after one year of satisfactory service. Police officer recruits only will be eligible for an additional 5% increase after 18 months. Both positions will be reclassified to Group E-PS after 24 months of satisfactory service.
2. New maintenance worker employees are currently eligible for rate adjustments after six and 12 months. This practice was implemented to accelerate their earnings in Pay Group B. Effective with the approval of the changes above, maintenance worker positions will only be eligible for an “end of probation” raise of up to 5%, after the satisfactory completion of six months of service, the same as all other non-public safety employees. The practice of providing a 12-month adjustment will be discontinued. They will then follow the normal annual pay increase process available to all full-time employees.

Attached for your review are the current FY 2017 Classification and Pay Plan and the proposed FY 2018 Classification and Pay Plan. Please contact the Human Resources Director with any questions.

Fiscal Impact

Attachments

Resolution 2017-44

Attachment A: FY2018 Classification & Pay Plan (Proposed)

Attachment B: FY2017 Classification & Pay Plan (Current)

RESOLUTION 2017-44

A RESOLUTION TO AMEND THE SYSTEM OF CLASSIFICATIONS AND SALARY RANGES FOR THE EMPLOYEES OF THE CITY OF BRENTWOOD, ALL IN ACCORDANCE WITH THE POSITION CLASSIFICATION GROUPINGS AND SALARY RANGES FOR THE 2017-2018 FISCAL YEAR AS SHOWN ON THE PLAN ATTACHED HERETO AND MADE A PART OF THIS RESOLUTION BY REFERENCE

WHEREAS, pursuant to sections 2-102 and 2-103 of the Brentwood Municipal Code, a revised system of classifications and salary ranges for the employees of the City of Brentwood has been submitted to the Board of Commissioners for its approval; and

WHEREAS, said system provides for a uniform and equitable rate of pay for each class of positions based on requisite qualifications, pay for comparable work in public and private employment, cost of living data and the financial policies of the City; and

WHEREAS, it is appropriate that said system should be approved.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the system of classifications and salary ranges for the employees of the City of Brentwood is hereby amended, all in accordance with the position classification groupings and salary ranges for the 2017-2018 fiscal year as shown on the plan attached hereto as Attachment A and made a part of this resolution by reference.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

Classification and Pay Plan
Fiscal Year 2018
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>	
Group A (ne)	\$24,793.60	\$31,012.80	\$37,211.20	per year
	\$11.92	\$14.91	\$17.89	straight time per hour
Library Technician I	\$17.88	\$22.37	\$26.84	overtime per hour
Parks Worker (PT)				
Community Relations Specialist*				
Group B (ne)	\$27,788.80	\$34,715.20	\$41,662.40	per year
	\$13.36	\$16.69	\$20.03	straight time per hour
Maintenance Worker	\$20.04	\$25.04	\$30.05	overtime per hour
Receptionist/Secretary				
Group C (ne)	\$31,116.80	\$38,896.00	\$46,675.20	per year
	\$14.96	\$18.70	\$22.44	straight time per hour
Equipment Operator I	\$22.44	\$28.05	\$33.66	overtime per hour
Library Technician II				
Senior Maintenance Worker				
Utility Service Technician				
Group D-PSR Recruit (ne)	\$38,230.40	\$45,136.00	NA	per year
	\$18.38	\$21.70	NA	straight time per hour
Firefighter-Recruit	\$27.57	\$32.55	NA	overtime per hour
Police Officer-Recruit				
	\$38,237.32	\$45,144.44	NA	Fire shift rate per year
	\$18.49	\$21.83	NA	Fire shift rate per hour
Group D (ne)	\$34,840.00	\$43,555.20	\$52,270.40	per year
	\$16.75	\$20.94	\$25.13	straight time per hour
Accounting Clerk I	\$25.13	\$31.41	\$37.70	overtime per hour
Administrative Secretary				
Equipment Operator II				
Grounds Specialist I				
Human Resources Technician				
Library Technician III				
Municipal Codes Officer I				
Police Records Clerk I				
Public Safety Dispatcher I				
Traffic Operations Technician				
Vehicle Services Technician I				
Water Services Senior Maintenance Worker				

* Base pay only (commission based salary structure.)

(ne) = position is non-exempt from overtime regulations of U.S. Fair Labor Standards Act

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Classification and Pay Plan
Fiscal Year 2018
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group E-PS (ne)	\$41,558.40	\$49,067.20	\$56,555.20 per year
	\$19.98	\$23.59	\$27.19 straight time per hour
Firefighter	\$29.97	\$35.39	\$40.79 overtime per hour
Police Officer			
	\$41,566.80	\$49,073.64	\$56,559.80 Fire shift rate per year
	\$20.10	\$23.73	\$27.35 Fire shift rate per hour
Group E (ne)	\$39,020.80	\$48,776.00	\$58,531.20 per year
	\$18.76	\$23.45	\$28.14 straight time per hour
Accounting Clerk II	\$28.14	\$35.18	\$42.21 overtime per hour
Circulation Supervisor			
Cross Connection Control Technician			
Equipment Operator III			
Grounds Specialist II			
Librarian I			
Municipal Codes Officer II			
Police Records Clerk II			
Public Safety Dispatcher II			
Sewer Rehabilitation Technician			
Utility Inspector I			
Vehicle Services Technician II			
Group F-PS (ne)	\$43,700.80	\$53,539.20	\$63,356.80 per year
	\$21.01	\$25.74	\$30.46 straight time per hour
Fire Engineer/Driver	\$31.52	\$38.61	\$45.69 overtime per hour
Police Officer II			
	\$43,696.84	\$53,540.52	\$63,363.52 Fire shift rate per year
	\$21.13	\$25.89	\$30.64 Fire shift rate per hour
Group F (ne)	\$43,700.80	\$54,641.60	\$65,561.60 per year
	\$21.01	\$26.27	\$31.52 straight time per hour
Codes Enforcement Officer I	\$31.52	\$39.41	\$47.28 overtime per hour
Engineering Technician I			
GIS Specialist I			
HR/Payroll Specialist			
Librarian II			
Planner I			
Utility Billing Specialist			
Utility Inspector II			

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Classification and Pay Plan
Fiscal Year 2018
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group G-PS (ne)	\$48,963.20	\$59,945.60	\$70,948.80 per year
	\$23.54	\$28.82	\$34.11 straight time per hour
Fire Lieutenant	\$35.31	\$43.23	\$51.17 overtime per hour
Police Sergeant			
Police Detective	\$48,970.24	\$59,951.32	\$70,953.08 Fire shift rate per year
None	\$23.68	\$28.99	\$34.31 Fire shift rate per hour
Group G (ne)	\$48,963.20	\$61,193.60	\$73,424.00 per year
	\$23.54	\$29.42	\$35.30 straight time per hour
City Recorder	\$35.31	\$44.13	\$52.95 overtime per hour
Codes Enforcement Officer II			
Community Relations Specialist			
Engineering Technician II			
GIS Specialist II			
Library Services Supervisor			
Planner II			
Utility Compliance Supervisor			
Group H-PS (ne)	\$54,828.80	\$67,142.40	\$79,456.00 per year
	\$26.36	\$32.28	\$38.20 straight time per hour
Police Lieutenant	\$39.54	\$48.42	\$57.30 overtime per hour
Fire Lieutenant			
Police Sergeant	\$54,822.68	\$67,147.96	\$79,452.56 Fire shift rate per year
Police Detective	\$26.51	\$32.47	\$38.42 Fire shift rate per hour
Group H (ne)	\$54,828.80	\$68,536.00	\$82,243.20 per year
	\$26.36	\$32.95	\$39.54 straight time per hour
Accountant	\$39.54	\$49.43	\$59.31 overtime per hour
Chief Utility Inspector			
City Planner			
Computer/Network Technician			
Engineer			
GIS Coordinator			
Parks Maintenance Supervisor			
Recreation Services Coordinator			
Traffic Operations Coordinator			

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Classification and Pay Plan
Fiscal Year 2018
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group I-PS (ne)	\$61,401.60	\$75,212.80	\$89,003.20 per year
	\$29.52	\$36.16	\$42.79 straight time per hour
Fire Battalion Chief	\$44.28	\$54.24	\$64.19 overtime per hour
Fire Training Officer			
Fire Marshal	\$61,398.92	\$75,213.16	\$89,006.72 Fire shift rate per year
Police Captain	\$29.69	\$36.37	\$43.04 Fire shift rate per hour
Police Lieutenant			
Group I (e)	\$61,401.60	\$76,772.80	\$92,123.20 per year
	\$2,361.60	\$2,952.80	\$3,543.20 per two-week pay period
Chief Building Official	\$29.52	\$36.91	\$44.29 straight time per hour
Computer/Network Technician (ne)			
ECD Supervisor			
Engineer (ne)			
GIS Coordinator (ne)			
Network Administrator			
Senior City Planner			
City Treasurer			
Community Relations Director			
Operations Superintendent			
Group J-PS (e)	\$68,785.60	\$84,240.00	\$99,673.60 per year
	\$2,645.60	\$3,240.00	\$3,833.60 per two-week pay period
Fire Training Officer	\$33.07	\$40.50	\$47.92 straight time per hour
Fire Marshal			
Police Captain			
Group J (e)	\$68,785.60	\$85,966.40	\$103,168.00 per year
	\$2,645.60	\$3,306.40	\$3,968.00 per two-week pay period
City Treasurer	\$33.07	\$41.33	\$49.60 straight time per hour
Community Relations Director			
Systems Administrator			

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Classification and Pay Plan
Fiscal Year 2018
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>	
Group K-PS (e)	\$77,043.20	\$94,328.00	\$111,633.60	per year
	\$2,963.20	\$3,628.00	\$4,293.60	per two-week pay period
Assistant Police Chief	\$37.04	\$45.35	\$53.67	straight time per hour
Assistant Fire Chief				
Group K (e)	\$77,043.20	\$96,283.20	\$115,544.00	per year
	\$2,963.20	\$3,703.20	\$4,444.00	per two-week pay period
Assistant Water Services Director	\$37.04	\$46.29	\$55.55	straight time per hour
City Engineer				
Human Resources Director				
Library Director				
Parks and Recreation Director				
Planning and Codes Director				
Group L (e)	\$86,278.40	\$107,848.00	\$129,417.60	per year
	\$3,318.40	\$4,148.00	\$4,977.60	per two-week pay period
Finance Director	\$41.48	\$51.85	\$62.22	straight time per hour
Human Resources Director				
Public Works Director				
Technology Director				
Water Services Director				
Group M-PS (e)	\$96,636.80	\$118,331.20	\$140,046.40	per year
	\$3,716.80	\$4,551.20	\$5,386.40	per two-week pay period
Police Chief	\$46.46	\$56.89	\$67.33	straight time per hour
Fire Chief				
Group M (e)	\$96,636.80	\$120,785.60	\$144,955.20	per year
	\$3,716.80	\$4,645.60	\$5,575.20	per two-week pay period
Finance Director	\$46.46	\$58.07	\$69.69	straight time per hour
Service Center Director				
Group N (e)	\$108,222.40	\$135,283.20	\$162,344.00	per year
	\$4,162.40	\$5,203.20	\$6,244.00	per two-week pay period
Assistant City Manager	\$52.03	\$65.04	\$78.05	straight time per hour
City Attorney				

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Classification and Pay Plan
Fiscal Year 2018
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group O (e)	Annual Salary to be established by the Board of Commissioners each July 1		
City Manager			
Group P (ne)	\$9.00	\$11.00	\$13.00 straight time per hour
	\$13.50	\$16.50	\$19.50 overtime per hour
Intern			

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Classification and Pay Plan
Fiscal Year 2017
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group A (ne)	\$22,817.60	\$28,516.80	\$34,236.80 per year
	\$10.97	\$13.71	\$16.46 straight time per hour
Library Technician I	\$16.46	\$20.57	\$24.69 overtime per hour
Parks Worker (PT)			
Group B (ne)	\$25,563.20	\$31,948.80	\$38,334.40 per year
	\$12.29	\$15.36	\$18.43 straight time per hour
Maintenance Worker	\$18.44	\$23.04	\$27.65 overtime per hour
Receptionist/Secretary			
Group C (ne)	\$28,620.80	\$35,776.00	\$42,931.20 per year
	\$13.76	\$17.20	\$20.64 straight time per hour
Equipment Operator I	\$20.64	\$25.80	\$30.96 overtime per hour
Library Technician II			
Senior Maintenance Worker			
Utility Service Technician			
Group D (ne)	\$32,052.80	\$40,081.60	\$48,089.60 per year
	\$15.41	\$19.27	\$23.12 straight time per hour
Accounting Clerk I	\$23.12	\$28.91	\$34.68 overtime per hour
Administrative Secretary			
Equipment Operator II			
Grounds Specialist I			
Human Resources Technician			
Library Technician III			
Municipal Codes Officer I			
Police Records Clerk I			
Public Safety Dispatcher I			
Vehicle Services Technician I			
Group E-PS (ne)	\$38,230.40	\$45,136.00	\$52,041.60 per year
	\$18.38	\$21.70	\$25.02 straight time per hour
Firefighter	\$27.57	\$32.55	\$37.53 overtime per hour
Police Officer I			
	\$38,237.32	\$45,144.44	\$52,051.56 Fire shift rate per year
	\$18.49	\$21.83	\$25.17 Fire shift rate per hour

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Classification and Pay Plan
Fiscal Year 2017
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group E (ne)	\$35,900.80	\$44,886.40	\$53,851.20 per year
	\$17.26	\$21.58	\$25.89 straight time per hour
Accounting Clerk II	\$25.89	\$32.37	\$38.84 overtime per hour
Circulation Supervisor			
Cross Connection Control Technician			
Equipment Operator III			
Grounds Specialist II			
Librarian I			
Municipal Codes Officer II			
Police Records Clerk II			
Public Safety Dispatcher II			
Sewer Rehabilitation Technician			
Utility Inspector I			
Vehicle Services Technician II			
 Group F-PS (ne)	 \$40,206.40	 \$49,254.40	 \$58,281.60 per year
	\$19.33	\$23.68	\$28.02 straight time per hour
Fire Engineer/Driver	\$29.00	\$35.52	\$42.03 overtime per hour
Police Officer II	\$40,201.92	\$49,259.76	\$58,276.24 Fire shift rate per year
	\$19.44	\$23.82	\$28.18 Fire shift rate per hour
 Group F (ne)	 \$40,206.40	 \$50,273.60	 \$60,320.00 per year
	\$19.33	\$24.17	\$29.00 straight time per hour
Codes Enforcement Officer I	\$29.00	\$36.26	\$43.50 overtime per hour
Engineering Technician I			
GIS Specialist I			
HR/Payroll Specialist			
Librarian II			
Planner I			
Utility Billing Specialist			
Utility Inspector II			

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Classification and Pay Plan
Fiscal Year 2017
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group G-PS (ne)	\$45,032.00	\$55,161.60	\$65,270.40 per year
	\$21.65	\$26.52	\$31.38 straight time per hour
Fire Lieutenant	\$32.48	\$39.78	\$47.07 overtime per hour
Police Sergeant			
Police Detective	\$45,041.04	\$55,153.56	\$65,266.08 Fire shift rate per year
	\$21.78	\$26.67	\$31.56 Fire shift rate per hour
Group G (ne)	\$45,032.00	\$56,305.60	\$67,558.40 per year
	\$21.65	\$27.07	\$32.48 straight time per hour
City Recorder	\$32.48	\$40.61	\$48.72 overtime per hour
Codes Enforcement Officer II			
Community Relations Specialist			
Engineering Technician II			
GIS Specialist II			
Library Services Supervisor			
Planner II			
Utility Compliance Supervisor			
Group H-PS (ne)	\$50,440.00	\$61,776.00	\$73,112.00 per year
	\$24.25	\$29.70	\$35.15 straight time per hour
Police Lieutenant	\$36.38	\$44.55	\$52.73 overtime per hour
Group H (ne)	\$50,440.00	\$63,044.80	\$75,670.40 per year
	\$24.25	\$30.31	\$36.38 straight time per hour
Accountant	\$36.38	\$45.47	\$54.57 overtime per hour
Chief Utility Inspector			
City Planner			
Computer/Network Technician			
Engineer			
GIS Coordinator			
Parks Maintenance Supervisor			
Recreation Services Coordinator			
Traffic Operations Coordinator			

(ne) = position is non-exempt from overtime regulations of U.S. Fair Labor Standards Act

(e) = position is exempt from overtime regulations of U.S. Fair Labor Standards Act

Classification and Pay Plan
Fiscal Year 2017
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
Group I-PS (e)	\$56,492.80	\$69,180.80	\$81,868.80 per year
	\$27.16	\$33.26	\$39.36 straight time per hour
Battalion Chief (ne)	\$40.74	\$49.89	\$59.04 overtime per hour
Fire Training Officer			
Fire Marshal	\$56,497.76	\$69,174.60	\$81,872.12 Fire shift rate per year
Police Captain	\$27.32	\$33.45	\$39.59 Fire shift rate per hour
 Group I (e)	 \$56,492.80	 \$70,616.00	 \$84,739.20 per year
	\$2,172.80	\$2,716.00	\$3,259.20 per two-week pay period
Chief Building Official	\$27.16	\$33.95	\$40.74 straight time per hour
ECD Supervisor			
Network Administrator			
Senior City Planner			
City Treasurer			
Community Relations Director			
Operations Superintendent			
 Group J-PS (e)	 \$63,273.60	 \$77,480.00	 \$91,707.20 per year
	\$2,433.60	\$2,980.00	\$3,527.20 per two-week pay period
None	\$30.42	\$37.25	\$44.09 straight time per hour
 Group J (e)	 \$63,273.60	 \$79,102.40	 \$94,910.40 per year
	\$2,433.60	\$3,042.40	\$3,650.40 per two-week pay period
None	\$30.42	\$38.03	\$45.63 straight time per hour
 Group K-PS (e)	 \$70,865.60	 \$86,777.60	 \$102,710.40 per year
	\$2,725.60	\$3,337.60	\$3,950.40 per two-week pay period
Assistant Police Chief	\$34.07	\$41.72	\$49.38 straight time per hour
Assistant Fire Chief			
 Group K (e)	 \$70,865.60	 \$88,587.20	 \$106,308.80 per year
	\$2,725.60	\$3,407.20	\$4,088.80 per two-week pay period
Assistant Water Services Director	\$34.07	\$42.59	\$51.11 straight time per hour
City Engineer			
Human Resources Director			
Library Director			
Parks and Recreation Director			
Planning and Codes Director			

(ne) = position is non-exempt from overtime regulations of U.S. Fair Labor Standards Act

Classification and Pay Plan
Fiscal Year 2017
City of Brentwood, Tennessee

<u>Pay Range (non-exempt/exempt)</u>	<u>Minimum</u>	<u>Mid-point</u>	<u>Maximum</u>
(e) = position is exempt from overtime regulations of U.S. Fair Labor Standards Act			
Group L (e)	\$79,372.80	\$99,216.00	\$119,059.20 per year
	\$3,052.80	\$3,816.00	\$4,579.20 per two-week pay period
Finance Director	\$38.16	\$47.70	\$57.24 straight time per hour
Public Works Director			
Technology Director			
Water Services Director			
 Group M-PS (e)	 \$88,899.20	 \$108,867.20	 \$128,835.20 per year
	\$3,419.20	\$4,187.20	\$4,955.20 per two-week pay period
Police Chief	\$42.74	\$52.34	\$61.94 straight time per hour
Fire Chief			
 Group M (e)	 \$88,899.20	 \$111,113.60	 \$133,348.80 per year
	\$3,419.20	\$4,273.60	\$5,128.80 per two-week pay period
Service Center Director	\$42.74	\$53.42	\$64.11 straight time per hour
 Group N (e)	 \$99,569.60	 \$124,446.40	 \$149,344.00
	\$3,829.60	\$4,786.40	\$5,744.00 per two-week pay period
Assistant City Manager		\$59.83	\$71.80 straight time per hour
City Attorney			
 Group O (e)	 Annual Salary to be established by the Board of Commissioners each July 1		
City Manager			
 Group P (ne)	 \$9.00	 \$11.00	 \$13.00 straight time per hour
	\$13.50	\$16.50	\$19.50 overtime per hour
Intern			

(ne) = position is non-exempt from overtime regulations of U.S. Fair Labor Standards Act

(e) = position is exempt from overtime regulations of U.S. Fair Labor Standards Act

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-45 - Adopting the Capital Improvements Program for Fiscal Years 2018-202

Submitted by: Jay Evans, Administration

Department: Administration

Information

Subject

Resolution 2017-45 - Adopting the Capital Improvements Program for Fiscal Years 2018-2023

Background

Staff requests formal adoption of the FY 2018-2023 Capital Improvements Program (CIP) via the attached resolution. As you know, the CIP is an essential component for addressing the long-term infrastructure and facility needs of the community in a systematic and financially responsible manner. The proposed six-year plan includes 54 projects and improvements with a total anticipated investment of \$138,440,000. Approximately 85 percent of the proposed expenditures are transportation, utilities or parks projects, with the remaining projects focused on the facilities and equipment, technology and storm drainage needs of the City. The draft CIP was reviewed by the City Commission at a work session on April 4, 2017, with formal public hearings on May 22, June 13, and June 26. No changes or revisions to the draft plan were proposed or suggested at the work session or public hearings prior to today's date.

Staff Recommendation

Staff recommends approval of the resolution adopting the Capital Improvements Program for Fiscal Years 2018-2023.

Previous Commission Action

In June of each year, the City Commission adopts the Capital Improvements program for the following six-year time period. The FY 2017-2022 CIP was adopted on June 27, 2016.

Fiscal Impact

Amount :

Source of Funds:

Account Number:

Fiscal Impact:

The costs associated with the first year of the FY 2018-2023 CIP is fully funded in the proposed FY 2018 budget. The remaining five years of the CIP are primarily for planning purposes and will be updated annually.

Attachments

Resolution 2017-45

RESOLUTION 2017-45

**A RESOLUTION TO ADOPT A CAPITAL IMPROVEMENTS PROGRAM FOR THE
CITY OF BRENTWOOD FOR THE FISCAL YEARS 2018-2023**

WHEREAS, the City of Brentwood has grown rapidly in population and services since its inception in 1969; and

WHEREAS, a proposed program for capital improvements has been developed for the next six years to address the needs of a growing community; and

WHEREAS, this program allows for more effective use of planning, financial and organizational resources in implementing a widely understood capital improvements plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the proposed Capital Improvements Program, establishing projects to be accomplished during fiscal years 2018-2023, is hereby adopted as a guideline for Brentwood city government.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-46 - Adopting the Non-Routine Work Plan for City Departments for Fiscal Year 2017-2018

Submitted by: Debbie Hedgepath, Administration

Department: City Recorder

Information

Subject

Resolution 2017-46 - Adopting the Non-Routine Work Plan for City Departments for Fiscal Year 2018 (July 1, 2017 - June 30, 2018)

Background

As an integral part of budget deliberations, the staff is requesting approval of the proposed non-routine work plan for Brentwood city government during fiscal year 2018 (July 1, 2017 - June 30, 2018.) The work plans for the various departments as presented in the proposed FY 2018 budget document are attached for your review.

The purpose for this program is to obtain formal direction from the City Commission on specific projects and initiatives that staff should undertake during the next 12 months, with anticipated timetables for completion of work. With this plan in place, staff resources can be most effectively directed, while the Commission obtains a tool to better measure staff performance and accomplishments at year-end. The staff reviewed the proposed work plan items with the City Commission at the budget work session held on May 11, 2017. No revisions to the departmental work plans were suggested at the work session.

Please be advised that unanticipated challenges and issues will likely be encountered during the year and may require a redirection of staff efforts. When this happens, certain items may not be accomplished. However, this plan will give the Commission a baseline for making judgments as to the staff's overall success or failure in light of the current or changing conditions.

Please contact the City Manager if you have any questions.

Staff Recommendation

Staff recommends approval of the accompanying resolution.

Fiscal Impact**Attachments**

Resolution 2017-46

FY 2018 Non Routine Goals & Objectives

RESOLUTION 2017-46

**A RESOLUTION TO ADOPT THE NON-ROUTINE WORK PLAN SETTING FORTH
GOALS AND OBJECTIVES OF THE CITY OF BRENTWOOD FOR THE 2017-2018
FISCAL YEAR**

WHEREAS, the staff of the City of Brentwood has proposed a non-routine work plan for the 2016-2017 fiscal year setting forth such goals and objectives; and

WHEREAS, establishment of a work plan by the Board of Commissioners allows for more effective use of staff resources and provides the tools to better measure staff performance and the overall accomplishments of the City at year end; and

WHEREAS, the staff has reviewed the proposed work plan and received comments from the Board of Commissioners at a work session held on May 11, 2017.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE,
AS FOLLOWS:**

SECTION 1. That the non-routine work plan setting forth goals and objectives for the fiscal year beginning July 1, 2017 and ending June 30, 2018 is hereby adopted as a guideline for Brentwood government.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner

FINANCE DEPARTMENT

2017-2018 Non-Routine Work Plan

The Finance Department is proposing the following non-routine work items for fiscal year 2017-2018. The tasks reflect a continued emphasis on long-term planning and operational efficiencies.

1. Purchasing Ordinance Revisions

The City's Purchasing Ordinance is contained in Section 2-209 of the Municipal Code. This section establishes procedures for purchases made by the City, including parameters for determining which purchases must be competitively bid, as well as which purchases require the approval of the Board of Commissioners. A number of references to various sections of state law are included in the Purchasing Ordinance. Over the years, state law on municipal purchasing has been amended a number of times, with the result that some of the references in Section 2-209 are now obsolete. In addition to amendments to existing laws, the General Assembly has enacted new laws that offer options for electronic bidding and a procedure known as "competitive sealed proposals." Staff will work closely with the Legal Department to review the current Purchasing Ordinance to bring it into conformance with current state law and to determine what additional changes might be appropriate.

Target Date: February 28, 2018

2. Deferred Compensation Plan Administrator RFP

Presently two deferred compensation programs are available to full-time employees through which the employee may deposit pre-tax dollars through payroll deduction into tax-deferred, access-restricted retirement savings accounts. The programs offered are Nationwide Retirement Solutions and the International City Management Association Retirement Corporation (ICMA RC). Staff has determined that in order to fulfill the City's fiduciary responsibility (diversity of investment options and competitive costs) an RFP should be issued to solicit proposals from any interested and qualified vendors for the administration, recordkeeping, education, enrollment and investment management services of the City's deferred compensation plan. The RFP process will be managed jointly by Finance and Human Resources.

Target Date: September 29, 2017

FINANCE DEPARTMENT
2017-2018 Non-Routine Work Plan

3. Implementation of Global Software's Budget Accelerator and Spreadsheet Server Modules

The Finance Department will work closely with the Assistant City Manager and Technology Department with the installation, training and implementation of Global Software's Budget Accelerator and Spreadsheet Server modules approved by City Commission on October 24, 2016. These two modules will enhance the end users' capability to access and query data directly to/from GEMS, the City's current ERP, within Microsoft Excel. These two modules are both Excel add-ins that allow spreadsheets to be built utilizing a real-time link to the back-end database. This will mean the GEMS data can be easily queried from within Excel and automatically populate spreadsheets, greatly reducing staff time, keying errors, and much of the time spent performing data validation. By maximizing the efficiency and effectiveness of these two modules, the City may forestall a few more years, the necessity of replacing the City's current ERP.

Target Date: December 31, 2017

LEGAL SERVICES

2017-2018 Non-Routine Work Plan

A large portion of the work performed by the City's legal counsel is non-routine in nature. This is particularly true when the City is involved in litigation. Additionally, the need to advocate for or against proposed legislation when the Tennessee General Assembly is in session can divert staff's time from other functions. Accordingly, target dates for non-routine work projects are sometimes shifted to meet changing priorities. The following list includes both new projects and work that was begun in previous fiscal years.

1. Eminent Domain Actions

The City has had to utilize eminent domain to acquire right of way for both the Franklin Road widening and the Sunset Road/Ragsdale Road intersection projects. This process involves filing a condemnation lawsuit against all parties who have an interest in the affected property. Typically, the court awards possession of the property rights needed for the project within a few weeks after the lawsuit is filed. The issue of the amount of compensation due to the owners is decided subsequently through settlement negotiations or court proceedings. The amount offered by the City is deposited with the court when the lawsuit is filed and the court usually allows the owner to withdraw this amount while the matter is pending. While the City is represented by outside counsel in eminent domain matters, staff is involved in settlement negotiations and procedural strategy.

Target Date: Ongoing throughout the year

2. Wireless Facilities in Public Right-of-way

The City's Zoning Ordinance includes provisions governing personal wireless service facilities (PWSF) such as towers and antennas that facilitate use of cellular telephones. Technology has been developed that allows wireless providers to use "small cell systems" and "distributed antenna systems" in lieu of larger communication towers. These systems generally rely on placement of poles, antennae and fiber optic lines in the public right-of-way. While the City's PWSF provisions allow for placement of solitary poles and antennae in the right-of-way to some extent, they do not anticipate systems that would use a small network of facilities in the right-of-way. Staff will draft proposed Municipal Code amendments to address standards for these systems, including a possible fee structure for placement of facilities in the right-of-way.

Target Date: September 30, 2017

3. Miscellaneous Zoning Ordinance Amendments

Amendments to the City's Zoning Ordinance adopted during FY 2017 included comprehensive revisions to the City's sign regulations and establishment of provisions for mobile food service vendors. Staff will continue to work on drafts of other amendments to the Zoning Ordinance, addressing matters such as:

- Creation of a new service-institutional district to accommodate assisted living/retirement facilities.

LEGAL SERVICES

2017-2018 Non-Routine Work Plan

- Tree protection.
- Updated regulations for nonconforming lots, structures and uses of property.
- Portable storage containers.

It is possible that other amendments will be necessary and may take precedence over those listed above. Prior to formal consideration, Zoning Ordinance amendments frequently require initial feedback periods, sometimes followed by work sessions with the Board of Commissioners and Planning Commission (and in some cases, the Board of Zoning Appeals.) For this reason, staff attempts to schedule consideration of these amendments so as not to interfere with other matters that demand staff and City Commissioner time.

Target date: Various completion dates during the fiscal year

4. Subdivision Regulations

The City's Subdivision Regulations establish requirements for all subdivisions approved by the Brentwood Planning Commission, including construction standards and specifications for road and utility infrastructure. The current Subdivision Regulations were last amended in 2009. Planning and Codes, Engineering and Legal staff have met periodically to review the current regulations and discuss proposed changes. Once a final draft is prepared, staff will review it with the Planning Commission prior to formal consideration.

Target date: January 31, 2018

5. Purchasing Ordinance Revisions

The City's Purchasing Ordinance is contained in Section 2-209 of the Municipal Code. This section establishes procedures for purchases made by the City, including parameters for determining which purchases must be competitively bid, as well as which purchases require the approval of the Board of Commissioners. A number of references to various sections of state law are included in the Purchasing Ordinance. Over the years, state law on municipal purchasing has been amended a number of times, with the result that some of the references in Section 2-209 are now obsolete. In addition to amendments to existing laws, the General Assembly has enacted new laws that offer options for electronic bidding and a procedure known as "competitive sealed proposals." Staff will work with the Finance Department to review the current Purchasing Ordinance to bring it into conformance with current state law and to determine what additional changes might be appropriate.

Target Date: February 28, 2018

In addition to the projects described above, ongoing tasks to be handled will include the provision of routine legal support to the Board of Commissioners, other City boards, City Manager and staff; assistance in the coordination of meeting agendas for the Board of Commissioners; and the preparation and review of the City's ordinances, resolutions and contracts.

TECHNOLOGY DEPARTMENT

2017-2018 Non-Routine Work Plan

The Technology Department proposes the following as its goals and objectives for the non-routine work plan for the 2017-2018 fiscal year:

1. 700/800 MHz Radio System

Work will continue to proceed on construction of a 700/800 MHz radio system in Williamson County that will become part of the Nashville radio system creating Middle Tennessee Regional Radio System (MTRRS). The system will have coverage throughout middle Tennessee and eventually will be connected to State of Tennessee's radio system extending the coverage even farther. The regional radio authority signed a contract with Motorola in late calendar year 2017. System design work is underway and tower construction plans are under design. It is expected that the system could be operational by the middle of calendar year 2018.

Target Date: Summer 2018

2. Network Storage Replacement

The existing network storage for both the primary and backup data centers will need to be replaced this year. The existing storage equipment was purchased in 2012 and is not able to keep pace with changing technologies required for our infrastructure.

Target Date: December 1, 2017

3. Update Aerial Photos, Elevation Data and Planimetric Layers

The City of Brentwood last updated aerial photography for the GIS system in March of 2015, and the topographic elevation and planimetric data was last updated in March of 2012. Elevation and planimetric data includes: 2-foot contour lines, DEM (Digital Elevation Model), edge of pavement, driveway, building footprints and sidewalk layers. The aerial photography will be acquired in winter of 2018 and delivered in the spring of 2018. The estimated time for elevation and plan data acquisition is summer of 2018.

Target Dates: Aerial photography - winter 2018
Elevation and planimetric data – summer 2018

HUMAN RESOURCES DEPARTMENT

2017-2018 Non-Routine Work Plan

The Human Resources Department proposes to undertake the following non-routine work projects for the 2017-2018 fiscal year.

1. Deferred Compensation Plan Administrator

An important fringe benefit available to City employees is the supplemental deferred compensation retirement savings plan. The basic plans sponsored by the City are operated under Sections 457(b) and 401(a) of the IRS Code and are generally similar to a 401(k) plan for private sector employees. Employees participating in this optional benefit can currently select between two providers, ICMA-Retirement Corporation (ICMA-RC) and Nationwide Retirement Solutions (NRS). Both companies offer similar investment options, account fees and member services, including on-line account access and financial statements.

As the sponsor of these plans the City assumes a fiduciary responsibility for ensuring participants receive the best available value for their individual investments including account administration, investment options, related fees and other services.

In an effort to fulfill the City's fiduciary responsibility, staff believes it is prudent to periodically seek proposals from other interested and qualified vendors through the RFP process for the administration, recordkeeping, education, enrollment and investment management services of the City's deferred compensation plan.

This work plan will involve partnering with Finance Department staff and issuing a formal RFP for competitive proposals for administration of the City's deferred compensation plan(s). Responses to the RFP will be analyzed and managed jointly by the Finance and Human Resources Department staff with recommendation presented through the City Manager to the Board of Commissioners.

Target Date: September 29, 2017

2. Management and Supervisor Training

Developing effective management and supervisory skills is essential to the continued success of the City in delivering a high level of services to the residents we serve. It is the City's responsibility to provide continuous training to supervisory personnel in the basics of what is expected of them in their roles as leaders and managers of City employees and employees deserve effective supervisors and managers to guide and assist them in the performance of their duties. Not only do supervisors need to know what is acceptable conduct regarding employees, they also need to know the consequences of their actions. The City may be held liable for the actions of their supervisors while acting in the scope of their employment especially in the current highly litigious employment environment. Supervisor training is an essential component of minimizing the City's liability and also the supervisor's personal liability.

HUMAN RESOURCES DEPARTMENT

2017-2018 Non-Routine Work Plan

While the City has a practice of selecting and developing experienced supervisors and managers and provides on-going individual training through the direction of department directors it has been several years since we provided a dedicated training session to newly appointed supervisors and managers. This work plan will undertake coordinating and delivering a dedicated **Municipal Management Academy** offered on site through the University of Tennessee Municipal Technical Advisory Service (MTAS).

The Municipal Management Academy is designed to help both the new and experienced manager/supervisor develop the knowledge, skills and abilities required for successful management. The course is divided into two levels consisting of eight, four-hour training sessions each. Each course emphasizes discussion and group activities to encourage participants to learn from one another often resulting in stronger teamwork, cohesiveness, and communications among managers/supervisors. Courses also provide a framework for applying concepts in the participant's individual supervisory situation and developing new behaviors and practicing new skills.

Target Date: Level I - October 1, 2017
Level II - May 1, 2018

COMMUNITY RELATIONS DEPARTMENT

2017-2018 Non-Routine Work Plan

The City's Community Relations Department performs a large amount of work that is non-routine in nature. Since July 2016, a growing amount of time is being dedicated toward daily media requests that require time and effort spent gathering information from various departments. Accordingly, target dates for non-routine work projects may sometimes shift to meet changing priorities. The following list includes our department goals and objectives for the non-routine work plan for the 2017-18 fiscal year:

1. Oversee Smith Park Historic Projects

The Community Relations Department will lead the development and execution of two improvement projects. In the fall of 2017, the City plans to add pavers to the back yard area of Ravenswood to prevent recurring costs in sod replacement due to high foot traffic volume at events. This department will also be the liaison between the city and the Historic Commission to plan, design, and construct a garden area from the salvaged bricks saved from the demolition of the former kitchen.

Target Date: Pavers – August 2017
Garden Area – Spring 2018

2. Channel 19 New Software Implementation and Policy Update

In the fall of 2016, the Community Relations Director researched software options for upgrading and enhancing the static signage on Channel 19. Currently the City Recorder uses a PowerPoint to display information from various departments on the cable access channel. The new software, projected to cost about \$5,000, will streamline the process and make content more modern. A web-based interface will allow users to import information with graphics and social media content into the system. Along with the visual update, the current Channel 19 programming policy, last updated in 1996, will be reviewed with updates recommended as needed to clearly articulate the city's purpose, vision, and programming strategy for its public access channel.

Target Date: Spring 2018

3. Win a Wedding at Ravenswood Mansion

The Community Relations Department plans to try something new with a social media promotion for Ravenswood Mansion in winter 2017. Staff will use our social media pages, local media and magazines to invite couples to send us their video story about why they should win a wedding at Ravenswood. There would be some contest rules, but the best couple, with the best story wins a prize package valued at \$7,000 and growing. The city would donate a weekend date at Ravenswood, and local businesses have agreed to donate a wedding dress, cake, and catering for the event. The goal of this promotion is to increase marketing of Ravenswood for weddings and other events.

Target Date: December 2017- February 2018

PLANNING AND CODES DEPARTMENT

2017-2018 Non-Routine Work Plan

The following non-routine work projects for the Planning and Codes staff are proposed for Fiscal Year 2017-2018.

1. Update the Subdivision Regulations

The subdivision Regulations were last adopted by the Planning Commission in December 2009. They became effective on January 1, 2010. In the years that staff has been working with the current version a number of adjustments have been identified that should be incorporated into a new draft document.

Additionally, several regulations regarding the proposed revisions to the stormwater regulations will also be included. The proposed modifications are related to the new infiltration requirements imposed by the Tennessee Department of Environment and Conservation (TDEC) through the City's NPDES stormwater permit. This effort would be envisioned as a cooperative effort with the Engineering and Legal departments.

Target date: January 31, 2018

2. Continuance of the Update of Public Works Project Fee Ordinance

Public Works Project Fees (PWPF) are intended to address the additional traffic demands of new development and are assessed on each new building or addition to an existing structure constructed within the City. The fees are collected as part of the process of issuing building permits for most uses (Churches and publically owned government buildings are exempt). They are used to fund the planning, engineering and construction of future road projects. The Code establishes a regulatory system and method by which the City calculates, collects and obligates the fee.

The PWPF schedule and the listing of eligible road projects were last updated in December 2007. The proposed update is necessary to insure the City's fee calculation methodology accurately determines the appropriate fee amount based upon the updated road project t costs and remains legally defensible. In addition, the trip generation standards from the various land uses will be reviewed based upon the latest Institute of Traffic Engineers (ITE) data. The study will also identify an expanded listing of land uses, more reflective of the types of development that is being proposed today. The current version of the fees schedule limits the number of land use categories.

Target date: February 28, 2018

3. Special Census

Periodically City staff will conduct a Special Census, as permitted by state law (TCA 57-5-205). Any municipality or county has the right to conduct no more than four special censuses at its own expense at any time between the regular decennial federal census. A special census is conducted to increase the amount of state-shared sales tax, which is provided on a per capita basis. According to MTAS the estimated state shared revenue for FY 2016-2017 is \$123.30.

The City must submit a letter of intent to the Department of Economic and Community Development, Division of Research no later than January 1st. The special Census must be complete before March 1st and submitted for certification by the ECD in order to become effective on July 1 of each year following certification.

The last special census was conducted by staff in 2015. The state certified the population as a result of that effort was 40,401. The US Census Bureau estimates that the current population is 41,763. The number will most likely increase as the new estimates become available in June 2017.

Target date: March 1, 2018

4. Miscellaneous Zoning Ordinance Amendments

As time has permitted, staff has worked on drafts of various amendments to the City's Zoning Ordinance. Prior to formal consideration, these amendments would most likely require initial feedback periods, followed by work sessions with the Board of Commissioners and Planning Commission (and in some cases, the Board of Zoning Appeals.) For this reason, staff has held off on distributing drafts of the amendments while other matters have demanded staff and City Commissioner time. These amendments address matters such as:

- Creation of a new service-institutional district to accommodate assisted living/retirement facilities.
- Tree protection.
- Updated regulations for nonconforming lots, structures and uses of property.
- Portable storage containers.

Target date: Various completion dates during the fiscal year

5. Begin Preparations to Update to the 2018 ICC Residential, Commercial and Property Maintenance Codes

Staff will begin exploring the adoption of the 2018 International Codes and 2014 National Electric Code. Codes staff will acquire copies of the 2018 Code and begin review to assess the significant changes from the 2012 Codes. As part of the adoption of the new Codes, and in consultation with the Fire Department, staff will likely propose several local amendments (requirements) to Chapter 14 to address building issues unique to Brentwood.

Adoption of the latest versions of the Code is essential to preserve the Planning and Codes Department's Insurance Service Office (ISO) residential and commercial structure ratings. Informational sessions will be conducted by staff in late-summer 2018 to educate the building community of the significant changes included as part of the Code. Adoption is targeted for Fall 2018.

Target date: June 30, 2018

POLICE DEPARTMENT 2017-2018 Non-Routine Work Plan

The Police Department proposes the following as its goals and objectives for the non-routine work plan for the 2017-2018 fiscal year:

1. Re-accreditation of the Police Department

The department will seek its eighth re-accreditation with the Commission on Accreditation for Law Enforcement Agencies Inc., a process that requires re-certification every three years. The department will be evaluated on policies and practices to demonstrate that the department remains in compliance with accreditation standards set forth by CALEA. The Brentwood Police Department was first accredited in 1989 and continues to be the most tenured accredited agency in the state of Tennessee.

Target Date: November 30, 2017

2. Purchase and Implementation of TriTech Records Management Software

Given the recent purchase and implementation of TriTech Computer Aided Dispatch software, the police department has an opportunity to purchase TriTech Records Management software at a significantly reduced rate than what was originally quoted some years back. Having the same RMS and CAD vendor will allow us to be much more efficient in the delivery of services specifically as it relates to reporting capabilities. The ability to share data with neighboring jurisdictions who also use this vendor will be another added benefit. This proposed purchase will be funded with asset forfeiture monies and not general fund revenues. The police department will partner with city IT staff on this project to fully implement this new software in the coming fiscal year.

Target Date: January 1, 2018

3. Assess the Feasibility of Building a Stand-Alone Police Department Facility

Monies have been designated in the Capital Improvements Program to contract with outside consultants to study and assess the feasibility of constructing a stand-alone Police Department building on city owned property at Heritage Way. This is a continuation of a study/report provided by Architect Design Group that provided preliminary findings and recommendations, including projected costs. Given the existing spatial needs within the Brentwood Municipal Center by numerous departments, moving police personnel to a stand-alone building is one viable option. The benefit of having the Police Department more centrally located in the city with easy access to major thoroughfares, bike trails and parks is also favorable.

Target Date: January 1, 2018

FIRE AND RESCUE DEPARTMENT

2017-2018 Non-Routine Work Plan

1. Develop and Conduct a Process to Assess, Identify, and Begin Orienting Personnel to Fill the Two Division Chief Positions Being Vacated by Retirements

The Fire Marshal is planning to retire in FY 2018 and the Training Officer in early FY 2019. The department will conduct a process to identify those who will be promoted to fill these positions and begin preparing the new appointees to help ensure a seamless transition. Once identified in early FY 2018, the selected candidates will be relocated to Station 1 (remaining on the apparatus as a company officer) to begin working closely with the respective Division Chiefs in preparation for the transition.

Target Date: September 1, 2017

2. Implement Phase I of a Training Ground Strategic Plan

Over the past eighteen months, an ad-hoc committee has worked to develop a long-range strategic plan addressing our physical resources involved in fire training. This plan provides an analysis and recommendations for improvements and upgrades to facilities and equipment located and used at the Safety Center East. The plan included an assessment of current and future training needs, facility upgrades, and resource maintenance. Upon completion, the recommendations were evaluated and broken into three phases. Phase I, proposed for implementation in FY 2018, includes the following:

- a. Design, bid, and construct a covered, open-air storage bay on the lower drill field to store reserve equipment and provide shelter from the elements during training activities.
- b. Provide enhancements to the drill tower including an awning, window upgrades to keep out the elements, and fabricating an enclosure for the upper (rooftop) stairwell area.
- c. Evaluate the option of having a structural assessment of the drill tower performed by a qualified Engineer.

Target Date: January 1, 2018

3. Research, Design, and Develop Specifications for a New Quint (Engine/Ladder Combination)

Funding for a new combination engine/ladder truck is provided in the Equipment Replacement Fund in FY 2019. This apparatus will replace Engine 3 located at the Service Center. The department will form an apparatus committee to develop specifications for this truck in preparation for presenting a purchasing recommendation to the City Commission in July of 2018. The engineering and build process takes approximately 6-8 months to complete, so the fire and rescue department will complete the specification process in FY 2018 so that the order can be placed at the beginning of the new fiscal year.

Target Date: July 1, 2018

**PUBLIC WORKS DEPARTMENT
2017-2018 Non-Routine Work Plan**

The Public Works Department proposes the following as its goals and objectives for the non-routine work plan for the 2017-2018 fiscal year:

1. Construction Coordination for Franklin Road Widening Improvements

Work closely with TDOT to help coordinate the bidding of the construction contract and give any assistance needed to TDOT in the awarding of the construction contract.

Work closely with TDOT and the contractor to help minimize the impact to commuters and residents on the project.

Assist residents with any issues or problems that arise and serve as a liaison between the homeowners and the contractor as well as TDOT.

Target Dates: To be determined by TDOT

2. Construction Oversight of Sunset Road & Ragsdale Road Improvements

Work closely with the contractor to assure the job is completed in a safe and timely manner.

Work closely with the adjoining homeowners on any problems or issues that arise during construction.

Oversee traffic control and construction on the project.

Target Date: Construction expected to be completed by August 2018

3. Oversee Design and Construction of Split Log Road & Ragsdale Road Intersection Improvements

Oversee completion of design and construction plans.

Coordinate bidding of construction contract and recommendation to award contract.

Oversee traffic control and construction of project.

Target Date: August 2018

**PUBLIC WORKS DEPARTMENT
2017-2018 Non-Routine Work Plan**

4. Construction Oversight at Round-a-bout at Green Hill Blvd. & Crockett Road

Coordinate bidding of the construction contract and oversee traffic control and construction of project.

Target Date: April 2018

5. Oversee Design of Sunset Road Improvements (from just North of Owl Creek to Concord Road)

Work closely with design engineers to complete the design and ROW plans and prepare all permits required to do the project.

Target Date: January 31, 2018

6. Miscellaneous Capital Projects

Complete the mid-block crossing policy

Oversee the annual street resurfacing & maintenance program

Oversee various bike & pedestrian facility projects

Oversee a large drainage project on Johnson Chapel Road @ Deerwood Lane

Oversee intersection access modifications at Mallory Lane & Commerce Way

Target Dates: To be completed throughout FY 2017-2018

ENGINEERING DEPARTMENT 2017-2018 Non-Routine Work Plan

The Engineering Department proposes the following as its goals and objectives for the non-routine work plan for the 2017-2018 fiscal year.

1. Manage Preparation of an ADA Transition Plan

Title II of the Americans with Disabilities Act (ADA) requires that all public entities with 50 or more employees perform a self-evaluation and prepare a transition plan to bring all city facilities and programs into compliance with the requirements of ADA. The Engineering Director will work in concert with all Departments and act as liaison among the various city functions to prepare an ADA Transition Plan for Brentwood. The plan will require coordination with multiple city departments to identify ADA related deficiencies and needs as well as inspection of all city rights of way and facilities. The Engineering Director will assist in the overall management of the effort by coordinating preparation of the plan and gathering results of inspections to ensure the final ADA Transition Plan is available by the required deadline. Failure to do so could result in the loss of Federal funding.

Target Date: Ongoing through calendar year 2018

2. Assist Public Works in Construction of a Roundabout at Crockett Rd/Green Hill

Brentwood initiated efforts to construct a roundabout at this location last year. The design is nearing completion and the project will be advertised to bid during the spring/summer of 2017. This project will require special emphasis on construction phasing in order to keep the road open during the majority of the construction process. It may be necessary to close the road for short periods of time in order to complete certain elements. Engineering will assist as needed to coordinate with utilities, the engineering consultant and the contractor. It will also be important to keep the public aware of progress and any necessary closures. Subject to utility relocation schedules, the project is expected to be completed in approximately six months after contract award.

Target Date: Construction Complete by spring 2018

3. Manage/Coordinate CMAQ Signal Timing Optimization Study

In 2015, the City was awarded Congestion Mitigation and Air Quality Improvement (CMAQ) funding through the Nashville Area Metropolitan Planning Organization (MPO) for a traffic signal timing project. The project was approved with 100% funding and includes intersections along Moore's Lane, Concord Road, Wilson Pike and Murray Lane. Specific elements of this project include collection of traffic counts at primary intersections, analysis of the current traffic signal timing plans, evaluation of future growth, computer modeling and analysis of current traffic patterns, and development of improved traffic signal coordination plans. The Engineering Department will manage the project to completion to ensure the work is completed on-time, coordinate reimbursement from TDOT, and work to make sure the outcomes meet the project objectives.

Target Date: Study Completion – September 2017

ENGINEERING DEPARTMENT

2017-2018 Non-Routine Work Plan

4. Update the Subdivision Regulations

The City's subdivision regulations were last updated by the Planning Commission in December 2009. In the years that staff has been working with the current version a number of adjustments have been identified that should be incorporated into an update. Additionally, several regulations regarding the proposed revisions to the stormwater regulations will also be included. The proposed modifications are related to the new infiltration requirements imposed by the Tennessee Department of Environment and Conservation (TDEC) through the City's NPDES stormwater permit. This effort will be a cooperative effort with the Planning and Legal Departments.

Target date: January 2018

PARKS AND RECREATION DEPARTMENT 2017-2018 Non-Routine Work Plan

The following Parks and Recreation Department non-routine goals and objectives are proposed for fiscal year 2017-2018:

1. Finish Phase 2 of Smith Park Construction

This project will be finishing up in the first part of the new fiscal year. Staff will oversee the growing in of the sports fields as well as installation of a new maintenance building to replace the existing dilapidated barn. The goal of the new maintenance building to provide sufficient space for department equipment and staff while also retaining a barn appearance consistent with the existing structure.

Target Date: August 31, 2017

2. New Parks Office Building

The Department will coordinate the selection of an engineering/architecture firm to evaluate site options and begin engineering design services for a new parks operations facility. It is the goal to have site selection and the design phase completed in FY 2017-18 with construction to commence in FY 2018-19.

Target Dates: Site Selection – December 31, 2017
Design – June 30, 2018

3. Fee structure Assessment

The department will review the current fee structure related to athletic field rental, shelter rentals, etc. to insure that we are within the market for all services provided. This fee schedule has not been updated in several years. Staff will review and submit recommendations in December to allow for any potential increases to take effect July 2018.

Target Date: December 31, 2017

4. CIP Projects

In addition to the above projects, the department will oversee the following smaller upgrade and maintenance related projects within the Capital Improvements Program.

Crockett Park:	New multipurpose field trail connection Widening of trail by the community playground A new small playground at the shelter is also funded
Wikle Park:	Fencing improvements
River Park:	Bridge wood decking replacement

Target Dates: Ongoing through June 30, 2018

PUBLIC LIBRARY
2017-2018 Non-Routine Work Plan

The Library proposes the following as its goals and objectives for the non-routine work plan for the 2017-2018 fiscal year.

1. Library Procedures Manual Revision

Written procedures are important for any organization. They provide consistent customer service, and serve as a resource for all staff to access and review prior to a task. The latest written version of the Brentwood Library Procedure Manual was printed in 2002. Since 2002 many things have changed, from software to staff. The staff intends to conquer the revision of the 2002 manual so that it is updated and ready to access by all library employees by May 31, 2018. Since a procedures manual will always need to be revised, each service team will designate staff within their team to keep the manual updated, so it can be used as a training tool for new employees.

Target Date: May 31, 2018

2. History Discovered

Brentwood history is a part of the Library's collection that is not often discovered. The Brentwood Room is located near the entry to the Children's Library, which permits staff to take the opportunity to share with hundreds of families what lies inside the collection. By promoting areas of our City's heritage, the Library can share the plethora of information and culture that is ready to be explored. This year, staff wishes to work with the Historic Commission to select four aspects of Brentwood history that highlights the fascinating parts of our community, which will then be featured through video, webpage, and social media.

Target Date: May 31, 2018

Water Services Department 2017-2018 Non-Routine Work Plan

The Water Services Department proposed to undertake the following projects in the 2017-2018 fiscal year:

1. Sewer Rehabilitation Program, Phase III

The Sewer Rehabilitation Program is a multi-year project directed at corrective actions and fulfilling requirements of the Agreed Order issued by TDEC in 2006 to the City of Brentwood and Metro Water Services. This comprehensive program is targeted at the elimination of sewer overflows at the Brentwood/Metro sewer pumping station caused by excessive storm water infiltration. Phase 3 of the program which began in 2015 and will conclude in 2019, includes continued inspection, evaluation and rehabilitation of mostly manholes and laterals with some main line rehab at a minimum cost of \$1.25 million annually in accordance with the State Order. To date, approximately 23% of the Little Harpeth River Basin sewer system has been rehabilitated. Future projects for FY 2018 include continued manhole and service lateral rehabilitation along with some trunk line lining as recommended by the project engineer. System storage is also being recommended by Hazen Engineers, who developed the City's long term sewer system master plan to manage overflows and make project recommendations associated with long-term system growth.

Target Date: Ongoing

2. Water Capacity Improvement Projects

The Department is continuing to move forward with design and construction of several projects recommended from the Water System Master Plan which was prepared as a long range planning tool to give Department staff guidance necessary to meet the continuing needs of the City. In FY 2017, the Department will begin the Granny White Connector project to "fill in the gap" between Johnson Chapel Rd. and Belle Rive Drive. This project will aid in moving water between pressure zones. In FY 2018, work is planned to upsize the River Oaks Water Pumping Station located at the end of the Ramsgate Ct. cul-de-sac. This project will allow for increased flow to be pumped into the North pressure zone. Other future projects include:

- Upsizing the existing 12-inch water line along Franklin Rd., between Murray Ln. and Concord Rd.;
- Upsizing the 8-inch water line to a 12-inch line along Wikle Rd. and over to Mallory Park;
- And continuation of the Wikle Rd. 12-inch water line under the interstate and eventually connecting to an existing 12-inch water line near Alamo Rd. and Sam Houston Dr.

Target Date: Ongoing

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-47 - Acceptance of Proposal from Sullivan Engineering Inc (SEI) for Design Services for Widening of Sunset Road

Submitted by: Kirk Bednar, Administration

Department: Administration

Information

Subject

Resolution 2017-47 - Acceptance of proposal from Sullivan Engineering Inc (SEI) for design and engineering services for the widening of Sunset Road from North of Owl Creek to Concord Road.

Background

The attached resolution authorizes the City to accept a proposal from Sullivan Engineering Inc (SEI) for engineering services related to road widening improvements to Sunset Road.

The proposed improvements would extend from the current Ragsdale Road/Sunset Road intersection project (approximately 600 feet north of Owl Creek) northward to Concord Road. These improvements include a three-lane curb and gutter cross section with a 10 foot wide multi-use path along the west side of the road.

This project is considered Phase 2 of a three phase project to widen Sunset Road between Concord Road and the city limits at Waller Road. Phase 1, which includes the realignment of the Ragsdale Road/Sunset Road intersection, is currently under construction and should be complete by the end of 2018. From a scheduling standpoint, this Phase 2 project is planned to begin about the same time as the construction work on the Phase 1 project is being completed.

The FY 2018 Capital Projects Fund budget includes funding for design services for this project. SEI is proposing a \$484,000 fee for this work. This fee amount breaks down as follows:

Survey	\$52,900
Roadway Design	\$311,940
Environmental Documentation	61,850
Geotechnical	\$21,550
Limited Construction Engineering	\$20,000
Roadway Lighting Design	8,600
Traffic Signal Design	2,880
Miscellaneous	\$4,280
TOTAL	\$484,000

In addition to the design contract fee reflected above, staff is also requesting City Commission authorization of an additional \$31,000 to be used for environmental mitigation design services if determined to be necessary as a result of the environmental permitting process covered in the base contract fee. If needed, this additional cost would be authorized by City staff in writing via a supplemental fee agreement. Advance authorization will allow the additional services to be undertaken expeditiously to keep the project moving.

The full cost of design and construction is reflected in the proposed 2018-2023 CIP over the course of three fiscal years. Assuming no problems with environmental permitting or right-of-way acquisition, construction is tentatively projected to begin in spring of 2019 and to be complete by summer of 2020.

If you have any questions please contact Jeff Donegan, Public Works Director.

Staff Recommendation

Staff recommends approval of the proposed agreement with SEI for the work associated with the widening of Sunset Road and funding authorization of a \$31,000 environmental mitigation design allowance to used only with written authorization from city staff.

Fiscal Impact

Amount : \$484,000

Source of Funds: Capital Projects Fund

Account Number: 311-43100-1027

Fiscal Impact:

Funding for this project is programmed over three fiscal years in the proposed FY 2018-2023 Capital Improvements Plan. Sufficient funds are programmed in the proposed FY 2018 Capital Projects Fund budget for the current year costs associated with this contract.

As noted above, in addition to the \$484,000 design services contract fee, staff is requesting City Commission authorization of an additional \$31,000 Environmental Mitigation Design contingency to be used only if needed and only with written authorization by city staff.

Attachments

Resolution 2017-47
SEI Proposal
Project Location Map

RESOLUTION 2017-47

A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO AUTHORIZE THE MAYOR TO ACCEPT A PROPOSAL FROM SULLIVAN ENGINEERING, INC. FOR DESIGN AND ENGINEERING SERVICES FOR THE WIDENING OF SUNSET ROAD FROM NORTH OF OWL CREEK TO CONCORD ROAD, A COPY OF SAID PROPOSAL BEING ATTACHED HERETO AND MADE A PART OF THIS RESOLUTION BY REFERENCE

BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the Mayor is hereby authorized to accept a proposal from Sullivan Engineering, Inc. for design and engineering services for the widening of Sunset Road from north of Owl Creek to Concord Road, a copy of said proposal being attached hereto and made a part of this resolution by reference.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR

Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER

Deborah Hedgepath

CITY ATTORNEY

Roger A. Horner



SULLIVAN ENGINEERING, INC.

317 MAIN STREET, SUITE 201

FRANKLIN, TN 37064

TELEPHONE (615) 642-5822

May 22, 2017

Mr. Jeff Donegan
Director of Public Works
City of Brentwood
P.O. Box 788
Brentwood, TN 37024

RE: Sunset Road, City of Brentwood
From 600'+/- north of Owl Creek to 300'+/- South of Concord Road (SR-253)
Project length 3,700'+/- L.F. (Inclusive of intersection improvements at Colonel Winstead Drive)
SEI #17-005

Dear Jeff:

Sullivan Engineering, Inc. (SEI) is pleased to submit the following proposal for engineering design services necessary to produce final construction bid documents for the referenced project. To assist Brentwood's City Administrators in allocating funds for design and construction of the subject project, SEI has broken the proposal into various phases, detailing Engineering Design, Field Survey, Geotechnical, and Environmental Services. SEI has also included an initial Construction Engineering Services allowance to cover the first few months of construction activities. A compensation summary has been prepared for the referenced phases allowing City Administrators to authorize services as needed. Engineering services shall be in accordance with design criteria set forth in this document:

Engineering Services

1) Phase One (Design Engineering)

a) Topographic Survey

- i) The topographic survey shall contain all information required by the TN. Department of Transportation (T.D.O.T.).
 - (1) Survey data shall be delivered in a format compatible with AutoCAD
 - (2) Survey data shall be compatible with Brentwood's GIS Data Base

b) Preliminary Roadway Design Documents

- i) Coordinate Alignment with City,
- ii) Contact utility owners to initiate relocation design efforts,
- iii) Identify and size storm water hydraulic system,
 - (1) Storm drain and ditches (10 Year Design Frequency)
 - (2) Cross Drains (50 Year Design Frequency)
 - (a) Initiate Structure Design
 - (i) TDOT Box/Slab Culver
- iv) Identify Land Parcels impacted by construction,
- v) Prepare exhibits and Attend Public Meetings.

c) Geotechnical & Structural Investigations

- i) Slope recommendations,
 - (1) Treatment of Unstable Soil
- ii) 10 & 20 Year Paving Design,
- iii) Prepare and issue written report.

d) Right-of-Way Design Documents

- i) Engineer's Estimated Construction Cost Analysis
 - (1) Roadway improvements
 - (2) Property acquisition
 - (3) Utility Impact
- ii) Roadway Cross-Sections (Design as needed, final documents at 50ft. Interval)
- iii) Issuance of Right-of-Way design documents
 - (1) Property Acquisition descriptions and exhibits
 - (a) Property Appraisal and Title Search by the City
- iv) Update utility relocation efforts,
- v) Prepare Erosion and Water Quality Permits,
 - (1) All Application, Review and Permits fees to be paid by the City
 - (a) TN Dept. of Environment of Conservation
 - (b) Corp of Engineers
 - (c) US Fish and Wildlife

e) Construction Design and Bid Documents

- i) Construction Details
 - (1) Roadway Typical Sections
 - (2) TDOT Box/Slab Culvert Design Details
 - (3) Storm drainage design
 - (a) Drainage Map
 - (b) Hydraulic Analysis
 - (4) Special Details, Notes and Standard Drawings
- ii) Distribute final design documents to utility companies to complete relocation-engineering efforts.
- iii) Unit Price Bid,
 - (1) TDOT Item Numbers and Descriptions
 - (a) Footnotes as needed
- iv) Construction Project Manual and Specifications Engineering Joint Council Document Committee (EJCDC) Format,
 - (1) Document shall include Supplemental TDOT Special Provisions as required.
- v) Attend Bid Opening
 - (1) Open bids
 - (2) Review Bids for completeness and accuracy
 - (3) Tabulate and issue bid summary
- vi) Attend pre-construction meeting.

3) Phase Three Construction Administration Services:

- a) The budget provided in this agreement is to cover the first 2 to 3 months of construction activity, while a more comprehensive scope of services and budget amendment is developed covering the duration of Construction

b) Contract Administration & Observation

- i) Review and prepare Change Orders and Change Directives,
- ii) Review and approve monthly pay request,
- iii) Request and evaluate value engineering proposals,
- iv) Issue Supplemental Drawings and Instructions,
- v) Review and Approve Shop Drawings.
- vi) Field visit and written reports as required

c) Construction Testing & Observation

- i) Supplement City Staff as requested
 - (1) Observe roadway testing operations,
 - (2) Observe quality control and installation of materials,
 - (3) Field visit and written reports as required.

SUMMARY OF PROPOSED FEE

Design Task Required	2017 Budget
FIELD SURVEY	
Survey (Topographic Data, Owners, Deed Research, Property Lines, Acquisition Table) Compatible with Brentwood GIS Coordinate System	\$46,000.00
Survey Property Acquisition (Stake Center Line, Right-of-Way, & furthest easement point, 2 mobilizations max)	\$5,175.00
Survey work associated with Columbia Gulf Transmission Line	\$1,725.00
SUB-TOTAL SURVEY	\$52,900.00
ROADWAY ENGINEERING DESIGN	
Preliminary Design Documents (No TDOT Involvement, Design termini will be From 600' +/- north of Owl Creek to 300' +/- South of Concord Road (SR-253))	\$115,440.00
R-O-W Design Documents (No TDOT Involvement)	\$81,100.00
Construction Documents (No TDOT Involvement, One bid Package)	\$62,400.00
Final quantities, details, notes and standard drawings	\$31,200.00
Construction project manual (EJCDC Bid Documents, with TDOT Material Specifications)	\$15,600.00
Distribution of Design Documents to Existing Utilities, for relocation purposes. (Does not include design or survey services)	\$6,200.00
SUB-TOTAL ENGINEERING	\$311,940.00
TRAFFIC ENGINEERING	
Fire Station Flasher Design, Project Coordination	\$2,880.00
SUB-TOTAL SIGNAL/TRAFFIC	\$2,880.00
ENVIRONMENTAL DOCUMENTATION	
Phase I Environmental Site Assessment (Hydrologic Determination, Wetland Evaluation, Cultural Resources, Endangered Species, Written Documentation. No TDOT Involvement with regard to review and acceptance)	\$13,800.00
Survey Stake Centerline & Control Points (for preparation of the environmental document, 1 mobilization)	\$5,750.00
Environmental Permit Preparation and Meetings	\$40,600.00
Mapping/CAD/GIS Services	\$1,700.00
SUB-TOTAL ENVIRONMENTAL	\$61,850.00
ELECTRICAL ENGINEERING DESIGN	
Roadway Lighting Design	\$8,600.00
SUB-TOTAL ELECTRICAL	\$8,600.00
GEOTECHNICAL ENGINEERING	
Geotechnical (Not TDOT Compliant, includes exploration for Bridge design, slope and pavement recommendations)	\$15,800.00
Survey Stake Geo technical bore locations (2 mobilizations max)	\$5,750.00
SUB-TOTAL GEOTECHNICAL	\$21,550.00
MISCELLANEOUS SERVICES	
Reproduction (PDF's/Meeting Display, all other printing by the City)	\$1,400.00
Preparation and Attendance at a Public Meeting (Court Reporter and Printing of Documents by the City)	\$2,880.00
SUB-TOTAL MISCELLANEOUS	\$4,280.00
SUB-TOTAL DESIGN SERVICES	\$464,000.00
Limited Construction Engineering Inspection Allowance. This amount will cover the initial start of the project while a comprehensive schedule of services and fees are developed and approved	\$20,000.00

Design Task Required	2017 Budget
to cover the duration of the contract.	
TOTAL DESIGN SERVICES	\$484,000.00

RECOMMENDED ALLOWANCE	2017 Budget
Environmental Mitigation Design Documents	\$31,000.00

This project is to be developed in accordance with City of Brentwood and T.D.O.T. Guidelines, with compensation determined on a Lump Sum basis. The fee for this project shall include all items listed in the Scope of Work, printing, and travel expenses. All printing will be the responsibility of Sullivan Engineering, Inc. All documents shall be computer generated (AutoCAD) and reproduced on a media suitable for printing.

Please find enclosed the following for your review and further explanation of the scope of services to be provided as part of this project:

- Proposed Improvement Narrative;
- Scope of Services,
- Location Map,
- Schematic Layout,
- Design/Construction Schedule,
- Supplement to "Agreement between OWNER and ENGINEER for Professional Services", and
- Exhibit "A" & "C" Work Order.

SEI's proposal is prepared with the understanding the project is fully funded by the City of Brentwood, and not utilizing Federal or State Funds on any aspect of the project. Although the project does not contain Federal or State Funding, our design efforts are based on standards and accepted practice set forth by these agencies in combination with City of Brentwood design standards. Although the aforementioned design criteria shall be utilized in development of the project, SEI's scope of work and fee does not include coordination or review by said agencies.

Although SEI's feels that all items have been adequately covered three areas of concern are sometimes hard to predict. Items of concern would be traffic projections, environmental issues, and geotechnical. However, SEI feels what is proposed adequately covers the requirements of this project. Therefore, in keeping with typical projects of this nature, SEI does not foresee any reason for additional services over and above what is customary practice.

I hope this proposal meets with your approval. Please phone after you have had a chance to review this proposal or if there are any questions.

Sincerely,
Sullivan Engineering, Inc.

Paul Collins

Paul V. Collins, Jr.
Vice President

Cc: Mr. Richard Sullivan, PE, President Sullivan Engineering, Inc.

PROPOSED IMPROVEMENTS

PROPOSED IMPROVEMENTS:

Project Length: 3,700+/- L.F. (Inclusive of intersection improvements at Colonel Winstead Drive)

Design development aspects of this project are based on schematic layouts prepared by Sullivan Engineering, Inc. as prepared for the City of Brentwood for the 2015-2016 Capitol Improvement Budget. Design documents shall incorporate areas of concern identified in the Phase 1 Environmental Assessment, developed as part of this agreement by the McDonald Company. This project is to be constructed by the City of Brentwood with construction documents prepared in a TN Department of Transportation format using AutoCAD 2004 or newer.

The project will start 600' +/- north of Owl Creek and extend northerly to a point 300' +/- South of Concord Road (SR-253) intersection with Sunset Road. Sunset Road's typical roadway section shall be a 3-lane curb and gutter roadway, consisting of 3 @ 11'-0" lanes flanked with 6'-30" curb and gutter and a 5'-0" grass area behind the curb, contained within a minimum proposed right-of-way width of 66'-0". Sunset Road's typical section contains a center turn lane, which may or may not contain an intermittent raised median. The western side of the road will include an asphalt multi-use (bike/walk) path 10'-0" in width. The multi-use path shall be parallel to Sunset Road's western curb line.

Inclusion of an intermittent raised grass median in the center turn lane will serve two purposes. Which would be s means to control access and speed. Exact locations of the raised medians will be determined during the design process and coordinated with City Staff. Another benefit to the intermittent raised islands is they could yield a traffic calming effect.

The storm drainage system shall be per TDOT design criteria using Class III Reinforced Concrete Pipe. Box/Slab culverts when required shall be per standard drawings available from the TN. Dept. of Transportation. This section of Sunset Road has two existing stream crossing and it is anticipated these structures can be extend using Standard TDOT Box/Slab Culverts. Various water quality permits will be required for all stream crossings and areas of disturbance. Upon completion of a Phase 1 Environmental Impact Statement, it is difficult to ascertain the exact impact the permit process will have on the project design documents.

Roadway improvements should be designed making every attempt to minimizes impact on existing utilities (water, sewer, gas, electric, communication), but at the same time taking full advantage of the existing right-of-way.

Columbia Gulf has three transmission lines crossing Sunset Road, which will need to be evaluated. Several years ago, Columbia Gulf reworked the lines in this area; therefore, we do not anticipate any issues. One of the first tasks will be to ascertain the exact location (Hor/Vert) of these lines and to contact Columbia Gulf on what would be required to avoid relocation of the lines.

The intersection with Concord Road is currently signalized and no other intersections are proposed for signalization at this time. Therefore, all other intersections are based on using stop sign control for control of traffic. The City is currently preparing a CMAQ signaling timing study for the Concord Road Intersection, therefore additional counts or analysis are not required and excluded form the scope of services. Additional lanes are not proposed for the intersection with Concord Road at this time, therefore; adjustment of signal timings is not anticipated, as part of this project.

Additional drainage, slope, and construction easements may be required throughout this project as the design process evolves. All front slopes shall be a 3:1 or flatter slope to the clear zone. All areas disturbed during the construction of this project shall receive topsoil and sod. Vertical and horizontal alignments shall be designed for a 40-mile per hour design speed with emphasis placed on minimizing the impact to adjoining property owners. Horizontal and vertical design criteria shall be in accordance with approved guidelines established within the TN. Department of Transportation.

At this time it is not anticipated a need for any drainage structures other than Class III Reinforced Concrete Pipe or box/slab culverts in construction of the storm drainage system. If required, proposed box or slab culverts shall be selected from available TN. Dept. of Transportation Standards.

Roadway Improvements may require the relocation of water, gas, sewer, telephone, and cable TV lines including customer service connections. All utility relocation design shall be the responsibility of the owner or their assigned representative and not within the scope of the proposal.

SCOPE OF SERVICES

(All documents are to be developed in accordance with current City of Brentwood and T.D.O.T. Design criteria. Standard T.D.O.T. (English) design guidelines and standard drawings shall be used in the development of this project.)

The following list of sheets will be required:

1) Title Sheet

- a) Right-of-Way/Construction

2) Typical Sections

- a) Mainline
- b) Cross-Road
- c) Private Drives
- d) Paving Schedule
 - i) Construction Documents Only

3) Details

- a) Special details and notes
- b) Structural Details
- c) Scope of Work
- d) General Notes
- e) T.D.O.T. Standard Drawings List
- f) Engineer's Estimate of Construction Cost
 - i) At completion of Right-of-Way Documents
 - ii) At completion of Construction Documents

4) Estimated and Tabulated Data

- a) Private Drives
- b) Erosion Control
- c) Traffic Control
- d) Storm and Cross Drainage
- e) Signing & Pavement Markings
- f) Paving Quantities
- g) Earthwork Quantities

5) Present Layout

- a) Scale 1" = 50'
- b) Property Acquisition
 - i) Right-of-Way
 - ii) Permanent and Temporary Easement

6) Proposed Layout/Drainage

- a) Scale 1"=50'
- b) Details as required
- c) Permanent Pavement Markings
- d) Permanent Signing
- e) Storm and Cross Drainage system

7) Proposed Profiles/Drainage

- a) Scale (1"=50' Horiz. & 1"=5' Vert.)
- b) Storm and Cross Drainage systems
- c) Existing utilities
- d) Drainage tabulation tables

8) Driveway Entrance Profiles

- a) Scale (1"=50' Horiz. & 1"=5' Vert.)
- b) All Drives will be paved in accordance with TDOT Guidelines.
- c) Side drain requirements

9) Culvert Sections

- a) As Required

10) Structures

- a) Owl Creek Tributaries with TDOT Box/Slab Structures

11) Geotechnical

- a) Slope Recommendations
- b) Paving Design (10 & 20 Year)
- c) Structure Foundation Guidelines (2 locations)

12) Cross-Sections

- a) 50' Intervals (minimum)
- b) To be included in all Phases

13) Utility Information Plan

- a) Schematic plan compiled by SEI.
 - i) Schematic plan shall be based on design data furnished to SEI by the various utility companies or their representative.

14) Project Reviews

- a) As required with City and T.D.O.T. Officials
 - i) Preliminary
 - ii) Right-Of-Way
 - iii) Construction

15) Public Meeting

- a) Prepare exhibits
- b) Attend Public Meeting
 - i) Court Reporter/Transcript by City of Brentwood

16) Adjoining Project Coordination

- a) By SEI & City of Brentwood

17) Project Management

- a) Coordinate with City Officials
- b) Coordinate with appropriate State agencies as required

18) Traffic Control

- a) Maintain Traffic During Construction
- b) Per T.D.O.T. Guidelines
- c) May require use of one lane Traffic during Daytime operations for a short duration of time
- d) Maintain two lane Traffic during Nighttime and peak demands
- e) Stage construction activity to as not impede peak hour demands

19) Erosion Control

- a) Per Current T.D.O.T. Guidelines
- b) Prepare necessary State and Federal Permits
 - i) Permit submittal and fees by City of Brentwood

Exclusions:

- Aerial survey
- Offsite drainage study
- NEPA, Environmental/Archeological
- All Utility relocation design
- Wetland mitigation
- Roadway Lighting
- Signalization Counts, timing analysis and Design
- Sanitary Sewer Design
- Nolensville College Grove Utility District Water Line
- MTEMC, TVA, NES Design of Power Lines
- Design of AT&T, Comcast, United Technologies, or any communication line
- Design of Columbia Gulf Transmission Lines,
- Design of any other utility that may be encountered during development of the project
- Structural Design (Retaining walls)

**LOCATION MAP
And
TYPICAL SECTION**



LOCATION MAP



**DESIGN AND
CONSTRUCTION SCHEDULE**

<u>TASK</u>	DAYS TO COMPLETION	DATE OF COMPLETION (1)
Issues Notice to Proceed to Sullivan Engineering, Inc.		7/15/2017
Complete Survey and Phase 1 Environmental	30	8/14/2017
Complete Preliminary Design	90	11/12/2017
Initiate Utility Project coordination Process	-21	10/22/2017
Receive Utility Review Comments (Power, Tele, Gas, Water, Sewer, Cable)	14	11/5/2017
Finalize Right-of-Way Documents	100	2/13/2018
Initiates Right-of-Way Design & Property Acquisition Documents/Appraisals, Complete Geotechnical Exploration	-14	1/30/2018
Submit Final Construction Plans to City for Review and Comment	65	4/5/2018
Advertise to Bid Contract (Property Acquisition)	120	8/3/2018
Open Bid	28	8/31/2018
Issue Award of Bid to General Contractor, Schedule Preconstruction Meeting	21	9/21/2018
Complete Construction	375	10/1/2019

NOTES:

(1) Schedule to be adjusted based on issuance of a Notice to Proceed.

Supplement to
“Agreement between OWNER and ENGINEER
for Professional Services”

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion- Covered Transactions:

The Consultant certifies to the best of its knowledge and belief, that it and its principals:

- 1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State or local department or agency;
 - 2) Have not within a 3-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or agreement under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - 3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in this certification; and
 - 4) Have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
 - 5) Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
-

Equal Employment Opportunity:

- a) In connection with the performance of any work on this project, the Consultant shall not discriminate against any employee or applicant for employment because of race, age, religion, color, sex, national origin, disability or marital status. The Consultant will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, age, religion, color, gender, national origin, disability or marital status. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
-

Title VI- Civil Rights Act of 1964:

- a) The Consultant shall comply with all the requirements imposed by the Title VI of the Civil Rights Act of 1964 (42 U.S.C 2000d), 49 C.F.R., Part 21, and related statutes and regulations. The Consultant shall include provisions in all agreements with third parties that ensure compliance with Title VI of the Civil Rights Act of 1964m 49 C.F.R., Part 21, and related statutes and regulations.
-

Conflicts of Interest:

No amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, employee, sub-contractor, or consultant to the City in connection with any work contemplated or performed relative to this Agreement.

D.20 Inspection:

- a) The Consultant shall permit, and shall require its sub-contractor(s) or materials vendor to permit, the TN Department of Transportation's authorized representatives and authorized agents of the Federal Highway Administration to inspect all work, workmanship, materials, payrolls, record and to audit the books, record and accounts pertaining to the financing and development of the Project.

Exhibit “A”

Exhibit A, C.O.B. work order _____, Sunset Road

This is **EXHIBIT A**, consisting of 9 pages, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated October 27, 1998.

Initial:
OWNER _____
ENGINEER *PC*

ENGINEER's Services

Article 1 of the Agreement is amended and supplemented to include the following agreement of the parties.
ENGINEER shall provide Basic and Additional Services as set forth below.

PART 1 -- BASIC SERVICES

A1.01 Study and Report Phase

A. ENGINEER shall:

1. Consult with OWNER to define and clarify OWNER's requirements for the Project and available data.
2. Advise OWNER as to the necessity of OWNER's providing data or services of the types described in Exhibit B which are not part of ENGINEER's Basic Services, and assist OWNER in obtaining such data and services.
3. Identify, consult with, and analyze requirements of governmental authorities having jurisdiction to approve the portions of the Project designed or specified by ENGINEER, including but not limited to mitigating measures identified in the environmental assessment.
4. Identify and evaluate up to three alternate solutions available to OWNER and, after consultation with OWNER, recommend to OWNER those solutions which in ENGINEER's judgment meet OWNER's requirements for the Project.

B. ENGINEER's services under the Study and Report Phase will be considered complete on the date when the final copies of the revised Report have been delivered to OWNER.

A1.02 Preliminary Design Phase (includes Right-of-Way Phase)

A. After acceptance by OWNER of the Report, selection by OWNER of a recommended solution and indication of any specific modifications or changes in the scope, extent, character, or design requirements of the Project desired by OWNER, and upon written authorization from OWNER, ENGINEER shall:

1. On the basis of the above acceptance, selection, and authorization, prepares Preliminary Design Phase documents consisting of final design criteria, preliminary drawings, outline specifications, and written descriptions of the Project.

2. Provide the following services:
 - Preliminary Design and Right-of-Way Design in accordance with Tennessee's Department of Transportation (T.D.O.T.) Design Guidelines.
 - Presentation Drawings for a Public Meeting.
 - Issue Utility Design Coordination Documents
 - Prepare Water Quality Permit
 - Property Acquisition Descriptions

2. Advise OWNER if additional reports, data, information, or services of the types described in Exhibit B are necessary and assist OWNER in obtaining such reports, data, information, or services. The following will be included in the Engineer's Basic Services:

- Topographic Survey – per T.D.O.T. guidelines.
- Utility mapping will be based upon information obtained from utility owners.
- Computer plots and Reproduction cost
- Geotechnical Report

4. Based on the information contained in the Preliminary Design Phase documents, submit a revised opinion of probable Construction Cost and any adjustments to Total Project Costs known to ENGINEER, which will be itemized as provided in paragraph A1.01.A.5.

5. Perform or provide the following additional Preliminary Design Phase tasks or deliverables:

6. Furnish the Preliminary Design Phase documents to and review them with OWNER.

7. Submit to OWNER 1 final copies of the Preliminary Design Phase documents and revised opinion of probable Construction Cost in accordance with the attached schedule after authorization to proceed with this phase.

B. ENGINEER's services under the Preliminary Design Phase will be considered complete on the date when final copies of the Preliminary Design Phase documents have been delivered to OWNER.

A1.03 Final Design Phase (Construction Design Phase)

A. After acceptance by OWNER of the Preliminary Design Phase documents and revised opinion of probable Construction Cost as determined in the Preliminary Design Phase, but subject to any OWNER-directed modifications or changes in the scope, extent, character, or design requirements of or for the Project, and upon written authorization from OWNER, ENGINEER shall:

1. On the basis of the above acceptance, direction, and authorization, prepare final Drawings indicating the scope, extent, and character of the Work to be performed and furnished by Contractor. Specifications will be prepared, where appropriate, in general conformance with the 16-division format of the Construction Specifications Institute and T.D.O.T. Standard Drawings and Specifications.

2. Provide technical criteria, written descriptions, and design data for OWNER's use in filing applications for permits from or approvals of governmental authorities having jurisdiction to review or approve the

final design of the Project and assist OWNER in consultations with appropriate authorities.

3. Advise OWNER of any adjustments to the opinion of probable Construction Cost and any adjustments to Total Project Costs known to ENGINEER, itemized as provided in paragraph A1.01.A.5.

4. In accordance to T.D.O.T. Guidelines, perform or provide the following additional Final Design Phase tasks or deliverables:

5. Prepare and furnish Bidding Documents for review and approval by OWNER, its legal counsel, and other advisors, as appropriate, and assist OWNER in the preparation of other related documents.

6. Submit one final copy of the Bidding Documents and a revised opinion of probable Construction Cost to OWNER in accordance with the attached schedule after authorization to proceed with this phase.

B. In the event that the Work designed or specified by ENGINEER is to be performed or furnished under more than one prime contract, or if ENGINEER's services are to be separately sequenced with the work of one or more prime Contractors (such as in the case of fast-tracking), OWNER and ENGINEER shall, prior to commencement of the Final Design Phase, develop a schedule for performance of ENGINEER's services during the Final Design, Bidding or Negotiating, Construction, and Post-Construction Phases in order to sequence and coordinate properly such services as are applicable to the work under such separate prime contracts. This schedule is to be prepared and included in or become an amendment to Exhibit A whether or not the work under such contracts is to proceed concurrently.

C. The number of prime contracts for Work designed or specified by ENGINEER upon which the ENGINEER's compensation has been established under this Agreement is one.

D. ENGINEER's services under the Final Design Phase will be considered complete on the date when the submittals required by paragraph A1.03.A.6 have been delivered to OWNER.

A1.04 Bidding or Negotiating Phase

A. After acceptance by OWNER of the Bidding Documents and the most recent opinion of probable Construction Cost as determined in the Final Design Phase and upon written authorization by OWNER to proceed, ENGINEER shall:

1. Assist OWNER in advertising for and obtaining bids for the Work and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, attend pre-Bid conferences, if any, and receive and process Contractor deposits or charges for the Bidding Documents.

2. Issue Addenda as appropriate to clarify, correct, or change the Bidding Documents.

3. Consult with OWNER as to the acceptability of subcontractors, suppliers, and other individuals and entities proposed by Contractor for those portions of the Work as to which such acceptability is required by the Bidding Documents.

4. Perform or provide the following additional Bidding or Negotiating Phase tasks or deliverables:

5. Attend the Bid opening, prepare Bid tabulation sheets, and assist OWNER in evaluating Bids or proposals and in assembling and awarding contracts for the Work.

B. The Bidding or Negotiating Phase will be considered complete upon commencement of the Construction Phase or upon cessation of negotiations with prospective Contractors (except as may be required if Exhibit F is a part of this Agreement).

A1.05 *Construction Phase*

A. Upon successful completion of the Bidding and Negotiating Phase, and upon written authorization from OWNER, ENGINEER shall:

1. *General Administration of Construction Contract.* Consult with OWNER and act as OWNER's representative as provided in the General Conditions. The extent and limitations of the duties, responsibilities and authority of ENGINEER as assigned in said General Conditions shall not be modified, except as ENGINEER may otherwise agree in writing. All of OWNER's instructions to Contractor will be issued through ENGINEER, who shall have authority to act on behalf of OWNER in dealings with Contractor to the extent provided in this Agreement and said General Conditions except as otherwise provided in writing.

2. *Resident Project Representative (RPR).* Provide the services of an RPR at the Site to assist the ENGINEER and to provide more extensive observation of Contractor's work. Duties, responsibilities, and authority of the RPR are as set forth in Exhibit D. The furnishing of such RPR's services will not extend ENGINEER's responsibilities or authority beyond the specific limits set forth elsewhere in this Agreement.

3. *Selecting Independent Testing Laboratory.* Assist OWNER in the selection of an independent testing laboratory to perform the services identified in paragraph B2.01.0.

4. *Pre-Construction Conference.* Participate in a Pre-Construction Conference prior to commencement of Work at the Site.

5. *Baselines and Benchmarks.* As appropriate, establish baselines and benchmarks for locating the Work, which in ENGINEER's judgment are necessary to enable Contractor to proceed.

6. *Visits to Site and Observation of Construction.* In connection with observations of Contractor's work in progress while it is in progress:

a. Make visits to the Site at intervals appropriate to the various stages of construction, as ENGINEER deems necessary, in order to observe as an experienced and qualified design professional the progress and quality of the Work. Such visits and observations by ENGINEER, and the Resident Project Representative, if any, are not intended to be exhaustive or to extend to every aspect of Contractor's work in progress or to involve detailed inspections of Contractor's work in progress beyond the responsibilities specifically assigned to ENGINEER in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on ENGINEER's exercise of professional judgment as assisted by the Resident Project Representative, if any. Based on information

obtained during such visits and such observations, ENGINEER will determine in general if Contractor's work is proceeding in accordance with the Contract Documents, and ENGINEER shall keep OWNER informed of the progress of the Work.

b. The purpose of ENGINEER's visits to, and representation by the Resident Project Representative, if any, at the Site, will be to enable ENGINEER to better carry out the duties and responsibilities assigned to and undertaken by ENGINEER during the Construction Phase, and, in addition, by the exercise of ENGINEER's efforts as an experienced and qualified design professional, to provide for OWNER a greater degree of confidence that the completed Work will conform in general to the Contract Documents and that the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents has been implemented and preserved by Contractor. ENGINEER shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work, nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, or for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work. Accordingly, ENGINEER neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

7. *Defective Work.* Recommend to OWNER that Contractor's work be disapproved and rejected while it is in progress if, on the basis of such observations, ENGINEER believes that such work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents.

8. *Clarifications and Interpretations; Field Orders.* Issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of Contractor's work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. ENGINEER may issue Field Orders authorizing minor variations from the requirements of the Contract Documents.

9. *Change Orders and Work Change Directives.* Recommend Change Orders and Work Change Directives to OWNER, as appropriate, and prepare Change Orders and Work Change Directives as required.

10. *Shop Drawings and Samples.* Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which Contractor is required to submit, but only for conformance with the information given in the Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated in the Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto. ENGINEER has an obligation to meet any Contractor's submittal schedule that has earlier been acceptable to ENGINEER.

11. *Substitutes and "or-equal."* Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor, but subject to the provisions of paragraph A2.02.A.2 of this Exhibit A.

12. *Inspections and Tests.* Require such special inspections or tests of Contractor's work as deemed

reasonably necessary, and receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Contract Documents. ENGINEER's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Contract Documents. ENGINEER shall be entitled to rely on the results of such tests.

13. *Disagreements between OWNER and Contractor.* Render formal written decisions on all claims of OWNER and Contractor relating to the acceptability of Contractor's work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of Contractor's work. In rendering such decisions, ENGINEER shall be fair and not show partiality to OWNER or Contractor and shall not be liable in connection with any decision rendered in good faith in such capacity.

14. *Applications for Payment.* Based on ENGINEER's observations as an experienced and qualified design professional and on review of Applications for Payment and accompanying supporting documentation:

a. Determine the amounts that ENGINEER recommends Contractor be paid. Such recommendations of payment will be in writing and will constitute ENGINEER's representation to OWNER, based on such observations and review, that, to the best of ENGINEER's knowledge, information and belief, Contractor's work has progressed to the point indicated, the quality of such work is generally in accordance with the Contract Documents (subject to an evaluation of the Work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents and to any other qualifications stated in the recommendation), and the conditions precedent to Contractor's being entitled to such payment appear to have been fulfilled in so far as it is ENGINEER's responsibility to observe Contractor's work. In the case of unit price work, ENGINEER's recommendations of payment will include final determinations of quantities and classifications of Contractor's work (subject to any subsequent adjustments allowed by the Contract Documents). The responsibilities of ENGINEER contained in paragraph A1.05.A.6.a are expressly subject to the limitations set forth in paragraph A1.05.A.6.b and other express or general limitations in this Agreement and elsewhere.

b. By recommending any payment, ENGINEER shall not thereby be deemed to have represented that observations made by ENGINEER to check the quality or quantity of Contractor's work as it is performed and furnished have been exhaustive, extended to every aspect of Contractor's work in progress, or involved detailed inspections of the Work beyond the responsibilities specifically assigned to ENGINEER in this Agreement and the Contract Documents. Neither ENGINEER's review of Contractor's work for the purposes of recommending payments nor ENGINEER's recommendation of any payment including final payment will impose on ENGINEER responsibility to supervise, direct, or control Contractor's work in progress or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto, or Contractor's compliance with Laws and Regulations applicable to Contractor's furnishing and performing the Work. It will also not impose responsibility on ENGINEER to make any examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, or to determine that title to any portion of the work in progress, materials, or equipment has passed to OWNER free and clear of any liens, claims, security interests, or encumbrances, or that there may not be other matters at issue between OWNER and Contractor that might affect the amount that should be paid.

15. *Contractor's Completion Documents.*

- a. Receive and review maintenance and operating instructions, schedules, and guarantees.
- b. Receive bonds, certificates, or other evidence of insurance not previously submitted and required by the Contract Documents, certificates of inspection, tests and approvals, Shop Drawings, Samples and other data approved as provided under paragraph A1.05.A.10, and the annotated record documents which are to be assembled by Contractor in accordance with the Contract Documents to obtain final payment. The extent of such ENGINEER's review will be limited as provided in paragraph A1.05.A.10.
- c. ENGINEER shall transmit these documents to OWNER.

16. *Substantial Completion.* Promptly after notice from Contractor that Contractor considers the entire Work ready for its intended use, in company with OWNER and Contractor, conduct an inspection to determine if the Work is Substantially Complete. If after considering any objections of OWNER, ENGINEER considers the Work Substantially Complete, ENGINEER shall deliver a certificate of Substantial Completion to OWNER and Contractor.

17. *Additional Tasks.* Perform or provide the following additional Construction Phase tasks or deliverables:

18. *Final Notice of Acceptability of the Work.* Conduct a final inspection to determine if the completed Work of Contractor is acceptable so that ENGINEER may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, ENGINEER shall also provide a notice in the form attached hereto as Exhibit E (the "Notice of Acceptability of Work") that the Work is acceptable (subject to the provisions of paragraph A1.05.A.14.b) to the best of ENGINEER's knowledge, information, and belief and based on the extent of the services provided by ENGINEER under this Agreement.

B. *Duration of Construction Phase.* The Construction Phase will commence with the execution of the first Construction Agreement for the Project or any part thereof and will terminate upon written recommendation by ENGINEER for final payment to Contractors. If the Project involves more than one prime contract as indicated in paragraph A1.03.C, Construction Phase services may be rendered at different times in respect to the separate contracts.

C. *Limitation of Responsibilities.* ENGINEER shall not be responsible for the acts or omissions of any Contractor, or of any of their subcontractors, suppliers, or of any other individual or entity performing or furnishing any of the Work. ENGINEER shall not be responsible for failure of any Contractor to perform or furnish the Work in accordance with the Contract Documents.

A1.06 *Post-Construction Phase*

A. Upon written authorization from OWNER, ENGINEER, during the Post-Construction Phase, shall:

- 1. Together with Owner, visit the project to observe any apparent defects in the work, assist OWNER in consultations and discussions with Contractor concerning corrections of any such defects, and make recommendations as to replacement or corrections of Defective Work, if present
- 2. Perform or provide the following additional Post-Construction Phase tasks or deliverables:

3. In company with OWNER or OWNER's representative, provide an inspection of the Project within one month before the end of the Correction Period to ascertain whether any portion of the Work is subject to correction.

B. The Post-Construction Phase services may commence during the Construction Phase and, if not otherwise modified in this Exhibit A, will terminate at the end of the Correction Period.

PART 2 -- ADDITIONAL SERVICES

A2.01 Additional Services Requiring OWNER's Authorization in Advance

A. If authorized in writing by OWNER, ENGINEER shall furnish or obtain from others Additional Services of the types listed below. These services will be paid for by OWNER as indicated in Article 4 of the Agreement.

1. Preparation of applications and supporting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans or advances in connection with the Project; preparation or review of environmental assessments and impact statements; review and evaluation of the effects on the design requirements for the Project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Project.

2. Services to make measured drawings of or to investigate existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by OWNER.

3. Services resulting from significant changes in the scope, extent, or character of the portions of the Project designed or specified by ENGINEER or its design requirements including, but not limited to, changes in size, complexity, OWNER's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date of this Agreement or are due to any other causes beyond ENGINEER's control.

4. Services resulting from OWNER's request to evaluate additional Study and Report Phase alternative solutions beyond those identified in paragraph A1.01.A.4.

5. Services required as a result of OWNER's providing incomplete or incorrect Project information with respect to Exhibit B.

6. Providing renderings or models for OWNER's use.

7. Undertaking investigations and studies including, but not limited to, detailed consideration of operations, maintenance, and overhead expenses; the preparation of feasibility studies, cash flow and economic evaluations, rate schedules, and appraisals; assistance in obtaining financing for the Project; evaluating processes available for licensing, and assisting OWNER in obtaining process licensing; detailed quantity surveys of materials, equipment, and labor; and audits or inventories required in connection with construction performed by OWNER.

8. Furnishing services of ENGINEER's Consultants for other than Basic Services.
9. Services attributable to more prime construction contracts than specified in paragraph A1.03.C.
10. Services during out-of-town travel required of ENGINEER other than for visits to the Site or OWNER's office.
11. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering, and constructability review requested by OWNER; and performing or furnishing services required to revise studies, reports, Drawings, Specifications, or other Bidding Documents as a result of such review processes.
12. Preparing additional Bidding Documents or Contract Documents for alternate bids or prices requested by OWNER for the Work or a portion thereof.
13. Determining the acceptability of substitute materials and equipment proposed during the Bidding or Negotiating Phase when substitution prior to the award of contracts is allowed by the Bidding Documents.
14. Assistance in connection with Bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services, except when such assistance is required by Exhibit F.
15. Providing construction surveys and staking to enable Contractor to perform its work other than as required under paragraph A1.05.A.5, and any type of property surveys or related engineering services needed for the transfer of interests in real property; and providing other special field surveys.
16. Providing Construction Phase services beyond the Contract Times set forth in Exhibit C.
17. Providing assistance in resolving any Hazardous Environmental Condition in compliance with current Laws and Regulations.
18. Preparing and furnishing to OWNER Record Drawings showing appropriate record information based on Project annotated record documents received from Contractor.
19. Preparation to serve or serving as a consultant or witness for OWNER in any litigation, arbitration or other dispute resolution process related to the Project.
21. Providing more extensive services required to enable ENGINEER to issue notices or certifications requested by OWNER under paragraph 6.01.G of the Agreement.
22. Other services performed or furnished by ENGINEER not otherwise provided for in this Agreement.

A2.02 *Required Additional Services*

A. ENGINEER shall perform or furnish, without requesting or receiving specific advance authorization from OWNER, the Additional Services of the types listed below. ENGINEER shall advise OWNER in writing

promptly after starting any such Additional Services.

1. Services in connection with Work Change Directives and Change Orders to reflect changes requested by OWNER so as to make the compensation commensurate with the extent of the Additional Services rendered.

2. Services in making revisions to Drawings and Specifications occasioned by the acceptance of substitute materials or equipment other than "or-equal" items; and services after the award of the Construction Agreement in evaluating and determining the acceptability of a substitution which is found to be inappropriate for the Project or an excessive number of substitutions.

3. Services resulting from significant delays, changes, or price increases occurring as a direct or indirect result of materials, equipment, or energy shortages.

4. Additional or extended services during construction made necessary by (1) emergencies or acts of God endangering the Work, (2) an occurrence of a Hazardous Environmental Condition, (3) Work damaged by fire or other cause during construction, (4) a significant amount of defective, neglected, or delayed work by Contractor, (5) acceleration of the progress schedule involving services beyond normal working hours, or (6) default by Contractor.

5. Services (other than Basic Services during the Post-Construction Phase) in connection with any partial utilization of any part of the Work by OWNER prior to Substantial Completion.

6. Evaluating an unreasonable claim or an excessive number of claims submitted by Contractor or others in connection with the Work.

Exhibit “C”

Exhibit C, C.O.B. work order _____, Sunset Road

This is **EXHIBIT C**, consisting of 1 page, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated October 27, 1998.

Initial:
OWNER _____
ENGINEER *PC*

Payments to ENGINEER for Services and Reimbursable Expenses

Article 4 of the Agreement is amended and supplemented to include the following agreement of the parties:

ARTICLE 4 -- PAYMENTS TO THE ENGINEER

C4.01 *For Basic Services Having A Determined
Scope --Lump Sum Method of Payment*

A. OWNER shall pay ENGINEER for Basic Services set forth in Exhibit A, except for services of ENGINEER's Resident Project Representative and Post-Construction Phase services, if any, as follows:

1. A Lump Sum (Budgeted/Authorized) amount of \$484,000.00 based on the following assumed distribution of compensation:

Authorized Budget

Design Task Required	2017 Budget
FIELD SURVEY	
Survey (Topographic Data, Owners, Deed Research, Property Lines, Acquisition Table) Compatible with Brentwood GIS Coordinate System	\$46,000.00
Survey Property Acquisition (Stake Center Line, Right-of-Way, & furthest easement point, 2 mobilizations max)	\$5,175.00
Survey work associated with Columbia Gulf Transmission Line	\$1,725.00
SUB-TOTAL SURVEY	\$52,900.00
ROADWAY ENGINEERING DESIGN	
Preliminary Design Documents (No TDOT Involvement, Design termini will be From 600'+/- north of Owl Creek to 300'+/- South of Concord Road (SR-253))	\$115,440.00
R-O-W Design Documents (No TDOT Involvement)	\$81,100.00
Construction Documents (No TDOT Involvement, One bid Package)	\$62,400.00
Final quantities, details, notes and standard drawings	\$31,200.00
Construction project manual (EJCDC Bid Documents, with TDOT Material Specifications)	\$15,600.00
Distribution of Design Documents to Existing Utilities, for relocation purposes. (Does not include design or survey services)	\$6,200.00
SUB-TOTAL ENGINEERING	\$311,940.00
TRAFFIC ENGINEERING	
Fire Station Flasher Design, Project Coordination	\$2,880.00
SUB-TOTAL SIGNAL/TRAFFIC	\$2,880.00
ENVIRONMENTAL DOCUMENTATION	
Phase 1 Environmental Site Assessment (Hydrologic Determination, Wetland Evaluation, Cultural Resources, Endangered Species, Written Documentation. No TDOT Involvement with regard to review and acceptance)	\$13,800.00
Survey Stake Centerline & Control Points (for preparation of the environmental document, 1	\$5,750.00

Design Task Required	2017 Budget
mobilization)	
Environmental Permit Preparation and Meetings	\$40,600.00
Mapping/CAD/GIS Services	\$1,700.00
SUB-TOTAL ENVIRONMENTAL	\$61,850.00
ELECTRICAL ENGINEERING DESIGN	
Roadway Lighting Design	\$8,600.00
SUB-TOTAL ELECTRICAL	\$8,600.00
GEOTECHNICAL ENGINEERING	
Geotechnical (Not TDOT Compliant, includes exploration for Bridge design, slope and pavement recommendations)	\$15,800.00
Survey Stake Geo technical bore locations (2 mobilizations max)	\$5,750.00
SUB-TOTAL GEOTECHNICAL	\$21,550.00
MISCELLANEOUS SERVICES	
Reproduction (PDF's/Meeting Display, all other printing by the City)	\$1,400.00
Preparation and Attendance at a Public Meeting (Court Reporter and Printing of Documents by the City)	\$2,880.00
SUB-TOTAL MISCELLANEOUS	\$4,280.00
SUB-TOTAL DESIGN SERVICES	\$464,000.00
Limited Construction Engineering Inspection Allowance. This amount will cover the initial start of the project while a comprehensive schedule of services and fees are developed and approved to cover the duration of the contract.	\$20,000.00
TOTAL DESIGN SERVICES	\$484,000.00

RECOMMENDED ALLOWANCE	2017 Budget
Environmental Mitigation Design Documents	\$31,000.00

Total Authorized Budgeted \$484,000.00

2. ENGINEER may alter the distribution of compensation between individual phases noted herein to be consistent with services actually rendered, but shall not exceed the total Lump Sum amount unless approved in writing by the OWNER.

3. The Lump Sum includes compensation for ENGINEER's services and services of ENGINEER's Consultants, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor, overhead, profit, and Reimbursable Expenses.

4. The portion of the Lump Sum amount billed for ENGINEER's services will be based upon ENGINEER's estimate of the proportion of the total services actually completed during the billing period to the Lump Sum.

5. The Lump Sum is conditioned on Contract Times to complete the Work not exceeding 6 months. Should the Contract Times to complete the Work be extended beyond this period, the total compensation to ENGINEER shall be appropriately adjusted.

6. This Exhibit C may be replaced or supplemented for future projects authorized by OWNER.

This is **Appendix 1 to EXHIBIT C**, consisting of 1 page, referred to in and part of the **Agreement between OWNER and ENGINEER for Professional Services** dated October 27, 1998

Initial:
OWNER _____
ENGINEER *PC*

Reimbursable Expenses Schedule

Current agreements for engineering services stipulate that the Reimbursable Expenses are subject to review and adjustment per Exhibit C. Reimbursable expenses for services performed on the date of the Agreement are:

Fax	\$0.25	Page
8" x 11" Copies/Impressions	\$0.25	Page
11"x17" Copies/Impression	\$0.50	Page
24" x 36" Prints	\$0.50	Sq. Ft.
Minimum setup time	\$10.00	Per Plot
Reproducible Copies (Mylar)	\$5.00	Sq. Ft.
Reproducible B/W Copies (Paper)	\$3.00	Sq. Ft.
Reproducible Color Copies Paper)	\$4.00	Sq. Ft.
Mileage (auto)	\$0.54	Mile

Standard Hourly Rates Schedule

Current agreements for engineering services stipulate that the standard hourly rates are subject to review and adjustment per Exhibit C. Hourly rates for services performed on the date of the Agreement are:

Billing Class 9	Professional Engineer II	\$171.40
Billing Class 8	Professional Engineer I	\$158.36
Billing Class 7	Staff Associate/Project Coordinator	\$127.07
Billing Class 6	Project Manager	\$115.30
Billing Class 5	Roadway Designer II	\$108.68
Billing Class 4	Roadway Designer I	\$102.79
Billing Class 3	CADD Technician	\$96.99
Billing Class 2	Secretary	\$96.39
Billing Class 1	Office Helper	\$62.52



Sunset Road Widening Section

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Resolution 2017-48 - Interlocal Agreement with Williamson County Board of Education Regarding Funding for Improvements to BHS and BMS Campus

Submitted by: Kirk Bednar, Administration

Department: Administration

Information

Subject

Resolution 2017-48 - Interlocal Agreement with Williamson County Board of Education Regarding Funding for Improvements to Brentwood High School and Brentwood Middle School Campus.

Background

On May 8, 2017, the Board of Commissioners approved Resolution 2017-29, which stated the City's intent to provide \$2.4 million in funding from the unobligated fund balance of the City's Adequate Schools Facility Tax fund to support planned improvements at the combined Brentwood High/Middle school campus. These improvements include athletic field improvements, construction of an additional parking lot and a new access drive from Granny White Pike, and construction of a three story education building targeted primarily at middle and high school science, technology, and math courses. The building will increase the capacity of Brentwood High School from 1,628 students to 2,000 and Brentwood Middle School from 1,105 students to 1,500 students.

Approval of the contribution from the City was contingent upon the following actions by the Williamson County Commission and the Williamson County School Board:

1. The County Commission must approve an intent to fund the proposed BHS/BMS expansion plan at the May 8, 2017 meeting.
2. The School Board must approve the school attendance zoning plan commonly referred to as "Plan A".

Both of the above actions have occurred at the county level.

The funding contribution was also contingent upon an interlocal agreement between the City and the Williamson County Board of Education formalizing the following conditions:

1. Park Department access to schedule use of the artificial turf field at BHS during non-school hours when not in use by the school district.
2. Park Department access to schedule use of the tennis courts at Ravenwood High

- School during non-school hours when the courts are not in use by the school district.
3. Transfer of ownership of the land on which the Woodland Middle School baseball and multi-purpose fields sit, provided the school district will have priority access for school related activities.
 4. School district agreement to coordinate with the City on future development of athletic facilities at the Split Log Road middle school site with the goal, subject to approval by both parties a full joint use/development agreement for those facilities.
 5. School district agreement to grant the City a future public sewer easement on the Scales Elementary School property to allow the City to make the existing private sewer line on the school property a public sewer line and facilitate future elimination of an existing sewer pump station in the Arden Woods area.
 6. School district agreement to grant the City a water line easement in a mutually agreed upon location across the Split Log Road school site.

The attached interlocal agreement includes all of the conditions list above and provides that the agreement can only be terminated if the governing bodies of both the City and the Board of Education vote to do so. The Williamson County School Board unanimously approved the interlocal agreement at its June 19, 2017 meeting.

With regards to the transfer of ownership of the athletic facilities at Woodland Middle School to the City, the agreement also includes a provision that grants the City a non-exclusive easement to use the access drive and the parking area behind Woodland Middle School except during regular school hours. Note that the actual transfer of the property from the school district to the City will occur via separate action of the Board following completion of all survey work and preparation of property descriptions.

Exhibit A to the agreement provides additional details regarding the City's use of school district athletic facilities at Brentwood and Ravenwood high schools. As discussed previously, the City's access to the Brentwood High School turf football field and Ravenwood High School tennis courts will be limited only when:

- School is in session;
- The facilities are in use by athletic teams or athletic events sponsored by Williamson County schools; or
- The facilities are in use by other school sponsored groups, such as the band.

Outside of these limitations, the agreement provides that the City will have first right to use of the facilities by City recognized athletic user groups at no cost, including use of athletic facility lighting, adjacent restroom facilities, and parking areas. The City assumes no responsibility for normal maintenance and upkeep of the facilities but would be responsible for any damage caused to the facilities as a result of City authorized use. Also, any City authorized group using the facilities would be required to list the Williamson County Board of Education as an additional insured party.

Staff Recommendation

Staff believes the attached interlocal agreement adequately formalizes the conditions approved by the Board of Commissioners on May 8, 2017 and therefore recommends approval.

Previous Commission Action

On May 8, 2017 the Board of Commissioners approved Resolution 2017-29 stating the intent for the City to provide \$2.4 million in funding to the Williamson County School District.

Fiscal Impact

Amount : \$2,400,000

Source of Funds: Adequate Facilities Tax Fund

Account Number:

Fiscal Impact:

The projected fund balance in the Adequate Facilities Tax Fund at the end of FY 2017 is approximately \$2,350,000. If approved, sufficient funds are currently available for the first proposed payment of \$2 million to be made this fiscal year. Based on monthly collections over the past 12 months, it is projected that sufficient funds will be available to complete the final \$400,000 contribution by August 31, 2017.

Attachments

Resolution 2017-48

Interlocal Agreement

RESOLUTION 2017-48

A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO AUTHORIZE THE MAYOR TO EXECUTE AN INTERLOCAL AGREEMENT BY AND BETWEEN THE CITY OF BRENTWOOD AND THE WILLIAMSON COUNTY BOARD OF EDUCATION FOR FUNDING OF IMPROVEMENTS TO THE BRENTWOOD HIGH SCHOOL/BRENTWOOD MIDDLE SCHOOL CAMPUS AND OTHER MATTERS, A COPY OF SAID AGREEMENT BEING ATTACHED HERETO AND MADE A PART OF THIS RESOLUTION BY REFERENCE

BE IT RESOLVED BY THE CITY OF BRENTWOOD, TENNESSEE, AS FOLLOWS:

SECTION 1. That the Mayor is hereby authorized to execute an interlocal agreement by and between the City of Brentwood and the Williamson County Board of Education for funding of improvements to the Brentwood High School/Brentwood Middle School campus and other matters, a copy of said agreement being attached hereto and made a part of this resolution by reference.

SECTION 2. That this resolution shall take effect from and after its passage, the general welfare of the City of Brentwood, Williamson County, Tennessee requiring it.

MAYOR Jill Burgin

ADOPTED: _____

Approved as to form:

RECORDER Deborah Hedgepath

CITY ATTORNEY Roger A. Horner

**INTERLOCAL AGREEMENT BETWEEN
THE CITY OF BRENTWOOD, TENNESSEE AND
THE WILLIAMSON COUNTY BOARD OF EDUCATION**

THIS INTERLOCAL AGREEMENT, (“Agreement”), is made and entered into pursuant to Tennessee law, by and between the **CITY OF BRENTWOOD, TENNESSEE** (hereinafter “Brentwood”), and the **WILLIAMSON COUNTY BOARD OF EDUCATION**, (hereinafter “WCBOE”), concerning the funding of improvements to the Brentwood High School and Brentwood Middle School campus, the use of certain WCBOE athletic facilities by Brentwood, the future development of athletic facilities on property owned by WCBOE at Split Log Road, the transfer of ownership of certain athletic field property currently used by Woodland Middle School to Brentwood, and the dedication of certain utility easements by WCBOE to Brentwood.

WHEREAS, WCBOE has approved a long-term facilities plan that includes improvements to the combined Brentwood High School/Brentwood Middle School campus at an estimated cost of over \$17 million (said improvements being hereinafter referred to as “the BHS/BMS Improvement Project”); and

WHEREAS, the BHS/BMS Improvement Project is designed to increase the capacity of Brentwood High School from 1,628 students to 2,000 students and Brentwood Middle School from 1105 students to 1500 students; and

WHEREAS, pursuant to Resolution 2017-29, Brentwood authorized funding in the amount of \$2,400,000 from its Adequate Facilities Tax Fund for use toward the BHS/BMS Improvement Project, contingent upon various conditions, including: (a) the approval by the Williamson County Commission of funding for the BHS/BMS Improvement Project; (b) approval by the WCBOE of a school attendance zoning plan referred to as “Plan A”; and (c) execution of an interlocal agreement between Brentwood and WCBOE establishing various terms and conditions; and

WHEREAS, the Williamson County Commission voted on May 8, 2017 to approve funding for the BHS/BMS Improvement Project; and

WHEREAS, WCBOE has approved the school attendance zoning plan referred to as “Plan A”; and

WHEREAS, in addition to providing for funding of the BHS/BMS Improvement Project, Brentwood and WCBOE desire to provide for the use of certain WCBOE athletic facilities by Brentwood, the future development of athletic facilities on property owned by WCBOE at Split Log Road, the transfer of ownership of certain athletic field property currently used by Woodland Middle School to Brentwood, and the dedication of certain utility easements by WCBOE to Brentwood; and

WHEREAS, pursuant to *Tennessee Code Annotated*, Section 12-9-104, Brentwood and WCBOE (collectively referred to hereinafter as “the Parties”) have the express authority to enter into interlocal agreements to exercise any powers, privileges or authority vested in, funded by, and/or under the control of their governing bodies and relative to which the governing bodies may make other types of contracts; and

WHEREAS, pursuant to *Tennessee Code Annotated*, Section 12-9-110, public agencies may contract with other public agencies for the conveyance or transfer of property, real or personal.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

1. PURPOSE. The purpose of this Agreement is to provide for funding by Brentwood to WCBOE for the BHS/BMS Improvement Project, and to provide for the use of certain WCBOE athletic facilities by Brentwood, the future development of athletic facilities on property owned by WCBOE at Split Log Road, the transfer of ownership of certain athletic field property currently used by Woodland Middle School to Brentwood, and the dedication of certain utility easements by WCBOE to Brentwood.

2. FUNDING FOR BHS/BMS IMPROVEMENT PROJECT. Brentwood will provide funding in the amount of \$2,400,000 for use toward the BHS/BMS Improvement Project. Said funding will be paid in two installments, the first installment to be in the amount of \$2,000,000 and to be paid on or before June 30, 2017, and the second installment to be in the amount of \$400,000 and to be paid on or before August 31, 2017.

3. TRANSFER OF WOODLAND MIDDLE SCHOOL FIELDS. Ownership of the land on which the Woodland Middle School baseball and multi-purpose fields sit will be transferred by quitclaim deed from WCBOE to Brentwood, provided Williamson County Schools will continue to have first priority access to said fields for school-related activities. WCBOE is not aware of any third party ownership in or claim to said property or any encumbrances on said property except any encumbrances recorded in the Register's Office of Williamson County, Tennessee. Additionally, WCBOE will grant Brentwood a non-exclusive easement allowing use of the drive and parking area behind Woodland Middle School for access to the fields and parking of vehicles by Brentwood's authorized users, except that said use will not be available during regular school hours for Woodland Middle or Crockett Elementary School. The cost of surveying the property to be transferred will be borne by Brentwood.

4. FUTURE MIDDLE SCHOOL ATHLETIC FACILITIES AT SPLIT LOG ROAD. Development of athletic facilities for a new middle school site on property owned by WCBOE at Split Log Road will be coordinated with Brentwood. Prior to submittal of a plan for approval of said facilities by the Brentwood Planning Commission, Brentwood and WCBOE will negotiate an agreement for joint development and use of the facilities.

5. UTILITY EASEMENT AT SPLIT LOG ROAD SCHOOL SITE. At Brentwood's request and for no additional compensation, WCBOE will grant a 20-foot wide utility easement to Brentwood for extension of a water line across the property owned by WCBOE at Split Log Road. The location of said easement will be mutually agreed upon by Brentwood's City Manager and WCBOE's Superintendent of Schools. WCBOE will also grant a 10-foot wide temporary construction easement on both sides of the utility easement. The cost of surveying the easement boundaries will be borne by Brentwood.

6. UTILITY EASEMENT AT SCALES ELEMENTARY SCHOOL. At Brentwood's request and for no additional compensation, WCBOE will grant a 20-foot wide utility easement to Brentwood to allow conversion of the existing private sewer line on the Scales Elementary School property to a public sewer line. If needed by Brentwood for replacement or upgrade of the existing sewer line, WCBOE will also grant a 10-foot wide temporary construction easement on both sides of the utility easement. The cost of surveying the easement boundaries will be borne by Brentwood.

7. USE OF CERTAIN ATHLETIC FACILITIES BY BRENTWOOD. WCBOE will allow Brentwood's Parks and Recreation Department access to and use of the football field at Brentwood High School and the tennis courts at Ravenwood High School during non-school hours when said facilities are not in use by Williamson County Schools. The use of said facilities by Brentwood shall be subject to the terms set forth in Exhibit A, which is attached hereto and made a part of this Agreement by reference.

Upon the mutual agreement of Brentwood's City Manager and WCBOE's Superintendent of Schools, Brentwood's use of WCBOE athletic facilities may be expanded to include additional facilities. Use of such additional facilities shall be subject to such terms as may be agreed upon by Brentwood's City Manager and WCBOE's Superintendent of Schools and shall not require amendment of this Agreement or approval by the governing bodies of the Parties.

8. TERM. This Agreement will continue in perpetuity unless it is terminated in the manner provided herein.

9. TERMINATION. This Agreement may be terminated only if both Brentwood and WCBOE, by majority vote of each of their governing bodies, vote to terminate the Agreement. The date of termination shall be the date on which the latter of the two governing bodies votes to terminate this Agreement, unless otherwise agreed by the Parties. Upon termination, each party shall maintain the same ownership in real and personal property or interests therein as was owned by the party at the date of termination.

10. INSURANCE. Each party shall be responsible for obtaining and maintaining its own liability and property insurance coverage as it pertains to property owned by the Parties and activities carried out by the Parties. The Tennessee law of comparative fault and the Tennessee Governmental Tort Liability Act (GTLA) or any successor laws addressing tort claims against government entities shall apply to any third party claims. In the event of such claims, each party hereto shall bear their own fault subject to the terms of said laws.

11. NO THIRD PARTY BENEFICIARIES. There are no third party beneficiaries to this Agreement. No person or entity other than a party to this Agreement shall have any rights hereunder or any authority to enforce its provisions, and any such rights or enforcement must be consistent with and subject to the terms of this Agreement.

12. AUTHORITY TO ENTER INTO AGREEMENT. This Agreement is made and entered into pursuant to the authority granted by the Parties under the *Interlocal Cooperation Act*, T.C.A. 12-9-101, et. seq., and the Parties agree that all approvals and filings required by the terms of said Act shall be achieved as soon as possible from and after the execution of this Agreement.

13. ADMINISTRATORS. Brentwood's City Manager and WCBOE's Superintendent of Schools are hereby designated as co-administrators for the purposes of carrying out the terms of this Agreement, provided that either co-administrator may delegate specific tasks related to this Agreement to another person or persons.

14. NOTICE. All notices under this Agreement shall be given in writing, addressed to the following persons at the addresses shown below:

To Brentwood:

City Manager
5211 Maryland Way
P. O. Box 788
Brentwood, TN 37024-0788

To WCBOE:

Superintendent of Schools
1320 West Main Street, Suite 202
Franklin, TN 37064

15. MISCELLANEOUS.

a. Relationship. In consideration of the mutual covenants provided herein, the Parties agree that nothing contained herein is intended to be or should be construed in any manner as creating or establishing the relationship of co-partners between the Parties hereto or as constituting an agency relationship in any manner whatsoever. The individual parties are and shall remain independent entities with respect to this Agreement.

b. Binding Effect. This Agreement shall be binding upon the Parties and shall take effect from and after its ratification and signing by the duly authorized representatives of both Parties after obtaining appropriate approval pursuant to the requirements of applicable law.

c. Dispute Resolution. The Parties may agree to participate in non-binding mediation in an attempt to resolve any disputes. Notwithstanding the foregoing statement, any claims, disputes or other matters in question between the Parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject to and decided by a court of law.

d. Severability. The Parties agree that if any part, term, or provision of this Agreement is determined to be illegal or in conflict with any law of the State of Tennessee by any court with jurisdiction, the validity of the remaining portions or provisions shall not be affected. The rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

e. Specific Performance. The Parties recognize that the rights afforded to each under this Agreement are unique and, accordingly, the individual agencies shall, in addition to such other remedies as may be available to them in equity, have the right to enforce their respective rights hereunder by an action for injunctive relief and/or specific performance to the extent permitted by law.

f. Cooperation. The Parties agree to cooperate fully in order to successfully execute the terms and conditions of this Agreement, including obtaining all regulatory and governmental approvals required to carry out the terms of this Agreement, recognizing that the intent of each party to the other is to serve the individual interests of each party while respecting the conditions and obligations of this Agreement.

g. Assignment. The rights and obligations of this Agreement are not assignable.

h. Law/Venue. This Agreement shall be exclusively governed by the laws of the State of Tennessee. In the event that any section and/or term of this Agreement, or any exhibits hereto, becomes subject to litigation, the venue for such action will be exclusively maintained in a court of competent jurisdiction sitting in Williamson County, Tennessee.

i. Entire Agreement. This Agreement represents the entire agreement between the Parties and supersedes all prior negotiations, representations, or agreements, either written or oral, with respect to the subject matter hereof. This Agreement may be amended only by written instrument signed by both Parties.

IN WITNESS WHEREOF, each party has caused this Agreement to be executed by an authorized person effective as of the date and year written below.

CITY OF BRENTWOOD, TENNESSEE

By: _____
Jill Burgin, Mayor

Date: _____

Approved as to form and legality:

Roger A. Horner, City Attorney

WILLIAMSON COUNTY BOARD OF EDUCATION

By: _____
Gary Anderson, Chairman

By: _____
Mike Looney, Ed.D., Superintendent

Date: _____

Approved as to form and legality:

WCBOE Attorney

EXHIBIT A

Use of WCBOE Athletic Facilities by Brentwood

This Exhibit A is a part of the Interlocal Agreement (the “Agreement”) between the City of Brentwood, Tennessee (“Brentwood”) and the Williamson County Board of Education (“WCBOE”) to which it is attached. As provided in the Agreement, WCBOE will allow Brentwood’s Parks and Recreation Department access to and use of the football field at Brentwood High School and the tennis courts at Ravenwood High School (said football field and tennis courts being collectively referred to herein as “the Facilities”) during non-school hours when said facilities are not in use by Williamson County Schools. The use of the Facilities by Brentwood shall be subject to the following terms:

1. Brentwood will have access to the Facilities to schedule use by user groups recognized by Brentwood. Brentwood’s access will be limited only when:
 - a. School is in session.
 - b. The Facilities are in use by athletic teams or athletic events sponsored by Williamson County Schools.
 - c. The Facilities are in use by other school-sponsored groups, such as school bands.
2. Brentwood will have priority access rights to the Facilities over any other third party that may seek to rent or use the Facilities, except for programs conducted by the Williamson County Parks and Recreation Department at the Ravenwood tennis courts.
3. Brentwood’s use of the facilities includes the right of user groups to use any adjacent parking areas on WCBOE property.
4. School staff will provide Brentwood’s Parks Department staff with necessary means to facilitate access to the Facilities, including keys, codes, badges and other devices, along with instructions for the use of such items. Access to the football field at Brentwood High School will include access to restroom facilities. School staff and Parks Department staff will agree on appropriate security protocols for the Facilities. Except as otherwise provided herein, Brentwood’s use of said facilities shall be subject to the terms of any relevant Board Policies, currently contained in Board Policy 3.206, Community Use of School Facilities. In the event the Board Policies are revised, such revisions shall apply to Brentwood only to the extent that they do not nullify or reduce Brentwood’s rights under the Agreement.
5. Access allowed to Brentwood and its recognized user groups includes use of athletic facility lights at no cost to Brentwood. School staff will provide Brentwood’s Parks Department staff with instructions and means for access to and use of lighting controls. Brentwood’s Parks Department staff will be responsible for ensuring that all lights are turned off after use by Brentwood or its user groups, unless otherwise instructed by school staff.
6. Brentwood assumes no obligations regarding maintenance of the Facilities and shall pay no fee for such use but shall be responsible for the cost of repair in the event of any damage to the facilities occurring as a result of said use.
7. User groups authorized by Brentwood to use the Brentwood High School football field will be required by Brentwood to provide proof of liability insurance coverage, with Brentwood and WCBOE named as additional insureds.
8. Scheduling of Brentwood’s use of the Facilities will be coordinated between Brentwood’s Parks Department staff, the Williamson County Schools Athletic Director and the athletic directors for Brentwood High School and Ravenwood High School. Primary contacts for purposes of matters related to the use of the Facilities under the Agreement are Brentwood’s Parks Director and the Williamson County Schools Athletic Director.

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Notice of Future Appointment of Two (2) Members to the Board of Building Construction Appeals (for Information Only)

Submitted by: Debbie Hedgepath, Administration

Department: City Recorder

Information

Subject

Notice of future appointment of two (2) members to the Board of Building Construction Appeals (for information only)

Background

At the August 14, 2017 meeting, the Board of Commissioners will appoint two (2) members to the Board of Building Construction Appeals. The BBCA is responsible for hearing appeals and making decisions for applicants who believe the City's building inspector or Engineering Department have erred in their decisions related to the interpretation of the adopted building and land disturbance codes. The BBCA also hears requests for variances from the requirements of the City's flood ordinance and conducts hearings in regard to structures that are determined to be unfit for human occupation.

In accordance with Section 14-41 of the Code of Ordinances, one appointee to the BBCA must be a building contractor representative and one appointee must be a member at large representative for the building industry. Applicants must also be residents of the City of Brentwood. The appointees will serve a three (3) year term expiring on August 31, 2020. The positions on the Board are currently held by Bonn Latimer and Todd Craver.

Applications must be submitted by Friday, July 21, 2017 to the Community Relations Director at Brentwood City Hall, 5211 Maryland Way or by mail to P. O. Box 788, Brentwood, TN 37024-0788.

Notice of the upcoming appointments and process/deadline for applications will also be published in the *Tennessean's* "Williamson" section and posted on the City's web page (www.brentwoodtn.gov) and on the Brentwood City Government Cable Channel (Channel 19 on Comcast.)

Staff Recommendation

n/a

Fiscal Impact

Brentwood City Commission Agenda

Meeting Date: 06/26/2017

Notice of Future Appointment of Three (3) Members to the Environmental Advisory Board
(for Information Only)

Submitted by: Debbie Hedgepath, Administration

Department: City Recorder

Information

Subject

Notice of future appointment of three (3) members to the Environmental Advisory Board (for information only)

Background

At the August 14, 2017 meeting, the City Commission is scheduled to appoint three (3) members to the Environmental Advisory Board. The appointees will each serve a two (2) year term ending August 31, 2019. The three positions on the Board are currently held by Brad Cole, Nikol Wiemer and Patrick Collins.

Applicants must be residents of the City of Brentwood. Applications must be submitted by July 21, 2017 to the Community Relations Director at Brentwood City Hall, 5211 Maryland Way or by mail to P. O. Box 788, Brentwood, TN 37024-0788 or online at www.brentwoodtn.gov.

Notice of the upcoming appointment and process/deadline for applications will also be published in the *Tennessean's* "Williamson" section and posted on the City's web page (www.brentwood-tn.org) and on the Brentwood City Government Cable Channel (Channel 19 on Comcast.)

Staff Recommendation

n/a

Fiscal Impact

Attachments

No file(s) attached.
