



**Agenda for the Regular Meeting of Board of Commissioners
Monday, September 23, 2019 - 7:00 pm
Brentwood City Hall**

Call to Order by Vice Mayor
Roll Call
Invocation by Commissioner Smithson
Pledge of Allegiance to the Flag by Vice Mayor Travis
Proclamation - Fire Prevention Week

Approval or Correction of Minutes

September 9, 2019

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. Resolution 2019-89 - A RESOLUTION AUTHORIZING AN ALTERATION TO THE OSRD DEVELOPMENT PLAN FOR THE TRADITIONS SUBDIVISION, for adoption
2. Approval to purchase two-way radios for the Parks Department

Old Business

1. Ordinance 2019-08 - AN ORDINANCE AMENDING CHAPTER 66 OF THE BRENTWOOD MUNICIPAL CODE RELATIVE TO DOCKLESS SMALL VEHICLE SYSTEMS, for consideration on second and final reading
2. Other old business

New Business

1. Appointment of one (1) member to the Historic Commission
2. Presentation of report on recent debt funding obligation (State Form CT-0253)
3. Other new business

A handwritten signature in black ink, appearing to read "Kirk Bednar", with a long horizontal flourish 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: 09/23/2019

Approval or correction of minutes from Regular Scheduled Commission meeting

Submitted by: Holly Earls, Administration

Department: Administration

Information

Subject

Approval or correction of minutes from the September 9, 2019 meeting

Background

Staff Recommendation

Fiscal Impact

Attachments

Draft Minutes

DRAFT

MINUTES OF REGULAR MEETING OF BOARD OF COMMISSIONERS

BRENTWOOD, TENNESSEE

The Brentwood Board of Commissioners met in regular session on Monday, September 9, 2019 at 7:00 pm at Brentwood City Hall.

Present: Mayor Rhea Little; Vice Mayor Ken Travis; Commissioner Nelson Andrews; Commissioner Anne Dunn; Commissioner Mark Gorman; Commissioner Susannah Macmillan; Commissioner Regina Smithson

Staff Present: City Manager Kirk Bednar; Assistant City Manager Jay Evans; City Attorney Kristen Corn; City Recorder Holly Earls

Commissioner Macmillan led the Invocation. The Pledge of Allegiance was led by Landon Corn. Mayor Little presented Proclamations for Constitution Week and the retirement of Lieutenant David Wright. Police Department Badge Pinning Ceremony of Sgt. Mark Stephens was conducted by Police Chief Jeff Hughes.

Approval or Correction of Minutes

August 26, 2019

Moved by Commissioner Mark Gorman for approval of the minutes as written, seconded by Commissioner Regina Smithson

Vote: 7 - 0 Approved - Unanimously

Consent Agenda

Resolution 2019-85 - A RESOLUTION AUTHORIZING AN AGREEMENT WITH FULLER INDUSTRIES, INC. FOR RESINOUS POLYURETHANE FLOORING SYSTEM FOR FIRE STATIONS 3 AND 4, for adoption

Resolution 2019-87 - A RESOLUTION AUTHORIZING THE SALE AND DISPOSAL OF SURPLUS PROPERTY HELD BY THE CITY, for adoption

Resolution 2019-88 - A RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH MIDWEST MAINTENANCE, INC. FOR RESTORATION OF THE SLAVE CABINS AT RAVENSWOOD MANSION, for adoption

Approval to purchase four TASER CEW's and CEW supplies for Police Department

Moved by Vice Mayor Ken Travis for approval of the items on the Consent Agenda,
seconded by Commissioner Nelson Andrews

Vote: 7 - 0 Approved - Unanimously

New Business

Ordinance 2019-08 - AN ORDINANCE AMENDING CHAPTER 66 OF THE
BRENTWOOD MUNICIPAL CODE RELATIVE TO DOCKLESS SMALL VEHICLE
SYSTEMS, for consideration on first reading

Moved by Commissioner Nelson Andrews for passage of Ordinance 2019-08,
seconded by Commissioner Susannah Macmillan

Vote: 7 - 0 Approved - Unanimously

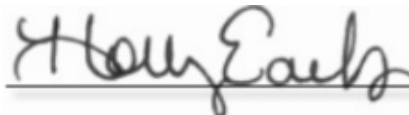
Resolution 2019-86 - A RESOLUTION AUTHORIZING AN AMENDMENT TO THE
AGREEMENT WITH THE PARENT COMPANY TO ESTABLISH GUARANTEED
MAXIMUM PRICE FOR PHASE 1 WORK FOR THE POLICE DEPARTMENT
HEADQUARTERS FACILITY, for adoption

Moved by Commissioner Regina Smithson for approval, seconded by Mayor Rhea
Little

Vote: 7 - 0 Approved - Unanimously

With no further business, the meeting adjourned at 7:44 pm.

APPROVED _____

A handwritten signature in dark ink, appearing to read "Holly Earls", written over a horizontal line.

Holly Earls, City Recorder

Brentwood City Commission Agenda

Meeting Date: 09/23/2019

Resolution 2019-89 -- A Resolution Authorizing Changes to the OSRD Development Plan for the Traditions Subdivision.

Submitted by: Jeff Dobson, Planning & Codes

Department: Planning & Codes

Information

Subject

Resolution 2019-89 requests approval of proposed minor revisions to the OSRD Development Plan for the Traditions Subdivision, which is located on the east side of Wilson Pike at the southern boundary of the City.

Background

The attached resolution requests approval of minor modifications to the OSRD Development Plan for the Traditions Subdivision. The revisions involve the installation of US Post Office-approved Cluster Box Units (CBU) at the existing amenity center, located at 9033 Carnival Drive.

On September 3, 2019, the Planning Commission voted unanimously (10-0) to approve a revised preliminary plan for the Traditions Subdivision and forward a recommendation of approval of the corresponding changes to the OSRD Development Plan for the project to the Board of Commissioners.

In June 2019, the U.S. Post Office notified City staff that a new policy had been developed intended to establish the most efficient mode of mail delivery in new residential developments. The policy affects all new and under-development subdivisions in the Middle Tennessee delivery district. It is the responsibility of the customer (developers and builders) to provide the necessary mail receptacle equipment.

The CBUs are intended to facilitate centralized mail delivery and are freestanding, pedestal-mounted mailbox units containing varying numbers of individual mailboxes and parcel compartments.

Usually, the freestanding mailbox at the end of each residential driveway includes the address numbers for the house. Because freestanding mailboxes will no longer be present, it is a condition of approval to install an address post at the end of each driveway to facilitate emergency response. The address post must be in place before a certificate of occupancy will be issued for the structure.

Because the proposed changes affects the improvements within the permanent open space, approval of the corresponding changes to the OSRD Development Plan by the Board of Commissioners is required.

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

Staff Recommendation

Staff recommends approval of Resolution 2019-89

Previous Commission Action

At its May 29, 2018 regular meeting the Board of Commissioners approved Resolution 2018-40 which proposed minor revisions to the OSRD Development Plan for the Traditions subdivision. The approved plan proposed the addition of a fireplace and two pergolas at the amenity area for the subdivision. The amenity area is located in Open Space Area "B" in the southwest quadrant of the intersection of Parade and Carnival Drives. The outdoor fireplace will be approximately 12' 2" tall and 16' wide. The proposed pergolas are 24' long and will flank the fireplace. The plan also slightly adjusted the boundaries lots 16, 17, 94, and 95 and the internal street right-of-way area to match the approved construction plans. This proposal also corrects the area of Open Space H.

At its January 22, 2018 meeting the Board of Commissioners voted to approve Resolution 2018-06, which authorized changes to the OSRD Development Plan for the Traditions Subdivision. Specifically, the changes relate to the design of the amenity area located in Open Space Area "B" of the project.

At its October 26, 2017 meeting, the Board of Commissioners approved Resolution 2017-60 which increased the total number of lots within the project from 126 to 127. Lot 127 has been added within Phase One, in Open Space "C", adjacent to the arterial road buffer for the future right-of-way of McEwen Drive. The lot includes an area of 24,546 square feet or 0.56 acres. The addition of Lot 127 also decreases the amount of excess open space for the subdivision from 7.55 acres to 6.56 acres. The total area of the project remains unchanged at 149.82 acres.

At the August 28, 2017 meeting of the Board of Commissioners, a revised OSRD Development Plan was deferred from the agenda.

At its July 24, 2017 meeting, the Board of Commissioners voted to approve a revised OSRD Development Plan for the Traditions Subdivision that reconfigured the boundaries of Lots One and Ten, increasing their area and decreasing the amount of excess open space from 7.56 acres to 7.55 acres. Additionally the plan proposed entrance features to include a signage and landscaping, which will be located at the intersection of Carnival Drive and Wilson Pike in the permanent open space for the project.

On November 28, 2016, the Board of Commissioners voted to pass Ordinance 2016-10 on second and final reading.

On November 14, 2016, the Board of Commissioners conducted the required public hearing for Ordinance 2016-10. No one spoke either for or against the proposal. A previous public hearing was held on October 10, 2016, but it was determined that public notice of the hearing had not been published.

On September 12, 2016, the Board of Commissioners voted unanimously six for and zero against (6-0) to approve Ordinance 2016-10 on first reading. The ordinance establishes the OSRD zoning classification for the 3.092 acre remnant tract created by shifting the McEwen Drive right-of-way, slightly to the south.

On March 28, 2016, the Board of Commissioners voted unanimously to approve Resolution 2016-15, which authorized minor revisions to the OSRD Development Plan for the Traditions subdivision. The revisions included the relocation of a segment of the previously approved walking trail that connects Grey Point Drive in Inglehame Farms to Pageantry Circle in The Traditions.

At the Board of Commissioners meeting on January 25, 2016, the developer requested withdrawal of consideration of Resolution 2015-78 from the agenda. The action was requested to allow the applicant to explore other alignments for the proposed walking trail connecting Grey Point Drive in Inglehame Farms to Pageantry Circle in the Traditions Subdivision.

At its regular meeting of November 23, 2015, the Board of Commissioners moved to defer Resolution 2015-78 - A Resolution Authorizing an Alteration to the OSRD Development Plan for the Traditions Subdivision, to the January 25, 2016 meeting for consideration.

At its September 10, 2007 meeting, the Board of Commissioners voted unanimously to approve Ordinance 2007-23 on first reading. The OSRD plan included street connections at Sydney, Grey Pointe and Charity.

At its October 1, 2007 meeting, the Planning Commission voted to recommend approval of Ordinance 2007-23 to the Board of Commissioners. The recommendation included a statement that Charity Drive, a "collector road," be extended, while consideration be given to not extending Sidney Lane and Grey Point Drive into the Traditions development.

At its October 22, 2007 meeting, the Board of Commissioners voted four to two "to reflect that:

1. Charity Drive will be connected into the Traditions subdivision from the Inglehame subdivision;
2. Sidney Lane and Grey Pointe Drive will be closed to vehicular traffic but with connection to Inglehame for pedestrian and bicycle use, with bollards separating the

sections between the two subdivisions; and

3. The stone walls associated with the historic “Hillsboro Hounds Lane” will be protected by a historic preservation easement.” Because a portion of land actually in Franklin needed to be excluded from the zoning proposal, the matter was deferred and sent back to the Planning Commission.

At its November 12, 2007 meeting, the Board of Commissioners voted four to three to approve an amendment to “replace Attachment B plan with the revised plan dated October 30, 2007, to Ordinance 2007-23 and to add the following notes to the plan:

1. Charity Drive between Inglehame and Traditions to be a through street provided that
 - 1) the road connection between the two subdivisions will not be opened for vehicle traffic until McEwen Drive is extended from Wilson Pike to the Traditions entrance or until January 1, 2013, whichever occurs sooner; and
2. Appropriate traffic calming features will be included along Charity Drive within the transition areas between Inglehame Farms and Traditions subdivisions.” The revised OSRD plan (Attachment B) substituted as part of this amendment did show the bike/pedestrian connections at Sydney and Grey Pointe.

Following approval of the amendment noted in #5, the amended version of Ordinance 2007-23 passed 4-3 on second and final reading.

Fiscal Impact

Attachments

Resolution 2019-89

Exhibit A

Vicinity Map

CBU Information for Developers

CBU Design Examples

RESOLUTION 2019-89

**A RESOLUTION OF THE CITY OF BRENTWOOD, TENNESSEE TO APPROVE
ALTERATIONS TO THE OSRD DEVELOPMENT PLAN FOR THE TRADITIONS
SUBDIVISION, TO ALLOW FOR A MODIFICATION OF THE AMENITY
IMPROVEMENTS WITHIN THE PERMANENT OPEN SPACE FOR THE PROJECT**

WHEREAS, Section 78-185(b) of the Code of Ordinances of the City of Brentwood, Tennessee requires that any increase in the number of single-family lots or any alteration in the permanent use of open space within an OSRD 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, the developer of the Traditions subdivision has requested a modification to the approved development plan for the subdivision, modifying the amenity improvements within the existing amenity area of the project, which is included as part of Open Space Area “B”; and

WHEREAS, the proposed modifications include the installation of US Post Office approved Centralized Mail Units intended to facilitate the delivery of mail to Sections Three through Five of the project; and

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

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

SECTION 1. That the proposed alterations to the OSRD Development Plan for the Traditions subdivision are hereby approved, allowing for a modification of the amenity improvements within Open Space Area “B”, as shown on Exhibit “A”, which is 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.

ADOPTED: _____

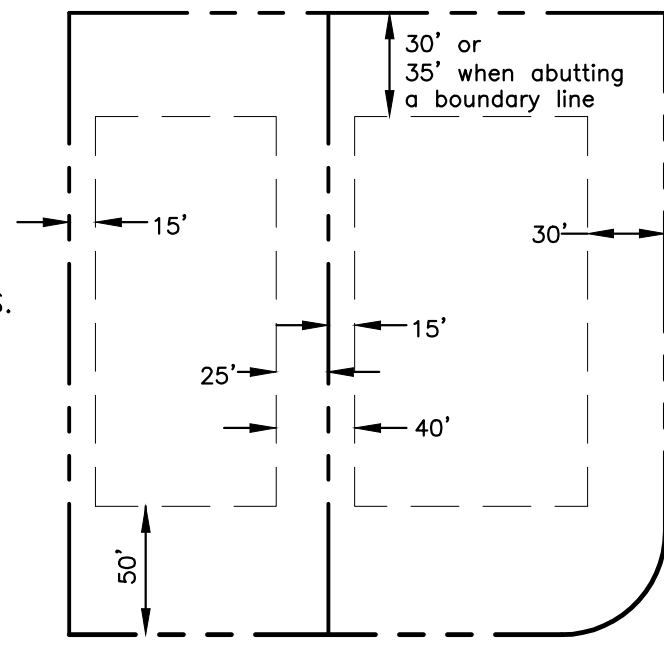
MAYOR Rhea E. Little III

Approved as to form:

CITY ATTORNEY Kristen L. Corn

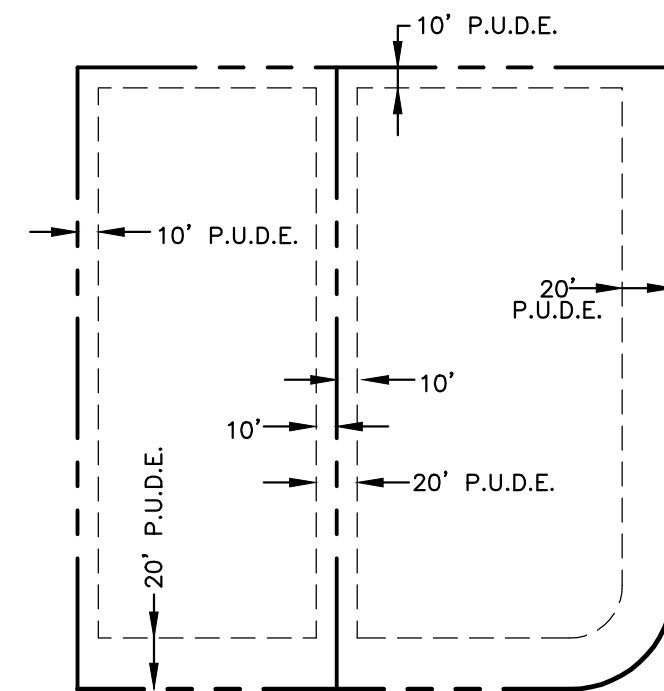
GENERAL NOTES AND SITE DATA (STANDARD OSRD)

1. SUBJECT PROPERTY CONSISTS OF PARCEL 2.01 ON WILLIAMSON COUNTY MAP 60 AND A PORTION OF PARCEL 9.01 ON WILLIAMSON COUNTY MAP 61.
2. PROPERTY OWNERS:
WHISTLER FARMS, LIMITED LIABILITY COMPANY
BOOK 7090, PAGE 60 R.O.W.C., TN.
3. EXISTING ZONING: OSRD (OPEN SPACE RESIDENTIAL DEVELOPMENT).
4. GROSS SITE AREA: 149.82 ACRES.
5. BOUNDARY INFORMATION TAKEN FROM FIELD SURVEY PERFORMED BY RAGAN-SMITH ASSOCIATES, INC.
6. TOPOGRAPHIC INFORMATION TAKEN FROM CITY OF BRENTWOOD MAPPING.
7. NUMBER OF PROPOSED LOTS: 127.
8. PROPOSED DENSITY: 0.85 DU/AC. (1.0 DU/AC. MAXIMUM).
9. MAXIMUM BUILDING COVERAGE OF PROPOSED LOTS: 25%.
10. EACH PROPOSED LOT SHALL PROVIDE A MINIMUM OF TWO OFF-STREET PARKING SPACES.
11. MINIMUM LOT WIDTH AT BUILDING LINE: 110' OR 120' FOR TRANSITIONAL LOT.
12. MINIMUM BUILDING SETBACKS (UNLESS SHOWN OTHERWISE):
FRONT - 50'
SIDE - 15' OR 25' (TOTAL 40' BETWEEN BUILDINGS)
SIDE ABUTTING A STREET: 30'
REAR - 30'
REAR - 35' (LOTS 112-119)
REAR - 50' FOR LOTS ABUTTING 150' BUFFER
ABUTTING PROJECT PERIMETER - 35'
13. ALL ELECTRIC SERVICE FOR THE PROPOSED DEVELOPMENT SHALL BE UNDERGROUND. ALL PUBLIC UTILITIES SHALL BE SUBJECT TO THE APPROVAL OF THE APPLICABLE UTILITY COMPANIES.
14. LOTS DESIGNATED AS TRANSITIONAL SHALL REQUIRE DETAILED SITE AND GRADING PLANS REVIEWED BY THE CITY ENGINEER PRIOR TO ISSUANCE OF A BUILDING PERMIT.
15. OWNER AND DEVELOPER: WHISTLER FARMS, LLC
ATTN: ROBERT GERINGER
9595 WILSHIRE BLVD., SUITE 214
BEVERLY HILLS, CA 90212
(310) 656-8710
- APPLICANT: WES HARRIS, PE
RAGAN-SMITH ASSOCIATES
315 WOODLAND STREET
NASHVILLE, TN 37206
(615) 244-8591
16. UTILITY PROVIDERS:
ELECTRICITY: MIDDLE TN ELECTRIC MEMBERSHIP CORP.
(615) 794-3588
WATER: CITY OF BRENTWOOD
(615) 371-2241
NATURAL GAS: ATMOS ENERGY CORPORATION
(615) 794-2596
SANITARY SEWER: CITY OF BRENTWOOD
(615) 371-2241
TELEPHONE: AT&T
(615) 269-6563
17. PER REQUIREMENTS 78-184(3) & (7), ANY LOT SHOWN HEREON AS A "TRANSITIONAL" LOT SHALL HAVE A MINIMUM WIDTH OF 120' AT THE BUILDING SETBACK.
18. AN ARCHAEOLOGICAL STUDY HAS BEEN ACCOMPLISHED ALONG THE EXISTING CREEK.
19. AMENITY AREA TO INCLUDE A POOL, POOL HOUSE, OUTDOOR FIREPLACE, AND PERGOLAS.
20. AREAS DESIGNATED AS SCENIC EASEMENTS ARE TO REMAIN UNDISTURBED.
21. THE TRAILS AS SHOWN ARE TO CONVEY GENERAL LOCATION. THE EXACT ALIGNMENT SHALL BE DETERMINED BASED ON FIELD CONDITIONS AT TIME OF CONSTRUCTION.
22. THIS PRELIMINARY 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 UPON EXPIRATION OF THE VESTING PERIOD, 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 MARCH 7, 2019, 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.
23. MCEWEN DRIVE SHOWN HEREON IS A PROPOSED AND UNIMPROVED RIGHT-OF-WAY. THE CURRENT DEED AND PARCEL LINE FOR TRADITIONS SUBDIVISION WAS ESTABLISHED BY RIGHT-OF-WAY PLANS FOR MCEWEN DRIVE RECEIVED BY RAGAN-SMITH ASSOCIATES IN 2005 AND THERE WAS NOT ANY TAKING OR TRANSFER OF PROPERTY FOR THE 2005 RIGHT-OF-WAY AND ROADWAY DESIGN.
24. MIDDLE TENNESSEE ELECTRIC MEMBERSHIP CORPORATION (MTEMC) SHALL HAVE ACCESS TO INSTALL, CONSTRUCT, RECONSTRUCT, REPHASE, OPERATE AND MAINTAIN ITS ELECTRIC FACILITIES LOCATED WITHIN THE SUBJECT PROPERTY. MTEMC HAS THE RIGHT TO CUT, TRIM AND CONTROL THE GROWTH BY CHEMICAL MEANS, MACHINERY OR OTHERWISE OF TREES AND SHRUBBERY LOCATED WITHIN 20 FEET OF THE CENTER LINE (A TOTAL OF 40') OF ITS FACILITIES, OR ANY VEGETATION THAT MAY INTERFERE WITH OR THREATEN TO ENDANGER THE OPERATION AND MAINTENANCE OF ITS FACILITIES.
25. MTEMC WILL PROVIDE ELECTRIC SERVICE TO THE SUBJECT PROPERTY ACCORDING TO THE NORMAL OPERATING PRACTICES OF MTEMC AS DEFINED IN ITS RULES AND REGULATIONS, BYLAWS, AND POLICIES, AND IN ACCORDANCE WITH THE PLAT APPROVAL CHECKLIST, TREE PLANTING GUIDELINES AND OTHER REQUIREMENTS CONTAINED ON THE MTEMC WEBSITE AT WWW.MTEMC.COM (COLLECTIVELY THE "REQUIREMENTS"). NO ELECTRIC SERVICE WILL BE PROVIDED UNTIL MTEMC'S REQUIREMENTS HAVE BEEN MET AND APPROVED IN WRITING BY AN AUTHORIZED REPRESENTATIVE OF MTEMC. ANY APPROVAL IS, AT ALL TIMES, CONTINGENT UPON CONTINUING COMPLIANCE WITH MTEMC'S REQUIREMENTS.



TYPICAL LOT SETBACK LINES

N.T.S.
(UNLESS SHOWN OTHERWISE)



TYPICAL LOT EASEMENT LINES

N.T.S.
(UNLESS SHOWN OTHERWISE)

RESIDENTIAL LOTS

PHASE ONE		
Lot	SF	Acres
1	25213	0.58
2	23407	0.54
3	39402	0.90
4	40951	0.94
5	30481	0.70
6	31588	0.73
7	40629	0.93
8	23320	0.54
9	21450	0.49
10	25570	0.59
111	21134	0.49
112	23599	0.54
113	21137	0.49
114	19273	0.44
115	19269	0.44
116	19266	0.44
117	21523	0.49
118	19257	0.44
119	20005	0.46
120	33086	0.76
121	29136	0.67
122	27974	0.64
123	26254	0.60
124	22492	0.52
125	22294	0.51
126	24927	0.57
127	24546	0.56
27	697183	16.01

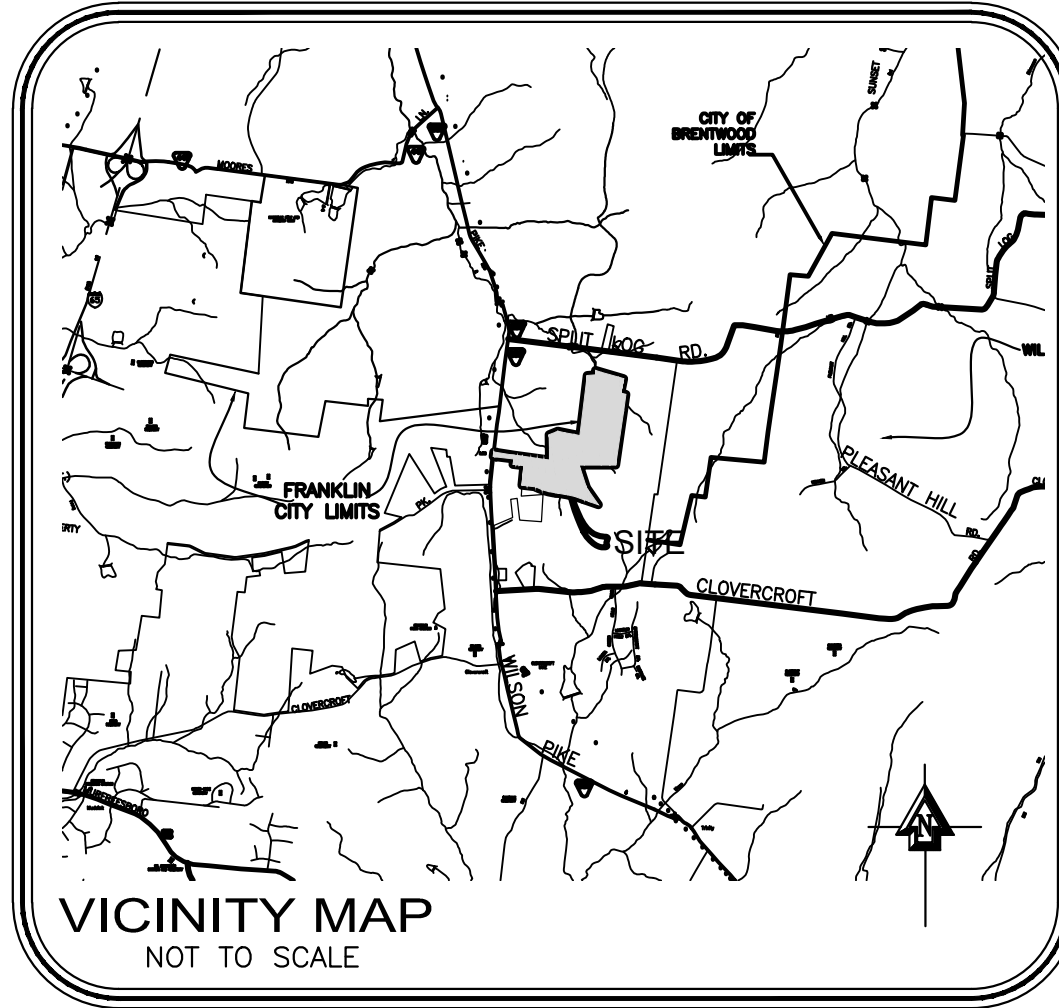
PHASE TWO		
Lot	SF	Acres
11	22469	0.52
12	22743	0.52
13	21450	0.49
14	21450	0.49
15	23400	0.54
16	23322	0.54
17	25002	0.57
18	19461	0.45
45	20094	0.46
46	20155	0.46
47	29919	0.69
95	23098	0.53
96	21811	0.50
97	28259	0.65
98	32919	0.76
99	29919	0.69
100	21058	0.48
101	22668	0.52
102	28054	0.64
103	41593	0.95
104	33838	0.78
105	28029	0.64
106	18552	0.43
107	30344	0.47
108	19214	0.44
109	26925	0.62
110	19491	0.45
27	654938	15.04

PHASE THREE		
Lot	SF	Acres
19	26185	0.60
20	25332	0.58
21	26739	0.61
22	25068	0.58
23	22552	0.52
24	21765	0.50
25	21673	0.50
26	21580	0.50
27	21488	0.49
28	21396	0.49
29	21303	0.49
30	20590	0.47
31	24286	0.56
66	28074	0.64
67	26863	0.62
83	23146	0.53
84	18769	0.43
85	18788	0.43
86	18788	0.43
87	20364	0.47
88	22304	0.51
89	22000	0.51
90	21997	0.50
91	21728	0.50
92	23422	0.54
93	24833	0.57
94	23421	0.54
27	614374	14.10

PHASE FOUR		
Lot	SF	Acres
32	28879	0.66
33	27812	0.64
61	25538	0.59
62	30830	0.71
63	23329	0.54
64	24311	0.56
65	24446	0.56
68	21744	0.50
69	20899	0.48
70	21825	0.50
71	22161	0.51
72	23395	0.54
73	24184	0.56
74	25078	0.58
75	22370	0.51
76	19294	0.44
77	21273	0.49
78	24546	0.56
79	18799	0.43
80	18799	0.43
81	20759	0.48
82	23530	0.54
22	513800	11.80

PHASE FIVE		
Lot	SF	Acres
34	21736	0.50
35	21857	0.50
36	21718	0.50
37	21709	0.50
38	21700	0.50
39	21690	0.50
40	21681	0.50
41	21672	0.50
42	28027	0.64
43	27515	0.63
44	29873	0.69
48	20572	0.47
49	23198	0.53
50	26008	0.60
51	25666	0.59
52	23121	0.53
53	21881	0.50
54	21875	0.50
55	21869	0.50
56	21862	0.50
57	21856	0.50
58	21849	0.50
59	21843	0.50
60	21837	0.50
24	552617	12.69

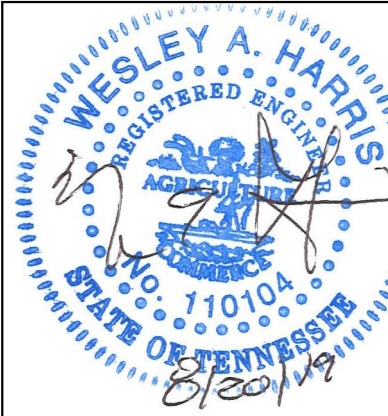
TOTALS		
LOTS	127	
S.F.	3,032,912	
ACRES	69.63	



VICINITY MAP
NOT TO SCALE

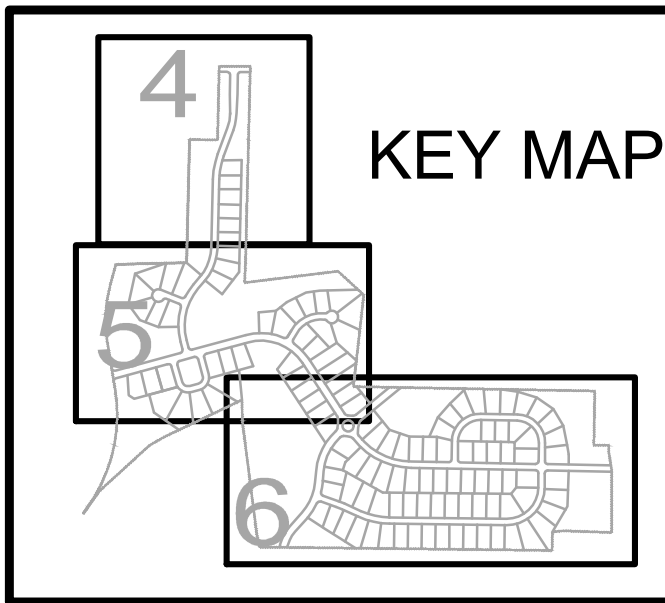
RAGAN-SMITH
LAND PLANNERS • CIVIL ENGINEERS
LANDSCAPE ARCHITECTS • SURVEYORS

CHATTANOOGA
1410 COWART STREET
NASHVILLE, TN 37206
(615) 244-8591
www.ragan-smith.com

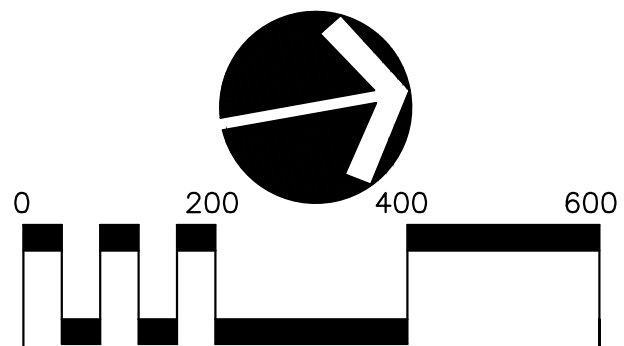


TRADITIONS
OPEN SPACE RESIDENTIAL DEVELOPMENT
SPLIT LOG ROAD
CITY OF BRENTWOOD, TENNESSEE
OVERALL SITE PLAN

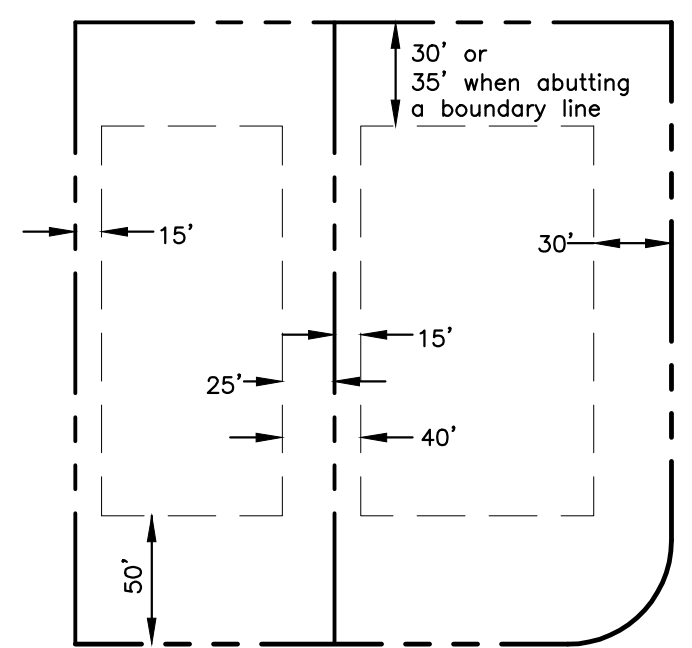
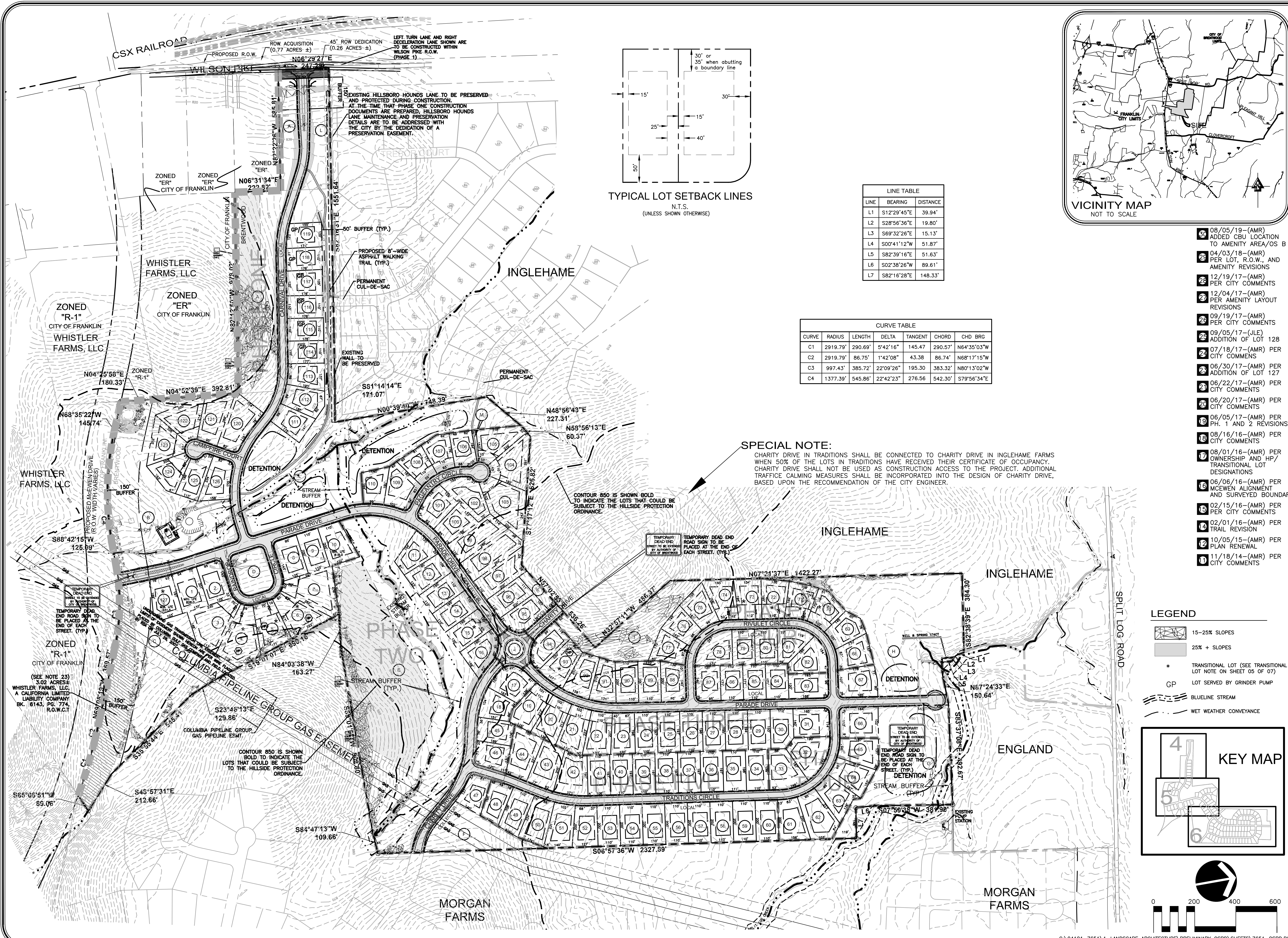
- 3 08/20/19--(AMR) PER CITY COMMENTS
- 36 08/05/19--(AMR) ADDED CBU LOCATION TO AMENITY AREA/OS B
- 28 04/03/18--(AMR) PER LOT, R.O.W., AND AMENITY REVISIONS
- 28 12/19/17--(AMR) PER CITY COMMENTS
- 27 12/04/17--(AMR) PER AMENITY LAYOUT REVISIONS
- 28 09/19/17--(AMR) PER CITY COMMENTS
- 28 09/05/17--(JLE) ADDITION OF LOT 128
- 28 06/30/17--(AMR) PER ADDITION OF LOT 127
- 28 06/22/17--(AMR) PER CITY COMMENTS
- 28 06/20/17--(AMR) PER CITY COMMENTS
- 19 06/05/17--(AMR) PER PH. 1 AND 2 REVISIONS
- 18 08/16/16--(AMR) PER CITY COMMENTS
- 17 08/01/16--(AMR) PER OWNERSHIP AND HP/ TRANSITIONAL LOT DESIGNATIONS



KEY MAP



08/05/19 - THE PURPOSE OF THIS REVISION IS TO ADD THE REQUIRED USPS CBU (CLUSTER BOX UNITS) TO OPEN SPACE B/AMENITY AREA.
REVISED SHEETS - 3, 5, 7



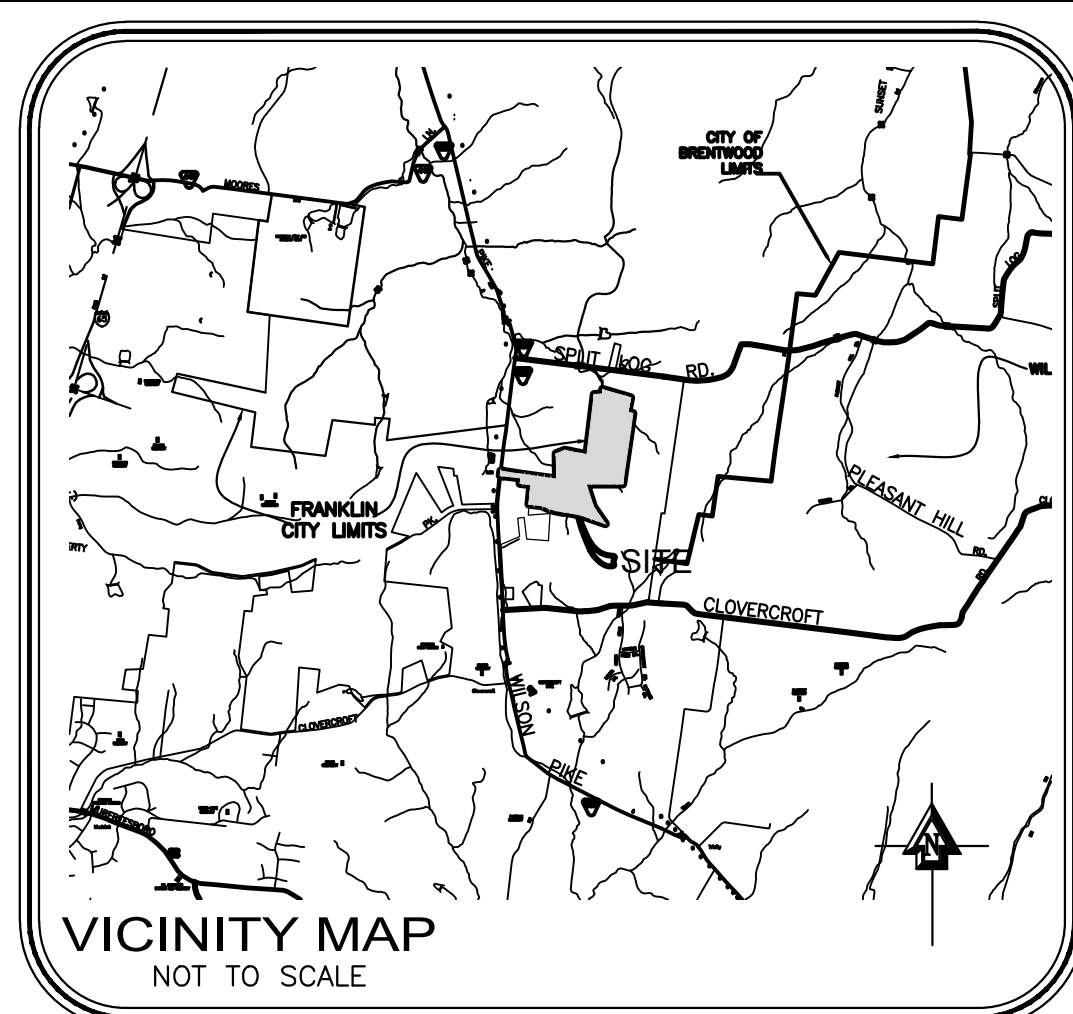
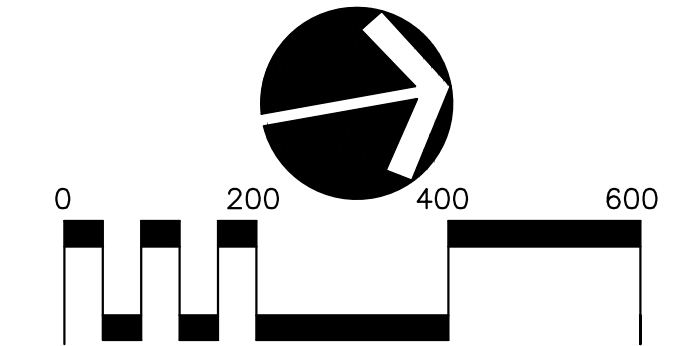
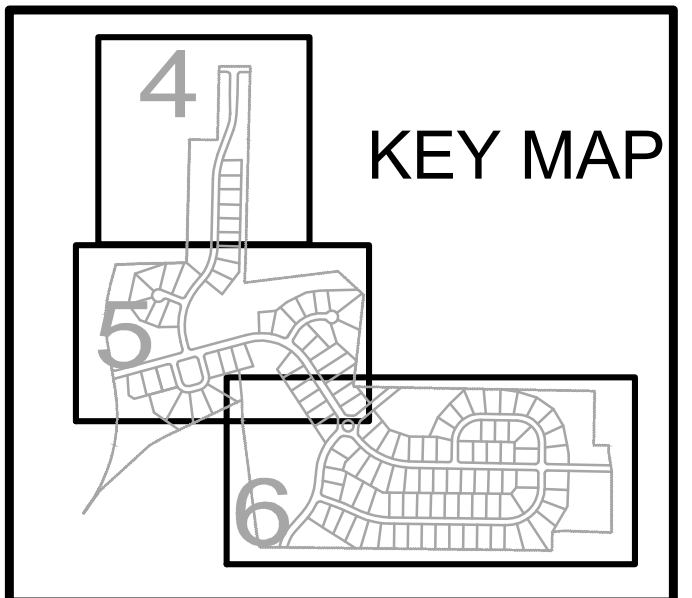
TYPICAL LOT SETBACK LINES
N.T.S.
(UNLESS SHOWN OTHERWISE)

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S12°29'45"E	39.94'
L2	S28°56'36"E	19.80'
L3	S69°32'26"E	15.13'
L4	S00°41'12"W	51.87'
L5	S82°39'16"E	51.63'
L6	S02°38'26"W	89.61'
L7	S82°16'28"E	148.33'

CURVE TABLE						
CURVE	RADIUS	LENGTH	DELTA	TANGENT	CHORD	CHD BRG
C1	2919.79'	290.69'	5°42'16"	145.47'	290.57'	N64°35'03"W
C2	2919.79'	86.75'	1°42'08"	43.38'	86.74'	N68°17'15"W
C3	997.43'	385.72'	22°09'26"	195.30'	383.32'	N80°13'02"W
C4	1377.39'	545.86'	22°42'23"	276.56'	542.30'	S79°56'34"E

SPECIAL NOTE:
CHARITY DRIVE IN TRADITIONS SHALL BE CONNECTED TO CHARITY DRIVE IN INGLEHAME FARMS WHEN 50% OF THE LOTS IN TRADITIONS HAVE RECEIVED THEIR CERTIFICATE OF OCCUPANCY. CHARITY DRIVE SHALL NOT BE USED AS CONSTRUCTION ACCESS TO THE PROJECT. ADDITIONAL TRAFFIC CALMING MEASURES SHALL BE INCORPORATED INTO THE DESIGN OF CHARITY DRIVE, BASED UPON THE RECOMMENDATION OF THE CITY ENGINEER.

- LEGEND**
- 15-25% SLOPES
 - 25% + SLOPES
 - TRANSITIONAL LOT (SEE TRANSITIONAL LOT NOTE ON SHEET 05 OF 07)
 - LOT SERVED BY GRINDER PUMP
 - BLUELINE STREAM
 - WET WEATHER CONVEYANCE



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WESLEY A. HARRIS
REGISTERED ENGINEER
No. 110101
STATE OF TENNESSEE
01/2017

TRADITIONS

OPEN SPACE RESIDENTIAL DEVELOPMENT
SPLIT LOG ROAD
CITY OF BRENTWOOD, TENNESSEE

OVERALL SITE PLAN

REVISIONS

DESIGNED BY:	R. Caldwell
DRAWN BY:	J. Gregg
APPROVED BY:	B. Slayden
SCALE:	1"=200'
DATE:	SEPTEMBER 23, 2011
JOB NO.	04-101
WK. ORDER	7651
SHEET NO.	03

PLANT SCHEDULE

TREES	QTY	BOTANICAL NAME / COMMON NAME	TYPE	SIZE	HEIGHT	SPACING	REMARKS
CF	12	CERCIS CANADENSIS 'FOREST PANSY' TM / FOREST PANSY REDBUD	DECIDUOUS	2" CAL.	8' HT	AS SHOWN	STANDARD, FULL, MATCHING FORM
JB	12	JUNIPERUS VIRGINIANA 'BURKII' / BURK RED CEDAR	EVERGREEN	--	8' HT	AS SHOWN	FULL TO BASE, MATCHING FORM
LM	3	LAGERSTROEMIA INDICA 'MUSKOGEE' / MUSKOGEE CRAPE MYRTLE	DECIDUOUS	3" CAL.	8' HT	AS SHOWN	STANDARD, FULL, MATCHING FORM
ML	2	MAGNOLIA GRANDIFLORA 'LITTLE GEM' / DWARF SOUTHERN MAGNOLIA	EVERGREEN	--	8' HT	AS SHOWN	FULL TO GROUND, SINGLE LEADER
PA	2	PRUNUS SERRULATA 'AMANOGAWA' / JAPANESE FLOWERING CHERRY	DECIDUOUS	2.5" CAL.	8' HT	AS SHOWN	FULL, MATCHING FORM, SINGLE TRUNK, SPECIMEN QUALITY
QP	6	QUERCUS SHUMARDII 'PANACHE' / PANACHE SHUMARD OAK	DECIDUOUS	3" CAL.	14-16' HT	AS SHOWN	MIN. BRANCH HT. 5', FULL, SINGLE LEADER
TS	6	THUJA OCCIDENTALIS 'SMARAGD' / EMERALD GREEN ARBORVITAE	EVERGREEN	--	8' HT	AS SHOWN	FULL TO GROUND, MATCHING FORM
UP	13	ULMUS PARVIFOLIA 'ALLEE' / ALLEE LACEBARK ELM	DECIDUOUS	3" CAL.	14-16' HT	AS SHOWN	MIN. BRANCH HT. 5', FULL, SINGLE LEADER
CL	10	X CUPRESSOCYPARIS LEYLANDII / LEYLANDII CYPRESS	EVERGREEN	--	8-10' HT	AS SHOWN	FULL TO GROUND, MATCHING FORM
SHRUBS	QTY	BOTANICAL NAME / COMMON NAME	TYPE	SIZE/HT	SPREAD	SPACING	REMARKS
AG	17	ABELIA X GRANDIFLORA / GLOSSY ABELIA	EVERGREEN	24" HT	24"	AS SHOWN	FULL CONTAINER
BS	7	BUXUS SEMPERVIRENS / AMERICAN BOXWOOD	EVERGREEN	36" HT.	30-32"	AS SHOWN	B/B, FULL MATCHING FORM
DB	15	DAPHNE TRANSATLANTICA 'BLAFRA' / ETERNAL FRAGRANCE DAPHNE	EVERGREEN	18" HT	18"	AS SHOWN	FULL, MATCHING FORM
HA	13	HYDRANGEA QUERCIFOLIA 'ALICE' / ALICE OAKLEAF HYDRANGEA	DECIDUOUS	30" HT.	30"	AS SHOWN	B/B, FULL MATCHING FORM
IS	43	ILEX CRENATA 'SOFT TOUCH' / SOFT TOUCH JAPANESE HOLLY	EVERGREEN	12" HT.	24"	AS SHOWN	FULL
IG	12	ITEA VIRGINICA 'HENRY'S GARNET' / HENRY'S GARNET SWEETSPIRE	DECIDUOUS	24" HT	24"	AS SHOWN	FULL
PO	13	PRUNUS LAUROCERASUS 'OTTO LUYKEN' / LUYKENS LAUREL	EVERGREEN	24" HT.	36"	AS SHOWN	FULL
RN	12	ROSA X 'NOAMEL' PP# 10,239 / WHITE GROUNDCOVER ROSE	DECIDUOUS	15" HT.	15-17"	AS SHOWN	FULL, MATCHING FORM
VP	14	VIBURNUM X PRAGENSE / PRAGUE VIBURNUM	EVERGREEN	36" HT.	24"	AS SHOWN	FULL
GRASSES	QTY	BOTANICAL NAME / COMMON NAME	TYPE	SIZE/HT	SPREAD	SPACING	REMARKS
PV	11	PANICUM VIRGATUM 'NORTH WIND' / NORTHWIND SWITCH GRASS	DECIDUOUS	3 GAL	--	AS SHOWN	UPRIGHT FORM/FULL HEAD OF GRASS
PB	7	PENNISETUM ALOPECUROIDES 'BURGUNDY BUNNY' / BURGUNDY BUNNY DWARF FOUNTAIN GRASS	DECIDUOUS	1 GAL	--	AS SHOWN	UPRIGHT FORM/FULL HEAD OF GRASS
PH	14	PENNISETUM ALOPECUROIDES 'HAMELN' / HAMELN DWARF FOUNTAIN GRASS	DECIDUOUS	1 GAL	--	AS SHOWN	UPRIGHT FORM/FULL HEAD OF GRASS
GROUND COVERS	QTY	BOTANICAL NAME / COMMON NAME	TYPE	CONT	SPREAD	SPACING	REMARKS
EP	54	ECHINACEA PURPUREA 'POWOW WHITE' / POWWOW WHITE CONEFLOWER	PERENNIAL	6" POT	--	12"O.C.	
HO	57	HEMEROCALLIS X 'STELLA DE ORO' / STELLA DE ORO DAYLILY	PERENNIAL	4" POT	--	18"O.C.	
LV	510	LIRIOPE MUSCARI 'BIG BLUE' / BIG BLUE LILYTURF	EVERGREEN	4" POT	8-10"	12"O.C.	TRIANGULATE SPACING
LV	140	LIRIOPE MUSCARI 'VARIEGATA' / VARIEGATED LILY TURF	PERENNIAL	4" POT	8-10"	12"O.C.	

**ALL DISTURBED AREAS NOT OTHERWISE PLANTED WILL BE SODDED

NOTES

- ALL DISTURBED AREAS NOT OTHERWISE PLANTED SHALL BE SODDED.
- LANDSCAPE CONTRACTOR SHALL SUBMIT DESIGN BUILD IRRIGATION PLAN FOR LANDSCAPE ARCHITECTS REVIEW PRIOR TO BEING ANY WORK.

IRRIGATION SYSTEM DESCRIPTION:

- THE SYSTEM SHALL BE FULLY AUTOMATIC UNDERGROUND SPRINKLER SYSTEM TO IRRIGATE TURF, SHRUBS, TREES, GROUND COVER, AND ANNUALS. ALL TURF AREAS ARE TO BE ON SEPARATE ZONES FROM THE PLANTED AREAS. SPRINKLERS ON TURF AREAS TO HAVE A MINIMUM OF A 4" POP-UP. SPRINKLERS IN PLANTED AREAS SHALL BE 12" POP-UPS. ALL HEADS OF DIFFERENT TYPES, I.E., SPRAYS AND ROTORS, SHALL BE ON DIFFERENT ZONES. THE LIMITS OF WORK AS INDICATED ON THE LANDSCAPE PLAN SHALL BE THE LIMIT OF IRRIGATION WORK.
- SYSTEM INSTALLATION AND OPERATION SHALL FOLLOW ALL MANUFACTURERS' RECOMMENDATIONS OF PRODUCTS USED IN SYSTEM.
- PROVIDE ALL MATERIALS, LABOR, TRANSPORTATION, EQUIPMENT, FEES, AND PERMITS NECESSARY TO INSTALL A FULLY OPERATIONAL SYSTEM IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS.
- CONTROL AND BACKFLOW LOCATIONS ARE ILLUSTRATED ON PLAN. COORDINATE WITH THE MECHANICAL/PLUMBING SYSTEM.

IRRIGATION PERFORMANCE REQUIREMENTS:

- THE IRRIGATION SYSTEM POINT OF CONNECTION SHALL BE COORDINATED WITH THE MECHANICAL/PLUMBING SYSTEM. PRESSURE AND FLOW INFORMATION SHALL BE FIELD VERIFIED PRIOR TO MAIN OR LATERAL LINE INSTALLATION.
- INSTALLED SYSTEM SHALL PERFORM SUCH THAT ALL HEADS OF SIMILAR TYPE HAVE SIMILAR HEAD TO HEAD RANGE OF THROW WITHOUT EXCESSIVE "MISTING" OR "DONUT" SPRAY.

(6) QP (6) - REFERENCE TO QUANTITY OF PLANT MATERIAL

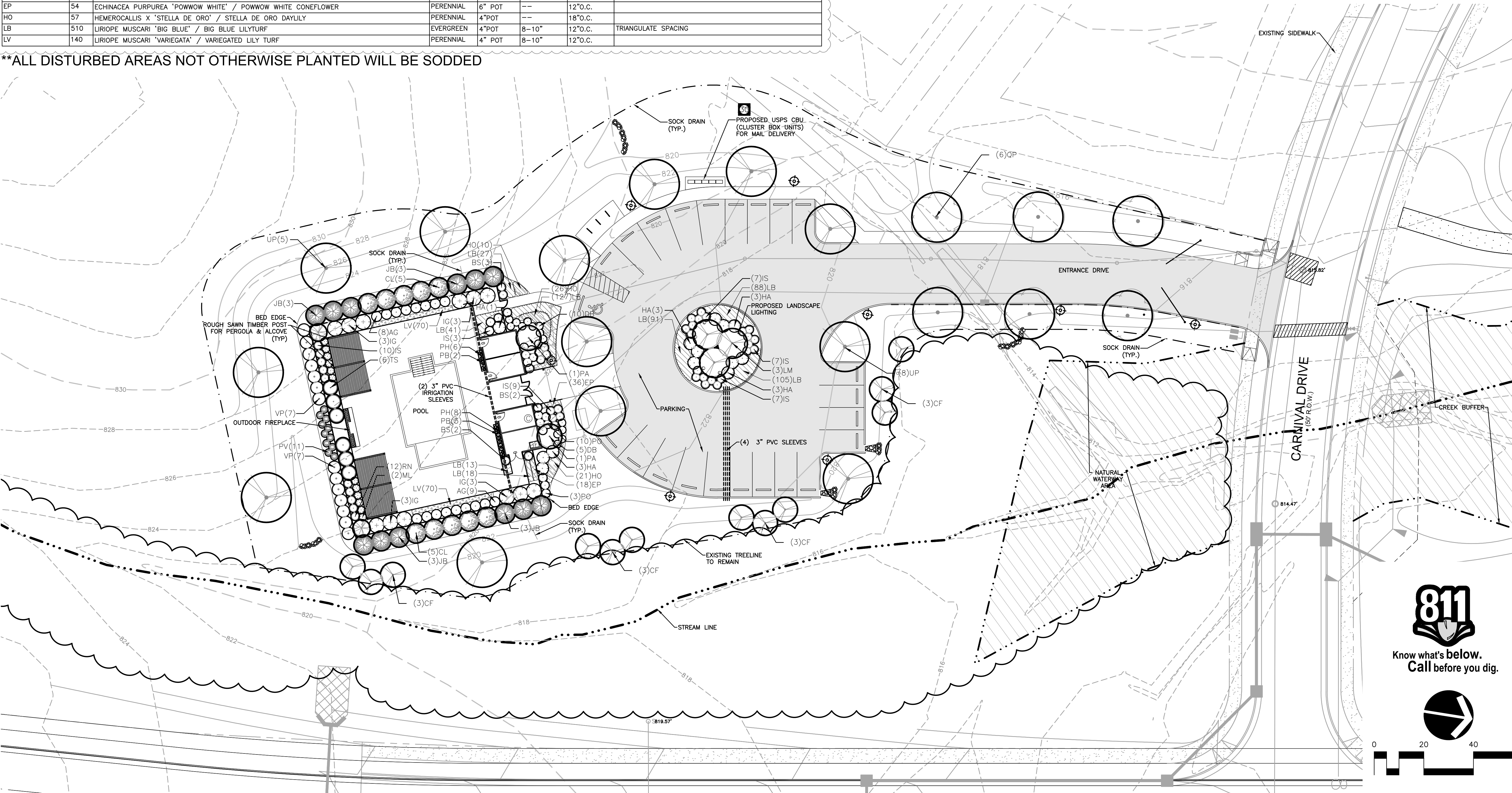
QP - REFERENCE TO PLANT NAME, SCHEDULE



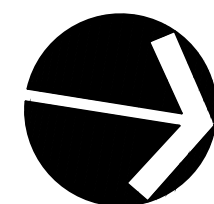
CONTROLLER LOCATION - COORDINATE CONNECTION W/ ELECTRICAL PLANS



BACKFLOW - COORDINATE CONNECTION W/ MECHANICAL/PLUMBING PLANS



Know what's below.
Call before you dig.



TRADITIONS AMENITY CENTER

FOR
MR. ROBERT GERINGER C/O WHISTLER FARMS,
LIMITED LIABILITY COMPANY

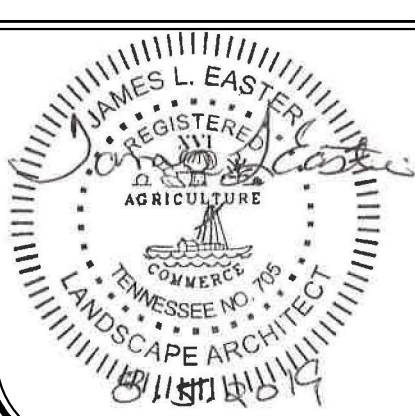
CITY OF BRENTWOOD, WILLIAMSON COUNTY, TENNESSEE

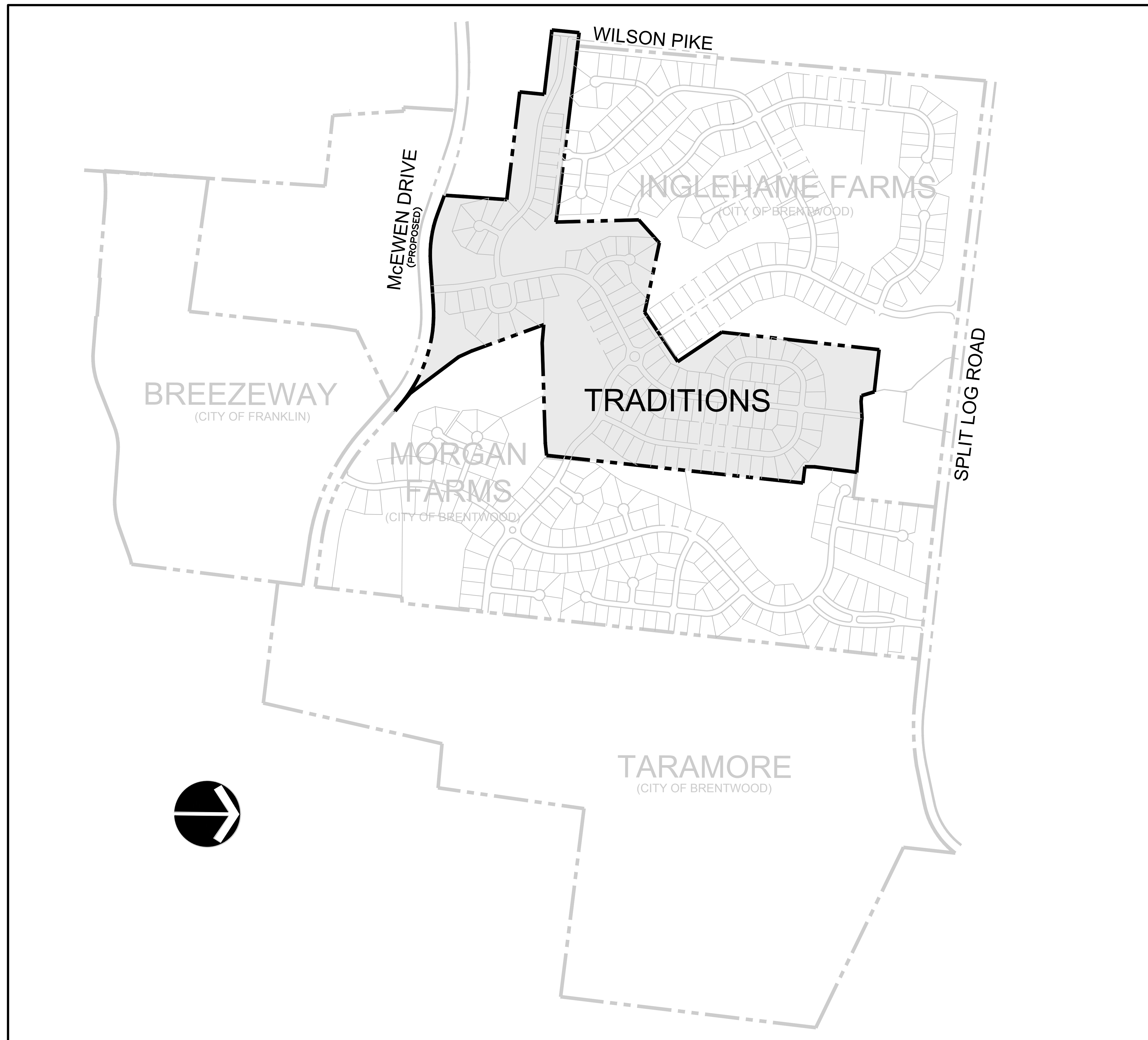
JOB NO.	WK. ORDER	DESIGNED:	DRAWN:	SCALE:	DATE:
04101	7651	JEASTER	D. HENDRICKSON	1"=20'	DECEMBER 4, 2017

LANDSCAPE PLAN

07

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AREA MAP
NOT TO SCALE



BUILDER AND DEVELOPER INFORMATION PACKET

for the use and installation of

**CLUSTER BOX UNITS
(CBU's) 4C Style Central Boxes**



**TENNESSEE DISTRICT
NASHVILLE, TN 37229**

TO: Project Developers / Builders / Local Government Offices

RE: Mode of Delivery

During the development stage of a new subdivision, it is the responsibility of the developer and/or builder to pay the costs necessary to bring streets, sidewalks, water, phone, gas, and electric service into a new development. Like utility companies, the Postal Service is a service-based organization. We provide the service of mail delivery; however, we do not provide the mail receptacle.

It is the policy of the U. S. Postal Service that mail delivery to all new developments is centralized delivery, most often using cluster box units (CBU). In the Tennessee District, as in other parts of the country, it is the responsibility of the customer (developers and builders) to provide the necessary mail receptacle equipment.

The authority for this is from the Postal Operations Manual (POM).

632.1 Customer Obligation

632.11 Responsibilities

Appropriate mail receptacles must be provided for the receipt of mail. The type of mail receptacle depends on the mode of delivery in place. Purchase, installation, and maintenance of mail receptacles are the responsibility of the customer.

631.1 General

The Postal Service-approved modes of delivery available for all existing delivery points, newly established and extensions of delivery points, are described in 631.2. Centralized delivery is the Postal Service's preferred mode of delivery for all new residential and commercial developments. Curbside, sidewalk delivery and door modes are generally not available for new delivery points. with very rare exceptions as determined by the Postal Service in its sole discretion on a case-by-case basis.

631.241 General

Newly established or extended business or residential customers must request and receive approval of the delivery location and mode of delivery from the local Postmaster or District designees. These deliveries will not receive mail delivery service until the mail receptacles are installed and the units and locations are approved by local postal management. Options and requirements for modes of delivery are directed by the Postal Service.

631 .242 Newly Established or Extended Centralized Delivery Points (Preferred Mode)

Centralized delivery is the preferred mode for new or extended business or residential delivery points. with very rare exceptions as determined by the Postal Service in its sole discretion on a case-by-case basis: see 631.1. The mail receptacle and location of the delivery point(s) are approved by local postal officials in advance of the occupancy of the residence, business, or other site associated with the delivery point.

The POM also advises that appropriate locations for installation be verified and approved by the Postal Service and local government.

To facilitate the most cost-effective delivery of mail into the 21st century, I am committed to assisting all customers, both large developers and individual customers, with references for the purchase, installation, and maintenance of authorized mail receptacle equipment.

Please contact me prior to any new development or renovation and I will be happy to assist you in regards to approved mode of delivery, mail receptacles, and appropriate delivery locations.

What is a customer's personal identity and security worth?

Is it worth more than the perceived convenience of a walk to the end of the driveway?

The U. S. Postal Service (USPS) in the Tennessee District recognizes that our number one responsibility is to our customers. The consumer that purchases a home is our customer, as is the developer and the builder providing the house. As a federal agency, the mission of the USPS is to accept, transport, protect and deliver the mail for the citizens of the United States of America. We are asking you, the developers and builders, to assist us in protecting our nation's citizens.

Identity thieves target all economic areas, looking for easy targets from which to steal. Unsecured curbside mailboxes are frequently their target of choice. Thieves may be after Social Security checks, income tax refunds, public assistance checks, credit cards, credit card convenience checks, or other valuables. For example, the financial information contained on a bank statement could enable a thief to order blank checks on a checking account. The best defense in preventing this type of crime is in securing the mail. Cluster box units (CBU) are the least expensive and most effective method for combating mail theft.

The US Postal Service recognizes the convenience of a mailbox located at the end of a customer's driveway. However, should a customer be the victim of mail theft, the time, money, aggravation, and efforts needed to rectify the damage can be extremely costly and inconvenient. To insure security of the mail, we strongly suggest the use of centralized, secure cluster box units (CBU's).

Although the USPS is a federal agency, we do not receive government funding. We are a self-supporting entity supported only through stamp sales and services. If mail theft and/or identity theft occur from an unprotected curbside mailbox when a secure CBU could have been in use, the USPS must direct our own resources (postal inspectors) and often those of local law enforcement agencies, as well, to investigate the situation. Unfortunately, resolution and restitution are not always the outcome.

The USPS wants to protect the nation's mail and the identity of its citizens in the safest and most cost efficient way possible. Long after you, the developers and builders, move on to develop your next neighborhood, the USPS remains in the community serving American citizens.

Curbside mailboxes lining the street are an easy target for vandalism and theft.



Over time and without frequent maintenance, curbside receptacles can become an eye sore.



A Sensible Approach for the Use of **CLUSTER BOX UNITS** (CBU)

Long after the builder has sold their home to a buyer, the United States Postal Service (USPS) will remain as a neighborhood fixture providing responsive service to the nation's citizens—our customers. We must consider what is in the best interest of all the citizens we serve—taking into consideration both current and future costs.



Dog Bites — Dogs are very territorial animals. Minimizing trips onto a Postal customer's property reduces the possibility of dog bites.

Community Gathering Area — Cluster box units (CBU) are a location for neighbors to encounter one another and stay acquainted.



Neighborhood Watch — Coupled with their side benefit as a community gathering area, CBU's offer a centralized focal point for added neighborhood watch security.



Unnecessary Trips to the Post Office — Postal regulations dictate that no item can be left at a location that is insecure or does not have a mail receptacle able to accommodate its size, unless the customer has agreed to accept responsibility for its safety. With the use of CBU's, carriers are now able to deliver and secure most items (books, photos, parcels, etc.), rather than leaving notices. Should an individual be away from home (especially, unexpectedly) for several days, their mail does not need to be placed on hold. It can accumulate in a secure receptacle without the need to travel, yet again, to the post office.

Reduces Neighborhood Traffic — CBU's eliminate the need for the carrier to pull in and out between parked cars while serving multiple boxes along busy

streets. Most certainly, it reduces the chance that a young child may be encountered and injured as the carrier attends to traffic and avoiding parked vehicles.



Snow Removal — When snow accumulates and restricts access to a curbside box, each homeowner is required to clear a sufficient area to provide drive-up access to the box without the carrier needing to dismount or back his vehicle. With centralized delivery, the homeowners can partner to keep their one CBU clear of snow.



Unsightly Landscaping — Curbside mailboxes can be unsightly elements lining any street (the “picket fence” effect). With proper planning, CBU’s offer a beautiful addition to any planned community and blend into the neighborhood in a subtle way.



Reduces Mail Theft — Criminals steal mail specifically looking for checks with the intent of “washing them” and rewriting them for their own use. Theft from curbside boxes takes a matter of just seconds. CBU’s offer the security of locked mail receptacles for both incoming and outgoing mail.

Reduces Identity Theft — Identity theft is a very difficult crime to combat. Hundreds of hours and untold frustration is the norm when trying to undo the damage caused by criminals stealing Postal customers’ identities.



Cost — Per address, CBU’s often cost less than decorative curbside mailboxes. In addition to added security and convenience, CBU’s contribute to enhanced property value and may increase your profit margin.

Replacement Rate — Curbside mailboxes have to be replaced more frequently than CBU’s. Curbside mailboxes are frequently vandalized or may be struck by automobiles, garbage trucks, etc...

Automobile Parking — Parking is less restricted in areas where CBU’s have been installed (one delivery location for a CBU versus up to sixteen individual

locations for curbside boxes). Postal customers do not have to be concerned about parked cars blocking their mailboxes and affecting their daily delivery.



Unexpected Absences — In today's busy world, many of us are called away unexpectedly. Mail can then accumulate in a receptacle, leaving the customer exposed to the criminal element. With the use of CBU's, the mail is secured behind a locked door.



Anonymity — CBU's have customer names and addresses unseen and secure behind locked doors, with access only by Postal Service employees.

CBU Locations — CBU's are conveniently located within walking distance of homes. If time is an issue, the customer can easily stop by on their drive through the neighborhood to or from work.



ADA — CBU's are in compliance with American Disabilities Act regulations

CENTRALIZED DELIVERY/CLUSTER BOX UNITS

ADVANTAGES FOR BUSINESS CUSTOMERS

Like all businesses, the U. S. Postal Service is always looking for new and innovative ways to cut costs in order to operate more efficiently.

Centralized delivery to business customers offers the following advantages:

- The potential for earlier delivery times
- All tenants receive their mail at essentially the same time
- Saves trips to the post office to pick up packages, etc.
- Reduces the need to put mail on “hold” when the business is closed
- Eliminates missed mail delivery in cases when the office is closed or temporarily unmanned
- Permits Saturday delivery to all tenants—open and closed
- Locked boxes offer security and privacy for both incoming and outgoing mail
- There is no unsecured outgoing mail sitting around waiting for the letter carrier’s arrival
- Helps to stabilize postage rates
- Office routines are not interrupted by mail delivery
- Decreases fuel consumption—improving air quality
- Lessens traffic congestion

\$ COST COMPARISON \$

CLUSTER BOX UNITS (CBU)

VS

CURBSIDE MAILBOXES

Many developers and builders are under the misconception that individual curbside mailboxes are less expensive than a Cluster Box Unit (CBU). In fact, this is not the case; rather, one CBU actually costs less than curbside mailboxes. According to an independent contractor as of April 2007, the average installation costs for CBU and curbside mailboxes are as follows.

16-unit CBU with concrete pad = \$1,775.00 (\$110.94 per address)

Curbside mailbox = \$150.00 per address (cost of the mailbox may vary depending on security features and size)

CLUSTER BOX UNIT -- CBU

CBU customers have a locked secure compartment for the delivery of daily incoming mail, a secure collection point for their outgoing mail, and secure built-in lockers for parcels. In addition, CBU's offer customers anonymity for their name and address. Each of these features greatly reduces the potential for mail and identity theft. Typical mounting are shown below.





CURBSIDE MAILBOXES

A curbside mailbox does not offer the same level of security from mail and identity theft that a CBU does. In addition, curbside mailboxes require frequent maintenance and replacement due to damage or destruction (automobile collisions, children hitting them with baseball bats, weathering issues, etc.). In many cases, these mailboxes are not only unsightly but are also unsecured. With a curbside box, there is no place for the carrier to secure parcels—resulting in a trip to the post office so the customer can pick them up.



ADDITIONAL INFORMATION ON CLUSTER BOX UNITS (CBU)

- STANDARD UNITS AVAILABLE -



FCBU Type I
8-box Unit



FCBU Type II
12-box Unit



FCBU Type IV
13-box Unit



Model 1570 (F) CBU

16-Box Unit

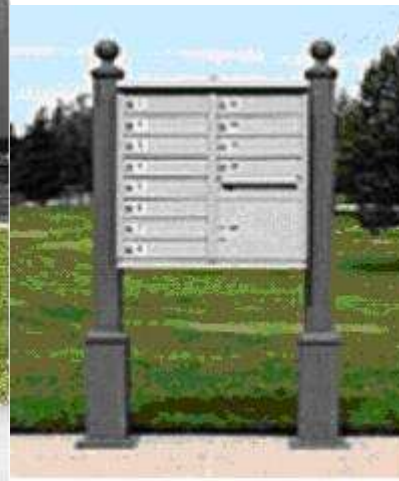


Outdoor Parcel Locker

CLUSTER BOX UNITS (CBU)

- UPGRADE POSSIBILITIES -

CBU's come in different styles and colors. Custom pedestals are also available.



4C Style Centralized Delivery

Reminder: a minimum of 1 parcel lockers per 10 deliveries is required



CLUSTER BOX UNIT (CBU) **- CONCRETE PAD SPECIFICATIONS -** **-ANCHORING METHODS-**

The following documents are the only USPS approved specifications for pouring concrete pads for the anchoring of CBU's.

CONCRETE SPECIFICATIONS FOR SINGLE UNIT CONCRETE PAD

CONCRETE SPECIFICATIONS FOR MULTIPLE UNIT CONCRETE PAD

ANCHORING METHODS FOR CENTRALIZED BOX UNITS (CBU)

CBU's must be installed approximately one week prior to customer occupancy.

CBU's must not be installed until the local USPS representative has conducted an on-site visit to ensure compliance with the official specifications. **Contact the local USPS representative to have the pads inspected prior to pouring the concrete.**

CBU's must be installed facing the correct direction. CBU's installed on concrete pads poured behind the sidewalk should face the sidewalk. CBU's installed on concrete pads located in landscape strips between the curb and the sidewalk should face the sidewalk. Do not install CBU facing the curb or street—causing the carrier and the customer to stand in the street to deliver or retrieve mail.

CBU's should not be installed so close to an intersection or traffic lane that they block visibility for approaching traffic or could be struck by a passing motor vehicle.

CBU's should not be located on dead-end streets where there is no safe turnaround for Postal delivery vehicles.

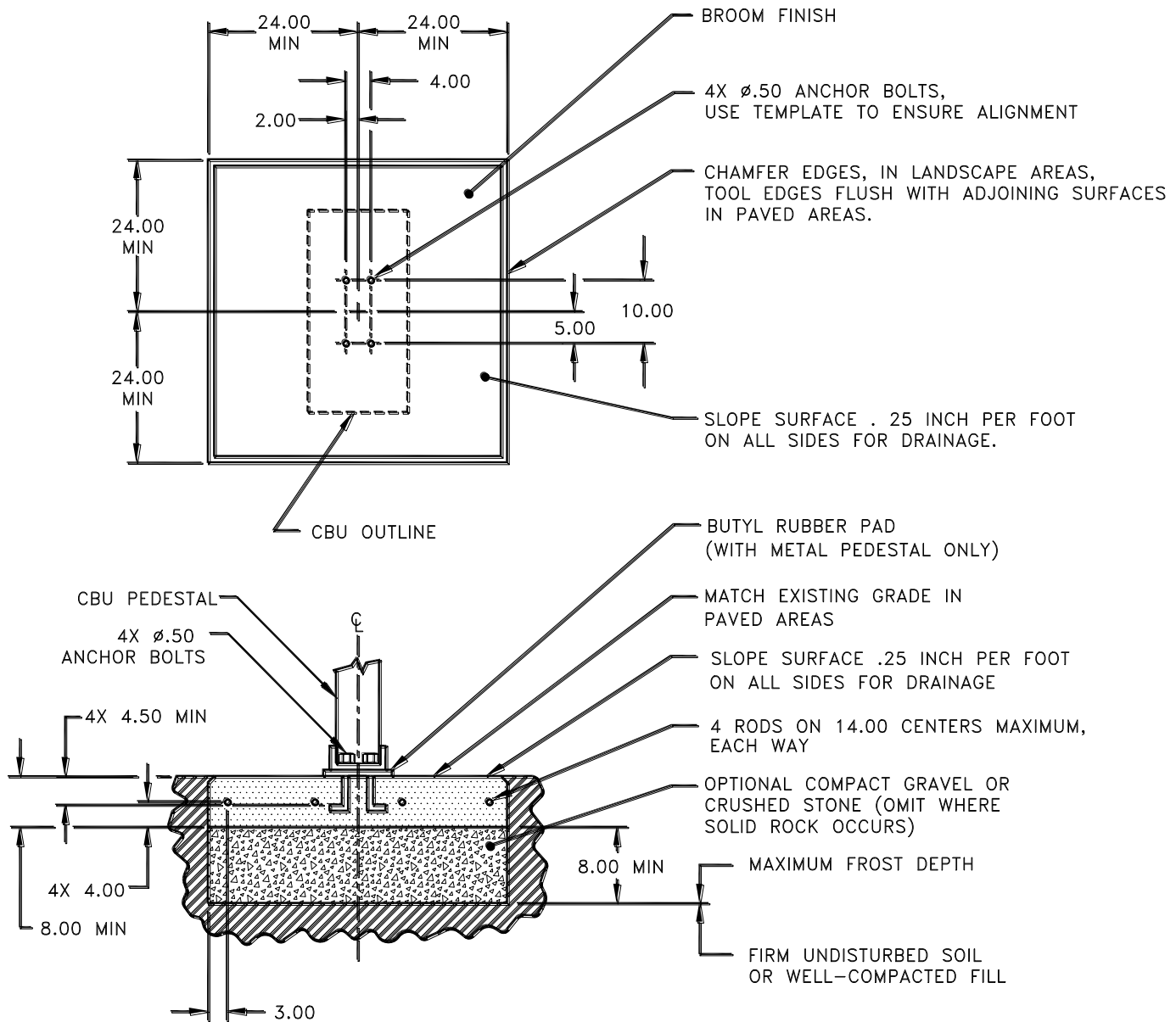
Notify your local USPS representative immediately upon completion of the CBU installation so that we can install the arrow lock and secure the unit.

All CBU compartment keys will be distributed by the builder/developer at the time of move in. The Postal Service can agree to distribute the keys if the builder/developer will not be on-site throughout the move in timeframe. The local USPS representative needs to be contacted by the builder/developer for the box address assignments. Each homeowner should be notified by the builder/developer of the approved mode of delivery for the development at the time of move in.

Any deviations from the USPS designated location of the CBU must not occur without first receiving authorization from the local USPS representative.

USPS APPROVED SPECIFICATIONS – CONCRETE PAD (SINGLE UNIT)

(All measurements are in inches)



NOTES:

1. CONCRETE SHALL HAVE A COMPRESSIVE STRENGTH OF 3000 PSI @ 28 DAYS, CONTAIN 4% MIN – 6% MAX AIR ENTRAINMENT AND BE PLACED WITH A 3.50 – 4.50 SLUMP IN ACCORDANCE WITH ACI 301.
2. REINFORCING STEEL RODS SHALL CONFORM TO ASTM A615, GRADE 60.
3. ANCHOR BOLTS SHALL CONFORM TO ASTM A193, GRADE B8M, TYPE 316 STAINLESS STEEL.

Technical drawing of a concrete utility box (CBU) showing top and side views with dimensions and callouts.

Top View Dimensions:

- Overall width: 24.00 MIN (left), 24.00 MIN (right)
- Internal width: 4.00
- Internal height: 2.00
- Box height: 16.00 MAX
- Box width: 32.00 MAX
- Box depth: 2.00
- Box width (including pedestal): 10.00 PER CBU
- Box depth (including pedestal): 5.00
- Box width (including pedestal): 24.00 MIN (left), 24.00 MIN (right)
- Box height (including pedestal): 34.00 (left), 34.00 (right)
- Box width (including pedestal): 192.00 MAX SEE NOTE 4

Callouts:

- 4X ϕ .50 ANCHOR BOLTS, PER CBU USE TEMPLATE TO ENSURE ALIGNMENT
- BROOM FINISH
- CHAMFER EDGES, IN LANDSCAPE AREAS, TOOL EDGES FLUSH WITH ADJOINING SURFACES IN PAVED AREAS.
- SLOPE SURFACE .25 INCH PER FOOT ON ALL SIDES FOR DRAINAGE
- BUTYL RUBBER PAD (WITH METAL PEDESTAL ONLY)
- MATCH EXISTING GRADE IN PAVED AREAS
- SLOPE SURFACE .25 INCH PER FOOT ON ALL SIDES FOR DRAINAGE
- 4 RODS ON 14.00 CENTERS MAXIMUM, EACH WAY
- OPTIONAL COMPACT GRAVEL OR CRUSHED STONE (OMIT WHERE SOLID ROCK OCCURS)
- MAXIMUM FROST DEPTH
- FIRM UNDISTURBED SOIL OR WELL-COMPACTED FILL

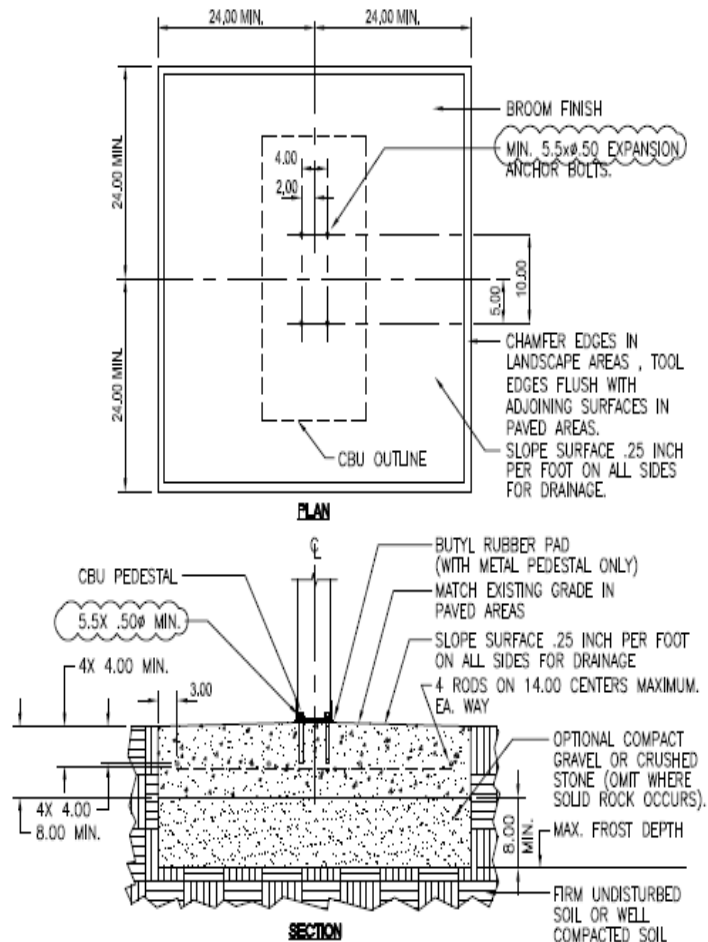
Side View Dimensions:

- Box height: 4X 4.50 MIN
- Box width: 4X 4.00
- Box depth: 8.00 MIN
- Box width (including pedestal): 3.00

Callouts:

- CBU PEDESTAL
- 4X ϕ .50 ANCHOR BOLTS PER CBU
- CBU OUTLINE

1. CONCRETE SHALL HAVE A COMPRESSIVE STRENGTH OF 3000 PSI @ 28 DAYS, CONTAIN 4% MIN - 6% MAX AIR ENTRAINMENT AND BE PLACED WITH A 3.50 - 4.50 SLUMP IN ACCORDANCE WITH ACI 301.
2. REINFORCING STEEL RODS SHALL CONFORM TO ASTM A615, GRADE 60.
3. ANCHOR BOLTS SHALL CONFORM TO ASTM A193, GRADE B8M, TYPE 316 STAINLESS STEEL.
4. A 3 CBU CONFIGURATION IS DEPICTED. A 2 OR 4 CBU CONFIGURATION MAY BE USED AS LONG AS THEY ARE ARRANGED IN GROUPS SUCH THAT THE OVERALL DIMENSION OF THE CONCRETE BASE DOES NOT EXCEED 192 INCHES.



NOTES:

1. CONCRETE SHALL HAVE A COMPRESSIVE STRENGTH OF 3,000 PSI @ 28 DAYS, CONTAIN 4% MIN. - 6% MAX. AIR ENTRAINMENT AND BE PLACED WITH A 3.50-4.50 SLUMP IN ACCORDANCE WITH ACI 301
2. REINFORCING STEEL RODS SHALL CONFORM TO ASTM A615, GRADE 60.
3. EXPANSION BOLTS SHALL BE EQUIVALENT TO THE FOLLOWING PROVIDERS:
 - a. HILTI KWIK BOLT (www.us.hilti.com) II-1/2" DIAMETER x 5-1/2" OVERALL LENGTH
GALVANIZED, CATALOG #: 000-453-696
KB II 12-512, STAINLESS STEEL; CATALOG #: 000-454-744
ENSURE THAT THE MIN. EMBEDMENT IN CONCRETE IS AT LEAST 3-1/2".

b. ITW RAMSET REDHEAD TRUBOLT (www.ramset-redhead.com)
GALVANIZED, 1/2" DIAMETER x 7" OVERALL LENGTH; CATALOG NUMBER: WS-1270G
ENSURE THAT THE MIN. EMBEDMENT IN CONCRETE IS AT LEAST 4-1/8".

c. RAWL STUD (www.rawl.com)
GALVANIZED, 1/2" DIAMETER x 5-1/2" OVERALL LENGTH; CATALOG NUMBER: 7724
ENSURE THAT THE MIN. EMBEDMENT IN CONCRETE IS AT LEAST 4".

Detail:

CLUSTER BOX UNIT (CBU) INSTALLATION - SINGLE UNIT

CAD File:

../usps/library/details/G1-2-0e

Scale:

1/2" = 1'-0"

Fac.

Ch.

Sect.

Para.

Detail

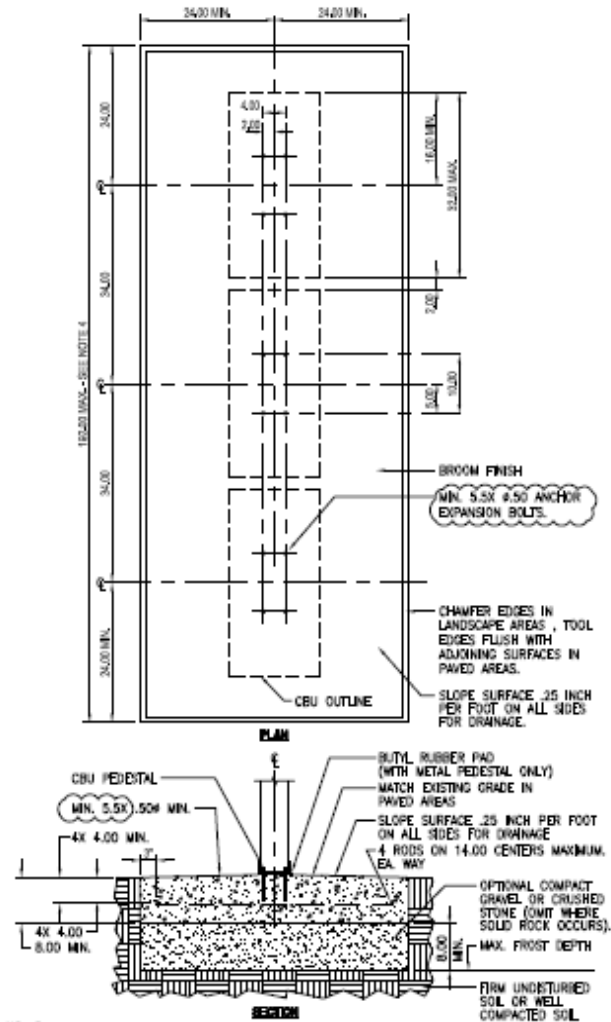
G1-2-0e

USPS SDL Issued: 10/1/2016
Last Revised: 10/27/2016



STANDARD DETAIL LIBRARY

NOTES TO A/E:



NOTES:

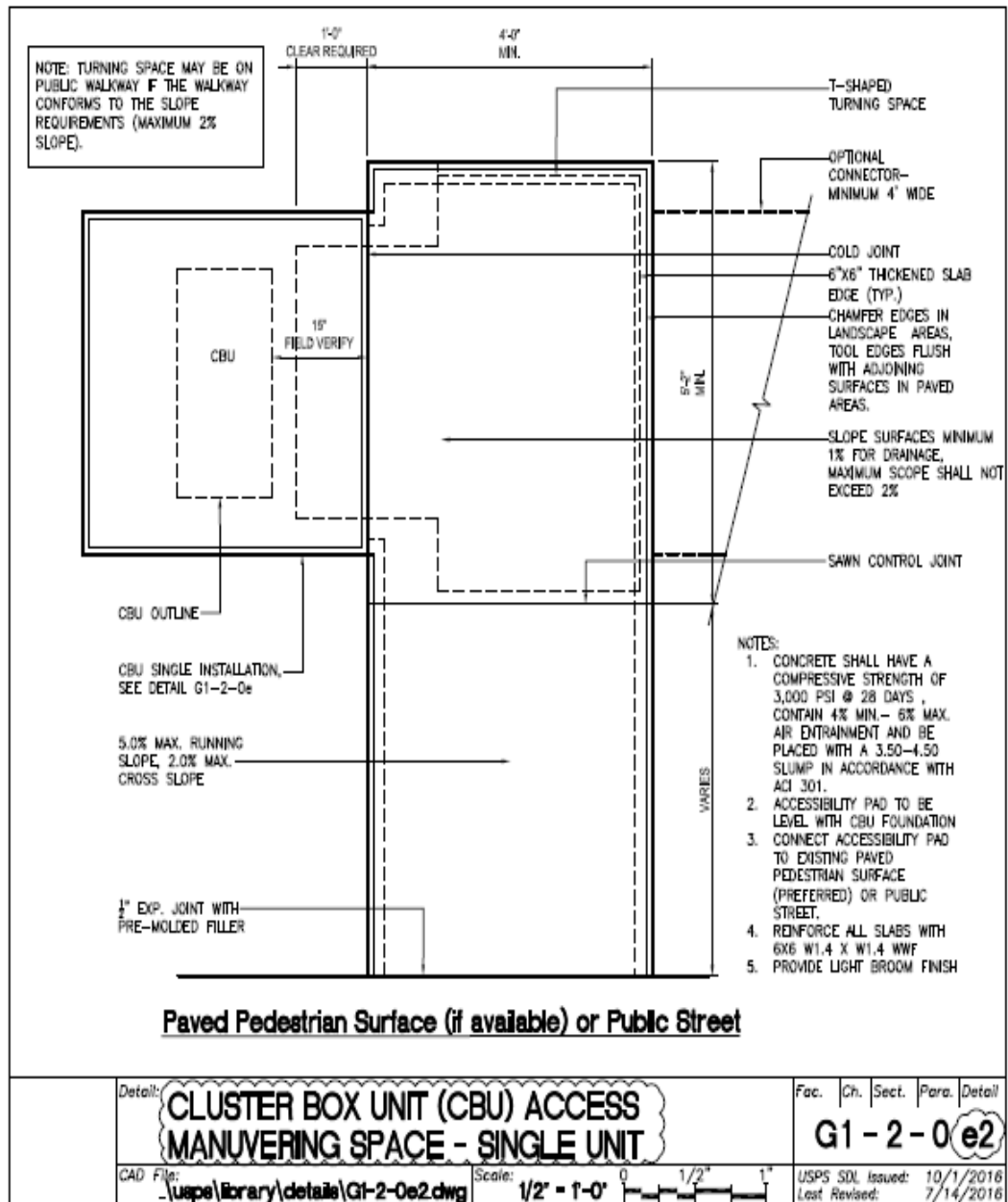
1. CONCRETE SHALL HAVE A COMPRESSIVE STRENGTH OF 3,000 PSI @ 28 DAYS, CONTAIN 4% MIN. - 6% MAX. AIR ENTRAINMENT AND BE PLACED WITH A 3.50 - 4.50 SLUMP IN ACCORDANCE WITH ACI 301.
2. REINFORCING STEEL RODS SHALL CONFORM TO ASTM A615, GRADE 60.
3. EXPANSION BOLTS SHALL BE EQUIVALENT TO THE FOLLOWING PROVIDERS:
 - a. HUI KIM BOLT (www.hkibolt.com) 1/2" DIAMETER x 5-1/2" OVERALL LENGTH
GALVANIZED, CATALOG # 000-453-896
NF 12-512, STAINLESS STEEL; CATALOG # 000-454-744
ENSURE THAT THE MIN. EMBEDMENT IN CONCRETE IS AT LEAST 3-1/2".
 - b. ITW RANGET REINHEAD TRUBOLT (www.ranget-reinhead.com)
GALVANIZED, 1/2" DIAMETER x 7" OVERALL LENGTH; CATALOG NUMBER: WS-12700
ENSURE THAT THE MIN. EMBEDMENT IN CONCRETE IS AT LEAST 4-1/8".
 - c. RAWL STUD (www.rawl.com)
GALVANIZED, 1/2" DIAMETER x 5-1/2" OVERALL LENGTH; CATALOG NUMBER: 7724
ENSURE THAT THE MIN. EMBEDMENT IN CONCRETE IS AT LEAST 4".
4. A 3 CBU CONFIGURATION IS DEPICTED. A 2 OR 4 CBU CONFIGURATION MAY BE USED AS LONG AS THEY ARE ARRANGED IN GROUPS SUCH THAT THE OVERALL DIMENSION OF THE CONCRETE BASE DOES NOT EXCEED 16 FEET.

Detail:	CLUSTER BOX UNIT (CBU) INSTALLATION - MULTIPLE UNIT	Fac.	Ch.	Sect.	Para.	Detail
						G1 - 2 - 0 e1
CAD File:	./uaps/library/details/G1-2-0e1	Scale:	1/2" = 1'-0"			
			USPS SDL issued: 10/1/2016 Last Revised: 10/27/2016			



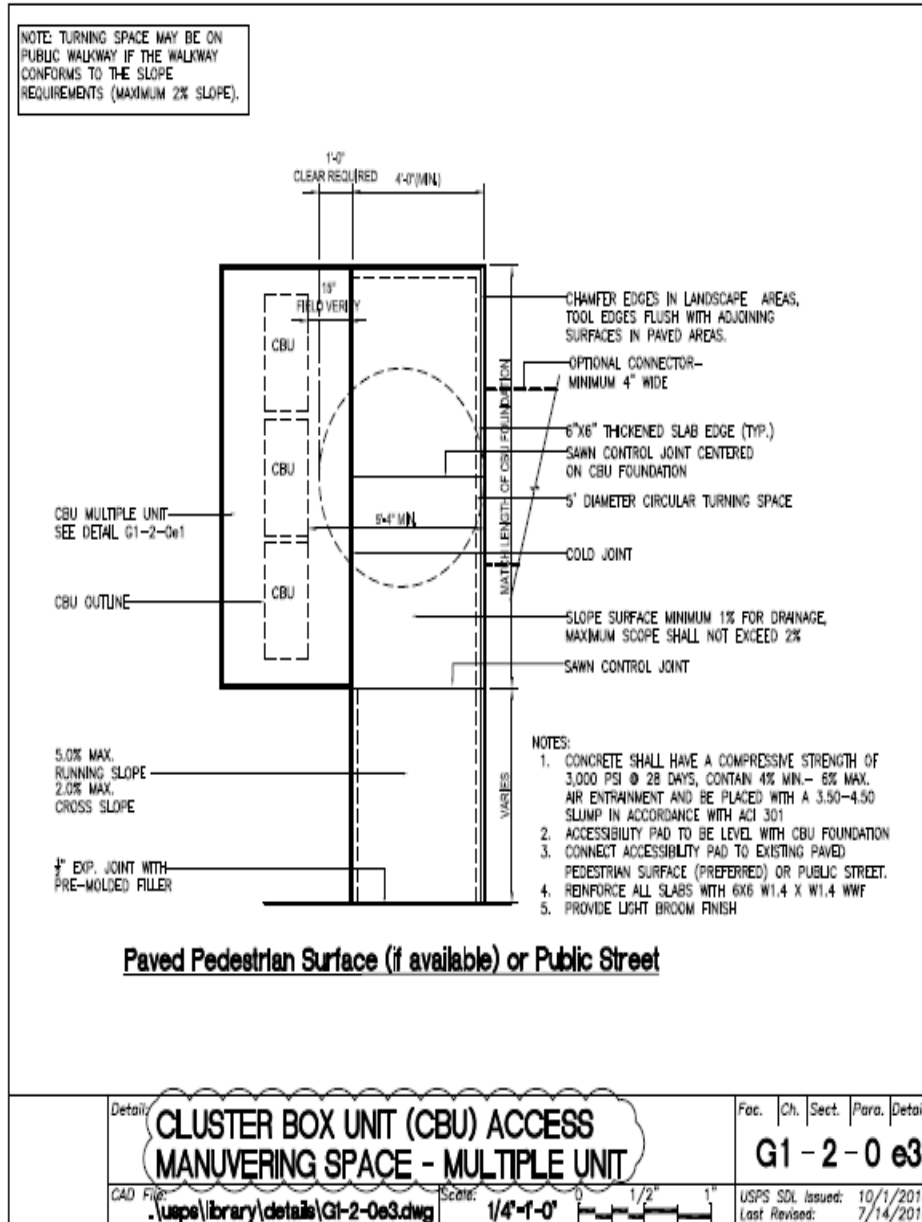
STANDARD DETAIL LIBRARY

- I. IF THE ACCESSIBLE ROUTE FROM THE CBU(S) CONNECTS WITH A STREET OR OTHER PAVED SURFACE AT A VERTICAL CURB, A CURB RAMP SHOULD BE INSTALLED IN ACCORDANCE WITH RE-4 REQUIREMENTS.



NOTES TO A/E:

- IF THE ACCESSIBLE ROUTE FROM THE CBU(S) CONNECTS WITH A STREET OR OTHER PAVED SURFACE AT A VERTICAL CURB, A CURB RAMP SHOULD BE INSTALLED IN ACCORDANCE WITH RE-4 REQUIREMENTS.



STANDARD DETAIL LIBRARY

CLUSTER BOX UNIT (CBU) -ANCHORING METHODS-

CBU's must be level and mounted firmly in concrete, using one of the following methods.

1. The J-bolt method is the preferred method of installation of CBU's on concrete pads; however, the J-bolt pattern must be accurate with the CBU pedestal plate. When using J-bolts, in order to prevent any damage or accidents that could result from the exposed bolts, consideration should be given as to the time lapse between pouring the concrete and the actual installation. Expansion anchors must be installed in accordance with the manufacturer's instructions.
2. The use of anchor bolts for the installation of CBU's on concrete pads is also acceptable as long as the methods described below are followed.
 - a. Hilti Kwik bolt II, 1/2" diameter X 5-1/2" overall length
Catalog Number: 000-453-696, KB II 12-512
Stainless Steel Catalog Number: 000-454-744
Minimum embedment in concrete must be no less than 3-1/2"
 - b. ITW Ramset Redhead Trublot, galvanized, 1/2" diameter X 7" overall length
 - c. Rawl Stud, 1/2" diameter X 5 1/2" overall length, galvanized.
Catalog Number: 7324
Minimum embedment in concrete must be no less than 4"

CLUSTER BOX UNIT (CBU) -CONCRETE PAD REQUIREMENTS-

- ALL FREE STANDING PADS MUST BE 8" THICK -

1 UNIT	SINGLE PAD	4' X 4'
2 UNITS	DOUBLE PAD	4' X 7'
3 UNITS	TRIPLE PAD	4' X 10'
4 UNITS	QUAD PAD	4' X 13'

***** WHEN PLACING A PARCEL LOCKER AT ANY CBU LOCATION, INCREASE THE PAD SIZE BY AN ADDITIONAL 4' X 4'*****

This CBU is properly installed—the future sidewalk has been taken into consideration.



The picture above shows a similar install in a finished neighborhood.



These CBU's are properly installed to be level on this steep hill.

**REFER TO THE FOLLOWING PHOTOGRAPHS
FOR ILLUSTRATIONS OF BOTH
☺CORRECTLY AND INC☹RECTLY
INSTALLED CBU'S**



INCORRECT - THIS REPRESENTS A SAFETY HAZARD, IS VULNERABLE TO TRAFFIC, AND VIOLATES ADA REQUIREMENTS. THERE SHOULD BE 36 INCHES IN FRONT OF THE CBU FOR WHEELCHAIR ACCESS.



INCORRECT - THE PAD IS TOO SMALL.



CORRECT - IF THIS CBU WAS INSTALLED NEXT TO THE CURB IT WOULD OFTEN BE BLOCKED BY PARKED CARS AND THE CARRIER WOULD NOT BE ABLE TO OPEN IT.



CORRECT – TO REDUCE MAINTENANCE COSTS, INSTALL CBU AWAY FROM THE STREET. CBU'S ARE EASILY DAMAGED WHEN INSTALLED NEXT TO THE STREET.



INCORRECT - The ADA requires that sidewalks remain clear.



CORRECT – Note how much concrete was required in order to meet local codes.



CORRECT – Plan ahead. This pad was actually poured before the sidewalk was put in. The dimensions, elevation, and slope were calculated to match the future sidewalk.



CORRECT - Wheelchair accessible. Set back from the roadway. Easy access for the carrier.



CORRECT



CORRECT - THE RETAINING WALL SHOWS HOW IMPORTANT IT IS TO INSTALL THE CBU AWAY FROM THE STREET.



CORRECT - PLACING THE CBU BEHIND THE SIDEWALK INSTEAD OF NEXT TO THE STREET HELPS TO PROTECT THEM FROM VEHICLES WHILE NOT IMPEDING PEDESTRIANS OR WHEELCHAIRS.



INCORRECT - THE PEDESTAL IS EMBEDDED IN THE CONCRETE MAKING THE CBU VERY DIFFICULT TO MAINTAIN.



INCORRECT – LOCATED IN FRONT OF A PUBLIC OFFICE BUILDING - THE CBU SHOULD BE ACCESSIBLE FROM THE SIDEWALK.



INCORRECT - LEANS OVER THE CURB. BLOCKS THE SIDEWALK.



INCORRECT - THE CONCRETE PAD ANCHORING THIS CBU IS TOO SMALL. ALSO, THE CBU IS FACING THE STREET. CUSTOMERS SHOULD NOT HAVE TO STEP OFF THE CURB INTO THE STREET TO GET THEIR MAIL.



**MODE OF DELIVERY AGREEMENT
TENNESSEE DISTRICT**

NAME OF PROJECT _____

ADDRESS OF PROJECT _____ DATE _____

POST OFFICE/ZIP CODE _____ PROPOSED ROUTE # _____

This Project is: **NEW CONSTRUCTION** ____ **RENOVATION** ____ (If renovation, please complete conversion request)

Estimated 1ST Occupancy Date: _____ 10% Occupancy: _____ Completion: _____

Delivery options will be explained by USPS representative (options shown in gray below).

Type of Project	Deliveries	Equipment-Type / #	EQUIPMENT OPTIONS
Office Bldg (____ Floors)	_____	_____	CBU Type I (8 Del)
Shopping Mall	_____	_____	CBU Type II (12 Del)
Strip Mall	_____	_____	CBU Type III (16 Del)
Apts./Condos (____ Floors)	_____	_____	CBU Type IV (13 Del)
Townhouses	_____	_____	Curb line 2/post
Single Family Homes	_____	_____	Curb line 4/post
Trailer Park	_____	_____	Wall mount STD 4C
Other (Specify)	_____	_____	

DEVELOPER / CONTRACTOR / OWNER RESPONSIBILITY IS AS FOLLOWS:

Location and installation of all receptacles must be approved by USPS representative.

Concrete pads for CBU's are required to meet USPS specifications.

Concrete pads for CBU's are installed by: Developer X other ____

Equipment purchased by: Developer X other ____

Equipment installed by: Developer X other ____

Equipment owned/maintained by: Developer X other ____

Keys issued to residents by: Developer X USPS ____ other ____

Locks changed by: Developer ____ USPS ____ other ____

Residents of single-family homes must be informed of their ongoing responsibility for keys; box maintenance/repair, snow removal, etc.

Note: On multi-tenant delivery and/or rental situations, the building owner/manager is responsible for lock changes. Owner/manager will handle parcels and accountable? Yes ____ No ____

This notice will serve as an Agreement / Letter of Consent to the Postal Service for the placement of Centralized Delivery Equipment at the agreed upon location(s) indicated on the plat map. By signing below, I acknowledge that the contractor options and responsibilities outlined above for receiving mail delivery service have been discussed with me.

USPS REPRESENTATIVE

NAME _____

TITLE _____

SIGNATURE _____

TELEPHONE # _____

DATE _____

PROPERTY DEVELOPER/MGR/OWNER

NAME _____

TITLE _____

SIGNATURE _____

TELEPHONE # _____

DATE _____

This agreement is subject to final approval by District Operations Programs Support. Submit completed agreement and other required attachments to local Postmaster who will forward to **Growth Management Programs, TN District.**

**USPS APPROVED MANUFACTURERS OF
CLUSTER BOX UNITS (CBUs) & WALL-MOUNTED CENTRALIZED MAIL RECEPTACLES
(USPS-B-1118F, USPS-STD-4B+ AND USPS-STD-4C)**

USPS-STD-B-118F

COMPANY	ADDRESS	CITY	STATE	ZIP	PHONE	WEB SITE	DESIGN TYPES
Auth-Florence Manufacturing	5935 Corporate Dr.	Manhattan	KS	66503-9675	800-275-5081	www.auth-florence.com	Types 1,11,111 & IV

USPS -STD-4B+

COMPANY	ADDRESS	CITY	STATE	ZIP	PHONE	WEB SITE	DESIGN TYPES
American Device Manufacturing	5935 Corporate Dr.	Manhattan	KS	66503-9675	800-275-5081	www.auth-florence.com	Horizontal units only
American Eagle	3017 Wheel Lock St	Dallas	TX	75220-2944	214-358-5544	www.americaneaglemailbox.com	Horizontal units only
Auth-Florence Manufacturing	5935 Corporate Dr.	Manhattan	KS	66503-9675	800-275-5081	www.auth-florence.com	Horizontal & Vertical Units
Bommer Industries	PO Box 187	Landrum	SC	29366-0187	800-334-1654	www.bommer.com	Horizontal & Verticle Units
Jensen Industries	1946 E 46th St	Los Angeles	CA	90058-2096	800-235-8351	www.jensen-ind.com	Horizontal & Verticle Units
Salisbury Industries	1010 East 62nd St	Los Angeles	CA	90001-1598	800-323-3003	www.mailboxes.com	Horizontal & Verticle Units
Security Manufacturing	815 S Main St	Grapevine	TX	76051-5535	800-762-6937	www.securitymanufacturing.com	Horizontal & Verticle Units

USPS -STD-4C

COMPANY	ADDRESS	CITY	STATE	ZIP	PHONE	WEB SITE	DESIGN TYPES
Postal Products Unlimited	500 W Oklahoma Ave	Milwaukee	WI	53207-2649	800-229-4500	www.mailproducts.com	Horizontal

Notes: Buildings with permits dated on or after October 5th, 2006 must have USPS-STD-4C receptacles.

Encourage Customers to sign up for Informed Delivery

<https://informedelivery.usps.com/box/pages/intro/start.action>

The Customer will be able to see the mail/packages arriving in their mailbox

The image displays the USPS Informed Delivery service interface, which is divided into two main sections: a top section for account setup and a bottom section for service features.

Top Section: Account Setup

- 1. Create Your Account**
Use your personal USPS.com® account or sign up for one today.
- 2. Verify Your Identity**
Protect your privacy and personal information by verifying your identity and address.
- 3. Receive Notifications**
View notifications from any smartphone, tablet, or computer.

A **Sign Up for Free** button is located below the verification step.

Bottom Section: Service Features

- Secure Access**
Interact with your incoming mail and packages on the secure, online dashboard.
- Preview Incoming Mail**
View grayscale images of the exterior, address side of letter-sized mailpieces scheduled to arrive soon.*
- Track Packages**
Check the delivery status of packages and when they're scheduled to arrive.
- Delivery Instructions**
Leave delivery instructions if you won't be home to accept a package.
- Schedule Redelivery**
Missed a delivery? Schedule a package to be redelivered.
- Manage Notifications**
Set up email and/or text notifications to track the delivery status of your package(s).

Visual Examples:

- A circular inset shows a computer screen displaying the USPS Informed Delivery dashboard. It features a "FROM: Any Delivery" header, a "MONDAY, JULY 26" date, and a "View Website" link. Below this, there's a section titled "UNCOVER" with a photo of a woman and a "View Website" link. At the bottom, there's a "SPF" section with a "View Website" link.
- A hand holds a smartphone displaying the USPS Informed Delivery app. The app shows a "FROM: Any Delivery" header, a "MONDAY, JULY 26" date, and a "View Website" link. Below this, there's a section titled "UNCOVER" with a photo of a woman and a "View Website" link. At the bottom, there's a "SPF" section with a "View Website" link.



**EXAMPLE OF MAILBOX KIOSK
FOR TOWNHOME SECTION**

Examples: completed units.

























Brentwood City Commission Agenda

Meeting Date: 09/23/2019

Purchase of Three Two-Way Radios for Parks Department

Submitted by: Dave Bunt, Parks & Recreation

Department: Parks & Recreation

Information

Subject

Purchase of three Two-Way Radios for Parks Department

Background

The FY 2019 Capital Projects Fund budget provides funding to purchase three two-way radios for the Parks Department. We received a quote from Motorola Solutions in the amount of \$12,197.40 that is within the budgeted amount of \$15,000. This quote is based on Motorola's pricing for its statewide contract (SWC418).

One radio will be installed in a new truck purchased this year. The other two will be used in two additional trucks inadvertently left off last year's larger scale non-public safety radio project. Once the radios are received, the installation will be done on-site and will take about a day to complete.

If you have questions please contact the Parks Director.

Staff Recommendation

Staff recommends approval of the purchase of radios from Motorola.

Previous Commission Action

The Commission approved the purchase of non-safety radio equipment at the December 10, 2018 meeting.

Fiscal Impact

Amount : \$12,197.40

Source of Funds: Capital Projects Fund

Account Number: 311-45300-6004

Fiscal Impact:

The amount of \$12,197.40 is within the budgeted amount of \$15,000.

Attachments

Radio Quote



MOTOROLA SOLUTIONS

Customer Name: City of Brentwood
John Allman (john.allman@brentwoodtn.gov)

Prepared By: Alex Sherman (alexander.sherman@motorolasolutions.com)

Title: APX Mobiles for Parks Dept

Date: 30-Aug-19

Quote# 455310

Detailed Equipment List for Each Configured Radio

APX 4500	M22URS9PW1AN	APX4500 7/800 MHZ	3	\$ 1,564.00	\$ 1,126.08	\$ 3,378.24
Single Band Mobile	GA00318AC	ENH: 5 YEAR ESSENTIAL SVC	3	\$ 246.00	\$ 246.00	\$ 738.00
Remote Mount O2 Head	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA	3	\$ 5.00	\$ 3.60	\$ 10.80
	GA09008AA	ADD: GROUP SERVICES	3	\$ 150.00	\$ 108.00	\$ 324.00
	GA00235AA	ADD: NO GPS ANTENNA NEEDED APX	3	\$ -	\$ -	\$ -
	Q498	ENH: ASTRO 25 OTAR W/ MULTIKEY	3	\$ 740.00	\$ 532.80	\$ 1,598.40
	G996BD	ADD: PROGRAMMING OVER P25 (OTAP)	3	\$ 100.00	\$ 72.00	\$ 216.00
	G142AD	ADD: NO SPEAKER APX	3	\$ -	\$ -	\$ -
	QA02756AD	ADD: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	3	\$ 1,570.00	\$ 1,130.40	\$ 3,391.20
	G843AH	ADD: AES ENCRYPTION	3	\$ 475.00	\$ 342.00	\$ 1,026.00
	GA00804AA	ADD: APX O2 CH (GREY)	3	\$ 492.00	\$ 354.24	\$ 1,062.72
	G89AC	ADD: NO RF ANTENNA NEEDED	3	\$ -	\$ -	\$ -
	G444AH	ADD: APX CONTROL HEAD SOFTWARE	3	\$ -	\$ -	\$ -
	G67CF	ADD: REMOTE MOUNT MID POWER	3	\$ 297.00	\$ 213.84	\$ 641.52
	W22BA	ADD: STD PALM MICROPHONE APX	3	\$ 72.00	\$ 51.84	\$ 155.52
RM Licenses	T7913/UA00048AA	RADIO MANAGEMENT INDIVIDUAL CLIENT LIC	3	\$ 100.00	\$ 85.00	\$ 255.00
		EXTENDED QUOTE TOTAL				\$ 12,797.40

Description	Qty	Disc Cost	Ext Cost
APX 4500 Remote Mount with O2 Head	3	\$ 4,180.80	\$ 12,542.40
Radio Management Licenses	3	\$ 85.00	\$ 255.00
Loyal Customer Discount	1	\$ (600.00)	\$ (600.00)
Grand Total			\$ 12,197.40

Notes:

1. Pricing is per State of TN SWC418
2. Programming and Installation is not included in this proposal

Brentwood City Commission Agenda

Meeting Date: 09/23/2019

Ordinance 2019-08 - Amending Various Sections of Brentwood Municipal Code, Chapter 66, Regarding Traffic and Dockless Small Vehicle Systems

Submitted by: Kristen Corn, Legal

Department: Legal

Information

Subject

Ordinance 2019-08 - Amendments to Chapter 66 of the Brentwood Municipal Code relative to dockless small vehicle systems.

Background

Chapter 66 of the Brentwood Municipal Code contains the City's regulations governing traffic and vehicles. Some of these regulations are purely local in nature, but many of the regulations either mirror state statutes or adopt provisions from state law by reference.

The General Assembly passed a law this past session to give cities the authority to regulate or ban electric scooters due to concerns of health and safety. Several cities across the state have discussed the possibility of doing so, but only a few have presented legislation. Staff has researched the proposed ordinances from other cities and drafted the attached ordinance based on those models.

The attached ordinance creates definitions for "electric scooters" and "dockless small vehicles" and proposes to ban both on public rights-of-way or public property. As currently written, this ban would also include bikes, scooters, electric bikes, and other small vehicles which are offered for short-term rentals and do not require a bicycle rack or docking station. *This ordinance does not affect privately owned bikes, scooters, etc.* but only addresses those available for rent due to the likelihood of the equipment being placed or left on City sidewalks or streets, creating hazardous situations. The ordinance provides that it is unlawful to provide, use, or leave these "dockless small vehicles" on public rights-of-way or public property.

Please contact the City Manager or City Attorney if you have any questions about the proposed ordinance.

Staff Recommendation

Staff recommends passage of Ordinance 2019-08.

Previous Commission Action

Ordinance 2019-08 was unanimously approved on first reading at the September 9, 2019 meeting of the Board of Commissioners.

Fiscal Impact

Attachments

Ordinance 2019-08

ORDINANCE 2019-08

AN ORDINANCE OF THE CITY OF BRENTWOOD, TENNESSEE PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF BRENTWOOD BE AMENDED BY REVISING VARIOUS SECTIONS OF CHAPTER 66, REGARDING DOCKLESS SMALL VEHICLE SYSTEMS

WHEREAS, Chapter 66 of the Code of Ordinances of the City of Brentwood contains provisions regarding traffic and vehicles within the City; and

WHEREAS, the City of Brentwood has a fundamental responsibility to ensure safe passage on public rights-of-way, to protect public health, safety and welfare in the public right-of-way; and

WHEREAS, the City of Brentwood has the authority under state law to regulate the operation of vehicles, bicycles, and scooters on the public right-of-way, including streets, trails, sidewalks, and other thoroughfares; and

WHEREAS, the City of Brentwood has the authority under state law to regulate commerce and commercial equipment that uses the public rights-of-way; and

WHEREAS, recent transportation and technology innovations in new mobility options have created demand for both privately-owned and on-demand dockless small vehicle systems, which include bicycles, scooters, electric bicycles, and electric scooters; and

WHEREAS, while this equipment offers a new transportation alternative, the use of this technology results in shared equipment being placed or left virtually anywhere in the public right-of-way, and both shared and privately-owned equipment being operated by users in a manner that is considered unsafe to the operator or other users of public rights-of-way; and

WHEREAS, on-demand dockless small vehicle systems are being operated on sidewalks in neighboring communities, creating hazards for pedestrians, and most operators using them on streets are without helmets; and

WHEREAS, on-demand dockless small vehicle systems left on City sidewalks when users are done with them will create a tripping hazard, make the sidewalks inaccessible to the disabled and create a cluttered and unsafe environment; and

WHEREAS, based on the operation of shared on-demand dockless small vehicle systems in other cities and an understanding of the current technology of active operators, adequate mechanisms are not in place to prevent such nuisance conditions and ensure safe operation; and

WHEREAS, the Board of Commissioners of the City of Brentwood believes that it is in the best interest of the City and the preservation of the public health and safety, that the City prohibit the operations of shared on-demand dockless small vehicle systems that operate in the public right-of-way or on public property.

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

SECTION 1. That section 66-2 of the Code of Ordinances of the City of Brentwood is hereby amended to revise or insert certain definitions as follows:

Insert definition of “electric scooter” to read as follows:

Electric scooter means a device weighing less than one hundred pounds (100 lbs.) that: (a) Has handlebars and an electric motor; (b) Is solely powered by the electric motor or human power, or both; and (c) Has a maximum speed of no more than twenty miles per hour (20 mph) on a paved level surface when powered solely by the electric motor; and does not include an electric bicycle, electric personal assistive mobility device, motorcycle, or motor-driven cycle.

Revise definition of “motor vehicle” to read as follows:

Motor vehicle means every vehicle including a low speed vehicle or a medium-speed vehicle that is self-propelled, excluding motorized bicycles and electric scooters.

Revise definition of “motor driven cycle” to read as follows:

Motor-driven cycle means every motorcycle, including every motor scooter, with a motor which produces not to exceed five brake horsepower, or with a motor with a cylinder capacity not exceeding 125 cubic centimeters. Motor-driven cycle does not include electric scooters.

SECTION 2. That a new Article XI is added to Chapter 66 of the Code of Ordinances of the City of Brentwood and it shall read as follows:

ARTICLE XI. DOCKLESS SMALL VEHICLE SYSTEMS.

Sec. 66-490. Definitions.

Sec. 66-491. Prohibition.

Sec. 66-492. Penalties.

Sec. 66-490. Definitions.

For purposes of this article, the following words and phrases shall have the meanings set forth below, unless the context clearly requires otherwise.

“Dockless Small Vehicle System” or “System” means a system which provides bicycles, scooters, electric bicycles, electric scooters, or other small vehicles for short-term rentals for point-to-point trips and which may be locked and unlocked without the requirement of a bicycle rack or other docking station.

“Dockless Small Vehicle” means a bicycle, scooter, electric bicycle, electric scooter, and other small, wheeled vehicle designed specifically for shared use utilizing GPS technology and can be deployed as part of a Dockless Small Vehicle System.

Sec. 66-491. Dockless Small Vehicle Systems Prohibited.

(a) It is unlawful to provide or offer for use a Dockless Small Vehicle anywhere within the City.

(b) It is unlawful to park, leave standing, leave lying, abandon, or otherwise place a Dockless Small Vehicles in a public right-of-way or on public property anywhere within the City.

(c) It is unlawful to operate a Dockless Small Vehicles in a public right-of-way or on public property anywhere within the City.

Sec. 66-492. Violations; impoundment.

(a) A violation of Section 66-491 is punishable by a fine not to exceed Fifty Dollars (\$50.00) for each offense.

(b) Dockless small vehicles operated in violation of Article shall be considered a traffic and pedestrian hazard and shall immediately be removed from the right-of-way and impounded. A dockless small vehicle shall be impounded by the City or its designee as provided in section 66-88, *et seq.*

SECTION 3. 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 4. 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 5. 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	_____ n/a
	2nd reading	_____	NOTICE OF PASSAGE	
			Notice published in:	_____
PUBLIC HEARING			Date of publication:	_____
	Notice published in:	_____ n/a		
	Date of publication:	_____		
	Date of hearing:	_____	EFFECTIVE DATE	_____

MAYOR Rhea E. Little, III

RECORDER Holly Earls

Approved as to form:

CITY ATTORNEY Kristen L. Corn

Brentwood City Commission Agenda

Meeting Date: 09/23/2019

Appointment of One (1) Member to the Historic Commission

Submitted by: Holly Earls, Administration

Department: Administration

Information

Subject

Appointment of one (1) member to the Historic Commission

Background

At the September 23, 2019 meeting, the City Commission is scheduled to appoint one (1) member to the Historic Commission. Applicants must be residents of the City of Brentwood. The appointee will serve an unexpired term ending on February 28, 2021.

Notice of the upcoming appointment and process/deadlines for applications were published in the Tennessean's Williamson section and posted on the City's website (www.brentwoodtn.gov) and on the Brentwood City Government Cable Channel (BTV).

The interested persons are:

1. Mitali Goray
2. Katrina Hande
3. Gini Moonshower
4. Allison Spears
5. Tara Volpintesta

The applications are attached.

Staff Recommendation

n/a

Fiscal Impact

Attachments

Applications

From: tech@brentwoodtn.gov
To: [Lambert, Deanna](#); [Earls, Holly](#)
Subject: City of Brentwood: Online Board Application Submittal
Date: Thursday, September 12, 2019 12:37:52 PM

Warning: External Email – Do not click any links or open any attachments unless you trust the sender and know the content is safe.

A new entry to a form/survey has been submitted.

Form Name: Board and Commission Applicant Information Sheet
Date & Time: 09/12/2019 12:37 PM
Response #: 152
Submitter ID: 15099
IP address: 98.193.195.70
Time to complete: 7 min. , 22 sec.

Survey Details

Page 1

It is the policy of the City of Brentwood that family members living in the same household or other individuals living in the same household may not concurrently serve on City boards.

☒ I Understand

Please select the Board you wish to apply for:

☐ Historic Commission

What is your name?

Mitali Goray

Spouse's name (if applicable)?

Ranjit Goray

Address:

1813 Ivy Crest Drive, Brentwood TN 37027

Phone Number:

6156686580

Email address:

mitaligoray@gmail.com

Employment Status:

(O) Homemaker

Current Employer or Former Employer if Retired

Calvary Young Childrens school

Job Title

PreK teacher

Spouse's Current Employer or Former Employer if Retired:

Hitachi solutions

Spouse's Job Title:

Ecommerce Depar

How many years have you lived in Brentwood?

1

Please provide a detailed description of your community involvement below:

Currently I am on the social committee for the Taramore subdivision, in which I help with planning different social events for our community.

Please provide a brief summary of why you would like to serve on this board:

I would like volunteer on this board to be more involved with the community.

The following questions request additional information that may be pertinent in the consideration of appointments to City boards. Affirmative responses to these questions will not necessarily be grounds for disqualification, but provide the opportunity for you to identify relationships or potential conflicts that should be disclosed prior to an appointment being made.

Are you related by blood, marriage or adoption to any member of the Brentwood City Commission, any employee of the City of Brentwood, or any member of a City of Brentwood volunteer board? If so, please describe:

No

Do you or any member of your immediate family, your employer or any association/community group with which you are affiliated have a business relationship with the City of Brentwood, or has there been such a relationship with the City in the past? If so, please describe:

No

If appointed to the board identified above, are you aware of any potential conflicts of interest you may have in regard to business before the board? If so, please describe:

No

By submitting this application, I confirm that the above information is true and correct. I affirm that I

have familiarized myself with the activities and duties associated with membership on this board as described on the City's board page. If I am appointed to a board, I affirm that I will regularly attend the board's meetings and functions.

☒ I Agree

Thank you,
City of Brentwood

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

From: tech@brentwoodtn.gov
To: [Lambert, Deanna](#); [Earls, Holly](#)
Subject: City of Brentwood: Online Board Application Submittal
Date: Thursday, August 15, 2019 2:14:40 PM

Warning: External Email – Do not click any links or open any attachments unless you trust the sender and know the content is safe.

A new entry to a form/survey has been submitted.

Form Name: Board and Commission Applicant Information Sheet
Date & Time: 08/15/2019 2:14 PM
Response #: 150
Submitter ID: 14839
IP address: 2600:1702:12e0:c410:ccbf:f9b8:cd63:7a20
Time to complete: 6 min. , 41 sec.

Survey Details

Page 1

It is the policy of the City of Brentwood that family members living in the same household or other individuals living in the same household may not concurrently serve on City boards.

☒ I Understand

Please select the Board you wish to apply for:

☐ Historic Commission

What is your name?

Katrina Hande

Spouse's name (if applicable)?

Ronald Hande

Address:

900 Creekwood Ct

Phone Number:

615-948-7934

Email address:

redskygurlga@gmail.com

Employment Status:

(O) Retired

Current Employer or Former Employer if Retired

IRS

Job Title

Analyst

Spouse's Current Employer or Former Employer if Retired:

GM

Spouse's Job Title:

Engineer

How many years have you lived in Brentwood?

27 years

Please provide a detailed description of your community involvement below:

While raising my children I worked fulltime but volunteered at their respective schools, with the PTO, and as a Girl Scout leader. I was actively involved in opening Edmondson Elementary, Woodland Middle and Ravenwood High.

I also held volunteer positions at my church such as editor of the newsletter. We participated regularly in community events such as the building of the Leathers playground at Crockett Park and summer concerts.

Please provide a brief summary of why you would like to serve on this board:

When my youngest daughter graduated from Ravenwood in 2005, I took a job promotion that required me to move to Atlanta. Although I spent the majority of my time there, we kept our home in Brentwood where my husband chose to live. I retired in 2018 and have fully relocated back to Brentwood. Since reacquainting myself with my community, I have become very concerned with the loss of so many of the quaint and historical landmarks in our city and surrounding areas.

As a lifelong student of history, the charm and beauty of middle Tennessee became somewhat of an obsession when I first moved here. I read everything I could get my hands on about the area and spent hours and hours visiting historical sites, whether homes, abandoned cemeteries, barns, whatever. Having returned to the area, I am constantly assessing the changes to the landscape, realizing many are for the better but also mourning the loss of so many fond memories.

I am also an ardent genealogist having recently discovered unknown historical ties to the area. My husband's ancestors were Revolutionary War land grant recipients and their land spanned the length of Mill Creek through Rutherford and Williamson counties. We have located 3 family cemeteries. We had no idea about this connection to the area when we moved here but it surely explains how inexplicably drawn to Brentwood we were!

I know I can leverage these passions as a member of this board.

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that should be disclosed prior to an appointment being made.

Are you related by blood, marriage or adoption to any member of the Brentwood City Commission, any employee of the City of Brentwood, or any member of a City of Brentwood volunteer board? If so, please describe:

No

Do you or any member of your immediate family, your employer or any association/community group with which you are affiliated have a business relationship with the City of Brentwood, or has there been such a relationship with the City in the past? If so, please describe:

No

If appointed to the board identified above, are you aware of any potential conflicts of interest you may have in regard to business before the board? If so, please describe:

No

By submitting this application, I confirm that the above information is true and correct. I affirm that I have familiarized myself with the activities and duties associated with membership on this board as described on the City's board page. If I am appointed to a board, I affirm that I will regularly attend the board's meetings and functions.

☒ I Agree

Thank you,
City of Brentwood

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From: tech@brentwoodtn.gov
To: [Lambert, Deanna](#); [Earls, Holly](#)
Subject: City of Brentwood: Online Board Application Submittal
Date: Thursday, August 15, 2019 5:16:53 PM

Warning: External Email – Do not click any links or open any attachments unless you trust the sender and know the content is safe.

A new entry to a form/survey has been submitted.

Form Name: Board and Commission Applicant Information Sheet
Date & Time: 08/15/2019 5:16 PM
Response #: 151
Submitter ID: 14843
IP address: 2601:484:c200:6135:696b:3d1b:d83b:5094
Time to complete: 5 min. , 13 sec.

Survey Details

Page 1

It is the policy of the City of Brentwood that family members living in the same household or other individuals living in the same household may not concurrently serve on City boards.

☒ I Understand

Please select the Board you wish to apply for:

☐ Historic Commission

What is your name?

Gini Dawson Moonshower

Spouse's name (if applicable)?

Thomas Moonshower

Address:

1221 KNOX VALLEY DR

Phone Number:

(615)419-1146

Email address:

gini.moonshower@gmail.com

Employment Status:

(o) Employed

Current Employer or Former Employer if Retired

Williamson County Schools

Job Title

English Teacher- WCS Online Program

Spouse's Current Employer or Former Employer if Retired:

SunTrust

Spouse's Job Title:

Financial Advisor

How many years have you lived in Brentwood?

34 Years

Please provide a detailed description of your community involvement below:

City of Brentwood, TN Historic Commission 2014 Fundraising Event Committee Member for opening of Ravenswood Mansion and Smith Park

Lipscomb Elementary School PTO Board Member, Fundraising Chair and President 2012-2017

Lipscomb Elementary 150th Celebration Chair 2016

"Williamson County Schools Shining Apple Volunteer of the Year" award 2017

Brentwood Middle and Brentwood High School Volunteer (Current)

YMCA Center for Civic Engagement Board Member and inaugural Annual Dinner Chair

"YMCA Center For Civic Engagement Volunteer of the Year" award 2014

Otter Creek Church of Christ member and Youth and Children's Volunteer (Current)

Grant Writer and Volunteer for the Otter Creek Preschool and Kindergarten 2010-2012

Please provide a brief summary of why you would like to serve on this board:

My parents moved to Brentwood shortly after its incorporation and have been active members of the community ever since. As a child we would hike along the Little Harpeth near the Boiling Spring Academy, where now my children are able to enjoy the bike path and learn about the history of the schoolhouse. In elementary school I learned of the history of William Lipscomb and the different buildings that have housed Lipscomb Elementary, information which proved to be invaluable at the 150th celebration of the school while my children attended there. My earliest memories of my love of books were going to the old library in the white house now a part of Brentwood Methodist, and then the Maryland Way Park, and now just down the street from my home where my boys spent countless hours playing by the creek. My father's environmental engineering business for many years was housed at the former city wastewater treatment plant, where I spent many days exploring, is now Deerwood Arboretum. While a student at Brentwood High School, I have fond memories of serving as a docent for the historic tour of homes with the History Club under the tutelage of Sarah Bayrd, where my oldest son just began his high school career. We recently celebrated my parents' 50th wedding anniversary and commemorated with photos taken at Smith Park near Ravenswood Mansion as we decided there were no more fitting a backdrop than that of at a park with a historic home in the town we all live and love. As a family we reminisced on the 25th celebration of Brentwood at Pearfest while we attended the 50th celebration at Crockett Park at the Eddy Arnold

amphitheater. Why would I like to serve on the Historic Commission? As you have seen from my experiences, the rich history of Brentwood has shaped my past, present, and future. I have a keen appreciation of the protection of its historic landmarks while also being grateful for the way we have been able to improve as a city without losing its character. As Brentwood grows and changes as a city and so many new families move into the community, it is even more important to preserve and educate our new friends about the rich history of our town in order to honor that history to shape decisions made for the way it moves forward.

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Are you related by blood, marriage or adoption to any member of the Brentwood City Commission, any employee of the City of Brentwood, or any member of a City of Brentwood volunteer board? If so, please describe:

My sister-in-law, Ginger Dawson, is on the Friends of the Brentwood Library Board; while I realize is not technically a City of Brentwood volunteer board, I thought the information could be pertinent here.

Do you or any member of your immediate family, your employer or any association/community group with which you are affiliated have a business relationship with the City of Brentwood, or has there been such a relationship with the City in the past? If so, please describe:

My father rented the old wastewater treatment plant and laboratory in the late 80s from the city. His company relocated to a space of General George Patton around 1990 and eventually dissolved in 1995.

If appointed to the board identified above, are you aware of any potential conflicts of interest you may have in regard to business before the board? If so, please describe:

None of which I am aware

By submitting this application, I confirm that the above information is true and correct. I affirm that I have familiarized myself with the activities and duties associated with membership on this board as described on the City's board page. If I am appointed to a board, I affirm that I will regularly attend the board's meetings and functions.

☒ I Agree

Thank you,
City of Brentwood

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

From: tech@brentwoodtn.gov
To: [Lambert, Deanna](#); [Earls, Holly](#)
Subject: City of Brentwood: Online Board Application Submittal
Date: Friday, September 13, 2019 8:19:42 AM

Warning: External Email – Do not click any links or open any attachments unless you trust the sender and know the content is safe.

A new entry to a form/survey has been submitted.

Form Name: Board and Commission Applicant Information Sheet
Date & Time: 09/13/2019 8:19 AM
Response #: 153
Submitter ID: 15107
IP address: 2601:484:c500:2b00:ade4:8db9:5195:d2e
Time to complete: 30 min. , 4 sec.

Survey Details

Page 1

It is the policy of the City of Brentwood that family members living in the same household or other individuals living in the same household may not concurrently serve on City boards.

☒ I Understand

Please select the Board you wish to apply for:

☐ Historic Commission

What is your name?

Allison Spears

Spouse's name (if applicable)?

Martin Spears

Address:

6408 Eastbourne Drive

Phone Number:

(615) 414-5743

Email address:

allisonspears@hotmail.com

Employment Status:

(O) Homemaker

Current Employer or Former Employer if Retired

Thomas Nelson

Job Title

Sales and Mktg Manager

Spouse's Current Employer or Former Employer if Retired:

Southern Spring Capital

Spouse's Job Title:

Managing Partner

How many years have you lived in Brentwood?

10

Please provide a detailed description of your community involvement below:

Forest Hills Baptist Church has been our church home for 18 years. Over these years, I have had the privilege of enjoying several different areas of service. For 16 years, I was the director of girls' programming on Wednesday evenings in the area of Missions. I led a team of 8-15 teachers and 35-80 first through sixth grade girls. In addition to weekly programming, I coordinated many annual events and special programs for the girls, the church, and our larger Nashville community. Through my connections at Forest Hills, I have had the privilege of working on the campus of and with the leadership at the Tennessee Baptist Children's Home in Brentwood for 15 years. Additionally, my family has had the opportunity, alongside others, to serve the refugee population in Nashville. We have loved on refugee families through teaching, giving, hugging, gifting, laughing, feeding, swimming, and tea parties. Also at Forest Hills Baptist, I was the 4-year Chair of the Nominating Committee, which annually selects the volunteers for the four main committees that serve our church. Additionally, I served on three "search" committees when looking for new staff members for our church as well as a one-year long-term vision committee.

Scales Elementary - As an active parent volunteer for 2011-2019, I participated in every activity or event possible. As Chair of Grandparents Day, 2016, we hosted over 700 guests. For two years, I was an in-classroom teacher's helper every week. Additionally my parent volunteer duties included: Clothing Drive, Book Fair, Field Day, Teacher Appreciation lunches, chaperoned all possible field trips, assisted in holiday parties in the classroom, school play, etc.

Brentwood Middle School - I am the co-chair for the PBIS reward parties. For two years I have worked the welcome desk one morning a month. I have devoted many hours as a chorus volunteer parent. I am a parent helper for BMS swim team.

Wildwood Swim Team Parent Volunteer – For the summers of 2014 - 2019, it has been a very rewarding experience to work with the swim team at Wildwood in many varying capacities. One of my favorite tasks is to manage the pool deck set-up for 300 swimmers to have a great meet. How fun to showcase Brentwood when teams arrive from all over the greater Nashville area!

Please provide a brief summary of why you would like to serve on this board:

Even as a young girl, history has been an interest and passion of mine. My friends and my children's friends know me as the one who always has an "historical" perspective to bring to almost every conversation. In 1815, Thomas Jefferson wrote: "What has passed may be a lesson."

Currently, I am a prospective member of a local chapter of the DAR. In researching my family lines, I am able to confirm that all of my known maternal and paternal family lines have lived in Middle Tennessee for 200 years. Even though I can take absolutely no credit for that fact, I still am so proud of it. This year, I will be working with the Flag committee.

Teaching my school-aged children as much historical perspective on all of life's matters is of utmost importance in our household. When we travel, we learn about history. Our family trips include the following destinations: Washington DC (5 times), Boston, Richmond, Williamsburg, Savannah, New York, Bloomington, IL, and London, England. Locally, I have taken my three children to the State Capitol, TN State Museum, the Hermitage, and other local historic places.

Driving around Brentwood, I love spotting the Historic makers. Such outstanding preservation work has already been accomplished here. In middle Tennessee, this is a unique asset for our city. I would love to be a part of maintaining and growing this very worthy effort. For example, when I drive on Murray Lane (almost daily), I look forward to the time when the dry-stacked limestone walls are restored to their former glory.

The following questions request additional information that may be pertinent in the consideration of appointments to City boards. Affirmative responses to these questions will not necessarily be grounds for disqualification, but provide the opportunity for you to identify relationships or potential conflicts that should be disclosed prior to an appointment being made.

Are you related by blood, marriage or adoption to any member of the Brentwood City Commission, any employee of the City of Brentwood, or any member of a City of Brentwood volunteer board? If so, please describe:

No

Do you or any member of your immediate family, your employer or any association/community group with which you are affiliated have a business relationship with the City of Brentwood, or has there been such a relationship with the City in the past? If so, please describe:

No

If appointed to the board identified above, are you aware of any potential conflicts of interest you may have in regard to business before the board? If so, please describe:

None

By submitting this application, I confirm that the above information is true and correct. I affirm that I have familiarized myself with the activities and duties associated with membership on this board as described on the City's board page. If I am appointed to a board, I affirm that I will regularly attend the board's meetings and functions.

☒ I Agree

Thank you,
City of Brentwood

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

From: tech@brentwoodtn.gov
To: [Lambert, Deanna](#); [Earls, Holly](#)
Subject: City of Brentwood: Online Board Application Submittal
Date: Tuesday, August 13, 2019 10:46:03 PM

Warning: External Email – Do not click any links or open any attachments unless you trust the sender and know the content is safe.

A new entry to a form/survey has been submitted.

Form Name: Board and Commission Applicant Information Sheet
Date & Time: 08/13/2019 10:45 PM
Response #: 149
Submitter ID: 14817
IP address: 71.236.41.107
Time to complete: 20 min. , 17 sec.

Survey Details

Page 1

It is the policy of the City of Brentwood that family members living in the same household or other individuals living in the same household may not concurrently serve on City boards.

☒ I Understand

Please select the Board you wish to apply for:

☐ Historic Commission

What is your name?

Tara Volpintesta

Spouse's name (if applicable)?

Bart Volpintesta

Address:

8105 Vaden Drive Brentwood TN 37027

Phone Number:

6153900456

Email address:

Tara.volpintesta@bcdtravel.com

Employment Status:

(o) Employed

Current Employer or Former Employer if Retired

BCD Travel

Job Title

Global Program Manager

Spouse's Current Employer or Former Employer if Retired:

BVTV Video Production

Spouse's Job Title:

CEO

How many years have you lived in Brentwood?

17

Please provide a detailed description of your community involvement below:

2018 Brentwood Police Citizen Academy

2019 Fire & Rescue Citizen Academy

Currently volunteer at Warner Park Nature Center Front Desk

Currently volunteer for Senior Ride Nashville as a driver

Please provide a brief summary of why you would like to serve on this board:

I appreciate the hard work that has been done by this board to preserve what is truly precious to a community.

I would like to serve on this board to be able to lend a hand in helping shine light on the history of Brentwood. To help educate and involve the community in our history.

The following questions request additional information that may be pertinent in the consideration of appointments to City boards. Affirmative responses to these questions will not necessarily be grounds for disqualification, but provide the opportunity for you to identify relationships or potential conflicts that should be disclosed prior to an appointment being made.

Are you related by blood, marriage or adoption to any member of the Brentwood City Commission, any employee of the City of Brentwood, or any member of a City of Brentwood volunteer board? If so, please describe:

No.

Do you or any member of your immediate family, your employer or any association/community group with which you are affiliated have a business relationship with the City of Brentwood, or has there

been such a relationship with the City in the past? If so, please describe:

No.

If appointed to the board identified above, are you aware of any potential conflicts of interest you may have in regard to business before the board? If so, please describe:

No.

By submitting this application, I confirm that the above information is true and correct. I affirm that I have familiarized myself with the activities and duties associated with membership on this board as described on the City's board page. If I am appointed to a board, I affirm that I will regularly attend the board's meetings and functions.

☒ I Agree

Thank you,
City of Brentwood

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Brentwood City Commission Agenda

Meeting Date: 09/23/2019

Presentation of Report on Recent Debt Funding Obligation (State Form CT-0253)

Submitted by: Holly Earls, Administration

Department: Administration

Information

Subject

Presentation of Report on Recent Debt Funding Obligation (State Form CT-0253)

Background

The City just completed a successful \$14,445,000 G.O. Bond issuance. Eight bids were received for the bond issue which will provide funding for the Police Headquarters building project. The lowest and best bid was submitted by FTN Financial Capital Markets with a true interest cost of 2.3186078%.

As a follow-up to the closing, the City is required to complete and submit to the State of Tennessee the attached "Report on Debt Obligations" (State Form No. CT-0253). State law requires that the form be presented to the City Commission at a public meeting prior to submission to the State. Note that all of the report information has been previously covered with the Board.

If you have any questions regarding the attached form, please contact the Finance Director.

Staff Recommendation

N/A - No formal action by the City Commission is required. This report is for informational purposes only as required by the Tennessee Comptroller.

Previous Commission Action

Resolution 2019-79 and Resolution 2019-80, authorizing the issuance of not to exceed \$15,000,000 in general obligation public improvement bonds, was approved by the City Commission on August 12, 2019.

Fiscal Impact

Amount :

Source of Funds:

Account Number:

Fiscal Impact:

N/A - This is a regulatory filing report

Attachments

CT-0253 preliminary

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity:

Name: _____

Address _____

Debt Issue Name: _____

If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.

2. Face Amount:

\$ _____

Premium/Discount: \$ _____

3. Interest Cost:

_____ %

☐ Tax-exempt☐ Taxable☐ TIC ☐ NIC☐ Variable: Index _____ plus _____ basis points; or☐ Variable: Remarketing Agent _____☐ Other: _____**4. Debt Obligation:**☐ TRAN ☐ RAN ☐ CON☐ BAN ☐ CRAN ☐ GAN☐ Bond ☐ Loan Agreement ☐ Capital Lease

If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Office of State and Local Finance ("OSLF").

5. Ratings:☐ Unrated

Moody's _____ Standard & Poor's _____ Fitch _____

6. Purpose:☐ General Government _____ %☐ Education _____ %☐ Utilities _____ %☐ Other _____ %☐ Refunding/Renewal _____ %**BRIEF DESCRIPTION**

7. Security:☐ General Obligation☐ General Obligation + Revenue/Tax☐ Revenue☐ Tax Increment Financing (TIF)☐ Annual Appropriation (Capital Lease Only)☐ Other (Describe): _____**8. Type of Sale:**☐ Competitive Public Sale☐ Interfund Loan _____☐ Negotiated Sale☐ Loan Program _____☐ Informal Bid**9. Date:**

Dated Date: _____

Issue/Closing Date: _____

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

10. Maturity Dates, Amounts and Interest Rates *:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

* This section is not applicable to the Initial Report for a Borrowing Program.

11. Cost of Issuance and Professionals:☐ No costs or professionals

	AMOUNT (Round to nearest \$)	FIRM NAME
Financial Advisor Fees	\$	
Legal Fees	\$	
Bond Counsel	\$	
Issuer's Counsel	\$	
Trustee's Counsel	\$	
Bank Counsel	\$	
Disclosure Counsel	\$	
_____	\$	
Paying Agent Fees	\$	
Registrar Fees	\$	
Trustee Fees	\$	
Remarketing Agent Fees	\$	
Liquidity Fees	\$	
Rating Agency Fees	\$	
Credit Enhancement Fees	\$	
Bank Closing Costs	\$	
Underwriter's Discount _____%		
Take Down	\$	
Management Fee	\$	
Risk Premium	\$	
Underwriter's Counsel	\$	
Other expenses	\$	
Printing and Advertising Fees	\$	
Issuer/Administrator Program Fees	\$	
Real Estate Fees	\$	
Sponsorship/Referral Fee	\$	
Other Costs _____	\$	
TOTAL COSTS	\$	

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

12. Recurring Costs:☐ No Recurring Costs

	AMOUNT (Basis points/\$)	FIRM NAME (If different from #11)
Remarketing Agent	_____	_____
Paying Agent / Registrar	_____	_____
Trustee	_____	_____
Liquidity / Credit Enhancement	_____	_____
Escrow Agent	_____	_____
Sponsorship / Program / Admin	_____	_____
Other _____	_____	_____

13. Disclosure Document / Official Statement:☐ None Prepared☐ EMMA link _____ or☐ Copy attached**14. Continuing Disclosure Obligations:**

Is there an existing continuing disclosure obligation related to the security for this debt?

☐ Yes☐ No

Is there a continuing disclosure obligation agreement related to this debt?

☐ Yes☐ No

If yes to either question, date that disclosure is due _____

Name and title of person responsible for compliance _____

15. Written Debt Management Policy:

Governing Body's approval date of the current version of the written debt management policy _____

Is the debt obligation in compliance with and clearly authorized under the policy?

☐ Yes☐ No**16. Written Derivative Management Policy:**☐ No derivative

Governing Body's approval date of the current version of the written derivative management policy _____

Date of Letter of Compliance for derivative _____

Is the derivative in compliance with and clearly authorized under the policy?

☐ Yes☐ No**17. Submission of Report:**

To the Governing Body:

on _____

and presented at public meeting held on _____

Copy to Director to OSLF:

on _____

either by:

☐ Mail to:505 Deaderick Street, Suite 1600
James K. Polk State Office Building
Nashville, TN 37243-1402

OR

☐ Email to:StateAndLocalFinance.PublicDebtForm@cot.tn.gov**18. Signatures:**

AUTHORIZED REPRESENTATIVE

PREPARER

Name _____

Title _____

Firm _____

Email _____

Date _____